



**Tuesday, May 21, 2024
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

POLICY AGENDA

1. **2024-184** Approve the minutes for the May 6 & 7, 2024 meetings of the City Council.

2. **2024-160** Adopt an Ordinance amending the Land Development Code, Ord. No. 3209 as amended, to make changes to Section 5, Use Regulations and Conditions as requested by William Carey University. The request is to add additional use regulations for the use category of “School, University, or College”, specifically for accessory uses and building heights. Planning Commission recommended approval on May 1st, 2024.

3. **2024-1130** Approve a variance request made by William Carey University from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2.

4. **2024-169** Adopt a Resolution designating the City of Hattiesburg voting delegates for voting in the 2024 Mississippi Municipal League election.

5. **2024-186** Approve Agreement between the City of Hattiesburg, Region XII Commission on Mental Health and Retardation (DBA, Pine Belt Mental Health Resources), and the Hattiesburg Convention Commission for parking as described herein; and authorize the Mayor to execute the same.

6. **2024-187** Approve purchase of property located at PPIN 18609, Parcel #2-029P-10-281.00 in an amount not to exceed \$90,000.00 and authorize Mayor to execute any and all necessary documents at closing. Authorize issuance of manual check for the same.

ROUTINE AGENDA

1. **2024-170** Ratify grant agreement with the Mississippi Outdoor Stewardship Trust Fund for the Gordon's Creek Linear Trail Project for improvements along Gordon's Creek.
2. **2024-189** Acknowledge the monthly budget report for the month ending April 30, 2024.
3. **2024-190** Acknowledge receipt of the Privilege Tax License Report for the month of April, 2024.
4. **2024-159** Authorize acceptance of an extension for the Substance Abuse and Mental Health Services Administration (SAMHSA) to fund a sixth year of the program Hattiesburg Behavioral Court Treatment Expansion, in partnership with Pine Belt Mental Healthcare Resources, in the amount of \$96,307 to be used with additional carryover funds for a total of \$267,541.27.
5. **2024-191** Acknowledge receipt of proposals received March 7, 2024, for RFP 4295 Disaster Recovery Consulting Services for the City of Hattiesburg; accept the proposal of Broaddus & Associates as the best proposal.
6. **2024-183** Acknowledge bids received for 4 SUVs for the Urban Development department on May 9th, 2024 and award bid to Mac Haik Chrysler Dodge Jeep Ram and Chevrolet; accept the bid for (4) four 2025 Chevrolet Trailblazers as recommended below.
7. **2024-158** Approve the City's purchase of (4) four grave spaces located in Section 39, Lot # 36, West Half (W 1/2) at Highland Cemetery, Minute Book# 2022, Page 400, in the amount of \$700.00, from Barbara Jean Jones; authorize manual check for the same.
8. **2024-168** Approve the City's purchase of (3) Three grave spaces located in Section 21, Lot 104, Northeast Quarter (NE 1/4) , and East Half (E 1/2) of the Northwest Quarter (NW 1/4), at Highland Cemetery, Minute Book# 2006-1, Page 392-409, from Margaret Hamilton; authorize manual check for the same.
9. **2024-193** Approve plans and specifications for the Hattiesburg Fire station # 1 HVAC upgrades; authorize publication of same.
10. **2024-157** Approve the purchase of grave spaces per attached, Memo's, Receipts, and Deeds.
11. **2024-185** Approve claims docket for the period ending May 17, 2024.

In Memoriam:

Meeting Adjourn



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Ronda Kennedy, Clerk of Council
cc:
Date: Tuesday, May 21, 2024
Re: Approve the minutes for the May 6 & 7, 2024 meetings of the City Council.
File Number: 2024-184
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 May 21, 2024 City Council meeting for consideration.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Cory Long, Planning Administrator, Nathan Satcher, Planner II

cc: Ann Jones, Chief Administrative Officer

Date: Tuesday, May 21, 2024

Re: Adopt an Ordinance amending the Land Development Code, Ord. No. 3209 as amended, to make changes to Section 5, Use Regulations and Conditions as requested by William Carey University. The request is to add additional use regulations for the use category of “School, University, or College”, specifically for accessory uses and building heights. Planning Commission recommended approval on May 1st, 2024.
File Number: 2024-160
Minute Book #

Summary

Adopt and Ordinance accepting the Planning Commission's recommendation to approve a request by William Carey University, applicant, Kevin P. Lewis, architect, and Robert Blevins, representative, to amend the Land Development Code, Ord. No. 3209 as amended, to make changes to Section 5, Use Regulations and Conditions. The request is to add additional use regulations for the use category of “School, University, or College”, specifically for accessory uses and building heights.

Planning Commission recommended approval on May 1st, 2024.

Recommendation Statement

Planning Commission Recommended approval of the text amendment on May 1st, 2024.

Please place this on the May 21, 2024 City Council meeting for consideration.

May 2024: Item A (Tabled from April 2024 meeting)
William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative
Request for: **Amend the Land Development Code, Ord. No. 3209**



**Planning Commission
Case Fact Sheet**

Names of Petitioner: William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative

Request:	Ament the Land Development Code, Ord. No. 3209
Purpose of Request:	To amend the Land Development Code, Ord. No. 3209 as amended, to make changes to Section 5, Use Regulations and Conditions. The request is to add additional use regulations for the use category of "School, University, or College", specifically for accessory uses and building heights.
Applicant Summary:	* See Attached *
Applicable Regulations:	
SECTION 12	<u>12.2 Categories of Development Approvals</u> 12.3.1.3 Application Requirement; Action. Any application for an amendment to the text of the Land Development Code or Zoning Map shall address in writing the reason for the proposed amendment. City Council shall consider the request and, if it is approved the request, may ask staff to begin drafting the text amendment for consideration, or to amend the Official Zoning Map, whichever action is relevant.
SECTION 13	Definitions <u>University/College/Business School:</u> An institution at which persons are instructed in post-secondary vocational, career and academic learning for preparation for employment and education. Examples include The University of Southern Mississippi, Pearl River Community College and William Carey University.
Present Use:	William Carey Properties
Future Land Use:	Neighborhood Center Mixed-Use District
Letters or Concerns stated:	The Planning Division Office has not received any letters or other written communications relative to this case as of March 26 th , 2024.

May 2024: Item A

William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative

Request for: **Amend the Land Development Code, Ord. No. 3209**

History / Background:

William Carey University has proposed zoning changes for multiple parcels that they own to make their zoning consistent with the rest of the university and to fit into a category that allows the use of "School University, or College". Many of the parcels they have acquired and have plans to develop are not currently zoned R-3, and require a zoning change when they want to develop the parcels for university use.

Growth of the medical school is driving some of their current development plans and they have recently constructed multiple buildings for their medical school, and have two additional ones that have been approved and will begin construction this year. The expansion of the medical school has caused them to require additional parking, and the current language of the code does not allow the use of "Parking, surface" in an R-3 zoned parcel. The text amendment they are proposing would allow for parcels zoned R-3, that are part of a school, university, or college, to be developed as a parking lot, so long as they are on contiguous or adjacent sites. Adjacent sites could be separated by a right-of-way, and be developed as accessory uses for a school, university, or college.

William Carey has proposed parking lots to be developed at the intersection of Tuscan and Cherry (across from their newly constructed Health Sciences building. The text amendment, if approved, would allow that lot to be formally developed and approved at a staff level, minus the setback requirement for their guard shack.

William Carey has also proposed fencing the perimeter of the parking lots using 8-foot gates and has included a text amendment that addresses an allowance for perimeter fencing of that height, with much higher standards of design than those currently in place for all fencing. Chain link fencing, would not be permitted, and fencing would require a much higher transparency requirement. The transparency requirement would prevent fencing that creates an opaque barrier and serve the purpose of controlling ingress/egress along with security.

William Carey has also proposed the addition of increasing the building heights for structures within the use designation of "School, University, or College" to be raised to a maximum of 45 feet instead of the current 35 feet set by the zoning district dimensional standards.

Whenever a text amendment is being proposed, the Planning Commission should consider the city-wide implications of such changes.

May 2024: Item A

William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative

Request for: **Amend the Land Development Code, Ord. No. 3209**

Below is a list of the proposed changes to the Land Development code requested by William Carey University:

In Section 5.4.39 (SCHOOL, UNIVERSITY OR COLLEGE)

Amend to add the following conditions for use:

5.4.39.A

Accessory uses such as places of assembly, multi-purpose facilities, outdoor recreation facilities, parking lots, bookstores, and maintenance facilities on the same site, or contiguous sites to the principal use shall be permitted. Similar uses on adjacent sites shall be considered accessory uses when an established accessory use is related to or connected to the principal use.

5.4.39.B

Parking Lot accessory use shall allow up to 80% maximum impervious lot coverage.

5.4.39.C

Fences whose purpose is to control ingress and egress to the perimeter of primary or accessory use shall be allowed to a height of 8 feet (including front yards) utilizing decorative aluminum, iron, or wood fencing with appropriate gate and operation to allow emergency personnel and vehicle access. Fencing must maintain a minimum 50% transparency. The purpose of such fencing is to provide security and controlled access to the accessory or principal use and need must be demonstrated for approval by the site plan review committee.

5.4.39.D

Building heights may be increased to 45 feet with up to three floors.

Option:

Recommend **approval** or **denial** of the request for an Amending of the Land Development Code, Ord. No. 3209, as amended.

Planning Commission can also recommend changes to the proposed amendments, should they be needed. Planning Commission could consider changing Section 6, of the Dimensional Standards for R-3 Zoned properties to allow for a maximum height of 45 feet instead of the specific requirement only for the use classification of "Schools, Universities, and Colleges."



URBAN DEVELOPMENT PLANNING DIVISION

Public Hearing Application

P.O. BOX 1898 (200 Forrest Street/39401)

Hattiesburg, MS 39403-1898

Department of Urban Development

(601) 545-4599 or FAX (601) 545-1962

APPLICANT:

Applicant Name: William Carey University

Project Name: 2023 Parking Lot for William Carey University

Proposed Use(s): Parking Lot and Guard House

Project Street Address: Tuscan Ave, Tuscan Ave east of ex. parking lot, SW Corner Tuscan Ave and Cherry St,

PPIN Number(s) (if unknown, can be found on tax receipt): 1309, Cherry St, 1315 Cherry St 13651, 13652, 13653, 13654, 13655

Application for (check all appropriate types):

- | | |
|---|---|
| ☒ Variance (see below) | ☐ Conditional Use (see below) |
| ☐ Subdividing of Lot, Parcel, or Tract (see p. 12) | ☒ Re-Zoning (see below) |
| ☐ Street or Alley Renaming (see pp. 13-14) | ☐ Overlay District |
| ☐ Vacating Street or Alley (see pp. 13-14) | ☐ Planned Mixed-Use District |

For Variance Only (check all appropriate variance types), see pp. 7 & 8:

- | | | |
|---------------------------------------|---|--|
| ☐ Sign | ☐ Setback (front, side, or rear _____) | ☒ Off-Site Parking |
| ☐ Lot Width | ☐ Lot Coverage Area | ☐ Buffer |
| ☐ Open Space | | |
| ☐ Other: _____ | | |

For Conditional Use Permit Only (check applicable type), see pp. 9 & 10:

- | | |
|---|---|
| ☐ Automotive Filling Station | ☐ Telecommunications |
| ☐ Digital Billboard, New | ☐ Digital Billboard, Replacement |
| ☐ Restaurant | ☐ Solar Farm |
| ☒ Other: <u>Request Text Change for 5.4.39 SCHOOL, UNIVERSITY AND COLLEGE</u> | |

For Re-Zoning Only, see p. 11:

Existing Zoning: R-2, R-2, R-2, R-1C, and R-1C

Proposed Zoning: R-3 for all.

PLEASE BE SURE TO FILL OUT PP. 1-5 AND SEE FEES ON P. 6

STAFF USE ONLY – Do Not Complete:

Pre-Application Date: _____ Planner: _____

Parcel Number(s): _____ Historic District(s): _____

Flood Zone(s): _____ Zoning District(s): _____

Project No.: _____

Code Sections:

LDC Section No. _____

Section No. _____

Section No. _____

Section No. _____

Section No. _____

RECIVED DATE & INITIALS:

PROJECT REPRESENTATIVE INFORMATION:**Primary:**

Name: <u>Kevin P. Lewis, AIA, Architect</u>
☐ Applicant ☐ Property Owner ☐ Representative ☐ Agent ☐ Contractor ☒ Architect ☐ Engineer
☐ Other (please specify): _____
Phone: <u>601-271-7711</u> Fax: <u>N/A</u> Email: <u>kevin@llgarch.com</u>
Mailing Address: <u>5211 Old Highway 11, Hattiesburg, MS 39402</u>

Secondary:

Name: <u>Robert Blevins</u>
☐ Applicant ☒ Property Owner ☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____
Phone: <u>601-318-6155</u> Fax: _____ Email: _____
Mailing Address: <u>710 William Carey Parkway, Hattiesburg, MS 39401</u>

Other(s):

Name: _____
☐ Applicant ☐ Property Owner ☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____
Phone: _____ Fax: _____ Email: _____
Mailing Address: _____

Name: _____
☐ Applicant ☐ Property Owner ☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____
Phone: _____ Fax: _____ Email: _____
Mailing Address: _____

OWNER AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE OWNER(S) OF
THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the **OWNER(s)** of the subject property located at
Tuscan Ave, Tuscan Ave east of ex. parking lot, NW Corner Tuscan Ave and Cherry St, 1309 Cherry St, 1315 Cherry St Hattiesburg MS

Street Address **City** **State**

on this the 6th day of March, 2024.

In the matter of this request, the property owner further authorizes the following named person(s)
to represent them at the public hearing on this petition.

Kevin Lewis

on this the 6th day of March, 2024.

Grant Guthrie

Property Owner (print)

Grant Guthrie, VP & CEO

Property Owner (signature)

STATE OF MS

COUNTY OF Forrest

Personally came and appeared before me, the within named:

Grant Guthrie

who signed and delivered the above and foregoing instrument as and for their free act and deed on
the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the
subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 6th day of
March, 2024.



My Commission Expires:

April 20, 2026

APPLICANT AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE **APPLICANT** OF THIS PETITION, **ONLY** IF DIFFERENT FROM THE OWNER(S) OF THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the **APPLICANT(s)** of the subject property located at Tuscan Ave, Tuscan Ave East of ex. parking lot, NW Corner Tuscan Ave and Cherry Sreet,
1309 Cherry Street, 1315 Cherry Street Hattiesburg MS

Street Address

City

State

on this the 5th day of March, 2024.

Kevin P. Lewis

Applicant (print)

Kevin P. Lewis

Applicant (signature)

STATE OF Mississippi

COUNTY OF Covington

Personally came and appeared before me, the within named Kevin P. Lewis

who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 5th day of March, 2024.

Lisa Williams
NOTARY PUBLIC

My Commission Expires:

2/13/2027



PLANNING COMMISSION & BOARD OF ADJUSTMENT – PETITIONER
REQUIRED SUBMITTAL INFORMATION

Deadline for applicant to file petition: _____ 5:00pm (End of business day)
Hattiesburg Planning Commission Meeting Date: _____ Time: 1:00pm
Hattiesburg Board of Adjustment Meeting Date: _____ Time: 3:30pm

There is a 10-day appeal period, required by State Law, between the Planning Commission Meeting and/or Board of Adjustment Meeting and the City Council Meeting – appeals must be filed within this 10-day period.

City Council Agenda Review Date – (you or your representative should attend): _____ Time: 4:00pm
City Council Meeting (Vote) Date – (you or your representative may attend): _____ Time: 5:00pm

There is an additional 10-day appeal period, required by State Law, after City Council Meeting, for all Variances and Conditional Use Permit which ends _____ and a 30-day wait period for Zoning or Street closing/re-naming, PMUs, PRDs, PUDs which ends _____. So, if approved by the City, no final site plan review approvals or building permits could be issued prior to these dates.

****Dates and times are subject to change****

If an appeal is filed or the petition is tabled for any reason at any stage, the above listed dates would need to be revised.

The following paperwork MUST be attached to this application:

- ___ Site Diagram (11” x 17” preferred size): Drawing to scale prepared by professional engineer/surveyor showing lot dimensions, existing/proposed building, signs, parking areas, etc. (Different standard may be accepted only per approval from staff)
- ___ Site & Design Review Committee, if needed.
- ___ Copy of entire Warranty Deed (filed and recorded at courthouse) with legal description granting title to current owner. (If the Warranty Deed covers a larger piece of property than the current project, a legal description for this project site only may also be required)
- X Electronic/Digital copy of legal description REQUIRED for all public notices, saved as Word or text document OR emailed to planning@hattiesburgms.com
- X An affidavit (pages 3 & 4) attesting that the applicant or representing party (if other than the owner) is acting on behalf of the owner(s) of record. The affidavit must be sworn to before a notary public or other appropriate official. (Included in owners signature page, or may be a separate document)
- ___ Variance application only: A letter of approval/denial from all adjoining property owners must be obtained and submitted with application.
- ___ Other documents needed (per Planning Division):
 - ___ Maps of digital billboard removal sites ___ Maps of digital billboard replacement sites
 - ___ Documentation on measurements ___ Other: _____
- X Payment to the City of Hattiesburg for filing application in the amount of \$ 775.00.

**You may be responsible for posting a sign (prepared by Planning Division staff)
a minimum of fifteen (15) days prior to the hearing date.**

You will be responsible for maintaining the sign for the duration of the public hearing process.

Required Fees

All fees adopted by Ordinance No. 2977, adopted January 22, 2008, as amended. This is an excerpt from that ordinance:

Public Hearing Fees:

Variance (includes Concept Site Plan Review) -----	\$175.00 per application and one Variance request; plus \$50.00 for each additional variance request within same application
Street/Alley Naming or Re-Naming-----	\$300.00 per application, plus \$100.00 per required street name sign if approved* (*Fees for replacement street signs shall be paid after City Council approval, but prior to effective date.)
Street/Alley Closing -----	\$300.00 per application
(Conditional) Use Permit -----	\$200.00 per application
Zoning Change -----	\$400.00 per application* (*see PUD or PRD & zoning package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD), & (Planned Mixed-Use District PMU) -----	\$400.00 per application (*see PUD or PRD zoning package rate) or (**see PUD or PRD & Subdivision of Land package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD) with zoning change package -----	\$600.00 per package application
Subdivision of Land (Preliminary Plats) -----	\$225.00 per application, plus \$10.00 for each created lot (** see PUD or PRD & Subdivision of Land package rate) Note: Final Plats should be submitted to the governing body for approval within 12 months of approval of preliminary plats.
Planned Unit Development (PUD) or Planned Residential Development with Subdivision of Land Package** -----	\$500.00 per application, plus \$10.00 for each created lot (**see PUD or PRD & Subdivision of Land package rate)
Change in Land Development Code Text -----	\$200.00 per application
Appeal Fees for Proponent or Opponent appeals to City Council -----	\$50.00 per appeal Exempt from fees – Established Neighborhood Associations
Cancellation/Re-notification fee on any public hearing process (Planning Commission or City Council) that is tabled or cancelled at the owner/developer's Request -----	\$50.00 (per each 100 mailing labels)

OTHER PROCESSES MAY HAVE ADDITIONAL FEES

Make all checks payable to the City of Hattiesburg

FOR VARIANCE APPLICANTS:

The Board of Adjustment has the responsibility to hear and make recommendation on requests for variances to the requirements of this Code (per Section 11.4). **Section 12.4.1** Variances are departures from the standards of the Land Development Code, except land use, which will not be contrary to the public interest and where, owing to conditions peculiar to the property and not as a result of the action of the applicant, a literal enforcement of this Code would result in unnecessary and undue hardship.

The following conditions must be met before a variance can be recommended. Not all criteria must be met. However, a strong application will meet multiple criteria.

Approval Criteria.

A variance is not a right, but a privilege that property owners meeting the following criteria may request. These criteria are to be used to consider all variance requests. It shall be the burden of the applicant to prove that the request meets these criteria. Use this worksheet or format your own to demonstrate the following criteria.

1. **Hardship.** (a) the hardship is unique to the property and is not or will not be caused by the actions or inactions of the applicant. (b) There are exceptional conditions creating an undue hardship applicable only to the property involved or the intended use which do not apply generally to the other land areas or uses within the same zoning district.

The Land Development Code was changed and moved University use from R-2 to R-3. William Carey University continues to acquire surrounding properties and is currently planning for present and future uses. The hardship was caused by the City change to the Land Development Code, as well as, WCU continued purchase of available properties to sustain their future growth needs.

2. **Special Privilege.** A variance shall not confer any special privilege that is denied to other lands or structures in the same zoning district.

A text change to the Land Development Code is being requested to avoid need for variances in the future. As currently written, the zoning necessary for University use would not allow any concentrated parking areas or security fencing, both of which are necessary functions to a University and currently exists on the existing campus. The addition of the Guard House is in response to recent gunfire activity in this area and the need for WCU security at this high pedestrian traffic area.

3. **Literal Interpretation.** The literal interpretation of the provision of the regulation would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district and would cause unnecessary and undue hardship on the applicant.

Unique to this situation, the City made the zoning change for University use and we are following through with the re-zoning to comply with that change. The text change requests are being made to avoid need to future variances related to parking and fencing.

4. **Reasonable Use.** The applicant cannot make reasonable use of the property without the requested variance.

Unique to University settings, concentrated areas of parking are better for traffic and security while allowing pedestrians better access to buildings and greater green spaces within the campus. As currently written, very small parking lots would have to be constructed in multiple locations and cause more concern for traffic and security.

5. **Minimum Required.** The granting of a variance is the minimum variance that will make possible the reasonable use of the land or structure.

It is a reasonable design principle to have separated traffic and pedestrian patterns and this request enhances the University's ability to plan and maintain those principles. We believe it is also the City's intent to provide for those design principles.

6. **Conformance with Purpose of this Code.** The granting of a variance will not conflict with the purposes and intent expressed or implied in the Land Development Code.

As stated in 5 above, it is reasonable to expect University settings to be unique in design and character. The requests made herein are to provide further guidance into those parameters, not only for the University, but also for other school and college uses. The variance for the Guard House setback is paramount to visible sightlines down Tuscan Avenue and Cherry Streets.

12.4.1.2 Conditions of Approval. In recommending the granting of a variance, the Board of Adjustment may require appropriate conditions and safeguards in conformity with this Code. Violation of such conditions and safeguards, when made a part of the terms under which a variance is granted, shall be deemed a violation of the Code. The recommendation of the Board Adjustment shall be presented to the City Council for final action.

FOR CONDITIONAL USE APPLICANTS:

Section 12.3.3.1 Compliance Required. Uses requiring Planning Commission approval as noted in the Tables of Uses in Section 5 of this Code, shall be approved subject to this Section. Any application for such use must comply with: all applicable standards that apply to similar uses and properties in the zoning district in general, the specific conditions listed for that use in Section 5, and the following criteria. Where conflicts exist, the Planning Commission shall determine which criteria apply on a case-by-case basis.

1. Does this application meet the conditions set forth in Section 5 of the LDC for the requested use? If yes, please explain:

As far as allowing University in zone R-3, it does meet it. However, there are no conditional uses listed in Section 5 for School, University, or College and we beleive they are necessary changes to enhance University planning and City's intent for development.

2. Describe the effects the proposed use of utilities and facilities will have on the community.

Any current or fiuture use would be for University and any accessory use, expanding the current campus as William Carey University continues to grow and contribute to the enhancement of the City.

3. Describe how the size of the site is appropriate for the proposed use.

The University continues to acquire property for continued growth and improvement. As sites become available, WCU acquires them and enhance their ability to plan for future growth.

Type text here

4. Will there be any additional pedestrian or vehicular traffic generated by the proposed use? If yes, please explain:

Yes, as William Carey continues to grow, their needs for parking and pedestrian paths, as well as facilites, will also continue to grow.

5. Will there be any elevation in the noise level resulting from this proposed use? If yes, please explain:

No additional noise antiicpated. Depending on parking and times of day, more vehicles may be moving simultaneously than at other times of day- same as is experienced in other parts of the City.

6. What is the expected number of customers/employees per day?

That will vary depending on future use.

7. Is proposed use compatible with surrounding uses and design? If yes, please explain:

Yes. It is for the purpose of expanding the University.

8. Parking requirements:

Commercial/Industrial: Paved parking will be provided for _____^{*} vehicles, and _____^{*} ADA vehicles; with _____^{*} loading spaces. ^{*}To be determined in future planning.

For more information, please reference the Land Development Code Section 12.3.3.2.

FOR RE-ZONING APPLICANTS:

As stated in Section 12.3 in the Land Development Code, one of the following conditions must be met before a rezoning can be recommended. Check the condition(s) most applicable to your request and explain in writing.

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

Detailed explanation of condition(s) most applicable to your request:

The Land Development Code changed and University Use was moved from R-2 to R-3.

The properties in this application were acquired by WCU, house demolished, and the vacant lots available for WCU parking and Guard House expansion.

Subdividing of Lot, Parcel or Tract Information

1. Property data:

Parent Parcel / Existing lot/parcel/tract contains _____ Square Footage/Acres

Lot Area Requirement: _____

Lot Frontage Requirement: _____

Existing use of lot/parcel/tract _____

To be subdivided into _____ lots/parcels (including parent parcel) – outlined below.

Use extra copies of this form if needed for additional lots.

Newly subdivided Parcels	New lot size in square footage (sf) or acres (A)	New lot has public road frontage (yes / no)	New lot has private road frontage (yes / no)	Indicate name of public or private road(s)	Staff - Lot area & frontage requirements comply?	
					Yes	No
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
Be sure to include information on the remainder of “existing” lot after splits made – identified as “Parent Parcel”						
Parent Parcel						
		Total square footage of new lots (verify total matches existing parcel prior to splits)				

2. Infrastructure required:

Water/Sewer _____ Gas _____ Electric _____ Telephone _____ Cable _____ Streets _____

Street/Alley Renaming, Closing, or Vacating Information

1. Please indicate specific request(s): ☐ Street ☐ Alley
☐ Closing ☐ Vacating ☐ Naming ☐ Re-Naming
2. Current name of street/alley to be named/re-named, vacated, or closed:

3. Proposed name of street/alley to be named or re-named (If applicable):

4. Describe the portion of the street/alley to be renamed, closed, or vacated (use all bounding or intersecting streets/alleys, from and to):

5. Tax Block(s) and Lot(s) involved in closing request

6. Describe existing land use of properties and number of residents affected by renaming the street/alley within 400 feet.

Type of Land Use of adjacent development	Number of properties adjacent to the existing street	Number of property owners adjacent to the existing street	Number of residents affected by the change of address	
Businesses				
Residences				
Apartments				
Churches/Schools				
Other				

Any additional Information: _____

5. Describe the effect the proposed change will have on existing development and the transportation system within the affected area.

6. Have applications for zoning, variance, building permit, or other applications been filed?

_____ Yes _____ No

If yes, provide reference numbers and dates: _____

7. Acknowledgment of property owners affected by the street/alley renaming. Include all names and addresses.

8. Obtain from the City's Engineering Department the legal description of the street/alley or portion thereof to be closed, vacated, named or re-named (need electronic copy)

Attach Acknowledgement of Affected residents/business

As Additional Page(s)

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 AMENDING THE LAND DEVELOPMENT CODE,
ORDINANCE NUMBER 3209, AS AMENDED, SECTION 5 USE REGULATIONS,
REQUESTED BY WILLIAM CAREY UNIVERSITY FOR THE CITY OF HATTIESBURG,
MISSISSIPPI.**

**BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF
HATTIESBURG, MISSISSIPPI:**

SECTION 1. That the Land Development Code, Ordinance Number 3209, as amended, of the City of Hattiesburg, Mississippi, be further amended as follows:

Code Section	Amendment
Add Section 5.4.39.1.A	Add to read “Accessory uses such as places of assembly, multi-purpose facilities, outdoor recreation facilities, parking lots, bookstores, and maintenance facilities on the same site, or contiguous sites to the principal use shall be permitted. Similar uses on adjacent sites shall be considered accessory uses when an established accessory use is related to or connected to the principal use.”
Add Section 5.4.39.1.B	Add to read “Parking Lot accessory use shall allow up to 80% maximum impervious lot coverage. “
Add Section 5.4.39.1.C	Add to read “Fences whose purpose is to control ingress and egress to the perimeter of primary or accessory use shall be allowed to a height of 8 feet (including front yards) utilizing decorative aluminum, iron, or wood fencing with appropriate gate and operation to allow emergency personnel and vehicle access. Fencing must maintain a minimum 50% transparency. The purpose of such fencing is to provide security and controlled access to the accessory or principal use and need must be demonstrated for approval by the site plan review committee.”
5.4.39.1.4	Add text to read: “Building heights may be increased to 45 feet with up to three floors.”

SECTION 2. Except as hereby expressly changed and amended, the aforesaid Land Development Code, Ordinance Number 3209, adopted February 21, 2017, as amended, of said City of Hattiesburg, Mississippi, shall be and remain in full force and form as adopted.

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 Councilmember _____, seconded by Councilmember _____, 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., 2024.

(S E A L)

ATTEST:

ADOPTED:

CLERK OF COUNCIL

PRESIDENT

THE above foregoing Ordinance having been submitted to and approved by the Mayor, this the _____ day of _____ A.D., 2024.

ATTEST:

APPROVED:

CITY CLERK

MAYOR



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Cory Long, Planning Administrator, Nathan Satcher, Planner II

cc: Ann Jones, Chief Administrative Officer

Date: Tuesday, May 21, 2024

Re: Approve a variance request made by William Carey University from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2.
File Number: 2024-1130
Minute Book #

Summary

William Carey University, applicant, and Kevin P. Lewis, architect, and Robert Blevins, representative, request a variance from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2. (PPIN 13651, 13652, 13653, 13654, and 13655).

The Board of Adjustment recommended approval on April 3rd, 2024.

Recommendation Statement

The Board of Adjustment recommended approval on April 3rd, 2024.

Please place this on the May 21, 2024 City Council meeting for consideration.



**Board of Adjustment
Case Fact Sheet**

Name of Petitioners: Daniel Cervantes (Owner)

Address of Property:	Tax Parcel	PPIN:	Ward:
Tuscan Avenue and Cherry Street	2-038G-15-207.00	13651	2
	2-038G-15-208.00	13652	2
	2-038G-15-210.00	13653	2
	2-038G-15-211.00	13654	2
	2-038G-15-209.00	13655	2

Request: **Front Setback Variance**

Purpose of Request: To consider a variance from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2. (PPIN 13651, 13652, 13653, 13654, and 13655).

Applicant Summary: See Attached

Applicable Regulations:

SECTION 4 Zoning Districts

R-2 Two-Family Residential District: The purpose of the R-2 District is to permit medium density residential uses including two-family, or duplex structures, with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected residential neighborhoods with only compatible supporting institutional uses and open space.

R-3 Multi-Family Residential District: The purpose of the R-3 District is to permit medium and high density residential uses

April 2024 BOA Item: A
 William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative
 Request for: **Front Setback Variance**

including multi-family, two-family, and single-family structures with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected residential neighborhoods with only compatible supporting institutional uses and open space

SECTION 6

6.1 District 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			
R-3	7,500/ 40	17 per acre	-	20	-	5	20	35 feet or 3 stories	50%	-

Present Zoning: R-3 Multi-Family Residential District

Present Use: William Carey Property

Future Land Use: Neighborhood Center Mixed-Use District

Surrounding Zoning and Land Use:
 North: R-1A Single-Family Residential
 South: R-3 Multi-Family Residential
 East: R-3 Multi-Family Residential
 West: R-1A Single-Family Residential

Letters or Concerns stated: The Planning Division Office has not received any letters or other written communications relative to this case as of March 21st, 2024.

History / Background: Applicant met with Planning Staff to discuss short to medium-term plans for the overall development of the William Carey University Campus. William Carey plans to formalize the parking lot adjacent to their Health Science buildings at the intersection of Cherry and Tuscan Avenue. The variance request is contingent upon a rezoning request for all of the properties to be zoned R-3 and a text amendment, allowing parking lots to be established by Schools, Universities, or Colleges as accessory uses to the principal use. The details of the text amendment can be read in the staff report for the April 2024 Planning Commission hearing.

The variance request for the parking lot is to establish a guard shack at the corner of the property. The plan is to also provide security fencing around the perimeter of the parking lot. The text amendment also addresses fencing standards of designs specific

April 2024 BOA Item: A

William Carey University, Kevin P. Lewis, Architect, and Robert Blevins, Representative

Request for: **Front Setback Variance**

for Schools, Universities, and College Uses, in providing an allowance by code for an 8-foot fence of a higher material standard and a minimum 50% transparency requirement when used as such.

The location of the guard shack will also be where the former Lucille Parker Gallery was located, where the building was originally constructed as a post office for the university when it was the Mississippi Women's College. The 2017 tornado that came through the William Carey Campus damaged the building, where it was ultimately demolished.

Basis for Approval (12.4.1.1):

Approval Criteria. A variance is not a right, but a privilege that property owners meeting the following criteria may request. These criteria are to be used to consider all variance requests. It shall be the burden of the applicant to prove that the request meets these criteria:

I. Hardship.

- The hardship is unique to the property and is not or will not be caused by the actions or inactions of the applicant.
- There are exceptional conditions creating an undue hardship applicable only to the property involved or the intended use which do not apply generally to the other land areas or uses within the same zoning district.

II. Special Privilege. A variance shall not confer any special privilege that is denied to other lands or structures in the same zoning district.

III. Literal Interpretation. The literal interpretation of the provisions of the regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district and would cause unnecessary and undue hardship on the applicant.

IV. Reasonable Use. The applicant cannot make reasonable use of the property without the requested variance.

V. Minimum Required. The granting of a variance is the minimum variance that will make possible the reasonable use of the land or structure.

VI. Conformance with the Purposes of this Code. The granting of a variance will not conflict with the purposes and intent expressed or implied in the Land Development Code.

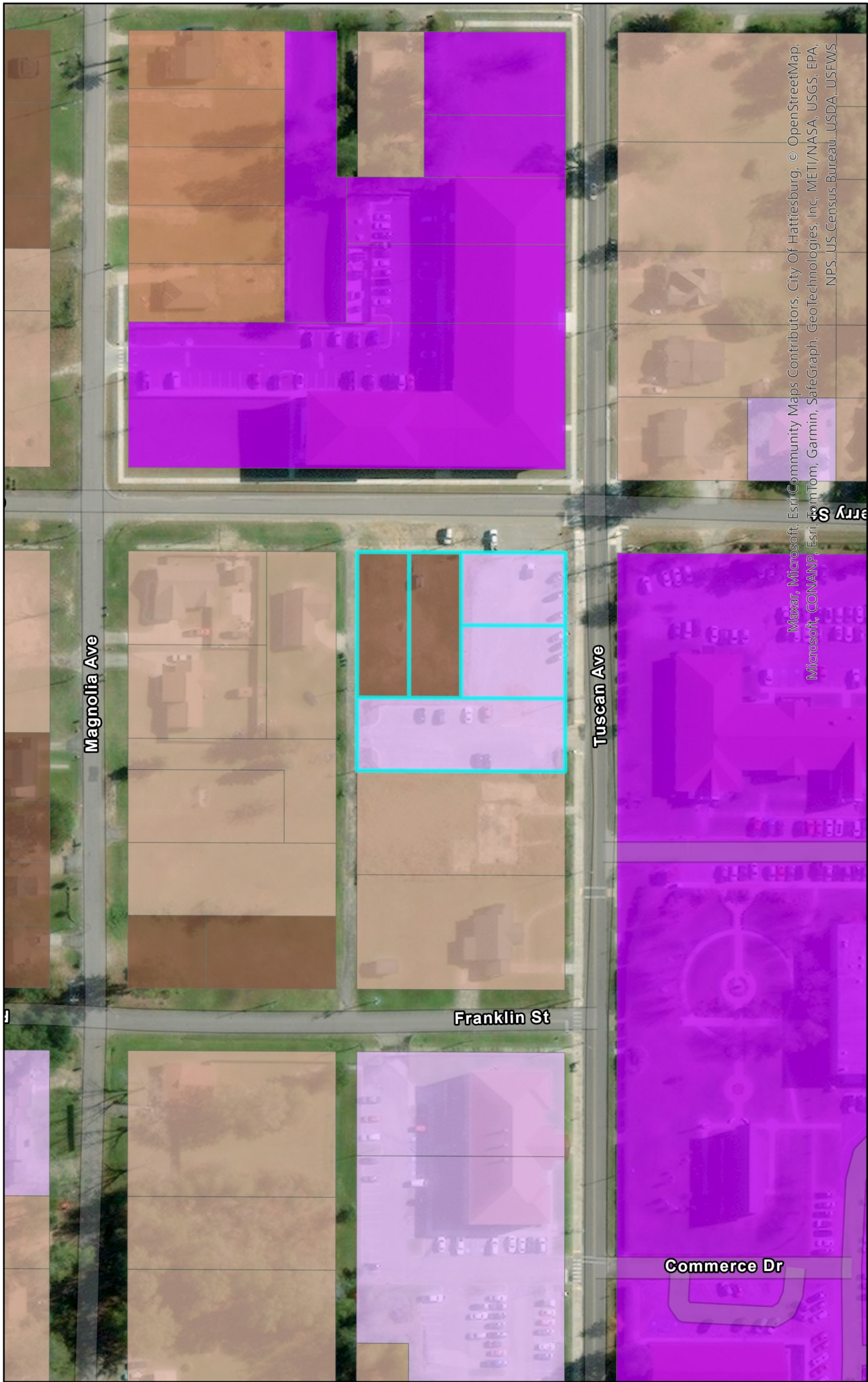
SUBJECT PARCEL

Cherry Avenue and Tuscan Ave — Front Setback Variance

William Carey University, Kevin P. Lewis, Architect, and Robert Blevins,
Representative

The petitioners request a variance from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2. (PPIN 13651, 13652, 13653, 13654, and 13655).





Maxar, Microsoft, Esri Community Maps Contributors, City Of Hattiesburg, © OpenStreetMap, Microsoft, CONANP, Esri, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USEFWS

- Zoning**
- R-1A
 - R-1B
 - R-1C
 - R-2
 - R-3

Site Information

Property is located at the intersection of Cherry Avenue and Tuscan Ave (PPIN 13651, 13652, 13653, 13654, and 13655, Ward 2, Forrest County).



URBAN DEVELOPMENT
PLANNING DIVISION



Site Aerial



Surrounding Area

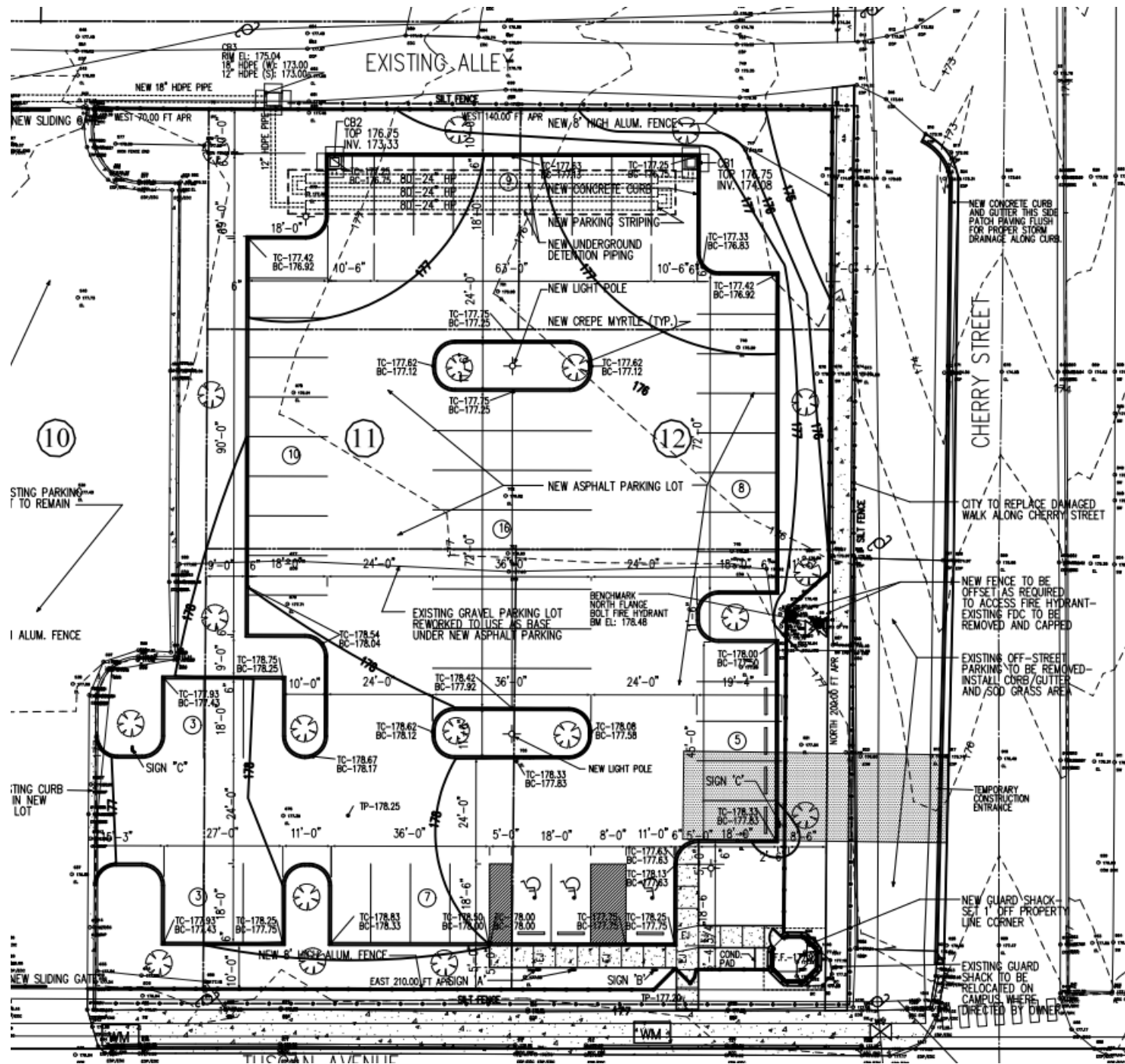
Northern and Southern Direction: R-1A and R-3 Single-Family/Multi-Family Residential



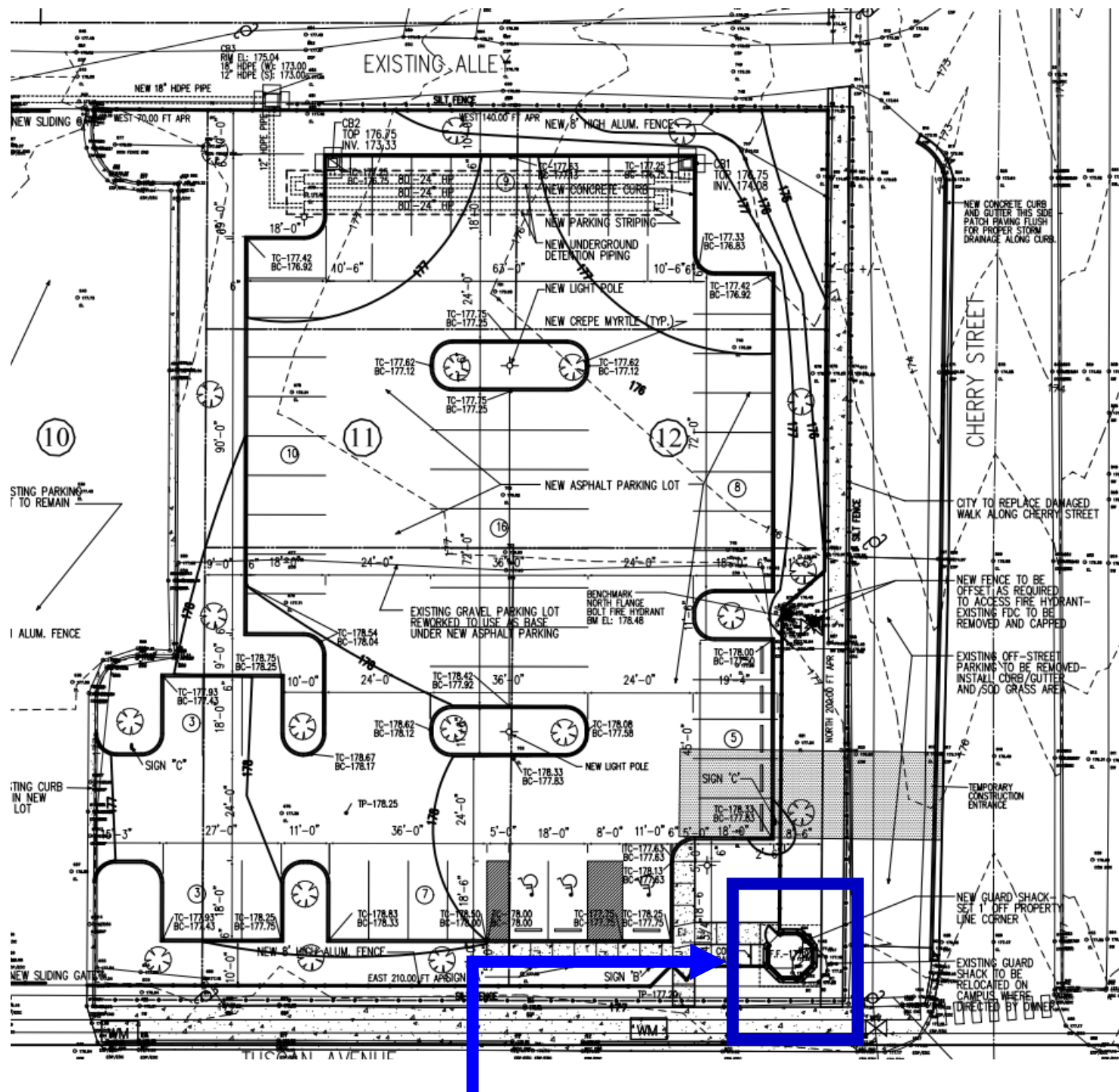
**East and Western Directions:
R-1A and R-3 Single-Family/Multi-Family Residential**



Preliminary Site Plan for Parking with Guard Shack

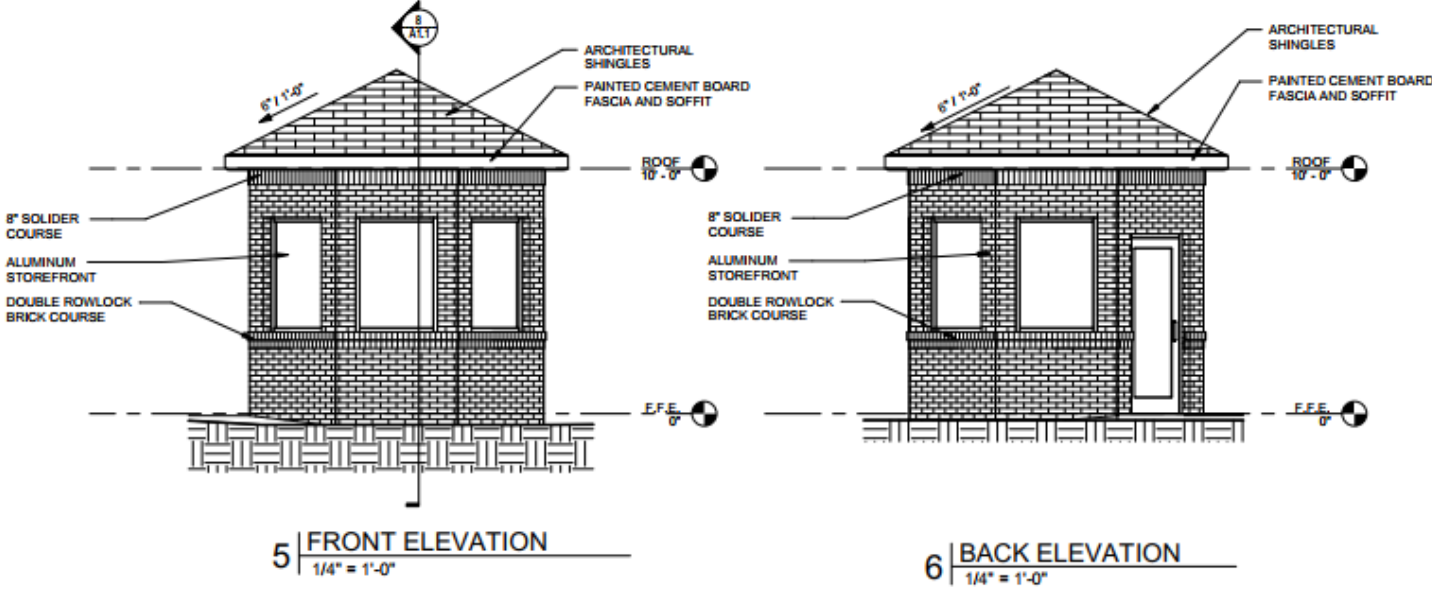
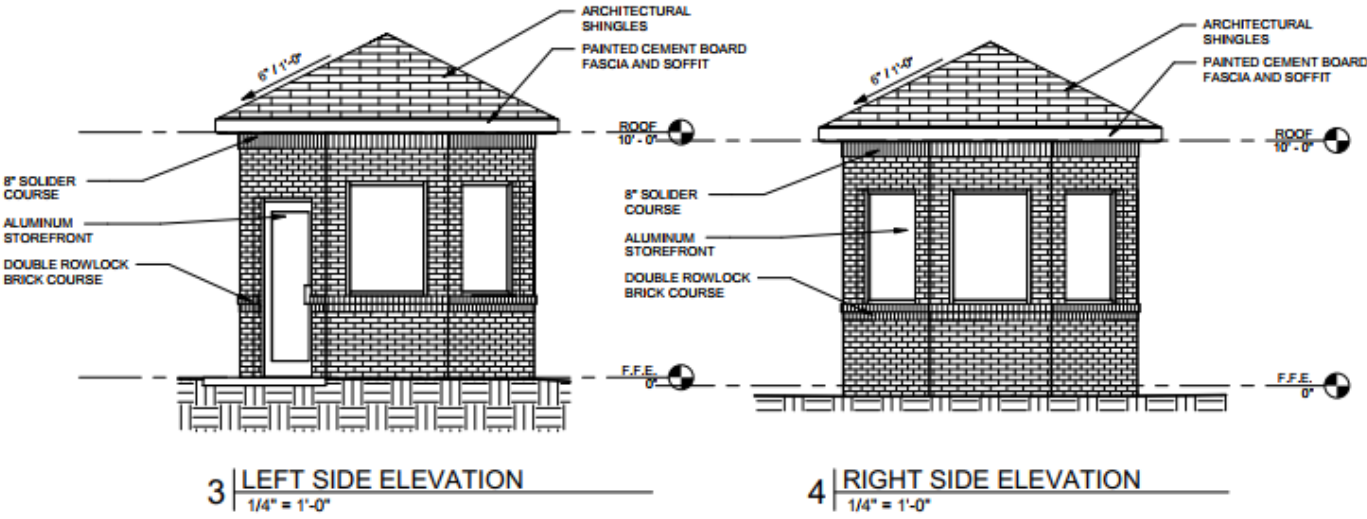


Preliminary Site Plan for Parking with Guard Shack



Location of proposed structure required relief from the front setback requirement

Proposed Building Elevations





URBAN DEVELOPMENT PLANNING DIVISION

Public Hearing Application

P.O. BOX 1898 (200 Forrest Street/39401)

Hattiesburg, MS 39403-1898

Department of Urban Development

(601) 545-4599 or FAX (601) 545-1962

APPLICANT:

Applicant Name: William Carey University

Project Name: 2023 Parking Lot for William Carey University

Proposed Use(s): Parking Lot and Guard House

Project Street Address: Tuscan Ave, Tuscan Ave east of ex. parking lot, SW Corner Tuscan Ave and Cherry St,

PPIN Number(s) (if unknown, can be found on tax receipt): 1309, Cherry St, 1315 Cherry St, 13651, 13652, 13653, 13654, 13655

Application for (check all appropriate types):

- | | |
|---|---|
| ☒ Variance (see below) | ☐ Conditional Use (see below) |
| ☐ Subdividing of Lot, Parcel, or Tract (see p. 12) | ☒ Re-Zoning (see below) |
| ☐ Street or Alley Renaming (see pp. 13-14) | ☐ Overlay District |
| ☐ Vacating Street or Alley (see pp. 13-14) | ☐ Planned Mixed-Use District |

For Variance Only (check all appropriate variance types), see pp. 7 & 8:

- | | | |
|---------------------------------------|---|--|
| ☐ Sign | ☐ Setback (front, side, or rear _____) | ☒ Off-Site Parking |
| ☐ Lot Width | ☐ Lot Coverage Area | ☐ Buffer |
| ☐ Other: _____ | ☐ Open Space | |

For Conditional Use Permit Only (check applicable type), see pp. 9 & 10:

- | | |
|---|---|
| ☐ Automotive Filling Station | ☐ Telecommunications |
| ☐ Digital Billboard, New | ☐ Digital Billboard, Replacement |
| ☐ Restaurant | ☐ Solar Farm |
| ☒ Other: <u>Request Text Change for 5.4.39 SCHOOL, UNIVERSITY AND COLLEGE</u> | |

For Re-Zoning Only, see p. 11:

Existing Zoning: R-2, R-2, R-2, R-1C, and R-1C

Proposed Zoning: R-3 for all.

PLEASE BE SURE TO FILL OUT PP. 1-5 AND SEE FEES ON P. 6

STAFF USE ONLY – Do Not Complete:

Pre-Application Date: <u>2/16/24</u>	Planner: <u>N. Stiles</u>
Parcel Number(s): <u>See above</u>	Historic District(s): _____
Flood Zone(s): _____	Zoning District(s): <u>R-2, R-1C</u>
Project No.: <u>ZONE-0754-2024</u>	
Code Sections:	
LDC Section No. <u>4.15</u>	
Section No. <u>5.4.39</u>	
Section No. _____	
Section No. _____	
Section No. _____	

RECIVED DATE & INITIALS:

3/7/24

ZONE-0754-2024 +
VAR1-0755-2024

PROJECT REPRESENTATIVE INFORMATION:

Primary:

Name: <u>Kevin P. Lewis, AIA, Architect</u>		
☐ Applicant	☐ Property Owner	☐ Representative ☐ Agent ☐ Contractor ☒ Architect ☐ Engineer
☐ Other (please specify): _____		
Phone: <u>601-271-7711</u>	Fax: <u>N/A</u>	Email: <u>kevin@llgarch.com</u>
Mailing Address: <u>5211 Old Highway 11, Hattiesburg, MS 39402</u>		

Secondary:

Name: <u>Robert Blevins</u>		
☐ Applicant	☒ Property Owner	☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____		
Phone: <u>601-318-6155</u>	Fax: _____	Email: _____
Mailing Address: <u>710 William Carey Parkway, Hattiesburg, MS 39401</u>		

Other(s):

Name: _____		
☐ Applicant	☐ Property Owner	☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____		
Phone: _____	Fax: _____	Email: _____
Mailing Address: _____		

Name: _____		
☐ Applicant	☐ Property Owner	☐ Representative ☐ Agent ☐ Contractor ☐ Architect ☐ Engineer
☐ Other (please specify): _____		
Phone: _____	Fax: _____	Email: _____
Mailing Address: _____		

OWNER AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE OWNER(S) OF
THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the OWNER(s) of the subject property located at
Tuscan Ave, Tuscan Ave east of ex. parking lot, NW Corner Tuscan Ave and Cherry St, 1309 Cherry St, 1315 Cherry St Hattiesburg MS

Street Address City State

on this the 6th day of March, 2024.

In the matter of this request, the property owner further authorizes the following named person(s)
to represent them at the public hearing on this petition.

Kerin Lewis

on this the 6th day of March, 2024.

Grant Guthrie

Property Owner (print)

Grant Guthrie, VP & CEO

Property Owner (signature)

STATE OF MS

COUNTY OF Forrest

Personally came and appeared before me, the within named:

Grant Guthrie

who signed and delivered the above and foregoing instrument as and for their free act and deed on
the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the
subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 6th day of
March, 2024.



My Commission Expires:

April 20, 2026

APPLICANT AFFIDAVIT PAGE

THIS PAGE MUST BE SIGNED IN FRONT OF A NOTARY, BY THE APPLICANT OF THIS PETITION, ONLY IF DIFFERENT FROM THE OWNER(S) OF THE SUBJECT PROPERTY

WITNESS THE SIGNATURES of the APPLICANT(s) of the subject property located at Tuscan Ave, Tuscan Ave East of ex. parking lot, NW Corner Tuscan Ave and Cherry Sreet,
1309 Cherry Street, 1315 Cherry Street Hattiesburg MS

Street Address

City

State

on this the 5th day of March, 2024.

Kevin P. Lewis

Applicant (print)

Kevin P. Lewis

Applicant (signature)

STATE OF Mississippi

COUNTY OF Covington

Personally came and appeared before me, the within named Kevin P. Lewis

who signed and delivered the above and foregoing instrument as and for their free act and deed on the day and year therein mentioned, and who acknowledge to me that they are the owner(s) of the subject property as described in this Public Hearing Application.

GIVEN UNDER MY HAND AND OFFICIAL SEAL OF OFFICE, this the 5th day of March, 2024.

Lisa Williams
NOTARY PUBLIC

My Commission Expires:

2/13/2027



**PLANNING COMMISSION & BOARD OF ADJUSTMENT – PETITIONER
REQUIRED SUBMITTAL INFORMATION**

Deadline for applicant to file petition: _____ 5:00pm (End of business day)

Hattiesburg Planning Commission Meeting Date: _____ Time: 1:00pm

Hattiesburg Board of Adjustment Meeting Date: _____ Time: 3:30pm

There is a 10-day appeal period, required by State Law, between the Planning Commission Meeting and/or Board of Adjustment Meeting and the City Council Meeting – appeals must be filed within this 10-day period.

City Council Agenda Review Date – (you or your representative should attend): _____ Time: 4:00pm

City Council Meeting (Vote) Date – (you or your representative may attend): _____ Time: 5:00pm

There is an additional 10-day appeal period, required by State Law, after City Council Meeting, for all Variances and Conditional Use Permit which ends _____ and a 30-day wait period for Zoning or Street closing/re-naming, PMUs, PRDs, PUDs which ends _____. So, if approved by the City, no final site plan review approvals or building permits could be issued prior to these dates.

****Dates and times are subject to change****

If an appeal is filed or the petition is tabled for any reason at any stage, the above listed dates would need to be revised.

The following paperwork MUST be attached to this application:

___ Site Diagram (11" x 17" preferred size): Drawing to scale prepared by professional engineer/surveyor showing lot dimensions, existing/proposed building, signs, parking areas, etc. (Different standard may be accepted only per approval from staff)

___ Site & Design Review Committee, if needed.

___ Copy of entire Warranty Deed (filed and recorded at courthouse) with legal description granting title to current owner. (If the Warranty Deed covers a larger piece of property than the current project, a legal description for this project site only may also be required)

X Electronic/Digital copy of legal description REQUIRED for all public notices, saved as Word or text document OR emailed to planning@hattiesburgms.com

X An affidavit (pages 3 & 4) attesting that the applicant or representing party (if other than the owner) is acting on behalf of the owner(s) of record. The affidavit must be sworn to before a notary public or other appropriate official. (Included in owners signature page, or may be a separate document)

___ Variance application only: A letter of approval/denial from all adjoining property owners must be obtained and submitted with application.

___ Other documents needed (per Planning Division):

___ Maps of digital billboard removal sites ___ Maps of digital billboard replacement sites

___ Documentation on measurements ___ Other: _____

X Payment to the City of Hattiesburg for filing application in the amount of \$ 775.00.

**You may be responsible for posting a sign (prepared by Planning Division staff)
a minimum of fifteen (15) days prior to the hearing date.**

You will be responsible for maintaining the sign for the duration of the public hearing process.

Required Fees

All fees adopted by Ordinance No. 2977, adopted January 22, 2008, as amended. This is an excerpt from that ordinance:

Public Hearing Fees:

Variance (includes Concept Site Plan Review) -----	\$175.00 per application and one Variance request; plus \$50.00 for each additional variance request within same application
Street/Alley Naming or Re-Naming-----	\$300.00 per application, plus \$100.00 per required street name sign if approved* (*Fees for replacement street signs shall be paid after City Council approval, but prior to effective date.)
Street/Alley Closing -----	\$300.00 per application
(Conditional) Use Permit -----	\$200.00 per application
Zoning Change -----	\$400.00 per application* (*see PUD or PRD & zoning package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD), & (Planned Mixed-Use District PMU) -----	\$400.00 per application (*see PUD or PRD zoning package rate) or (**see PUD or PRD & Subdivision of Land package rate)
Planned Unit Development (PUD) or Planned Residential Development (PRD) with zoning change package -----	\$600.00 per package application
Subdivision of Land (Preliminary Plats) -----	\$225.00 per application, plus \$10.00 for each created lot (** see PUD or PRD & Subdivision of Land package rate) Note: Final Plats should be submitted to the governing body for approval within 12 months of approval of preliminary plats.
Planned Unit Development (PUD) or Planned Residential Development with Subdivision of Land Package** -----	\$500.00 per application, plus \$10.00 for each created lot (**see PUD or PRD & Subdivision of Land package rate)
Change in Land Development Code Text -----	\$200.00 per application
Appeal Fees for Proponent or Opponent appeals to City Council -----	\$50.00 per appeal Exempt from fees – Established Neighborhood Associations
Cancellation/Re-notification fee on any public hearing process (Planning Commission or City Council) that is tabled or cancelled at the owner/developer's Request -----	\$50.00 (per each 100 mailing labels)

OTHER PROCESSES MAY HAVE ADDITIONAL FEES

Make all checks payable to the City of Hattiesburg

FOR VARIANCE APPLICANTS:

The Board of Adjustment has the responsibility to hear and make recommendation on requests for variances to the requirements of this Code (per Section 11.4). **Section 12.4.1** Variances are departures from the standards of the Land Development Code, except land use, which will not be contrary to the public interest and where, owing to conditions peculiar to the property and not as a result of the action of the applicant, a literal enforcement of this Code would result in unnecessary and undue hardship.

The following conditions must be met before a variance can be recommended. Not all criteria must be met. However, a strong application will meet multiple criteria.

Approval Criteria.

A variance is not a right, but a privilege that property owners meeting the following criteria may request. These criteria are to be used to consider all variance requests. It shall be the burden of the applicant to prove that the request meets these criteria. Use this worksheet or format your own to demonstrate the following criteria.

1. **Hardship.** (a) the hardship is unique to the property and is not or will not be caused by the actions or inactions of the applicant. (b) There are exceptional conditions creating an undue hardship applicable only to the property involved or the intended use which do not apply generally to the other land areas or uses within the same zoning district.

The Land Development Code was changed and moved University use from R-2 to R-3. William Carey University continues to acquire surrounding properties and is currently planning for present and future uses. The hardship was caused by the City change to the Land Development Code, as well as, WCU continued purchase of available properties to sustain their future growth needs.

2. **Special Privilege.** A variance shall not confer any special privilege that is denied to other lands or structures in the same zoning district.

A text change to the Land Development Code is being requested to avoid need for variances in the future. As currently written, the zoning necessary for University use would not allow any concentrated parking areas or security fencing, both of which are necessary functions to a University and currently exists on the existing campus. The addition of the Guard House is in response to recent gunfire activity in this area and the need for WCU security at this high pedestrian traffic area.

3. **Literal Interpretation.** The literal interpretation of the provision of the regulation would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district and would cause unnecessary and undue hardship on the applicant.

Unique to this situation, the City made the zoning change for University use and we are following through with the re-zoning to comply with that change. The text change requests are being made to avoid need to future variances related to parking and fencing.

4. **Reasonable Use.** The applicant cannot make reasonable use of the property without the requested variance.

Unique to University settings, concentrated areas of parking are better for traffic and security while allowing pedestrians better access to buildings and greater green spaces within the campus. As currently written, very small parking lots would have to be constructed in multiple locations and cause more concern for traffic and security.

5. **Minimum Required.** The granting of a variance is the minimum variance that will make possible the reasonable use of the land or structure.

It is a reasonable design principle to have separated traffic and pedestrian patterns and this request enhances the University's ability to plan and maintain those principles. We believe it is also the City's intent to provide for those design principles.

6. **Conformance with Purpose of this Code.** The granting of a variance will not conflict with the purposes and intent expressed or implied in the Land Development Code.

As stated in 5 above, it is reasonable to expect University settings to be unique in design and character. The requests made herein are to provide further guidance into those parameters, not only for the University, but also for other school and college uses. The variance for the Guard House setback is paramount to visible sightlines down Tuscan Avenue and Cherry Streets.

12.4.1.2 Conditions of Approval. In recommending the granting of a variance, the Board of Adjustment may require appropriate conditions and safeguards in conformity with this Code. Violation of such conditions and safeguards, when made a part of the terms under which a variance is granted, shall be deemed a violation of the Code. The recommendation of the Board Adjustment shall be presented to the City Council for final action.

FOR CONDITIONAL USE APPLICANTS:

Section 12.3.3.1 Compliance Required. Uses requiring Planning Commission approval as noted in the Tables of Uses in Section 5 of this Code, shall be approved subject to this Section. Any application for such use must comply with: all applicable standards that apply to similar uses and properties in the zoning district in general, the specific conditions listed for that use in Section 5, and the following criteria. Where conflicts exist, the Planning Commission shall determine which criteria apply on a case-by-case basis.

1. Does this application meet the conditions set forth in Section 5 of the LDC for the requested use? If yes, please explain:

As far as allowing University in zone R-3, it does meet it. However, there are no conditional uses listed in Section 5 for School, University, or College and we beleive they are necessary changes to enhance University planning and City's intent for development.

2. Describe the effects the proposed use of utilities and facilities will have on the community.

Any current or fiuture use would be for University and any accessory use, expanding the current campus as William Carey University continues to grow and contribute to the enhancement of the City.

3. Describe how the size of the site is appropriate for the proposed use.

The University continues to acquire property for continued growth and improvement. As sites become available, WCU acquires them and enhance their ability to plan for future growth.

Type text here

4. Will there be any additional pedestrian or vehicular traffic generated by the proposed use? If yes, please explain:

Yes, as William Carey continues to grow, their needs for parking and pedestrian paths, as well as facilites, will also contiue to grow.

5. Will there be any elevation in the noise level resulting from this proposed use? If yes, please explain:

No additional noise antiicipated. Depending on parking and times of day, more vehicles may be moving simultaneously than at other times of day- same as is experienced in other parts of the City.

6. What is the expected number of customers/employees per day?

That will vary depending on future use.

7. Is proposed use compatible with surrounding uses and design? If yes, please explain:

Yes. It is for the purpose of expanding the University.

8. Parking requirements:

Commercial/Industrial: Paved parking will be provided for _____^{*} vehicles, and _____^{*} ADA vehicles; with _____^{*} loading spaces. *To be determined in future planning.

For more information, please reference the Land Development Code Section 12.3.3.2.

FOR RE-ZONING APPLICANTS:

As stated in Section 12.3 in the Land Development Code, one of the following conditions must be met before a rezoning can be recommended. Check the condition(s) most applicable to your request and explain in writing.

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

Detailed explanation of condition(s) most applicable to your request:

The Land Development Code changed and University Use was moved from R-2 to R-3.

The properties in this application were acquired by WCU, house demolished, and the vacant lots available for WCU parking and Guard House expansion.

Subdividing of Lot, Parcel or Tract Information

1. Property data:

Parent Parcel / Existing lot/parcel/tract contains _____ Square Footage/Acres

Lot Area Requirement: _____

Lot Frontage Requirement: _____

Existing use of lot/parcel/tract _____

To be subdivided into _____ lots/parcels (including parent parcel) – outlined below.

Use extra copies of this form if needed for additional lots.

Newly subdivided Parcels	New lot size in square footage (sf) or acres (A)	New lot has public road frontage (yes / no)	New lot has private road frontage (yes / no)	Indicate name of public or private road(s)	Staff- Lot area & frontage requirements comply?	
					Yes	No
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
Be sure to include information on the remainder of "existing" lot after splits made – identified as "Parent Parcel"						
Parent Parcel						
		Total square footage of new lots (verify total matches existing parcel prior to splits)				

2. Infrastructure required:

Water/Sewer _____ Gas _____ Electric _____ Telephone _____ Cable _____ Streets _____

Street/Alley Renaming, Closing, or Vacating Information

1. Please indicate specific request(s): ☐ Street ☐ Alley
 ☐ Closing ☐ Vacating ☐ Naming ☐ Re-Naming
2. Current name of street/alley to be named/re-named, vacated, or closed:

3. Proposed name of street/alley to be named or re-named (If applicable):

4. Describe the portion of the street/alley to be renamed, closed, or vacated (use all bounding or intersecting streets/alleys, from and to):

5. Tax Block(s) and Lot(s) involved in closing request

6. Describe existing land use of properties and number of residents affected by renaming the street/alley within 400 feet.

Type of Land Use of adjacent development	Number of properties adjacent to the existing street	Number of property owners adjacent to the existing street	Number of residents affected by the change of address	
Businesses				
Residences				
Apartments				
Churches/Schools				
Other				

Any additional Information: _____

5. Describe the effect the proposed change will have on existing development and the transportation system within the affected area.

6. Have applications for zoning, variance, building permit, or other applications been filed?

_____ Yes _____ No

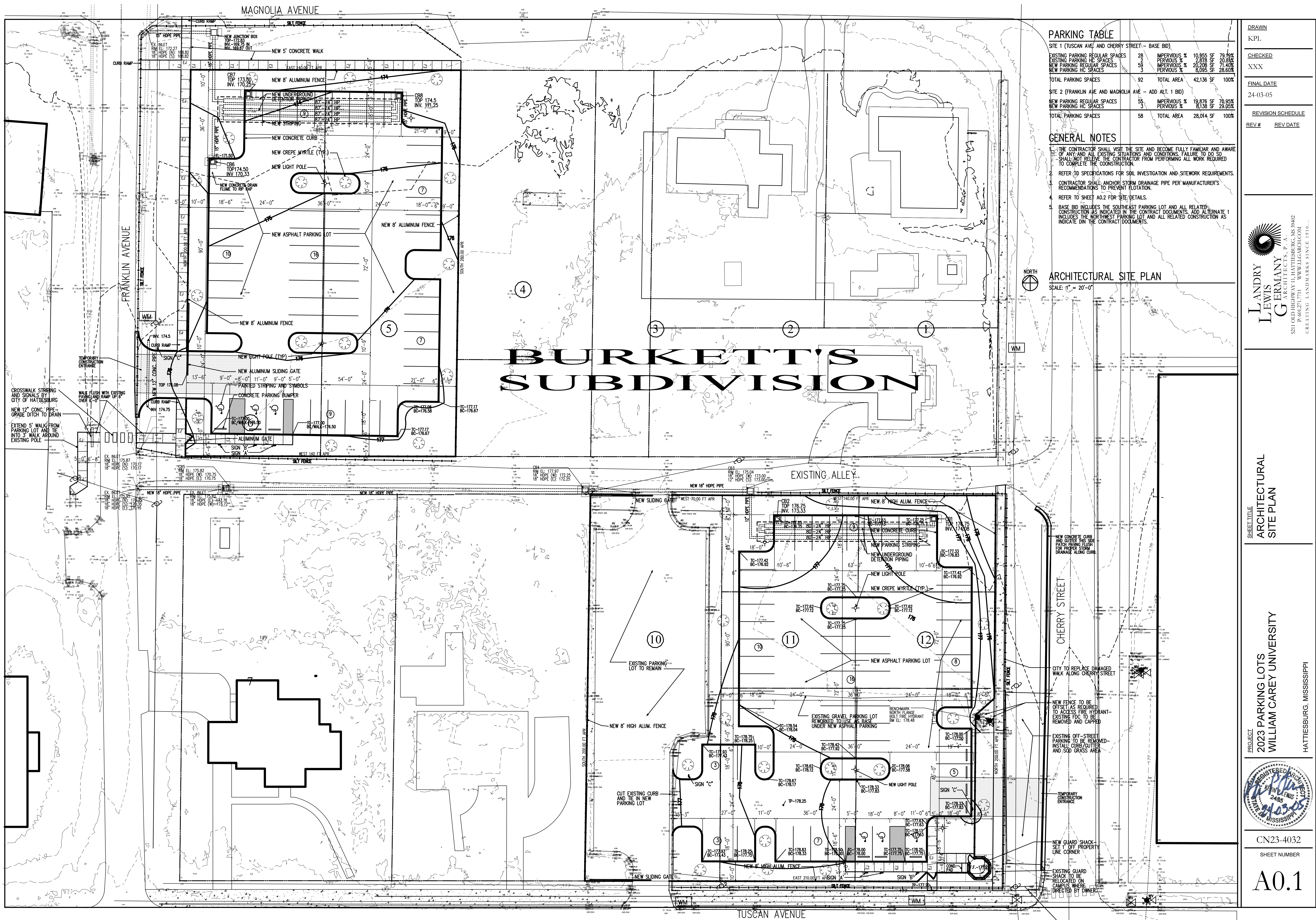
If yes, provide reference numbers and dates: _____

7. Acknowledgment of property owners affected by the street/alley renaming. Include all names and addresses.

8. Obtain from the City's Engineering Department the legal description of the street/alley or portion thereof to be closed, vacated, named or re-named (need electronic copy)

Attach Acknowledgement of Affected residents/business

As Additional Page(s)



DRAWN
KPL

CHECKED
XXX

FINAL DATE
24-03-05

REVISION SCHEDULE
REV # REV DATE

LANDRY
LEWIS
G. ARCHITECTS, P.A.

521 OLD HIGHWAY 11 HATTIESBURG, MS 39402
P: 601.271.7111 WWW.LLGARCH.COM
CREATING LANDMARKS SINCE 1910...

SHEET TITLE
ARCHITECTURAL
SITE PLAN

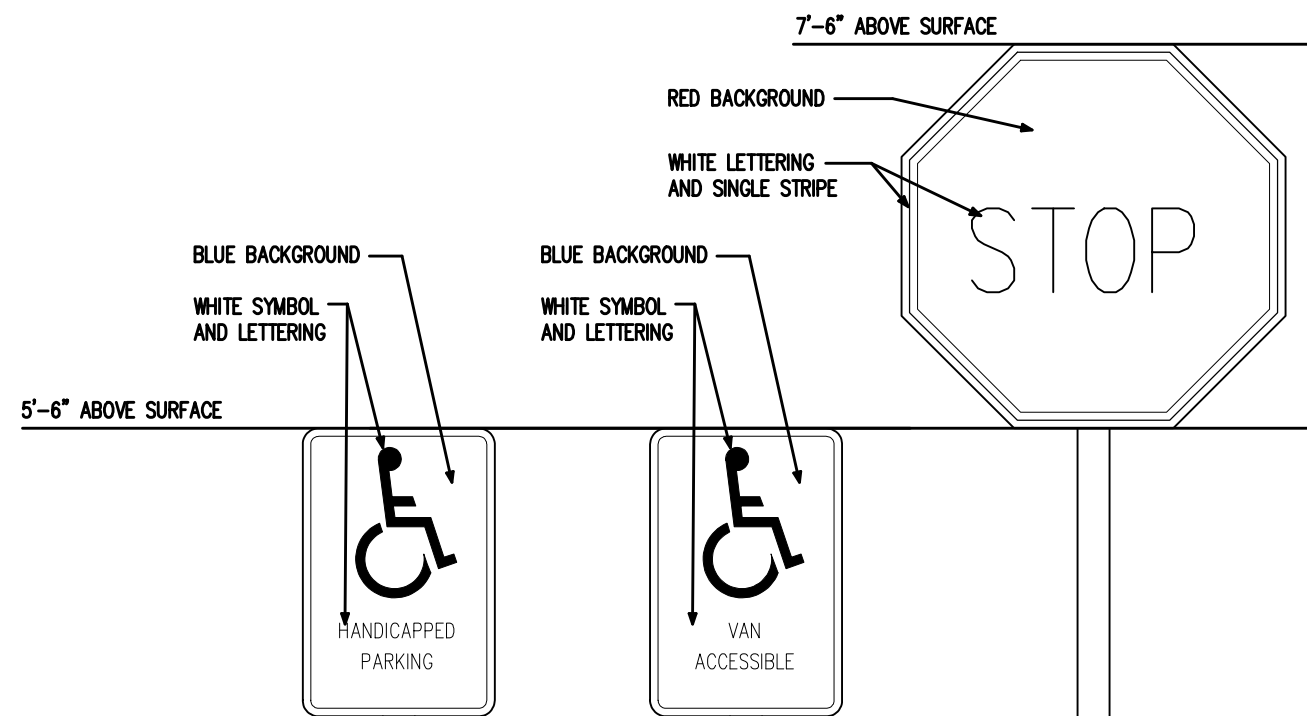
PROJECT
2023 PARKING LOTS
WILLIAM CAREY UNIVERSITY
HATTIESBURG, MISSISSIPPI

REGISTERED ARCHITECT
KEVIN R. LEWIS
2485
DATE 24-03-05
MISSISSIPPI

CN23-4032
SHEET NUMBER

A0.1

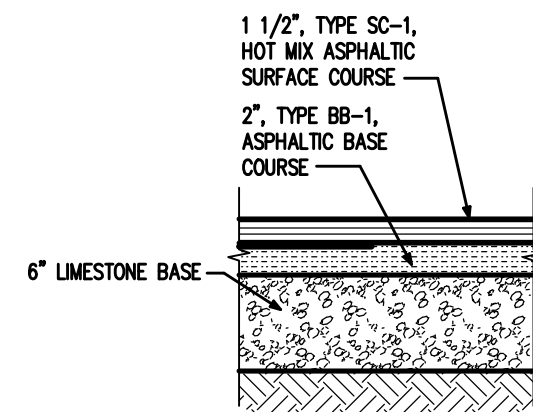
EXTERIOR SIGNAGE SCHEDULE
SEE SITE PLAN FOR LOCATIONS



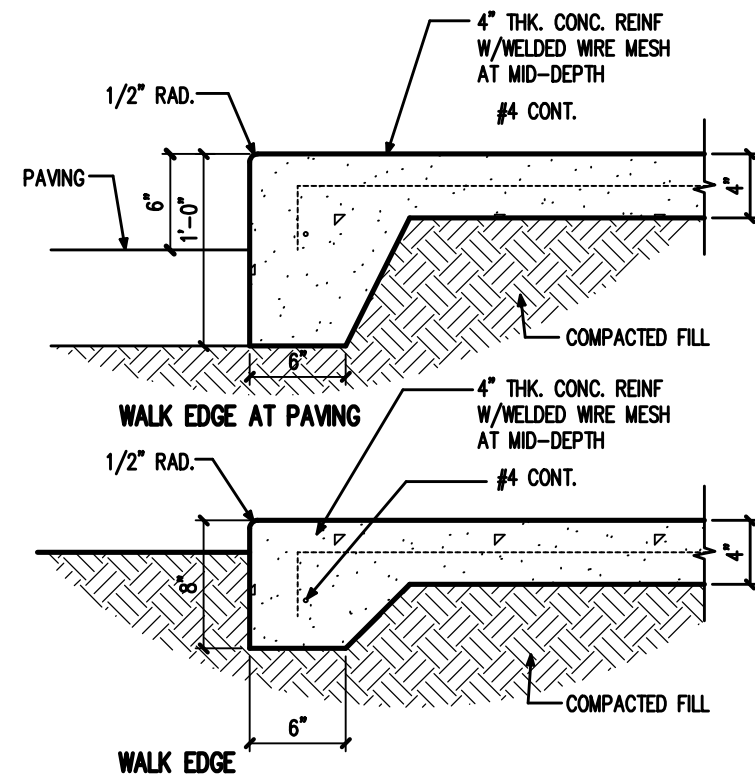
SIGN SPECIFICATIONS:
SIGNS TO BE AS MANUFACTURED BY "BEST MANUFACTURING SIGN SYSTEMS" OR APPROVED EQUAL. SIGNS TO BE MADE OF HEAVY 18GA. BONDERIZED STEEL OR .080" / 2MM ALUM. (ALUM. FOR STOP AND DO NOT ENTER SIGNS FOR HIGH VISIBILITY). GRAPHIC SIDE TO BE WHITE BAKED ENAMEL W/SCREEN PRINTED COPY.

SURFACE OF PAVEMENT OR GRADE

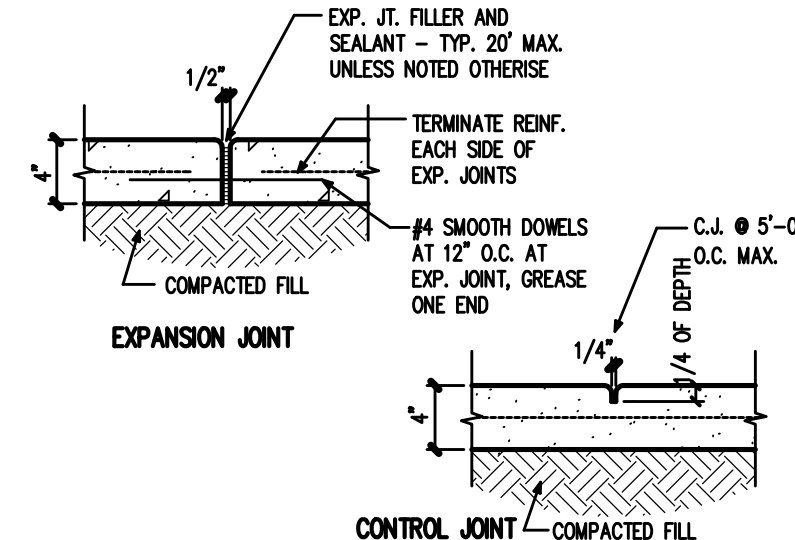
30" BURIAL DEPTH, TYPICAL



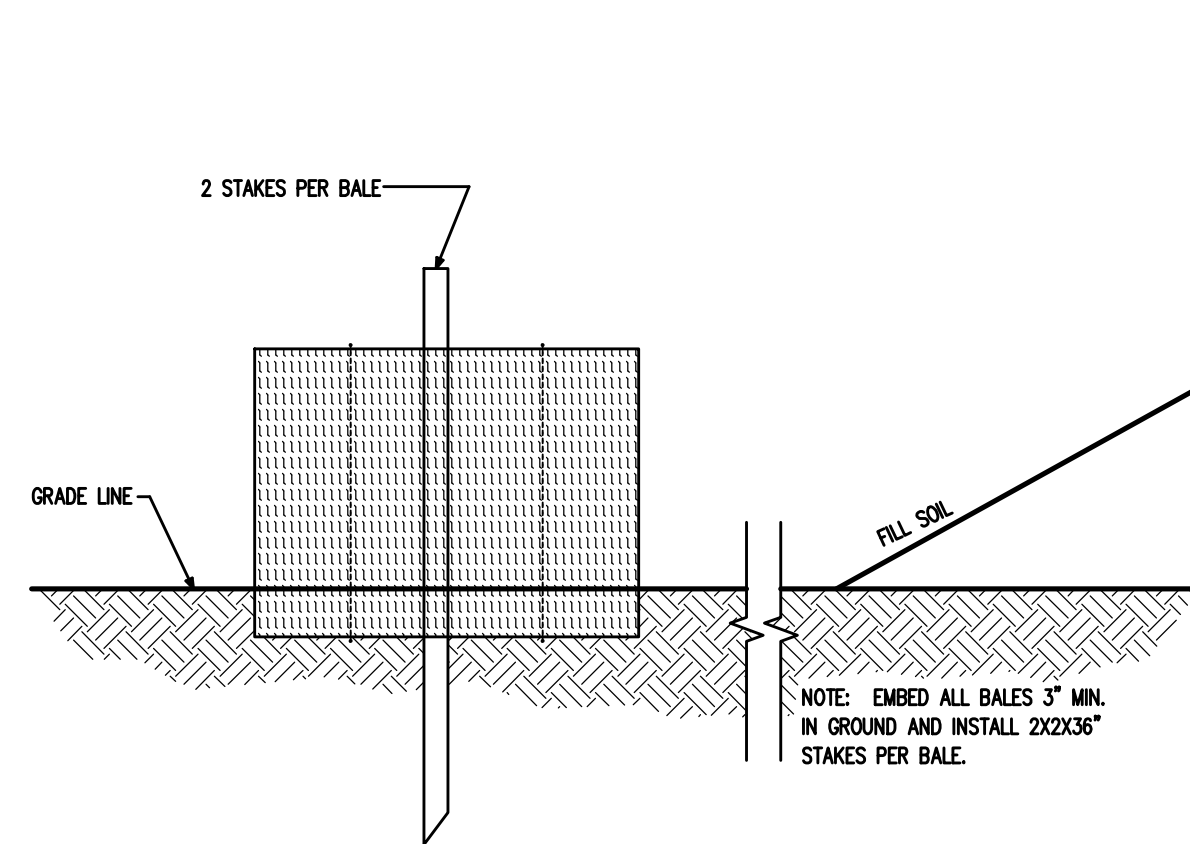
DETAIL - 4 (NEW ASPHALT PAVING DETAIL)
1" = 1'-0"



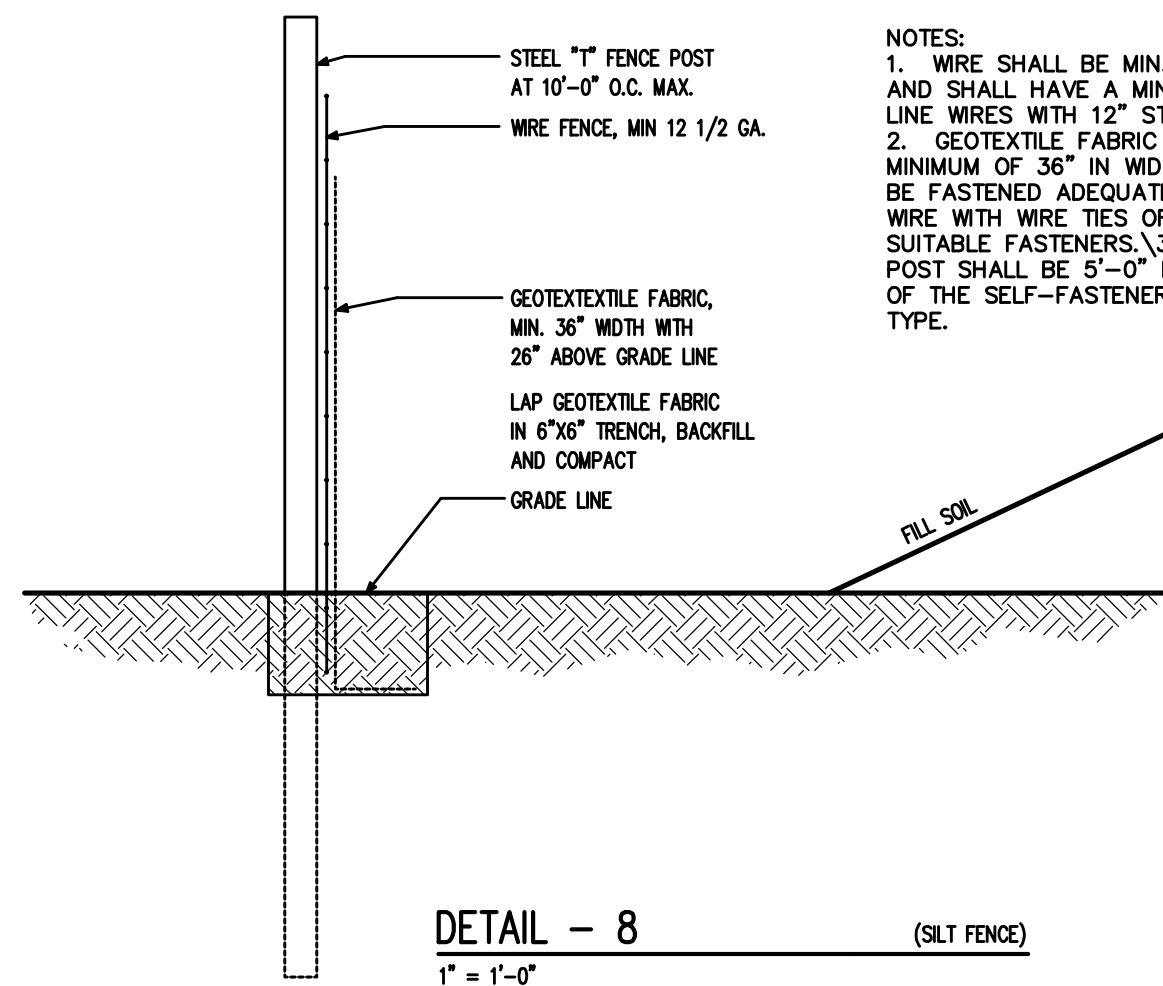
DETAIL - 5 (TYP. CONC. WALK)
1" = 1'-0"



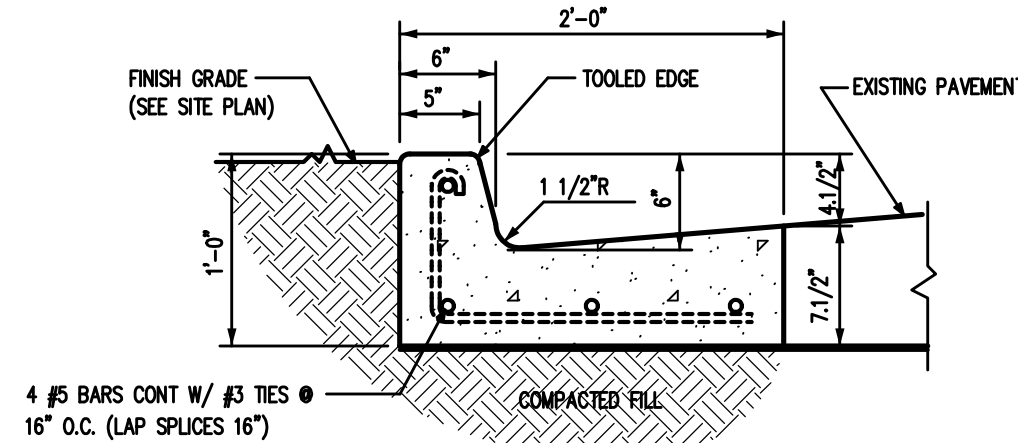
DETAIL - 6 (TYP. CONC. WALK JOINTS)
1" = 1'-0"



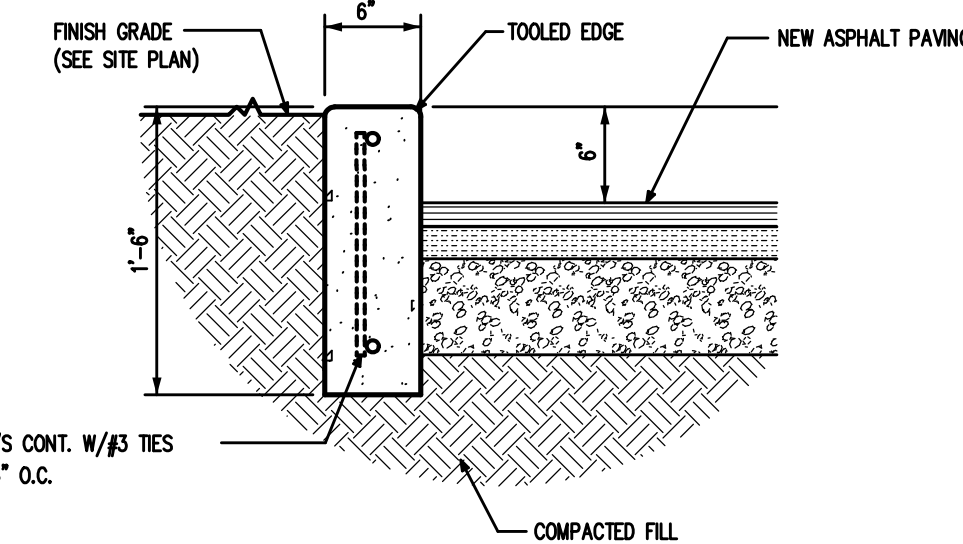
DETAIL - 7 (HAY BALE)
1" = 1'-0"



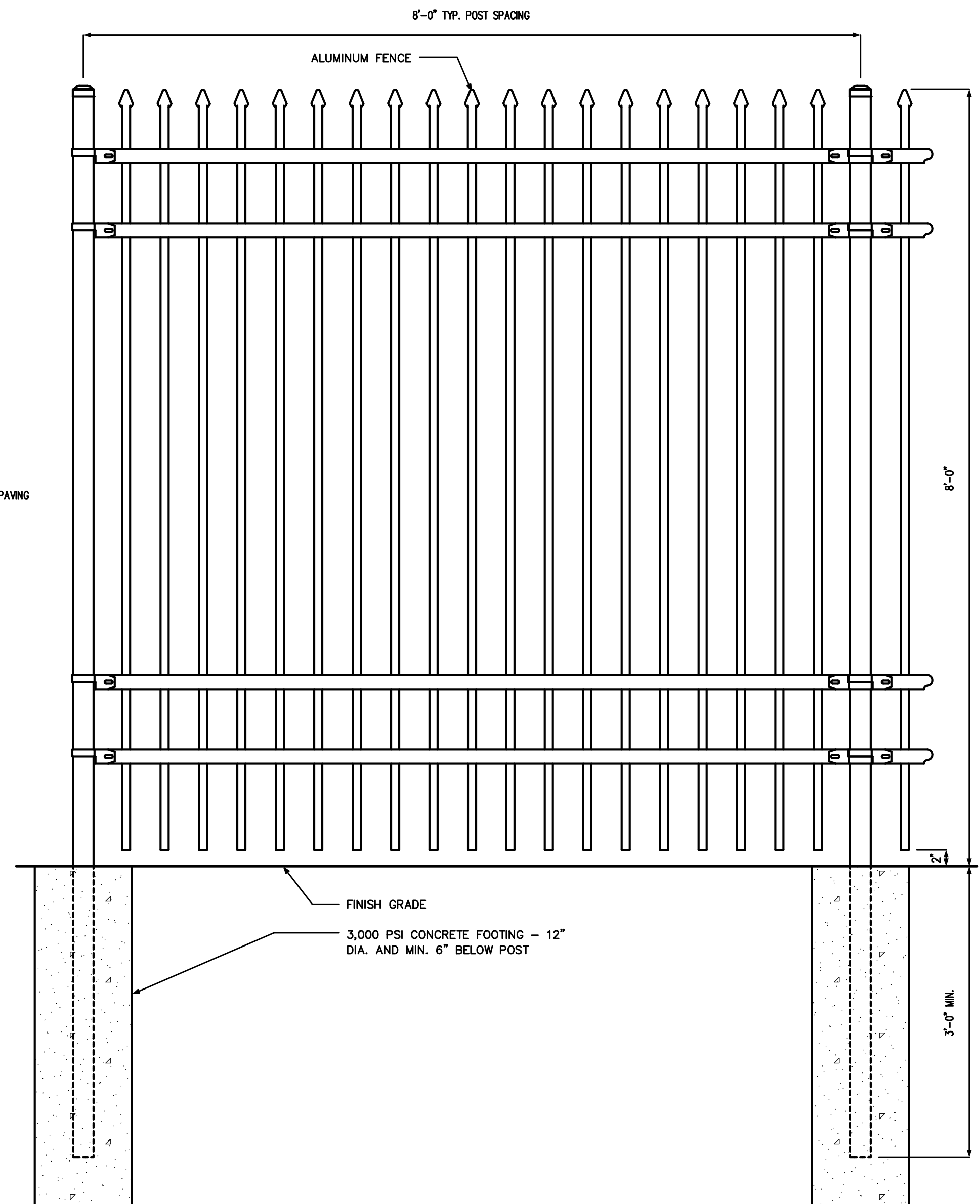
DETAIL - 8 (SALT FENCE)
1" = 1'-0"



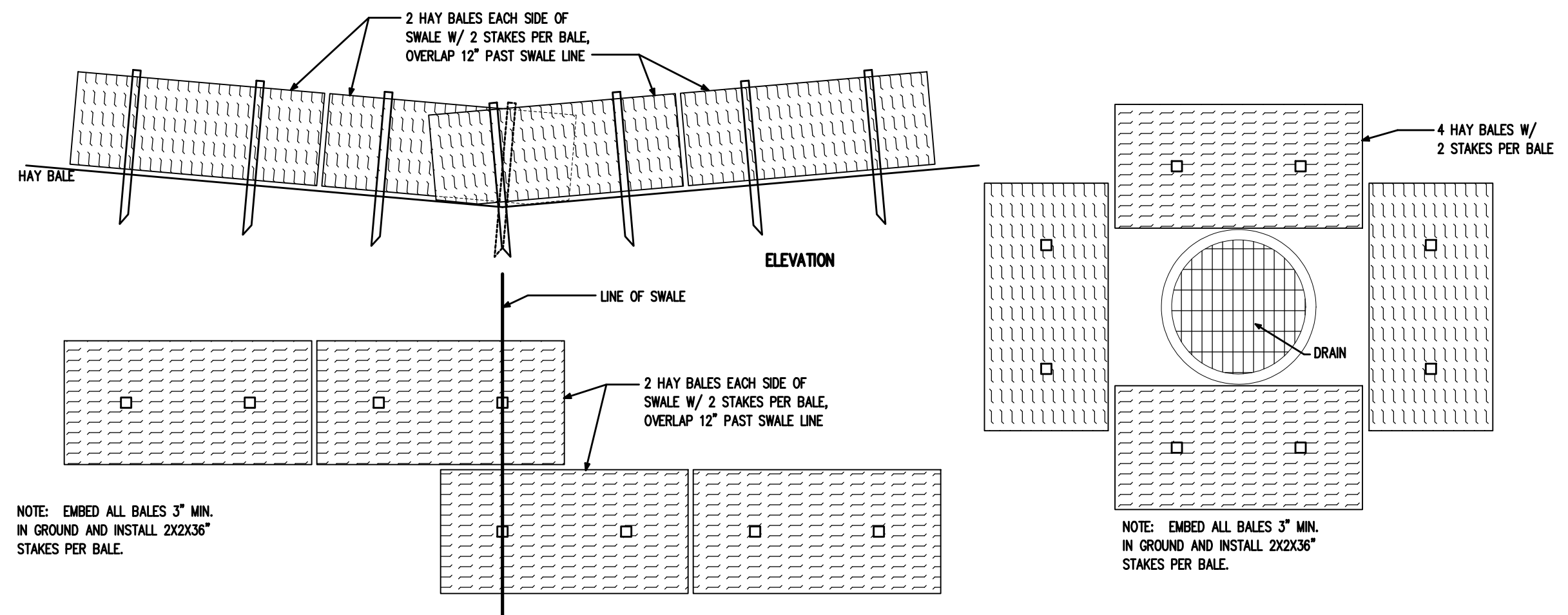
DETAIL - 1 (TYP. CURB AND GUTTER)
1" = 1'-0"



DETAIL - 3 (NEW STRAIGHT CURB)
1" = 1'-0"



DETAIL - 11 (TYP. ALUM. FENCE)
1" = 1'-0"



DETAIL - 9 (HAY BALE AT SWALES)
1" = 1'-0"

DETAIL - 10 (HAY BALE AT DRAINS)
1" = 1'-0"

DRAWN	KPL
CHECKED	KPL
FINAL DATE	24-03-05
REVISION SCHEDULE	
REV #	REV DATE

LANDRY
LEWIS
GERMAN
ARCHITECTS, P. A.
5211 OLD HIGHWAY 11, HATTIESBURG, MS 39402
P: 601.271.7711 WWW.LLGARCH.COM
CREATING LANDMARKS SINCE 1910...

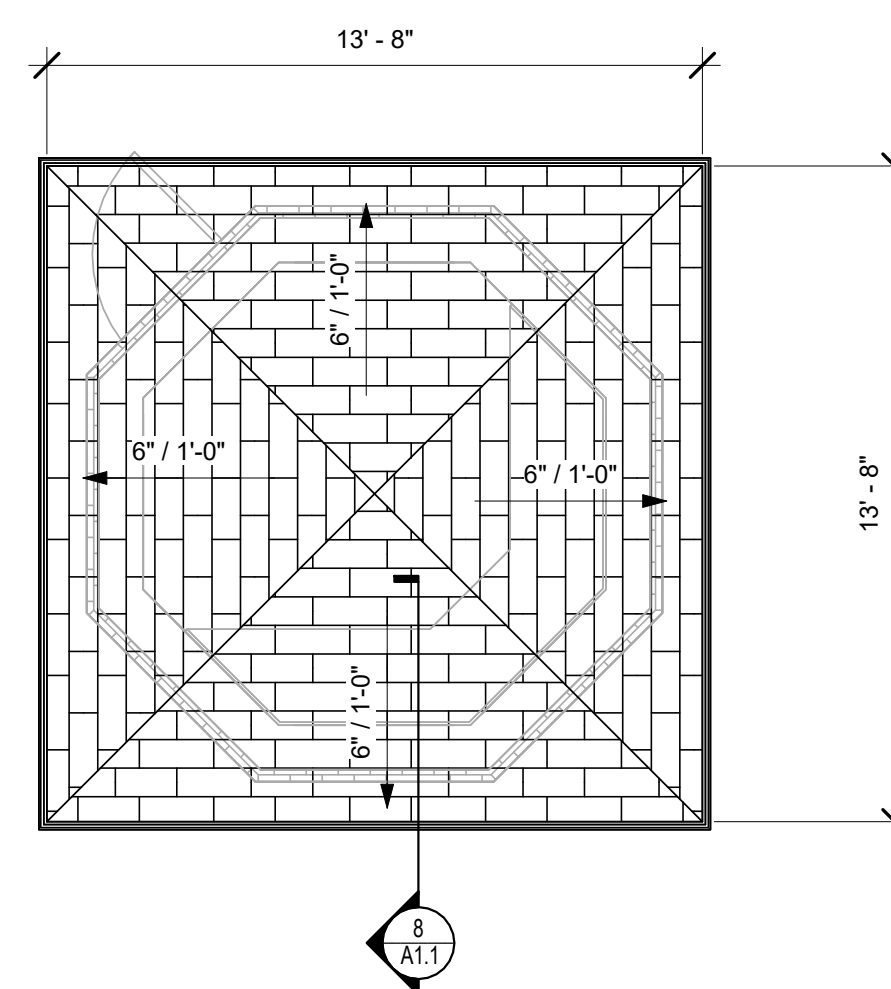
SHEET TITLE
SITE DETAILS

PROJECT
2023 PARKING LOTS
WILLIAM CAREY UNIVERSITY



CN23-4032

A0.2





Luminaire Schedule				[LUMINAIRE]		LLF	Total Watts	Lum. Lumens
Symbol	Qty	Type	Manuf	Model No.	PREVAIL AREA AND ROADWAY LUMINAIRE (2)	0.920	896	16281
	4	1A	LUMARK	PRV-PA2A-740-U-SVQ-SA-B2	70 CRI, 4000K, 720mA LIGHT ENGINES WITH			
				HAPCO POLE RTA30C7B4-BM	24 LEDS AND TYPE V WIDE OPTICS			

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
NW PARKING LOT	Illuminance	Fc	1.68	2.3	0.7	2.40	4.14
SE PARKING LOT	Illuminance	Fc	1.62	2.9	0.5	3.24	5.80

ELECTRICAL SITE PLAN - LIGHTING

1" = 30'-0"

THIS DRAWING IS AN ELECTRONIC FILE
PREPARED SOLELY FOR THE PURPOSE OF THIS
PROJECT. THIS DRAWING AND COMPUTER FILE
SHALL NOT BE USED, CHANGED, OR MODIFIED BY
ANY PARTY FOR ANY PURPOSE WITHOUT
AUTHORIZATION OF I.C. THOMASSON.

I. C. THOMASSON ASSOCIATES, INC.
CONSULTING ENGINEERS
BROOKHAVEN, MS
ICT PROJECT NUMBER XXXXXX

DRAWN	I.V.W.
CHECKED	C.W.F.
FINAL DATE	24-03-05
REVISION SCHEDULE	
REV #	REV DATE

LANDRY
LEWIS
GERMANY
ARCHITECTS, P. A.
5211 OLD HIGHWAY 11, HATTIESBURG, MS 39402
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CREATING LANDMARKS SINCE 1910...

SHEET TITLE
ELECTRICAL SITE PLAN - LIGHTING

PROJECT
2023 PARKING LOTS
WILLIAM CAREY UNIVERSITY

HATTIESBURG, MISSISSIPPI

CN23-4032

SHEET NUMBER

E1.1

William Carey University March 6, 2024

Legal Descriptions for Zoning Changes and Variances – 9-13 properties.

9 – PPIN 13651

Lot 10, Block 20 of Burkett's Subdivision in the City of Hattiesburg, County of Forrest, State of Mississippi, as per the map and plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi; together with all improvements thereon and appurtenances thereunto belonging.

10 – PPIN 13652

The South Half (S ½) of Lot Eleven (11), Block Twenty (20), BURKETT'S SUBDIVISION in the City of Hattiesburg, County of Forrest, State of Mississippi, as per the map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi; together with all improvements thereon and appurtenances thereunto belonging.

11 – PPIN 13655

The South Half (S ½) of Lot Twelve (12), Block Twenty (20) of and according to the BURKETT SUBDIVISION of a part of the South Half (S ½) of Section 15, Township 4 North, Range 13 West, in the City of Hattiesburg, County of Forrest, State of Mississippi, as per the map or plat of said subdivision on file in the office of the Chancery Clerk of Forrest County, Mississippi, and more particularly described as follows, to wit:

Beginning at the point of intersection of the North line of Tuscan Avenue with the West line of Cherry Street and run thence North along the West line of Cherry Street 100 feet, thence run West parallel with Tuscan Avenue 70 feet, thence run South parallel with Cherry Street 100 feet to Tuscan Avenue, thence East along the North line of Tuscan Avenue 70 feet to and point of beginning, together with all improvements thereon and appurtenances thereunto belonging.

12 – PPIN 13653

South Half of the North Half of Lots 11 and 12, Block 20, Burkett Survey, City of Hattiesburg, Forrest County, Mississippi, as per map or plat thereof on file in the office of the Chancery Clerk of Forrest County, Mississippi, together with all improvements thereon and appurtenances thereunto belonging.

13 – PPIN 13654

THE NORTH ONE-HALF OF THE NORTH ONE-HALF (N1/2 OF N1/2) OF LOTS 11 AND 12, IN BLOCK 20 OF THE BURKETT SURVEY TO THE CITY OF HATTIESBURG, MISSISSIPPI, AS PER THE MAP OR PLAT THEREOF ON FILE IN THE OFFICE OF THE CHANCERY CLERK OF FORREST COUNTY, MISSISSIPPI.

**MINUTES OF THE
REGULAR MEETING OF THE
BOARD OF ADJUSTMENT
April 3rd, 2024**

Board Members Roll Call:

Members Present:

1. Bernard Green, Vice Chair
2. Jessica Cathey
3. Richard Conville
4. John Eye
5. Shawn Harris, Chair
6. Brandon E. Williams
7. Eric Boney
8. Herman Dungan

Members Absent:

1. Stacey Ready
2. James Trussell
3. James Hughes

Staff Present:

1. Cory Long, Planning Manager
2. Nathan Satcher, Planner II
3. Andrea Garcia, Planner I
4. David Miller Esq.

Chair Harris declared the Board of Adjustment meeting open and in session at 3:36 p.m.

AGENDA REVIEW

Chair Harris suggested postponing Item B. A motion was made to accept the agenda with this change.

Motion:

Made by Richard Conville to postpone

Second:

Made by Brandon E. Williams

Vote:

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams	X		
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

MINUTES REVIEW

The Chair recommended that the minutes be approved after corrections have been made. The motion was made by Mr. Williams and seconded by Ms. Cathey to approve the minutes with corrections.

Motion:

Made by Brandon E. Williams

Second:

Made by Jessica Cathey

Vote:

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams	X		
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

PLANNING REPORT

There came the matter of the Planning Report by Nathan Satcher, Senior Planner, he mentioned that the 1520 River Avenue case was approved by City Council and that the variance requested by Tractor Supply was denied. Also, Mr. Satcher announced that outreach was made to the community to inform them about property loss areas. Mr. Cory Long, Planning Manager mentioned that the planning study for Broadway was scheduled and invited the Commissioners to provide input for this project. Mr. Long also introduced Attorney David Miller as part of the City of Hattiesburg Staff.

CHAIR'S REPORT

The Chair mentioned that additional meetings took place outside of the regular Board of Adjustment Meetings, and that By-Laws discussion will be addressed during the Business portion of the meeting.

INTRODUCTIONS

Board of Adjustment members and Staff introduced themselves.

PUBLIC HEARING – Board of Adjustment

Item A:

William Carey University, applicant, and Kevin P. Lewis, architect, and Robert Blevins, representative, request a variance from the minimum required front setback of 20 ft for an R-3 zoned property to instead allow for a 1 ft setback for a proposed structure on a property located at the intersection of Tuscan Avenue and Cherry Street in Forrest County, Ward 2. (PPIN 13651, 13652, 13653, 13654, and 13655).

Discussion and Vote:

Staff introduced the case. Mr. Eye questioned the staff about the setback for the shack house and sight triangle regulations. Chair Harris opened the public portion of the meeting and Mr. Kevin Lewis came to speak on behalf of the proposal. Chair Harris closed the public hearing portion of the meeting. The staff and Board members discussed this case and the text amendment request that was presented at the Planning Commission meeting was discussed. A motion was made by Vice Chair Green to approve the variance under basis I, II and IV. Approval was granted with no substantial changes to the current site plan to be made. This was seconded by Mr. Conville.

Presented by:

1. Kevin Lewis

Proponents:

1. None

Opponents:

1. None

Motion:

Made by Vice Chair Green

Second:

Made by Richard Conville

Vote:

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams			ABSTAINED
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

Item B:

Mississippi Tank Company, applicant, Bobby Threatt, applicant, and Chris Bowen, representative, request a variance from the minimum required zoning buffer of 60 ft for an I-1 (Light industrial) zoned property adjacent to a residentially zoned property (multi-family residential) to 10 ft. The request is for an expansion to a property located adjacent to 3000 West 7th Street (PPIN 26407, Ward 1, Forrest County).

Discussion and Vote:

Staff introduced the case. This item had a publication error during advertising for the zoning change, which this case was contingent upon. After discussion by the Board members and staff, a motion was made by Mr. Williams to table this item until the next Board of Adjustment meeting (May 1st), this was seconded by Vice Chair Green.

Presented by:

1. None

Proponents:

1. None

Opponents:

1. None

Motion:

Made by Brandon E. Williams

Second:

Made by Vice Chair Green

Vote:

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams	X		
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

OTHER BUSINESS

Chair Harris provided a summary of the changes made to the By-Laws. A discussion of this topic was held between staff and Board members. A motion was made by Mr. Eye to accept the By-Laws changes, seconded by Brandon Williams. All present were in favor of the motion.

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams	X		
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

Adjournment:

The meeting was adjourned at 5:04 p.m.

Motion:

Made by Bernard Green

Second:

Made by Eric Boney

Vote:

Board Member	Yea	Nay	Other
Shawn Harris	X		
John Eye	X		
James Trussell			ABSENT
Brandon E. Williams	X		
Eric Boney	X		
Richard Conville	X		
Stacey Ready			ABSENT
Herman Dungan	X		
Jessica Cathey	X		
Bernard Green	X		
James Hughes			ABSENT

Shawn Harris, Chair

Cory Long, AICP, Planning Division Manager



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc:
Date: Tuesday, May 21, 2024
Re: Adopt a Resolution designating the City of Hattiesburg voting delegates for voting in the 2024 Mississippi Municipal League election.
File Number: 2024-169
Minute Book #

Summary

Appointing voting delegates from the City of Hattiesburg as voting delegates for the 2024 MML Election.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.

RESOLUTION

**RESOLUTION APPOINTING
MISSISSIPPI MUNICIPAL LEAGUE
2024 VOTING DELEGATES
FOR THE CITY OF HATTIESBURG**

WHEREAS, the Mississippi Municipal League amended the bylaws of the association to provide for a ballot election, to be conducted by the officers of the Mississippi Municipal Clerks and Collectors Association, to be held each year at the summer convention, to elect a Second Vice President from the Southern District; and

WHEREAS, the amended bylaws require the governing authority board (Alderman, City Council, City Commission) to designate in its minutes the voting delegate and one alternate to cast the vote for each member municipality.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Hattiesburg. In accordance with the bylaws of the Mississippi Municipal League, the voting delegate(s) for the 2022 Mississippi Municipal League election to be held at the annual convention on June 25th are as follows:

Voting Delegate: Toby Barker, Mayor

First Alternate: Jeffrey George, City Council President

That public interest and necessity requiring same, this Resolution shall become effective upon passage. The above and foregoing Resolution, after having been first reduced to writing, was introduced by _____, seconded by _____, and was adopted by the following vote, to-wit:

YEAS: NAYS:

The President thereby declared the motion carried and the Resolution adopted, this the 21st day of May 2024.

(S E A L)

ATTEST: ADOPTED:

CLERK OF COUNCIL

PRESIDENT

The above and foregoing Resolution having been submitted to and approved by the Mayor, this 21st day of May, 2024.

ATTEST: APPROVED:

CITY CLERK

MAYOR



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Ann Jones, Chief Administrative Officer
cc:
Date: Tuesday, May 21, 2024
Re: Approve Agreement between the City of Hattiesburg, Region XII Commission on Mental Health and Retardation (DBA, Pine Belt Mental Health Resources), and the Hattiesburg Convention Commission for parking as described herein; and authorize the Mayor to execute the same.
File Number: 2024-186
Minute Book #

Summary

Approve agreement between the City of Hattiesburg, Region XII Commission on Mental Health and Retardation (DBA, Pine Belt Mental Health Resources), and the Hattiesburg Convention Commission for parking as described herein; and authorize the Mayor to execute.

Recommendation Statement

I recommend that this agreement be approved.

Please place this on the May 21, 2024 City Council meeting for consideration.

STATE OF MISSISSIPPI

COUNTY OF FORREST

SHARED USE AGREEMENT

WHEREAS, **REGION XII COMMISSION ON MENTAL HEALTH AND RETARDATION** (DBA, Pine Belt Mental Health Resources-hereinafter, “PBMH”) a regional commission established under the authority of *Miss. Code Ann.* § 41-19-33, is owner of certain property located at 103 S. 19th Avenue and adjacent thereto in the city of Hattiesburg, Mississippi, said property being more particularly described in Exhibit “A” attached hereto and made a part hereof; and

WHEREAS, **THE CITY OF HATTIESBURG, MISSISSIPPI**, a Mississippi municipal corporation (hereafter “City”), and **THE HATTIESBURG CONVENTION COMMISSION** (hereafter “Commission”), a public body created by special legislation to operate facilities and conduct activities within the city of Hattiesburg, Mississippi, desire to use the property described in Exhibit “A” for parking at Kamper Park (“the Parking Lot”); and

WHEREAS, because of the anticipated need for additional parking as a result of the expansion of the Hattiesburg Zoo at Kamper Park called Serengeti Springs, it will be beneficial to all the parties for the parking area adjacent to the PBMH building to be available for over-flow parking from Hattiesburg Zoo at Kamper Park-Serengeti Springs; and

NOW THEREFORE, PBMH agrees to allow the City and the Commission use of said property described on Exhibit “A” on the following terms and conditions, to which Users agree, to-wit:

1. The City and the Commission agree to add the PBMH and NINE COUNTY SERVICES, INC., as an additional insured on their respective insurance liability policies.

2. The City and Commission agree to maintain the Parking Lot in good repair. The parties agree to collaborate as to wear of the parking lot caused through this agreement. Agreed upon parking lot repairs caused through this agreement would be addressed on a 50/50 split between PBMH and City/Commission. The Commission will perform daily cleanup and litter pickup of the Parking Lot. The PBMH will provide replacement bulbs for any lights that need to be replaced, and the City will install said bulbs. The Commission will provide PBMH with point of contact information for problems that arise through this agreement.

3. The City and the Commission agree that they may place directional signs on parking lot, in coordination with PBMH, directing patrons of the Serengeti Springs where to park, etc., but that any signs other than directional signs must be approved by PBMH. Commission and PBMH will coordinate placement and language of signs. Ostensibly, parking will be allowed on weekends, Memorial Day weekend through Labor Day weekend, and other times as agreed upon.

4. This Agreement shall be in full force and effect for one (1) year from and after the last date appearing below. It is understood by and between parties that this agreement may be terminated by either party upon thirty (30) days written notice of their intention to terminate this agreement.

5. The parties agree that the Commission and/or the City may place temporary barriers within the Parking Lot for special events occurring on weekends and holidays between Memorial Day and Labor Day, and that when and if that is done, the Commission and/or the City shall remove said temporary barriers within a reasonable time after the conclusion of said special event. In no way shall barriers interfere with normal PBMHR business hours.

WITNESS OUR SIGNATURES as of this _____ day of _____, 2024.

REGION XII COMMISSION ON MENTAL
HEALTH AND RETARDATION

BY: _____

Printed name of Signatory

Title of Signatory

CITY OF HATTIESBURG,
A MISSISSIPPI MUNICIPAL CORPORATION

BY: _____
Mayor

Attest: _____
City Clerk

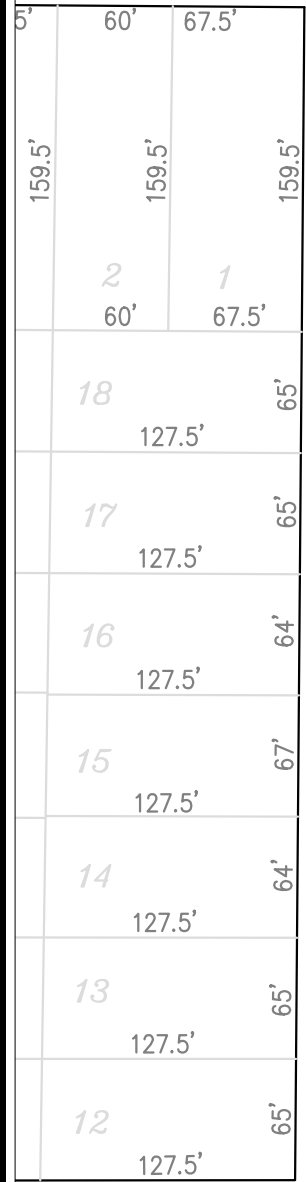
HATTIESBURG CONVENTION CENTER

BY: _____

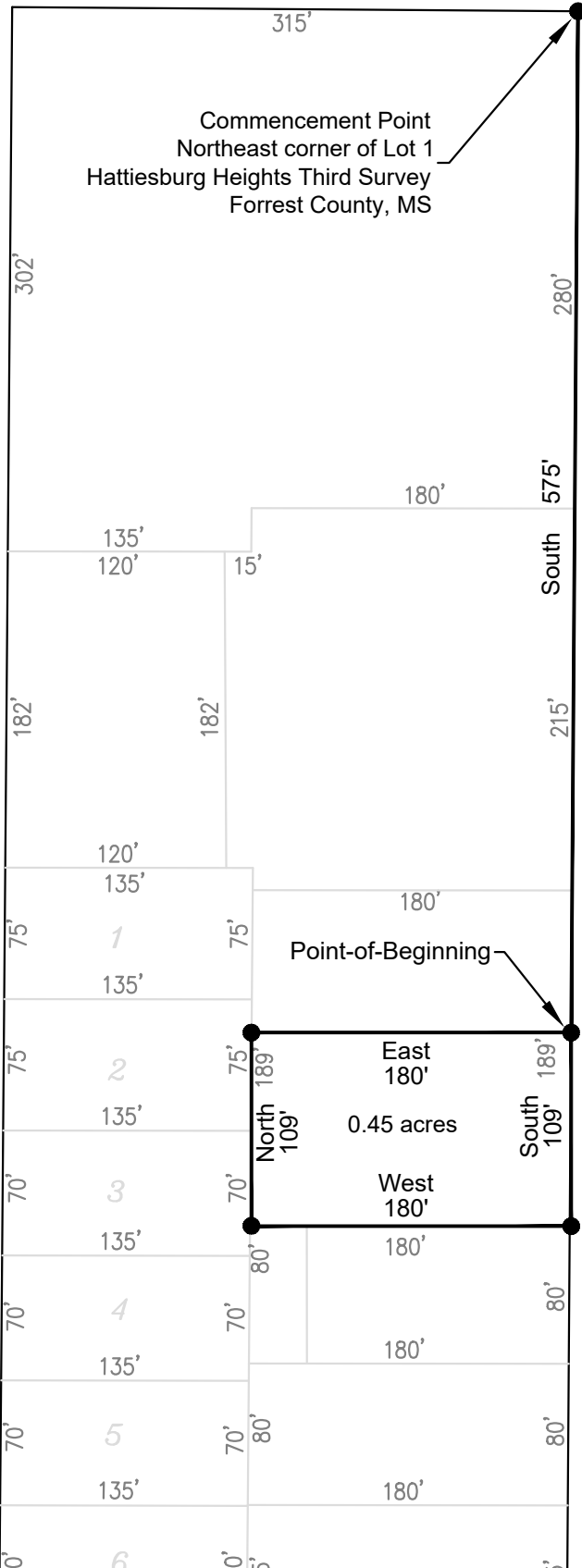
Printed Name of Signatory

Title

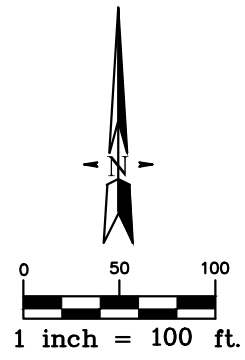
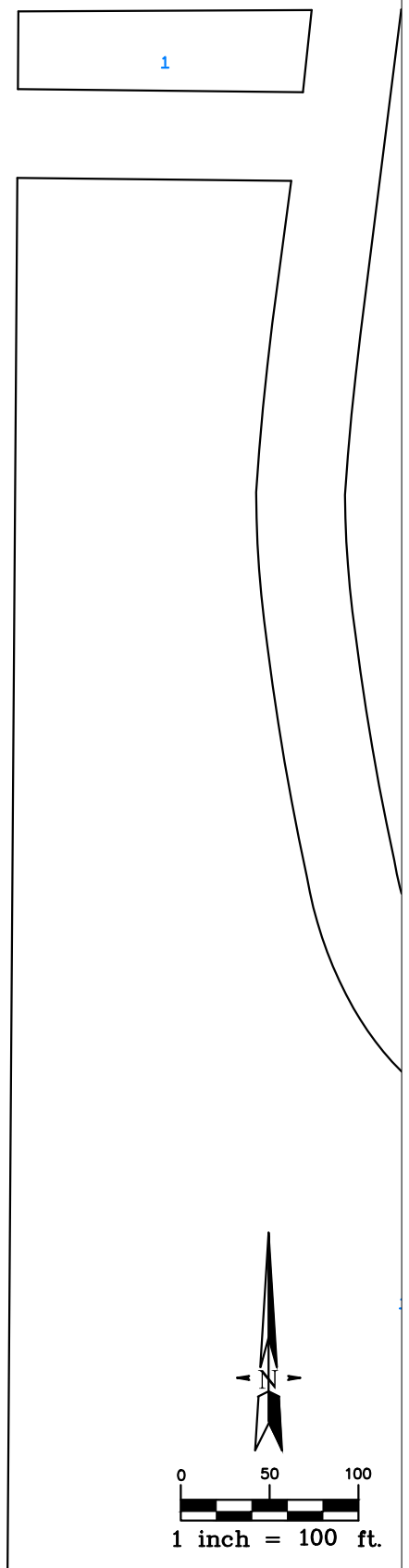
70'	70'	70'	50'	60'	100.1'	69'	22.5'	27.5'	100'	69.1'
-----	-----	-----	-----	-----	--------	-----	-------	-------	------	-------



South 19th Avenue



South 19th Avenue



LEASE AREA FROM NINE COUNTY SERVICES, INC.
Forrest County PPIN 16425, Parcel ID 2-28P-08-004.00
115 S 19th Avenue, Hattiesburg MS 39401

A part of Lot1, Block 17, of the Hattiesburg Heights Third Survey to the City of Hattiesburg, Forrest County, Mississippi, being more particularly described as beginning 575 feet South of the Northeast corner of said lot 1, thence continue South 109 feet, thence West 180 feet, thence North 109 feet, thence East 180 feet back to the Point-of-Beginning. The above herein described lease area contains 0.45 acres, more or less.



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Ann Jones, Chief Administrative Officer

cc:

Date: Tuesday, May 21, 2024

Re: Approve purchase of property located at PPIN 18609, Parcel #2-029P-10-281.00 in an amount not to exceed \$90,000.00 and authorize Mayor to execute any and all necessary documents at closing. Authorize issuance of manual check for the same.
File Number: 2024-187
Minute Book #

Summary

Approve purchase of property located at PPIN 18609, Parcel #2-029P-10-281.00 in an amount not to exceed \$90,000.00 and authorize Mayor to execute any and all necessary documents at closing. Authorize issuance of manual check for the same.

Recommendation Statement

I recommend that this purchase be approved.

Please place this on the May 21, 2024 City Council meeting for consideration.

APPRAISAL REPORT

Property Identification

Convenience Store – PPIN 18609
314 Bay Street,
Hattiesburg, Mississippi 39401



Prepared For:

City of Hattiesburg
c/o Ms. Ann Jones, Chief Administrative Officer
200 Forrest Street,
Hattiesburg, Mississippi 39401

Prepared By:

Zac Fairley Appraisals & Consulting, LLC
47 Towne Center Square,
Hattiesburg, Mississippi 39402

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ADDENDA

Forrest County Tax Assessor's Information

Qualifications of Appraisers



ZAC FAIRLEY APPRAISALS & CONSULTING

601-466-2750 ZFAPPRaiser@GMAIL.COM

August 23rd, 2023

City of Hattiesburg
c/o Ann Jones, Chief Administrative Assistant

Re: Appraisal of a Convenience Store located at 314 Bay Street, Hattiesburg, Forrest County,
Mississippi 39401

Dear Ms. Ann Jones:

Thank you for the opportunity to provide appraisal services. Based on our agreement with you, we have performed an appraisal and reported our findings in this Appraisal Report. This report is intended to comply with the reporting requirements under Standards Rule 2.2(a) of the Uniform Standards of Professional Appraisal Practice.

The subject of this report is a +/-1,631 square foot neighborhood convenience store situated on a +/-0.32 acre site area. Site improvements consist of a 20'x20' lighted fuel canopy, and asphalt parking area. The store was not operating at the time of inspection. The store has been out of operation for an extensive period and would require a significant repair to be brought up-to code and a operational condition. No fueling equipment was included in the concluded market value.

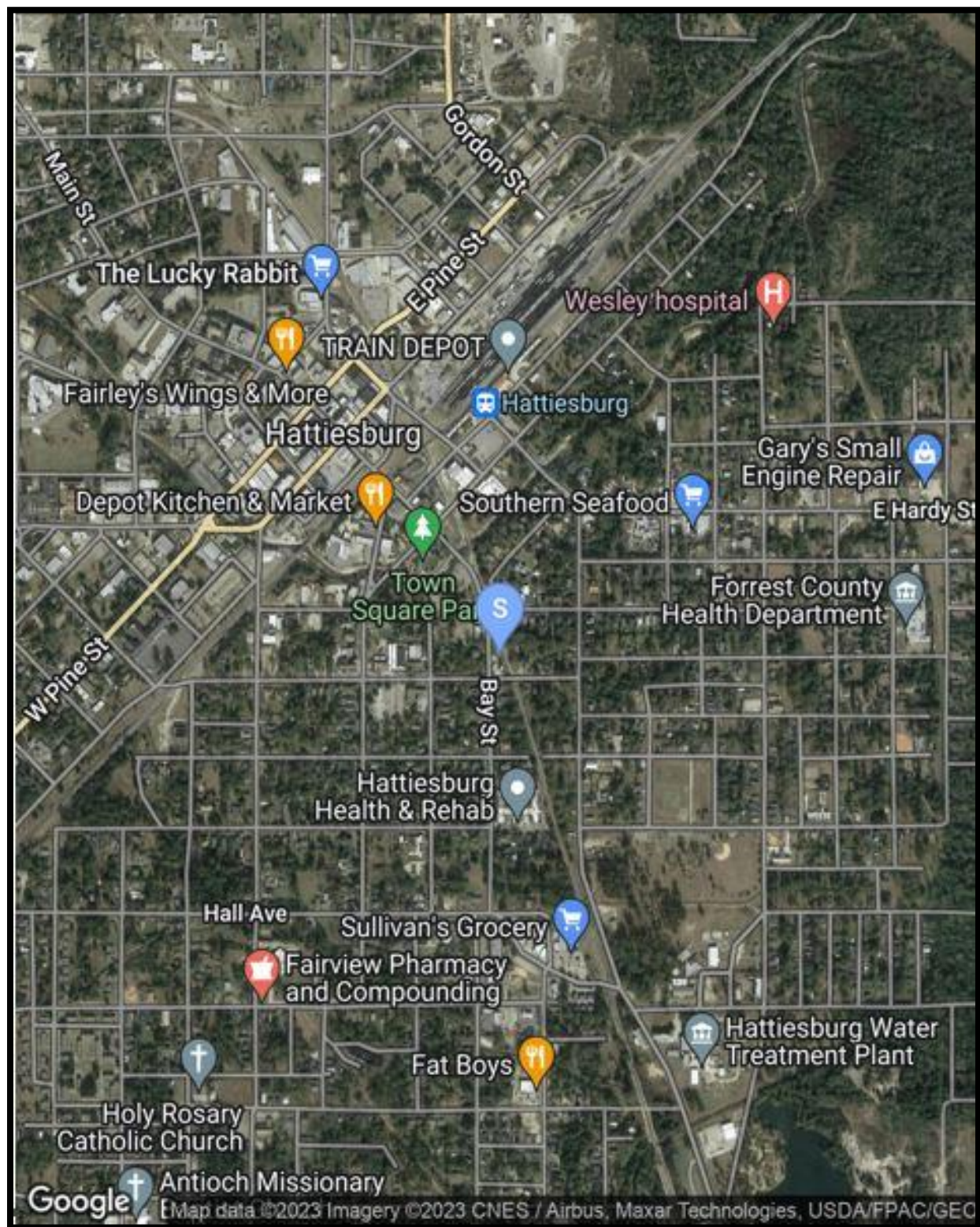
The purpose of this appraisal is to determine the market value for the fee simple interest of the real estate, as of the effective appraisal date, August 7th, 2023.

MARKET VALUE			
Appraisal Condition	Interest Appraised	Effective Date of Value	Market Value
As Is	Fee Simple	August 7, 2023	\$65,000

The narrative appraisal report that follows sets forth the identifications of the property, the assumptions and limiting conditions, pertinent data, the results of the investigations and analyses, and the reasoning leading to the conclusions set forth.

Respectfully submitted,

Zachary H. Fairley
State Certified General Real Estate
Appraiser, GA-1418



Location Map

Summary of Salient Facts and Conclusions	
Property Name	Convenience Store
Property Address	314 Bay Street Hattiesburg, Mississippi 39401
Property Location	NE Corner of the Bay Street & Southern Avenue lighted intersection
Property Tax Identification Number(s)	2-029P-10-281.00/PPIN: 18609
Owner of Record	Marvin L Arrington, Sr.
Date of the Report	August 23 rd , 2023
Effective Date of the Appraisal	August 7 th , 2023
Property Rights Appraised	Fee Simple
Land Area	+/-13,767 square feet, +/-0.32 acres
Gross Building Area	1,631 square feet
Building Size Net Rentable	1,631 square feet
Building Size Useable	1,631 square feet
Occupancy	Vacant
Year Built	1966
Actual/Physical Age	57 years
Effective Age of Building(s)	45 years
Total Economic Life	50 years
Remaining Economic Life	5 years
Zoning Designation	R-1B; Single-Family Residential
Highest and Best Use As Vacant	Small Retail or Commercial
Highest and Best Use As Improved	Neighborhood Retail
Estimated Exposure Time and Marketing Period	12 Months or Less
Market Value Conclusions	"As Is"
Sales Comparison Approach	\$65,000
Land	\$40,000
Final Value Conclusion – Real Estate Value	\$65,000

Purpose of the Appraisal

The purpose of this report is to establish the market value of the fee simple interest, as of the effective appraisal date.

Intended Use/Client and Intended User(s)

The intended use of this report is for potential purchase decision making purposes by the client. It is our understanding that the intended user of the report is for City of Hattiesburg, the client. The definition of market value relied upon is included before the Addenda.

Competency of the Appraisers

The appraisers' specific qualifications are included within this report. These qualifications serve as evidence of their competence for the completion of this appraisal assignment in compliance with the competency provision in USPAP. The appraisers' knowledge and experience, combined with their professional qualifications, are commensurate with the complexity of this assignment. The appraisers have previously provided consultation and value opinion for properties similar to the subject in Mississippi.

Interest Appraised

- **Fee Simple Interest** is absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Effective Date of Value

August 7th, 2023

Date of Report

August 23rd, 2023

Scope of Work

Scope of work is the most critical decision an appraiser will make in performing an assignment. Solving an appraisal problem involves three steps:

1. Identifying the problem
2. Determining the solution (or scope of work)
3. Applying the solution

None of the three steps can be omitted, and each must be performed in order. To analyze the problem, the appraiser identifies seven key assignment elements: (1) client, (2) intended users in addition to the client, (3) intended use, (4) objective of the appraisal, or type of value and its definition, (5) effective date, (6) property characteristics that are relevant to the assignment such as the interest to be valued and physical and legal characteristics), and (7) assignment conditions such as hypothetical conditions, extraordinary assumptions, and other requirements. These elements provide the framework for the assignment and allow the appraiser to identify the problem to be solved.

The second step is to determine the scope of work to solve the problem. Scope of work encompasses all aspects of the valuation process, including which approaches to value will be used; how much data is to be gathered, from what sources, from which geographic area, and over what time period; the extent of the data verification process; and the extent of property inspection, if any. The scope of work decision is appropriate when it allows the appraiser to arrive at credible assignment results and is consistent with the expectations of similar clients and the work that would be performed by the appraiser's peers in a similar situation.

Source: *Appraisal of Real Estate 14th Edition*

Inspection

Zac Fairley visited the property on August 7th, 2023. The client requested an exterior only inspection of the property. The property was viewed from Bay Street and Southern Avenue. The store appears to be nonoperational and vacated for about 10 years. The exterior and interior of the improvements were viewed and documented with photographs. The size of the improvements were taken from the Forrest County Tax Assessor's records and were not physically measured during the site inspection.

We are not engineers and are not competent to judge matters of an engineering nature, nor have we retained independent structural, mechanical, electrical, or civil engineers in connection with the report. As such, we make no representations relative to the condition of the improvements, if any exist. Unless otherwise noted in the report, no problems were brought to the attention of the appraiser by the client.

Unless otherwise noted, we inspected less than 100% of the entire interior and exterior portions of the improvements. If questions regarding engineering studies are critical to the decision process of the reader, the advice of competent engineering consultants should be obtained and relied upon.

Data Research

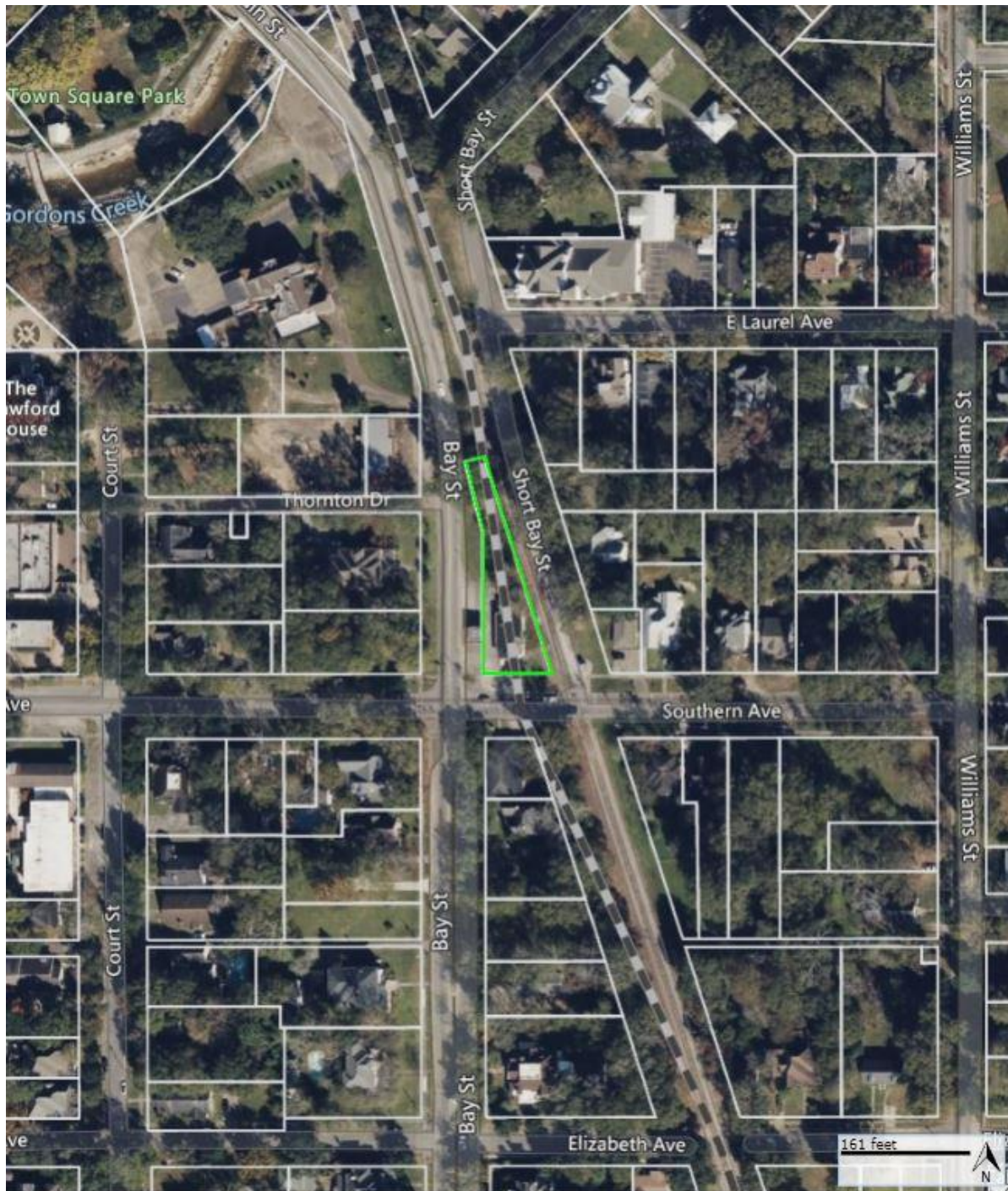
We collected factual information about the subject property and the surrounding market. Our research included investigating Forrest County commercial sales, improved sales, convenience store sales in the region, analyzing the operator's profit and loss histories and to some degree the Forrest County Property Appraiser's Office. We generally researched two years from the date of our valuation including reviewing any relevant current listings. We confirmed that information with various sources such as buyers, sellers and brokers.

Methodology

The **Cost Approach** assumes that the informed purchaser would pay no more than the cost of producing a substitute property with the same utility. This approach is particularly applicable when the improvements being appraised are relatively new and represent the highest and best use of the land or when the property has unique or specialized improvements for which there is little or no sales data from comparable sales. Due to the age and poor condition of the subject, physical depreciation would be difficult to quantify and highly speculative. For this reason, the Cost Approach was not performed in this report.

The **Sales Comparison Approach** assumes that an informed purchaser would pay no more for a property than the cost of acquiring another existing property with the same utility. This approach is especially appropriate when an active market provides sufficient reliable data. The Sales Comparison Approach is less reliable in an inactive market or when estimating the value of properties for which no directly comparable sales data is available. The Sales Comparison Approach is often relied upon for owner-user properties.

The **Income Capitalization Approach** reflects the market's perception of a relationship between a property's potential income and its market value. This approach converts the anticipated net income from ownership of a property into a value indication through capitalization. The primary methods are direct capitalization and discounted cash flow analysis, with one or both methods applied, as appropriate. This approach is widely used in appraising income-producing properties. Due to the poor condition of the improvements not being in a leasable condition, the income approach was not performed.



Aerial Map

Identification of the Property

The property is located at the corner of Bay Street and Southern Avenue in downtown Hattiesburg. This is a lighted intersection with moderate traffic count exposure. Bay Street fronts the property to the west and Southern Avenue fronts the property to the south. Access to the site is provided from both streets. The property is bordered to the west by a railroad operated by Canadian National Railway. This area is zoned R-1B or Single-Family Residential District.

Site Data		
	Land (SF)	Land (Acres)
Gross	13,767 Sq. Ft.	0.32

Site Description	
Shape	Irregular
Frontage	+/-164' along Bay Street ; +/-86' along Southern Avenue
Access/Visibility	The site has good access / visibility from Bay Street and Southern Avenue
Topography/Drainage	Level and flat around improvements, with the adequate drainage.
Soil/Subsurface	A soils report was not provided for our review. Based on our inspection of the subject and observation of development on nearby sites, there are no apparent ground stability problems. However, we are not experts in soils analysis. We assume that the subject's soil bearing capacity is sufficient to support the existing improvements
Environmental Concerns	An environmental assessment report was not provided for review, and during our inspection, we did not observe any obvious signs of contamination on or near the subject site. However, environmental issues are beyond our scope of expertise. It is assumed that the property is not adversely affected by environmental hazards
Rail Access	None
Functional Utility	Overall, the physical characteristics of the site and the availability of utilities result in functional utility suitable for a variety of uses including those permitted by zoning. Surrounding property uses are commercial in nature with a mixture of office, retail, and government offices
Off-Site Improvements:	
Alleyway	None
Curb/Gutter	Bay Street

No. of Lanes	2 (Bay Street) & 2 (Southern Avenue)
Sidewalks	Bay Street
Street Lights	Streetlights along Bay Street and Southern Avenue
Traffic Lights	Lighted intersection on the southwest corner of the property at Bay Street and Southern Avenue.

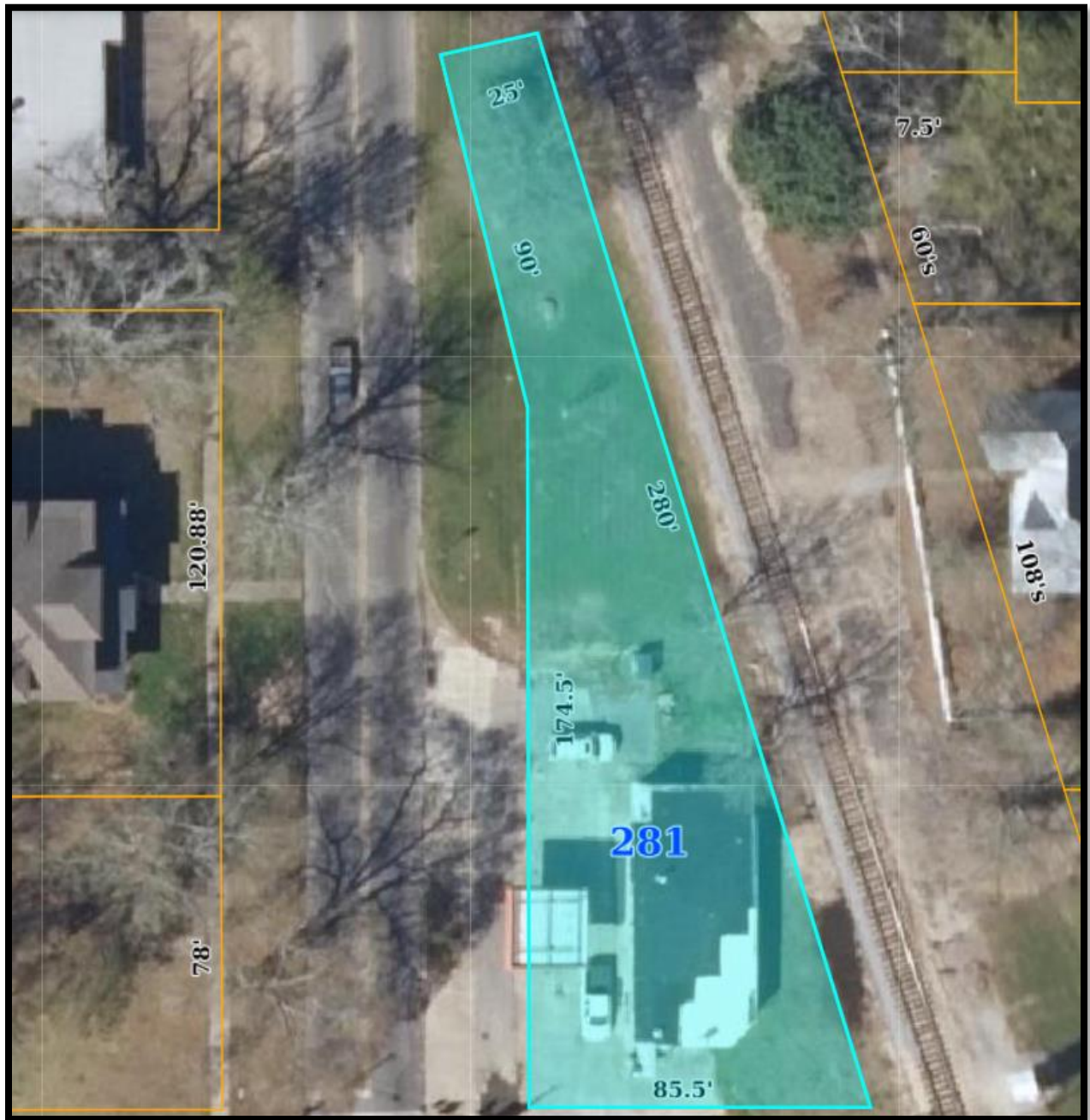
Properties adjacent to the subject are as follows:

Adjacent Properties	
North	Commercial
West	Residential
South	Commercial; Residential
East	Residential

Utilities and Services

Utilities and services are detailed below.

Subject Utilities	
Electricity	Mississippi Power
Gas	Spire
Police/Fire	City of Hattiesburg
Sewer	City of Hattiesburg
Water	City of Hattiesburg



Tax Map

Improvement Description

The subject property is improved with a +/-1,631 sf convenience store building. The store is a CMU structure built in 1966. There is a +/-400 sf metal canopy over the fuel dispensers and a concrete / asphalt parking and fueling area located in front of the building. The building shows signs of deferred maintenance and is in poor condition. The building would require significant repairs to be brought to code and to a operational condition. These factors were considered in the valuation sections of this report.

The fuel dispenser is a double-sided single hose with no card reader. The fuel canopy and fuel dispensers are in poor condition and non-operational. There are two below ground 10,000 gallon fuel storage tanks on site, installed in 1966. According to MDEQ records, the tanks are currently out of service. Due to the age, condition, and lack of maintenance received, the fueling equipment and dispensers were considered to not have minimal, if any contributory value.

General Building Details	
Year Built/Condition	1966
Gross Building Size	1,631 square feet
Building Size Net Rentable	1,631 square feet
Overall Property Condition	Poor
No. of Stories	1
Floor Area Ratio	0.13
Land:Building Ratio	9.49x
Occupancy	100%
Parking	Asphalt parking area in front of the building

Construction Details	
Construction Type	Masonry Block
Foundation	Concrete slab
Superstructure	Masonry Block
Roof Structure	Asphalt shingle & Flat (Dilapidated Condition)
Exterior Doors	Aluminum frame with store front pane glass
Exterior Walls	Masonry Block
Windows	Store front pane glass
Plumbing System	Typical
HVAC	Central
Electrical Service	Typical

Site Improvements	
Drainage/Retention	The site appears to drain normally into the city drainage system
Retaining Wall	None
Paving	Asphalt/ Concrete

Landscaping	None
Fencing	None
Exterior Lighting	At canopy above gas pump

Zoning

The property is zoned R-1B by the City of Hattiesburg. Please refer to the Highest and Best Use section of this report for further discussion.

Flood Information

The subject site is generally at road grade. Per FEMA Map No. 28035C0108D, dated March 2nd, 2010, the property is situated in Flood Zone X. Flood hazard insurance is not required for buildings situated in this zone.

Ownership and Subject Property History

The property is owned by Marvin L. Arrington Sr, recorded in Deed Book 1174 and Page 719, dated April 27, 2014. I am not aware of any conveyances of ownership in the last three years.

Taxes and Assessments

ASSESSMENT INFORMATION							
PPIN #	Land Size	Land Assessment		Improvement Assessment		Total Assessment	Taxes
18609	12,785	\$14,830	43%	\$19,580	57%	\$34,410	\$982.07

*Taxes not paid or redeemed since 2020.

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act was passed on July 26, 1990. This Act provides comprehensive civil rights protection for individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. This Act was designed to remove barriers which prevent qualified individuals with disabilities from enjoying the same employment opportunities and access to public facilities available to persons without handicaps. We have not made an ADA compliance survey as it is beyond the scope of our expertise as appraisers.

Neighborhood Description

The property is located on the southern fringe of downtown Hattiesburg. The commercialized area of downtown Hattiesburg is located about a half-mile north of the site. The property is surrounded by single-family residential uses to the east and west, with scattered commercial uses to the south along Bay Street. The area has seen some revitalization over the last several years. The neighborhood outlook was considered stable with no significant increase in demand in the near future.

Subject Photos



View of the site located north of the improvements



View of the improvements



Rear view of the improvements



Additional view of the improvements and fueling canopy



View of the improvements from Southern Avenue



Fuel Dispensers

Highest and Best Use

According to the *Dictionary of Real Estate Appraisal, 5th Edition*, highest and best use is defined as: The reasonably probable and legal use of vacant land or an improved property that is physically possible, appropriately supported, financially feasible and that results in the highest value. The four criteria the highest and best use must meet are physically possible, legally permissible, financially feasible and maximally productive. Alternatively, the probable use of land or improved property, specific with respect to the user and timing of the use, that is adequately supported and results in the highest present value.

When a site is improved, we must recognize that the highest and best use may differ from the existing use; however, the existing use will continue, unless and until, land value (at its highest and best use) exceeds the total value of the property in its present use. The definition of highest and best use recognizes the contribution of a specific use to the community or to individual property owners.

The determination of highest and best use results from the appraiser's judgment and analytical skill; i.e., determination of highest and best use is an opinion, not a fact to be found. In appraisal practice, the concept of highest and best use is the premise upon which value is based. In the context of investment value, "most profitable use" is another alternative term but the degree of risk must be considered.

The highest and best use concept requires an analysis of the subject as if it were vacant and also as improved to determine if the land is more valuable as vacant than the property as improved. There are four criteria that must be met. The highest and best use must be 1) physically possible; 2) legally permissible; 3) financially feasible; and, 4) maximally productive. These criteria are generally considered sequentially and the analysis may indicate more than one use.

Development of Highest and Best Use Opinion (Market Value Appraisals)

Process:

Least Intensive	Inferred, based on readily observed evidence such as surrounding land uses, age and condition of existing improvements, and known market demand for property type*
	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) but based on readily observed evidence*
	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) with research into each factor, testing for feasibility
	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) with complete market analysis and feasibility study
Most Intensive	

* Extraordinary assumptions may need to be stated about information taken to be true when it is uncertain.

Source: Stephanie Coleman, *Scope of Work* (Chicago: Appraisal Institute, 2006)

Physically Possible

The subject site, given its size and configuration, is well suited for a variety of developments. All utilities are available to the property, further promoting its potential. The property has access from Bay Street and Southern Avenue. Average daily traffic is the total volume passing a point or segment of a roadway facility, in both directions, during a 24-hour period. A reported 5,000 cars per day pass along Bay Street & a reported 3,800 cars per day pass along Southern Avenue along the subject segment.

This is mostly local commuter traffic, and the overall traffic count is not strong enough to support a premiere commercial use. The overall site is physically limited by its size, and the only physical uses possible on the site are small commercial, retail, and residential uses.

Traffic Count Map



Legally Permissible

The property is zoned R-1B by the City of Hattiesburg. The purpose of the R-1B District is to permit single-family residential uses with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower density residential neighborhoods with only compatible supporting institutional uses and open space. Any new construction must be approved by the City of Hattiesburg, and in step with the architectural character of the district. It is my understanding, the existing use as a convenience store is a non-

conforming use. The property would require a zoning change in order to operate as a commercial use.

4.5.4 R-1B Single-Family Residential District	
Description and Purpose.	Characteristic Development Type
The purpose of the R-1B District is to permit single-family residential uses with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower density residential neighborhoods with only compatible supporting institutional uses and open space.	

Financially Feasible

Those uses which are financially feasible and that use which is maximally productive are generally closely related. Any use that results in a net return to the land after satisfying the return to the improvements is considered to be financially feasible; however, that use which returns the maximum dollars to the land is considered the use which is maximally productive. The site is located on the fringe of downtown Hattiesburg and surrounded by residential uses and commercial uses to the north and south of the property. The site is not located on a premiere commercial corridor, and the traffic count would not support any premiere commercial or retail use. However, the local commuter traffic is steady and consistent, and some sort of light commercial, office, or light retail use is possible.

Maximally Productive

The maximally productive use of the site would be to utilize the steady and consistent traffic, the proximity to downtown Hattiesburg and Hardy Street. The maximally productive use would be to develop the site into a small retail or neighborhood commercial use.

As If Vacant

Considering all factors, the highest and best use of the property as vacant was concluded to be for a small retail or neighborhood commercial use.

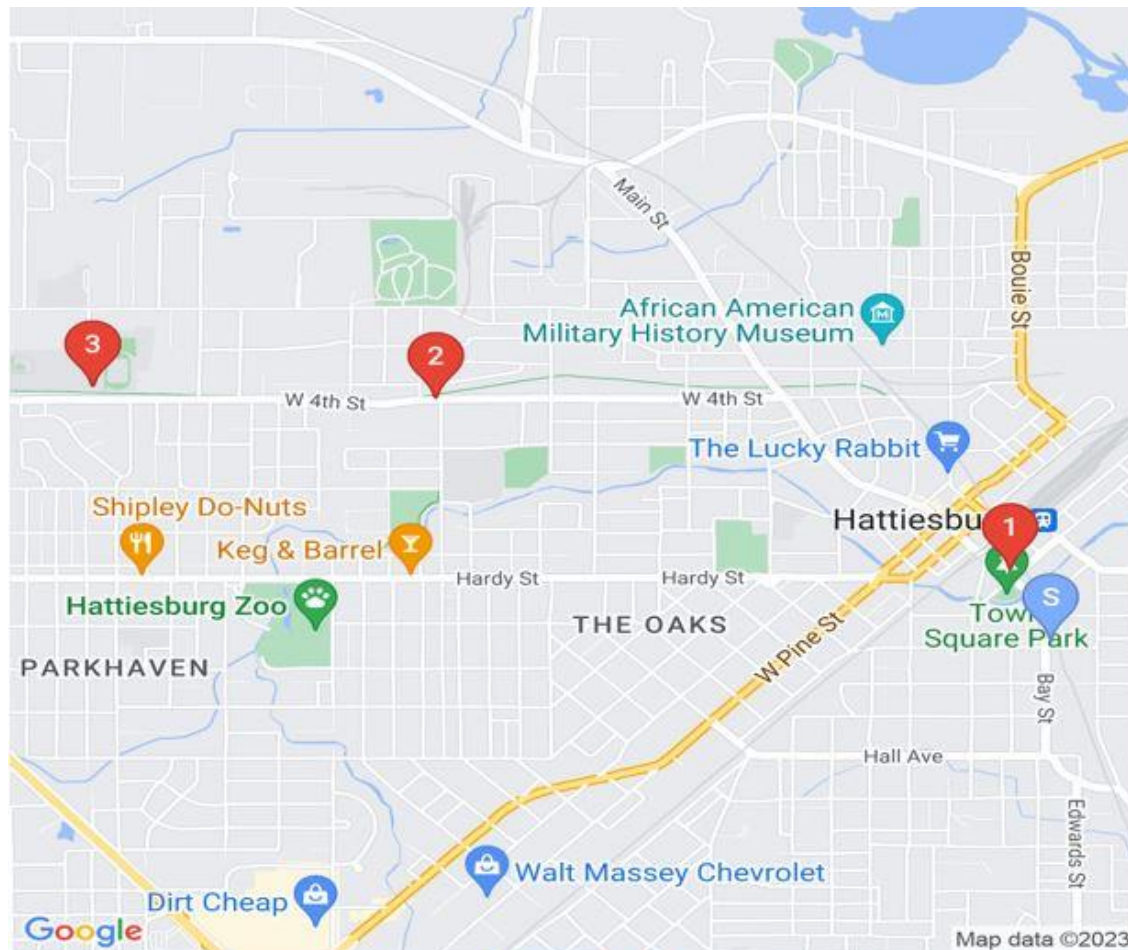
As Improved

The property is improved with a 1,631 square foot neighborhood-style convenience store and fuel canopy. The store has been out of operation for an extensive period and will require significant repairs to be operational. This is a dilapidated structure with significant signs of deferred maintenance. Repairs required would include a new roof, a new HVAC system, and exterior maintenance (painting, clean-up). There are multiple underground fuel storage tanks on the property. MDEQ records indicate the fuels are not active. Due to the required repairs and city code

requirements, it may not be feasible to continue the operation as a convenience store. Feasible alternatives would include small retail or office uses. Overall, the highest and best use of the site was concluded to a small retail or neighborhood commercial use.

Land Valuation

The Cost Approach to value attempts to determine the current market value of a property through a process in which the appraiser estimates the cost to replace or reproduce all improvements and then deducts the total estimated loss in value (depreciation) for the improvements. The market value of the land component is then added. We have presented transactions involving sites purchased for commercial development on the following pages.



COMPARABLE KEY			
COMPARABLE	LABEL	DISTANCE FROM SUBJECT	ADDRESS
SUBJECT	S	-	314 Bay Street, Hattiesburg, MS
COMPARABLE 1	1	0.2 Miles	205 Main Street, Hattiesburg, MS
COMPARABLE 2	2	1.6 Miles	702 W. 4th Street, Hattiesburg, MS
COMPARABLE 3	3	2.3 Miles	2108 W. 4th Street, Hattiesburg, MS

Land Sale No. 1



Property Identification

Property Name

Commercial Lot

Address

Hattiesburg, Forrest County, Mississippi 39401

Location

Corner of Buschman Street and Main Street

Tax ID

PPIN # 18565- 18566- 18567

Sale Data

Grantor

Robert Rogge

Grantee

Ferraez Lamar Holdings, LLC

Sale Date

November 18, 2020

Deed Book/Page

1353/381

Property Rights

Fee Simple

Conditions of Sale

Arm's Length

Financing

Conventional

Verification

Confirmed with Michael Anderson (Selling Agent) by ZF;
3/09/2021

Sale Price

\$43,500

Land Data

Zoning

B-3

Topography

Open

Utilities

Electricity, Water, Sewer

Frontage

257' Main Street; 110' Buschman Street

Flood Info

Portion of the property located in a flood zone

Gross Land Size

0.346 Acres or 15,092 SF

Useable Land Size

0.263Acres or 11,442 SF , 75.81%

Unusable Land Size

0.083 Acres or 3,650 SF , 24.19%

Front Footage

257' Main Street; 110.42' Buschman Street

Indicators

Sale Price/Gross Acre	\$125,723
Sale Price/Gross SF	\$2.88
Sale Price/Useable SF	\$3.80
Sale Price/Front Foot	\$118

Remarks

Property is located at the lighted intersection of Buschman Street and Main Street in downtown Hattiesburg. This is a corner lot containing a total of 15,092 sq. ft or 0.346 acres, according to a recent survey. Main Street fronts to the south, Buschman Street to the west, Gulf and Ship Island Railroad to the north, and Gordon Creek to the south. The easternmost lot being 3,650 sq. ft. is located in the creek bed and considered to have no value. Streets lights and sidewalks are located along Main Street. Town Square Park is located adjacent to the south of the property. The seller purchased the property in 2011 for \$35,000.

Land Sale No. 2



Property Identification

Property Type

Commercial Land

Address

Corner of W. 4th Street and Hutchinson Avenue, Hattiesburg,
Forrest County, Mississippi 39401

Tax ID

PPIN #26622, 26621, 26617

Sale Data

Grantor

Fokakis Forrest Properties, LLC

Grantee

Hattiesburg Public Schools

Sale Date

October 9, 2020

Property Rights

Fee Simple

Conditions of Sale

Arm's Length

Verification

Confirmed with Selling Agent

Sale Price

\$175,000

Land Data

Zoning

B-2; Neighborhood Business & R-3; Multi-Family

Topography

Level

Utilities

All City

Shape

Rectangular

Flood Info

Zone X; FEMA Panel No. 28035C0108D; 3/2/10

Land Size Information

Gross Land Size

1.70 Acres or 74,052 SF

Frontage

340 ft W. 4th Street; 2016 ft. Hutchinson Ave

Indicators

Sale Price/Gross Acre

\$102,941

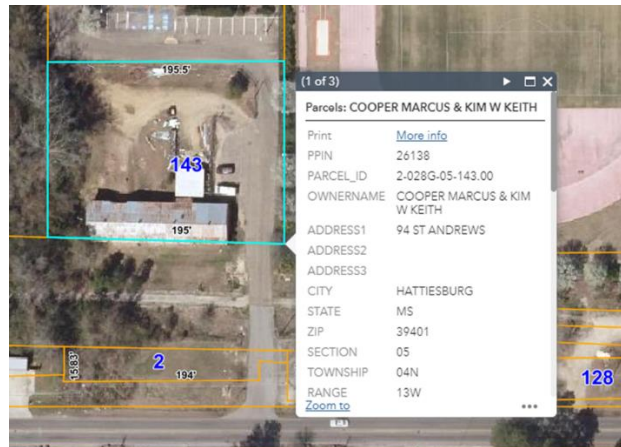
Sale Price/Gross SF

\$2.36

Remarks

Vacant parcel of land located at the corner of W. 4th Street and Hutchinson Avenue. The site is comprised of three contiguous parcels containing a total of +/-1.70 acres. There is a concrete pad located on the northeast corner of the property. The site has 340' frontage along W. 4th Street to the south and 216' frontage along Hutchinson Avenue to the east. The eastern 2/3 of the site is zoned B-2; Neighborhood Business with the remaining 1/3 to the west zoned R-3; Multi-family.

Land Sale No. 3



Property Identification

Address 2108 West 4th Street, Hattiesburg, Forrest County, Mississippi 39401

Longitude, Latitude W-89.323786, N31.332449

Sale Data

Grantor V.L. Dye, Jr.

Grantee Colludium Brewing Company, LLC

Sale Date March 07, 2018

Property Rights Fee Simple

Marketing Time 23

Conditions of Sale Arms-Length

Financing Cash

Verification Confirmed with Selling Agent

Sale Price \$99,500

Land Data

Zoning R-3

Topography Open at road grade

Utilities All

Dimensions Square

Flood Info Not located in designated flood zone

Land Size Information

Gross Land Size 0.720 Acres or 31,363 SF

Indicators

Sale Price/Gross Acre \$138,194

Sale Price/Gross SF \$3.17

Remarks

Property is located at 2108 West 4th Street, east of Highway 49. The property has visibility and exposure from West 4th Street but is accessed from Meadow Lane off of West 4th Street. Rail to Trails borders the site to the south. The site is improved with a warehouse building considered to be in poor condition. The selling agent stated the purchase price was based on the land value only. The buyer did renovate the building into a brewery.

Land Sales Summary and Adjustment Grid				
Subject		Comparable 1	Comparable 2	Comparable 3
Location:	314 Bay Street	Bushman & Main Street	W. 4th Street &	2108 W. 4th Street
City:	Hattiesburg	Hattiesburg	Hattiesburg	Hattiesburg
County:	Forrest	Forrest	Forrest	Forrest
Date of Sale:		November-20	October-20	March-18
Sale Price:		\$43,500	\$175,000	\$99,500
Site Size (Sq. Ft.):	13,767.00	14,810.00	74,052.00	31,363.00
Unadjusted Price/Sq. Ft.:		\$2.94	\$2.36	\$3.17
Adjustments				
Rights Transferred:		Fee Simple	Fee Simple	Fee Simple
Financial Considerations:		Market	Market	Market
Conditions of Sale:		Arm's Length	Arm's Length	Arm's Length
		0%	0%	0%
Market Conditions - Time:		Stable	Stable	Stable
		0%	0%	0%
Time Adjusted Cash Equiv. Price/SF:		\$2.94	\$2.36	\$3.17
Location:		Similar	Similar	Similar
		0%	0%	0%
Site Size (Sq. Ft.):	13,767.00	14,810.00	74,052.00	33,977.00
		0%	15%	5%
Corner Access:	Yes	Similar	Similar	Inferior
		0%	0%	5%
Topography/Flood:	Level / No Flood	Similar	Similar	Similar
		0%	0%	0%
Zoning	R-1B	B-1	B-2/R-1	R-3
		-5%	-5%	0%
Net Adjustments:		-5%	10%	5%
Adjusted Price/SF:		\$2.79	\$2.60	\$3.33

Land Sales Analysis

The preceding sales were confirmed to offer a good indication of value for the subject site via the Sales Comparison Approach. A number of sales were examined, and in the final analysis they were narrowed to the five most comparable transactions.

There are several units of comparison generally employed in the analysis of commercial land. In this instance, the market dictates the most appropriate index is price per sf. The adjustment categories include location, size, topography, utilities, and zoning.

All of the transactions were financed at market terms by third party financial institutions; hence no adjustments for financing were required. If atypical financing were involved in the transaction, the appraiser would determine if those terms had a quantifiable effect on the sale price necessitating an adjustment.

Each transaction was confirmed to be arm's length between willing buyers and sellers; therefore, no adjustments for abnormal conditions of sale were necessary. However, if a listing is included in the analysis, a downward adjustment is considered to reflect a typical cushion for negotiations. Nonetheless, the amount of adjustment, if any, would depend on the asking price as it relates to the market at that time. Some transactions might include a bank sale sometimes referred to as "short sale." An adjustment will be made if warranted based on confirmation of that transaction.

Adjustments for time and price trends attempt to quantify changes in market conditions between the date of each sale and the date of the appraisal, based on current market conditions and available properties. Adjustment for this category would be based on any quantifiable appreciation or depreciation, typically identified through paired sales analysis. The sales were considered to have occurred during current market conditions and no adjustment was applied.

Adjustments for location typically are associated with the general demographics of the area and property specific influences such as traffic counts, ingress/egress, proximity to linkages such as interstates and overall characteristics of an area. All of the sales are small, downtown sales in similar downtown markets. No adjustments for location were applied.

Site size is an adjustment in which comparable site size is compared to the subject. Depending on the market segment, variation in site size can have effect up to a point on the price per square foot index. Typically, if a comparable site is larger than the subject site, an upward adjustment is applied to reflect economies of scale. Conversely, if a comparable site is smaller than the subject site, a downward adjustment was applied. This category can also include adjustments for parcels that may have off-site retention and reflect a fully buildable lot. Adjustments were made to the sales based on their difference in size.

Zoning is an important consideration in land sales analysis as it specifies the development potential of a given parcel. In this category, the comparable zoning classification relative to allowable uses, building setbacks and other restrictions are compared to the subject. The subject is currently zoned R-1B; Single-Family Residential District. It is probable, the site could be rezoned to commercial; however, the permit process would have to be completed. The comparable sales are zoned commercial and downward adjustments were applied for this reason.

Prior to adjustments the sales range from \$2.36 to \$3.17 per square foot. Adjustments were made to the sales based on their differences. Sale 1 is considered the most similar and located just north of subject, and had an adjusted unit value of \$2.79/sf. The property is currently listed for sale at \$60,000 or \$3.97/sf. Sales 2 and 3 are also similar use lots and given some consideration. The adjusted range of the sales is from \$2.60-\$3.33/sf. The subject is a small corner lot located at the lighted intersection of Bay Street and Southern Avenue in downtown Hattiesburg. The site is level at road grade and suitable for small commercial use. A land value of \$3.00/sf was adopted for the subject site.

Based on this range, a unit value of \$3.00/sf was concluded and adopted for the site:

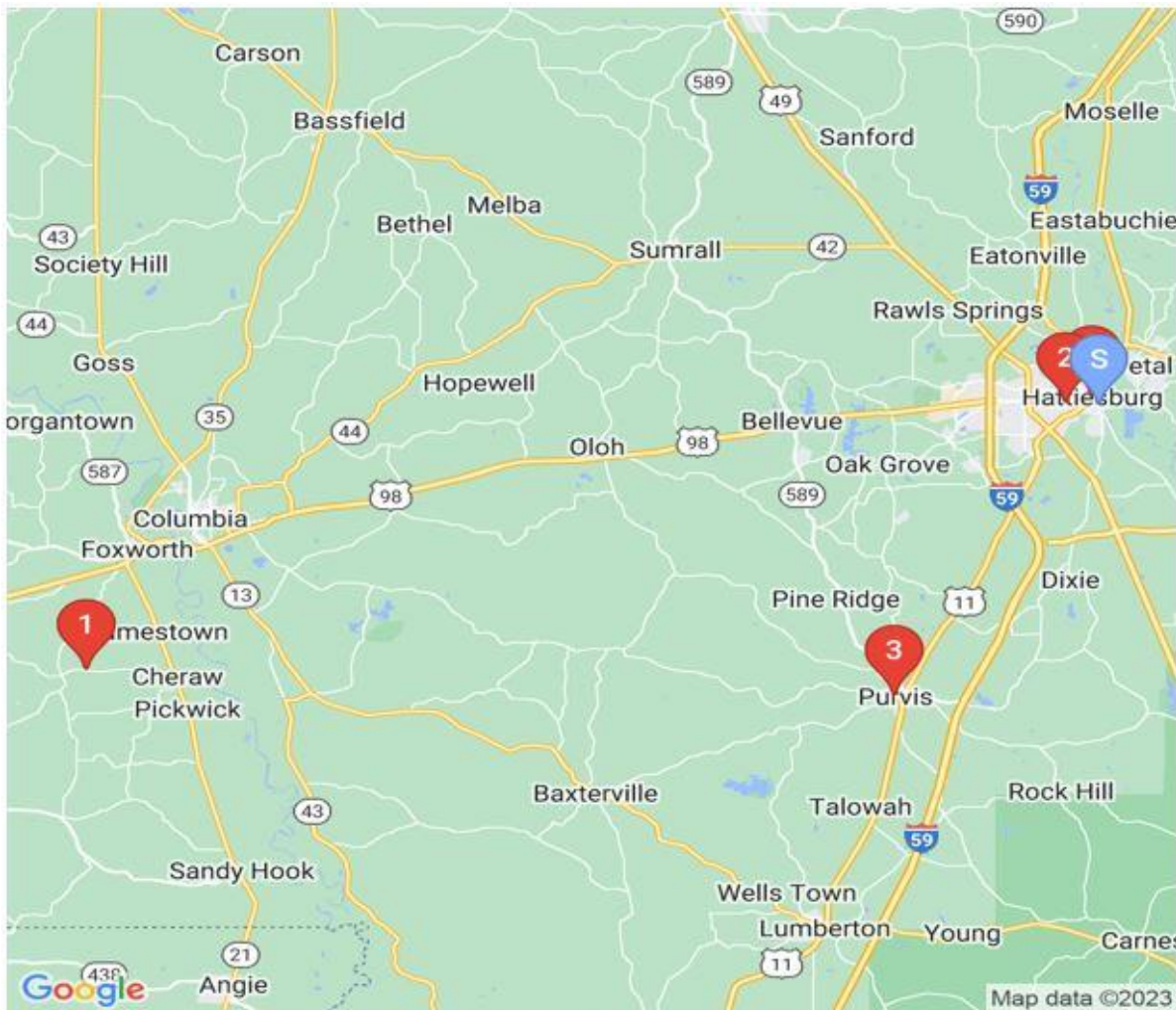
Our math is as follows:

$$13,767 \text{ Square Feet of Land Area} \times \$3.00/\text{SF} = \$41,301$$

Land Value Opinion Rounded, (nearest \$5,000) = \$40,000

Sales Comparison Approach

Direct Sales Comparison is a valuation technique in which a value opinion is predicated on prices paid in actual market transactions. In this process, comparison is made between properties having a satisfactory degree of similarity to the subject. I have presented transactions involving similar buildings on the following pages. An improved adjustment grid and comparable map is presented thereafter. The sales presented on the following pages are real estate only values.



COMPARABLE KEY			
COMPARABLE	LABEL	DISTANCE FROM SUBJECT	ADDRESS
SUBJECT	S	-	314 Bay Street, Hattiesburg, MS
COMPARABLE 1	1	37.8 Miles	203 10 Mile Creek Road, Foxworth, MS
COMPARABLE 2	2	1.1 Miles	120 S. 10th Avenue, Hattiesburg, MS
COMPARABLE 3	3	14.4 Miles	116 Shelby Speights Drive, Purvis, MS
COMPARABLE 4	4	0.4 Miles	5517 Highway 42 Bypass, Hattiesburg, MS

Improved Sale No. 1



Property Identification

Property Type

C-Store

Address

203 10 Mile Creek Road, Foxworth, Marion County,
Mississippi 39483

Sale Data

Grantor

Sean A. Buhrer

Sale Date

April 1, 2022

Conditions of Sale

Arm's Length

Verification

Selling Agent

Sale Price

\$65,000

Land Value

\$5,000

Fueling Equipment

\$10,000

Adjusted Sales Price

\$50,000

Land Data

Land Size

0.295 Acres or 12,850 SF

Topography

Level

Utilities

Elec., Water, Septic

Shape

Rectangular

Building Data

Gross SF

1,200

Age

1989

Indicators

Sale Price/Gross SF

\$54.17

Adjusted Sale

\$41.67

Price/Gross SF

0.09

Floor Area Ratio

0.09

Land to Building Ratio

10.71:1

Remarks

Ten Mile Creek Grocery & Grill. Sale included ice machine, grill, fryer, stove and oven, 3 compartment crock pot warmer, pizza oven, heat lamp, hood vent system, walk-in cooler with shelves, 2 stock shelves, refrigerator, and 2 dinner tables. Fueling equipment included 2 fuel pumps (diesel and regular), UST tanks include 1,000 gallon diesel tank and 2,000 gallon regular fuel tank. Fueling and kitchen equipment was estimated to have a contributory value of \$10,000.

Improved Sale No. 2



Property Identification

Property Type Office
Address 120 S. 10th Avenue, Hattiesburg, MS 39401

Sale Data

Grantor James S. Marion; Sarita Rose Mordica
Grantee Kashuna K. Todd Lenoir
Sale Date January 25, 2021
Conditions of Sale Arm's Length
Verification Listing Agent; MLS#123887

Sale Price \$70,000

Land Data

Land Size 0.20 Acres or 8,773 Sq. Ft.
Topography Level
Utilities All Municipal
Shape Rectangular

Building Data

Gross SF 1,483
Age 1965

Indicators

Sale Price/Gross SF \$47.20
Floor Area Ratio 0.17
Land to Building Ratio 5.92:1

Remarks

Brick office building located along S. 10th Avenue near downtown Hattiesburg. The interior included 6 private offices and a reception area with a small storage/utility building

City of Hattiesburg

to the rear. The building was older in age with outdated interior finishes but considered to be in fair to average condition.

Improved Sale No. 3



Property Identification

Property Type

Retail Building

Address

116 Shelby Speights Drive, Purvis, MS 39475

Sale Data

Grantor

Lamar Rentals, Inc.

Grantee

Jili Lin

Sale Date

January 13, 2021

Conditions of Sale

Arm's Length

Verification

Broker; MLS#123760

Sale Price

\$65,000

Land Data

Land Size

0.13 Acres or 5,541 Sq. Ft.

Topography

Level

Utilities

All Municipal

Shape

Irregular

Building Data

Gross SF

2,471

Age

1960

Indicators

Sale Price/Gross SF

\$26.31

Floor Area Ratio

0.44

Land to Building Ratio

2.24:1

Remarks

Retail building located along Shelby Speights Drive in downtown Purvis. This is a masonry block building with an open retail area and small office. The interior has acoustic tile ceiling, painted block walls, VCT flooring, and central HVAC. The building was purchased for Best Wok restaurant. The building was considered to be in fair to average condition.

Active Listing



Property Identification

Property Type	C-Store
Address	5517 Highway 42 By-Pass, Hattiesburg, MS 39401

Listing Data

List Price	\$79,999
Days on Market	331
Verification	Jason Gunter (Listing Agent); (601)447-7240

Land Data

Land Size	0.34 Acres or 15,006 SF
Topography	Level
Utilities	Elec., Water, Sewer

Building Data

Gross SF	900
Age	1960

Indicators

List Price/Gross SF	\$88.89
Floor Area Ratio	0.06
Land to Building Ratio	16.67:1

Remarks

Active listing of an operating convenience store located at the corner of Highway 42 By-Pass and Mobile Street, north of downtown Hattiesburg. All fueling equipment and inventory is included in the list price.

City of Hattiesburg

Improved Sales Summary and Adjustment Grid					
Subject		Comparable 1	Comparable 2	Comparable 3	Comparable Listing
Property Type:	C-Store	C-Store	Office	Retail	C-Store
Location:	314 Bay Street	203 Mile Creek Rd	120 S. 10th Avenue	116 Shelby Speights	5517 Hwy 42 By-
City:	Hattiesburg	Foxworth	Hattiesburg	Purvis	Hattiesburg
Date of Sale:		April-22	January-21	January-21	Listing
Sale Price:		\$65,000	\$70,000	\$65,000	\$79,999
Adjusted Sale Price		\$55,000	\$70,000	\$65,000	\$69,999
Building Size:	1,637	1,200	1,483	2,471	900
Gross Price/SF:		\$45.83	\$47.20	\$26.31	\$77.78
Adjustments					
Rights Transferred:		Fee Simple	Fee Simple	Fee Simple	Fee Simple
Financial Considerations:		Market	Market	Market	Market
Conditions of Sale:		Arm's Length	Arm's Length	Arm's Length	Arm's Length
Market Conditions:		Inferior	Inferior	Inferior	Stable
		2%	4%	4%	0%
Adjusted Price/SF:		\$46.75	\$49.09	\$27.36	\$77.78
Location:		Inferior	Similar	Inferior	Similar
		30%	0%	15%	0%
Building Size (SF):	1,637	1,200	1,483	2,471	900
		0%	0%	10%	-5%
Year Built/Condition:	1960 (EA 40 Yrs)	1989	1965 (EA 25 Yrs)	1960 (EA 35 Yrs)	1960 (EA 30 Yrs)
		-40.00%	-30.00%	-10.00%	-30.00%
Land:Building Ratio	8.44:1	10.71:1	5.92:1	2.24:1	16.67:1
		0%	5%	10%	-15%
Net Adjustments:		-10%	-25%	25%	-50%
Adjusted Price/SF:		\$42.08	\$36.82	\$34.20	\$38.89

Sales Analysis

There are several units of comparison generally employed in the analysis of convenience store properties. In this instance, the market dictates price per sf index is most appropriate. The adjustment categories include location, age, quality and size. Adjustments for location were based on the difference in land values of the sales compared to the subject adopted land value.

All of the transactions were financed at market terms by third party financial institutions; hence, no adjustments for financing were required. If atypical financing were involved in the transaction, the appraiser would determine if those terms had a quantifiable effect on the sale price necessitating an adjustment.

Each transaction was confirmed to be arm's length between willing buyers and sellers; therefore, no adjustments for abnormal conditions of sale were necessary. However, if a listing is included in the analysis, a downward adjustment is considered to reflect a typical cushion for negotiations. Nonetheless, the amount of adjustment, if any, would depend on the asking price as it relates to the market at that time. Some transactions might include a bank sale sometimes referred to as "short sale". An adjustment will be made if warranted based on the confirmation of that transaction.

Adjustments for time and price trends attempt to quantify changes in market conditions between the date of each sale and the date of the appraisal, based on current market conditions and available properties. Adjustment for this category would be based on any quantifiable appreciation or depreciation, typically identified through paired sales analysis. The local market has shown some signs of improvement, a rate of 2% per year annual growth appreciation was applied.

Adjustments for location typically are associated with the general demographics of the area and property specific influences such as traffic counts, ingress/egress, proximity to linkages such as interstate and overall characteristics of an area. Adjustments were made to the sales based on their difference in estimated land values compared to the subject.

Building size is an adjustment in which comparables site size is compared to the subject. Depending on the market segment, variation in building size can have effect up to a point on the price per square foot index. Typically, if a comparable site is larger than the subject site, an upward adjustment is applied to reflect economies of scale. Conversely, if a comparable site is smaller than the subject site, a downward adjustment is applied. This category can also include adjustments for parcels that may have off-site retention and reflect a fully buildable lot.

The effective age and condition of the sales are compared to the subject to determine if adjustments are necessary. The historical or chronological age of the structure is less meaningful than its effective age at the time of sale. Effective age is the age indicated by the condition and utility of the structure and is based on the appraiser's judgment and interpretation of market perceptions. Generally speaking, if one building is better maintained than other buildings in its market area, the effective age of the building may be less than its actual age. If a building is poorly maintained, its effective age may be greater than its actual age. If a building has received typical maintenance, its effective age and actual age may be the same. The subject was built in 1966 and considered to be in poor condition with an estimated effective age of around 40 years. Buildings of similar quality have a economic life span of about 45 years. Adjustments were made to the sales based on their estimated effective age at time of sale.

The comparable sales are small retail and commercial properties, all which were representative of the subject. The unadjusted range of gross unit values (land and improvements) is \$26.31 to \$77.78 per square foot. Comparable 4 is an active listing of an operating convenience store located north of the subject at the corner of Mobile Street and Highway 42 By-Pass. The property has a list price of \$79,900 or \$77.78 per square foot. The listing price includes all inventory and equipment. Following the adjustments, the sales ranged from \$34.20-\$42.08 per sf. Considering all factors, a gross unit value of \$40.00/sf was adopted for the subject. The calculation is as follows:

$$1,631 \text{ Square Feet of Building Area} \times \$40/\text{SF} = \$65,240$$

“As Is” Market Value via Sales Comparison Approach, (nearest \$5,000) = \$65,000

Reconciliation and Final Value Conclusions

At the request of the client, my concluded value is for the fee simple interest of the real estate only. No "F.F.&E" or fueling equipment is included in my value. All of the comparable sales reflect real estate values only and any "going concern" or equipment values were not reflected in the sales prices.

Market Value Conclusions	"As Is"
Sales Comparison Approach	\$65,000
Land Value	\$40,000
Final Value Conclusion	\$65,000

CERTIFICATION

I certify that, to the best of my knowledge and belief:

- ✔ The statements of fact contained in this report are true and correct.
- ✔ The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- ✔ I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- ✔ I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- ✔ Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
- ✔ The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
- ✔ Compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- ✔ My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice, 2015-2016 Edition*.
- ✔ I have made a personal inspection of the property that is the subject of this report.
- ✔ No one provided significant real property appraisal assistance to the persons signing this certification.
- ✔ My analyses, opinions, and conclusions have been developed, and this report has been prepared, in compliance with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice (USPAP) as promulgated by the Appraisal Standards Board of The Appraisal Foundation, and in accordance with the appraisal-related mandates within Title XI of the Federal Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This report was also prepared in conformance with the State of Mississippi Standards for Certified General Real Estate Appraisers.
- ✔ I have not relied on unsupported conclusions relating to characteristics such as race, color, religion, national origin, gender, marital status, familial status, age, receipt of public assistance income, handicap, or an unsupported conclusion that homogeneity of such characteristics is necessary to maximize value.

- ✔ It is my opinion that the subject does not include any enhancement in value as a result of any natural, cultural, recreational or scientific influences retrospective or prospective.
- ✔ I have extensive experience in appraising properties similar to the subject and are in compliance with the Competency Rule of USPAP.
- ✔ The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- ✔ The Appraisal Institute conducts a program of continuing education for its designated members and members are awarded periodic educational certification. Zachary Fairley is currently certified under the mandatory continuing education program of the Appraisal Institute.
- ✔ I have not relied on the work of others if we have a reasonable doubt that the work is credible.
- ✔ I have not performed any services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

The market value of the property described herein, as of August 7th, 2023, is certified to be the following:

MARKET VALUE			
Appraisal Condition	Interest Appraised	Effective Date of Value	Market Value
As Is	Fee Simple	August 7, 2023	\$65,000

Respectfully submitted,



Zachary H. Fairley
State Certified General Real Estate Appraiser, GA-1418

ASSUMPTIONS

1. This is an appraisal report presented in an Appraisal Report which is intended to comply with the reporting requirements set forth under Standard Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice. It is understood between the parties that the scope of the assignment is limited and we relied on information obtained from the public records of Forrest County, published data sources and discussions with market professionals such as investors and brokers relative to County, published data sources and discussions with market professionals such as investors and brokers relative to the subject's income performance and physical composition. We are not responsible for unauthorized use of this report.
2. Unless otherwise specifically noted in the body of the report, it is assumed that title to the property or properties which are identified as the subject of the report, are clear and marketable and there are no recorded or unrecorded matters or exceptions to title that would adversely affect marketability or value. We have not examined title and makes no representations relative to the condition thereof.
3. Unless otherwise specifically noted in the body of the report, the legal description furnished is assumed to be correct. Any abbreviations or discrepancies relative to the legal would be identified.
4. It is assumed that surveys and/or plats furnished to, or acquired by, the appraiser and used in the making of this report are correct. We have not made a land survey or caused one to be made unless identified in the report and therefore, assumes no responsibility for accuracy of same.
5. It is assumed any improvements have been, or will be, constructed according to approved architectural plans and specifications in conformance with recommendations contained in or based on any soil report(s). Unless otherwise noted, we have not retained independent engineer(s) or architect(s) in connection with the report and therefore, makes no representations relative to conformance with approved architectural plans, specifications, or recommendations contained in or based on any soil(s) report.
6. It is assumed that all factual data furnished by the client, property owner, owner's representative, or persons designated by the client or owner are accurate and correct unless otherwise specifically noted in the report. I do not guarantee the correctness of such data, although as far as is reasonably possible, the data has been checked and is believed to be correct. Information and data referred to in this paragraph may include but is not limited to information relative to the subject of the report regarding numerical street addresses, lot and block numbers, assessors parcel numbers, land dimensions, square footage area of land, dimensions of the improvements, gross building areas, net rentable areas, usable areas, unit count, room count, rent schedules, income data, budgets, historic operating expenses, and related data. Information obtained regarding demographics, comparable verification, and data of a general sense is assumed factual as confirmed and the source(s) reliable. Any material error in the gathered data could have substantial impact on the conclusions reported; as a result, we reserve a right to amend conclusions reported if made aware of such an error.
7. Unless otherwise noted in the body of the report, it is assumed that there are no mineral or sub-surface rights of value involved in the report and there are no other development rights of value that may be transferred. Subsurface rights, minerals and oils, were not considered in making this report unless otherwise stated.
8. Any riparian and/or littoral rights identified by survey or plat are assumed to go with the property unless easements and/or deeds of record were found by the appraiser to the contrary.
9. It is assumed that there is full compliance with all federal, state, and local environmental regulations and laws, unless non-compliance is stated, defined, and considered in the report.
10. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless the non-conformity has been stated, defined, and considered in the report. Unless otherwise noted, it is assumed that no changes in the present zoning ordinances or regulations governing use, density, or shape, are being considered.
11. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization has been, or can be, obtained or renewed for any use on which the value opinion contained in the report is based.
12. Unless otherwise stated in the report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraisers. The appraisers have no knowledge of the existence of such material on or in the property. The appraisers, however, are not qualified to detect such substances. The presence of

substances such as asbestos, urea formaldehyde foam insulation, contaminated ground water, or other potentially hazardous materials may affect the value of the property. The value opinion is predicated upon the assumption that there is no such material on or in the property that would cause loss in value or affect its marketability. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field if desired.

13. The soil of the area which is the subject of the report appears to be firm and solid. Unless otherwise stated, subsidence in the area is unknown or uncommon, but the appraiser(s) do not warrant against this condition and/or occurrence.
14. It is assumed that the utilization of the land and improvements is within the boundaries or property lines as described in the report, and there is no encroachment or trespass, unless noted.
15. The date of value of which the opinions in the report apply is set forth in the body of the report. We assume no responsibility for economic or physical factors occurring at some later date which may affect the opinions stated in the report.
16. Unless specifically noted in the body of this report, it is assumed that the property or properties described are structurally sound, seismically safe, and that all building systems (mechanical, electrical, HVAC, elevator, plumbing, etc.) are, or will be upon completion, in good working order with no major deferred maintenance or repair required; that the roof and exterior are in good condition and free from intrusion from the elements; that the property or properties have been engineered in such a manner that it/they will withstand any known elements such as wind storm, flooding, or similar natural occurrences; and that the improvements as currently constituted conform to all applicable local, state, and federal building codes and ordinances. We are not engineers and are not competent to judge matters of an engineering nature, nor have we retained independent structural, mechanical, electrical, or civil engineers in connection with the report. As such, we make no representations relative to the condition of the improvements. Unless otherwise noted in the report, no problems were brought to the attention of the appraiser, by ownership or management. Unless otherwise noted, we inspected less than 100% of the entire interior and exterior portions of the improvements. If questions regarding engineering studies are critical to the decision process of the reader, the advice of competent engineering consultants should be obtained and relied upon. If engineers and consultants retained should report negative factors of a material nature or if such are later discussed relative to the condition of the improvements, such information could have a substantial negative impact on the conclusions reported. Accordingly, if negative findings are reported by engineering consultants, we reserve the right to amend the report conclusions.
17. Unless otherwise specifically noted, this report is not being prepared for use in conjunction with litigation. Accordingly, no rights to expert testimony, pretrial or other conferences, disposition, or related services are included in this appraisal. If as a result of this undertaking, we are requested or required to provide any of the foregoing services, such shall be subject to the availability of the appraiser(s) at the time and shall further be subject to the party or parties requesting or requiring such services paying the then applicable professional fees and expenses.
18. Neither all nor any of the contents of the report shall be conveyed to the public through advertising, public relations, news, sales or other media without written consent and approval of the appraiser(s), particularly as to the valuation conclusions, the identity of the professionals or firm, or any reference to the Appraisal Institute, the MAI designation, or certification by the State of Mississippi. Exempt from restrictions relative to the transmittal of this report to third parties is duplication for internal use of the client-addressee and/or transmission to attorneys, accountants, or advisors of the client-addressee. Also exempt from this restriction is transmission of the report to any court, governmental authority, or regulatory agency having jurisdiction over the party/parties for whom the report was prepared, providing that the report and/or its contents shall not be published, in whole or in part in any public document without the express written consent of the appraiser(s), which consent the appraiser(s) reserves the right to deny. The report should not be advertised to the public or otherwise used to induce a third party to purchase the property. Any third party not covered by the exemptions herein who may possess this report is advised that he should rely on his own independently secured advice for any decision in conjunction with the property. We shall have no accountability or responsibility to any such third party.
19. Unless specifically set forth in the body of the report, nothing contained therein shall be construed to represent any direct or indirect recommendation to buy, sell, or hold the property(ies) at the value(s), or development scenario as stated. Such decisions involve substantial investment strategy and must be specifically addressed in consultation form.

20. The distribution of the total valuation in this report between land and improvements applies only under the existing program of utilization. The separate valuations for land and building must not be used in conjunction with any other report and are invalid if so used.
21. The forecasts, projections, and/or operating estimates contained herein are based on current market conditions, anticipated (though recognizably short term) supply and demand factors, and a continued stable economy, unless otherwise stated. Any forecasts are therefore subject to changes in future conditions.
22. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. We have not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since we have no direct evidence relating to this issue, we did not consider possible non-compliance with the requirements of ADA in estimating the value of the property.
23. **Insurable value is not provided in this report. Taking the difference between our reported Market Value and estimated land value is not an appropriate method for estimating replacement cost of improvements for insurance coverage purposes. We recommend a proper insurance representative to estimate an appropriate coverage for the subject property.** Insurable value has two definitions per Marshall and Swift LP.
1. The value of an asset or asset group that is covered by an insurance policy. It can be estimated by deducting costs of non-insurable items (e.g., land value) from Market Value.
2. Value used by insurance companies as the basis for insurance. Often considered to be replacement or reproduction cost plus allowances for debris removal or demolition less deterioration and non-insurable items. Sometimes cash value or Market Value, but often entirely a cost concept.

Extraordinary Assumptions

1. None

Hypothetical Conditions

1. None

Definitions

Appraisal

(noun) The act or process of developing an opinion of value; an opinion of value. (adjective) of or pertaining to appraising and related functions such as appraisal practice or appraisal services.

Comment: an appraisal must be numerically expressed as a specific amount, as a range of numbers, or as a relationship (e.g., not more than, not less than) to a previous value opinion or numerical benchmark (e.g., assessed value, collateral value).

Assignment

A valuation service that is provided by an appraiser as a consequence of an agreement with the client.

Assignment Conditions

Assumptions, extraordinary assumptions, hypothetical conditions, laws and regulations, jurisdictional exceptions, and other conditions that affect the scope of work.

Comment: Laws include constitutions, legislative and court-made law, administrative rules, and ordinances. Regulations include rules or orders, having legal force, issued by an administrative agency.

Client

The party or parties who engage, by employment or contract, an appraiser and a specific assignment.

Comment: client may be an individual, group or entity, and may engage and communicate with the appraiser directly or through an agent.

Exposure Time

The estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.

Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market.

Extraordinary Assumption

An assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser's opinions or conclusions.

Comment: uncertain information might include physical, legal, or economic characteristics of the subject property; or conditions external to the property, such as market conditions or trends; or the integrity of data used in an analysis.

Hypothetical Condition

A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis.

Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

Intended Use

The use(s) of an appraiser's reported appraisal or appraisal review assignment results, as identified by the appraiser based on communication with the client at the time of the assignment.

Intended User

The client and any other party as identified, by name or type, as users of the appraisal or appraisal review report by the appraiser, based on communication with the client at the time of the assignment.

Jurisdictional Exception

An assignment condition established by applicable law or regulation, which precludes an appraiser from complying with a part of USPAP.

Marketing Time

The reasonable marketing time is an opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value or at a benchmark price during the period immediately after the effective date of an appraisal.

¹USPAP 2022-2023

Market Value²

Market Value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

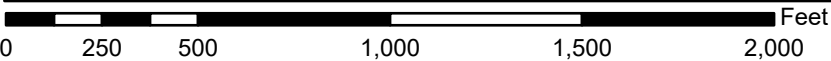
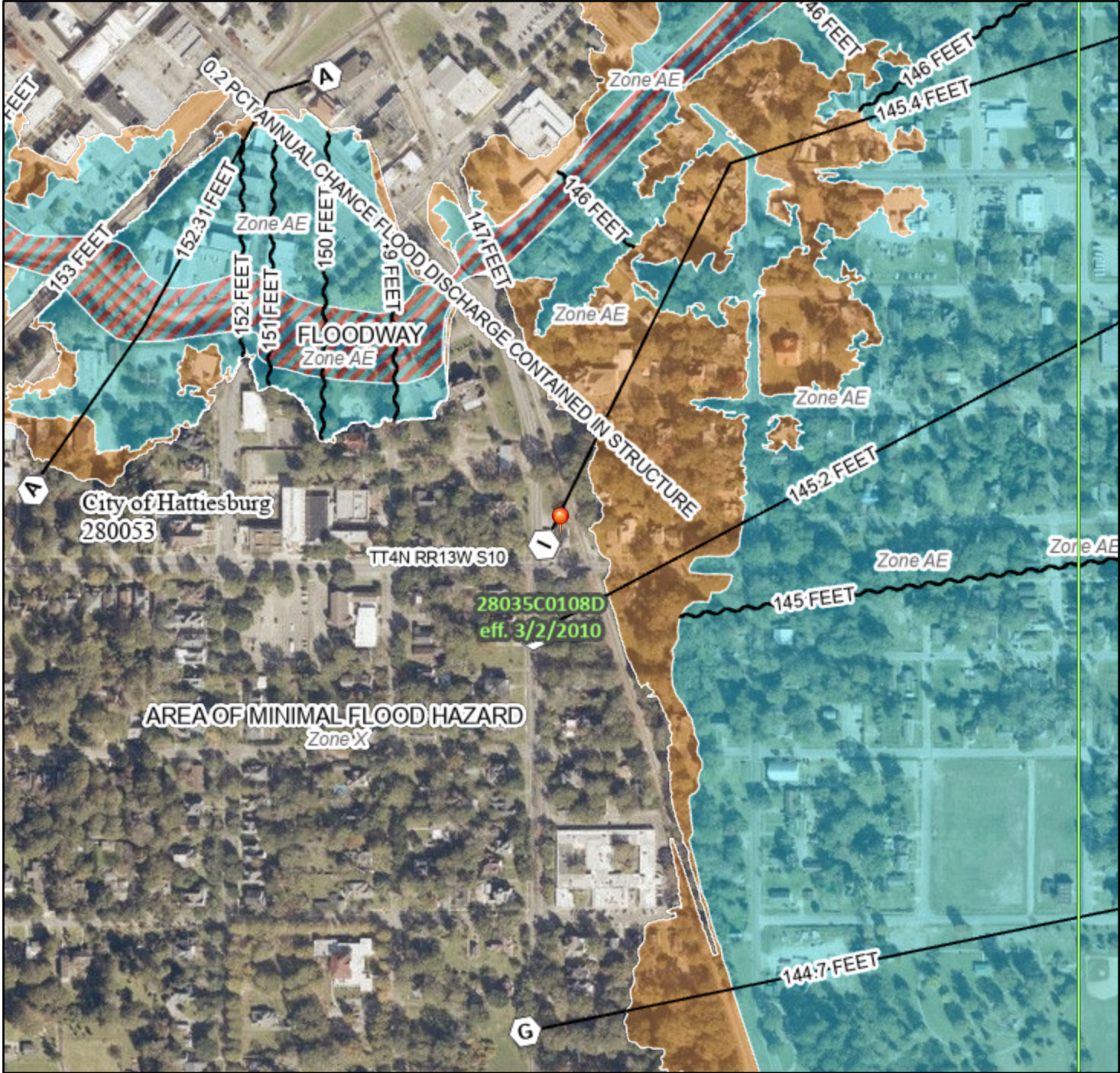
1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

² Definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.

National Flood Hazard Layer FIRMMette



89°17'29"W 31°19'35"N



1:6,000

89°16'51"W 31°19'4"N

Basemap Imagery Source: USGS National Map 2023

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
		Area of Undetermined Flood Hazard Zone D
GENERAL STRUCTURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5 Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 8/23/2023 at 7:22 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

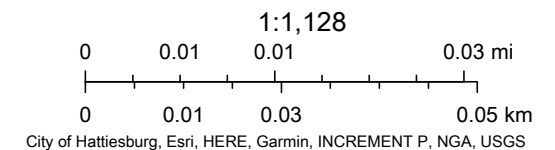
This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

PPIN 18609



7/14/2023, 4:40:25 PM

Parcels
--- LOTLINE
 forrest_ms_ac
 forrest_ms_dim
 forrest_ms_parcelno
 Anno



Forrest County Mississippi



Delta Computer Systems, Inc.

Property Link

FORREST COUNTY, MS

Current Date 7/14/2023

Tax Year 2022

Records Last Updated 7/14/2023

PROPERTY DETAIL		
OWNER	ARRINGTON MARVIN L SR 504 OLD RICHTON RD PETAL MS 39465	ACRES : **NA** LAND VALUE : 14830 IMPROVEMENTS : 19580 TOTAL VALUE: 34410 ASSESSED : 5162
PARCEL	2-029P-10-281.00	
ADDRESS	314 BAY STREET	

TAX INFORMATION			
YEAR 2022	TAX DUE	PAID	BALANCE
COUNTY	338.11	0.00	348.25
CITY	274.26	0.00	282.49
SCHOOL	341.10	0.00	351.33
TOTAL	953.47	0.00	982.07 3.00% Penalty
LAST PAYMENT DATE **NA**			

TAXES DELINQUENT PRIOR YEAR**MISCELLANEOUS INFORMATION**

EXEMPT CODE		LEGAL	ALL 4 W OF I C R R R/W BLK 66
HOMESTEAD CODE	None		BK 620 PG 488 08/09/1989
TAX DISTRICT	1110		PREV #:H0444-11-009
PPIN	018609		B697 P324 9/93
SECTION	10		DB 736 PG 374 8/95
TOWNSHIP	04N		DB 820 PG 177 7/1/99
RANGE	13W		KAMPER & WHINNERY 1ST

Book 1174 Page 719

[PURCHASE COUNTY TAX SALE FILES](#)**TAX SALES HISTORY, FOR UNPAID TAXES**

<u>Year</u>	<u>Sold To</u>	<u>Redeemed Date/By</u>
2021	QUICKSILVER TAX FUNDING LLC	NOT REDEEMED
2020	WOODMARK INVESTMENTS LLC	NOT REDEEMED
2019	WILDERNESS INVESTMENTS, LLC	6/ 7/2022 ARRINGTON COREY
2018	PINE VALLEY ONE REAL ESTATE,LLC	6/14/2021 ARRINGTON COREY
2017	ARTEMIS TAYLOR LLC	8/26/2020 ARRINGTON MARVIN L SR
2016	LEE MITCHELL OR KAY	8/26/2019 ARRINGTON COREY
2015	LEE MITCHELL OR KAY	8/27/2018 ARRINGTON MARVIN L SR
2014	ADAIR ASSET MANAGEMENT/BMO HARRI	8/23/2017 US ASSETS / US BANK

[View Appraisal Record](#)

Back

QUALIFICATIONS OF ZACHARY H. FAIRLEY

Professional Designations & Affiliations

- ◆ State Certified General Real Estate Appraiser in the State of Mississippi, #GA-1418

Related Job Experience

Zac Fairley Appraisals, LLC December 2019 – Present

Owner - Appraise all forms of real estate, including commercial, industrial, residential, multi-family, subdivision developments, right-of-way, partial interest, and timber land properties.

Collins and Null Appraisals, Inc. April 2007- October 2019

Real Estate Appraiser - Appraise all forms of real estate, including commercial, industrial, residential, rights-of-way, partial interest and timber land. Also includes preparation of documents for court proceedings, review of peer appraisals and expert witness testimony.

Academic Background

Petal High School- Petal, MS - (2003)

High School Diploma

Jones County Junior College - (2005)

Associate of Arts Degree in Business Administration

The University of Southern Mississippi - (2012)

Bachelor of Science in Business Administration (Real Estate, Finance)

Professional Education

Appraisal Principles Course (110) - Dallas, TX	Appraisal Institute	2012
Appraisal Procedures Course (120) - Dallas, TX	Appraisal Institute	2012
Standards of Professional Practice, USPAP - Dallas, TX	Appraisal Institute	2012
Business Practices & Ethics (MAB #49249) Online	Appraisal Institute	2013
General Site Valuation and Cost Approach - Houston, TX	Appraisal Institute	2013
Residential Market Analysis and Highest & Best Use (MAB #7325)	Appraisal Institute	2014

Residential Site Valuation and Cost Approach (MAB #49132)	Appraisal Institute	2014
Residential Sales Comparison and Income Approach	Appraisal Institute	2014
Residential Report Writing and Case Studies	Appraisal Institute	2014
Condemnation Appraising: Principles & Applications (MAB #49179)	Appraisal Institute	2015
USPAP Update (2016-2017)	Appraisal Institute	2016
105 The Uniform Act - Executive Summary	MDOT	2016
General Appraiser Sales Comparison Approach (MAB#49264)	Appraisal Institute	2017
Real Estate Finance, Statistics, and Valuation Modeling (MAB#49442)	Appraisal Institute	2018
USPAP Update (2018-2019)	Appraisal Institute	2018
General Appraiser Income Approach, Part 1 (MAB#49573)	Appraisal Institute	2018
General Appraiser Income Approach, Part 2 (MAB#49342)	Appraisal Institute	2019
General Appraiser Market Analysis & Highest and Best Use (MAB#49647)	Appraisal Institute	2020
Valuation Impacts from Covid-19	Appraisal Institute	2020
General Appraiser Report Writing & Case Studies (MAB#49729)	Appraisal Institute	2020
Advanced Income Capitalization (MAB#49604)	Appraisal Institute	2020
2020-2021 15-Hour Equivalent USPAP (MAB#50212)	Appraisal Institute	2021
2022-2023 7-Hour USPAP Update (MAB#50355)	McKissock	2022

State of Mississippi	
MISSISSIPPI REAL ESTATE APPRAISER LICENSING AND CERTIFICATION BOARD	
LICENSE # GA-1418	STATUS: ACTIVE
ZACHARY HUNTER FAIRLEY	
HAS BEEN GRANTED A LICENSE AS A STATE CERTIFIED GENERAL APPRAISER	
Effective Date: 05/25/2022	 Expiration Date: 05/31/2024
SIGNATURE OF LICENSEE	
Robert E. Praytor, Administrator	

David B. Miller
Attorney at Law
308 Short Bay St.
Hattiesburg, MS 39401
601-310-4613
davidbrooksmiller@gmail.com

November 17, 2023

Mr. Marvin L. Arrington, Sr.
504 Old Richton Rd.
Petal, MS 39465

Re: Parcel No. 2-029P-10-281.00 (PPIN 18609)

Dear Mr. Arrington:

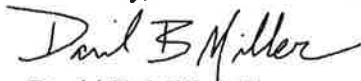
Please accept this letter as the formal offer of my client, the City of Hattiesburg, to purchase the above referenced real property as more particularly described in the enclosed exhibit for the sum of Ninety Thousand Dollars (\$90,000).

As you are aware, this offer represents the City's best estimate of the fair market value of said property as indicated by the average of two professional appraisal reports recently obtained by the City and yourself, respectively. Please be advised that this offer is conditioned upon your ability to convey fee simple title to said property free from any liens or other encumbrances, excluding easements of record and mineral interests reserved by prior owners.

If you wish to accept the City's offer, please contact me as indicated above or the City's Chief Administrative Officer Ann Jones at annjones@hattiesburgms.com or 601-545-4503 to schedule closing of the transaction at your convenience.

Thank you for your time and attention in this matter. Please let me know if any additional information or documentation would facilitate your consideration of the City's offer.

Sincerely,


David B. Miller, Esq.

Enclosure (1).

EXHIBIT A

All of Lot 4 West of the Illinois Central Railroad Company right-of-way, being further described as that part of Lot 4 bounded on the East by the said Illinois Central Railroad Company right-of-way, on the South by Southern Avenue in the City of Hattiesburg, and on the West by Bay Street in the City of Hattiesburg, Mississippi, in Block 66 of and according to the Kamper and Whinnery Subdivision No. 2 of the City of Hattiesburg, Forrest County, Mississippi, the same being a subdivision of a part of Section 10, Township 4 North, Range 13 West, Forrest County, Mississippi, as per the map or plat thereof on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 12 at Page 6.

AND ALSO:

Certain property situated in the Northwest Quarter of the Southeast Quarter of Section 10, Township 4 North, Range 13 West of the St. Stephen's Meridian at Hattiesburg, Forrest County, Mississippi, said property forming a portion of the right-of-way of the Illinois Central Gulf Railroad Company's Gulfport District is described as follows: Begin at the point where a line that lies parallel with and 50 feet normally distant Southwesterly from the centerline of the main tract intersects the North line of 75 foot wide Southern Avenue, and run Northwesterly along said parallel line, being along Grantor's Western property line, 275 feet to a point; thence Northeasterly at a right angle to the last described course, 25 feet to a line that lies parallel with and 25 feet normally distance Southwesterly from said main tract centerline; thence Southeasterly along the last said parallel line, 280 feet, more or less, to the aforesaid North line of Southern Avenue; thence Westerly along said North line 27 feet, more or less, to return to the point of beginning. Also, all right, title and interest to the North half of Southern Avenue lying along the South line of the premises hereinabove conveyed.



6760 US Hwy 98, Suite 2 Hattiesburg, MS 39402
601-271-9044 (T) 601-271-9099 (F)

IMPROVED APPRAISAL REPORT

Convenience store and gas station
314 Bay Street
Hattiesburg, Mississippi 39401

Prepared For:

Corey Arrington

As Of:

June 21st, 2023





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ADDENDA

Subject Exhibits

Forrest County Tax Assessor's Information

Marshall & Swift Information

Qualifications of Appraisers



6760 US Hwy 98, Suite 2 Hattiesburg, MS 39402
601-271-9044 (T) 601-271-9099 (F)

June 23rd, 2023

Corey Arrington

Re: Appraisal of: C-Store located at 314 Bay Street, Hattiesburg, Forrest County, MS 39401

Dear Mr. Arrington,

Thank you for the opportunity to provide appraisal services. Based on our agreement with you, we have performed an appraisal and reported our findings in this Appraisal Report. This report is intended to comply with the reporting requirements under Standards Rule 2.2(a) of the Uniform Standards of Professional Appraisal Practice.

The purpose of this appraisal is to determine the fair market value as of the effective date. The Fee Simple interest was appraised. Liens and encumbrances, if any, have been disregarded.

This report is the result of the appraiser and client concurring on the appropriate valuation methods based on the subject property specifics resulting in a credible value opinion. The following Table summarizes our value conclusions and relevant data. The scope of the appraisal and the definition of market value are found in the Introduction section of this report.

"As Is" Market Value- Real Estate Value

Ninety Five Thousand Dollars
\$95,000

Certified by,
COLLINS AND NULL APPRAISALS, INC.

Jonathon Null, MAI
State Certified General Real Estate
Appraiser License Number MS-GA-799

Heath Sullivan
Licensed Real Estate, #LA-1912

Summary of Salient Facts and Conclusions	
Property Name	Former Convenience Store
Property Address	314 Bay Street Hattiesburg Mississippi 39401
Property Location	At the intersection of Bay Street and Southern Avenue
Property Tax Identification Number(s)	2-029P-10-281.00
Owner of Record	Marvin L. Arrington Sr.
Date of the Report	June 23rd, 2023
Effective Date of the Appraisal	June 21st, 2023
Property Rights Appraised	Fee Simple
Land Area	13,767 square feet, 0.32 acres
Gross Building Area	1,631 square feet
Building Size Net Rentable	1,631 square feet
Building Size Useable	1,631 square feet
Occupancy	Vacant
Parking/Ratio	No marked spaces
Year Built	1966
Actual/Physical Age	57 years
Effective Age of Building(s)	40 years
Total Economic Life	50 years
Remaining Economic Life	10 years
Zoning Designation	The property is zoned R-1B, Single Family Residential District by City of Hattiesburg.
Highest and Best Use As Vacant	Light commercial
Highest and Best Use As Improved	Convenience store and gas station
Estimated Exposure Time and Marketing Period	6-12 months
Market Value Conclusions	"As Is"
Cost Approach (Real Estate Value)	\$115,000
Sales Comparison Approach (Real Estate Value)	\$90,000
Income Approach	n/a
Land	\$38,000
FF&E	n/a
Final Value Conclusion Real Estate	\$95,000

Purpose of the Appraisal

The purpose of this appraisal is to determine the fair market value of the real estate as of the effective date of this report.

Intended Use/Client and Intended User(s)

The intended use of this report is to determine the fair market value of the subject property for the potential sell of the property. It is our understanding that the intended user of the report is Corey Arrington, the client. The definition of market value relied upon is included before the Addenda.

Competency of the Appraisers

The appraisers' specific qualifications are included within this report. These qualifications serve as evidence of their competence for the completion of this appraisal assignment in compliance with the competency provision in USPAP. The appraisers' knowledge and experience, combined with their professional qualifications, are commensurate with the complexity of this assignment. The appraisers have previously provided consultation and value opinion for properties similar to the subject in Mississippi.

Interest Appraised

- **Fee Simple Interest** is absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

Effective Date of Value

June 21st, 2023

Date of Report

June 23rd, 2023

Scope of Work

Scope of work is the most critical decision an appraiser will make in performing an assignment. Solving an appraisal problem involves three steps:

1. Identifying the problem
2. Determining the solution (or scope of work)
3. Applying the solution

None of the three steps can be omitted, and each must be performed in order. To analyze the problem, the appraiser identifies seven key assignment elements: (1) client, (2) intended users in addition to the client, (3) intended use, (4) objective of the appraisal, or type of value and its definition, (5) effective date, (6) property characteristics that are relevant to the assignment such as the interest to be valued and physical and legal characteristics), and (7) assignment conditions such as hypothetical conditions, extraordinary assumptions, and other requirements. These elements provide the framework for the assignment and allow the appraiser to identify the problem to be solved.

The second step is to determine the scope of work to solve the problem. Scope of work encompasses all aspects of the valuation process, including which approaches to value will be used; how much data is to be gathered, from what sources, from which geographic area, and over what time period; the extent of the data verification process; and the extent of property inspection, if any. The scope of work decision is appropriate when it allows the appraiser to arrive at credible assignment results and is consistent with the expectations of similar clients and the work that would be performed by the appraiser's peers in a similar situation.

Source: *Appraisal of Real Estate 14th Edition*

Inspection

Jonathon Null inspected the property on June 21st, 2023. At time of inspection, the property owner was present, and the entire building was measured, photographed, and observed. The building was vacant and in poor condition when inspected.

Collins and Null Appraisals, Inc.'s professionals are not engineers and are not competent to judge matters of an engineering nature, nor has Collins and Null Appraisals, Inc. retained independent structural, mechanical, electrical, or civil engineers in connection with the report. As such, Collins and Null Appraisals, Inc. makes no representations relative to the condition of the improvements, if any exist. Unless otherwise noted in the report, no problems were brought to the attention of Collins and Null Appraisals, Inc.'s professionals by ownership or management.

Unless otherwise noted, Collins and Null Appraisals, Inc.'s professionals inspected less than 100% of the entire interior and exterior portions of the improvements. If questions regarding engineering studies are critical to the decision process of the reader, the advice of competent engineering consultants should be obtained and relied upon.

Data Research

We collected factual information about the subject property and the surrounding market. Our research included investigating Forrest County commercial sales, improved sales, convenience store sales in the region and to some degree the Forrest County Property Appraiser's Office. We generally researched two years from the date of our valuation including reviewing any relevant current listings. We confirmed that information with various sources such as buyers, sellers and brokers.

Methodology

The **Cost Approach** assumes that the informed purchaser would pay no more than the cost of producing a substitute property with the same utility. This approach is particularly applicable when the improvements being appraised are relatively new and represent the highest and best use of the land or when the property has unique or specialized improvements for which there is little or no sales data from comparable sales.

The **Sales Comparison Approach** assumes that an informed purchaser would pay no more for a property than the cost of acquiring another existing property with the same utility. This approach is especially appropriate when an active market provides sufficient reliable data. The Sales Comparison Approach is less reliable in an inactive market or when estimating the value of properties for which no directly comparable sales data is available. The Sales Comparison Approach is often relied upon for owner-user properties.

The **Income Capitalization Approach** reflects the market's perception of a relationship between a property's potential income and its market value. This approach converts the anticipated net income from ownership of a property into a value indication through capitalization. The primary methods are direct capitalization and discounted cash flow analysis, with one or both methods applied, as appropriate. This approach is widely used in appraising income-producing properties. Although the property is leased, there is limiting comparable market data to determine the market value, and the income approach was not developed.

Identification of the Property

The subject property is an irregularly shaped lot (+/-0.32 acres) improved with a C-store. The site is located in the city limits of Hattiesburg, in Forrest County. The topography is level and flat with no apparent drainage issues. The property is not located in a designated flood zone area or any National Wetlands. This area is zoned R-1B, Single Family Residential District by the City of Hattiesburg. Although zoned R-1B, the previous use as a C-store appears to be a legally non-conforming use.

Site Data		
	Land (SF)	Land (Acres)
Gross	13,767	0.32
Upland	13,767	0.32
Wetland	0	0.00

Site Description	
Shape	Irregular
Frontage	+/-264.5' along Bay Street & 85.5' along Southern Avenue
Access	The site has good access and visibility form Bay Street and Southern Avenue
Topography/Drainage	Level and flat

Soil/Subsurface	A soils report was not provided for our review. Based on our inspection of the subject and observation of development on nearby sites, there are no apparent ground stability problems. However, we are not experts in soils analysis. We assume that the subject's soil bearing capacity is sufficient to support the existing improvements
Environmental Concerns	An environmental assessment report was not provided for review, and during our inspection, we did not observe any obvious signs of contamination on or near the subject site. However, environmental issues are beyond our scope of expertise. It is assumed that the property is not adversely affected by environmental hazards
Rail Access	There are railroad tracks along the eastern property line
Functional Utility	Overall, the physical characteristics of the site and the availability of utilities result in functional utility suitable for a variety of uses including those permitted by zoning.
Off-Site Improvements:	
Alleyway	None
Curb/Gutter	Along Bay Street and Southern Avenue
No. of Lanes	2
Sidewalks	None
Street Lights	Along Bay Street and Southern Avenue
Traffic Lights	At intersection of Bay Street and Southern Avenue

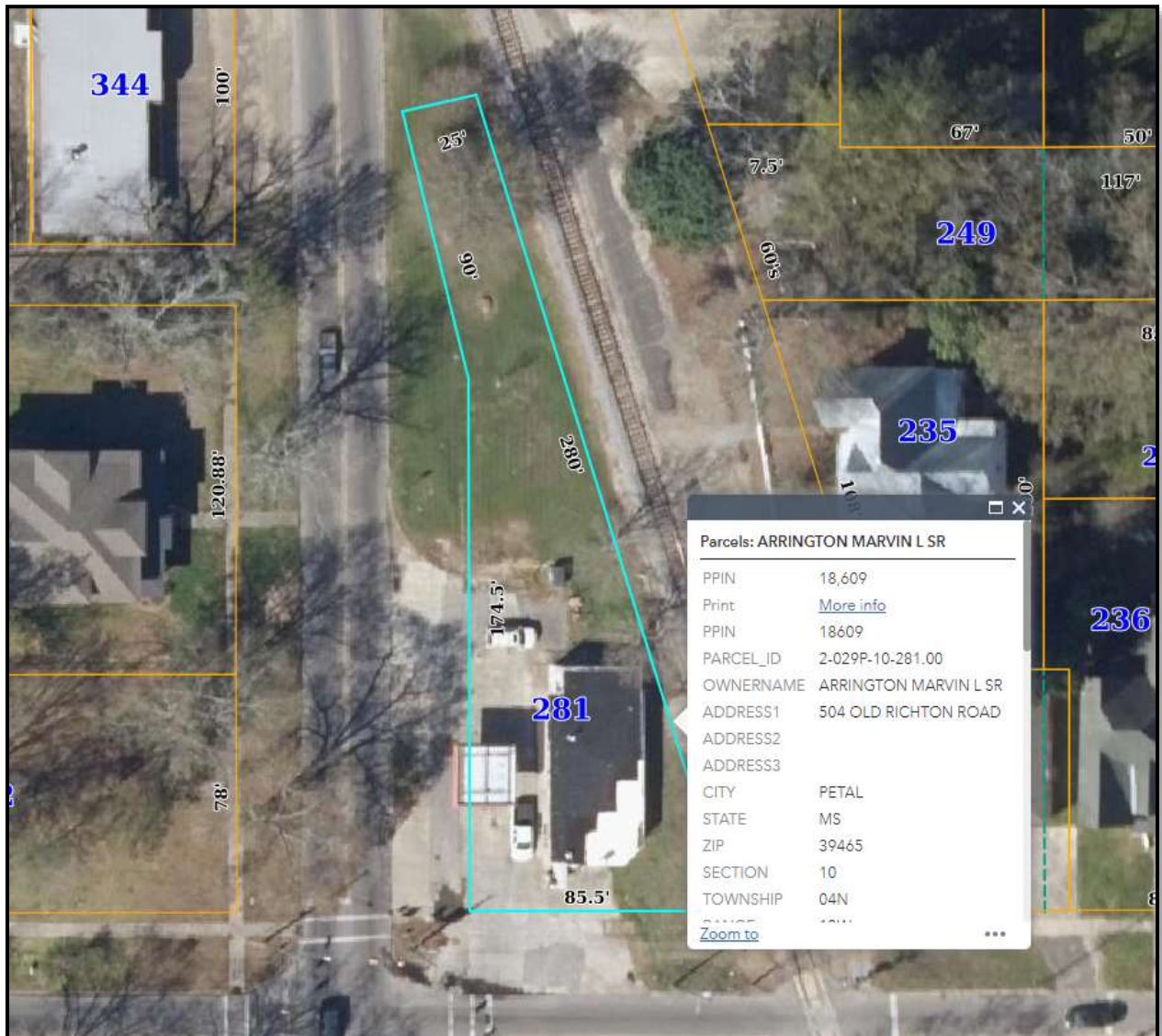
Properties adjacent to the subject are as follows:

Adjacent Properties	
North	Commercial
West	Residential
South	Commercial
East	Residential

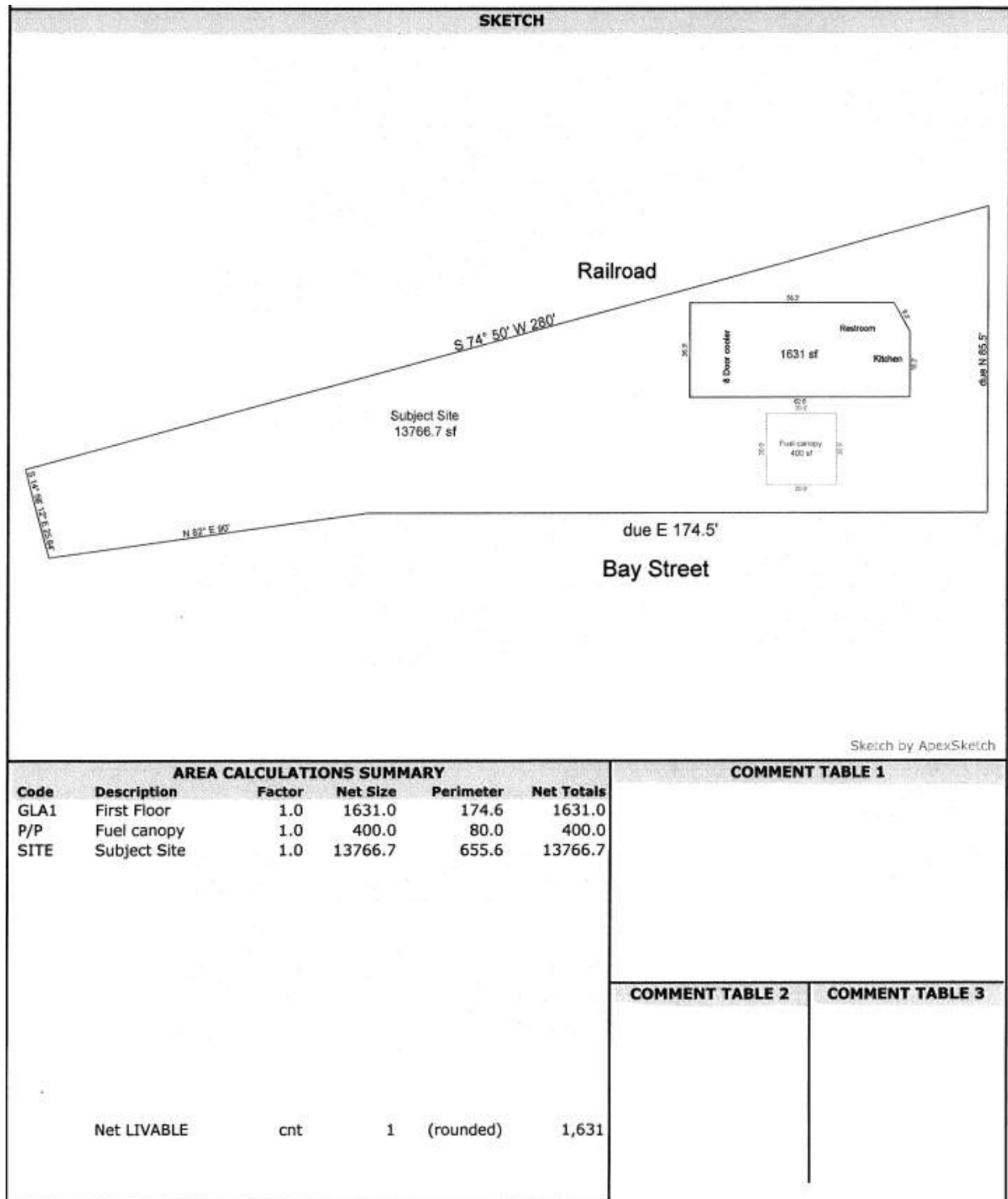
Utilities and Services

Utilities and services are detailed below.

Subject Utilities	
Electricity	Mississippi Power Company
Gas	Willmut Gas and Oil Co.
\Police/Fire	City of Hattiesburg
Sewer	City of Hattiesburg
Water	City of Hattiesburg



Tax Map



Site Sketch

The subject property is improved with a +/-1,631 sf C-Store. The store is a brick structure built in 1966. There is also a +/-400 sf metal canopy over the fuel dispensers. There is a concrete parking and fueling area located on the front and southern side of the building. There are two old, nonfunctioning fuel pumps / dispensers under the canopy. The C-store has a large open retail area, one restroom, one office, and an 8 door drink cooler. The building is in poor condition, considering its age. The store was in very poor condition at time of sale, and was reportedly out of operation for 9 years. At time of inspection, the roof showed obvious signs of leaks and penetration, and a new roof would be required to get the store in operation. Additionally, some flooring repair is needed, interior electrical and lighting, general clean up, AC work, ceiling grid repair, and possibly plumbing repair. An estimated \$30,000 is needed to get the property in a leasable condition. This condition has been considered in the valuation section of this report.

General Building Details	
Year Built/Condition	1966
Gross Building Size	1,631 square feet
Building Size Net Rentable	1,631 square feet
Building Size Useable	1,631 square feet
Building Efficiency Ratio	100
Overall Property Condition	Average
Market Class	C/D
No. of Stories	1
Floor Area Ratio	0.10
Land:Building Ratio	9.42
Occupancy	Vacant
No. of Rooms	4
Parking	8

Construction Details	
Construction Type	Brick
Foundation	Concrete slab
Mezzanine	None
Basement	None
Superstructure	Brick / Block
Roof Structure	Metal
Exterior Doors	Aluminum frame with store front pane glass / Metal
Exterior Walls	Brick
Windows	Store front pane glass
Plumbing System	Typical
HVAC	Central
Electrical Service	Typical
Security System	None
Elevator	None
Fire Alarm	None
Fire Sprinkler	None

	Site Improvements
Drainage/Retention	The site appears to drain normally
Retaining Wall	None
Paving	Concrete
Parking Spaces	8
Landscaping	None
Fencing	None
Exterior Lighting	At canopy above gas pumps
Signage	At intersection

Zoning

The property is zoned R-1B, Single Family Residential District by City of Hattiesburg.

Flood Information

The subject site is generally at road grade. Per FEMA Map No. 28035C0108D, dated March 2nd, 2010, the property is situated in Flood Zone X. Flood hazard insurance is not required for buildings situated in this zone.

Ownership and Subject Property History

According to the Forrest County Property Appraiser's Office, the current owner of record is Marvin L. Arrington Sr. The property is identified as 2-029P-10-281.00 within section 10, township 4N and range 13W.

The subject property was purchased in 2014 and has been vacant since that time. There have been no transfer in ownership since that time or the past three years.



Taxes and Assessments

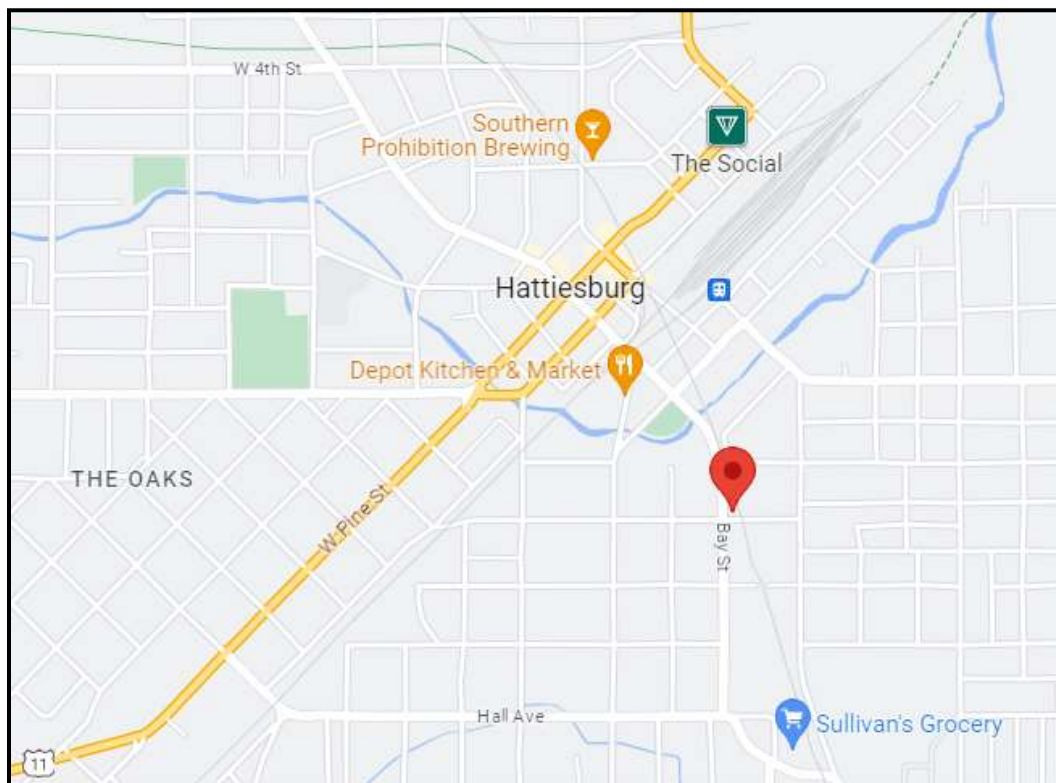
ASSESSMENT INFORMATION - Forrest COUNTY							
PPIN #	Land Size	Land Assessment		Improvement Assessment		Total Assessment	Taxes
18609	13,767	\$14,830	43%	\$19,580	57%	\$34,410	\$977.31 / \$0 paid

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act was passed on July 26, 1990. This Act provides comprehensive civil rights protection for individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. This Act was designed to remove barriers which prevent qualified individuals with disabilities from enjoying the same employment opportunities and access to public facilities available to persons without handicaps. We have not made an ADA compliance survey as it is beyond the scope of our expertise as appraisers.

Neighborhood Description

The property appraised is a C-Store located in downtown Hattiesburg. The property is located at the intersection of Bay Street and Southern Avenue, southeast of the main Hattiesburg downtown area. There appears to be no competition from other convenience stores in the area.



Highest and Best Use

According to the *Dictionary of Real Estate Appraisal, 5th Edition*, highest and best use is defined as: The reasonably probable and legal use of vacant land or an improved property that is physically possible, appropriately supported, financially feasible and that results in the highest value. The four criteria the highest and best use must meet are physically possible, legally permissible, financially feasible and maximally productive. Alternatively, the probable use of land or improved property, specific with respect to the user and timing of the use, that is adequately supported and results in the highest present value.

When a site is improved, we must recognize that the highest and best use may differ from the existing use; however, the existing use will continue, unless and until, land value (at its highest and best use) exceeds the total value of the property in its present use. The definition of highest and best use recognizes the contribution of a specific use to the community or to individual property owners.

The determination of highest and best use results from the appraiser's judgment and analytical skill; i.e., determination of highest and best use is an opinion, not a fact to be found. In appraisal practice, the concept of highest and best use is the premise upon which value is based. In the context of investment value, "most profitable use" is another alternative term but the degree of risk must be considered.

The highest and best use concept requires an analysis of the subject as if it were vacant and also as improved to determine if the land is more valuable as vacant than the property as improved. There are four criteria that must be met. The highest and best use must be 1) physically possible; 2) legally permissible; 3) financially feasible; and, 4) maximally productive. These criteria are generally considered sequentially and the analysis may indicate more than one use.

Development of Highest and Best Use Opinion (Market Value Appraisals)

Process:

Least Intensive	Inferred, based on readily observed evidence such as surrounding land uses, age and condition of existing improvements, and known market demand for property type*
	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) but based on readily observed evidence*
	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) with research into each factor, testing for feasibility
Most Intensive	Application of four tests (physically possible, legally permissible, financially feasible, maximally productive) with complete market analysis and feasibility study

* Extraordinary assumptions may need to be stated about information taken to be true when it is uncertain.

Source: Stephanie Coleman, *Scope of Work* (Chicago: Appraisal Institute, 2006)

Physically Possible

The subject site, given its size and configuration, is well suited for a variety of development. All utilities are available to the property, further promoting its potential. The property has access from Bay Street and Southern Avenue. Average daily traffic is the total volume passing a point or segment of a roadway facility, in both directions, during a 24-hour period. A reported 5,000 cars per day pass along Bay Street in this area.

This is mostly local commuter traffic, and the overall traffic count is not strong enough to support a premiere commercial use. The overall site is physically limited by its size, and the only physical uses possible on the site are small commercial, retail, and residential uses.

Traffic Count Map



Legally Permissible

The property is zoned R-1B, Single Family Residential District by City of Hattiesburg. The property appears to have a legally non-conforming use. It is also assumed the property could continue to have a commercial use. The purpose of this district is listed on the following page.

4.5.4 R-1B Single-Family Residential District	
Description and Purpose.	Characteristic Development Type
The purpose of the R-1B District is to permit single-family residential uses with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower density residential neighborhoods with only compatible supporting institutional uses and open space.	
District Uses and Use Standards	See Section 5
District Dimensional Standards	See Section 6
District Development Standards	See Section 7
District Sign Standards	See Section 10

Financially Feasible

Those uses which are financially feasible and that use which is maximally productive are generally closely related. Any use that results in a net return to the land after satisfying the return to the improvements is considered to be financially feasible; however, that use which returns the maximum dollars to the land is considered the use which is maximally productive. The site is not located on a premiere commercial corridor, and the traffic count would not support any premiere commercial or retail use. However, the local commuter traffic is steady and consistent, and some sort of light commercial, office, or light retail use is possible. This use conforms with the surrounding neighborhood, and is consistent with the neighborhood.

Maximally Productive

The maximally productive use of the site would be to utilize the steady and consistent traffic, the location near the central business district of Hattiesburg, and to develop the site into a minor office, retail or light commercial use. Considering the steady traffic on Bay Street, some sort of light commercial or light retail is the maximally productive use of the site.

As If Vacant

Based on the location, size, and zoning regulations, the highest and best use of the property as vacant was concluded to be a light commercial or retail site. This use would conform with the neighborhood, would be consistent with the zoning regulations, and would be a feasible use.

As Improved

The property is improved with a 1,631 sf convenience store and gas station building, currently vacant. The store is in poor condition, and would require significant repairs to be usable. However, the building conforms with the highest and best use, and demoing the building in favor of new retail construction may not be feasible. The C-store needs a new roof, cleanup, painting, plumbing, and some updating. However, the property would have a higher value after these repairs. Overall, due to the existing store conforming with the highest and best use, repairing the store and continuing as a local convenience store for food and drink items was concluded as the highest and best use.

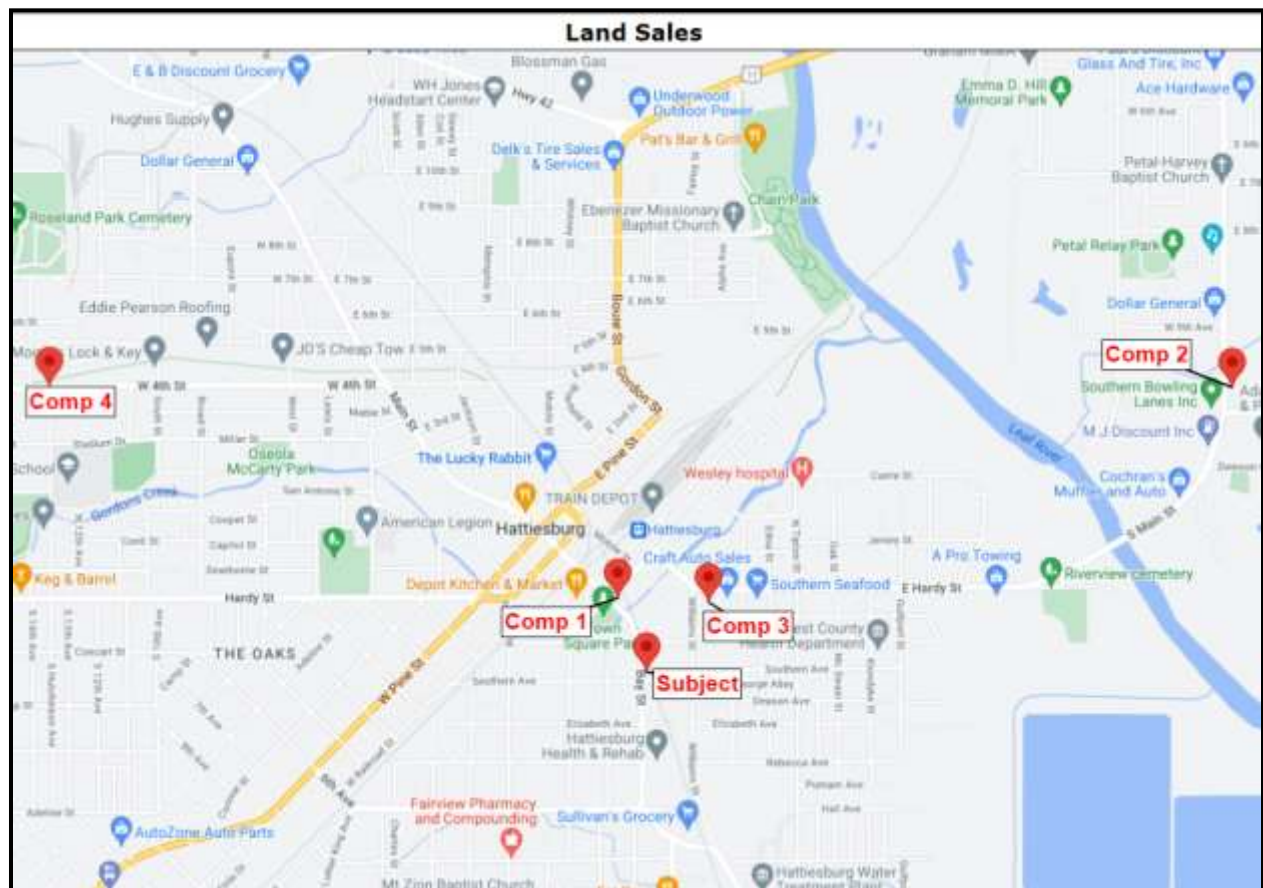
Valuation

Cost Approach

The Cost Approach to value attempts to determine the current market value of a property through a process in which the appraiser estimates the cost to replace or reproduce all improvements and then deducts the total estimated loss in value (depreciation) for the improvements. The market value of the land component is then added.

We have presented transactions involving sites purchased for commercial development on the following pages. A land adjustment grid and comparable map is presented thereafter.

No.	Location	Sale Date	Price	Size in SF	Price/ SF
1.	101 Main Street	11/24/2020	\$43,500	15,246	\$2.85
2.	903 South Main Street	06/25/2019	\$50,000	18,025	\$2.77
3.	907 E Hardy Street	07/20/2021	\$32,500	32,017	\$1.02
4.	700 4th Street	10/09/2020	\$175,000	74,052	\$2.36



Land Sale No. 1**Property Identification**

Record ID	8364
Property Type	Commercial Land, Commercial Lot
Property Name	Land on Main St.
Address	101 Main Street, Hattiesburg, Forrest County, Mississippi 39402
User 1	MLS# 113903
MSA	Hattiesburg - MS
Market Type	Land

Sale Data

Grantor	Robert Rogge
Grantee	Ferraez Lamar Holdings LLC
Sale Date	November 24, 2020
Deed Book/Page	1353/381
Verification	George Null; 6012719044, January 19, 2022
Sale Price	\$43,500
Cash Equivalent	\$43,500

Land Data

Zoning	B-3, B-3
Utilities	City
Shape	irregular
Flood Info	Map# 28035C0108D
User 5	eff 3/2/2010
User 6	Zone X and AE

Land Size Information

Gross Land Size	0.350 Acres or 15,246 SF
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Indicators

Sale Price/Gross Acre \$124,286

Sale Price/Gross SF \$2.85

Remarks

Corey Ferraez (atty) bought the property. George Null confirmed with Michael Anderson on 01/19/2022. It was owner financed. Listed for more now. Purchased for food truck location. This is a cleared level corner lot abutting the railroad at a lighted intersection. Days on market 860. Included parcels 273, 274, 275. Triangular shape lot w 113.5' on Buschman and 250' on Main Street. Lot has been cleared and has some gravel.
Inspected by George Null on 01/19/2022

Land Sale No. 2



Property Identification

Record ID	7921
Property Type	Commercial
Property Name	Vacant lot
Address	903 South Main Street, Petal, Forrest County, Mississippi 39465
Tax ID	3-030J-12-110.00 / PPIN 28433
Latitude, Longitude	W31.331985, N89.262592

Sale Data

Grantee	Charles Dykes
Sale Date	June 25, 2019
Deed Book/Page	1315-128
Property Rights	Fee Simple
Conditions of Sale	Normal
Verification	JN confirmed with buyer; December 11, 2020

Sale Price	\$50,000
Cash Equivalent	\$50,000

Land Data

Topography	Flat, level
Utilities	All city services
Dimensions	120x150

Land Size Information



Gross Land Size	0.414 Acres or 18,025 SF
Front Footage	120 ft South Main Street;

Indicators

Sale Price/Gross Acre	\$120,831
Sale Price/Gross SF	\$2.77

Remarks

A vacant lot located one lot north of South Main and Carterville. High traffic area adjacent to a gas station. The property is a good, open flat lot.

Land Sale No. 3



Property Identification

Record ID	8363
Property Type	Land, Land
Property Name	Land on E Hardy
Address	907 E Hardy Street, Hattiesburg, Forrest County, Mississippi 39401
User 1	MLS# 124948
MSA	Hattiesburg - MS
Market Type	Land

Sale Data

Grantor	Deborah S. Myrick
Grantee	Timothy Owen Beasley
Sale Date	July 20, 2021
Deed Book/Page	1372/486
Verification	George Null; 6012719044, January 19, 2022
Sale Price	\$32,500
Cash Equivalent	\$32,500

Land Data

Zoning	B-1, B-1
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Topography	flat +/-
Utilities	City
Dimensions	78.25 x 135 137 x 140
Shape	irregular
Flood Info	Map# 28035C0108D
User 5	eff 03/02/2010
User 6	Zone X and A

Land Size Information

Gross Land Size	0.735 Acres or 32,017 SF
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Indicators

Sale Price/Gross Acre	\$44,218
Sale Price/Gross SF	\$1.02

Remarks

Wooded lot, south side of East Hardy/ Adjacent to commercial and residential uses. George Null confirmed with Deborah Myrick on 01/19/2022 as arm's length. The property was wooded. buyer has cleaned up the lot.

Inspected by George Null 01/19/2022

Land Sale No. 4**Property Identification**

Record ID	7918
Property Type	Commercial, Commercial
Property Name	Vacant Land
Address	700 4th Street, Hattiesburg, Forrest County, Mississippi 39401
Tax ID	PPIN#s 26621 & 26622

Sale Data

Grantor	Fokakis properties
Grantee	Hattiesburg Public schools
Sale Date	October 09, 2020
Deed Book/Page	Bk.1350, Pg. 209
Property Rights	Fee Simple
Conditions of Sale	Normal arm's length
Verification	JN confirmed with HPS superintendent; December 07, 2020



Sale Price \$175,000

Cash Equivalent \$175,000

Land Data

Zoning B-2 Commercial, B-2

Topography Flat- level- corner access

Utilities All city services

Flood Info Zone X

Land Size Information

Gross Land Size 1.700 Acres or 74,052 SF

Front Footage 399 ft Total Frontage: 186 ft 4th Street; 213 ft Hutchinson Street;

Indicators

Sale Price/Gross Acre \$102,941

Sale Price/Gross SF \$2.36

Sale Price/Front Foot \$439

Remarks

The property is located at the corner of West 4th Street and North Hutchinson Avenue, Hattiesburg, Forrest County, Mississippi 39401. This is on the western side of the downtown Hattiesburg market in close proximity to Hattiesburg High School and Smokey Harrington Park. Legal: NW1/4 of the NW1/4 of Section 9, Township 4N, Range 13 W, City of Hattiesburg, Forrest County, MS.

Land Sales Summary and Adjustment Grid					
Subject		Comp 1	Comp 2	Comp 3	Comp 4
Location:		101 Main Street	903 South Main street	907 E Hardy Street	700 4th Street
Submarket:					
O.R. Book/Page:		1353/381	1315-128	1372/486	Bk.1350, Pg. 209
Seller:		Robert Rogge		Deborah S. Myrick	Fokakis properties
Buyer:		Ferraez Lamar Holdings LLC	Charles Dykes	Timothy Owen Beasley	Hattiesburg Public schools
Date of Sale:		November, 2020	June, 2019	July, 2021	October, 2020
Sale Price:		\$43,500	\$50,000	\$32,500	\$175,000
Adjusted Sale Price:					
Site Size (SF):		15,246	18,025	32,017	74,052
Site Size (Acres):		0.35	0.41	0.74	1.70
Unadjusted Price/Gross Acre:		\$124,286	\$120,832	\$44,217	\$102,941
Unadjusted Price/Sq. Ft:		\$2.85	\$2.77	\$1.02	\$2.36
Adjustments					
Rights Transferred:		Fee simple	Fee simple	Fee simple	Fee simple
Financial Considerations:		Market	Market	Market	Market
Conditions of Sale:		Arm's Length	Arm's Length	Arm's Length	Arm's Length
Market Conditions - Time:		Inferior 6%	Inferior 8%	Inferior 4%	Inferior 6%
Time Adj. Cash Equiv. Price/Gross Acre:		\$131,743	\$130,499	\$45,986	\$109,118
Time Adj. Cash Equiv. Price/SF:		\$3.02	\$3.00	\$1.06	\$2.50
Location:		Corner	Corner	Inferior	Inferior
Site Size (Gross Acres):		0.32	0.35	0.41	0.74
Zoning:		R-1B	B-3	Commercial	B-1
Flood / Topo:		Level	Inferior	Similar	Inferior
Net Adjustments:		5%	5%	35%	15%
Adjusted Price/Gross Acre:		\$138,330	\$137,024	\$62,081	\$125,485
Adjusted Price/Sq. Ft.:		\$3.18	\$3.15	\$1.43	\$2.88

Land Sales Analysis

The preceding sales were confirmed to offer the best indication of value of the subject site via the Sales Comparison Approach. A number of sales were examined, and in the final analysis they were narrowed to the five most comparable transactions.

There are several units of comparison generally employed in the analysis of commercial land. In this instance, the market dictates the most appropriate index is price per sf. The adjustment categories include location, size, topography, utilities, and zoning.

All of the transactions were financed at market terms by third party financial institutions; hence no adjustments for financing were required. If atypical financing were involved in the transaction, the appraiser would determine if those terms had a quantifiable effect on the sale price necessitating an adjustment.

Each transaction was confirmed to be arm's length between willing buyers and sellers; therefore, no adjustments for abnormal conditions of sale were necessary. However, if a listing is included in the analysis, a downward adjustment is considered to reflect a typical cushion for negotiations. Nonetheless, the amount of adjustment, if any, would depend on the asking price as it relates to the market at that time. Some transactions might include a bank sale sometimes referred to as "short sale." An adjustment will be made if warranted based on confirmation of that transaction.

Adjustments for time and price trends attempt to quantify changes in market conditions between the date of each sale and the date of the appraisal, based on current market conditions and available properties. All of the transactions are relatively timely, taking place from 2018 to 2021. Adjustment for this category would be based on any quantifiable appreciation or depreciation, typically identified through paired sales analysis. The Hattiesburg downtown market is a slowly appreciating, slowly developing market, with limited activity and demand. Due to this, a minor appreciation rate of 2% per year was applied.

Adjustments for location typically are associated with the general demographics of the area and property specific influences such as traffic counts, ingress/egress, proximity to linkages such as interstates and overall characteristics of an area. All of the sales had generally similar locations, however sales 2 & 3 were considered inferior due to the lack of corner access. These sales were adjusted upwards.

Site size is an adjustment in which comparable site size is compared to the subject. Depending on the market segment, variation in site size can have effect up to a point on the price per square foot index. Typically, if a comparable site is larger than the subject site, an upward adjustment is applied to reflect economies of scale. Conversely, if a comparable site is smaller than the subject site, a downward adjustment was applied. This category can also include adjustments for parcels that may have off-site retention and reflect a fully buildable lot. Sale 3 & 4 were larger than the subject, and an adjustment for size was applied.

Zoning is an important consideration in land sales analysis as it specifies the development potential of a given parcel. In this category, the comparable zoning classification relative to allowable uses, building setbacks and other restrictions are compared to the subject. Generally speaking, zoning classifications that allow more uses and flexible development are superior. The subject property is zoned residential by the city of Hattiesburg, and the comparables sales were zoned commercial, considered superior. Considering this, the sales were adjusted down slightly.



Sales 1 and 3 contained some flood zone areas and were considered inferior. These sales were adjusted depending on the amount of flood zone areas.

The four commercial sales are all small, commercial lots located in the regional area. I was able to find several commercial lots in Hattiesburg, with two located in the immediate vicinity. The four sales had adjusted unit values ranging from \$1.43-\$3.18 per sf, with an average of \$2.66/sf. The best overall sales are sales 1 & 4, which sold for \$2.88 - \$3.18/sf. These sales are very similar in most all aspects. Considering the sales, their indicated values, and the subject site, a unit value of \$2.75/sf was concluded for the subject site.

Our math is as follows:

$$13,767 \text{ Square Feet of Land Area} \times \$2.75/\text{SF} = \$37,859.25$$

Land Value Opinion

Rd. \$38,000

Replacement Cost New

The subject is considered to be a Class C, Average Mini Mart convenience store under the *Marshall and Swift* description. The hard costs are \$176.31 per square foot, which includes adjustments for variances, including local, cost, perimeter and story height multipliers. After consideration of applicable multipliers, we have estimated the replacement cost for the subject via Marshall and Swift. Convenience store and gas station located in (Section 13- Page 22).

Parking lot

The subject site has +/- 7,000 sf of concrete parking area, that has been given a cost of \$7.00/sf. This area has been depreciated by 75% for age.

Miscellaneous

Signage and miscellaneous items have been included at \$2,000.

SITE IMPROVEMENT SUMMARY	
Parking lot cost (7,000 x \$7.00/sf)	\$49,000
Depreciation (75%)	(\$36,750)
Contributory value of parking lot	\$12,250
Miscellaneous signage-other	\$2,000
Total site improvements	\$14,250

Indirect development costs, also known as soft costs, were estimated at 1% of total direct costs. These expenses include impact fees, and are generally consistent with other projects we are familiar with.

Entrepreneurial profit incentive is due a developer for putting a package together, resulting in a value in excess of the indirect and direct dollars extended. Typically, a profit level of 10% to 20% should be achievable where a project is viewed as feasible. Due to the location and limited development in downtown Hattiesburg, a 5% incentive was included.

PHYSICAL DEPRECIATION (AGE/LIFE METHOD)

The building was built in 1966, with an actual age of 59 years. The subject is showing obvious signs of depreciation, and has been given an effective age of 40 years.

The subject has an effective age of 42.5 years and a total economic life of 50 years. Therefore, we divided effective age by the total economic life which results in a physical depreciation factor of 85%.

$$42.5 \text{ years} / 50 \text{ year life} = 85\%$$

Functional Obsolescence

Functional obsolescence reflects the loss in value due to inadequacies, super-adequacies and/or changes in construction methods that hamper the ability of the structure to adequately fulfill its current function. Like physical deterioration, functional obsolescence can be curable and/or incurable.

Incurable functional obsolescence is the most common form of obsolescence for the property type as a whole. The design of special use facilities invariably introduces an element of functional depreciation for any user, save the original occupant. This form of depreciation is difficult to measure and quantify due to inconsistencies in the market and the variety of construction features. Further, there is a lack of financial data used as a basis of calculation typically applied to more mainstream properties. Overall, the subject is well designed for its use, typical of most convenience store properties. There is no functional obsolescence noted.

External Obsolescence

External obsolescence is a form of value loss caused by factors external to the property, such as environmental or economic forces, that affect supply and demand balance or otherwise impair the desirability or useful life of the subject property. Considering these factors, external obsolescence may take the form of depressed occupancies and/or depressed rental rates. The subject area is generally stable, and no external obsolescence was deemed to exist.

Replacement Cost New			
<u>Direct Development Costs</u>	<u>/SF Bldg.</u>		<u>Total</u>
1,631 Sq. Ft. of Building Area	\$176.31	✓	\$287,562
Site Development Costs	\$8.74	✓	\$14,250
Total Direct Development Costs	\$185.05	✓	\$301,812
Indirect Development Costs at 1%	\$1.84	✓	\$3,000
Plus: Entrepreneurial Profit at 5%	\$10.48	✓	\$17,100
Total Replacement Cost	\$197.37	✓	\$321,912
Less: Depreciation			
Physical		✓	(\$244,427)
Functional		✓	\$0
External		✓	\$0
Total Depreciation		✓	(\$244,427)
Depreciated Value of Improvements		✓	\$77,484
Plus: Land Value (/Buildable Sq. Ft.)	\$23.30	✓	\$38,000
	\$70.81	✓	\$115,484
"As Is" Market Value via Cost Approach		Rd.	\$115,000

"As Is" Market Value via Cost Approach

Rd. \$115,000



Sales Comparison Approach

Direct Sales Comparison is a valuation technique in which a value opinion is predicated on prices paid in actual market transactions. In this process, comparison is made between properties having a satisfactory degree of similarity to the subject. We have presented transactions involving similar buildings on the following pages. An improved adjustment grid and comparable map is presented thereafter.

IMPROVED SALES SUMMARY TABLE

No.	Location	Sale Date	Price	Building Size (SF)	Price/ SF
1.	109 Morris St.	10/01/2021	\$66,000	1,414	\$46.68
2.	203 10 Mile Creek Road	04/01/2022	\$65,000	1,200	\$54.17
3.	3657 Highway 550	02/25/2021	\$95,000	3,014	\$31.52
4.	1503 East Hardy Street	04/21/2023	\$50,000	970	\$51.55
5.	1300 Main Street	03/21/2023	\$55,000	1,241	\$44.32

Improved Sale No. 1



Property Identification

Record ID	4479
Property Type	Commercial, Business/Office/Retail
Property Name	Commercial Property
Address	109 Morris St. , Petal, Forrest County, Mississippi 39465
Tax ID	Parcel 3-030B-01-109.00/PPIN 28313
User 1	Section 01, T04N, 13W
MSA	Petal - MS
Market Type	Business

Sale Data

Grantor	Rylee Developments LLC
Vendor	Mark M. Grahma
Sale Date	October 01, 2021
Deed Book/Page	DB-1331/P0734/2/13/2020
Property Rights	Fee Simple
Marketing Time	58
Financing	Personal Loan



Improved Sale No. 1 (Cont.)

Sale Price	\$66,000
Cash Equivalent	\$66,000
Adjusted Price	\$66,000

Land Data

Land Size	0.089 Acres or 3,877 SF
Front Footage	84 ft Total Frontage: 84 ft Morris St. ;
Topography	Level
Utilities	City of Petal water. MS Power electrical sv. Spire Gas Sv. Petal Sanitatio.
Dimensions	83.5' x 34.8' x 70.6' x 79.5'
Shape	Irregular

General Physical Data

Building Name	Office
Building Type	Single Tenant
SF	1,000
Construction Type	Brick Veneer
Roof Type	Asphalt shingle
Foundation	Slab
Stories	1
Year Built	1963

Indicators

Sale Price/Gross SF	\$46.68 Actual or \$46.68 Adjusted
Floor Area Ratio	0.36
Land to Building Ratio	2.74:1

Remarks

This property is located in Downtown Petal MS. The property is irregular with 83.5' frontage with an older commercial building built in 1963. The property was on the market for 58 days, list for 69.900 sold for \$66.000.

Legal: COM At the SE/COR of NW1/4 of NW1/4 of NW1/4 North 230.30' North 8 8DEG West 74' to Pob South 70' North 88 Deg West 94.60' North 32DEG E 82.43.

Improved Sale No. 2



Property Identification

Record ID	4506
Property Type	C-Store
Property Name	Ten Mile Creek Grocery & Grill
Address	203 10 Mile Creek Road, Foxworth, Marion County, Mississippi 39483
Location	Foxworth
Tax ID	046-09-000-09-039.00
Latitude, Longitude	W31.159385, N89.897141
User 1	PPIN# 1025
Market Type	Retail

Sale Data

Grantor	Sean A. Buhrer
Grantee	Rebecca and Earl Ladner
Sale Date	April 01, 2022
Deed Book/Page	2022/1096
Marketing Time	154
Conditions of Sale	Arm's Length
Financing	Cash
Sale Price	\$65,000
Cash Equivalent	\$65,000

**Improved Sale No. 2 (Cont.)****Adjusted Price**

\$65,000

Land Data**Land Size**

0.370 Acres or 16,117 SF

Front Footage

115 ft Ten Mile Creek Road; 135 ft Bullock Road;

Zoning

None

Topography

Level

Utilities

Electric, Water

Dimensions

110 x 128.5

Shape

Rectangular

Landscaping

Paved/Cleared

Flood Info

28091C0250E

User 5

10/18/2019

User 6

Zone X

General Physical Data**Building Name**

Ten Mile Creek Groc&Grill

Building Type

Single Tenant

SF

1,200 Store

Construction Type

Plywood

Roof Type

Sheet Metal Gable

Foundation

Concrete Slab

Stories

1

Year Built

1989

Condition

Average

Remarks

MLS# 126587

Functioning convenient store/restaurant with sales computer, cash register, bar code scanner, ice machine, grill, fryer, stove, oven, pizza oven, heat lamp, hood vent system, walk in freezer, grocery shelves, refrigerator, 2 tables, 10 chairs, fuel pumps, UST tanks, Diesel Tank (1,000 gal), gas tanks (2,000 gal) and other miscellaneous racks and shelves. Frontage on Ten Mile Creek Road and Bullock Road. Property is outside the Foxworth City Limits.
Deed Instrument #20221096

Improved Sale No. 3



Property Identification

Record ID	4523
Property Type	C-Store, C-Store
Property Name	Convenience Store- Closed
Address	3657 Highway 550, Wesson, Lincoln County, Mississippi 39191
Tax ID	58-1-12-023

Sale Data

Grantor	Bank of Franklin
Sale Date	February 25, 2021
Property Rights	Fee Simple
Marketing Time	291
Verification	JN confirmed with sales agent (Glenn Miller); December 05, 2022; MLS131599
Sale Price	\$95,000
Cash Equivalent	\$95,000

**Improved Sale No. 3 (Cont.)****Land Data**

Land Size 1.000 Acres or 43,560 SF

Indicators

Sale Price/ SF \$31.52

Floor Area Ratio 0.07

Land to Building Ratio 14.45:1

Remarks

Vacant cement block convenience store. Typical older country/ mom and pops store. The sale included four fuel pumps, underground fuel tanks, and a 1,300 sf warehouse/ tire repair building. Rural C-store in Lincoln County. The C-store was vacant when sold and re-opened after purchase. The property sold by the Bank of Franklin post foreclosure. The sales agent stated that he thought it sold at market value.

Improved Sale No. 4



Property Identification

Record ID	4665
Property Type	Retail Building, Retail
Property Name	Store
Address	1503 East Hardy Street, Hattiesburg, Forrest County, Mississippi 39401
Tax ID	26749

Sale Data

Grantor	East Hardy Magnolia
Sale Date	April 21, 2023
Property Rights	Fee Simple
Verification	MS Crex

Sale Price	\$50,000
Cash Equivalent	\$50,000

Land Data

Land Size	0.459 Acres or 20,000 SF
Front Footage	300 ft Total Frontage: 200 ft East Hardy; 100 ft



Improved Sale No. 4 (Cont.)

Flood Info

Flood Zone AE

Indicators

Sale Price/ SF \$51.55

Floor Area Ratio 0.05

Land to Building Ratio 20.62:1

Remarks

Small retail building on East Hardy with glass front, concrete parking lot, chain link perimeter fencing. Located in a flood zone

Improved Sale No. 5



Property Identification

Record ID	4666
Property Type	Restaurant, Retail
Property Name	Retail / Restaurant
Address	1300 Main Street, Hattiesburg, Forrest County, Mississippi 39401
Tax ID	14508

Sale Data

Grantor	Norris Land and Timber
Sale Date	March 21, 2023
Property Rights	Fee Simple
Verification	Mscrex

Sale Price	\$55,000
Cash Equivalent	\$55,000

Land Data

Land Size	0.230 Acres or 10,019 SF
Front Footage	213 ft Total Frontage: 113 ft Main; 100 ft



Improved Sale No. 5 (Cont.)

Indicators

Sale Price/ SF	\$44.32
Floor Area Ratio	0.12
Land to Building Ratio	8.07:1

Remarks

Former Church's chicken restaurant with glass exterior windows, mansard roof.

Improved Sales Summary and Adjustment Grid						
Subject		Comp 1	Comp 2	Comp 3	Comp 4	Comp 5
Property Name:		Commercial Property	Ten Mile Creek Grocery & Grill	Convenience Store- Closed	Store	Retail / Restaurant
Location:		109 Morris St.	203 10 Mile Creek Road	3657 Highway 550	1503 East Hardy Street	1300 Main Street
Submarket:			Foxworth			
O.R. Book/Page:		DB-1331/P0734/2/13/2020	2022/1096			
Seller:		Rylee Developments LLC	Sean A. Buhner	Bank of Franklin	East Hardy Magnolia	Norris Land and Timber
Buyer:			Rebecca and Earl Ladner			
Date of Sale:		October, 2021	April, 2022	February, 2021	April, 2023	March, 2023
Sale Price:		\$66,000	\$65,000	\$95,000	\$50,000	\$55,000
Adjusted Sale Price:		\$66,000	\$65,000			
Cap Rate:		0.00%	0.00%	0.00%	0.00%	0.00%
Building Size:		1,414	1,200	3,014	970	1,241
Unadjusted Price/SF:		\$47	\$54	\$32	\$52	\$44
Adjustments						
Rights Transferred:		Choose Value	Choose Value	Choose Value	Choose Value	Choose Value
Financial Considerations:		Market	Market	Market	Market	Market
Conditions of Sale:		Arm's Length	Arm's Length	Arm's Length	Arm's Length	Arm's Length
Market Conditions - Time:		Stable	Stable	Stable	Stable	Stable
Time Adjusted		4%	2%	4%	0%	0%
Cash Equiv. Price/SF:		\$49	\$55	\$33	\$52	\$44
Location: Average		Inferior	Inferior	Inferior	Inferior	similar
Building Size (SF): 1,631		10%	20%	20%	10%	0%
		1,414	1,200	3,014	970	1,241
		0%	0%	10%	0%	0%
Year Built 1966		1963	1989	1968	1968	1971
		0%	-5%	0%	0%	0%
Condition Poor		Average	Average	Similar	Average	Average
		-20%	-10%	0%	-20%	-20%
Net Adjustments:		-10%	5%	30%	-10%	-20%
Adjusted Price/SF:		\$44	\$58	\$43	\$46	\$35
Indicated Subject value		\$71,256	\$94,618	\$60,257	\$75,665	\$57,828

All of the transactions were financed at market terms by third party financial institutions; hence, no adjustments for financing were required. If atypical financing were involved in the transaction, the appraiser would determine if those terms had a quantifiable effect on the sale price necessitating an adjustment.

Each transaction was confirmed to be arm's length between willing buyers and sellers; therefore, no adjustments for abnormal conditions of sale were necessary. However, if a listing is included in the analysis, a downward adjustment is considered to reflect a typical cushion for negotiations. Nonetheless, the amount of adjustment, if any, would depend on the asking price as it relates to the market at that time. Some transactions might include a bank sale sometimes referred to as "short sale". An adjustment will be made if warranted based on the confirmation of that transaction.

Adjustments for time and price trends attempt to quantify changes in market conditions between the date of each sale and the date of the appraisal, based on current market conditions and available properties. Due to the time period, an appreciation rate of 2% per year was applied to the sales.

Adjustments for location typically are associated with the general demographics of the area and property specific influences such as traffic counts, ingress/egress, proximity to linkages such as interstate and overall characteristics of an area. Sales 1, 2, 3 and 4 were considered to be in inferior locations, and adjusted up.

Building size is an adjustment in which comparables site size is compared to the subject. Depending on the market segment, variation in building size can have effect up to a point on the price per square foot index. Typically, if a comparable building is larger than the subject site, an upward adjustment is applied to reflect economies of scale. Conversely, if a comparable building is smaller than the subject site, a downward adjustment is applied. This category can also include adjustments for parcels that may have off-site retention and reflect a fully buildable lot. All of the sales were generally similar in size, except for sale 3.

The effective age and condition of the sales are compared to the subject to determine if adjustments are necessary. The historical or chronological age of the structure is less meaningful than its effective age at the time of sale. Effective age is the agent indicated by the condition and utility of the structure and is based on the appraiser's judgment and interpretation of market perceptions. Generally speaking, if one building is better maintained than other buildings in its market area, the effective age of the building may be less than its actual age. If a building is poorly maintained, its effective age may be greater than its actual age. If a building has received typical maintenance, its effective age and actual age may be the same. The subject was built in 1966, with an actual age of 57 years. All of the sales were similar in age, except for sale 2. This sale was a newer building, adjusted down.

Different from age, the overall condition of a property can be different than a sale, even with the same age. The subject is in poor condition with roof damage, needed plumbing repairs, general cleanup, ceiling work. Sales 1, 4 and 5 were much superior, while sale 2 was slightly superior.

During my research, I located two convenience store sales, and three general retail building sales. After some adjustments to the sales, the sales ranged from \$35-58 per sf. Considering the sales and their adjustments, a unit value of \$55/sf was concluded for the subject property.

$$1,631 \text{ Square Feet of Building Area} \times \$55/\text{SF} = \$89,705$$

"As Is" Market Value via Sales Comparison Approach

Rd. \$90,000



Reconciliation and Final Value Conclusions

Market Value Conclusions	"As Is"
Cost Approach	\$115,000
Sales Comparison Approach	\$90,000
Income Approach	n/a
Land	\$38,000
FF&E	n/a
Final Value Conclusion Real Estate	\$95,000

The sales and cost approach indicated values ranging from \$90,000-\$115,000, for the real estate value of the subject site. Overall, both approaches to value were given some consideration, and a value within the range, or \$95,000 was concluded as the real estate value. The underlying land value was concluded at \$38,000, leaving \$57,000 allocated to the building and site improvements. As noted in the cost approach, the site improvements were included at \$14,250, leaving \$42,750 attributable to the C store building. (\$26.21/sf). This indicates a depreciation of 85.13%, which is reasonable.

"As Is" Market Value- Real Estate Value

Ninety Five Thousand Dollars
\$95,000

Certified by,
COLLINS AND NULL APPRAISALS, INC.

A handwritten signature in black ink that reads "Jonathon Null".

Jonathon Null, MAI
State Certified General Real Estate
Appraiser License Number MS-GA-799

A handwritten signature in black ink that reads "Heath Sullivan".

Heath Sullivan
Licensed Real Estate, #LA-1912



CERTIFICATION

We certify that, to the best of our knowledge and belief:

- ✔ The statements of fact contained in this report are true and correct.
- ✔ The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- ✔ We have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- ✔ We have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- ✔ Our engagement in this assignment was not contingent upon developing or reporting predetermined results.
- ✔ The appraisal assignment was not based on a requested minimum valuation, a specific valuation, or the approval of a loan.
- ✔ Compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- ✔ Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
- ✔ Jonathon Null, MAI has made a personal inspection of the property that is the subject of this report. Heath Sullivan did not inspect the subject property.
- ✔ No one provided significant real property appraisal assistance to the persons signing this certification.
- ✔ Our analyses, opinions, and conclusions have been developed, and this report has been prepared, in compliance with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice (USPAP) as promulgated by the Appraisal Standards Board of The Appraisal Foundation, and in accordance with the appraisal-related mandates within Title XI of the Federal Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This report was also prepared in conformance with the State of Mississippi Standards for Certified General Real Estate Appraisers
- ✔ We have not relied on unsupported conclusions relating to characteristics such as race, color, religion, national origin, gender, marital status, familial status, age, receipt of public assistance income, handicap, or an unsupported conclusion that homogeneity of such characteristics is necessary to maximize value.



- ✔ It is our opinion that the subject does not include any enhancement in value as a result of any natural, cultural, recreational or scientific influences retrospective or prospective.
- ✔ We have extensive experience in appraising properties similar to the subject and are in compliance with the Competency Rule of USPAP.
- ✔ The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- ✔ The Appraisal Institute conducts a program of continuing education for its designated members and members are awarded periodic educational certification. Jonathon Null, MAI is currently certified under the mandatory continuing education program of the Appraisal Institute.
- ✔ We have not relied on the work of others if we have a reasonable doubt that the work is credible.
- ✔ We have not performed any services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.

The market value of the property described herein, as of June 21st, 2023, is certified to be the following:

"As Is" Market Value- Real Estate Value

Ninety Five Thousand Dollars
\$95,000

Certified by,
COLLINS AND NULL APPRAISALS, INC.

A handwritten signature in black ink that reads "Jonathon Null".

Jonathon Null, MAI
State Certified General Real Estate
Appraiser License Number MS-GA-799

A handwritten signature in black ink that reads "Heath Sullivan".

Heath Sullivan
Licensed Real Estate, #LA-1912



ASSUMPTIONS

1. This is an appraisal report presented in an Appraisal Report which is intended to comply with the reporting requirements set forth under Standard Rule 2-2(a) of the Uniform Standards of Professional Appraisal Practice. It is understood between the parties that the scope of the assignment is limited and we relied on information obtained from the public records of Forrest County, published data sources and discussions with market professionals such as investors and brokers relative to County, published data sources and discussions with market professionals such as investors and brokers relative to the subject's income performance and physical composition. Collins and Null Appraisals is not responsible for unauthorized use of this report.
2. Unless otherwise specifically noted in the body of the report, it is assumed that title to the property or properties which are identified as the subject of the report, are clear and marketable and there are no recorded or unrecorded matters or exceptions to title that would adversely affect marketability or value. Collins and Null Appraisals, Inc. has not examined title and makes no representations relative to the condition thereof.
3. Unless otherwise specifically noted in the body of the report, the legal description furnished is assumed to be correct. Any abbreviations or discrepancies relative to the legal would be identified.
4. It is assumed that surveys and/or plats furnished to, or acquired by, the appraiser and used in the making of this report are correct. Collins and Null Appraisals, Inc. has not made a land survey or caused one to be made unless identified in the report and therefore, assumes no responsibility for accuracy of same.
5. It is assumed any improvements have been, or will be, constructed according to approved architectural plans and specifications in conformance with recommendations contained in or based on any soil report(s). Unless otherwise noted, Collins and Null Appraisals, Inc. has not retained independent engineer(s) or architect(s) in connection with the report and therefore, makes no representations relative to conformance with approved architectural plans, specifications, or recommendations contained in or based on any soil(s) report.
6. It is assumed that all factual data furnished by the client, property owner, owner's representative, or persons designated by the client or owner are accurate and correct unless otherwise specifically noted in the report. I do not guarantee the correctness of such data, although as far as is reasonably possible, the data has been checked and is believed to be correct. Information and data referred to in this paragraph may include but is not limited to information relative to the subject of the report regarding numerical street addresses, lot and block numbers, assessors parcel numbers, land dimensions, square footage area of land, dimensions of the improvements, gross building areas, net rentable areas, usable areas, unit count, room count, rent schedules, income data, budgets, historic operating expenses, and related data. Information obtained regarding demographics, comparable verification, and data of a general sense is assumed factual as confirmed and the source(s) reliable. Any material error in the gathered data could have substantial impact on the conclusions reported; as a result, Collins and Null Appraisals, Inc. reserves a right to amend conclusions reported if made aware of such an error.
7. Unless otherwise noted in the body of the report, it is assumed that there are no mineral or sub-surface rights of value involved in the report and there are no other development rights of value that may be transferred. Subsurface rights, minerals and oils, were not considered in making this report unless otherwise stated.
8. Any riparian and/or littoral rights identified by survey or plat are assumed to go with the property unless easements and/or deeds of record were found by the appraiser to the contrary.
9. It is assumed that there is full compliance with all federal, state, and local environmental regulations and laws, unless non-compliance is stated, defined, and considered in the report.
10. It is assumed that all applicable zoning and use regulations and restrictions have been complied with, unless the non-conformity has been stated, defined, and considered in the report. Unless otherwise noted, it is assumed that no changes in the present zoning ordinances or regulations governing use, density, or shape, are being considered.
11. It is assumed that all required licenses, certificates of occupancy, consents, or other legislative or administrative authority from any local, state, or national government or private entity or organization has been, or can be, obtained or renewed for any use on which the value opinion contained in the report is based.
12. Unless otherwise stated in the report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraisers. The appraisers have no knowledge of the existence of such material on or in the property. The appraisers, however, are not qualified to detect such substances. The presence of substances such as asbestos, urea formaldehyde foam insulation, contaminated ground water, or other potentially hazardous materials may affect the value of the property. The

value opinion is predicated upon the assumption that there is no such material on or in the property that would cause loss in value or affect its marketability. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field if desired.

13. The soil of the area which is the subject of the report appears to be firm and solid. Unless otherwise stated, subsidence in the area is unknown or uncommon, but Collins and Null Appraisals, Inc. does not warrant against this condition and/or occurrence.
14. It is assumed that the utilization of the land and improvements is within the boundaries or property lines as described in the report, and there is no encroachment or trespass, unless noted.
15. The date of value of which the opinions in the report apply is set forth in the body of the report. Collins and Null Appraisals, Inc. assumes no responsibility for economic or physical factors occurring at some later date which may affect the opinions stated in the report.
16. Unless specifically noted in the body of this report, it is assumed that the property or properties described are structurally sound, seismically safe, and that all building systems (mechanical, electrical, HVAC, elevator, plumbing, etc.) are, or will be upon completion, in good working order with no major deferred maintenance or repair required; that the roof and exterior are in good condition and free from intrusion from the elements; that the property or properties have been engineered in such a manner that it/they will withstand any known elements such as wind storm, flooding, or similar natural occurrences; and that the improvements as currently constituted conform to all applicable local, state, and federal building codes and ordinances. Collins and Null Appraisals, Inc.'s professionals are not engineers and are not competent to judge matters of an engineering nature, nor has Collins and Null Appraisals, Inc. retained independent structural, mechanical, electrical, or civil engineers in connection with the report. As such, Collins and Null Appraisals, Inc. makes no representations relative to the condition of the improvements. Unless otherwise noted in the report, no problems were brought to the attention of Collins and Null Appraisals, Inc.'s professionals by ownership or management. Unless otherwise noted, Collins and Null Appraisals, Inc.'s professionals inspected less than 100% of the entire interior and exterior portions of the improvements. If questions regarding engineering studies are critical to the decision process of the reader, the advice of competent engineering consultants should be obtained and relied upon. If engineers and consultants retained should report negative factors of a material nature or if such are later discussed relative to the condition of the improvements, such information could have a substantial negative impact on the conclusions reported. Accordingly, if negative findings are reported by engineering consultants, Collins and Null Appraisals, Inc. reserves the right to amend the report conclusions.
17. Unless otherwise specifically noted, this report is not being prepared for use in conjunction with litigation. Accordingly, no rights to expert testimony, pretrial or other conferences, disposition, or related services are included in this appraisal. If as a result of this undertaking, Collins and Null Appraisals, Inc. or any its officers, professionals, and/or consultants are requested or required to provide any of the foregoing services, such shall be subject to the availability of Collins and Null Appraisals, Inc.'s professionals or consultants at the time and shall further be subject to the party or parties requesting or requiring such services paying the then applicable professional fees and expenses.
18. Neither all nor any of the contents of the report shall be conveyed to the public through advertising, public relations, news, sales or other media without written consent and approval of Collins and Null Appraisals, Inc., particularly as to the valuation conclusions, the identity of the professionals or firm, or any reference to the Appraisal Institute, the MAI designation, or certification by the State of Mississippi. Exempt from restrictions relative to the transmittal of this report to third parties is duplication for internal use of the client-addressee and/or transmission to attorneys, accountants, or advisors of the client-addressee. Also exempt from this restriction is transmission of the report to any court, governmental authority, or regulatory agency having jurisdiction over the party/parties for whom the report was prepared, providing that the report and/or its contents shall not be published, in whole or in part in any public document without the express written consent of Collins and Null Appraisals, Inc. or its principals, which consent Collins and Null Appraisals, Inc. reserves the right to deny. The report should not be advertised to the public or otherwise used to induce a third party to purchase the property. Any third party not covered by the exemptions herein who may possess this report is advised that he should rely on his own independently secured advice for any decision in conjunction with the property. Collins and Null Appraisals, Inc., its professionals and/or principals, shall have no accountability or responsibility to any such third party.
19. Unless specifically set forth in the body of the report, nothing contained therein shall be construed to represent any direct or indirect recommendation to buy, sell, or hold the property(ies) at the value(s), or development scenario as stated. Such decisions involve substantial investment strategy and must be specifically addressed in consultation form.
20. The distribution of the total valuation in this report between land and improvements applies only under the existing program of utilization. The separate valuations for land and building must not be used in conjunction with any other report and are invalid if so used.



21. The forecasts, projections, and/or operating estimates contained herein are based on current market conditions, anticipated (though recognizably short term) supply and demand factors, and a continued stable economy, unless otherwise stated. Any forecasts are therefore subject to changes in future conditions.
22. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. Collins and Null Appraisals, Inc. has not made a specific compliance survey and analysis of this property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since Collins and Null Appraisals, Inc. has no direct evidence relating to this issue, we did not consider possible non-compliance with the requirements of ADA in estimating the value of the property.
23. **Insurable value is not provided in this report. Taking the difference between our reported Market Value and estimated land value is not an appropriate method for estimating replacement cost of improvements for insurance coverage purposes. We recommend a proper insurance representative to estimate an appropriate coverage for the subject property.** Insurable value has two definitions per Marshall and Swift L.P. 1. The value of an asset or asset group that is covered by an insurance policy. It can be estimated by deducting costs of non-insurable items (e.g., land value) from Market Value. 2. Value used by insurance companies as the basis for insurance. Often considered to be replacement or reproduction cost plus allowances for debris removal or demolition less deterioration and non-insurable items. Sometimes cash value or Market Value, but often entirely a cost concept.

Extraordinary Assumptions

1. None

Hypothetical Conditions

1. None

Definitions

Appraisal

(noun) The act or process of developing an opinion of value; an opinion of value. (adjective) of or pertaining to appraising and related functions such as appraisal practice or appraisal services.

Comment: an appraisal must be numerically expressed as a specific amount, as a range of numbers, or as a relationship (e.g., not more than, not less than) to a previous value opinion or numerical benchmark (e.g., assessed value, collateral value).

Assignment

A valuation service that is provided by an appraiser as a consequence of an agreement with the client.

Assignment Conditions

Assumptions, extraordinary assumptions, hypothetical conditions, laws and regulations, jurisdictional exceptions, and other conditions that affect the scope of work.

Comment: Laws include constitutions, legislative and court-made law, administrative rules, and ordinances. Regulations include rules or orders, having legal force, issued by an administrative agency.

Client

The party or parties who engage, by employment or contract, an appraiser and a specific assignment.

Comment: client may be an individual, group or entity, and may engage and communicate with the appraiser directly or through an agent.

Exposure Time

The estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.

Comment: Exposure time is a retrospective opinion based on an analysis of past events assuming a competitive and open market.

Extraordinary Assumption

An assignment-specific assumption as of the effective date regarding uncertain information used in an analysis which, if found to be false, could alter the appraiser's opinions or conclusions.

Comment: uncertain information might include physical, legal, or economic characteristics of the subject property; or conditions external to the property, such as market conditions or trends; or the integrity of data used in an analysis.

Hypothetical Condition

A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis.

Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

Intended Use

The use(s) of an appraiser's reported appraisal or appraisal review assignment results, as identified by the appraiser based on communication with the client at the time of the assignment.

Intended User

The client and any other party as identified, by name or type, as users of the appraisal or appraisal review report by the appraiser, based on communication with the client at the time of the assignment.

Jurisdictional Exception

An assignment condition established by applicable law or regulation, which precludes an appraiser from complying with a part of USPAP.

Marketing Time

The reasonable marketing time is an opinion of the amount of time it might take to sell a real or personal property interest at the concluded market value or at a benchmark price during the period immediately after the effective date of an appraisal.

¹USPAP

Market Value²

Market Value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. buyer and seller are typically motivated;
2. both parties are well informed or well advised and acting in what they consider their own best interests;
3. a reasonable time is allowed for exposure in the open market;
4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

² Definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.



View of subject from intersection



Front view of store



Rear view of store



Alternate view



View of side parking area with intersection in the distance



View of open space north of building



Alternate view of open space north of building



Interior view of retail area



Behind sales counter



Kitchen area



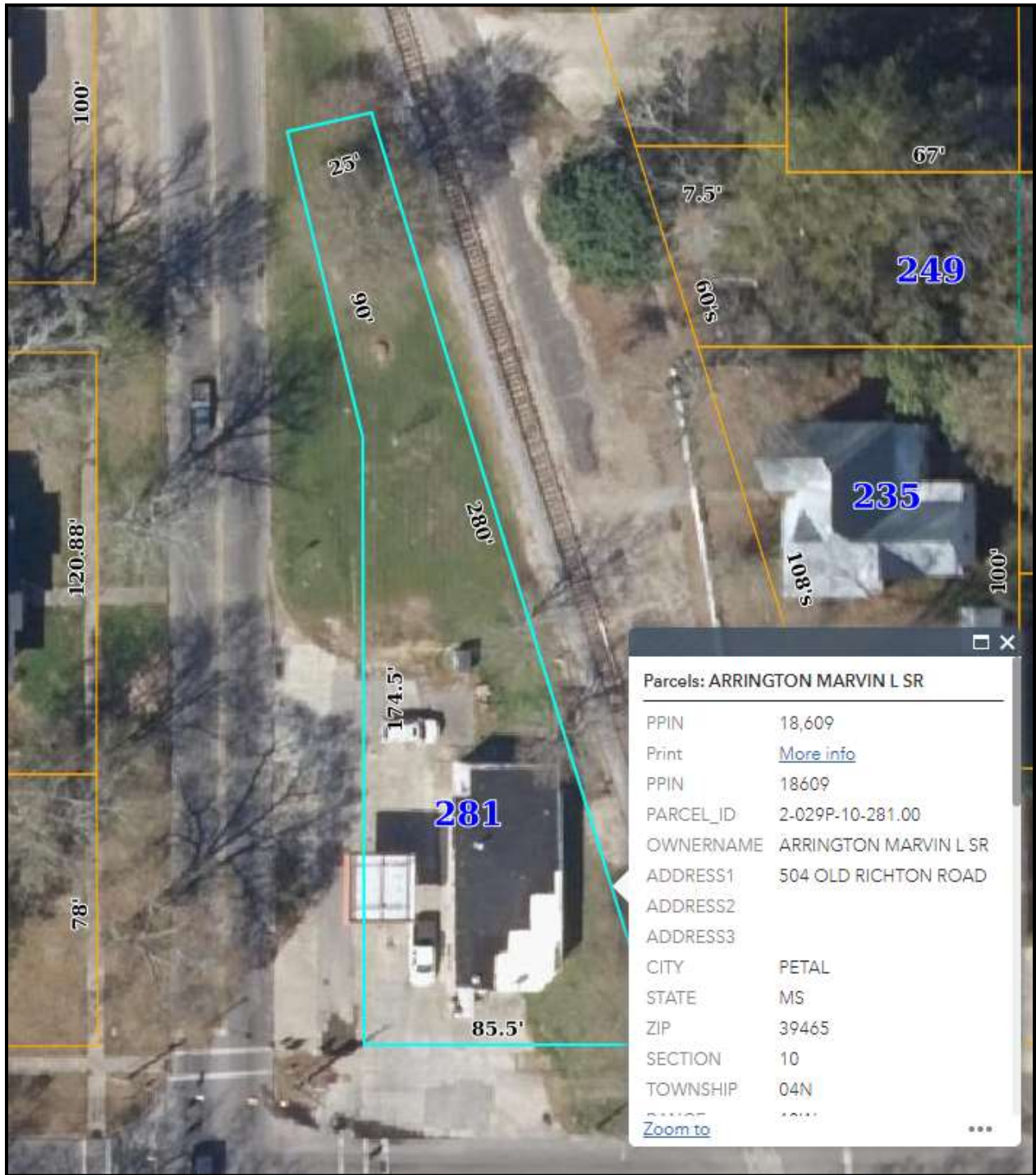
Storage area



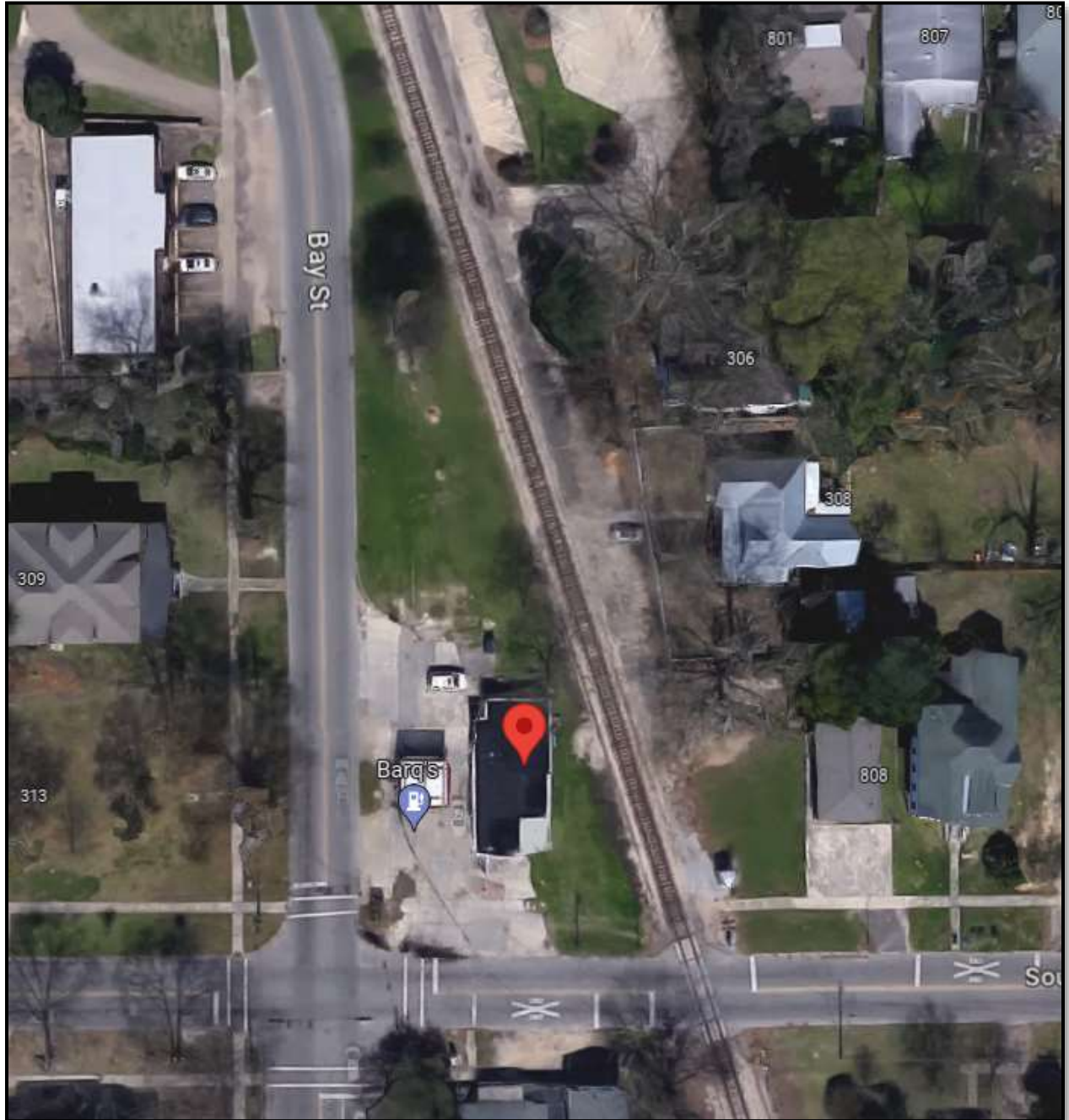
Cooler area



View of former drink cooler area



Tax Map

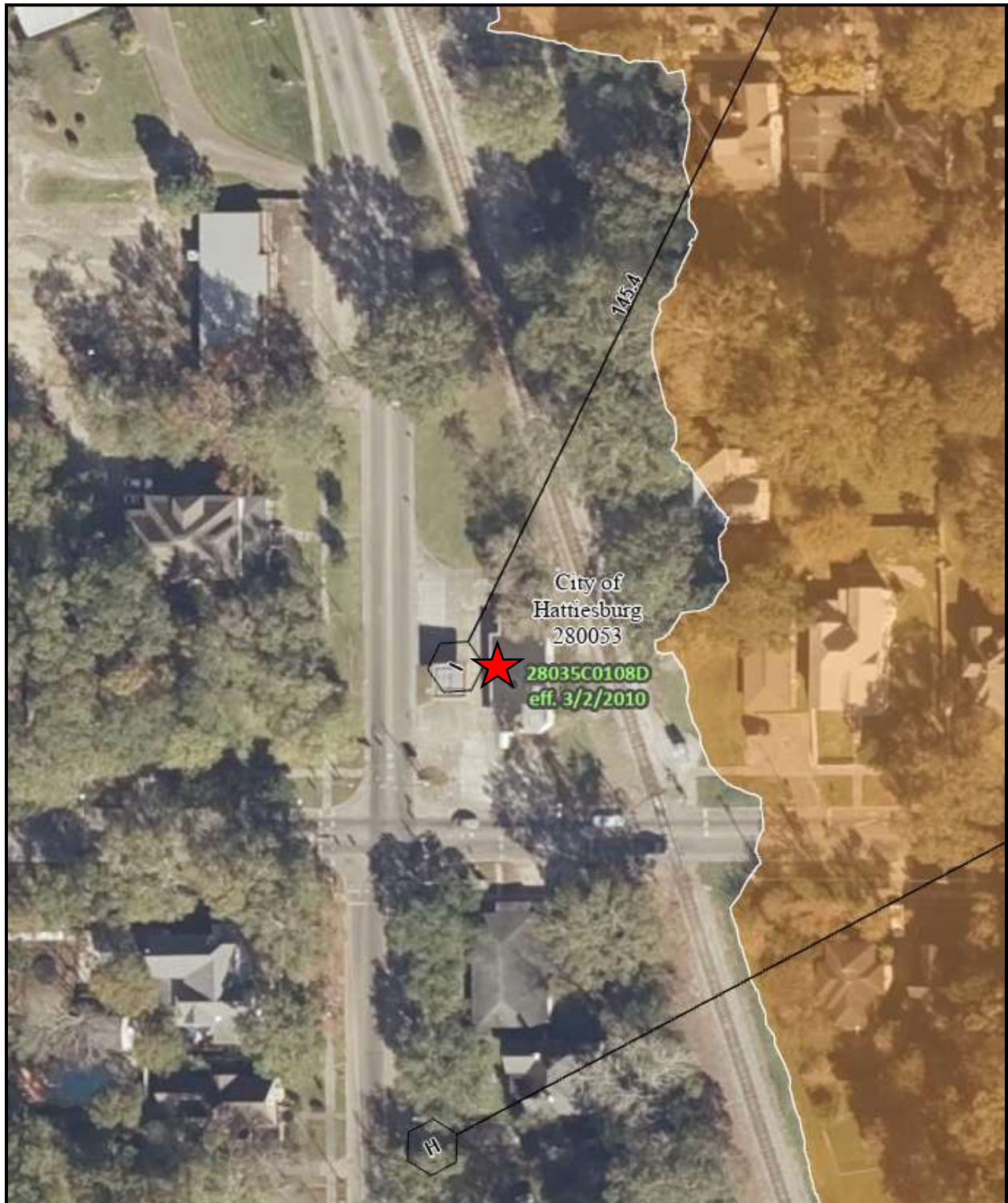


Aerial Map

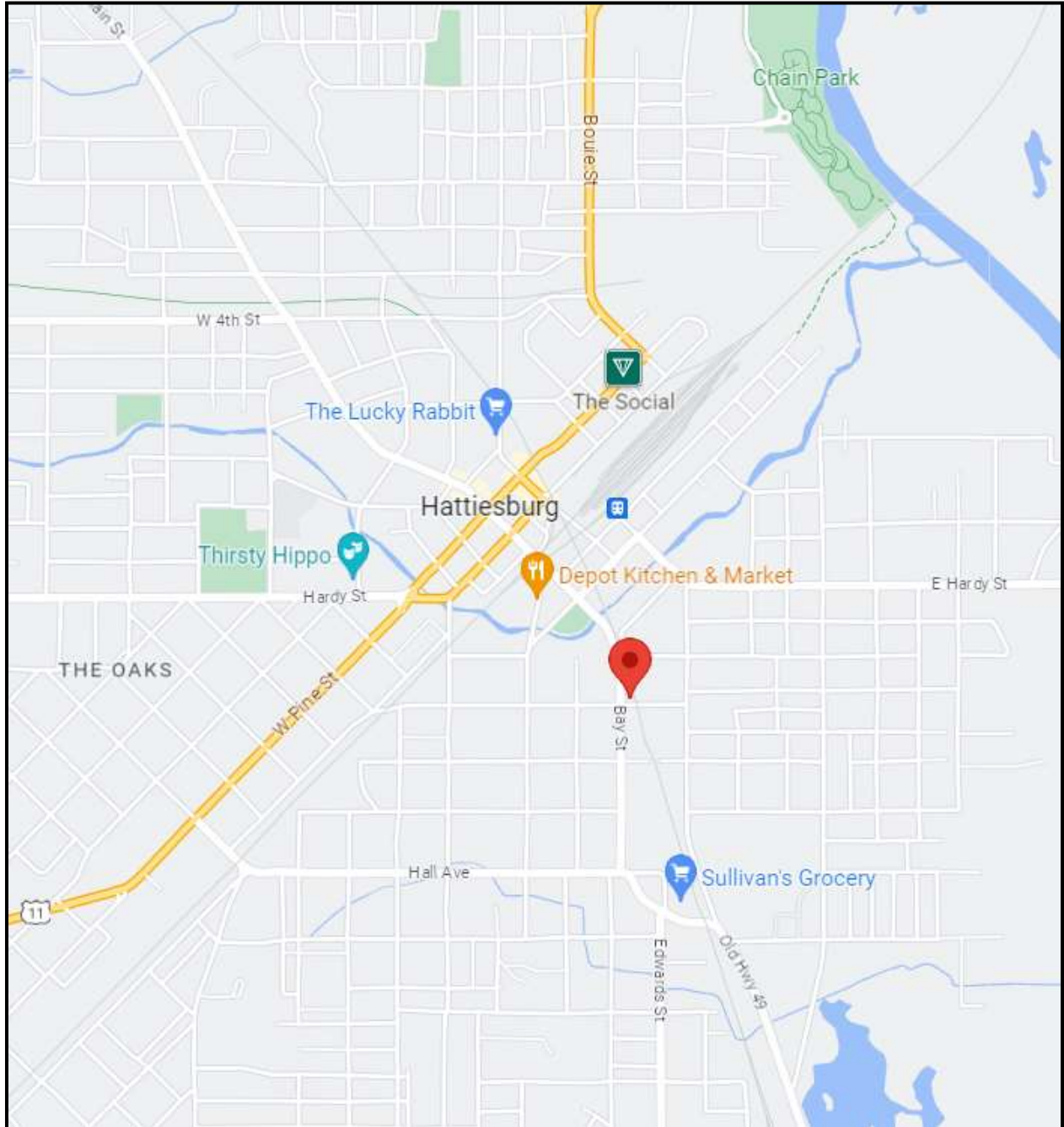
**Zoning Map**

4.5.4 R-1B Single-Family Residential District	
Description and Purpose.	Characteristic Development Type
The purpose of the R-1B District is to permit single-family residential uses with related recreational, religious and educational facilities. This district is consistent with the Neighborhood Conservation 1 and 2 districts in the Comprehensive Plan. This zoning district encourages protected lower density residential neighborhoods with only compatible supporting institutional uses and open space.	
District Uses and Use Standards	See Section 5
District Dimensional Standards	See Section 6
District Development Standards	See Section 7
District Sign Standards	See Section 10

Zoning Ordinance



Flood Map



Location Map



Property Link

FORREST COUNTY, MS

Current Date 6/21/2023

 Tax Year 2022
 Records Last Updated 6/21/2023

PROPERTY DETAIL			
OWNER	ARRINGTON MARVIN L SR		ACRES : **NA**
	504 OLD RICHTON RD		LAND VALUE : 14830
			IMPROVEMENTS : 19580
	PETAL MS 39465		TOTAL VALUE: 34410
			ASSESSED : 5162
PARCEL	2-029P-10-281.00		
ADDRESS	314 BAY STREET		
TAX INFORMATION			
YEAR 2022	TAX DUE	PAID	BALANCE
COUNTY	338.11	0.00	346.56
CITY	274.26	0.00	281.12
SCHOOL	341.10	0.00	349.63
TOTAL	953.47	0.00	977.31 2.50% Penalty
LAST PAYMENT DATE **NA**			
TAXES DELINQUENT PRIOR YEAR			
MISCELLANEOUS INFORMATION			
EXEMPT CODE		LEGAL	ALL 4 W OF I C R R R/W BLK 66
HOMESTEAD CODE	None		BK 620 PG 488 08/09/1989
TAX DISTRICT	1110		PREV #:H0444-11-009
PPIN	018609		B697 P324 9/93
SECTION	10		DB 736 PG 374 8/95
TOWNSHIP	04N		DB 820 PG 177 7/1/99
RANGE	13W		KAMPER & WHINNERY 1ST
Book 1174	Page 719		

PURCHASE COUNTY TAX SALE FILES

TAX SALES HISTORY, FOR UNPAID TAXES		
<u>Year</u>	<u>Sold To</u>	<u>Redeemed Date/By</u>
2021	QUICKSILVER TAX FUNDING LLC	NOT REDEEMED
2020	WOODMARK INVESTMENTS LLC	NOT REDEEMED
2019	WILDERNESS INVESTMENTS, LLC	6/7/2022 ARRINGTON COREY
2018	PINE VALLEY ONE REAL ESTATE,LLC	6/14/2021 ARRINGTON COREY
2017	ARTEMIS TAYLOR LLC	8/26/2020 ARRINGTON MARVIN L SR
2016	LEE MITCHELL OR KAY	8/26/2019 ARRINGTON COREY
2015	LEE MITCHELL OR KAY	8/27/2018 ARRINGTON MARVIN L SR
2014	ADAIR ASSET MANAGEMENT/BMO HARRI	8/23/2017 US ASSETS / US BANK

Property Tax Record



Property Appraisal Link

FORREST COUNTY, MS

Current Date 6/21/2023

Tax Year 2022

APPRAISAL INQUIRY	
PARCEL 2-029P-10-281.00	ALT PARCEL NUMBER 238 -0444-066-009.00
PPIN 018609	SKETCH 1 VIEW 01
OWNER NAME	ARRINGTON MARVIN L SR
OWNER ADDRESS	504 OLD RICHTON ROAD PETAL MS39465
PROPERTY ADDRESS	314 BAY STREET
PROPERTY IS VACANT (Y/N)	N
FIELD WORK BY CH DATE:	1/1/1982
CLASSED BY CH DATE:	//
REVIEWED BY ODO DATE:	8/27/2014
REALTOR CODE	

LEGAL DESCRIPTION	
1	ALL 4 W OF I C R R R/W BLK 66
2	BK 620 PG 488 08/09/1989
3	PREV #:H0444-11-009
4	B697 P324 9/93
5	DB 736 PG 374 8/95
6	DB 820 PG 177 7/1/99
Block 066 Section 10 Township 04N Range 13W	
Book 1174 Page 719 Type WD Date 4/27/2014	
Book 0962 Page 705 Type WD Date 5/23/2005	
Book 796 Page 608 Type Date 6/22/1998	

LOT INFORMATION									
LOT CODE 0444		LOT SIZE 12,785 SF		LOT VALUE 14830					
CODE	FRONT FT	DEPTH	PRICE	DEPTH TABLE	DEPTH %	ADJ. %	DESCRIPTION	ADJ PRICE	APPRAISED CLASS
OVER	1.16		12785.00	99	1.00	1.00		12785.00	14830 1

ACRE INFORMATION												
ACRES	TYPE	QUAL	CLASS	PRICE	CODE	UNCULTIVATED	CODE	PRICE	ADJ. %	DESCRIPTION	APPRAISED	MARKET
*** NO ACREAGE INFO ***												

ACREAGE VALUE	OVERALL VALUE	14830
LAND USE CODE CLASS 1 5300 GENERAL MERCHANDISE		
LAND USE CODE CLASS 2 5300 GENERAL MERCHANDISE		

BUILDING DESCRIPTIONS				
NUMBER	CODE	BUILDING DESCRIPTION	VALUE	ELIGIBLE CLASS 1
001	026	STORE	15730	N
002	042	CANOPY	1360	N
003	018	ASPHALT PAVING	440	N
004	017	CONCRETE PAVING	2050	N

TOTAL PARCEL VALUE	34410
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Property Appraiser's Record

SECTION 13 PAGE 32
May 2022

CALCULATOR METHOD

CONVENIENCE STORES (419)						
CLASS	TYPE	EXTERIOR WALLS	INTERIOR FINISH	LIGHTING, PLUMBING AND MECHANICAL	HEAT	Sq. M. COST Cu. Ft. Sq. Ft.
A-B	Average	Brick or concrete, usually part of a building	Typical chain store, acoustic tile, vinyl composition	Adequate lighting outlets, adequate plumbing	Warm and cool air (zones)	1582.29 12.25 147.00
	Excellent	Individual design, highly ornamental exterior	Plaster, acoustic tile, terrazzo, carpet or vinyl, good trim	Special lighting, good fixtures and plumbing	Package A.C.	1905.21 14.74 177.00
C	Good	Brick, best block, stucco, good store front and ornamentation	Typically better chain stores, good acoustic, vinyl tile and carpet	Good lighting and outlets, restrooms, standard fixtures	Package A.C.	1503.82 12.41 149.00
	Average	Brick or block, some mansard, parapet ornamentation	Typical chain store, acoustic tile, vinyl composition, some snack prep, area	Adequate lighting and outlets, small employees restroom	Forced air	1281.67 10.00 120.00
D	Low cost	Minimum block or cheap brick	Painted exterior walls, minimum trim	Minimum code throughout	Space heaters	1038.72 8.04 96.50
	Excellent	Individual design, highly ornamental exterior	Plaster, acoustic tile, terrazzo, carpet or vinyl, good trim	Special lighting, good fixtures and plumbing	Package A.C.	1829.96 14.16 170.00
D	Good	Brick veneer or good siding, good frame and front	Typically better chain stores, good acoustic, vinyl tile and carpet	Good lighting and outlets, restrooms, standard fixtures	Package A.C.	1528.47 11.83 142.00
	Average	Stucco or siding, some mansard, parapet ornamentation	Typical chain store, acoustic tile, vinyl composition, some snack prep, area	Adequate lighting and outlets, small employees restroom	Forced air	1227.06 9.50 114.00
D	Low cost	Stucco or siding, small front	Drywall, few partitions	Minimum code throughout	Space heaters	984.90 7.62 91.50
	Low cost	Pole frame, metal, lined, small low-cost front	Minimum finish and partitions	Minimum code throughout, minimum display wiring	Space heaters	931.08 7.21 86.50
D POLE	Excellent	Best metal panels, trim, good entrance	Drywall or plaster, acoustic tile, good finishes and trim	Special lighting, good fixtures and plumbing	Package A.C.	1840.63 14.24 171.00
S	Good	Insulated sandwich panels, good front and ornamentation	Typically better chain stores, good acoustic, vinyl tile and carpet	Good lighting and outlets, restrooms, standard fixtures	Package A.C.	1517.71 11.75 141.00
	Average	Good panels, small front, mansard, some ornamentation	Typical chain store, acoustic tile, vinyl composition, some snack prep, area	Adequate lighting and outlets, small employees restroom	Forced air	1205.56 9.33 112.00
S	Low cost	Steel siding, partly finished interior	Minimum finish and partitions	Minimum code throughout	Space heaters	952.61 7.37 88.50

MINI-MART CONVENIENCE STORES (531)

C	Excellent	Decorative block, brick, good glass entrance	Good drywall, acoustic tile, good pavers, limited food prep, area	Good lighting, good fixtures and plumbing, tiled restrooms	Package A.C.	2938.54 22.74 273.00
	Good	Brick, best block, stucco, good front and ornamentation	Good acoustic, ceramic tile, security partitioning, some snack prep, area	Good lighting and outlets, public restrooms, standard fixtures	Package A.C.	2487.22 19.33 232.00
C	Average	Brick or block, some mansard, parapet ornamentation	Typical food booth, acoustic tile, vinyl composition, adequate support	Adequate lighting and outlets, small employees restroom	Package A.C.	2131.25 16.49 198.00
	Low cost	Minimum block, small front	Minimum finish and partitions	Minimum code throughout	Package A.C.	1819.10 14.08 168.00
D	Good	Brick veneer or good siding, good frame and front	Good acoustic, ceramic tile, security partitioning, some snack prep, area	Good lighting and outlets, public restrooms, standard fixtures	Package A.C.	2432.64 18.83 228.00
	Average	Stucco or siding, some mansard, parapet ornamentation	Typical food booth, acoustic tile, vinyl composition, adequate support	Adequate lighting and outlets, small employees restroom	Package A.C.	2077.43 16.08 193.00
D	Low cost	Stucco or siding, small front	Minimum finish and partitions	Minimum code throughout	Package A.C.	1776.04 13.74 166.00
	Low cost	Pole frame, metal, lined, low-cost sash and fascia	Minimum finish and partitions, acoustic tile, vinyl composition	Minimum code, display wiring and plumbing	Package A.C.	1743.75 13.49 162.00
D POLE	Excellent	Best metal panels, trim, good glass entrance	Good drywall, acoustic tile, good pavers, limited food prep, area	Good lighting, good fixtures and plumbing, tiled restrooms	Package A.C.	2927.78 22.66 272.00
S	Good	Good enameled prefinished steel, good front, mission trim	Good acoustic, ceramic tile, security partitioning, some snack prep, area	Good lighting and outlets, public restrooms, standard fixtures	Package A.C.	2529.52 19.58 235.00
	Average	Good panels, small front, some trim or mansard	Typical food booth, acoustic tile, vinyl composition, adequate support	Adequate lighting and outlets, small employees restroom	Package A.C.	2185.07 16.91 203.00
S	Low cost	Metal panels, glass, lined interior	Minimum booth finish and partitions	Minimum code throughout	Package A.C.	1894.45 14.66 176.00

NOTES: Complete prefabricated food booths see Section 64. Gasoline pumps, canopies and cashier booths, see Section 64. For further refinement notes, see bottom of following page.

MASS HALL EVALUATION SERVICE
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5/2022



QUALIFICATIONS OF THOMAS JONATHON NULL

Professional Designations & Affiliations

- ☐ State Certified General Real Estate Appraiser in the State of Mississippi, (GA-799)
- ☐ Designated Member of the Appraisal Institute

Related Job Experience

Collins Appraisal Group March 2003- Present

Appraiser - site inspections, report preparation, and analysis of commercial, timberland, and right-of-way projects.

OSCA Inc./ BJ Services May 1998-March 2003

Stimulation engineer- Oil service company. Multitasking, tri-lingual, international and domestic experience.

Academic Background

High School Diploma Meridian High School- Meridian, MS - 1993

BS in Geology Mississippi State University – 1998

Professional Education

Course (110)	Appraisal Principles Course	Appraisal Institute	2003
Course (120)	Appraisal Procedures Course	Appraisal Institute	2003
Course (310)	Basic Income Capitalization	Appraisal Institute	2003
Course (510)	Advanced Income Capitalization	Appraisal Institute	2003
	Uniform Standards of Professional Appraisal Practice	Lincoln Graduate	2003
Course (200)	International Right of Way Assoc	IRWA	2003
	Conservation Easement Seminar	Tara Wildlife Center	2003
Course (410)	The Appraisal of Partial Acquisitions	IRWA	2004
Course (801)	Land Titles	IRWA	May 2005
Course (901)	Engineering Plan and Development	IRWA	May 2005
	Yellow Book Seminar	Appraisal Institute	2006
	Conservation Easement Seminar	Tara Wildlife Center	2006
Course (520)	General Market Analysis and Highest and Best Use	Appraisal Institute	2006
	Wetland Symposium		2007
Course (550)	Advanced Applications	Appraisal Institute	Nov. 2007
Course (540)	Report writing and valuation analysis		April 2007
	National USPAP		2008
	Advanced Sales Comparison & Cost Approaches		2008
	Business Practice and Ethics		2008
Course (530)	Advanced Sales and Cost Approach	Appraisal Institute	2008



Appraising Distressed Commercial Real Estate		2009
Introduction to Conservation Easement Valuation		2010
Oil Spills and Property Values		2010
Attacking an Defending an Appraisal In Litigation	Appraisal Institute	2011
7 Hour National USPAP	Appraisal Institute	2011
The Impact of Dodd-Frank on Appraisers and Their bank clients	Appraisal Institute	2012
General Demonstration Report Writing	Appraisal Institute	2012
7 Hour National USPAP	Appraisal Institute	2014
R.E. Finance Statistics Valuation Modeling	Appraisal Institute	2014
105 The Uniform Act – Executive Summary		IRWA
USPAP	Appraisal Institute	2015
Rates and Ratios	Appraisal Institute	2016
Drone Technology and Its Impact on the Appraisal Industry		
Appraisal Institute		2017
Fundamentals of Separating Real Property, Personal Property, and Intangible Business Assets	Appraisal Institute	2017



QUALIFICATIONS OF HEATH PATRICK SULLIVAN

Professional Designations & Affiliations

- ◆ Real Estate Appraiser Intern in the State of Mississippi (AI-712)

Related Job Experience

Collins and Null Appraisals, Inc. Hattiesburg, MS

August 2016- Present

Appraiser Intern / Appraisal Assistant

- Report preparation, writing and finalizing
- Assist appraiser on inspection and measuring improvements
- Data research and improvement sketching

Academic Background

Honors Graduate – Oak Grove High School – Hattiesburg, MS 2010

Professional Education

901 – Engineering Plan Development and Application – Jackson, MS	IRWA	2018
902 – Property Descriptions – Jackson, MS	IRWA	2018
Course (110) Appraisal Principles Course – Online	Appraisal Institute	2020
Course (120) Appraisal Procedures Course – Online	Appraisal Institute	2020
Supervisory Appraiser/Trainee Appraiser Course – Online	Appraisal Institute	2020
15-Hour Equivalent 2020 – 2021 USPAP Course – Online	Appraisal Institute	2020
Residential Market Analysis & Highest & Best Use – Online	McKissock	2021
Residential Appraiser Site Valuation & Cost Approach – Online	McKissock	2021
Residential Sales Comparison & Income Approaches – Online	McKissock	2021
Residential Report Writing & Case Studies – Online	McKissock	2021

David B. Miller
Attorney at Law
308 Short Bay St.
Hattiesburg, MS 39401
601-310-4613
davidbrooksmiller@gmail.com

May 7, 2024

VIA EMAIL AT randypope@popelaw.com

Moran M. (Randy) Pope, III, Esq.
Pope & Pope, P.A.
P.O. Box 17527
Hattiesburg, MS 39403

Re: Title Opinion for Forrest County Tax Parcel No. 2-029P-10-281.00 (PPIN 18609)

Dear Randy:

Pursuant to your request that I examine title to certain real property to be acquired in connection with a City project, please be advised that I have made a careful and diligent search of those public records properly indexed in the land records of Forrest County, Mississippi, for a period of more than thirty-one years prior to today's date as the same pertain to and affect said property more particularly described in the attached Exhibit A, incorporated herein by reference.

From said examination, assuming that all instruments affecting title to said property have been properly indexed in the land records of Forrest County, I find the record title to the surface of the subject real property to be vested in Marvin L. Arrington, Sr., pursuant to that certain Warranty Deed from Amy Nguyen Lu to Marvin L. Arrington, Sr., as recorded April 25, 2014, in Deed Book 1174 at Pages 719 ff., in the Office of the Chancery Clerk of Forrest County subject to the following exceptions:

1. That certain Deed of Trust among Marvin L. Arrington, Sr., Grantor/Debtor, Amy Nguyen Lu, Secured Party, and Perry W. Phillips, Trustee, as recorded April 25, 2014, at Mortgage Book 1954 at Pages 653 ff., in the Office of the Chancery Clerk of Forrest County.
2. That certain lien for unpaid year 2021 ad valorem property taxes as sold to Quicksilver Tax Funding LLC on August 29, 2022, via Receipt No. 17843, subject to the statutory right of redemption.
3. That certain lien for unpaid year 2022 ad valorem property taxes as sold to Woodmark Investments LLC on August 28, 2023, via Receipt No. 18036, subject to the statutory right of redemption.

Moran M. (Randy) Pope III, Esq.
May 7, 2024
Page 2

4. That certain lien for unpaid year 2023 ad valorem property taxes currently past due and payable with applicable statutory interest.
5. The terms and conditions of that certain Resolution No. 2023-67 of the Mayor and Members of the City Council of Hattiesburg, Mississippi, for Condemnation of Unsafe and Dilapidated Property as recorded July 18, 2023, in Deed Book 1425 at Pages 552 ff., in the Office of the Chancery Clerk of Forrest County, Mississippi.
6. Any and all valid and outstanding leases, exceptions, reservations, and conveyances of minerals of every kind and character; provided, however, that no opinion is hereby given as to the ownership of the mineral estate in, on, and under said property.
7. Any and all easements and rights-of-way for streets, sidewalks, and utilities, whether of record or of use.
8. The limitations, reservations, and terms of the aforesaid Warranty Deed.
9. Any unrecorded materialman's or mechanic's liens.
10. Any liens for year 2024 ad valorem taxes not yet due and payable.

This opinion does not in any manner constitute a guarantee of title nor a title insurance policy covering the above described property, but merely the opinion of the undersigned attorney with respect to the title to the property as reflected by the records and instruments which are properly noted in the land records of Forrest County, and this opinion expressly does not extend to problems of adverse possession, errors in survey, or any other facts which are not shown of record in the Forrest County land records.

This opinion does not cover any state of facts which would be revealed by an accurate survey or by a physical inspection of the subject real property, including but not limited to encroachments, variations in area or in measurements, boundary line disputes, roadways, or any other matters not of record.

Finally, this opinion does not cover any state of facts affecting the record title to the subject real property subsequent to and after May 7, 2024, at 5:00 p.m., which shall be deemed to be the date and time of this opinion.

Sincerely,

A handwritten signature in black ink, appearing to read "David B. Miller". The signature is fluid and cursive, with the first name "David" and last name "Miller" clearly distinguishable.

David B. Miller

EXHIBIT A

All of Lot 4 West of the Illinois Central Railroad Company right-of-way, being further described as that part of Lot 4 bounded on the East by the said Illinois Central Railroad Company right-of-way, on the South by Southern Avenue in the City of Hattiesburg, and on the West by Bay Street in the City of Hattiesburg, Mississippi, in Block 66 of and according to the Kamper and Whinnery Subdivision No. 2 of the City of Hattiesburg, Forrest County, Mississippi, the same being a subdivision of a part of Section 10, Township 4 North, Range 13 West, Forrest County, Mississippi, as per the map or plat thereof on file and of record in the office of the Chancery Clerk of Forrest County, Mississippi, in Plat Book 12 at Page 6.

AND ALSO:

Certain property situated in the Northwest Quarter of the Southeast Quarter of Section 10, Township 4 North, Range 13 West of the St. Stephen's Meridian at Hattiesburg, Forrest County, Mississippi, said property forming a portion of the right-of-way of the Illinois Central Gulf Railroad Company's Gulfport District is described as follows: Begin at the point where a line that lies parallel with and 50 feet normally distant Southwesterly from the centerline of the main tract intersects the North line of 75 foot wide Southern Avenue, and run Northwesterly along said parallel line, being along Grantor's Western property line, 275 feet to a point; thence Northeasterly at a right angle to the last described course, 25 feet to a line that lies parallel with and 25 feet normally distance Southwesterly from said main tract centerline; thence Southeasterly along the last said parallel line, 280 feet, more or less, to the aforesaid North line of Southern Avenue; thence Westerly along said North line 27 feet, more or less, to return to the point of beginning. Also, all right, title and interest to the North half of Southern Avenue lying along the South line of the premises hereinabove conveyed.



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Adam Moore, Grants Coordinator
cc: Ann Jones, Chief Administrative Officer
Date: Tuesday, May 21, 2024
Re: Ratify grant agreement with the Mississippi Outdoor Stewardship Trust Fund for the Gordon's Creek Linear Trail Project for improvements along Gordon's Creek.
File Number: 2024-170
Minute Book #

Summary

Ratify MOST Grant Agreement - Gordon's Creek Linear Trail

Recommendation Statement

I recommend approving the ratification of the grant agreement with the Mississippi Outdoor Stewardship Trust Fund for the Gordon's Creek Linear Trail Project for improvements along Gordon's Creek.

Please place this on the May 21, 2024 City Council meeting for consideration.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter the "MOU") is entered into between the Mississippi Outdoor Stewardship Board of Trustees (hereinafter the "Board") and the City of Hattiesburg, MS (hereinafter "Entity") (collectively, the "parties") for the purpose of establishing the agreed upon conditions under which the Board may disburse funds to assist the Entity in paying costs associated with the local (project) Gordon's Creek Linear Trail (hereinafter the "Project") specified in Miss. Code Ann. Section 49-39-7 (hereinafter the "Act"). The Project is described in the application provided to the Board October 2023 and is incorporated herein by reference. This MOU is entered into in accordance with Miss. Code Ann. Section 27-104-351, also known as the Line-Item Appropriation Transparency Act, and pursuant to, and subject to the terms of the Act, which authorizes an amount not to exceed (\$2,246,419.00) (hereinafter the "Project Funds"), for the Project. **(IT IS YOUR RESPONSIBILITY TO SPEND THE FUNDS RECEIVED FROM THE STATE IN ACCORDANCE WITH THE ACT AS WELL AS ALL STATE AND FEDERAL LAWS AND REGULATIONS.)**

RECITALS

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

WHEREAS, the Entity is a state agency, or governmental entity with a principal place of business at 200 Forrest St., Hattiesburg, MS 39401.

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 9. The Entity agrees that labor donations shall be valued at an hourly rate of pay to be calculated using the Mississippi Median Hourly Wage standards for the most

comparable occupation identified on the U.S. Bureau of Labor Statistics site, found at https://www.bls.gov/oes/current/oes_ms.htm, excluding taxes, benefits, and overtime.

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

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

Section 12. The Entity agrees that the Entity may request project term extensions if the project is expected to exceed the 24-month deadline. Extensions must be requested within a reasonable time before the expiration of the original 24-month deadline. At a minimum, extension requests must inform the Board of the current status of the project, current expenditures, anticipated completion date, and reason for the delay. The Board, at its discretion, may request any additional information necessary to make its determination. Extensions are limited to ninety (90) day increments and subject to approval by the Board. If approved, the Entity shall sign a Project Agreement Amendment. If disapproved, and this agreement cannot be fulfilled, the Board may deobligate in part or in whole the funds appropriated in this agreement.

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

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

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

Section 16. The Entity agrees to execute any procurements utilizing the funding in a commercially reasonable manner. Failure to adhere may cause the Board to withhold all sums for the Project and/or seek recovery of the same. Further, the Entity agrees to

maintain on file the documentation listed in "Exhibit A" attached hereto and incorporated herein.

Section 17. The Entity agrees to provide the Board quarterly notarized reports as set forth hereinabove, in a format prescribed by the Board. The quarterly reports shall be provided within thirty (30) days of each calendar quarter end. The Entity shall also provide the Board with a final report summarizing the expenditures and use of the Project Funds no more than thirty (30) days after final expenditure of the Project Funds.

Section 18. The Entity agrees to conduct an independent annual audit and provide the Board with each annual audit report during the term of this Agreement. The Entity agrees to obtain an audit in accordance with auditing standards applicable to financial audits contained in the Government Auditing Standards, issued by the Comptroller General of the United States.

Section 19. The Entity agrees to maintain copies of all invoices, bank statements, and similar documentation for each expenditure of all funds received from the Mississippi Outdoor Stewardship Trust Fund sufficient to satisfy and confirm, to Board satisfaction, that such funds have been expended solely for the costs of the project as authorized and provided by the Act.

Section 20. The Entity agrees that if any proceeds from the Project Fund are remaining at the completion of the Project, the Entity will immediately notify and consult with the Board regarding the disposition of the funds and said funds shall be directed in accordance with the Act.

Section 21. The Entity agrees that Project Funds shall be expended in accordance with all State and Federal laws and regulations, and that failure to do so may cause the Board to withhold funds for the Project or seek recovery of same.

Section 22. Any notice from one party to the other under this Agreement shall be in writing and may be either personally delivered, emailed, or sent by registered or certified mail in the United States Postal Service, Return Receipt Requested, postage prepaid, addressed to each party at the addresses which follow, or to such other addresses provided for in this Agreement, or as the Parties may hereinafter designate in writing. Any such notice shall be deemed to have been given as of the date transmitted.

(Entity)
City of Hattiesburg
Attn: Jonathan Adam Moore, Grants Coordinator
P. O. Box 1896
Hattiesburg, MS 39403
Phone: (601) 545-4544
jmoore@hattiesburgms.com

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

Section 23. This MOU may be amended or modified only by written agreement signed by both parties.

Section 24. The Board has authority to hear, oversee, and resolve any disputes that may arise in carrying out the duties of the parties under this MOU. The Parties agree to undertake a good faith attempt to resolve any such disputes before seeking Board resolution.

Section 25. If any term or provision of this MOU is prohibited by the laws of the State of Mississippi or declared void by a court of competent jurisdiction, the remainder of this MOU shall not be affected thereby and each term and provision of this MOU shall be valid and enforceable.

Section 26. Each party shall be responsible for all claims, demands, liabilities, suits, damages, costs, and expenses of every kind, including court costs and attorney's fees, arising out of this MOU and caused by the party's own principals, agents, employees, contractors, or subcontractors while performing under this MOU. Further, the parties do not assume liability for any actions or omissions of each other's agents, representatives, employees, contractors, subcontractors, or providers.

Section 27. The Entity's tort liability, as political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Board's liability, as a political subdivision of the State of Mississippi, is determined and controlled in accordance with Mississippi Code Annotated § 11-46-1 *et seq.*, including all defenses and exceptions contained therein. Nothing in this Agreement shall have the effect of changing or altering the liability or of eliminating any defense available to the Entity, Board, or the State under statute.

Section 28. It is understood and agreed that this document constitutes the entire understanding of the parties with respect to the subject matter contained herein and supersedes and replaces all prior negotiations, understandings, and agreements, written or oral, between the parties relating to the subject matter.

Section 29. This MOU, including any exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983," and its exceptions. See Miss. Code Ann. § 25-61-1, *et seq.* and Miss. Code Ann. § 79-23-1. In addition, this MOU may

be subject to the provisions of the Mississippi Accountability and Transparency Act of 2008. Mississippi Code Annotated §§ 27-104-151 *et seq.*

Section 30. Neither Party shall have the right to assign this MOU to a third party without the prior written consent of the other Party. Any permitted assignee shall assume all obligations of its assignor under this MOU. No assignment shall relieve any party of responsibility for the performance of any obligations that have accrued prior to such assignment.

Section 31. The failure of either Party to insist upon the strict observation or performance of any provision of this MOU or to exercise any right or remedy shall not impair or waive any such right or remedy in the future. Every right and remedy given by this MOU to the Parties may be exercised from time to time as often as appropriate.

Section 32. The Board and the Entity each represent and warrant to the other that the person signing below has all requisite legal power and authority to execute this MOU on behalf of each party and each party shall thereby be bound.

Section 33. This MOU is effective on the date of the final signature to the MOU ("Effective Date of this MOU"). Facsimiles and electronic transmissions of signatures shall constitute acceptable, binding signatures for purpose of this MOU.

Section 34. Entity agrees and understands that it shall not proceed with any action requiring reimbursement, excepting items exempt in the MOSTF Program Manual, until Entity has been issued a Notice to Proceed Letter.

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

MISSISSIPPI OUTDOOR STEWARDSHIP BOARD OF TRUSTEES

By: Van Ray
Van Ray, Chairman

Date: 4-10-24

(ENTITY NAME)

By: MAHAR
Name, Title

Date: 4-8-24

EXHIBIT A

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

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



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc:
Date: Tuesday, May 21, 2024
Re: Acknowledge the monthly budget report for the month ending April 30, 2024.
File Number: 2024-189
Minute Book #

Summary

Monthly budget report for the month of April.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 General Fund							
001003 CITY COUNCIL							
40 PERSONAL SERVICES							
001003 400000 REGULAR WAGES	270,000	270,000	155,506.22	20,769.27	.00	114,493.78	57.6%
001003 460000 STATE RETIREMENT	49,500	49,500	27,057.87	3,613.82	.00	22,442.13	54.7%
001003 470000 F.I.C.A. TAXES	21,200	21,200	11,251.20	1,496.70	.00	9,948.80	53.1%
001003 480000 HOSPITALIZATION INS.	58,800	58,800	29,294.64	3,614.80	.00	29,505.36	49.8%
001003 491000 WORKMAN'S COMPENSATI	490	490	.00	.00	.00	490.00	.0%
TOTAL PERSONAL SERVICES	399,990	399,990	223,109.93	29,494.59	.00	176,880.07	55.8%
50 SUPPLIES & EXPENSES							
001003 501000 OTHER EXPENDABLE OFF	1,300	1,300	475.33	.00	579.49	245.18	81.1%
001003 507000 BOOKS	400	400	.00	.00	.00	400.00	.0%
001003 508000 COMPUTER SUPPLIES	600	600	.00	.00	.00	600.00	.0%
001003 511500 FOOD	100	100	8.00	.00	.00	92.00	8.0%
001003 535500 WEARING APPAREL	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL SUPPLIES & EXPENSES	3,400	3,400	483.33	.00	579.49	2,337.18	31.3%
60 PROFESSIONAL SERVICE							
001003 601000 AUDITING AND ACCOUNT	200,000	200,000	122,750.00	45,850.00	.00	77,250.00	61.4%
001003 604900 OTHER PROFESSIONAL S	4,000	4,000	925.00	925.00	.00	3,075.00	23.1%
001003 606000 TELEPHONE AND TELEGR	4,000	4,000	808.73	122.69	.00	3,191.27	20.2%
001003 611001 TRAVEL EXP-WARD 1	3,000	3,000	674.26	.00	1,700.00	625.74	79.1%
001003 611002 TRAVEL EXP-WARD 2	3,000	3,500	2,226.92	207.00	835.17	437.91	87.5%
001003 611003 TRAVEL EXP-WARD 3	3,000	3,000	.00	.00	.00	3,000.00	.0%
001003 611004 TRAVEL EXP-WARD 4	3,000	3,000	.00	.00	.00	3,000.00	.0%
001003 611005 TRAVEL EXP-WARD 5	3,000	3,000	493.25	.00	.00	2,506.75	16.4%
001003 6110CL TRAVEL EXP-CLERK	4,500	3,300	.00	.00	.00	3,300.00	.0%
001003 6110DC TRAVEL EXP-DEPCLERK	4,500	4,500	.00	.00	.00	4,500.00	.0%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001003 641000 OFFICE EQUIPMENT REN	1,800	1,800	123.50	.00	.00	1,676.50	6.9%
001003 650000 EXHIBITIONS & PROMOT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001003 684000 DUES AND MEMBERSHIPS	700	700	.00	.00	.00	700.00	.0%
001003 684501 REG FEE/TUITION-WARD	1,000	1,000	150.00	.00	.00	850.00	15.0%
001003 684502 REG FEE/TUITION-WARD	1,000	1,700	1,065.00	.00	595.00	40.00	97.6%
001003 684503 REG FEE/TUITION-WARD	1,000	1,000	.00	.00	.00	1,000.00	.0%
001003 684504 REG FEE/TUITION-WARD	1,000	1,000	.00	.00	.00	1,000.00	.0%
001003 684505 REG FEE/TUITION-WARD	1,000	1,000	150.00	.00	.00	850.00	15.0%
001003 6845CL REG FEE/TUITION-CLER	2,000	2,000	180.00	.00	240.00	1,580.00	21.0%
001003 6845DC REG FEE/TUITION-DEPC	2,000	2,000	180.00	.00	240.00	1,580.00	21.0%
TOTAL PROFESSIONAL SERVICE	244,500	244,500	129,726.66	47,104.69	3,610.17	111,163.17	54.5%
70 CAPITAL OUTLAY							
001003 732700 DATA PROCESSING EQUI	6,000	6,000	.00	.00	.00	6,000.00	.0%
TOTAL CAPITAL OUTLAY	6,000	6,000	.00	.00	.00	6,000.00	.0%
TOTAL CITY COUNCIL	653,890	653,890	353,319.92	76,599.28	4,189.66	296,380.42	54.7%
001015 CITY COURT							
40 PERSONAL SERVICES							
001015 400000 REGULAR WAGES	892,850	892,850	481,565.53	62,899.17	.00	411,284.47	53.9%
001015 430000 OVERTIME	18,000	18,000	12,059.86	2,025.54	.00	5,940.14	67.0%
001015 460000 STATE RETIREMENT	163,100	163,100	85,083.49	11,204.53	.00	78,016.51	52.2%
001015 470000 F.I.C.A. TAXES	69,700	69,700	36,542.22	4,793.01	.00	33,157.78	52.4%
001015 480000 HOSPITALIZATION INS.	168,000	168,000	89,759.39	10,844.40	.00	78,240.61	53.4%
001015 490000 UNEMPLOYMENT BENEFIT	5,000	5,000	.00	.00	.00	5,000.00	.0%
001015 491000 WORKMAN'S COMPENSATI	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL PERSONAL SERVICES	1,319,650	1,319,650	705,010.49	91,766.65	.00	614,639.51	53.4%
50 SUPPLIES & EXPENSES							
001015 500300 PAPER	1,500	1,500	748.35	.00	.00	751.65	49.9%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001015 500500 PRINTED FORMS	6,000	6,000	917.00	.00	.00	5,083.00	15.3%
001015 501000 OTHER EXPENDABLE OFF	6,000	6,000	3,529.79	530.14	69.91	2,400.30	60.0%
001015 502000 MINOR OFFICE EQUIP/F	3,000	3,000	715.21	.00	.00	2,284.79	23.8%
001015 508000 COMPUTER SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001015 510000 CLEANING/JANITORIAL	5,000	5,000	1,683.98	164.18	514.04	2,801.98	44.0%
001015 535500 WEARING APPAREL	605	605	.00	.00	.00	605.00	.0%
001015 546000 MINOR EQUIPMENT	500	500	.00	.00	.00	500.00	.0%
001015 559100 OTHER OPER.MATLS-FUL	3,075	3,075	251.22	251.22	1,995.60	828.18	73.1%
001015 5594MC OTHER OPER - VICTIM	42,094	42,094	645.05	.00	2,135.18	39,313.77	6.6%
001015 560000 BUILDING MATERIALS &	1,500	1,500	.00	.00	.00	1,500.00	.0%
TOTAL SUPPLIES & EXPENSES	70,274	70,274	8,490.60	945.54	4,714.73	57,068.67	18.8%
60 PROFESSIONAL SERVICE							
001015 604800 OTHER PROF.-VICTIM'S	319,518	319,518	123,898.87	71,046.94	.00	195,619.13	38.8%
001015 604900 OTHER PROFESSIONAL S	80,000	92,500	70,005.50	17,855.50	8,925.00	13,569.50	85.3%
001015 604901 OTHER PROF-TECHNOLOG	95,000	82,500	82,351.46	.00	.00	148.54	99.8%
001015 604902 PROF SERV-JUDGE PRO	20,000	20,000	.00	.00	.00	20,000.00	.0%
001015 606000 TELEPHONE AND TELEGR	6,000	6,000	3,279.10	511.51	.00	2,720.90	54.7%
001015 611000 TRAVEL EXPENSE	7,000	7,000	1,612.40	.00	656.88	4,730.72	32.4%
001015 6112MC TRVL EXP - VICTIM'S	9,271	9,271	8,934.90	97.10	.00	336.10	96.4%
001015 611800 TRVL-HHS SAMHSA GRAN	7,217	7,217	5,733.66	.00	1,291.14	192.20	97.3%
001015 620000 PRINTING	2,500	2,500	.00	.00	.00	2,500.00	.0%
001015 630000 GAS	6,000	6,000	383.52	20.00	.00	5,616.48	6.4%
001015 630500 ELECTRICITY	5,000	5,000	2,884.47	126.32	.00	2,115.53	57.7%
001015 635000 BUILDING R&M	3,000	3,000	1,820.00	.00	.00	1,180.00	60.7%
001015 684000 DUES AND MEMBERSHIPS	1,000	1,000	120.00	.00	.00	880.00	12.0%
001015 684500 REGISTRATION FEE/TUI	500	500	.00	.00	.00	500.00	.0%
001015 699900 SERVICES NOT SPECIFI	2,500	2,500	1,500.00	.00	.00	1,000.00	60.0%
TOTAL PROFESSIONAL SERVICE	564,506	564,506	302,523.88	89,657.37	10,873.02	251,109.10	55.5%
TOTAL CITY COURT	1,954,430	1,954,430	1,016,024.97	182,369.56	15,587.75	922,817.28	52.8%
001020 MAYOR/ADMIN.							
40 PERSONAL SERVICES							
001020 400000 REGULAR WAGES	688,500	698,500	384,850.74	54,737.61	.00	313,649.26	55.1%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001020 430000 OVERTIME	0	0	120.00	.00	.00	-120.00	100.0%
001020 460000 STATE RETIREMENT	123,500	125,350	63,689.91	8,740.13	.00	61,660.09	50.8%
001020 470000 F.I.C.A. TAXES	52,700	53,550	28,639.28	4,081.90	.00	24,910.72	53.5%
001020 480000 HOSPITALIZATION INS.	75,600	75,600	42,920.20	5,419.00	.00	32,679.80	56.8%
001020 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001020 491000 WORKMAN'S COMPENSATI	5,500	5,500	.00	.00	.00	5,500.00	.0%
TOTAL PERSONAL SERVICES	946,800	959,500	520,220.13	72,978.64	.00	439,279.87	54.2%

50 SUPPLIES & EXPENSES

001020 500300 PAPER	500	500	75.00	.00	.00	425.00	15.0%
001020 501000 OTHER EXPENDABLE OFF	4,000	4,000	825.90	7.54	.00	3,174.10	20.6%
001020 502000 MINOR OFFICE EQUIP/F	1,000	900	.00	.00	.00	900.00	.0%
001020 505000 SUBSCRIPTIONS,MAGS,M	750	750	68.44	17.11	.00	681.56	9.1%
001020 507000 BOOKS	700	700	.00	.00	.00	700.00	.0%
001020 508000 COMPUTER SUPPLIES	1,500	1,500	.00	.00	.00	1,500.00	.0%
001020 511500 FOOD	1,900	1,900	857.14	437.14	.00	1,042.86	45.1%
001020 525000 GAS AND OIL	3,000	3,000	2,818.08	543.43	.00	181.92	93.9%
001020 535500 WEARING APPAREL	400	400	.00	.00	.00	400.00	.0%
001020 5460PR MINOR EQUIPMENT PUB	7,000	7,000	506.86	.00	.00	6,493.14	7.2%
001020 559000 OTHER OPERATING MATL	0	100	89.00	.00	.00	11.00	89.0%
001020 570000 MTR VEHICLE REP. PTS	2,000	2,000	1,277.52	47.20	60.45	662.03	66.9%
001020 599500 DISASTER REPAIR SUPP	300	300	.00	.00	.00	300.00	.0%
TOTAL SUPPLIES & EXPENSES	23,050	23,050	6,517.94	1,052.42	60.45	16,471.61	28.5%

60 PROFESSIONAL SERVICE

001020 604900 OTHER PROFESSIONAL S	17,200	8,200	1,762.50	30.44	.00	6,437.50	21.5%
001020 606000 TELEPHONE AND TELEGR	5,000	5,000	2,170.47	325.54	.00	2,829.53	43.4%
001020 611000 TRAVEL EXPENSE	30,000	30,000	9,036.56	119.13	282.51	20,680.93	31.1%
001020 612000 FREIGHT	150	150	33.35	.00	.00	116.65	22.2%
001020 613000 MESSENGER/EXPRESS SE	300	300	.00	.00	.00	300.00	.0%
001020 615000 ADVERTISING	73,300	73,300	19,518.63	7,500.00	.00	53,781.37	26.6%
001020 6150PR ADVERTISING-PUBLIC R	3,000	3,000	60.00	60.00	.00	2,940.00	2.0%
001020 615200 ADVERTISING-SPEC. EV	4,000	4,000	.00	.00	.00	4,000.00	.0%
001020 615300 ADVERTISING-MAYOR'S	10,000	5,600	1,841.15	103.25	.00	3,758.85	32.9%
001020 615600 ADVERTISING-USM-ISP	35,000	39,400	39,397.00	.00	.00	3.00	100.0%
001020 615700 ADVERTISING-WILLIAM	7,000	7,000	.00	.00	.00	7,000.00	.0%

EXPENDITURE REPORT

FOR 2024 07

			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001020 615800	ADVERTISING-MS ASSC		31,000	31,000	25,000.00	.00	.00	6,000.00	80.6%
001020 620000	PRINTING		1,500	1,500	.00	.00	.00	1,500.00	.0%
001020 635100	DISASTER REPAIRS		1,500	1,500	.00	.00	.00	1,500.00	.0%
001020 638200	MINOR EQUIPMENT R&M		1,500	1,500	.00	.00	.00	1,500.00	.0%
001020 638400	MOTOR VEHICLE EQ. R&		2,250	2,250	130.00	.00	1,845.00	275.00	87.8%
001020 641000	OFFICE EQUIPMENT REN		5,000	5,000	799.34	66.72	.00	4,200.66	16.0%
001020 684000	DUES AND MEMBERSHIPS		15,000	24,000	23,881.00	.00	.00	119.00	99.5%
001020 684500	REGISTRATION FEE/TUI		4,900	4,900	1,345.11	240.00	.00	3,554.89	27.5%
001020 699900	SERVICES NOT SPECIFI		800	800	.00	.00	.00	800.00	.0%
TOTAL PROFESSIONAL SERVICE			248,400	248,400	124,975.11	8,445.08	2,127.51	121,297.38	51.2%
70 CAPITAL OUTLAY									
001020 732000	HOUSEHOLD FURN/EQUIP		2,000	2,000	.00	.00	.00	2,000.00	.0%
001020 739900	OTHER EQUIPMENT		2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL CAPITAL OUTLAY			4,500	4,500	.00	.00	.00	4,500.00	.0%
TOTAL MAYOR/ADMIN.			1,222,750	1,235,450	651,713.18	82,476.14	2,187.96	581,548.86	52.9%
001040 MUNICIPAL CLERK									
40 PERSONAL SERVICES									
001040 400000	REGULAR WAGES		137,500	137,500	75,151.75	7,528.68	.00	62,348.25	54.7%
001040 430000	OVERTIME		1,000	1,000	7.13	.00	.00	992.87	.7%
001040 460000	STATE RETIREMENT		25,000	25,000	13,077.59	1,309.98	.00	11,922.41	52.3%
001040 470000	F.I.C.A. TAXES		10,600	10,600	5,619.75	565.27	.00	4,980.25	53.0%
001040 480000	HOSPITALIZATION INS.		33,600	33,600	17,899.09	1,804.20	.00	15,700.91	53.3%
001040 490000	UNEMPLOYMENT BENEFIT		1,060	1,060	.00	.00	.00	1,060.00	.0%
001040 491000	WORKMAN'S COMPENSATI		390	390	.00	.00	.00	390.00	.0%
TOTAL PERSONAL SERVICES			209,150	209,150	111,755.31	11,208.13	.00	97,394.69	53.4%
50 SUPPLIES & EXPENSES									
001040 501000	OTHER EXPENDABLE OFF		2,000	2,000	723.31	.00	.00	1,276.69	36.2%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001040 502000 MINOR OFFICE EQUIP/F	2,000	2,000	.00	.00	.00	2,000.00	.0%
001040 508000 COMPUTER SUPPLIES	150	150	.00	.00	.00	150.00	.0%
TOTAL SUPPLIES & EXPENSES	4,150	4,150	723.31	.00	.00	3,426.69	17.4%
60 PROFESSIONAL SERVICE							
001040 602000 CONSULTANT SERV/SURV	15,000	15,000	.00	.00	.00	15,000.00	.0%
001040 606000 TELEPHONE AND TELEGR	0	0	64.73	41.23	.00	-64.73	100.0%
001040 611000 TRAVEL EXPENSE	0	300	202.55	.00	.00	97.45	67.5%
001040 615000 ADVERTISING	22,000	22,000	16,822.18	1,844.20	.00	5,177.82	76.5%
001040 616000 ORDINANCE EXPENSE	3,000	3,000	.00	.00	.00	3,000.00	.0%
001040 620000 PRINTING	1,200	1,200	.00	.00	.00	1,200.00	.0%
001040 636500 OFFICE EQUIPMENT R&M	2,300	2,000	.00	.00	.00	2,000.00	.0%
001040 641000 OFFICE EQUIPMENT REN	4,500	4,500	.00	.00	.00	4,500.00	.0%
001040 684000 DUES AND MEMBERSHIPS	300	300	.00	.00	.00	300.00	.0%
001040 684500 REGISTRATION FEE/TUI	1,500	1,500	725.00	.00	248.00	527.00	64.9%
TOTAL PROFESSIONAL SERVICE	49,800	49,800	17,814.46	1,885.43	248.00	31,737.54	36.3%
TOTAL MUNICIPAL CLERK	263,100	263,100	130,293.08	13,093.56	248.00	132,558.92	49.6%
001042 ACCOUNTING DIV.							
40 PERSONAL SERVICES							
001042 400000 REGULAR WAGES	255,000	327,700	109,869.66	17,229.59	.00	217,830.34	33.5%
001042 460000 STATE RETIREMENT	45,700	58,800	19,117.24	2,997.93	.00	39,682.76	32.5%
001042 470000 F.I.C.A. TAXES	19,600	25,300	8,342.36	1,310.87	.00	16,957.64	33.0%
001042 480000 HOSPITALIZATION INS.	42,000	42,000	18,162.09	1,810.60	.00	23,837.91	43.2%
001042 490000 UNEMPLOYMENT BENEFIT	3,200	3,200	.00	.00	.00	3,200.00	.0%
001042 491000 WORKMAN'S COMPENSATI	700	700	.00	.00	.00	700.00	.0%
TOTAL PERSONAL SERVICES	366,200	457,700	155,491.35	23,348.99	.00	302,208.65	34.0%
50 SUPPLIES & EXPENSES							
001042 500300 PAPER	800	0	.00	.00	.00	.00	.0%

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FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001042 500500 PRINTED FORMS	1,000	1,000	545.00	.00	.00	455.00	54.5%
001042 501000 OTHER EXPENDABLE OFF	2,500	900	589.40	.00	.00	310.60	65.5%
001042 502000 MINOR OFFICE EQUIP/F	500	4,600	4,262.70	.00	.00	337.30	92.7%
001042 510000 CLEANING/JANITORIAL	700	0	.00	.00	.00	.00	.0%
001042 580000 MINOR COMPUTER EQUIP	1,000	0	.00	.00	.00	.00	.0%
TOTAL SUPPLIES & EXPENSES	6,500	6,500	5,397.10	.00	.00	1,102.90	83.0%
60 PROFESSIONAL SERVICE							
001042 604900 OTHER PROFESSIONAL S	500	500	429.00	.00	.00	71.00	85.8%
001042 611000 TRAVEL EXPENSE	3,000	3,000	2,347.40	.00	.00	652.60	78.2%
001042 613000 MESSENGER/EXPRESS SE	100	100	.00	.00	.00	100.00	.0%
001042 620000 PRINTING	200	50	.00	.00	.00	50.00	.0%
001042 639900 OTHER REPAIRS AND MA	200	350	283.91	85.96	.00	66.09	81.1%
001042 684500 REGISTRATION FEE/TUI	1,500	1,500	.00	.00	149.00	1,351.00	9.9%
001042 699900 SERVICES NOT SPECIFI	200	200	.00	.00	200.00	.00	100.0%
TOTAL PROFESSIONAL SERVICE	5,700	5,700	3,060.31	85.96	349.00	2,290.69	59.8%
TOTAL ACCOUNTING DIV.	378,400	469,900	163,948.76	23,434.95	349.00	305,602.24	35.0%
001045 PURCHASING DIV.							
40 PERSONAL SERVICES							
001045 400000 REGULAR WAGES	107,100	107,100	61,310.71	8,230.77	.00	45,789.29	57.2%
001045 460000 STATE RETIREMENT	19,200	19,200	10,668.12	1,432.16	.00	8,531.88	55.6%
001045 470000 F.I.C.A. TAXES	8,200	8,200	4,302.90	574.32	.00	3,897.10	52.5%
001045 480000 HOSPITALIZATION INS.	16,800	16,800	8,417.04	1,202.80	.00	8,382.96	50.1%
001045 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001045 491000 WORKMAN'S COMPENSATI	330	330	.00	.00	.00	330.00	.0%
TOTAL PERSONAL SERVICES	152,630	152,630	84,698.77	11,440.05	.00	67,931.23	55.5%
50 SUPPLIES & EXPENSES							
001045 500300 PAPER	1,100	1,100	275.00	.00	.00	825.00	25.0%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001045 501000 OTHER EXPENDABLE OFF	1,650	1,650	88.93	.00	200.00	1,361.07	17.5%
TOTAL SUPPLIES & EXPENSES	2,750	2,750	363.93	.00	200.00	2,186.07	20.5%
60 PROFESSIONAL SERVICE							
001045 611000 TRAVEL EXPENSE	1,679	1,179	.00	.00	.00	1,179.00	.0%
001045 636500 OFFICE EQUIPMENT R&M	1,105	1,605	1,411.61	164.86	.00	193.39	88.0%
001045 684000 DUES AND MEMBERSHIPS	500	500	.00	.00	.00	500.00	.0%
TOTAL PROFESSIONAL SERVICE	3,284	3,284	1,411.61	164.86	.00	1,872.39	43.0%
TOTAL PURCHASING DIV.	158,664	158,664	86,474.31	11,604.91	200.00	71,989.69	54.6%
001060 CITY ATTORNEY							
40 PERSONAL SERVICES							
001060 400000 REGULAR WAGES	70,000	70,000	40,384.65	5,384.62	.00	29,615.35	57.7%
001060 460000 STATE RETIREMENT	12,600	12,600	7,026.90	936.92	.00	5,573.10	55.8%
001060 470000 F.I.C.A. TAXES	5,360	5,360	3,089.43	411.93	.00	2,270.57	57.6%
001060 480000 HOSPITALIZATION INS.	8,400	8,400	43.52	6.40	.00	8,356.48	.5%
001060 491000 WORKMAN'S COMPENSATI	300	300	.00	.00	.00	300.00	.0%
TOTAL PERSONAL SERVICES	96,660	96,660	50,544.50	6,739.87	.00	46,115.50	52.3%
50 SUPPLIES & EXPENSES							
001060 559000 OTHER OPERATING MATL	100	100	.00	.00	.00	100.00	.0%
TOTAL SUPPLIES & EXPENSES	100	100	.00	.00	.00	100.00	.0%
60 PROFESSIONAL SERVICE							
001060 607000 POSTAGE	100	100	.00	.00	.00	100.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001060 611000 TRAVEL EXPENSE	500	500	.00	.00	.00	500.00	.0%
TOTAL PROFESSIONAL SERVICE	600	600	.00	.00	.00	600.00	.0%
TOTAL CITY ATTORNEY	97,360	97,360	50,544.50	6,739.87	.00	46,815.50	51.9%
001080 HUMAN RESOURCES							
40 PERSONAL SERVICES							
001080 400000 REGULAR WAGES	189,800	210,800	113,213.77	17,140.87	.00	97,586.23	53.7%
001080 460000 STATE RETIREMENT	34,000	37,800	18,372.62	2,808.35	.00	19,427.38	48.6%
001080 470000 F.I.C.A. TAXES	14,600	16,250	8,114.12	1,224.67	.00	8,135.88	49.9%
001080 480000 HOSPITALIZATION INS.	25,200	25,200	14,571.18	2,412.00	.00	10,628.82	57.8%
001080 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001080 491000 WORKMAN'S COMPENSATI	600	600	.00	.00	.00	600.00	.0%
TOTAL PERSONAL SERVICES	265,200	291,650	154,271.69	23,585.89	.00	137,378.31	52.9%
50 SUPPLIES & EXPENSES							
001080 500300 PAPER	2,500	2,500	.00	.00	299.34	2,200.66	12.0%
001080 500500 PRINTED FORMS	1,000	1,000	.00	.00	.00	1,000.00	.0%
001080 501000 OTHER EXPENDABLE OFF	1,500	1,500	419.18	.00	803.61	277.21	81.5%
001080 505000 SUBSCRIPTIONS,MAGS,M	300	300	.00	.00	.00	300.00	.0%
001080 508000 COMPUTER SUPPLIES	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL SUPPLIES & EXPENSES	7,800	7,800	419.18	.00	1,102.95	6,277.87	19.5%
60 PROFESSIONAL SERVICE							
001080 607000 POSTAGE	50	50	.00	.00	.00	50.00	.0%
001080 611000 TRAVEL EXPENSE	500	2,850	849.28	.00	.00	2,000.72	29.8%
001080 612000 FREIGHT	100	100	.00	.00	.00	100.00	.0%
001080 636500 OFFICE EQUIPMENT R&M	4,700	7,835	3,704.82	.00	.00	4,130.18	47.3%
001080 684000 DUES AND MEMBERSHIPS	250	265	264.00	264.00	.00	1.00	99.6%
TOTAL PROFESSIONAL SERVICE	5,600	11,100	4,818.10	264.00	.00	6,281.90	43.4%
TOTAL HUMAN RESOURCES	278,600	310,550	159,508.97	23,849.89	1,102.95	149,938.08	51.7%

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FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001081 LOSS CONTROL							
40 PERSONAL SERVICES							
001081 400000 REGULAR WAGES	85,500	64,500	31,806.87	4,014.43	.00	32,693.13	49.3%
001081 460000 STATE RETIREMENT	15,400	11,600	5,534.44	698.51	.00	6,065.56	47.7%
001081 470000 F.I.C.A. TAXES	6,600	4,950	2,429.80	304.89	.00	2,520.20	49.1%
001081 480000 HOSPITALIZATION INS.	16,800	16,800	6,241.41	601.40	.00	10,558.59	37.2%
001081 490000 UNEMPLOYMENT BENEFIT	1,730	1,730	.00	.00	.00	1,730.00	.0%
001081 491000 WORKMAN'S COMPENSATI	880	880	.00	.00	.00	880.00	.0%
TOTAL PERSONAL SERVICES	126,910	100,460	46,012.52	5,619.23	.00	54,447.48	45.8%
50 SUPPLIES & EXPENSES							
001081 500500 PRINTED FORMS	250	250	.00	.00	.00	250.00	.0%
001081 501000 OTHER EXPENDABLE OFF	750	750	.00	.00	.00	750.00	.0%
001081 502000 MINOR OFFICE EQUIP/F	300	300	.00	.00	.00	300.00	.0%
001081 505000 SUBSCRIPTIONS,MAGS,M	350	350	.00	.00	.00	350.00	.0%
001081 512000 MEDICAL SUPPLIES	150	150	.00	.00	.00	150.00	.0%
001081 525000 GAS AND OIL	2,000	2,000	.00	.00	.00	2,000.00	.0%
001081 535500 WEARING APPAREL	300	300	.00	.00	.00	300.00	.0%
001081 546000 MINOR EQUIPMENT	800	800	.00	.00	.00	800.00	.0%
001081 570000 MTR VEHICLE REP. PTS	1,000	1,000	417.65	417.65	.00	582.35	41.8%
001081 575000 COMMUNICATION REPAIR	100	100	.00	.00	.00	100.00	.0%
TOTAL SUPPLIES & EXPENSES	6,000	6,000	417.65	417.65	.00	5,582.35	7.0%
60 PROFESSIONAL SERVICE							
001081 606000 TELEPHONE AND TELEGR	1,300	1,100	.00	.00	.00	1,100.00	.0%
001081 638400 MOTOR VEHICLE EQ. R&	600	600	.00	.00	.00	600.00	.0%
001081 639900 OTHER REPAIRS AND MA	1,800	2,000	1,984.50	.00	.00	15.50	99.2%
TOTAL PROFESSIONAL SERVICE	3,700	3,700	1,984.50	.00	.00	1,715.50	53.6%
TOTAL LOSS CONTROL	136,610	110,160	48,414.67	6,036.88	.00	61,745.33	43.9%
001090 URBAN DEVELOPMT							

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FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
40 PERSONAL SERVICES							
001090 400000 REGULAR WAGES	438,500	442,750	226,091.32	31,614.93	.00	216,658.68	51.1%
001090 430000 OVERTIME	1,000	1,000	.00	.00	.00	1,000.00	.0%
001090 460000 STATE RETIREMENT	78,700	79,470	39,339.75	5,500.97	.00	40,130.25	49.5%
001090 470000 F.I.C.A. TAXES	33,700	34,030	16,577.83	2,318.29	.00	17,452.17	48.7%
001090 480000 HOSPITALIZATION INS.	75,600	75,600	43,066.76	4,209.80	.00	32,533.24	57.0%
001090 490000 UNEMPLOYMENT BENEFIT	2,000	2,000	.00	.00	.00	2,000.00	.0%
001090 491000 WORKMAN'S COMPENSATI	5,440	5,440	.00	.00	.00	5,440.00	.0%
TOTAL PERSONAL SERVICES	634,940	640,290	325,075.66	43,643.99	.00	315,214.34	50.8%
50 SUPPLIES & EXPENSES							
001090 500300 PAPER	945	695	133.47	.00	.00	561.53	19.2%
001090 501000 OTHER EXPENDABLE OFF	2,770	2,770	1,644.19	209.15	40.00	1,085.81	60.8%
001090 501100 N.I.P. SUPPLIES	11,080	11,080	8,170.25	35.00	.00	2,909.75	73.7%
001090 501700 DISABILITY AWARENESS	500	500	.00	.00	.00	500.00	.0%
001090 501800 COMMUNITY DEVELOPMEN	1,000	1,000	350.00	.00	.00	650.00	35.0%
001090 501801 COMMNUITY OUTREACH F	0	1,000	187.50	.00	.00	812.50	18.8%
001090 502000 MINOR OFFICE EQUIP/F	1,335	1,335	213.98	.00	.00	1,121.02	16.0%
001090 505000 SUBSCRIPTIONS,MAGS,M	360	610	161.40	.00	155.88	292.72	52.0%
001090 507000 BOOKS	135	135	.00	.00	.00	135.00	.0%
001090 508000 COMPUTER SUPPLIES	2,000	2,000	1,193.77	.00	.00	806.23	59.7%
001090 511500 FOOD	130	130	9.63	.00	100.00	20.37	84.3%
001090 525000 GAS AND OIL	1,500	1,500	548.43	131.12	.00	951.57	36.6%
001090 535500 WEARING APPAREL	270	270	183.30	.00	.00	86.70	67.9%
001090 546000 MINOR EQUIPMENT	100	32	.00	.00	.00	32.00	.0%
001090 559000 OTHER OPERATING MATL	300	0	.00	.00	.00	.00	.0%
001090 560000 BUILDING MATERIALS &	135	135	74.43	.00	.00	60.57	55.1%
001090 565000 PAINT AND PAINTING S	135	135	.00	.00	.00	135.00	.0%
001090 570000 MTR VEHICLE REP. PTS	2,250	2,618	2,528.98	962.40	.00	89.02	96.6%
TOTAL SUPPLIES & EXPENSES	24,945	25,945	15,399.33	1,337.67	295.88	10,249.79	60.5%
60 PROFESSIONAL SERVICE							
001090 601600 TITLE OPINIONS	500	500	.00	.00	.00	500.00	.0%
001090 602000 CONSULTANT SERV/SURV	4,000	4,000	.00	.00	.00	4,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001090 602300 ABSTRACTING & RECORD	180	130	.00	.00	.00	130.00	.0%
001090 604900 OTHER PROFESSIONAL S	102,600	126,600	28,638.95	23,776.92	5,654.00	92,307.05	27.1%
001090 606000 TELEPHONE AND TELEGR	3,200	3,200	5,963.08	851.57	.00	-2,763.08	186.3%
001090 607000 POSTAGE	600	600	85.33	85.33	.00	514.67	14.2%
001090 611000 TRAVEL EXPENSE	6,000	6,120	5,166.20	.00	953.32	.48	100.0%
001090 613000 MESSENGER/EXPRESS SE	100	100	.00	.00	.00	100.00	.0%
001090 615000 ADVERTISING	350	350	.00	.00	.00	350.00	.0%
001090 620000 PRINTING	2,750	2,630	1,543.04	1,073.04	390.00	696.96	73.5%
001090 638400 MOTOR VEHICLE EQ. R&	2,000	2,000	.00	.00	.00	2,000.00	.0%
001090 639900 OTHER REPAIRS AND MA	200	200	.00	.00	.00	200.00	.0%
001090 641000 OFFICE EQUIPMENT REN	5,100	5,100	2,703.48	.00	.00	2,396.52	53.0%
001090 650000 EXHIBITIONS & PROMOT	0	50	.00	.00	.00	50.00	.0%
001090 684000 DUES AND MEMBERSHIPS	2,400	2,400	1,375.73	.00	.00	1,024.27	57.3%
001090 684500 REGISTRATION FEE/TUI	4,200	4,200	1,950.50	.00	599.00	1,650.50	60.7%
TOTAL PROFESSIONAL SERVICE	134,180	158,180	47,426.31	25,786.86	7,596.32	103,157.37	34.8%
TOTAL URBAN DEVELOPMT	794,065	824,415	387,901.30	70,768.52	7,892.20	428,621.50	48.0%
001091 INFO TECHNOLOGY							
40 PERSONAL SERVICES							
001091 400000 REGULAR WAGES	246,500	246,500	123,734.92	16,294.89	.00	122,765.08	50.2%
001091 430000 OVERTIME	16,000	16,000	7,494.00	984.00	.00	8,506.00	46.8%
001091 460000 STATE RETIREMENT	37,500	37,500	22,666.85	3,006.53	.00	14,833.15	60.4%
001091 470000 F.I.C.A. TAXES	20,100	20,100	9,774.48	1,286.08	.00	10,325.52	48.6%
001091 480000 HOSPITALIZATION INS.	25,200	25,200	13,625.56	1,804.20	.00	11,574.44	54.1%
001091 491000 WORKMAN'S COMPENSATI	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL PERSONAL SERVICES	346,300	346,300	177,295.81	23,375.70	.00	169,004.19	51.2%
50 SUPPLIES & EXPENSES							
001091 500300 PAPER	1,200	1,200	531.62	.00	285.32	383.06	68.1%
001091 501000 OTHER EXPENDABLE OFF	500	500	331.39	.00	50.38	118.23	76.4%
001091 508000 COMPUTER SUPPLIES	35,000	35,000	23,934.03	6,390.51	1,129.93	9,936.04	71.6%
001091 525000 GAS AND OIL	500	500	78.65	44.03	.00	421.35	15.7%
001091 546000 MINOR EQUIPMENT	500	500	.00	.00	37.99	462.01	7.6%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001091 570000 MTR VEHICLE REP. PTS	200	200	.00	.00	.00	200.00	.0%
001091 580000 MINOR COMPUTER EQUIP	1,200	1,200	.00	.00	.00	1,200.00	.0%
TOTAL SUPPLIES & EXPENSES	39,100	39,100	24,875.69	6,434.54	1,503.62	12,720.69	67.5%
60 PROFESSIONAL SERVICE							
001091 603500 DATA PROCESSING	30,000	29,885	12,652.63	.00	.00	17,232.37	42.3%
001091 604900 OTHER PROFESSIONAL S	347,500	345,100	297,200.92	7,064.68	2,000.00	45,899.08	86.7%
001091 606000 TELEPHONE AND TELEGR	2,500	2,500	367.47	52.22	.00	2,132.53	14.7%
001091 606800 NETWORK	205,000	205,000	79,707.04	9,799.25	.00	125,292.96	38.9%
001091 606900 NETWORK WIRELESS	6,000	6,000	.00	.00	.00	6,000.00	.0%
001091 611000 TRAVEL EXPENSE	0	2,515	2,462.40	.00	.00	52.60	97.9%
001091 635500 ELECTRICAL R&M	0	0	3,000.00	.00	.00	-3,000.00	100.0%
001091 636500 OFFICE EQUIPMENT R&M	230,000	230,000	133,160.05	15,349.93	22,790.10	74,049.85	67.8%
TOTAL PROFESSIONAL SERVICE	821,000	821,000	528,550.51	32,266.08	24,790.10	267,659.39	67.4%
70 CAPITAL OUTLAY							
001091 732700 DATA PROCESSING EQUI	40,000	40,000	19,480.00	.00	5,694.00	14,826.00	62.9%
TOTAL CAPITAL OUTLAY	40,000	40,000	19,480.00	.00	5,694.00	14,826.00	62.9%
TOTAL INFO TECHNOLOGY	1,246,400	1,246,400	750,202.01	62,076.32	31,987.72	464,210.27	62.8%
001092 GEN.GOV'T.BLDG							
50 SUPPLIES & EXPENSES							
001092 510000 CLEANING/JANITORIAL	2,500	2,500	756.00	231.00	.00	1,744.00	30.2%
001092 513000 CHEMICALS	10,000	10,000	5,000.00	625.00	.00	5,000.00	50.0%
001092 544000 HORT./LANDSCAPING SP	2,500	2,500	.00	.00	.00	2,500.00	.0%
001092 546000 MINOR EQUIPMENT	2,500	2,500	1,032.20	.00	.00	1,467.80	41.3%
001092 560000 BUILDING MATERIALS &	2,000	2,000	514.23	198.90	.00	1,485.77	25.7%
001092 560500 ELECTRICAL SUPPLIES	2,000	2,000	.00	.00	.00	2,000.00	.0%
001092 561000 PLUMBING SUPPLIES	500	1,500	857.44	35.95	.00	642.56	57.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001092 565000 PAINT AND PAINTING S	2,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL SUPPLIES & EXPENSES	24,000	24,000	8,159.87	1,090.85	.00	15,840.13	34.0%
60 PROFESSIONAL SERVICE							
001092 600100 PROF SERVICES - COVI	2,000	2,000	.00	.00	.00	2,000.00	.0%
001092 602100 BUILDING SECURITY	2,000	2,000	540.00	.00	.00	1,460.00	27.0%
001092 604900 OTHER PROFESSIONAL S	9,400	9,400	2,712.61	1,072.00	197.95	6,489.44	31.0%
001092 630000 GAS	15,000	15,000	14,019.71	2,596.79	.00	980.29	93.5%
001092 630500 ELECTRICITY	74,000	74,000	47,363.24	5,439.52	.00	26,636.76	64.0%
001092 635000 BUILDING R&M	50,000	50,000	10,205.28	4,885.00	10,820.71	28,974.01	42.1%
001092 635500 ELECTRICAL R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001092 637000 HOUSEHOLD EQUIPMENT	5,000	5,000	145.00	.00	.00	4,855.00	2.9%
001092 638000 FIXED EQUIPMENT R&M	5,000	5,000	4,039.82	.00	.00	960.18	80.8%
001092 639400 DISINFECT./EXTERMINA	1,200	1,200	713.13	464.35	.00	486.87	59.4%
001092 644900 OTHER RENT	13,000	13,000	7,700.00	1,100.00	1,607.00	3,693.00	71.6%
TOTAL PROFESSIONAL SERVICE	177,600	177,600	87,438.79	15,557.66	12,625.66	77,535.55	56.3%
TOTAL GEN.GOV'T.BLDG	201,600	201,600	95,598.66	16,648.51	12,625.66	93,375.68	53.7%
001093 INTERMODAL FAC O&M							
50 SUPPLIES & EXPENSES							
001093 510000 CLEANING/JANITORIAL	3,200	3,200	2,154.50	621.97	.00	1,045.50	67.3%
001093 544000 HORT./LANDSCAPING SP	800	800	.00	.00	.00	800.00	.0%
001093 546000 MINOR EQUIPMENT	1,500	1,500	227.52	.00	.00	1,272.48	15.2%
001093 559000 OTHER OPERATING MATL	1,000	1,000	.00	.00	.00	1,000.00	.0%
001093 560000 BUILDING MATERIALS &	3,000	3,000	145.00	.00	.00	2,855.00	4.8%
001093 560500 ELECTRICAL SUPPLIES	2,000	2,000	.00	.00	.00	2,000.00	.0%
001093 561000 PLUMBING SUPPLIES	800	800	.00	.00	.00	800.00	.0%
001093 599000 OTHER REPAIR/MAINT.	1,000	1,000	225.00	225.00	.00	775.00	22.5%
TOTAL SUPPLIES & EXPENSES	13,300	13,300	2,752.02	846.97	.00	10,547.98	20.7%
60 PROFESSIONAL SERVICE							
001093 630500 ELECTRICITY	37,000	37,000	22,922.44	2,565.67	.00	14,077.56	62.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001093 635000 BUILDING R&M	35,000	35,000	18,522.85	12,006.90	.00	16,477.15	52.9%
001093 635500 ELECTRICAL R&M	1,000	1,000	560.92	.00	.00	439.08	56.1%
001093 635700 PLUMBING EQUIPMENT R	500	500	.00	.00	.00	500.00	.0%
001093 639400 DISINFECT./EXTERMINA	1,200	1,200	170.00	85.00	.00	1,030.00	14.2%
001093 639900 OTHER REPAIRS AND MA	10,000	10,000	2,303.00	608.00	.00	7,697.00	23.0%
TOTAL PROFESSIONAL SERVICE	84,700	84,700	44,479.21	15,265.57	.00	40,220.79	52.5%
TOTAL INTERMODAL FAC O&M	98,000	98,000	47,231.23	16,112.54	.00	50,768.77	48.2%

001094 METRPLTN PLANG.

40 PERSONAL SERVICES

001094 400000 REGULAR WAGES	132,500	141,500	76,063.58	10,792.14	.00	65,436.42	53.8%
001094 460000 STATE RETIREMENT	23,800	25,450	13,235.07	1,877.83	.00	12,214.93	52.0%
001094 470000 F.I.C.A. TAXES	10,200	10,900	5,577.47	793.45	.00	5,322.53	51.2%
001094 480000 HOSPITALIZATION INS.	33,600	33,600	18,024.16	1,202.80	.00	15,575.84	53.6%
001094 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001094 491000 WORKMAN'S COMPENSATI	1,470	1,470	.00	.00	.00	1,470.00	.0%
TOTAL PERSONAL SERVICES	202,570	213,920	112,900.28	14,666.22	.00	101,019.72	52.8%

50 SUPPLIES & EXPENSES

001094 500300 PAPER	500	500	.00	.00	173.31	326.69	34.7%
001094 501000 OTHER EXPENDABLE OFF	2,000	2,000	140.16	.00	217.95	1,641.89	17.9%
001094 502000 MINOR OFFICE EQUIP/F	1,500	1,500	106.72	.00	.00	1,393.28	7.1%
001094 505000 SUBSCRIPTIONS,MAGS,M	1,000	1,000	99.34	99.34	.00	900.66	9.9%
001094 507000 BOOKS	800	800	174.66	174.66	.00	625.34	21.8%
001094 508000 COMPUTER SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001094 511500 FOOD	2,000	2,000	66.83	.00	.00	1,933.17	3.3%
001094 525000 GAS AND OIL	950	950	.00	.00	.00	950.00	.0%
001094 535500 WEARING APPAREL	400	400	.00	.00	.00	400.00	.0%
001094 546000 MINOR EQUIPMENT	500	500	.00	.00	.00	500.00	.0%
001094 570000 MTR VEHICLE REP. PTS	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL SUPPLIES & EXPENSES	13,150	13,150	587.71	274.00	391.26	12,171.03	7.4%

60 PROFESSIONAL SERVICE

001094 602000 CONSULTANT SERV/SURV	225,000	225,000	.00	.00	.00	225,000.00	.0%
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EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001094 604900 OTHER PROFESSIONAL S	4,000	4,000	414.28	40.23	.00	3,585.72	10.4%
001094 611000 TRAVEL EXPENSE	3,000	3,000	.00	.00	.00	3,000.00	.0%
001094 613000 MESSENGER/EXPRESS SE	100	100	.00	.00	.00	100.00	.0%
001094 615000 ADVERTISING	1,000	1,000	.00	.00	.00	1,000.00	.0%
001094 620000 PRINTING	750	750	.00	.00	.00	750.00	.0%
001094 636500 OFFICE EQUIPMENT R&M	5,000	5,000	1,231.59	175.00	.00	3,768.41	24.6%
001094 638400 MOTOR VEHICLE EQ. R&	1,700	1,700	.00	.00	.00	1,700.00	.0%
001094 650001 TRAIN DAY EVENT	500	500	.00	.00	.00	500.00	.0%
001094 650004 BICYCLE COMMITTEE &	500	500	.00	.00	.00	500.00	.0%
001094 684000 DUES AND MEMBERSHIPS	1,700	1,700	299.00	299.00	.00	1,401.00	17.6%
001094 684500 REGISTRATION FEE/TUI	1,500	1,500	318.00	.00	255.00	927.00	38.2%
001094 699900 SERVICES NOT SPECIFI	500	500	.00	.00	.00	500.00	.0%
TOTAL PROFESSIONAL SERVICE	245,250	245,250	2,262.87	514.23	255.00	242,732.13	1.0%
TOTAL METRPLTN PLANG.	460,970	472,320	115,750.86	15,454.45	646.26	355,922.88	24.6%
001095 G/G INS.OTH SER							
50 SUPPLIES & EXPENSES							
001095 500300 PAPER	500	500	.00	.00	.00	500.00	.0%
001095 559000 OTHER OPERATING MATL	500	500	182.78	.00	.00	317.22	36.6%
TOTAL SUPPLIES & EXPENSES	1,000	1,000	182.78	.00	.00	817.22	18.3%
60 PROFESSIONAL SERVICE							
001095 602500 LEGAL	500,000	371,600	195,872.29	12,825.25	.00	175,727.71	52.7%
001095 602700 MEDICAL	20,000	20,000	16,163.00	3,570.00	.00	3,837.00	80.8%
001095 602701 MEDICAL ANALYSIS-EMP	386,000	386,000	218,482.82	30,741.44	3,262.00	164,255.18	57.4%
001095 604900 OTHER PROFESSIONAL S	350,000	350,000	119,797.18	15,322.28	29,615.75	200,587.07	42.7%
001095 606000 TELEPHONE AND TELEGR	130,000	130,000	90,838.92	12,977.34	.00	39,161.08	69.9%
001095 607000 POSTAGE	35,000	35,000	13,921.09	164.10	.00	21,078.91	39.8%
001095 611000 TRAVEL EXPENSE	6,800	6,800	.00	.00	.00	6,800.00	.0%
001095 615500 UNALLOCATED ADVERTIS	40,000	40,000	25,000.00	.00	.00	15,000.00	62.5%
001095 620000 PRINTING	3,000	3,000	.00	.00	.00	3,000.00	.0%
001095 625000 FIRE & EXTENDED COVE	1,040,000	1,040,000	.00	.00	.00	1,040,000.00	.0%
001095 625500 PUBLIC LIAB/PROPERTY	520,000	520,000	481,089.79	.00	.00	38,910.21	92.5%

EXPENDITURE REPORT

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001095 626000 BOILER MACHINERY	11,000	11,000	.00	.00	.00	11,000.00	.0%
001095 627000 SURETY AND FORGERY B	15,000	15,000	8,754.00	.00	.00	6,246.00	58.4%
001095 629900 OTHER INSURANCE	3,000	3,000	.00	.00	.00	3,000.00	.0%
001095 636500 OFFICE EQUIPMENT R&M	5,000	5,000	.00	.00	.00	5,000.00	.0%
001095 670000 SETTLEMENT OF DAMAGE C	0	128,400	64,178.00	64,178.00	.00	64,222.00	50.0%
001095 683000 PROP.TAX COLL. FEES	95,000	95,000	53,142.59	8,490.41	.00	41,857.41	55.9%
001095 683100 PROP.TAX COLL. FEES.	130,000	130,000	126,452.69	1,141.10	.00	3,547.31	97.3%
001095 683200 BANK SERV/TRF FEE	5,000	5,000	3,237.72	476.59	.00	1,762.28	64.8%
001095 684000 DUES AND MEMBERSHIPS	4,300	4,300	.00	.00	.00	4,300.00	.0%
001095 684500 REGISTRATION FEE/TUI	2,000	2,000	1,200.00	.00	.00	800.00	60.0%
001095 699900 SERVICES NOT SPECIFI	22,000	22,000	.00	.00	.00	22,000.00	.0%
TOTAL PROFESSIONAL SERVICE	3,323,100	3,323,100	1,418,130.09	149,886.51	32,877.75	1,872,092.16	43.7%
TOTAL G/G INS.OTH SER	3,324,100	3,324,100	1,418,312.87	149,886.51	32,877.75	1,872,909.38	43.7%
001096 FED PROG ADMIN							
40 PERSONAL SERVICES							
001096 400000 REGULAR WAGES	54,400	54,400	18,610.92	1,544.00	.00	35,789.08	34.2%
001096 460000 STATE RETIREMENT	9,740	9,740	3,238.28	268.66	.00	6,501.72	33.2%
001096 470000 F.I.C.A. TAXES	4,200	4,200	1,374.35	115.12	.00	2,825.65	32.7%
001096 480000 HOSPITALIZATION INS.	16,800	16,800	3,176.86	363.95	.00	13,623.14	18.9%
TOTAL PERSONAL SERVICES	85,140	85,140	26,400.41	2,291.73	.00	58,739.59	31.0%
50 SUPPLIES & EXPENSES							
001096 501000 OTHER EXPENDABLE OFF	500	500	.00	.00	.00	500.00	.0%
001096 501001 HEALTHY HOMES SUPPLI	2,000	2,000	.00	.00	.00	2,000.00	.0%
001096 502000 MINOR OFFICE EQUIP/F	1,000	1,000	.00	.00	949.00	51.00	94.9%
TOTAL SUPPLIES & EXPENSES	3,500	3,500	.00	.00	949.00	2,551.00	27.1%
60 PROFESSIONAL SERVICE							
001096 602007 HEALTHY HOMES ENV AS	26,250	26,250	.00	.00	.00	26,250.00	.0%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001096 602008 HEALTHY HOMES HOUSIN	180,000	180,000	.00	.00	.00	180,000.00	.0%
001096 602009 HEALTHY HOMES ASSESS	6,000	6,000	.00	.00	.00	6,000.00	.0%
001096 6032LA CONTRC SERV LEAD ABA	900,000	900,000	.00	.00	.00	900,000.00	.0%
001096 6032LI CONTRC SERV-LEAD INS	112,112	112,112	.00	.00	.00	112,112.00	.0%
001096 6032LT CONTRC SERV LEAD TES	45,000	45,000	.00	.00	.00	45,000.00	.0%
001096 611000 TRAVEL EXPENSE	2,419	2,419	.00	.00	.00	2,419.07	.0%
001096 684500 REGISTRATION FEE/TUI	2,615	2,615	1,590.00	.00	.00	1,025.00	60.8%
TOTAL PROFESSIONAL SERVICE	1,274,396	1,274,396	1,590.00	.00	.00	1,272,806.07	.1%
TOTAL FED PROG ADMIN	1,363,036	1,363,036	27,990.41	2,291.73	949.00	1,334,096.66	2.1%

001100 POLICE/PUB.SFTY

40 PERSONAL SERVICES

001100 400000 REGULAR WAGES	8,392,000	8,395,120	4,421,755.43	611,851.80	.00	3,973,364.57	52.7%
001100 430000 OVERTIME	740,000	740,000	899,322.15	156,880.77	.00	-159,322.15	121.5%
001100 460000 STATE RETIREMENT	1,641,000	1,641,575	913,848.51	132,047.52	.00	727,726.49	55.7%
001100 470000 F.I.C.A. TAXES	701,500	701,750	397,660.10	57,387.30	.00	304,089.90	56.7%
001100 480000 HOSPITALIZATION INS.	1,318,800	1,318,800	668,973.46	84,914.16	.00	649,826.54	50.7%
001100 490000 UNEMPLOYMENT BENEFIT	9,000	9,000	.00	.00	.00	9,000.00	.0%
001100 491000 WORKMAN'S COMPENSATI	156,000	156,000	.00	.00	.00	156,000.00	.0%
TOTAL PERSONAL SERVICES	12,958,300	12,962,245	7,301,559.65	1,043,081.55	.00	5,660,685.35	56.3%

50 SUPPLIES & EXPENSES

001100 500300 PAPER	3,700	3,700	1,440.18	.00	1,027.86	1,231.96	66.7%
001100 501000 OTHER EXPENDABLE OFF	11,820	11,820	5,442.54	465.70	2,246.37	4,131.09	65.1%
001100 501200 EXPENDABLE OFF.SPL-L	1,200	1,200	46.88	.00	.00	1,153.12	3.9%
001100 502000 MINOR OFFICE EQUIP/F	2,700	2,700	.00	.00	.00	2,700.00	.0%
001100 505000 SUBSCRIPTIONS,MAGS,M	5,300	5,300	.00	.00	.00	5,300.00	.0%
001100 507000 BOOKS	200	200	.00	.00	.00	200.00	.0%
001100 508000 COMPUTER SUPPLIES	11,800	107,800	7,928.30	.00	9,233.00	90,638.70	15.9%
001100 510000 CLEANING/JANITORIAL	8,500	8,500	6,616.05	.00	310.00	1,573.95	81.5%
001100 511100 SUPPLIES - COVID 19	3,500	3,500	1,547.48	1,453.44	1,582.20	370.32	89.4%
001100 511200 SUPPLIES-DOJ CORONA	38,417	38,417	.00	.00	.00	38,417.00	.0%
001100 511500 FOOD	500	500	.00	.00	.00	500.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001100 515000 FEED FOR ANIMALS	4,500	4,500	.00	.00	.00	4,500.00	.0%
001100 525000 GAS AND OIL	325,000	325,000	172,735.31	28,693.00	.00	152,264.69	53.1%
001100 525700 DIESEL FUEL	2,000	2,000	2,777.11	111.27	.00	-777.11	138.9%
001100 535000 UNIFORMS, BADGES, ET	42,000	47,000	15,420.29	920.00	30,233.22	1,346.49	97.1%
001100 535500 WEARING APPAREL	49,000	53,400	14,847.10	4,669.80	13,346.58	25,206.32	52.8%
001100 540500 CONCRETE, CEMENT, ET	500	500	.00	.00	.00	500.00	.0%
001100 544000 HORT./LANDSCAPING SP	1,500	1,500	.00	.00	.00	1,500.00	.0%
001100 546000 MINOR EQUIPMENT	50,000	50,000	31,105.55	1,077.71	4,937.23	13,957.22	72.1%
001100 546700 METER LOCKS	4,323	4,323	.00	.00	.00	4,323.00	.0%
001100 559000 OTHER OPERATING MATL	28,650	28,650	5,237.66	5,186.00	7,069.64	16,342.70	43.0%
001100 559200 OTHER OPER.MATLS-D.A	650	650	258.68	.00	.00	391.32	39.8%
001100 559400 OTHER OPER-VICTIM AD	1,200	1,200	30.00	.00	.00	1,170.00	2.5%
001100 5594MC OTHER OPER - VICTIM	0	5,000	.00	.00	3,771.46	1,228.54	75.4%
001100 560500 ELECTRICAL SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001100 570000 MTR VEHICLE REP. PTS	170,000	170,000	120,251.14	26,066.49	24,369.20	25,379.66	85.1%
001100 575000 COMMUNICATION REPAIR	1,500	1,500	.00	.00	.00	1,500.00	.0%
001100 599000 OTHER REPAIR/MAINT.	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL SUPPLIES & EXPENSES	772,460	882,860	385,684.27	68,643.41	98,126.76	399,048.97	54.8%

60 PROFESSIONAL SERVICE

001100 602700 MEDICAL	10,000	8,000	3,093.00	196.00	.00	4,907.00	38.7%
001100 603000 VETERINARIAN	5,000	7,000	5,619.01	1,245.28	.00	1,380.99	80.3%
001100 604900 OTHER PROFESSIONAL S	110,000	125,000	98,103.47	5,838.80	23,217.46	3,679.07	97.1%
001100 604921 NOLA EXPENSE	68,000	76,900	39,728.44	147.00	6,470.00	30,701.56	60.1%
001100 606000 TELEPHONE AND TELEGR	124,500	119,500	67,113.92	9,878.03	.00	52,386.08	56.2%
001100 606900 NETWORK WIRELESS	3,000	3,000	.00	.00	.00	3,000.00	.0%
001100 611000 TRAVEL EXPENSE	30,000	34,846	21,462.67	9,907.64	2,397.26	10,986.07	68.5%
001100 611200 TRVL EXP-VICTIM'S AD	5,691	5,691	3,573.88	.00	.00	2,117.12	62.8%
001100 6112MC TRVL EXP - VICTIM'S	4,518	4,518	.00	.00	.00	4,518.00	.0%
001100 612000 FREIGHT	3,000	3,000	1,673.00	881.84	1,105.50	221.50	92.6%
001100 615000 ADVERTISING	1,500	1,500	.00	.00	.00	1,500.00	.0%
001100 620000 PRINTING	450	450	.00	.00	.00	450.00	.0%
001100 626500 AUTOMOBILE INSURANCE	19,700	19,700	.00	.00	.00	19,700.00	.0%
001100 627000 SURETY AND FORGERY B	400	400	.00	.00	.00	400.00	.0%
001100 630000 GAS	14,500	14,500	42,156.45	4,227.60	.00	-27,656.45	290.7%
001100 630500 ELECTRICITY	194,000	194,000	124,142.43	14,650.85	.00	69,857.57	64.0%
001100 635000 BUILDING R&M	100,000	83,000	8,565.00	8,130.00	2,100.00	72,335.00	12.8%
001100 635500 ELECTRICAL R&M	4,000	4,000	.00	.00	.00	4,000.00	.0%
001100 636500 OFFICE EQUIPMENT R&M	30,000	30,000	12,634.45	798.11	.00	17,365.55	42.1%
001100 638000 FIXED EQUIPMENT R&M	2,500	2,500	.00	.00	.00	2,500.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001100 638400 MOTOR VEHICLE EQ. R&	146,000	153,000	124,809.61	25,239.39	26,068.46	2,121.93	98.6%
001100 639400 DISINFECT./EXTERMINA	2,500	2,500	338.00	213.00	.00	2,162.00	13.5%
001100 639800 TOW IN CHARGES	8,000	8,000	4,612.50	1,200.00	.00	3,387.50	57.7%
001100 641000 OFFICE EQUIPMENT REN	11,500	11,500	.00	.00	.00	11,500.00	.0%
001100 641700 MOTORCYCLE RENT	260,000	260,000	209,739.27	11,349.23	.00	50,260.73	80.7%
001100 681700 EVIDENCE BUY MONEY	10,000	10,000	.00	.00	.00	10,000.00	.0%
001100 683600 NSF CHECKS	1,000	1,000	.00	.00	.00	1,000.00	.0%
001100 684000 DUES AND MEMBERSHIPS	2,000	2,000	820.00	455.00	100.00	1,080.00	46.0%
001100 684500 REGISTRATION FEE/TUI	15,000	15,000	11,760.00	850.00	350.00	2,890.00	80.7%
001100 684700 CONTINUING EDUCATION	0	3,000	2,571.00	.00	.00	429.00	85.7%
001100 699900 SERVICES NOT SPECIFI	18,500	15,500	3,246.05	.00	6,328.00	5,925.95	61.8%
TOTAL PROFESSIONAL SERVICE	1,205,259	1,219,005	785,762.15	95,207.77	68,136.68	365,106.17	70.0%
70 CAPITAL OUTLAY							
001100 732300 EQUIP-BYRNE '23	14,095	14,095	.00	.00	13,343.63	751.37	94.7%
001100 732700 DATA PROCESSING EQUI	0	25,000	12,987.00	.00	12.87	12,000.13	52.0%
001100 739900 OTHER EQUIPMENT	0	275,800	120,088.08	25,694.70	135,058.63	20,653.29	92.5%
001100 740000 AUTOMOBILES	0	513,720	387,764.00	76,080.00	123,181.15	2,774.85	99.5%
001100 742000 PICK UP TRUCKS	0	50,000	.00	.00	45,600.00	4,400.00	91.2%
TOTAL CAPITAL OUTLAY	14,095	878,615	520,839.08	101,774.70	317,196.28	40,579.64	95.4%
TOTAL POLICE/PUB.SFTY	14,950,114	15,942,725	8,993,845.15	1,308,707.43	483,459.72	6,465,420.13	59.4%
001131 JOINT P&F TRNG.							
40 PERSONAL SERVICES							
001131 400000 REGULAR WAGES	31,200	33,700	19,362.50	2,720.00	.00	14,337.50	57.5%
001131 430000 OVERTIME	1,500	1,500	1,229.91	142.38	.00	270.09	82.0%
001131 460000 STATE RETIREMENT	5,900	6,350	3,583.09	498.05	.00	2,766.91	56.4%
001131 470000 F.I.C.A. TAXES	2,550	2,750	1,575.32	218.98	.00	1,174.68	57.3%
001131 480000 HOSPITALIZATION INS.	8,400	8,400	4,208.52	601.40	.00	4,191.48	50.1%
TOTAL PERSONAL SERVICES	49,550	52,700	29,959.34	4,180.81	.00	22,740.66	56.8%
50 SUPPLIES & EXPENSES							
001131 500300 PAPER	875	875	564.58	171.08	.00	310.42	64.5%

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			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001131	501000	OTHER EXPENDABLE OFF	5,000	5,000	3,711.01	504.64	107.96	1,181.03	76.4%
001131	502000	MINOR OFFICE EQUIP/F	1,875	1,875	.00	.00	.00	1,875.00	.0%
001131	504000	PHOTO SUPPLIES	475	475	.00	.00	.00	475.00	.0%
001131	505000	SUBSCRIPTIONS,MAGS,M	100	100	.00	.00	.00	100.00	.0%
001131	507000	BOOKS	1,800	1,800	485.27	.00	.00	1,314.73	27.0%
001131	507100	BOOKS-FIRE	2,000	2,000	1,826.31	.00	.00	173.69	91.3%
001131	508000	COMPUTER SUPPLIES	7,800	7,800	4,048.72	.00	2,847.00	904.28	88.4%
001131	510000	CLEANING/JANITORIAL	2,800	2,800	2,757.91	75.80	.00	42.09	98.5%
001131	511000	HOUSEHOLD SUPPLIES	50	50	.00	.00	.00	50.00	.0%
001131	511500	FOOD	1,200	1,200	665.00	665.00	.00	535.00	55.4%
001131	511600	FOOD-CIT TRAINING (P	4,696	4,696	1,462.13	.00	.00	3,233.87	31.1%
001131	512000	MEDICAL SUPPLIES	600	600	105.76	105.76	.00	494.24	17.6%
001131	525000	GAS AND OIL	200	200	.00	.00	.00	200.00	.0%
001131	535500	WEARING APPAREL	3,000	3,000	2,946.29	.00	.00	53.71	98.2%
001131	535600	WEARING APPAREL-FIRE	3,000	3,000	2,891.74	.00	.00	108.26	96.4%
001131	544000	HORT./LANDSCAPING SP	500	500	.00	.00	.00	500.00	.0%
001131	545000	HAND TOOLS	1,500	1,500	.00	.00	.00	1,500.00	.0%
001131	5460HS	MINOR EQUIP HOMELAND	5,431	5,431	.00	.00	.00	5,431.00	.0%
001131	5460PO	MINOR EQUIPMENT-POLI	5,120	1,076	171.48	.00	.00	904.23	15.9%
001131	5460RR	MINOR EQUIP REGIONAL	7,500	7,500	5,600.04	.00	.00	1,899.96	74.7%
001131	5462FR	MINOR EQUIPMENT-FIRE	5,000	5,000	398.91	.00	.00	4,601.09	8.0%
001131	546500	SWIFT WATER RESCUE S	5,000	2,266	1,169.51	.00	.00	1,096.57	51.6%
001131	546600	HAZ.MAT SUPPLIES	8,000	20,956	9,559.01	.00	990.00	10,406.91	50.3%
001131	559000	OTHER OPERATING MATL	10,000	13,614	9,924.59	.00	3,689.29	.41	100.0%
001131	559100	OTHER OPER.MATLS-FUL	5,000	5,430	4,671.21	673.58	698.00	60.79	98.9%
001131	560000	BUILDING MATERIALS &	6,000	6,000	1,704.27	186.45	.00	4,295.73	28.4%
001131	560500	ELECTRICAL SUPPLIES	800	800	.00	.00	.00	800.00	.0%
001131	561000	PLUMBING SUPPLIES	2,000	4,600	4,587.28	3,784.00	.00	12.72	99.7%
001131	565000	PAINT AND PAINTING S	50	50	.00	.00	.00	50.00	.0%
001131	570000	MTR VEHICLE REP. PTS	1,200	1,200	875.84	875.84	.00	324.16	73.0%
001131	599000	OTHER REPAIR/MAINT.	2,500	2,500	939.58	375.00	39.99	1,520.43	39.2%
TOTAL SUPPLIES & EXPENSES			101,072	113,894	61,066.44	7,417.15	8,372.24	44,455.32	61.0%

60 PROFESSIONAL SERVICE

001131	607000	POSTAGE	100	100	.00	.00	.00	100.00	.0%
001131	6110FR	MINOR EQUIPMENT-FIRE	7,500	7,500	4,364.08	1,053.00	.00	3,135.92	58.2%
001131	6110PO	TRAVEL-POLICE	8,000	8,000	396.52	.00	.00	7,603.48	5.0%
001131	612000	FREIGHT	700	700	86.98	.00	.00	613.02	12.4%
001131	615000	ADVERTISING	5,000	5,000	.00	.00	.00	5,000.00	.0%
001131	630000	GAS	3,700	3,700	4,401.71	249.05	.00	-701.71	119.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001131 630500 ELECTRICITY	16,000	16,000	7,444.09	1,150.27	.00	8,555.91	46.5%
001131 635000 BUILDING R&M	5,000	5,000	.00	.00	.00	5,000.00	.0%
001131 635100 DISASTER REPAIRS	45	45	.00	.00	.00	45.00	.0%
001131 638200 MINOR EQUIPMENT R&M	1,500	1,500	608.85	312.05	.00	891.15	40.6%
001131 638400 MOTOR VEHICLE EQ. R&	500	500	36.50	.00	.00	463.50	7.3%
001131 639400 DISINFECT./EXTERMINA	1,300	1,300	535.00	485.00	.00	765.00	41.2%
001131 639900 OTHER REPAIRS AND MA	1,500	1,500	89.00	.00	.00	1,411.00	5.9%
001131 644900 OTHER RENT	4,000	4,000	.00	.00	.00	4,000.00	.0%
001131 684000 DUES AND MEMBERSHIPS	650	650	.00	.00	465.00	185.00	71.5%
001131 6845FR REGISTRATION-FIRE	15,000	15,000	12,567.90	730.00	.00	2,432.10	83.8%
001131 6845PO REGISTRATION-POLICE	15,000	15,000	5,809.00	2,685.00	695.00	8,496.00	43.4%
TOTAL PROFESSIONAL SERVICE	85,495	85,495	36,339.63	6,664.37	1,160.00	47,995.37	43.9%
TOTAL JOINT P&F TRNG.	236,117	252,089	127,365.41	18,262.33	9,532.24	115,191.35	54.3%
001160 FIRE DIVISION							
40 PERSONAL SERVICES							
001160 400000 REGULAR WAGES	6,945,800	6,956,740	3,526,808.99	474,164.31	.00	3,429,931.01	50.7%
001160 430000 OVERTIME	590,000	590,000	475,327.20	66,016.73	.00	114,672.80	80.6%
001160 460000 STATE RETIREMENT	1,349,000	1,350,980	696,371.83	93,991.48	.00	654,608.17	51.5%
001160 470000 F.I.C.A. TAXES	577,500	578,345	293,247.31	39,454.79	.00	285,097.69	50.7%
001160 480000 HOSPITALIZATION INS.	1,176,000	1,176,000	582,978.54	76,377.80	.00	593,021.46	49.6%
001160 490000 UNEMPLOYMENT BENEFIT	6,000	6,000	.00	.00	.00	6,000.00	.0%
001160 491000 WORKMAN'S COMPENSATI	199,400	199,400	.00	.00	.00	199,400.00	.0%
TOTAL PERSONAL SERVICES	10,843,700	10,857,465	5,574,733.87	750,005.11	.00	5,282,731.13	51.3%
50 SUPPLIES & EXPENSES							
001160 500300 PAPER	500	500	199.56	199.56	.00	300.44	39.9%
001160 500500 PRINTED FORMS	400	400	.00	.00	.00	400.00	.0%
001160 501000 OTHER EXPENDABLE OFF	4,400	4,400	2,802.23	314.78	225.72	1,372.05	68.8%
001160 502000 MINOR OFFICE EQUIP/F	3,500	3,500	.00	.00	.00	3,500.00	.0%
001160 507000 BOOKS	1,800	1,800	.00	.00	.00	1,800.00	.0%
001160 508000 COMPUTER SUPPLIES	900	5,510	5,255.00	.00	33.65	221.35	96.0%
001160 510000 CLEANING/JANITORIAL	13,000	13,000	8,566.70	2,731.20	932.40	3,500.90	73.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001160 511000 HOUSEHOLD SUPPLIES	2,500	2,500	1,342.55	784.76	1,051.41	106.04	95.8%
001160 511100 SUPPLIES - COVID 19	5,650	1,040	.00	.00	.00	1,040.00	.0%
001160 511500 FOOD	400	400	.00	.00	.00	400.00	.0%
001160 512000 MEDICAL SUPPLIES	5,000	5,000	2,755.92	157.56	.00	2,244.08	55.1%
001160 525000 GAS AND OIL	30,000	30,000	13,985.56	2,087.26	.00	16,014.44	46.6%
001160 525500 LUBRICANTS	1,500	1,500	.00	.00	.00	1,500.00	.0%
001160 525700 DIESEL FUEL	70,000	70,000	35,304.59	5,344.25	.00	34,695.41	50.4%
001160 526000 OTHER FUEL	900	900	.00	.00	.00	900.00	.0%
001160 535000 UNIFORMS, BADGES, ET	43,200	43,200	16,780.17	4,612.75	10,480.79	15,939.04	63.1%
001160 535500 WEARING APPAREL	20,000	20,000	15,716.58	2,219.48	2,736.09	1,547.33	92.3%
001160 545000 HAND TOOLS	1,450	1,450	928.25	34.95	.00	521.75	64.0%
001160 546000 MINOR EQUIPMENT	8,000	8,000	5,744.02	1,424.08	1,363.40	892.58	88.8%
001160 546200 MINOR FIRE FIGHTING	10,000	10,000	1,497.97	153.97	7,935.88	566.15	94.3%
001160 547000 FIRE HOSE	5,000	5,000	.00	.00	839.00	4,161.00	16.8%
001160 553500 SFTY/FIRE P/MATL CON	5,110	5,110	5,535.00	.00	.00	-425.00	108.3%
001160 559000 OTHER OPERATING MATL	1,690	1,690	795.42	208.04	179.90	714.68	57.7%
001160 560000 BUILDING MATERIALS &	8,000	8,000	2,542.56	.00	329.00	5,128.44	35.9%
001160 560500 ELECTRICAL SUPPLIES	2,500	2,500	1,037.80	.00	.00	1,462.20	41.5%
001160 561000 PLUMBING SUPPLIES	500	500	.00	.00	.00	500.00	.0%
001160 565000 PAINT AND PAINTING S	2,600	2,600	250.85	.00	.00	2,349.15	9.6%
001160 570000 MTR VEHICLE REP. PTS	64,000	64,000	24,099.21	2,143.82	18,428.37	21,472.42	66.4%
001160 575000 COMMUNICATION REPAIR	2,200	2,200	.00	.00	.00	2,200.00	.0%
001160 575600 SCBA REPAIR PTS/SPL	5,000	5,000	.00	.00	.00	5,000.00	.0%
001160 599000 OTHER REPAIR/MAINT.	4,500	4,500	275.85	.00	.00	4,224.15	6.1%
TOTAL SUPPLIES & EXPENSES	324,200	324,200	145,415.79	22,416.46	44,535.61	134,248.60	58.6%

60 PROFESSIONAL SERVICE

001160 602700 MEDICAL	15,000	15,000	4,862.29	4,093.29	.00	10,137.71	32.4%
001160 604900 OTHER PROFESSIONAL S	15,400	15,400	10,910.99	.00	.00	4,489.01	70.9%
001160 606000 TELEPHONE AND TELEGR	14,000	14,000	10,380.66	1,515.03	.00	3,619.34	74.1%
001160 606800 NETWORK	4,400	4,400	.00	.00	.00	4,400.00	.0%
001160 611000 TRAVEL EXPENSE	8,000	8,000	7,470.39	738.10	.00	529.61	93.4%
001160 612000 FREIGHT	4,300	4,300	1,604.53	301.25	636.36	2,059.11	52.1%
001160 615000 ADVERTISING	5,000	5,000	.00	.00	.00	5,000.00	.0%
001160 620000 PRINTING	1,500	1,500	295.00	.00	.00	1,205.00	19.7%
001160 627000 SURETY AND FORGERY B	125	125	.00	.00	.00	125.00	.0%
001160 630000 GAS	25,000	25,000	23,107.00	3,313.83	.00	1,893.00	92.4%
001160 630500 ELECTRICITY	70,000	70,000	47,835.26	5,663.60	.00	22,164.74	68.3%
001160 631500 WATER	600	600	757.90	154.87	.00	-157.90	126.3%
001160 635000 BUILDING R&M	48,000	48,000	20,984.66	3,630.99	13,433.21	13,582.13	71.7%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001160 635500 ELECTRICAL R&M	200	200	.00	.00	.00	200.00	.0%
001160 635700 PLUMBING EQUIPMENT R	5,000	5,000	820.00	.00	.00	4,180.00	16.4%
001160 636500 OFFICE EQUIPMENT R&M	3,000	3,000	.00	.00	.00	3,000.00	.0%
001160 637000 HOUSEHOLD EQUIPMENT	3,500	3,500	576.35	347.55	.00	2,923.65	16.5%
001160 638000 FIXED EQUIPMENT R&M	6,025	6,025	5,307.33	275.00	.00	717.67	88.1%
001160 638200 MINOR EQUIPMENT R&M	3,000	3,000	1,375.45	.00	1,277.58	346.97	88.4%
001160 638400 MOTOR VEHICLE EQ. R&	50,000	50,000	42,571.47	553.58	892.50	6,536.03	86.9%
001160 638700 AGRICULTURAL EQ. R&M	500	500	159.43	.00	.00	340.57	31.9%
001160 638900 SCBA EQUIP. R&M	10,550	10,550	5,924.30	.00	985.40	3,640.30	65.5%
001160 639000 COMMUNICATION EQ. R&	10,000	10,000	5,657.82	.00	320.00	4,022.18	59.8%
001160 639400 DISINFECT./EXTERMINA	2,000	2,000	1,068.00	713.00	.00	932.00	53.4%
001160 639800 TOW IN CHARGES	3,000	3,000	450.00	450.00	.00	2,550.00	15.0%
001160 639900 OTHER REPAIRS AND MA	1,000	1,000	240.00	.00	.00	760.00	24.0%
001160 641000 OFFICE EQUIPMENT REN	5,000	5,000	1,688.33	461.51	.00	3,311.67	33.8%
001160 642000 MACHINERY RENT	100	100	.00	.00	.00	100.00	.0%
001160 642500 CYLINDER RENT	4,000	4,000	1,198.74	448.66	.00	2,801.26	30.0%
001160 643500 MOP-MAT-RAG RENT	1,000	1,000	402.08	175.29	.00	597.92	40.2%
001160 684000 DUES AND MEMBERSHIPS	1,330	1,330	215.00	.00	.00	1,115.00	16.2%
001160 684500 REGISTRATION FEE/TUI	2,590	2,590	1,230.70	.00	.00	1,359.30	47.5%
001160 684700 CONTINUING EDUCATION	15,000	15,000	1,191.00	.00	.00	13,809.00	7.9%
001160 685000 LAUNDRY	100	100	.00	.00	.00	100.00	.0%
001160 699900 SERVICES NOT SPECIFI	500	500	.00	.00	.00	500.00	.0%
TOTAL PROFESSIONAL SERVICE	338,720	338,720	198,284.68	22,835.55	17,545.05	122,890.27	63.7%
70 CAPITAL OUTLAY							
001160 729500 OTHER IMPROVEMENTS	0	130,000	10,074.56	1,232.95	19,914.24	100,011.20	23.1%
TOTAL CAPITAL OUTLAY	0	130,000	10,074.56	1,232.95	19,914.24	100,011.20	23.1%
TOTAL FIRE DIVISION	11,506,620	11,650,385	5,928,508.90	796,490.07	81,994.90	5,639,881.20	51.6%
001180 LAND DEVEL.ADM.							
40 PERSONAL SERVICES							
001180 400000 REGULAR WAGES	495,800	495,800	258,840.91	37,781.33	.00	236,959.09	52.2%
001180 430000 OVERTIME	0	0	129.25	68.00	.00	-129.25	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001180 460000 STATE RETIREMENT	88,800	88,800	45,060.76	6,585.78	.00	43,739.24	50.7%
001180 470000 F.I.C.A. TAXES	38,000	38,000	18,914.62	2,761.88	.00	19,085.38	49.8%
001180 480000 HOSPITALIZATION INS.	109,200	109,200	53,097.92	7,818.20	.00	56,102.08	48.6%
001180 490000 UNEMPLOYMENT BENEFIT	5,000	5,000	.00	.00	.00	5,000.00	.0%
001180 491000 WORKMAN'S COMPENSATI	14,200	14,200	.00	.00	.00	14,200.00	.0%
TOTAL PERSONAL SERVICES	751,000	751,000	376,043.46	55,015.19	.00	374,956.54	50.1%
50 SUPPLIES & EXPENSES							
001180 500300 PAPER	1,575	1,575	1,229.07	319.92	.00	345.93	78.0%
001180 500500 PRINTED FORMS	270	270	.00	.00	.00	270.00	.0%
001180 501000 OTHER EXPENDABLE OFF	2,300	2,300	785.04	185.86	48.27	1,466.69	36.2%
001180 502000 MINOR OFFICE EQUIP/F	2,000	2,000	.00	.00	.00	2,000.00	.0%
001180 505000 SUBSCRIPTIONS,MAGS,M	900	900	910.80	.00	.00	-10.80	101.2%
001180 507000 BOOKS	900	900	.00	.00	.00	900.00	.0%
001180 508000 COMPUTER SUPPLIES	450	450	170.61	170.61	.00	279.39	37.9%
001180 511100 SUPPLIES - COVID 19	200	200	137.98	.00	.00	62.02	69.0%
001180 525000 GAS AND OIL	11,500	11,500	7,215.78	1,069.86	.00	4,284.22	62.7%
001180 535500 WEARING APPAREL	3,000	3,000	2,549.84	.00	.00	450.16	85.0%
001180 546000 MINOR EQUIPMENT	660	660	.00	.00	119.91	540.09	18.2%
001180 570000 MTR VEHICLE REP. PTS	8,000	18,000	9,829.43	136.64	1,143.90	7,026.67	61.0%
TOTAL SUPPLIES & EXPENSES	31,755	41,755	22,828.55	1,882.89	1,312.08	17,614.37	57.8%
60 PROFESSIONAL SERVICE							
001180 601300 DEMOLITION	100,000	223,153	178,930.37	22,640.72	32,079.00	12,143.96	94.6%
001180 601400 ASBESTOS REMOVAL	3,000	800	.00	.00	.00	800.00	.0%
001180 601600 TITLE OPINIONS	9,600	4,000	1,500.00	.00	.00	2,500.00	37.5%
001180 601800 LOT CLEARING	70,000	91,672	50,838.06	7,681.16	.00	40,833.61	55.5%
001180 602300 ABSTRACTING & RECORD	4,000	3,234	468.00	.00	.00	2,766.00	14.5%
001180 604900 OTHER PROFESSIONAL S	9,000	11,066	11,065.33	896.00	.00	.67	100.0%
001180 606000 TELEPHONE AND TELEGR	10,000	10,000	5,104.58	769.10	.00	4,895.42	51.0%
001180 607000 POSTAGE	600	600	.00	.00	.00	600.00	.0%
001180 611000 TRAVEL EXPENSE	5,000	9,435	6,936.73	2,558.73	3,368.04	-869.77	109.2%
001180 615000 ADVERTISING	100	100	.00	.00	.00	100.00	.0%
001180 620000 PRINTING	3,000	3,000	1,326.84	278.90	.00	1,673.16	44.2%
001180 636500 OFFICE EQUIPMENT R&M	450	450	.00	.00	.00	450.00	.0%
001180 638400 MOTOR VEHICLE EQ. R&	5,000	5,000	3,470.60	817.95	.00	1,529.40	69.4%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001180 639800 TOW IN CHARGES	1,000	1,000	415.00	.00	.00	585.00	41.5%
001180 644900 OTHER RENT	3,600	840	263.51	.00	.00	576.49	31.4%
001180 684000 DUES AND MEMBERSHIPS	3,100	2,800	839.93	.00	.00	1,960.07	30.0%
001180 684500 REGISTRATION FEE/TUI	3,000	3,300	2,200.00	250.00	1,095.00	5.00	99.8%
TOTAL PROFESSIONAL SERVICE	230,450	370,450	263,358.95	35,892.56	36,542.04	70,549.01	81.0%
70 CAPITAL OUTLAY							
001180 740000 AUTOMOBILES	0	110,000	.00	.00	.00	110,000.00	.0%
TOTAL CAPITAL OUTLAY	0	110,000	.00	.00	.00	110,000.00	.0%
TOTAL LAND DEVEL.ADM.	1,013,205	1,273,205	662,230.96	92,790.64	37,854.12	573,119.92	55.0%
001190 P/S CONTRAC.SER							
40 PERSONAL SERVICES							
001190 430000 OVERTIME	175,000	175,000	135,262.51	14,817.94	.00	39,737.49	77.3%
001190 460000 STATE RETIREMENT	31,500	31,500	23,535.71	2,578.33	.00	7,964.29	74.7%
001190 470000 F.I.C.A. TAXES	13,390	13,390	10,064.12	1,097.97	.00	3,325.88	75.2%
001190 480000 HOSPITALIZATION INS.	14,000	14,000	9,720.96	1,134.04	.00	4,279.04	69.4%
TOTAL PERSONAL SERVICES	233,890	233,890	178,583.30	19,628.28	.00	55,306.70	76.4%
60 PROFESSIONAL SERVICE							
001190 602700 MEDICAL	40,000	40,000	18,166.49	7,831.15	.00	21,833.51	45.4%
001190 681500 JAIL EXPENSE	725,000	725,000	249,601.78	43,247.17	.00	475,398.22	34.4%
001190 686500 EMERGENCY MGMT.CONTR	155,000	155,000	116,250.00	38,750.00	.00	38,750.00	75.0%
001190 699900 SERVICES NOT SPECIFI	29,459	29,459	.00	.00	.00	29,459.00	.0%
TOTAL PROFESSIONAL SERVICE	949,459	949,459	384,018.27	89,828.32	.00	565,440.73	40.4%
TOTAL P/S CONTRAC.SER	1,183,349	1,183,349	562,601.57	109,456.60	.00	620,747.43	47.5%

001191 TRAFFIC MAINT.**40 PERSONAL SERVICES**

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001191 400000 REGULAR WAGES	214,000	214,000	105,513.67	13,322.03	.00	108,486.33	49.3%
001191 430000 OVERTIME	8,500	8,500	25,372.05	3,053.46	.00	-16,872.05	298.5%
001191 460000 STATE RETIREMENT	40,000	40,000	22,774.05	2,849.33	.00	17,225.95	56.9%
001191 470000 F.I.C.A. TAXES	17,100	17,100	9,640.30	1,199.51	.00	7,459.70	56.4%
001191 480000 HOSPITALIZATION INS.	50,400	50,400	26,042.60	3,007.00	.00	24,357.40	51.7%
001191 490000 UNEMPLOYMENT BENEFIT	8,300	8,300	.00	.00	.00	8,300.00	.0%
001191 491000 WORKMAN'S COMPENSATI	12,500	12,500	.00	.00	.00	12,500.00	.0%
TOTAL PERSONAL SERVICES	350,800	350,800	189,342.67	23,431.33	.00	161,457.33	54.0%
50 SUPPLIES & EXPENSES							
001191 500300 PAPER	300	300	.00	.00	.00	300.00	.0%
001191 501000 OTHER EXPENDABLE OFF	1,200	1,200	831.54	33.00	141.14	227.32	81.1%
001191 502000 MINOR OFFICE EQUIP/F	0	1,000	375.10	375.10	.00	624.90	37.5%
001191 508000 COMPUTER SUPPLIES	600	600	.00	.00	.00	600.00	.0%
001191 510000 CLEANING/JANITORIAL	200	200	.00	.00	.00	200.00	.0%
001191 511000 HOUSEHOLD SUPPLIES	1,000	1,000	217.60	.00	.00	782.40	21.8%
001191 525000 GAS AND OIL	12,000	12,000	10,992.65	1,610.74	.00	1,007.35	91.6%
001191 525500 LUBRICANTS	100	100	.00	.00	.00	100.00	.0%
001191 525700 DIESEL FUEL	2,000	2,000	904.84	97.24	.00	1,095.16	45.2%
001191 535500 WEARING APPAREL	700	700	52.88	.00	.00	647.12	7.6%
001191 545000 HAND TOOLS	1,500	1,500	1,007.47	63.94	.00	492.53	67.2%
001191 546000 MINOR EQUIPMENT	1,000	1,000	288.65	138.99	.00	711.35	28.9%
001191 554000 TRAFFIC CONTROL EQ.	59,000	54,000	35,553.78	16,778.69	13,281.80	5,164.42	90.4%
001191 554500 TRAFFIC SIGNS	35,000	34,000	11,877.16	.00	1,153.18	20,969.66	38.3%
001191 555000 STREET MARKING SUPPL	6,000	6,000	.00	.00	269.86	5,730.14	4.5%
001191 559000 OTHER OPERATING MATL	1,900	1,900	1,013.40	.00	800.25	86.35	95.5%
001191 560000 BUILDING MATERIALS &	2,000	2,000	696.76	.00	.00	1,303.24	34.8%
001191 560500 ELECTRICAL SUPPLIES	900	900	.00	.00	.00	900.00	.0%
001191 562000 STRUCTURAL STEEL & I	950	950	.00	.00	.00	950.00	.0%
001191 565000 PAINT AND PAINTING S	6,000	6,000	267.88	225.90	.00	5,732.12	4.5%
001191 570000 MTR VEHICLE REP. PTS	11,000	16,000	16,080.76	413.14	.00	-80.76	100.5%
001191 575000 COMMUNICATION REPAIR	1,700	1,700	.00	.00	.00	1,700.00	.0%
001191 599000 OTHER REPAIR/MAINT.	500	500	.00	.00	.00	500.00	.0%
TOTAL SUPPLIES & EXPENSES	145,550	145,550	80,160.47	19,736.74	15,646.23	49,743.30	65.8%

60 PROFESSIONAL SERVICE

001191 606000 TELEPHONE AND TELEGR	1,500	1,500	1,229.71	186.66	.00	270.29	82.0%
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EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001191 611000 TRAVEL EXPENSE	700	700	.00	.00	.00	700.00	.0%
001191 612000 FREIGHT	2,000	2,000	.00	.00	.00	2,000.00	.0%
001191 630000 GAS	2,000	2,000	1,945.55	240.59	.00	54.45	97.3%
001191 630500 ELECTRICITY	16,500	16,500	9,568.51	1,048.66	.00	6,931.49	58.0%
001191 636500 OFFICE EQUIPMENT R&M	800	800	.00	.00	.00	800.00	.0%
001191 637500 TRAFFIC CONTROL EQ.	57,000	57,000	.00	.00	.00	57,000.00	.0%
001191 638200 MINOR EQUIPMENT R&M	500	500	.00	.00	.00	500.00	.0%
001191 638400 MOTOR VEHICLE EQ. R&M	10,000	10,000	12.00	.00	3,145.00	6,843.00	31.6%
001191 639000 COMMUNICATION EQ. R&M	600	600	.00	.00	.00	600.00	.0%
001191 639400 DISINFECT./EXTERMINA	700	700	390.00	345.00	.00	310.00	55.7%
001191 639800 TOW IN CHARGES	600	600	.00	.00	.00	600.00	.0%
001191 639900 OTHER REPAIRS AND MA	1,500	1,500	.00	.00	.00	1,500.00	.0%
001191 642500 CYLINDER RENT	350	350	.00	.00	.00	350.00	.0%
001191 643000 UNIFORM RENT	2,000	2,000	775.00	125.00	.00	1,225.00	38.8%
001191 643500 MOP-MAT-RAG RENT	800	800	258.60	42.80	.00	541.40	32.3%
001191 644900 OTHER RENT	200	200	.00	.00	.00	200.00	.0%
001191 684000 DUES AND MEMBERSHIPS	200	200	.00	.00	.00	200.00	.0%
001191 684500 REGISTRATION FEE/TUI	2,400	2,400	.00	.00	.00	2,400.00	.0%
001191 687000 CUSTODIAL SERVICE	7,000	7,000	3,497.86	432.72	3,894.12	-391.98	105.6%
001191 699900 SERVICES NOT SPECIFI	900	900	.00	.00	.00	900.00	.0%
TOTAL PROFESSIONAL SERVICE	108,250	108,250	17,677.23	2,421.43	7,039.12	83,533.65	22.8%
70 CAPITAL OUTLAY							
001191 739900 OTHER EQUIPMENT	0	200,000	.00	.00	.00	200,000.00	.0%
001191 742000 PICK UP TRUCKS	0	36,600	36,522.00	.00	.00	78.00	99.8%
TOTAL CAPITAL OUTLAY	0	236,600	36,522.00	.00	.00	200,078.00	15.4%
TOTAL TRAFFIC MAINT.	604,600	841,200	323,702.37	45,589.50	22,685.35	494,812.28	41.2%
001201 STREET DIV.							
40 PERSONAL SERVICES							
001201 400000 REGULAR WAGES	672,250	676,000	277,447.32	36,897.13	.00	398,552.68	41.0%
001201 430000 OVERTIME	12,500	12,500	7,856.69	1,785.56	.00	4,643.31	62.9%
001201 460000 STATE RETIREMENT	122,600	123,275	49,715.11	6,740.44	.00	73,559.89	40.3%

EXPENDITURE REPORT

FOR 2024 07

			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001201	470000	F.I.C.A. TAXES	52,400	52,700	21,331.26	2,889.04	.00	31,368.74	40.5%
001201	480000	HOSPITALIZATION INS.	151,200	151,200	68,668.91	7,216.80	.00	82,531.09	45.4%
001201	490000	UNEMPLOYMENT BENEFIT	9,000	9,000	.00	.00	.00	9,000.00	.0%
001201	491000	WORKMAN'S COMPENSATI	66,000	66,000	.00	.00	.00	66,000.00	.0%
TOTAL PERSONAL SERVICES			1,085,950	1,090,675	425,019.29	55,528.97	.00	665,655.71	39.0%

50 SUPPLIES & EXPENSES

001201	500300	PAPER	400	400	.00	.00	.00	400.00	.0%
001201	501000	OTHER EXPENDABLE OFF	600	600	254.97	.00	.00	345.03	42.5%
001201	502000	MINOR OFFICE EQUIP/F	2,500	2,500	2,117.75	2,117.75	.00	382.25	84.7%
001201	510000	CLEANING/JANITORIAL	3,000	3,000	336.27	.00	.00	2,663.73	11.2%
001201	511000	HOUSEHOLD SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001201	513000	CHEMICALS	6,000	6,000	3,913.89	.00	.00	2,086.11	65.2%
001201	525000	GAS AND OIL	35,000	35,000	11,518.09	947.67	.00	23,481.91	32.9%
001201	525500	LUBRICANTS	2,500	2,500	4,810.88	.00	.00	-2,310.88	192.4%
001201	525700	DIESEL FUEL	40,000	40,000	18,747.76	2,821.50	.00	21,252.24	46.9%
001201	535500	WEARING APPAREL	3,800	3,800	1,131.84	211.62	.00	2,668.16	29.8%
001201	540000	ASPHALT & ASPHALT PR	45,000	45,000	31,867.28	6,105.10	4,018.96	9,113.76	79.7%
001201	540500	CONCRETE, CEMENT, ET	20,000	20,000	3,085.50	.00	1,156.00	15,758.50	21.2%
001201	541000	BRICK, STONE, MORTAR, E	20,000	20,000	12,474.84	8,488.00	.00	7,525.16	62.4%
001201	541500	SAND, CLAY, GRVL, FILL	9,000	9,000	.00	.00	950.24	8,049.76	10.6%
001201	542000	DRAINAGE PIPE & CULV	8,000	8,000	6,849.40	.00	.00	1,150.60	85.6%
001201	544000	HORT./LANDSCAPING SP	1,000	1,000	.00	.00	.00	1,000.00	.0%
001201	545000	HAND TOOLS	3,500	3,500	1,319.91	.00	820.44	1,359.65	61.2%
001201	546000	MINOR EQUIPMENT	5,500	5,500	.00	.00	.00	5,500.00	.0%
001201	555000	STREET MARKING SUPPL	2,500	2,500	.00	.00	.00	2,500.00	.0%
001201	559000	OTHER OPERATING MATL	20,000	20,000	16,724.76	3,116.50	500.00	2,775.24	86.1%
001201	560000	BUILDING MATERIALS &	4,000	4,000	1,638.95	.00	430.20	1,930.85	51.7%
001201	560500	ELECTRICAL SUPPLIES	1,800	1,800	609.85	23.85	.00	1,190.15	33.9%
001201	561000	PLUMBING SUPPLIES	400	400	107.85	.00	.00	292.15	27.0%
001201	562000	STRUCTURAL STEEL & I	3,000	3,000	.00	.00	.00	3,000.00	.0%
001201	565000	PAINT AND PAINTING S	1,200	1,200	217.83	.00	.00	982.17	18.2%
001201	570000	MTR VEHICLE REP. PTS	85,000	85,000	45,199.40	3,104.97	3,388.02	36,412.58	57.2%
001201	575000	COMMUNICATION REPAIR	1,000	1,000	.00	.00	.00	1,000.00	.0%
001201	575500	AGRICLTRL REPAIR PTS	15,000	15,000	5,949.84	.00	499.98	8,550.18	43.0%
TOTAL SUPPLIES & EXPENSES			340,700	340,700	168,876.86	26,936.96	11,763.84	160,059.30	53.0%

60 PROFESSIONAL SERVICE

001201	604900	OTHER PROFESSIONAL S	286,000	297,600	195,872.43	26,605.00	1,225.00	100,502.57	66.2%
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EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001201 611000 TRAVEL EXPENSE	2,000	2,000	.00	.00	.00	2,000.00	.0%
001201 612000 FREIGHT	3,000	3,000	928.71	25.00	580.00	1,491.29	50.3%
001201 636099 LONG RANGE PAVING PL	1,250,000	1,262,475	919,178.98	155,410.21	270,820.00	72,476.02	94.3%
001201 638200 MINOR EQUIPMENT R&M	1,500	1,500	254.15	254.15	.00	1,245.85	16.9%
001201 638400 MOTOR VEHICLE EQ. R&M	30,000	30,000	20,783.11	.00	3,039.82	6,177.07	79.4%
001201 638700 AGRICULTURAL EQ. R&M	20,000	20,000	13,750.75	6,587.11	218.94	6,030.31	69.8%
001201 639800 TOW IN CHARGES	1,500	1,500	375.00	.00	.00	1,125.00	25.0%
001201 639900 OTHER REPAIRS AND MA	8,000	27,000	1,580.00	1,580.00	18,572.87	6,847.13	74.6%
001201 642000 MACHINERY RENT	5,000	5,000	.00	.00	.00	5,000.00	.0%
001201 643000 UNIFORM RENT	15,000	15,000	12,270.05	2,820.38	.00	2,729.95	81.8%
001201 684000 DUES AND MEMBERSHIPS	600	600	290.00	.00	.00	310.00	48.3%
001201 684500 REGISTRATION FEE/TUI	2,000	2,000	.00	.00	.00	2,000.00	.0%
001201 699900 SERVICES NOT SPECIFI	6,000	6,000	3,673.00	1,185.00	.00	2,327.00	61.2%
TOTAL PROFESSIONAL SERVICE	1,630,600	1,673,675	1,168,956.18	194,466.85	294,456.63	210,262.19	87.4%
70 CAPITAL OUTLAY							
001201 739900 OTHER EQUIPMENT	0	209,000	71,395.99	.00	.00	137,604.01	34.2%
001201 742000 PICK UP TRUCKS	0	49,000	.00	.00	48,364.00	636.00	98.7%
001201 743000 HEAVY TRUCKS	0	175,000	.00	.00	175,000.00	.00	100.0%
TOTAL CAPITAL OUTLAY	0	433,000	71,395.99	.00	223,364.00	138,240.01	68.1%
TOTAL STREET DIV.	3,057,250	3,538,050	1,834,248.32	276,932.78	529,584.47	1,174,217.21	66.8%
001202 STREET LIGHTS							
60 PROFESSIONAL SERVICE							
001202 630500 ELECTRICITY	1,400,000	1,400,000	922,938.89	116,137.68	.00	477,061.11	65.9%
TOTAL PROFESSIONAL SERVICE	1,400,000	1,400,000	922,938.89	116,137.68	.00	477,061.11	65.9%
TOTAL STREET LIGHTS	1,400,000	1,400,000	922,938.89	116,137.68	.00	477,061.11	65.9%
001203 ENGR/PUBLIC SER							
40 PERSONAL SERVICES							
001203 400000 REGULAR WAGES	455,500	455,500	257,829.78	34,978.70	.00	197,670.22	56.6%

EXPENDITURE REPORT

FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001203 430000 OVERTIME	1,000	1,000	643.00	215.52	.00	357.00	64.3%
001203 460000 STATE RETIREMENT	81,750	81,750	44,974.18	6,123.78	.00	36,775.82	55.0%
001203 470000 F.I.C.A. TAXES	35,000	35,000	18,911.26	2,569.22	.00	16,088.74	54.0%
001203 480000 HOSPITALIZATION INS.	67,200	67,200	34,459.64	4,209.80	.00	32,740.36	51.3%
001203 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001203 491000 WORKMAN'S COMPENSATI	8,370	8,370	.00	.00	.00	8,370.00	.0%
TOTAL PERSONAL SERVICES	649,820	649,820	356,817.86	48,097.02	.00	293,002.14	54.9%
50 SUPPLIES & EXPENSES							
001203 500300 PAPER	1,000	1,000	731.21	107.14	57.50	211.29	78.9%
001203 501000 OTHER EXPENDABLE OFF	2,700	2,700	1,619.20	95.22	93.39	987.41	63.4%
001203 502000 MINOR OFFICE EQUIP/F	3,000	3,000	2,552.64	.00	.00	447.36	85.1%
001203 505000 SUBSCRIPTIONS,MAGS,M	450	450	.00	.00	88.83	361.17	19.7%
001203 508000 COMPUTER SUPPLIES	5,000	5,000	1,981.15	.00	184.67	2,834.18	43.3%
001203 525000 GAS AND OIL	2,200	2,200	1,047.72	49.75	.00	1,152.28	47.6%
001203 546000 MINOR EQUIPMENT	250	250	.00	.00	.00	250.00	.0%
001203 559000 OTHER OPERATING MATL	250	250	.00	.00	.00	250.00	.0%
001203 560000 BUILDING MATERIALS &	300	300	.00	.00	23.50	276.50	7.8%
001203 570000 MTR VEHICLE REP. PTS	1,000	1,000	510.35	47.20	179.95	309.70	69.0%
001203 575000 COMMUNICATION REPAIR	100	100	.00	.00	.00	100.00	.0%
001203 599000 OTHER REPAIR/MAINT.	100	100	.00	.00	.00	100.00	.0%
TOTAL SUPPLIES & EXPENSES	16,350	16,350	8,442.27	299.31	627.84	7,279.89	55.5%
60 PROFESSIONAL SERVICE							
001203 601500 ENGINEERING	177,412	177,412	82,866.03	6,525.06	.00	94,545.97	46.7%
001203 602000 CONSULTANT SERV/SURV	10,000	10,000	.00	.00	1,500.00	8,500.00	15.0%
001203 602300 ABSTRACTING & RECORD	500	500	106.00	.00	.00	394.00	21.2%
001203 604900 OTHER PROFESSIONAL S	86,500	86,500	35,269.84	.00	6,500.00	44,730.16	48.3%
001203 606000 TELEPHONE AND TELEGR	3,300	3,300	1,925.07	289.38	.00	1,374.93	58.3%
001203 607000 POSTAGE	1,250	1,250	707.99	.00	.00	542.01	56.6%
001203 611000 TRAVEL EXPENSE	3,000	3,000	581.43	.00	.00	2,418.57	19.4%
001203 612000 FREIGHT	0	0	170.00	.00	.00	-170.00	100.0%
001203 613000 MESSENGER/EXPRESS SE	400	400	56.69	.00	.00	343.31	14.2%
001203 615000 ADVERTISING	500	500	.00	.00	.00	500.00	.0%
001203 620000 PRINTING	300	300	.00	.00	.00	300.00	.0%
001203 630000 GAS	1,500	1,500	1,144.20	143.12	.00	355.80	76.3%

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FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001203 630500 ELECTRICITY	6,000	6,000	4,562.04	485.07	.00	1,437.96	76.0%
001203 635000 BUILDING R&M	1,500	1,500	356.04	.00	750.00	393.96	73.7%
001203 638200 MINOR EQUIPMENT R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001203 638400 MOTOR VEHICLE EQ. R&	1,000	1,000	291.52	99.57	.00	708.48	29.2%
001203 639400 DISINFECT./EXTERMINA	750	750	465.00	410.00	.00	285.00	62.0%
001203 641000 OFFICE EQUIPMENT REN	4,000	4,000	2,830.79	.00	.00	1,169.21	70.8%
001203 684000 DUES AND MEMBERSHIPS	400	400	.00	.00	.00	400.00	.0%
001203 684500 REGISTRATION FEE/TUI	2,450	2,450	1,650.00	.00	.00	800.00	67.3%
001203 687000 CUSTODIAL SERVICE	5,940	5,940	3,403.22	432.72	3,894.12	-1,357.34	122.9%
001203 699900 SERVICES NOT SPECIFI	50,000	50,000	11,262.35	.00	.00	38,737.65	22.5%
TOTAL PROFESSIONAL SERVICE	357,702	357,702	147,648.21	8,384.92	12,644.12	197,409.67	44.8%
TOTAL ENGR/PUBLIC SER	1,023,872	1,023,872	512,908.34	56,781.25	13,271.96	497,691.70	51.4%
001204 SHOP DIVISION							
40 PERSONAL SERVICES							
001204 400000 REGULAR WAGES	315,000	315,000	130,360.95	21,059.94	.00	184,639.05	41.4%
001204 430000 OVERTIME	12,000	12,000	5,245.14	563.50	.00	6,754.86	43.7%
001204 460000 STATE RETIREMENT	58,600	58,600	23,667.72	3,772.11	.00	34,932.28	40.4%
001204 470000 F.I.C.A. TAXES	25,100	25,100	10,118.61	1,668.89	.00	14,981.39	40.3%
001204 480000 HOSPITALIZATION INS.	67,200	67,200	31,044.00	3,608.40	.00	36,156.00	46.2%
001204 490000 UNEMPLOYMENT BENEFIT	3,000	3,000	.00	.00	.00	3,000.00	.0%
001204 491000 WORKMAN'S COMPENSATI	9,500	9,500	.00	.00	.00	9,500.00	.0%
TOTAL PERSONAL SERVICES	490,400	490,400	200,436.42	30,672.84	.00	289,963.58	40.9%
50 SUPPLIES & EXPENSES							
001204 502000 MINOR OFFICE EQUIP/F	800	800	.00	.00	.00	800.00	.0%
001204 512000 MEDICAL SUPPLIES	350	350	62.92	.00	134.58	152.50	56.4%
001204 513000 CHEMICALS	5,000	5,000	2,775.95	.00	.00	2,224.05	55.5%
001204 525000 GAS AND OIL	2,000	2,000	469.12	245.52	310.00	1,220.88	39.0%
001204 525500 LUBRICANTS	4,500	4,500	2,014.32	.00	.00	2,485.68	44.8%
001204 525700 DIESEL FUEL	2,000	2,000	354.88	77.41	.00	1,645.12	17.7%
001204 545000 HAND TOOLS	1,000	1,000	.00	.00	.00	1,000.00	.0%
001204 546000 MINOR EQUIPMENT	1,500	1,500	830.18	.00	.00	669.82	55.3%

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			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001204	559000	OTHER OPERATING MATL	4,300	4,300	3,755.15	45.79	109.35	435.50	89.9%
001204	560000	BUILDING MATERIALS &	700	700	.00	.00	.00	700.00	.0%
001204	560500	ELECTRICAL SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001204	561000	PLUMBING SUPPLIES	300	300	13.90	.00	.00	286.10	4.6%
001204	570000	MTR VEHICLE REP. PTS	3,500	3,500	2,599.26	.00	449.90	450.84	87.1%
001204	575000	COMMUNICATION REPAIR	500	500	.00	.00	.00	500.00	.0%
001204	577000	EXPENDABLE WELDING S	1,500	1,500	1,038.01	.00	.00	461.99	69.2%
001204	599000	OTHER REPAIR/MAINT.	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL SUPPLIES & EXPENSES			29,950	29,950	13,913.69	368.72	1,003.83	15,032.48	49.8%
60 PROFESSIONAL SERVICE									
001204	612000	FREIGHT	100	100	.00	.00	.00	100.00	.0%
001204	630000	GAS	12,000	12,000	13,385.42	1,902.13	.00	-1,385.42	111.5%
001204	630500	ELECTRICITY	30,000	30,000	16,342.24	1,784.55	.00	13,657.76	54.5%
001204	635500	ELECTRICAL R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001204	638000	FIXED EQUIPMENT R&M	2,500	2,500	.00	.00	.00	2,500.00	.0%
001204	638200	MINOR EQUIPMENT R&M	500	500	.00	.00	.00	500.00	.0%
001204	638400	MOTOR VEHICLE EQ. R&	500	500	.00	.00	.00	500.00	.0%
001204	639400	DISINFECT./EXTERMINA	0	0	2,354.00	.00	.00	-2,354.00	100.0%
001204	642500	CYLINDER RENT	5,000	5,000	3,259.95	622.70	.00	1,740.05	65.2%
001204	643000	UNIFORM RENT	5,000	5,000	2,428.90	279.47	.00	2,571.10	48.6%
TOTAL PROFESSIONAL SERVICE			56,600	56,600	37,770.51	4,588.85	.00	18,829.49	66.7%
TOTAL SHOP DIVISION			576,950	576,950	252,120.62	35,630.41	1,003.83	323,825.55	43.9%
001205 G O & F S DIV.									
50 SUPPLIES & EXPENSES									
001205	501000	OTHER EXPENDABLE OFF	800	800	.00	.00	.00	800.00	.0%
001205	502000	MINOR OFFICE EQUIP/F	600	600	.00	.00	.00	600.00	.0%
001205	507000	BOOKS	220	220	.00	.00	.00	220.00	.0%
001205	510000	CLEANING/JANITORIAL	600	600	.00	.00	.00	600.00	.0%
001205	511000	HOUSEHOLD SUPPLIES	500	500	.00	.00	.00	500.00	.0%
001205	512000	MEDICAL SUPPLIES	300	300	.00	.00	.00	300.00	.0%
001205	525700	DIESEL FUEL	1,000	1,000	.00	.00	.00	1,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001205 559000 OTHER OPERATING MATL	500	500	.00	.00	.00	500.00	.0%
001205 560000 BUILDING MATERIALS &	500	500	.00	.00	.00	500.00	.0%
001205 561000 PLUMBING SUPPLIES	100	100	.00	.00	.00	100.00	.0%
TOTAL SUPPLIES & EXPENSES	5,120	5,120	.00	.00	.00	5,120.00	.0%
60 PROFESSIONAL SERVICE							
001205 604900 OTHER PROFESSIONAL S	8,000	8,000	4,327.55	75.75	.00	3,672.45	54.1%
001205 606000 TELEPHONE AND TELEGR	8,500	8,500	.00	.00	.00	8,500.00	.0%
001205 630500 ELECTRICITY	900	900	597.50	75.43	.00	302.50	66.4%
001205 639400 DISINFECT./EXTERMINA	1,500	1,500	535.00	250.00	.00	965.00	35.7%
TOTAL PROFESSIONAL SERVICE	18,900	18,900	5,460.05	401.18	.00	13,439.95	28.9%
TOTAL G O & F S DIV.	24,020	24,020	5,460.05	401.18	.00	18,559.95	22.7%
001206 DRAINAGE DIV.							
50 SUPPLIES & EXPENSES							
001206 525000 GAS AND OIL	5,500	5,500	6,565.23	82.07	.00	-1,065.23	119.4%
001206 525700 DIESEL FUEL	1,000	1,000	54.59	23.53	.00	945.41	5.5%
001206 542000 DRAINAGE PIPE & CULV	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL SUPPLIES & EXPENSES	8,500	8,500	6,619.82	105.60	.00	1,880.18	77.9%
60 PROFESSIONAL SERVICE							
001206 604900 OTHER PROFESSIONAL S	15,000	15,000	8,959.00	3,960.00	.00	6,041.00	59.7%
001206 606000 TELEPHONE AND TELEGR	18,000	18,000	3,820.80	608.99	.00	14,179.20	21.2%
001206 636000 STREETS & STRUCTURES	60,000	60,000	.00	.00	.00	60,000.00	.0%
TOTAL PROFESSIONAL SERVICE	93,000	93,000	12,779.80	4,568.99	.00	80,220.20	13.7%
70 CAPITAL OUTLAY							
001206 700000 LAND	0	12,000	11,551.33	.00	.00	448.67	96.3%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001206 721501 FACILITIES IMPROVEME	150,000	150,000	59,098.25	59,098.25	.00	90,901.75	39.4%
001206 721502 MIDTOWN DETENTION BA	0	10,000	5,333.10	.00	.00	4,666.90	53.3%
001206 721503 INNSWOOD DRAINAGE	120,000	120,000	.00	.00	.00	120,000.00	.0%
001206 729500 OTHER IMPROVEMENTS	400,000	378,000	271,900.50	45,581.74	.00	106,099.50	71.9%
TOTAL CAPITAL OUTLAY	670,000	670,000	347,883.18	104,679.99	.00	322,116.82	51.9%
TOTAL DRAINAGE DIV.	771,500	771,500	367,282.80	109,354.58	.00	404,217.20	47.6%

001207 CONSTRUCTION

40 PERSONAL SERVICES

001207 400000 REGULAR WAGES	423,000	423,000	215,018.91	31,336.12	.00	207,981.09	50.8%
001207 430000 OVERTIME	10,000	10,000	8,114.85	2,434.41	.00	1,885.15	81.1%
001207 460000 STATE RETIREMENT	77,600	77,600	38,825.29	5,876.08	.00	38,774.71	50.0%
001207 470000 F.I.C.A. TAXES	33,200	33,200	16,735.04	2,533.49	.00	16,464.96	50.4%
001207 480000 HOSPITALIZATION INS.	92,400	92,400	48,780.06	6,314.70	.00	43,619.94	52.8%
001207 490000 UNEMPLOYMENT BENEFIT	4,000	4,000	.00	.00	.00	4,000.00	.0%
001207 491000 WORKMAN'S COMPENSATI	42,000	42,000	.00	.00	.00	42,000.00	.0%
TOTAL PERSONAL SERVICES	682,200	682,200	327,474.15	48,494.80	.00	354,725.85	48.0%

50 SUPPLIES & EXPENSES

001207 502000 MINOR OFFICE EQUIP/F	1,000	1,000	.00	.00	.00	1,000.00	.0%
001207 525000 GAS AND OIL	25,000	25,000	9,038.98	1,788.49	.00	15,961.02	36.2%
001207 525500 LUBRICANTS	400	400	.00	.00	.00	400.00	.0%
001207 525700 DIESEL FUEL	1,300	1,300	1,096.98	.00	.00	203.02	84.4%
001207 535500 WEARING APPAREL	1,500	1,500	762.55	762.55	.00	737.45	50.8%
001207 545000 HAND TOOLS	1,500	1,500	353.61	.00	.00	1,146.39	23.6%
001207 546000 MINOR EQUIPMENT	4,000	4,000	1,881.52	.00	967.02	1,151.46	71.2%
001207 559000 OTHER OPERATING MATL	7,000	7,000	4,918.95	518.13	.00	2,081.05	70.3%
001207 560000 BUILDING MATERIALS &	6,000	6,000	1,879.30	713.09	.00	4,120.70	31.3%
001207 560500 ELECTRICAL SUPPLIES	35,000	35,000	17,040.58	497.30	.00	17,959.42	48.7%
001207 561000 PLUMBING SUPPLIES	2,000	2,000	1,081.39	.00	.00	918.61	54.1%
001207 562000 STRUCTURAL STEEL & I	750	750	.00	.00	.00	750.00	.0%
001207 565000 PAINT AND PAINTING S	4,000	4,000	453.47	91.08	.00	3,546.53	11.3%
001207 570000 MTR VEHICLE REP. PTS	8,000	8,000	3,967.04	247.93	802.00	3,230.96	59.6%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001207 575000 COMMUNICATION REPAIR	2,000	2,000	.00	.00	.00	2,000.00	.0%
001207 575500 AGRICLTRL REPAIR PTS	500	500	.00	.00	.00	500.00	.0%
001207 599000 OTHER REPAIR/MAINT.	14,000	14,000	9,208.99	959.00	.00	4,791.01	65.8%
001207 599102 REPR/MAINT SPL-DOWNT	8,000	8,000	.00	.00	.00	8,000.00	.0%
TOTAL SUPPLIES & EXPENSES	121,950	121,950	51,683.36	5,577.57	1,769.02	68,497.62	43.8%
60 PROFESSIONAL SERVICE							
001207 604900 OTHER PROFESSIONAL S	1,000	4,000	2,445.60	146.35	.00	1,554.40	61.1%
001207 606000 TELEPHONE AND TELEGR	1,600	1,600	417.52	59.72	.00	1,182.48	26.1%
001207 612000 FREIGHT	500	500	165.24	15.24	.00	334.76	33.0%
001207 630500 ELECTRICITY	5,200	5,200	.00	.00	.00	5,200.00	.0%
001207 638300 GENERATOR R&M	70,000	68,400	59,645.00	.00	5,705.00	3,050.00	95.5%
001207 638400 MOTOR VEHICLE EQ. R&	10,000	10,000	3,587.67	.00	.00	6,412.33	35.9%
001207 639000 COMMUNICATION EQ. R&	1,000	1,000	.00	.00	.00	1,000.00	.0%
001207 639100 DOWNTOWN LIGHTS R&M	50,000	45,500	24,046.91	1,260.76	7,385.00	14,068.09	69.1%
001207 639400 DISINFECT./EXTERMINA	500	500	.00	.00	.00	500.00	.0%
001207 639800 TOW IN CHARGES	300	300	100.00	.00	.00	200.00	33.3%
001207 639900 OTHER REPAIRS AND MA	3,000	3,000	1,379.00	.00	.00	1,621.00	46.0%
001207 642000 MACHINERY RENT	0	3,100	3,000.72	.00	.00	99.28	96.8%
001207 642500 CYLINDER RENT	3,000	3,000	1,512.37	276.52	.00	1,487.63	50.4%
001207 643000 UNIFORM RENT	3,500	3,500	3,257.55	426.40	.00	242.45	93.1%
001207 644900 OTHER RENT	200	200	.00	.00	.00	200.00	.0%
TOTAL PROFESSIONAL SERVICE	149,800	149,800	99,557.58	2,184.99	13,090.00	37,152.42	75.2%
70 CAPITAL OUTLAY							
001207 739900 OTHER EQUIPMENT	0	24,000	23,445.00	.00	.00	555.00	97.7%
TOTAL CAPITAL OUTLAY	0	24,000	23,445.00	.00	.00	555.00	97.7%
TOTAL CONSTRUCTION	953,950	977,950	502,160.09	56,257.36	14,859.02	460,930.89	52.9%
001220 SANITATION DIV.							
40 PERSONAL SERVICES							
001220 400000 REGULAR WAGES	1,270,650	1,281,050	598,609.33	79,098.25	.00	682,440.67	46.7%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001220 430000 OVERTIME	42,000	42,000	8,541.20	1,039.02	.00	33,458.80	20.3%
001220 460000 STATE RETIREMENT	234,970	236,870	105,644.09	13,943.90	.00	131,225.91	44.6%
001220 470000 F.I.C.A. TAXES	100,500	101,300	45,440.74	5,969.14	.00	55,859.26	44.9%
001220 480000 HOSPITALIZATION INS.	285,600	285,600	128,341.70	14,440.00	.00	157,258.30	44.9%
001220 490000 UNEMPLOYMENT BENEFIT	4,000	4,000	.00	.00	.00	4,000.00	.0%
001220 491000 WORKMAN'S COMPENSATI	82,850	82,850	.00	.00	.00	82,850.00	.0%
TOTAL PERSONAL SERVICES	2,020,570	2,033,670	886,577.06	114,490.31	.00	1,147,092.94	43.6%
50 SUPPLIES & EXPENSES							
001220 501000 OTHER EXPENDABLE OFF	2,500	2,500	633.09	.00	.00	1,866.91	25.3%
001220 502000 MINOR OFFICE EQUIP/F	2,500	2,500	1,233.20	.00	.00	1,266.80	49.3%
001220 510000 CLEANING/JANITORIAL	1,700	1,700	1,042.24	.00	.00	657.76	61.3%
001220 511000 HOUSEHOLD SUPPLIES	1,400	1,400	47.10	47.10	.00	1,352.90	3.4%
001220 513000 CHEMICALS	15,000	18,000	17,246.50	.00	.00	753.50	95.8%
001220 525000 GAS AND OIL	12,000	12,000	16,261.56	4,681.16	.00	-4,261.56	135.5%
001220 525700 DIESEL FUEL	200,000	200,000	128,620.88	16,547.63	.00	71,379.12	64.3%
001220 535500 WEARING APPAREL	1,000	1,000	444.26	.00	.00	555.74	44.4%
001220 545000 HAND TOOLS	1,000	1,000	.00	.00	.00	1,000.00	.0%
001220 546000 MINOR EQUIPMENT	8,000	5,000	1,691.15	107.75	.00	3,308.85	33.8%
001220 559000 OTHER OPERATING MATL	50,000	44,000	36,031.12	1,239.66	165.18	7,803.70	82.3%
001220 559001 OTHER OPERATING SPLY	14,000	14,000	5,740.90	4,668.88	.00	8,259.10	41.0%
001220 559100 OTHER OPER.MATLS-FUL	8,500	8,500	2,697.68	.00	.00	5,802.32	31.7%
001220 560000 BUILDING MATERIALS &	1,000	1,000	.00	.00	.00	1,000.00	.0%
001220 560500 ELECTRICAL SUPPLIES	1,000	1,000	.00	.00	.00	1,000.00	.0%
001220 570000 MTR VEHICLE REP. PTS	120,000	176,000	173,684.69	16,811.71	806.57	1,508.74	99.1%
001220 575000 COMMUNICATION REPAIR	500	500	301.50	.00	.00	198.50	60.3%
TOTAL SUPPLIES & EXPENSES	440,100	490,100	385,675.87	44,103.89	971.75	103,452.38	78.9%
60 PROFESSIONAL SERVICE							
001220 604900 OTHER PROFESSIONAL S	8,000	8,000	2,954.40	971.44	.00	5,045.60	36.9%
001220 611000 TRAVEL EXPENSE	2,000	2,000	.00	.00	.00	2,000.00	.0%
001220 612000 FREIGHT	3,700	3,700	1,207.23	.00	285.00	2,207.77	40.3%
001220 615001 ADVERTISING-RECYCLIN	4,000	4,000	.00	.00	.00	4,000.00	.0%
001220 630500 ELECTRICITY	7,000	7,000	3,612.82	475.66	.00	3,387.18	51.6%
001220 638000 FIXED EQUIPMENT R&M	1,000	1,000	985.00	.00	.00	15.00	98.5%
001220 638200 MINOR EQUIPMENT R&M	3,200	3,200	2,819.75	.00	.00	380.25	88.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001220 638400 MOTOR VEHICLE EQ. R&	150,000	250,000	150,894.94	73,676.43	10,691.97	88,413.09	64.6%
001220 639400 DISINFECT./EXTERMINA	50	50	675.00	.00	.00	-625.00	1350.0%
001220 639800 TOW IN CHARGES	5,000	5,000	4,900.00	1,575.00	.00	100.00	98.0%
001220 639900 OTHER REPAIRS AND MA	2,500	2,500	.00	.00	.00	2,500.00	.0%
001220 643000 UNIFORM RENT	15,000	15,000	12,822.39	1,511.57	.00	2,177.61	85.5%
001220 643500 MOP-MAT-RAG RENT	1,500	1,500	1,488.97	470.95	.00	11.03	99.3%
001220 688000 TIPPING FEES	1,000,000	1,000,000	575,292.31	76,294.18	.00	424,707.69	57.5%
001220 688500 TIPPING/DISPOSAL OTH	60,000	60,000	15,267.33	.00	.00	44,732.67	25.4%
001220 688600 HAZARDOUS WASTE GRAN	125,000	125,000	.00	.00	.00	125,000.00	.0%
001220 689000 RECYCLING FEES	180,000	180,000	138,956.16	21,914.79	31,043.84	10,000.00	94.4%
001220 699900 SERVICES NOT SPECIFI	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL PROFESSIONAL SERVICE	1,568,950	1,668,950	911,876.30	176,890.02	42,020.81	715,052.89	57.2%
70 CAPITAL OUTLAY							
001220 739900 OTHER EQUIPMENT	0	275,000	.00	.00	235,000.00	40,000.00	85.5%
001220 746000 SANITATION TRUCKS	0	330,000	.00	.00	330,000.00	.00	100.0%
TOTAL CAPITAL OUTLAY	0	605,000	.00	.00	565,000.00	40,000.00	93.4%
TOTAL SANITATION DIV.	4,029,620	4,797,720	2,184,129.23	335,484.22	607,992.56	2,005,598.21	58.2%
001250 HEALTH DIVISION							
40 PERSONAL SERVICES							
001250 400000 REGULAR WAGES	927,000	927,000	398,550.18	59,184.19	.00	528,449.82	43.0%
001250 430000 OVERTIME	28,000	28,000	15,975.62	2,276.52	.00	12,024.38	57.1%
001250 460000 STATE RETIREMENT	171,200	171,200	72,127.55	10,694.18	.00	99,072.45	42.1%
001250 470000 F.I.C.A. TAXES	73,060	73,060	31,133.03	4,620.78	.00	41,926.97	42.6%
001250 480000 HOSPITALIZATION INS.	252,000	252,000	92,478.53	11,439.40	.00	159,521.47	36.7%
001250 490000 UNEMPLOYMENT BENEFIT	6,000	6,000	.00	.00	.00	6,000.00	.0%
001250 491000 WORKMAN'S COMPENSATI	24,020	24,020	.00	.00	.00	24,020.00	.0%
TOTAL PERSONAL SERVICES	1,481,280	1,481,280	610,264.91	88,215.07	.00	871,015.09	41.2%
50 SUPPLIES & EXPENSES							
001250 513000 CHEMICALS	40,000	40,000	6,906.25	.00	13,147.30	19,946.45	50.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001250 525000 GAS AND OIL	32,000	32,000	13,160.34	1,256.55	.00	18,839.66	41.1%
001250 525700 DIESEL FUEL	12,000	12,000	2,910.36	.00	.00	9,089.64	24.3%
001250 535500 WEARING APPAREL	500	500	.00	.00	.00	500.00	.0%
001250 545000 HAND TOOLS	500	500	.00	.00	.00	500.00	.0%
001250 546000 MINOR EQUIPMENT	1,000	1,000	980.00	980.00	.00	20.00	98.0%
001250 559000 OTHER OPERATING MATL	1,000	1,000	244.80	244.80	210.00	545.20	45.5%
001250 570000 MTR VEHICLE REP. PTS	9,000	9,000	2,861.46	151.28	145.85	5,992.69	33.4%
001250 575500 AGRICLTRL REPAIR PTS	38,000	38,000	18,809.48	4,256.74	678.78	18,511.74	51.3%
TOTAL SUPPLIES & EXPENSES	134,000	134,000	45,872.69	6,889.37	14,181.93	73,945.38	44.8%
60 PROFESSIONAL SERVICE							
001250 612000 FREIGHT	200	200	155.00	80.00	.00	45.00	77.5%
001250 638200 MINOR EQUIPMENT R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001250 638400 MOTOR VEHICLE EQ. R&	1,500	1,500	.00	.00	.00	1,500.00	.0%
001250 638700 AGRICULTURAL EQ. R&M	1,000	1,000	279.50	279.50	.00	720.50	28.0%
001250 639000 COMMUNICATION EQ. R&	500	500	.00	.00	.00	500.00	.0%
001250 639800 TOW IN CHARGES	200	200	70.00	.00	.00	130.00	35.0%
001250 684500 REGISTRATION FEE/TUI	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL PROFESSIONAL SERVICE	5,400	5,400	504.50	359.50	.00	4,895.50	9.3%
TOTAL HEALTH DIVISION	1,620,680	1,620,680	656,642.10	95,463.94	14,181.93	949,855.97	41.4%
001260 ANIMAL CONTROL							
40 PERSONAL SERVICES							
001260 400000 REGULAR WAGES	101,500	101,500	55,610.21	7,801.60	.00	45,889.79	54.8%
001260 430000 OVERTIME	2,500	2,500	10,112.11	1,523.90	.00	-7,612.11	404.5%
001260 460000 STATE RETIREMENT	18,700	18,700	11,435.71	1,622.64	.00	7,264.29	61.2%
001260 470000 F.I.C.A. TAXES	8,000	8,000	4,772.08	674.83	.00	3,227.92	59.7%
001260 480000 HOSPITALIZATION INS.	25,200	25,200	11,424.04	1,804.20	.00	13,775.96	45.3%
001260 490000 UNEMPLOYMENT BENEFIT	2,000	2,000	.00	.00	.00	2,000.00	.0%
001260 491000 WORKMAN'S COMPENSATI	1,300	1,300	.00	.00	.00	1,300.00	.0%
TOTAL PERSONAL SERVICES	159,200	159,200	93,354.15	13,427.17	.00	65,845.85	58.6%
50 SUPPLIES & EXPENSES							
001260 501000 OTHER EXPENDABLE OFF	500	500	.00	.00	.00	500.00	.0%

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FOR 2024 07

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001260 502000 MINOR OFFICE EQUIP/F	150	150	.00	.00	.00	150.00	.0%
001260 505000 SUBSCRIPTIONS,MAGS,M	150	150	.00	.00	.00	150.00	.0%
001260 525000 GAS AND OIL	6,000	6,000	5,219.72	871.69	.00	780.28	87.0%
001260 535500 WEARING APPAREL	1,500	1,500	.00	.00	1,328.78	171.22	88.6%
001260 545000 HAND TOOLS	100	100	.00	.00	.00	100.00	.0%
001260 546000 MINOR EQUIPMENT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001260 570000 MTR VEHICLE REP. PTS	1,500	1,500	899.00	.00	.00	601.00	59.9%
TOTAL SUPPLIES & EXPENSES	10,900	10,900	6,118.72	871.69	1,328.78	3,452.50	68.3%
60 PROFESSIONAL SERVICE							
001260 603000 VETERINARIAN	1,000	1,000	.00	.00	.00	1,000.00	.0%
001260 606000 TELEPHONE AND TELEGR	250	250	.00	.00	.00	250.00	.0%
001260 611000 TRAVEL EXPENSE	950	950	.00	.00	.00	950.00	.0%
001260 620000 PRINTING	200	200	.00	.00	.00	200.00	.0%
001260 638400 MOTOR VEHICLE EQ. R&	1,400	1,400	.00	.00	.00	1,400.00	.0%
001260 639800 TOW IN CHARGES	100	100	.00	.00	.00	100.00	.0%
001260 684000 DUES AND MEMBERSHIPS	150	150	.00	.00	.00	150.00	.0%
001260 684500 REGISTRATION FEE/TUI	1,500	1,500	.00	.00	.00	1,500.00	.0%
001260 699900 SERVICES NOT SPECIFI	180,000	250,000	192,510.37	40,089.74	.00	57,489.63	77.0%
TOTAL PROFESSIONAL SERVICE	185,550	255,550	192,510.37	40,089.74	.00	63,039.63	75.3%
70 CAPITAL OUTLAY							
001260 732700 DATA PROCESSING EQUI	0	2,550	.00	.00	.00	2,550.00	.0%
001260 735500 COMMUNICATION EQUIPM	0	11,258	.00	.00	.00	11,258.00	.0%
001260 742000 PICK UP TRUCKS	0	42,742	.00	.00	42,222.00	520.00	98.8%
TOTAL CAPITAL OUTLAY	0	56,550	.00	.00	42,222.00	14,328.00	74.7%
TOTAL ANIMAL CONTROL	355,650	482,200	291,983.24	54,388.60	43,550.78	146,665.98	69.6%
001280 HUMAN/SOC.ASST							
60 PROFESSIONAL SERVICE							
001280 682007 DOMESTIC ABUSE FAMIL	3,500	3,500	.00	.00	.00	3,500.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001280 682022 RAILS TO TRAILS	120,000	120,000	.00	.00	.00	120,000.00	.0%
001280 682023 CTR FOR CHILD ABUSE	5,000	5,000	.00	.00	.00	5,000.00	.0%
001280 682037 H'BURG DOWNTOWN ASSN	50,000	50,000	.00	.00	.00	50,000.00	.0%
001280 682038 USM CONTRIBUTIONS -	60,000	60,000	60,000.00	.00	.00	.00	100.0%
001280 682047 R3SM	25,000	25,000	.00	.00	.00	25,000.00	.0%
001280 682099 UNALLOCATED CONTRIBU	50,000	50,000	5,000.00	.00	.00	45,000.00	10.0%
TOTAL PROFESSIONAL SERVICE	313,500	313,500	65,000.00	.00	.00	248,500.00	20.7%
TOTAL HUMAN/SOC.ASST	313,500	313,500	65,000.00	.00	.00	248,500.00	20.7%
001402 ECONOMIC DEV.							
001402 723031 PCS ROADWAY IMPROVEM	0	15,000	6,848.35	6,848.35	.00	8,151.65	45.7%
TOTAL UNDEFINED CHAR	0	15,000	6,848.35	6,848.35	.00	8,151.65	45.7%
60 PROFESSIONAL SERVICE							
001402 604900 OTHER PROFESSIONAL S	0	5,192,496	1,180,181.34	62,185.43	212,998.80	3,799,315.86	26.8%
001402 682001 FCIPC/AREA DEV. PRTN	0	325,000	243,750.00	81,250.00	.00	81,250.00	75.0%
001402 682037 H'BURG DOWNTOWN ASSN	0	154,000	98,000.00	20,000.00	.00	56,000.00	63.6%
TOTAL PROFESSIONAL SERVICE	0	5,671,496	1,521,931.34	163,435.43	212,998.80	3,936,565.86	30.6%
70 CAPITAL OUTLAY							
001402 7150LP LIGHTING PROTECTION	9,998	0	.00	.00	.00	.00	.0%
001402 7150MC MECHANICAL SYSTEM CO	18,400	0	.00	.00	.00	.00	.0%
001402 7150SS SMOKE EVACUATION SYS	5,750	0	.00	.00	.00	.00	.0%
001402 729543 RIVER DISTRICT	50,000	50,000	.00	.00	.00	50,000.00	.0%
001402 729551 HWY11 VETERANS BLVD	0	34,148	13,500.00	3,480.57	.00	20,648.00	39.5%
001402 790100 MISCELLANEOUS CAP PRO	0	5,601,500	819.07	819.07	3,642.25	5,597,038.68	.1%
TOTAL CAPITAL OUTLAY	84,148	5,685,648	14,319.07	4,299.64	3,642.25	5,667,686.68	.3%
TOTAL ECONOMIC DEV.	84,148	11,372,144	1,543,098.76	174,583.42	216,641.05	9,612,404.19	15.5%

001460 CAPITAL LEASES**80 DEBT SERVICE**

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001460 822306 MDB-CHURCH PROJ	22,000	22,000	12,578.51	1,796.93	.00	9,421.49	57.2%
001460 833306 MDB-CHURCH PROJ	3,000	3,000	2,326.61	361.90	.00	673.39	77.6%
001460 840100 LEASE ISSUES	3,000	3,000	3,000.00	.00	.00	.00	100.0%
001460 851500 BUILDING LEASE	101,000	101,000	.00	.00	.00	101,000.00	.0%
001460 851600 PUBLIC SAFETY COMPLE	230,000	230,000	230,000.00	.00	.00	.00	100.0%
001460 851900 ENERGY PERFORMANCE I	469,778	469,778	233,386.57	.00	.00	236,391.43	49.7%
001460 861500 BUILDING LEASE	4,636	4,636	.00	.00	.00	4,636.00	.0%
001460 861600 PUBLIC SAFETY COMPLE	178,700	178,700	175,916.96	.00	.00	2,783.04	98.4%
001460 861900 ENERGY PERFORMANCE I	133,089	133,089	68,046.43	.00	.00	65,042.57	51.1%
TOTAL DEBT SERVICE	1,145,203	1,145,203	725,255.08	2,158.83	.00	419,947.92	63.3%
TOTAL CAPITAL LEASES	1,145,203	1,145,203	725,255.08	2,158.83	.00	419,947.92	63.3%
001500 TRANSFERS							
90 TRANSFERS							
001500 900002 T/T PARKS & RECREATI	2,654,176	3,867,176	1,600,000.00	.00	.00	2,267,176.00	41.4%
001500 900039 T/T AIRPORT IMPROVEM	250,000	250,000	250,000.00	.00	.00	.00	100.0%
001500 900052 T/T 2019 TIF B&I-ELA	68,840	68,840	.00	.00	.00	68,840.00	.0%
001500 900073 T/T MASS TRANSIT OPE	445,000	445,000	445,000.00	.00	.00	.00	100.0%
001500 900077 T/T COMMUNITY CENTER	850,000	1,046,000	850,000.00	.00	.00	196,000.00	81.3%
001500 900082 T/T COMMUNITY DEVELO	36,000	36,000	36,000.00	.00	.00	.00	100.0%
TOTAL TRANSFERS	4,304,016	5,713,016	3,181,000.00	.00	.00	2,532,016.00	55.7%
TOTAL TRANSFERS	4,304,016	5,713,016	3,181,000.00	.00	.00	2,532,016.00	55.7%
001551 AIRPORT DIV.							
50 SUPPLIES & EXPENSES							
001551 525000 GAS AND OIL	5,500	5,500	1,816.49	281.06	.00	3,683.51	33.0%
001551 525700 DIESEL FUEL	800	800	.00	.00	.00	800.00	.0%
001551 559000 OTHER OPERATING MATL	2,400	2,400	.00	.00	.00	2,400.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001551 560000 BUILDING MATERIALS &	2,250	2,250	1,141.43	.00	.00	1,108.57	50.7%
001551 560500 ELECTRICAL SUPPLIES	4,000	4,000	849.87	.00	1,100.00	2,050.13	48.7%
001551 561000 PLUMBING SUPPLIES	700	700	.00	.00	.00	700.00	.0%
001551 565000 PAINT AND PAINTING S	1,000	1,000	.00	.00	.00	1,000.00	.0%
001551 575500 AGRICLTRL REPAIR PTS	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL SUPPLIES & EXPENSES	17,650	17,650	3,807.79	281.06	1,100.00	12,742.21	27.8%
60 PROFESSIONAL SERVICE							
001551 604900 OTHER PROFESSIONAL S	9,500	9,500	.00	.00	.00	9,500.00	.0%
001551 630000 GAS	2,500	2,500	222.17	40.52	.00	2,277.83	8.9%
001551 630500 ELECTRICITY	17,000	17,000	9,592.78	1,343.04	.00	7,407.22	56.4%
001551 635000 BUILDING R&M	5,500	5,000	.00	.00	.00	5,000.00	.0%
001551 638000 FIXED EQUIPMENT R&M	2,000	2,000	.00	.00	.00	2,000.00	.0%
001551 638700 AGRICULTURAL EQ. R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001551 639400 DISINFECT./EXTERMINA	800	800	390.00	390.00	.00	410.00	48.8%
001551 639900 OTHER REPAIRS AND MA	1,500	1,500	.00	.00	.00	1,500.00	.0%
001551 644900 OTHER RENT	750	750	.00	.00	.00	750.00	.0%
001551 684000 DUES AND MEMBERSHIPS	0	500	500.00	.00	.00	.00	100.0%
TOTAL PROFESSIONAL SERVICE	40,550	40,550	10,704.95	1,773.56	.00	29,845.05	26.4%
TOTAL AIRPORT DIV.	58,200	58,200	14,512.74	2,054.62	1,100.00	42,587.26	26.8%
001553 CEMETERY DIV							
40 PERSONAL SERVICES							
001553 400000 REGULAR WAGES	578,500	568,180	258,462.91	33,656.23	.00	309,717.09	45.5%
001553 430000 OVERTIME	31,000	31,000	26,443.13	4,026.83	.00	4,556.87	85.3%
001553 460000 STATE RETIREMENT	109,200	107,350	49,573.75	6,556.88	.00	57,776.25	46.2%
001553 470000 F.I.C.A. TAXES	46,700	45,910	21,411.69	2,805.26	.00	24,498.31	46.6%
001553 480000 HOSPITALIZATION INS.	134,400	134,400	63,866.29	6,615.40	.00	70,533.71	47.5%
001553 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
001553 491000 WORKMAN'S COMPENSATI	18,400	18,400	.00	.00	.00	18,400.00	.0%
TOTAL PERSONAL SERVICES	919,200	906,240	419,757.77	53,660.60	.00	486,482.23	46.3%
50 SUPPLIES & EXPENSES							
001553 500300 PAPER	200	200	.00	.00	.00	200.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001553 500500 PRINTED FORMS	300	300	.00	.00	.00	300.00	.0%
001553 501000 OTHER EXPENDABLE OFF	1,600	1,600	974.61	.00	198.75	426.64	73.3%
001553 502000 MINOR OFFICE EQUIP/F	900	900	874.00	440.57	.00	26.00	97.1%
001553 510000 CLEANING/JANITORIAL	1,500	1,500	683.64	.00	531.56	284.80	81.0%
001553 513000 CHEMICALS	1,500	1,500	.00	.00	220.00	1,280.00	14.7%
001553 525000 GAS AND OIL	16,000	16,000	8,105.52	1,169.56	.00	7,894.48	50.7%
001553 525700 DIESEL FUEL	14,000	14,000	8,749.04	801.76	.00	5,250.96	62.5%
001553 535500 WEARING APPAREL	2,000	2,000	1,541.99	314.99	405.61	52.40	97.4%
001553 540500 CONCRETE, CEMENT, ET	400	400	45.00	.00	105.94	249.06	37.7%
001553 541500 SAND,CLAY,GRVL,FILL	4,000	4,000	3,250.00	650.00	.00	750.00	81.3%
001553 544000 HORT./LANDSCAPING SP	5,000	5,000	2,888.84	960.00	1,200.00	911.16	81.8%
001553 545000 HAND TOOLS	800	800	1,097.07	682.25	.00	-297.07	137.1%
001553 546000 MINOR EQUIPMENT	4,300	4,100	2,169.84	657.91	1,173.58	756.58	81.5%
001553 559000 OTHER OPERATING MATL	500	700	615.09	447.50	.00	84.91	87.9%
001553 560000 BUILDING MATERIALS &	800	500	466.43	.00	21.95	11.62	97.7%
001553 560500 ELECTRICAL SUPPLIES	500	500	.00	.00	.00	500.00	.0%
001553 561000 PLUMBING SUPPLIES	500	500	185.70	.00	.00	314.30	37.1%
001553 565000 PAINT AND PAINTING S	0	300	222.42	.00	.00	77.58	74.1%
001553 570000 MTR VEHICLE REP. PTS	16,000	14,000	7,686.35	1,151.52	336.56	5,977.09	57.3%
001553 575000 COMMUNICATION REPAIR	100	100	.00	.00	.00	100.00	.0%
001553 575500 AGRICLTRL REPAIR PTS	10,000	12,000	10,295.95	5,348.84	359.30	1,344.75	88.8%
001553 599000 OTHER REPAIR/MAINT.	200	200	102.79	.00	.00	97.21	51.4%
001553 599500 DISASTER REPAIR SUPP	1,250	1,250	.00	.00	.00	1,250.00	.0%
TOTAL SUPPLIES & EXPENSES	82,350	82,350	49,954.28	12,624.90	4,553.25	27,842.47	66.2%
60 PROFESSIONAL SERVICE							
001553 604900 OTHER PROFESSIONAL S	3,800	5,800	5,674.42	415.00	.00	125.58	97.8%
001553 606000 TELEPHONE AND TELEGR	1,800	1,747	1,996.08	252.45	.00	-249.08	114.3%
001553 611000 TRAVEL EXPENSE	900	953	355.00	.00	178.00	420.00	55.9%
001553 612000 FREIGHT	575	575	65.55	20.00	83.25	426.20	25.9%
001553 630000 GAS	1,000	1,000	1,435.86	98.23	.00	-435.86	143.6%
001553 630500 ELECTRICITY	7,126	7,126	5,067.13	401.80	.00	2,058.87	71.1%
001553 635000 BUILDING R&M	1,400	1,400	.00	.00	.00	1,400.00	.0%
001553 636000 STREETS & STRUCTURES	2,000	2,000	.00	.00	.00	2,000.00	.0%
001553 636500 OFFICE EQUIPMENT R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
001553 638000 FIXED EQUIPMENT R&M	3,000	3,000	.00	.00	.00	3,000.00	.0%
001553 638400 MOTOR VEHICLE EQ. R&	19,000	19,000	4,207.82	1,118.00	.00	14,792.18	22.1%
001553 638600 CONSTRUCTION EQUIP R	9,500	6,500	.00	.00	.00	6,500.00	.0%
001553 638700 AGRICULTURAL EQ. R&M	700	700	53.00	.00	324.70	322.30	54.0%
001553 639400 DISINFECT./EXTERMINA	1,000	1,000	140.00	100.00	.00	860.00	14.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001553 639800 TOW IN CHARGES	550	550	375.00	.00	.00	175.00	68.2%
001553 639900 OTHER REPAIRS AND MA	1,500	1,500	.00	.00	.00	1,500.00	.0%
001553 643000 UNIFORM RENT	3,500	4,600	3,894.97	483.51	.00	705.03	84.7%
001553 643500 MOP-MAT-RAG RENT	1,350	1,250	1,071.81	166.85	.00	178.19	85.7%
001553 681800 THEFT LOSS	10	10	.00	.00	.00	10.00	.0%
001553 684000 DUES AND MEMBERSHIPS	240	240	135.00	135.00	.00	105.00	56.3%
001553 684500 REGISTRATION FEE/TUI	350	350	175.00	.00	.00	175.00	50.0%
TOTAL PROFESSIONAL SERVICE	60,301	60,301	24,646.64	3,190.84	585.95	35,068.41	41.8%
70 CAPITAL OUTLAY							
001553 700000 LAND	5,000	5,000	1,750.00	175.00	.00	3,250.00	35.0%
001553 704500 SITE IMPROVEMENT	5,000	5,000	3,380.00	3,380.00	.00	1,620.00	67.6%
001553 721200 FENCES/RAILINGS	10,000	10,000	.00	.00	.00	10,000.00	.0%
001553 723000 STREETS & ROADWAYS	15,000	15,000	.00	.00	.00	15,000.00	.0%
001553 725000 LANDSCAPING	4,000	4,000	.00	.00	.00	4,000.00	.0%
001553 732800 SOFTWARE	0	18,200	.00	.00	18,200.00	.00	100.0%
001553 733500 AGRICULTURAL EQUIPME	20,000	20,000	7,399.00	7,399.00	.00	12,601.00	37.0%
001553 735500 COMMUNICATION EQUIPM	1,500	1,500	.00	.00	.00	1,500.00	.0%
TOTAL CAPITAL OUTLAY	60,500	78,700	12,529.00	10,954.00	18,200.00	47,971.00	39.0%
TOTAL CEMETERY DIV	1,122,351	1,127,591	506,887.69	80,430.34	23,339.20	597,364.11	47.0%
001560 PARKING OPER.							
40 PERSONAL SERVICES							
001560 400000 REGULAR WAGES	43,700	43,700	15,468.00	1,920.00	.00	28,232.00	35.4%
001560 430000 OVERTIME	1,000	1,000	.00	.00	.00	1,000.00	.0%
001560 470000 F.I.C.A. TAXES	3,500	3,500	1,183.30	146.88	.00	2,316.70	33.8%
001560 490000 UNEMPLOYMENT BENEFIT	2,500	2,500	.00	.00	.00	2,500.00	.0%
001560 491000 WORKMAN'S COMPENSATI	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL PERSONAL SERVICES	53,700	53,700	16,651.30	2,066.88	.00	37,048.70	31.0%
50 SUPPLIES & EXPENSES							
001560 501000 OTHER EXPENDABLE OFF	400	400	.00	.00	.00	400.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001560 502000 MINOR OFFICE EQUIP/F	400	400	.00	.00	.00	400.00	.0%
001560 525000 GAS AND OIL	250	250	.00	.00	.00	250.00	.0%
001560 565000 PAINT AND PAINTING S	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL SUPPLIES & EXPENSES	2,050	2,050	.00	.00	.00	2,050.00	.0%
60 PROFESSIONAL SERVICE							
001560 630500 ELECTRICITY	15,000	15,000	8,940.24	1,251.75	.00	6,059.76	59.6%
001560 635700 PLUMBING EQUIPMENT R	100	100	.00	.00	.00	100.00	.0%
001560 636500 OFFICE EQUIPMENT R&M	500	500	.00	.00	.00	500.00	.0%
001560 638000 FIXED EQUIPMENT R&M	7,000	7,000	.00	.00	.00	7,000.00	.0%
001560 638400 MOTOR VEHICLE EQ. R&	500	500	.00	.00	.00	500.00	.0%
001560 639600 SIGN PAINTING	150	150	.00	.00	.00	150.00	.0%
001560 639900 OTHER REPAIRS AND MA	6,000	26,000	.00	.00	.00	26,000.00	.0%
001560 640200 PARKING GARAGE/LOT R	25,000	25,000	19,249.20	2,406.15	.00	5,750.80	77.0%
001560 644900 OTHER RENT	100	100	.00	.00	.00	100.00	.0%
TOTAL PROFESSIONAL SERVICE	54,350	74,350	28,189.44	3,657.90	.00	46,160.56	37.9%
TOTAL PARKING OPER.	110,100	130,100	44,840.74	5,724.78	.00	85,259.26	34.5%
TOTAL General Fund	63,076,990	78,999,024	35,711,952.75	4,532,524.18	2,211,895.04	41,075,176.28	48.0%
TOTAL EXPENSES	63,076,990	78,999,024	35,711,952.75	4,532,524.18	2,211,895.04	41,075,176.28	
002 PARKS & RECREATION FUND							
002300 PKS/REC-RECREATION MAINT. DIV.							
40 PERSONAL SERVICES							
002300 400000 REGULAR WAGES	1,238,750	1,238,750	609,935.75	84,167.23	.00	628,814.25	49.2%
002300 430000 OVERTIME	40,000	40,000	37,891.10	7,912.37	.00	2,108.90	94.7%
002300 460000 STATE RETIREMENT	215,000	215,000	111,314.42	15,709.72	.00	103,685.58	51.8%
002300 470000 F.I.C.A. TAXES	96,447	96,447	48,633.23	6,916.87	.00	47,813.77	50.4%
002300 480000 HOSPITALIZATION INS.	277,200	277,200	127,930.82	16,551.30	.00	149,269.18	46.2%
002300 490000 UNEMPLOYMENT BENEFIT	6,000	6,000	.00	.00	.00	6,000.00	.0%
002300 491000 WORKMAN'S COMPENSATI	33,000	33,000	.00	.00	.00	33,000.00	.0%

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002	PARKS & RECREATION FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL PERSONAL SERVICES	1,906,397	1,906,397	935,705.32	131,257.49	.00	970,691.68	49.1%
50 SUPPLIES & EXPENSES								
002300	501000	OTHER EXPENDABLE OFF	3,300	3,300	793.71	.00	200.00	30.1%
002300	502000	MINOR OFFICE EQUIP/F	2,000	2,000	.00	.00	2,000.00	.0%
002300	510000	CLEANING/JANITORIAL	21,000	21,000	17,622.49	3,799.58	1,200.31	89.6%
002300	513000	CHEMICALS	21,000	36,000	23,963.99	849.88	4,656.14	79.5%
002300	525000	GAS AND OIL	56,000	56,000	64,251.12	9,117.67	.00	114.7%
002300	525500	LUBRICANTS	6,000	6,000	2,499.48	1,002.24	.00	41.7%
002300	525700	DIESEL FUEL	1,000	1,000	735.93	.00	.00	73.6%
002300	535500	WEARING APPAREL	3,000	3,978	2,710.24	25.99	978.00	92.7%
002300	540500	CONCRETE, CEMENT, ET	1,000	1,000	.00	.00	.00	.0%
002300	541500	SAND,CLAY,GRVL,FILL	10,000	10,000	2,051.67	340.00	5,705.72	77.6%
002300	544000	HORT./LANDSCAPING SP	42,000	42,000	38,394.16	2,107.55	493.92	92.6%
002300	546000	MINOR EQUIPMENT	5,300	5,300	3,332.10	592.64	316.26	68.8%
002300	551000	RECREATIONAL SUPPLIE	35,000	38,000	28,692.73	1,483.95	9,185.00	99.7%
002300	559000	OTHER OPERATING MATL	6,000	6,000	4,066.12	2,416.97	1,055.42	85.4%
002300	560000	BUILDING MATERIALS &	19,500	11,500	2,776.65	.00	5,244.00	69.7%
002300	560500	ELECTRICAL SUPPLIES	17,000	17,000	3,525.83	286.42	.00	20.7%
002300	561000	PLUMBING SUPPLIES	7,000	11,000	6,419.19	.00	5.00	58.4%
002300	562000	STRUCTURAL STEEL & I	500	500	.00	.00	.00	.0%
002300	565000	PAINT AND PAINTING S	24,000	24,000	19,202.97	1,878.61	502.00	82.1%
002300	570000	MTR VEHICLE REP. PTS	30,000	30,000	20,745.09	2,048.89	2,598.34	77.8%
002300	575000	COMMUNICATION REPAIR	1,700	1,700	90.00	.00	.00	5.3%
002300	575500	AGRICLTR REPAIR PTS	30,000	30,000	20,638.04	2,333.11	3,489.90	80.4%
002300	599000	OTHER REPAIR/MAINT.	1,500	1,500	44.25	.00	491.95	35.7%
	TOTAL SUPPLIES & EXPENSES	343,800	358,778	262,555.76	28,283.50	36,121.96	60,100.28	83.2%
60 PROFESSIONAL SERVICE								
002300	602000	CONSULTANT SERV/SURV	21,904	52,904	.00	.00	.00	.0%
002300	604900	OTHER PROFESSIONAL S	26,947	26,947	21,119.00	15,034.00	3,810.00	92.5%
002300	606000	TELEPHONE AND TELEGR	5,000	4,022	793.04	113.44	.00	19.7%
002300	611000	TRAVEL EXPENSE	450	450	.00	.00	.00	.0%
002300	612000	FREIGHT	7,778	9,863	7,591.34	52.20	2,235.77	99.6%
002300	615000	ADVERTISING	750	750	.00	.00	.00	.0%
002300	630500	ELECTRICITY	13,800	13,800	8,678.67	870.91	.00	62.9%

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002	PARKS & RECREATION FUND		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
002300	635000	BUILDING R&M	5,000	5,000	2,175.43	1,335.39	.00	2,824.57	43.5%
002300	635500	ELECTRICAL R&M	35,000	35,000	22,584.50	.00	.00	12,415.50	64.5%
002300	635700	PLUMBING EQUIPMENT R	12,000	11,000	4,128.51	113.83	.00	6,871.49	37.5%
002300	636000	STREETS & STRUCTURES	120,000	120,000	39,710.97	.00	.00	80,289.03	33.1%
002300	638000	FIXED EQUIPMENT R&M	21,000	21,000	10,559.69	5,244.80	6,734.94	3,705.37	82.4%
002300	638400	MOTOR VEHICLE EQ. R&	16,000	16,000	10,064.39	1,100.90	39.95	5,895.66	63.2%
002300	638700	AGRICULTURAL EQ. R&M	18,500	18,500	12,001.21	143.60	822.00	5,676.79	69.3%
002300	639000	COMMUNICATION EQ. R&	1,500	1,500	.00	.00	.00	1,500.00	.0%
002300	639400	DISINFECT./EXTERMINA	1,800	1,800	917.70	517.70	.00	882.30	51.0%
002300	639600	SIGN PAINTING	9,500	4,415	2,265.09	284.47	43.19	2,106.72	52.3%
002300	639800	TOW IN CHARGES	1,250	1,250	100.00	.00	.00	1,150.00	8.0%
002300	639900	OTHER REPAIRS AND MA	1,500	1,500	435.00	435.00	474.68	590.32	60.6%
002300	642000	MACHINERY RENT	850	850	.00	.00	.00	850.00	.0%
002300	643000	UNIFORM RENT	8,000	8,000	6,942.00	1,284.26	.00	1,058.00	86.8%
002300	644900	OTHER RENT	39,850	63,864	33,225.64	168.41	13,660.00	16,978.36	73.4%
002300	684500	REGISTRATION FEE/TUI	1,800	1,800	985.00	.00	.00	815.00	54.7%
002300	687000	CUSTODIAL SERVICE	4,560	4,560	2,853.48	466.00	3,262.00	-1,555.48	134.1%
002300	699900	SERVICES NOT SPECIFI	207,240	276,240	191,844.18	24,220.76	2,900.00	81,495.82	70.5%
TOTAL PROFESSIONAL SERVICE			581,979	701,015	378,974.84	51,385.67	33,982.53	288,057.63	58.9%
70 CAPITAL OUTLAY									
002300	729515	PLAYGROUND IMPROVEME	0	40,000	.00	.00	36,884.27	3,115.73	92.2%
002300	729518	DAHMER PARK	0	190,000	90,440.20	74,800.00	1,766.00	97,793.80	48.5%
002300	729549	TATUM PARK/DIXIE YOU	0	15,000	.00	.00	.00	15,000.00	.0%
002300	729599	MISC.OTHER IMPROVEME	0	281,000	73,079.43	3,598.00	7,373.00	200,547.57	28.6%
002300	733500	AGRICULTURAL EQUIPME	0	240,000	97,318.04	.00	114,335.00	28,346.96	88.2%
002300	739900	OTHER EQUIPMENT	0	34,000	61,032.20	.00	.00	-27,032.20	179.5%
002300	742000	PICK UP TRUCKS	0	100,000	71,500.00	.00	.00	28,500.00	71.5%
002300	745000	SPECIAL TRUCKS	0	185,000	48,147.94	.00	.00	136,852.06	26.0%
TOTAL CAPITAL OUTLAY			0	1,085,000	441,517.81	78,398.00	160,358.27	483,123.92	55.5%
TOTAL PKS/REC-RECREATION MAINT. D			2,832,176	4,051,190	2,018,753.73	289,324.66	230,462.76	1,801,973.51	55.5%
002315 PKS/REC-REC.ADMIN/COM.REL.									
40 PERSONAL SERVICES									
002315	400000	REGULAR WAGES	484,300	499,900	112,541.38	17,627.33	.00	387,358.62	22.5%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
002315 430000 OVERTIME	6,000	6,000	1,318.63	72.12	.00	4,681.37	22.0%
002315 460000 STATE RETIREMENT	53,000	55,800	19,811.53	3,079.68	.00	35,988.47	35.5%
002315 470000 F.I.C.A. TAXES	37,600	38,800	8,668.75	1,344.78	.00	30,131.25	22.3%
002315 480000 HOSPITALIZATION INS.	50,400	50,400	17,847.56	2,412.00	.00	32,552.44	35.4%
002315 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
002315 491000 WORKMAN'S COMPENSATI	16,000	16,000	.00	.00	.00	16,000.00	.0%
TOTAL PERSONAL SERVICES	648,300	667,900	160,187.85	24,535.91	.00	507,712.15	24.0%
50 SUPPLIES & EXPENSES							
002315 500300 PAPER	500	500	102.36	.00	.00	397.64	20.5%
002315 500500 PRINTED FORMS	300	300	.00	.00	.00	300.00	.0%
002315 501000 OTHER EXPENDABLE OFF	1,300	1,300	800.01	.00	.00	499.99	61.5%
002315 508000 COMPUTER SUPPLIES	1,500	1,500	1,200.00	.00	.00	300.00	80.0%
002315 511500 FOOD	500	500	.00	.00	.00	500.00	.0%
002315 512000 MEDICAL SUPPLIES	200	200	149.79	.00	.00	50.21	74.9%
002315 513000 CHEMICALS	14,000	14,000	1,050.00	.00	3,609.76	9,340.24	33.3%
002315 515500 SERVE-SAFE SUPPLIES	100	100	.00	.00	.00	100.00	.0%
002315 525000 GAS AND OIL	2,500	2,500	293.02	109.53	.00	2,206.98	11.7%
002315 535500 WEARING APPAREL	1,000	1,000	508.00	.00	.00	492.00	50.8%
002315 540500 CONCRETE, CEMENT, ET	200	200	.00	.00	.00	200.00	.0%
002315 546000 MINOR EQUIPMENT	500	500	.00	.00	.00	500.00	.0%
002315 551000 RECREATIONAL SUPPLIE	49,000	59,840	18,978.57	3,077.06	18,704.70	22,156.73	63.0%
002315 551001 RECREATIONAL SUPP-AR	5,000	5,000	2,869.02	314.60	800.00	1,330.98	73.4%
002315 560000 BUILDING MATERIALS &	500	500	.00	.00	.00	500.00	.0%
002315 560001 BLDG MATERIALS & SPL	6,660	6,660	.00	.00	.00	6,660.00	.0%
002315 565000 PAINT AND PAINTING S	200	200	144.38	144.38	.00	55.62	72.2%
002315 570000 MTR VEHICLE REP. PTS	3,000	3,000	3,468.00	495.00	.00	-468.00	115.6%
TOTAL SUPPLIES & EXPENSES	86,960	97,800	29,563.15	4,140.57	23,114.46	45,122.39	53.9%
60 PROFESSIONAL SERVICE							
002315 603200 CONTRACTUAL PROGRAMS	1,000	1,000	.00	.00	.00	1,000.00	.0%
002315 603400 OFFICIALS	44,000	44,000	14,580.00	3,405.00	.00	29,420.00	33.1%
002315 604900 OTHER PROFESSIONAL S	175,000	175,000	116,511.00	4,854.00	.00	58,489.00	66.6%
002315 604919 OTH PROF SERV-ART CE	10,000	10,000	2,440.50	100.00	.00	7,559.50	24.4%
002315 604920 OTH PROF SERV-HHS TH	15,000	15,000	.00	.00	.00	15,000.00	.0%
002315 606000 TELEPHONE AND TELEGR	2,000	2,000	561.47	113.44	.00	1,438.53	28.1%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
002315 611000 TRAVEL EXPENSE	4,600	4,600	123.28	.00	.00	4,476.72	2.7%
002315 612000 FREIGHT	200	200	.00	.00	.00	200.00	.0%
002315 613000 MESSENGER/EXPRESS SE	200	200	.00	.00	.00	200.00	.0%
002315 615000 ADVERTISING	500	500	89.95	.00	.00	410.05	18.0%
002315 615200 ADVERTISING-SPEC. EV	1,000	1,000	.00	.00	.00	1,000.00	.0%
002315 615400 ADVERTISING-SENIOR F	1,500	1,500	.00	.00	1,012.00	488.00	67.5%
002315 620000 PRINTING	200	200	.00	.00	.00	200.00	.0%
002315 630000 GAS	4,000	4,000	1,195.40	46.41	.00	2,804.60	29.9%
002315 630500 ELECTRICITY	190,000	190,000	151,789.76	22,193.11	.00	38,210.24	79.9%
002315 635000 BUILDING R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
002315 638400 MOTOR VEHICLE EQ. R&	1,000	1,000	.00	.00	.00	1,000.00	.0%
002315 638800 RECREATIONAL EQ. R&M	1,000	1,000	60.00	.00	.00	940.00	6.0%
002315 639400 DISINFECT./EXTERMINA	2,000	2,000	2,069.00	856.00	.00	-69.00	103.5%
002315 639600 SIGN PAINTING	400	400	26.39	.00	.00	373.61	6.6%
002315 639800 TOW IN CHARGES	500	500	.00	.00	.00	500.00	.0%
002315 683000 PROP.TAX COLL. FEES	7,000	7,000	2,567.95	411.00	.00	4,432.05	36.7%
002315 683100 PROP.TAX COLL. FEES.	8,000	8,000	6,122.95	55.19	.00	1,877.05	76.5%
002315 683200 BANK SERV/TRF FEE	200	200	.00	.00	.00	200.00	.0%
002315 684000 DUES AND MEMBERSHIPS	1,500	1,500	587.29	21.39	.00	912.71	39.2%
002315 684500 REGISTRATION FEE/TUI	2,000	2,000	1,801.43	.00	.00	198.57	90.1%
TOTAL PROFESSIONAL SERVICE	473,800	473,800	300,526.37	32,055.54	1,012.00	172,261.63	63.6%
TOTAL PKS/REC-REC.ADMIN/COM.REL.	1,209,060	1,239,500	490,277.37	60,732.02	24,126.46	725,096.17	41.5%

002500 PARKS & RECREATION TRANSFERS

90 TRANSFERS

002500 900086 T/T SPECIAL SALES TA	450,000	450,000	450,000.00	.00	.00	.00	100.0%
TOTAL TRANSFERS	450,000	450,000	450,000.00	.00	.00	.00	100.0%
TOTAL PARKS & RECREATION TRANSFER	450,000	450,000	450,000.00	.00	.00	.00	100.0%
TOTAL PARKS & RECREATION FUND	4,491,236	5,740,690	2,959,031.10	350,056.68	254,589.22	2,527,069.68	56.0%
TOTAL EXPENSES	4,491,236	5,740,690	2,959,031.10	350,056.68	254,589.22	2,527,069.68	

004 LIBRARY FUND

004369 LIBRARY FUND EXPENDITURES

60 PROFESSIONAL SERVICE

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004	LIBRARY FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
004369 683000	PROP.TAX COLL. FEES	0	0	2,404.73	381.06	.00	-2,404.73	100.0%
004369 683100	PROP.TAX COLL. FEES.	0	0	5,668.00	51.39	.00	-5,668.00	100.0%
	TOTAL PROFESSIONAL SERVICE	0	0	8,072.73	432.45	.00	-8,072.73	100.0%
	TOTAL LIBRARY FUND EXPENDITURES	0	0	8,072.73	432.45	.00	-8,072.73	100.0%
	TOTAL LIBRARY FUND	0	0	8,072.73	432.45	.00	-8,072.73	100.0%
	TOTAL EXPENSES	0	0	8,072.73	432.45	.00	-8,072.73	
005 HATT.MUNICIPAL FIRE PROTECTION								
005160 H.M.F.P.FUND-FIRE DIVISION								
50 SUPPLIES & EXPENSES								
005160 535500	WEARING APPAREL	55,000	69,500	.00	.00	69,003.92	496.08	99.3%
005160 546200	MINOR FIRE FIGHTING	5,000	0	.00	.00	.00	.00	.0%
005160 570000	MTR VEHICLE REP. PTS	6,000	0	.00	.00	.00	.00	.0%
005160 575000	COMMUNICATION REPAIR	3,500	0	.00	.00	.00	.00	.0%
	TOTAL SUPPLIES & EXPENSES	69,500	69,500	.00	.00	69,003.92	496.08	99.3%
60 PROFESSIONAL SERVICE								
005160 638400	MOTOR VEHICLE EQ. R&	50,000	50,000	12.00	.00	.00	49,988.00	.0%
005160 683200	BANK SERV/TRF FEE	0	0	25.00	.00	.00	-25.00	100.0%
005160 684500	REGISTRATION FEE/TUI	5,000	5,000	.00	.00	.00	5,000.00	.0%
	TOTAL PROFESSIONAL SERVICE	55,000	55,000	37.00	.00	.00	54,963.00	.1%
70 CAPITAL OUTLAY								
005160 710020	FIRE STATIONS	10,000	10,000	1,950.00	.00	.00	8,050.00	19.5%

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005	HATT.MUNICIPAL FIRE PROTECTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
005160 729500	OTHER IMPROVEMENTS	0	336,731	96,448.00	4,822.40	.00	240,283.00	28.6%
005160 731500	FIRE FIGHTING	50,000	60,250	.00	.00	18,772.65	41,477.35	31.2%
005160 735500	COMMUNICATION EQUIPM	15,000	23,550	23,546.00	4,846.00	.00	4.00	100.0%
005160 739900	OTHER EQUIPMENT	0	61,965	.00	.00	61,965.00	.00	100.0%
005160 742000	PICK UP TRUCKS	0	99,856	51,762.95	.00	48,093.00	.00	100.0%
005160 743500	FIRE TRUCKS	0	684,248	.00	.00	684,159.55	88.50	100.0%
TOTAL CAPITAL OUTLAY		75,000	1,276,600	173,706.95	9,668.40	812,990.20	289,902.85	77.3%
TOTAL H.M.F.P.FUND-FIRE DIVISION		199,500	1,401,100	173,743.95	9,668.40	881,994.12	345,361.93	75.4%
005460 H.M.F.P.FUND-CAPITAL LEASES								
80 DEBT SERVICE								
005460 852800	FIRE TRUCKS LEASE-'1	67,850	67,850	33,679.47	5,646.35	.00	34,170.53	49.6%
005460 862800	FIRE TRUCKS LEASE-'1	2,190	2,190	1,339.95	190.22	.00	850.05	61.2%
TOTAL DEBT SERVICE		70,040	70,040	35,019.42	5,836.57	.00	35,020.58	50.0%
TOTAL H.M.F.P.FUND-CAPITAL LEASES		70,040	70,040	35,019.42	5,836.57	.00	35,020.58	50.0%
TOTAL HATT.MUNICIPAL FIRE PROTECT		269,540	1,471,140	208,763.37	15,504.97	881,994.12	380,382.51	74.1%
TOTAL EXPENSES		269,540	1,471,140	208,763.37	15,504.97	881,994.12	380,382.51	
008 SPECIAL STREET IMPR.FUND								
008201 SPEC.ST.IMPR-STREET DIV.								
60 PROFESSIONAL SERVICE								
008201 636000	STREETS & STRUCTURES	444,800	444,800	.00	.00	.00	444,800.00	.0%
TOTAL PROFESSIONAL SERVICE		444,800	444,800	.00	.00	.00	444,800.00	.0%
TOTAL SPEC.ST.IMPR-STREET DIV.		444,800	444,800	.00	.00	.00	444,800.00	.0%
TOTAL SPECIAL STREET IMPR.FUND		444,800	444,800	.00	.00	.00	444,800.00	.0%
TOTAL EXPENSES		444,800	444,800	.00	.00	.00	444,800.00	

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009	WATER & SEWER OPERATION/MAINT.	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009 WATER & SEWER OPERATION/MAINT.								
009660 W&S O&M-CUSTOMER ACCT. DIV.								
40 PERSONAL SERVICES								
009660 400000	REGULAR WAGES	629,200	665,400	325,067.36	42,914.63	.00	340,332.64	48.9%
009660 430000	OVERTIME	6,000	6,000	5,635.47	951.51	.00	364.53	93.9%
009660 460000	STATE RETIREMENT	108,200	114,700	57,542.35	7,632.71	.00	57,157.65	50.2%
009660 470000	F.I.C.A. TAXES	48,600	51,400	24,594.88	3,234.94	.00	26,805.12	47.8%
009660 480000	HOSPITALIZATION INS.	134,400	134,400	64,926.92	8,419.60	.00	69,473.08	48.3%
009660 490000	UNEMPLOYMENT BENEFIT	1,200	1,200	.00	.00	.00	1,200.00	.0%
009660 491000	WORKMAN'S COMPENSATI	4,120	4,120	.00	.00	.00	4,120.00	.0%
TOTAL PERSONAL SERVICES		931,720	977,220	477,766.98	63,153.39	.00	499,453.02	48.9%
50 SUPPLIES & EXPENSES								
009660 500300	PAPER	3,000	3,000	159.21	.00	.00	2,840.79	5.3%
009660 501000	OTHER EXPENDABLE OFF	6,000	6,000	5,608.62	1,237.81	.00	391.38	93.5%
009660 502000	MINOR OFFICE EQUIP/F	26,000	26,000	9,624.11	.00	317.65	16,058.24	38.2%
009660 510000	CLEANING/JANITORIAL	1,500	1,500	1,111.43	.00	.00	388.57	74.1%
009660 525000	GAS AND OIL	18,000	18,000	9,232.51	1,271.54	.00	8,767.49	51.3%
009660 545000	HAND TOOLS	3,000	3,000	1,238.85	911.85	.00	1,761.15	41.3%
009660 546000	MINOR EQUIPMENT	4,000	4,000	2,297.52	1,862.65	21.33	1,681.15	58.0%
009660 546700	METER LOCKS	5,000	5,000	.00	.00	.00	5,000.00	.0%
009660 559000	OTHER OPERATING MATL	1,500	1,500	.00	.00	791.55	708.45	52.8%
009660 560500	ELECTRICAL SUPPLIES	800	800	32.48	32.48	.00	767.52	4.1%
009660 570000	MTR VEHICLE REP. PTS	5,000	5,000	2,406.33	499.83	.00	2,593.67	48.1%
009660 599000	OTHER REPAIR/MAINT.	500	500	298.80	.00	.00	201.20	59.8%
TOTAL SUPPLIES & EXPENSES		74,300	74,300	32,009.86	5,816.16	1,130.53	41,159.61	44.6%
60 PROFESSIONAL SERVICE								
009660 601000	AUDITING AND ACCOUNT	25,000	25,000	.00	.00	.00	25,000.00	.0%

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009	WATER & SEWER OPERATION/MAINT.	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009660	604900 OTHER PROFESSIONAL S	294,300	294,300	131,364.31	13,100.44	.00	162,935.69	44.6%
009660	606000 TELEPHONE AND TELEGR	12,000	12,000	1,499.28	214.27	.00	10,500.72	12.5%
009660	607000 POSTAGE	94,000	94,000	48,457.23	7,078.58	.00	45,542.77	51.6%
009660	612000 FREIGHT	500	500	40.43	.00	21.30	438.27	12.3%
009660	620000 PRINTING	30,000	30,000	16,974.77	2,604.46	.00	13,025.23	56.6%
009660	630000 GAS	1,200	1,200	1,062.81	87.97	.00	137.19	88.6%
009660	630500 ELECTRICITY	6,000	6,000	19,414.46	609.17	.00	-13,414.46	323.6%
009660	635000 BUILDING R&M	2,000	2,000	1,683.94	17.90	.00	316.06	84.2%
009660	636500 OFFICE EQUIPMENT R&M	2,500	2,500	.00	.00	.00	2,500.00	.0%
009660	638000 FIXED EQUIPMENT R&M	800	800	.00	.00	.00	800.00	.0%
009660	638400 MOTOR VEHICLE EQ. R&	11,000	11,000	8,385.06	1,886.66	.00	2,614.94	76.2%
009660	639000 COMMUNICATION EQ. R&	1,000	1,000	.00	.00	.00	1,000.00	.0%
009660	639400 DISINFECT./EXTERMINA	900	900	141.00	96.00	.00	759.00	15.7%
009660	639900 OTHER REPAIRS AND MA	300	300	.00	.00	.00	300.00	.0%
009660	643000 UNIFORM RENT	3,000	3,000	1,567.41	316.86	.00	1,432.59	52.2%
009660	684500 REGISTRATION FEE/TUI	1,100	1,100	.00	.00	.00	1,100.00	.0%
009660	687000 CUSTODIAL SERVICE	7,300	7,300	3,284.92	432.72	3,894.12	120.96	98.3%
009660	699900 SERVICES NOT SPECIFI	5,000	5,000	.00	.00	.00	5,000.00	.0%
	TOTAL PROFESSIONAL SERVICE	497,900	497,900	233,875.62	26,445.03	3,915.42	260,108.96	47.8%
70 CAPITAL OUTLAY								
009660	742000 PICK UP TRUCKS	30,000	30,000	.00	.00	.00	30,000.00	.0%
	TOTAL CAPITAL OUTLAY	30,000	30,000	.00	.00	.00	30,000.00	.0%
	TOTAL W&S O&M-CUSTOMER ACCT. DIV.	1,533,920	1,579,420	743,652.46	95,414.58	5,045.95	830,721.59	47.4%
009672 W&S O&M-WATER TRANSMISSION DIV								
40 PERSONAL SERVICES								
009672	400000 REGULAR WAGES	707,520	707,520	390,958.60	51,965.83	.00	316,561.40	55.3%
009672	430000 OVERTIME	45,000	45,000	23,251.33	2,119.50	.00	21,748.67	51.7%
009672	460000 STATE RETIREMENT	134,750	134,750	72,072.48	9,410.82	.00	62,677.52	53.5%
009672	470000 F.I.C.A. TAXES	57,580	57,580	31,191.29	4,070.47	.00	26,388.71	54.2%
009672	480000 HOSPITALIZATION INS.	142,800	142,800	77,930.04	9,616.00	.00	64,869.96	54.6%
009672	490000 UNEMPLOYMENT BENEFIT	4,000	4,000	.00	.00	.00	4,000.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009672 491000 WORKMAN'S COMPENSATI	16,170	16,170	.00	.00	.00	16,170.00	.0%
TOTAL PERSONAL SERVICES	1,107,820	1,107,820	595,403.74	77,182.62	.00	512,416.26	53.7%
50 SUPPLIES & EXPENSES							
009672 525000 GAS AND OIL	45,000	45,000	36,462.72	4,806.15	.00	8,537.28	81.0%
009672 525700 DIESEL FUEL	4,000	4,000	895.50	120.00	.00	3,104.50	22.4%
009672 535500 WEARING APPAREL	5,000	5,000	1,756.36	.00	175.00	3,068.64	38.6%
009672 540000 ASPHALT & ASPHALT PR	20,000	20,000	17,258.52	.00	438.79	2,302.69	88.5%
009672 540500 CONCRETE, CEMENT, ET	2,000	2,000	.00	.00	.00	2,000.00	.0%
009672 541000 BRICK, STONE, MORTAR, E	1,000	1,000	.00	.00	.00	1,000.00	.0%
009672 541500 SAND, CLAY, GRVL, FILL	10,000	10,000	7,924.45	.00	1,211.22	864.33	91.4%
009672 545000 HAND TOOLS	7,000	7,000	3,195.62	.00	.00	3,804.38	45.7%
009672 546000 MINOR EQUIPMENT	3,000	3,000	1,777.74	.00	.00	1,222.26	59.3%
009672 548500 METER PARTS	2,000	2,000	.00	.00	.00	2,000.00	.0%
009672 559000 OTHER OPERATING MATL	2,000	2,000	1,964.55	83.30	.00	35.45	98.2%
009672 561000 PLUMBING SUPPLIES	980,000	1,070,000	831,563.57	9,841.13	8,210.04	230,226.39	78.5%
009672 565000 PAINT AND PAINTING S	1,500	1,500	.00	.00	.00	1,500.00	.0%
009672 570000 MTR VEHICLE REP. PTS	30,000	30,000	28,884.36	678.49	1,038.97	76.67	99.7%
009672 599000 OTHER REPAIR/MAINT.	8,000	8,000	3,042.45	.00	225.00	4,732.55	40.8%
TOTAL SUPPLIES & EXPENSES	1,120,500	1,210,500	934,725.84	15,529.07	11,299.02	264,475.14	78.2%
60 PROFESSIONAL SERVICE							
009672 604900 OTHER PROFESSIONAL S	100,000	100,000	97,935.50	52,408.99	1,431.58	632.92	99.4%
009672 636000 STREETS & STRUCTURES	2,100,000	2,100,000	1,960,281.10	.00	.00	139,718.90	93.3%
009672 638400 MOTOR VEHICLE EQ. R&	15,000	15,000	14,723.32	12.00	271.00	5.68	100.0%
009672 638600 CONSTRUCTION EQUIP R	10,000	10,000	9,718.90	361.83	.00	281.10	97.2%
009672 639800 TOW IN CHARGES	1,000	1,000	935.00	.00	.00	65.00	93.5%
009672 639900 OTHER REPAIRS AND MA	1,800	1,800	.00	.00	.00	1,800.00	.0%
009672 642000 MACHINERY RENT	1,500	1,500	.00	.00	.00	1,500.00	.0%
009672 643000 UNIFORM RENT	5,000	5,000	4,973.37	.00	.00	26.63	99.5%
009672 644900 OTHER RENT	3,000	3,000	.00	.00	.00	3,000.00	.0%
TOTAL PROFESSIONAL SERVICE	2,237,300	2,237,300	2,088,567.19	52,782.82	1,702.58	147,030.23	93.4%
70 CAPITAL OUTLAY							
009672 739900 OTHER EQUIPMENT	60,000	60,000	18,000.00	.00	.00	42,000.00	30.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009672 742000 PICK UP TRUCKS	80,000	80,000	45,255.00	45,255.00	.00	34,745.00	56.6%
TOTAL CAPITAL OUTLAY	140,000	140,000	63,255.00	45,255.00	.00	76,745.00	45.2%
TOTAL W&S O&M-WATER TRANSMISSION	4,605,620	4,695,620	3,681,951.77	190,749.51	13,001.60	1,000,666.63	78.7%
009673 W&S O&M-WATER PLANT DIVISION							
40 PERSONAL SERVICES							
009673 400000 REGULAR WAGES	439,880	439,880	226,467.43	29,551.07	.00	213,412.57	51.5%
009673 430000 OVERTIME	35,000	35,000	38,226.96	5,512.44	.00	-3,226.96	109.2%
009673 460000 STATE RETIREMENT	85,100	85,100	46,056.88	6,101.06	.00	39,043.12	54.1%
009673 470000 F.I.C.A. TAXES	36,400	36,400	19,883.47	2,628.33	.00	16,516.53	54.6%
009673 480000 HOSPITALIZATION INS.	100,800	100,800	50,993.02	6,314.70	.00	49,806.98	50.6%
009673 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
009673 491000 WORKMAN'S COMPENSATI	8,490	8,490	.00	.00	.00	8,490.00	.0%
TOTAL PERSONAL SERVICES	706,670	706,670	381,627.76	50,107.60	.00	325,042.24	54.0%
50 SUPPLIES & EXPENSES							
009673 500300 PAPER	300	300	233.16	.00	.00	66.84	77.7%
009673 500500 PRINTED FORMS	2,500	2,500	.00	.00	.00	2,500.00	.0%
009673 501000 OTHER EXPENDABLE OFF	3,000	3,000	1,819.18	.00	.00	1,180.82	60.6%
009673 502000 MINOR OFFICE EQUIP/F	100	100	.00	.00	.00	100.00	.0%
009673 508000 COMPUTER SUPPLIES	500	500	.00	.00	.00	500.00	.0%
009673 510000 CLEANING/JANITORIAL	2,500	2,500	.00	.00	.00	2,500.00	.0%
009673 512000 MEDICAL SUPPLIES	2,000	2,000	.00	.00	.00	2,000.00	.0%
009673 513000 CHEMICALS	450,000	462,100	132,281.00	7,660.00	37,161.00	292,658.00	36.7%
009673 525000 GAS AND OIL	7,000	7,000	9,742.19	1,594.51	.00	-2,742.19	139.2%
009673 525700 DIESEL FUEL	7,000	7,000	1,113.17	135.83	.00	5,886.83	15.9%
009673 526000 OTHER FUEL	500	500	.00	.00	.00	500.00	.0%
009673 535500 WEARING APPAREL	100	100	.00	.00	.00	100.00	.0%
009673 545000 HAND TOOLS	500	500	187.55	59.85	.00	312.45	37.5%
009673 546000 MINOR EQUIPMENT	2,000	2,000	699.99	.00	200.00	1,100.01	45.0%
009673 549500 PUMPING EQUIPMENT PA	15,000	15,000	.00	.00	13,720.00	1,280.00	91.5%
009673 559000 OTHER OPERATING MATL	5,000	5,000	4,662.18	70.18	.00	337.82	93.2%
009673 560000 BUILDING MATERIALS &	5,000	5,000	.00	.00	.00	5,000.00	.0%

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			ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009673	560500	ELECTRICAL SUPPLIES	7,000	7,000	.00	.00	.00	7,000.00	.0%
009673	561000	PLUMBING SUPPLIES	2,000	2,000	.00	.00	935.00	1,065.00	46.8%
009673	565000	PAINT AND PAINTING S	2,000	2,000	.00	.00	.00	2,000.00	.0%
009673	570000	MTR VEHICLE REP. PTS	10,000	10,000	8,458.04	1,757.38	874.05	667.91	93.3%
009673	570500	GENERATOR REP. PTS/S	7,000	7,000	.00	.00	.00	7,000.00	.0%
009673	575000	COMMUNICATION REPAIR	3,000	3,000	.00	.00	.00	3,000.00	.0%
009673	599000	OTHER REPAIR/MAINT.	8,000	8,000	1,936.90	.00	5,467.73	595.37	92.6%
TOTAL SUPPLIES & EXPENSES			542,000	554,100	161,133.36	11,277.75	58,357.78	334,608.86	39.6%
60 PROFESSIONAL SERVICE									
009673	604900	OTHER PROFESSIONAL S	483,940	483,940	393,533.37	118,540.41	15,038.01	75,368.62	84.4%
009673	606000	TELEPHONE AND TELEGR	3,000	3,000	6,632.20	1,013.73	.00	-3,632.20	221.1%
009673	607000	POSTAGE	2,500	2,500	.00	.00	.00	2,500.00	.0%
009673	611000	TRAVEL EXPENSE	2,000	2,000	.00	.00	.00	2,000.00	.0%
009673	612000	FREIGHT	1,000	1,000	170.84	.00	579.75	249.41	75.1%
009673	630000	GAS	4,000	4,000	204.72	58.48	.00	3,795.28	5.1%
009673	630500	ELECTRICITY	710,000	710,000	478,651.08	64,327.40	.00	231,348.92	67.4%
009673	635000	BUILDING R&M	80,000	80,000	.00	.00	.00	80,000.00	.0%
009673	635500	ELECTRICAL R&M	35,000	35,000	.00	.00	.00	35,000.00	.0%
009673	635700	PLUMBING EQUIPMENT R	1,000	1,000	.00	.00	.00	1,000.00	.0%
009673	638200	MINOR EQUIPMENT R&M	4,000	4,000	.00	.00	450.00	3,550.00	11.3%
009673	638300	GENERATOR R&M	75,000	84,100	16,280.00	5,110.00	10,380.00	57,440.00	31.7%
009673	638400	MOTOR VEHICLE EQ. R&	5,000	5,000	4,946.50	.00	10.00	43.50	99.1%
009673	638700	AGRICULTURAL EQ. R&M	1,000	1,000	.00	.00	.00	1,000.00	.0%
009673	639000	COMMUNICATION EQ. R&	1,000	1,000	.00	.00	.00	1,000.00	.0%
009673	639400	DISINFECT./EXTERMINA	1,000	1,000	448.00	148.00	.00	552.00	44.8%
009673	639900	OTHER REPAIRS AND MA	11,000	11,000	.00	.00	333.19	10,666.81	3.0%
009673	643000	UNIFORM RENT	3,000	3,000	1,805.68	1,030.00	.00	1,194.32	60.2%
009673	643500	MOP-MAT-RAG RENT	1,000	1,000	987.96	.00	.00	12.04	98.8%
009673	644900	OTHER RENT	6,000	6,000	.00	.00	.00	6,000.00	.0%
009673	684000	DUES AND MEMBERSHIPS	1,000	1,000	.00	.00	.00	1,000.00	.0%
009673	684500	REGISTRATION FEE/TUI	2,000	2,000	1,915.00	600.00	.00	85.00	95.8%
009673	687000	CUSTODIAL SERVICE	6,560	6,560	2,807.74	466.00	3,262.00	490.26	92.5%
009673	699900	SERVICES NOT SPECIFI	2,000	2,000	.00	.00	.00	2,000.00	.0%
TOTAL PROFESSIONAL SERVICE			1,442,000	1,451,100	908,383.09	191,294.02	30,052.95	512,663.96	64.7%
TOTAL W&S O&M-WATER PLANT DIVISIO			2,690,670	2,711,870	1,451,144.21	252,679.37	88,410.73	1,172,315.06	56.8%

009676 W&S O&M-SEWER DIVISION

40 PERSONAL SERVICES

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		ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009676 400000	REGULAR WAGES	271,400	271,400	140,495.04	20,804.23	.00	130,904.96	51.8%
009676 430000	OVERTIME	30,000	30,000	22,090.45	2,838.31	.00	7,909.55	73.6%
009676 460000	STATE RETIREMENT	54,000	54,000	28,289.86	4,113.79	.00	25,710.14	52.4%
009676 470000	F.I.C.A. TAXES	23,100	23,100	12,265.76	1,783.11	.00	10,834.24	53.1%
009676 480000	HOSPITALIZATION INS.	75,600	75,600	40,062.32	4,811.20	.00	35,537.68	53.0%
009676 490000	UNEMPLOYMENT BENEFIT	2,000	2,000	.00	.00	.00	2,000.00	.0%
009676 491000	WORKMAN'S COMPENSATI	15,900	15,900	.00	.00	.00	15,900.00	.0%
TOTAL PERSONAL SERVICES		472,000	472,000	243,203.43	34,350.64	.00	228,796.57	51.5%
50 SUPPLIES & EXPENSES								
009676 513000	CHEMICALS	165,000	185,000	150,026.55	.00	22,146.40	12,827.05	93.1%
009676 525000	GAS AND OIL	10,000	10,000	2,142.77	338.78	.00	7,857.23	21.4%
009676 525700	DIESEL FUEL	15,000	15,000	5,570.63	580.63	.00	9,429.37	37.1%
009676 535500	WEARING APPAREL	3,000	3,000	.00	.00	.00	3,000.00	.0%
009676 540000	ASPHALT & ASPHALT PR	20,000	0	.00	.00	.00	.00	.0%
009676 540500	CONCRETE, CEMENT, ET	1,000	1,000	.00	.00	.00	1,000.00	.0%
009676 541500	SAND,CLAY,GRVL,FILL	20,000	20,000	.00	.00	.00	20,000.00	.0%
009676 544000	HORT./LANDSCAPING SP	500	500	.00	.00	.00	500.00	.0%
009676 545000	HAND TOOLS	6,500	6,500	1,039.10	.00	.00	5,460.90	16.0%
009676 546000	MINOR EQUIPMENT	5,000	5,000	4,302.85	.00	.00	697.15	86.1%
009676 549500	PUMPING EQUIPMENT PA	100	100	.00	.00	.00	100.00	.0%
009676 559000	OTHER OPERATING MATL	7,000	7,000	1,154.76	350.00	.00	5,845.24	16.5%
009676 560000	BUILDING MATERIALS &	2,000	2,000	20.00	.00	.00	1,980.00	1.0%
009676 560500	ELECTRICAL SUPPLIES	2,500	2,500	.00	.00	.00	2,500.00	.0%
009676 561000	PLUMBING SUPPLIES	30,000	62,100	13,054.84	2,950.00	2,020.75	47,024.41	24.3%
009676 565000	PAINT AND PAINTING S	500	500	.00	.00	.00	500.00	.0%
009676 570000	MTR VEHICLE REP. PTS	25,000	25,000	15,216.25	2,600.51	967.80	8,815.95	64.7%
009676 599000	OTHER REPAIR/MAINT.	2,000	2,000	225.00	225.00	61.05	1,713.95	14.3%
009676 599500	DISASTER REPAIR SUPP	15,000	15,000	.00	.00	.00	15,000.00	.0%
TOTAL SUPPLIES & EXPENSES		330,100	362,200	192,752.75	7,044.92	25,196.00	144,251.25	60.2%
60 PROFESSIONAL SERVICE								
009676 604900	OTHER PROFESSIONAL S	32,000	31,300	16,119.56	12,418.12	.00	15,180.44	51.5%
009676 606000	TELEPHONE AND TELEGR	0	700	330.10	47.19	.00	369.90	47.2%
009676 611000	TRAVEL EXPENSE	1,200	1,200	.00	.00	.00	1,200.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009676 612000 FREIGHT	600	600	.00	.00	.00	600.00	.0%
009676 630000 GAS	200	200	1,581.99	.00	.00	-1,381.99	791.0%
009676 630500 ELECTRICITY	100,000	100,000	56,776.74	10,366.08	.00	43,223.26	56.8%
009676 635500 ELECTRICAL R&M	5,000	5,000	.00	.00	.00	5,000.00	.0%
009676 636000 STREETS & STRUCTURES	2,345,000	2,345,000	2,107,005.69	189,950.09	.00	237,994.31	89.9%
009676 638000 FIXED EQUIPMENT R&M	2,000	2,000	.00	.00	.00	2,000.00	.0%
009676 638200 MINOR EQUIPMENT R&M	2,500	2,500	.00	.00	.00	2,500.00	.0%
009676 638400 MOTOR VEHICLE EQ. R&	35,000	35,000	35,183.98	1,755.22	45.00	-228.98	100.7%
009676 638600 CONSTRUCTION EQUIP R	20,000	20,000	8,654.84	2,956.82	1,200.10	10,145.06	49.3%
009676 639000 COMMUNICATION EQ. R&	2,000	2,000	.00	.00	.00	2,000.00	.0%
009676 639800 TOW IN CHARGES	2,000	2,000	1,165.00	175.00	.00	835.00	58.3%
009676 642000 MACHINERY RENT	7,500	7,500	.00	.00	.00	7,500.00	.0%
009676 643000 UNIFORM RENT	3,500	3,500	.00	.00	.00	3,500.00	.0%
009676 684500 REGISTRATION FEE/TUI	1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL PROFESSIONAL SERVICE	2,559,500	2,559,500	2,226,817.90	217,668.52	1,245.10	331,437.00	87.1%
TOTAL W&S O&M-SEWER DIVISION	3,361,600	3,393,700	2,662,774.08	259,064.08	26,441.10	704,484.82	79.2%
009677 W&S O&M-SEWER LAGOON DIV.							
40 PERSONAL SERVICES							
009677 400000 REGULAR WAGES	250,400	250,400	144,076.71	21,723.60	.00	106,323.29	57.5%
009677 430000 OVERTIME	25,000	25,000	36,719.17	4,649.99	.00	-11,719.17	146.9%
009677 460000 STATE RETIREMENT	49,300	49,300	31,458.45	4,589.00	.00	17,841.55	63.8%
009677 470000 F.I.C.A. TAXES	21,100	21,100	13,544.16	1,983.19	.00	7,555.84	64.2%
009677 480000 HOSPITALIZATION INS.	50,400	50,400	24,048.32	2,405.60	.00	26,351.68	47.7%
009677 490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
009677 491000 WORKMAN'S COMPENSATI	5,870	5,870	.00	.00	.00	5,870.00	.0%
TOTAL PERSONAL SERVICES	403,070	403,070	249,846.81	35,351.38	.00	153,223.19	62.0%
50 SUPPLIES & EXPENSES							
009677 513000 CHEMICALS	160,000	160,000	145,670.00	.00	13,990.00	340.00	99.8%
009677 525000 GAS AND OIL	10,000	10,000	4,172.91	619.58	.00	5,827.09	41.7%
009677 525500 LUBRICANTS	4,000	4,000	.00	.00	.00	4,000.00	.0%
009677 525700 DIESEL FUEL	5,000	5,000	1,712.39	105.79	.00	3,287.61	34.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
009677 535500 WEARING APPAREL	500	500	.00	.00	.00	500.00	.0%
009677 545000 HAND TOOLS	1,000	1,000	.00	.00	.00	1,000.00	.0%
009677 546000 MINOR EQUIPMENT	65,000	65,000	3,640.25	.00	.00	61,359.75	5.6%
009677 549500 PUMPING EQUIPMENT PA	80,000	80,000	.00	.00	.00	80,000.00	.0%
009677 559000 OTHER OPERATING MATL	4,000	4,000	.00	.00	.00	4,000.00	.0%
009677 560500 ELECTRICAL SUPPLIES	25,000	25,000	.00	.00	.00	25,000.00	.0%
009677 561000 PLUMBING SUPPLIES	16,720	16,720	.00	.00	.00	16,720.00	.0%
009677 570000 MTR VEHICLE REP. PTS	6,000	6,000	.00	.00	.00	6,000.00	.0%
TOTAL SUPPLIES & EXPENSES	377,220	377,220	155,195.55	725.37	13,990.00	208,034.45	44.9%
60 PROFESSIONAL SERVICE							
009677 602000 CONSULTANT SERV/SURV	13,000	13,000	.00	.00	.00	13,000.00	.0%
009677 602500 LEGAL	187,000	187,000	22,486.72	13,350.30	.00	164,513.28	12.0%
009677 604900 OTHER PROFESSIONAL S	85,000	85,000	36,211.03	.00	.00	48,788.97	42.6%
009677 611000 TRAVEL EXPENSE	2,000	2,000	.00	.00	.00	2,000.00	.0%
009677 612000 FREIGHT	500	500	.00	.00	25.00	475.00	5.0%
009677 630500 ELECTRICITY	770,000	770,000	381,435.68	56,339.80	.00	388,564.32	49.5%
009677 635500 ELECTRICAL R&M	24,000	24,000	.00	.00	.00	24,000.00	.0%
009677 638000 FIXED EQUIPMENT R&M	1,270,000	1,333,600	788,848.36	129,554.26	20,188.21	524,563.43	60.7%
009677 638400 MOTOR VEHICLE EQ. R&	4,000	4,000	.00	.00	.00	4,000.00	.0%
009677 639400 DISINFECT./EXTERMINA	600	600	160.00	40.00	.00	440.00	26.7%
009677 639800 TOW IN CHARGES	300	300	.00	.00	.00	300.00	.0%
009677 639900 OTHER REPAIRS AND MA	1,000	1,000	.00	.00	.00	1,000.00	.0%
009677 643000 UNIFORM RENT	2,000	2,000	.00	.00	.00	2,000.00	.0%
009677 684000 DUES AND MEMBERSHIPS	1,000	1,000	.00	.00	.00	1,000.00	.0%
009677 684500 REGISTRATION FEE/TUI	1,000	1,000	.00	.00	.00	1,000.00	.0%
009677 699900 SERVICES NOT SPECIFI	13,000	13,000	.00	.00	.00	13,000.00	.0%
TOTAL PROFESSIONAL SERVICE	2,374,400	2,438,000	1,229,141.79	199,284.36	20,213.21	1,188,645.00	51.2%
TOTAL W&S O&M-SEWER LAGOON DIV.	3,154,690	3,218,290	1,634,184.15	235,361.11	34,203.21	1,549,902.64	51.8%
TOTAL WATER & SEWER OPERATION/MAI	15,346,500	15,598,900	10,173,706.67	1,033,268.65	167,102.59	5,258,090.74	66.3%
TOTAL EXPENSES	15,346,500	15,598,900	10,173,706.67	1,033,268.65	167,102.59	5,258,090.74	

010 WATER & SEWER B & I**010451 W&S B&I-REVENUE OBLIGATIONS****80 DEBT SERVICE**

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010	WATER & SEWER B & I	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
010451 800000	GENERAL ISSUES-PRINC	585,000	585,000	380,000.00	.00	.00	205,000.00	65.0%
010451 801000	REVENUE ISSUES-PRINC	4,950,000	4,950,000	3,202,000.00	.00	.00	1,748,000.00	64.7%
010451 810000	GENERAL ISSUES-INTER	58,850	58,850	30,901.88	.00	.00	27,948.12	52.5%
010451 811000	REVENUE ISSUES-INTER	860,000	860,000	613,467.18	290,742.40	.00	246,532.82	71.3%
010451 840000	GENERAL ISSUES	8,000	8,000	2,790.00	.00	.00	5,210.00	34.9%
010451 841000	REVENUE ISSUES	7,000	7,000	1,000.00	.00	.00	6,000.00	14.3%
	TOTAL DEBT SERVICE	6,468,850	6,468,850	4,230,159.06	290,742.40	.00	2,238,690.94	65.4%
	TOTAL W&S B&I-REVENUE OBLIGATIONS	6,468,850	6,468,850	4,230,159.06	290,742.40	.00	2,238,690.94	65.4%
	TOTAL WATER & SEWER B & I	6,468,850	6,468,850	4,230,159.06	290,742.40	.00	2,238,690.94	65.4%
	TOTAL EXPENSES	6,468,850	6,468,850	4,230,159.06	290,742.40	.00	2,238,690.94	
011 WATER & SEWER FUND								
011451 WATER & SEWER-REV.OBLIGATN								
80 DEBT SERVICE								
011451 841000	REVENUE ISSUES	11,500	11,500	11,350.00	.00	.00	150.00	98.7%
	TOTAL DEBT SERVICE	11,500	11,500	11,350.00	.00	.00	150.00	98.7%
	TOTAL WATER & SEWER-REV.OBLIGATN	11,500	11,500	11,350.00	.00	.00	150.00	98.7%
011500 WATER & SEWER-TRANSFERS								
90 TRANSFERS								
011500 900001	T/T GENERAL FUND	824,000	824,000	424,000.00	424,000.00	.00	400,000.00	51.5%
011500 900009	T/T WATER & SEWER O&	15,000,000	15,000,000	8,750,000.00	1,250,000.00	.00	6,250,000.00	58.3%
011500 900017	T/T WATER & SEWER CO	50,000	50,000	.00	.00	.00	50,000.00	.0%
011500 900018	T/T WATER & SEWER B&	660,000	660,000	.00	.00	.00	660,000.00	.0%
011500 90001C	T/T WATER & SEWER B&	1,350,000	1,350,000	.00	.00	.00	1,350,000.00	.0%
011500 900021	T/T 21 REFUNDING	4,000,000	4,000,000	2,333,331.00	333,333.00	.00	1,666,669.00	58.3%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
011500 900075 T/T W & S CONSTRUCTI	5,600,000	5,600,000	2,857,987.76	224,965.35	.00	2,742,012.24	51.0%
011500 9000B T/T WATER & SEWER B&I	0	0	385,000.00	55,000.00	.00	-385,000.00	100.0%
011500 9000C T/T WATER & SEWER B&I	0	0	787,500.00	112,500.00	.00	-787,500.00	100.0%
011500 9000GO T/T 2010 W&S GO BOND	255,000	255,000	148,750.00	21,250.00	.00	106,250.00	58.3%
011500 9000M T/T W&SB&I (METER GO)	390,000	390,000	227,500.00	32,500.00	.00	162,500.00	58.3%
TOTAL TRANSFERS	28,129,000	28,129,000	15,914,068.76	2,453,548.35	.00	12,214,931.24	56.6%
TOTAL WATER & SEWER-TRANSFERS	28,129,000	28,129,000	15,914,068.76	2,453,548.35	.00	12,214,931.24	56.6%
011660 WATER & SEWER-CUST.ACCT.DIV.							
60 PROFESSIONAL SERVICE							
011660 641000 OFFICE EQUIPMENT REN	1,000	1,000	.00	.00	.00	1,000.00	.0%
011660 683200 BANK SERV/TRF FEE	3,500	3,500	10,774.92	1,541.03	.00	-7,274.92	307.9%
011660 6835WT WATER RELATED REFUND	60,000	60,000	2,749.16	.00	.00	57,250.84	4.6%
011660 683600 NSF CHECKS	0	0	16,282.03	.00	.00	-16,282.03	100.0%
011660 683800 BANK NSF FEES	1,500	1,500	.00	.00	.00	1,500.00	.0%
011660 683900 OTHER INCOME EXPENSE	5,000	5,000	.00	.00	.00	5,000.00	.0%
TOTAL PROFESSIONAL SERVICE	71,000	71,000	29,806.11	1,541.03	.00	41,193.89	42.0%
TOTAL WATER & SEWER-CUST.ACCT.DIV	71,000	71,000	29,806.11	1,541.03	.00	41,193.89	42.0%
TOTAL WATER & SEWER FUND	28,211,500	28,211,500	15,955,224.87	2,455,089.38	.00	12,256,275.13	56.6%
TOTAL EXPENSES	28,211,500	28,211,500	15,955,224.87	2,455,089.38	.00	12,256,275.13	
012 2019 TIF B&I-PLANET FITNESS							
012452 TIF B&I-PLANET FIT-GEN OBLIGA							
80 DEBT SERVICE							
012452 802000 IND/ECON DEV ISSUES-	40,108	40,108	.00	.00	.00	40,108.00	.0%
012452 812000 IND/ECON DEV ISSUES-	17,189	17,189	.00	.00	.00	17,189.00	.0%
TOTAL DEBT SERVICE	57,297	57,297	.00	.00	.00	57,297.00	.0%
TOTAL TIF B&I-PLANET FIT-GEN OBLI	57,297	57,297	.00	.00	.00	57,297.00	.0%

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012	2019 TIF B&I-PLANET FITNESS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL 2019 TIF B&I-PLANET FITNESS	57,297	57,297	.00	.00	.00	57,297.00	.0%
	TOTAL EXPENSES	57,297	57,297	.00	.00	.00	57,297.00	
013 CITY B & I								
013450 CITY B&I-GENERAL OBLIGATIONS								
60 PROFESSIONAL SERVICE								
013450 683000	PROP.TAX COLL. FEES	12,000	12,000	6,426.66	1,028.59	.00	5,573.34	53.6%
013450 683100	PROP.TAX COLL. FEES.	18,000	18,000	15,323.68	138.14	.00	2,676.32	85.1%
	TOTAL PROFESSIONAL SERVICE	30,000	30,000	21,750.34	1,166.73	.00	8,249.66	72.5%
80 DEBT SERVICE								
013450 800000	GENERAL ISSUES-PRINC	605,000	605,000	605,000.00	.00	.00	.00	100.0%
013450 802100	5 YEAR NOTE PRINCIPA	843,863	843,863	843,863.00	.00	.00	.00	100.0%
013450 810000	GENERAL ISSUES-INTER	1,965,260	1,965,260	990,184.00	.00	.00	975,076.00	50.4%
013450 812100	5 YEAR NOTE INTEREST	23,499	23,499	15,631.38	.00	.00	7,867.62	66.5%
013450 840000	GENERAL ISSUES	20,000	20,000	4,550.00	.00	.00	15,450.00	22.8%
	TOTAL DEBT SERVICE	3,457,622	3,457,622	2,459,228.38	.00	.00	998,393.62	71.1%
	TOTAL CITY B&I-GENERAL OBLIGATION	3,487,622	3,487,622	2,480,978.72	1,166.73	.00	1,006,643.28	71.1%
	TOTAL CITY B & I	3,487,622	3,487,622	2,480,978.72	1,166.73	.00	1,006,643.28	71.1%
	TOTAL EXPENSES	3,487,622	3,487,622	2,480,978.72	1,166.73	.00	1,006,643.28	
014 SCHOOL FUND								
014599 SCHOOL FUND-MISC.CHARGES								
60 PROFESSIONAL SERVICE								
014599 683000	PROP.TAX COLL. FEES	0	0	57,936.04	9,157.36	.00	-57,936.04	100.0%

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014	SCHOOL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
014599	683100 PROP.TAX COLL. FEES.	0	0	107,763.47	2,870.30	.00	-107,763.47	100.0%
	TOTAL PROFESSIONAL SERVICE	0	0	165,699.51	12,027.66	.00	-165,699.51	100.0%
	TOTAL SCHOOL FUND-MISC.CHARGES	0	0	165,699.51	12,027.66	.00	-165,699.51	100.0%
	TOTAL SCHOOL FUND	0	0	165,699.51	12,027.66	.00	-165,699.51	100.0%
	TOTAL EXPENSES	0	0	165,699.51	12,027.66	.00	-165,699.51	
017 SUPP. ENVIRONMENTAL PROJECT								
017695 SUPP. ENVIRONMENTAL PROJECT								
60 PROFESSIONAL SERVICE								
017695	699900 SERVICES NOT SPECIFI	170,800	170,800	.00	.00	.00	170,800.00	.0%
	TOTAL PROFESSIONAL SERVICE	170,800	170,800	.00	.00	.00	170,800.00	.0%
	TOTAL SUPP. ENVIRONMENTAL PROJECT	170,800	170,800	.00	.00	.00	170,800.00	.0%
	TOTAL SUPP. ENVIRONMENTAL PROJECT	170,800	170,800	.00	.00	.00	170,800.00	.0%
	TOTAL EXPENSES	170,800	170,800	.00	.00	.00	170,800.00	
018 POLICE & FIREMAN DIS. & RELIEF								
018701 P&FD&R-TRUST AND AGENCY								
60 PROFESSIONAL SERVICE								
018701	682500 PENSION EXPENSE	0	0	1,034,778.72	.00	.00	-1,034,778.72	100.0%
018701	683000 PROP.TAX COLL. FEES	0	0	3,105.48	515.89	.00	-3,105.48	100.0%
018701	683100 PROP.TAX COLL. FEES.	0	0	7,730.10	68.22	.00	-7,730.10	100.0%
	TOTAL PROFESSIONAL SERVICE	0	0	1,045,614.30	584.11	.00	-1,045,614.30	100.0%
	TOTAL P&FD&R-TRUST AND AGENCY	0	0	1,045,614.30	584.11	.00	-1,045,614.30	100.0%

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018	POLICE & FIREMAN DIS. & RELIEF	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL POLICE & FIREMAN DIS. & REL	0	0	1,045,614.30	584.11	.00	-1,045,614.30	100.0%
	TOTAL EXPENSES	0	0	1,045,614.30	584.11	.00	-1,045,614.30	
019 POLICE FORFEITURES FUND								
019100 POL.FORFEITURES-POLICE DIV.								
50 SUPPLIES & EXPENSES								
019100 559000	OTHER OPERATING MATL	0	62,066	928.04	217.64	3,432.00	57,705.96	7.0%
	TOTAL SUPPLIES & EXPENSES	0	62,066	928.04	217.64	3,432.00	57,705.96	7.0%
60 PROFESSIONAL SERVICE								
019100 604900	OTHER PROFESSIONAL S	0	30,000	1,675.26	358.38	3,600.00	24,724.74	17.6%
	TOTAL PROFESSIONAL SERVICE	0	30,000	1,675.26	358.38	3,600.00	24,724.74	17.6%
70 CAPITAL OUTLAY								
019100 739900	OTHER EQUIPMENT	0	4,000	.00	.00	.00	4,000.00	.0%
019100 740000	AUTOMOBILES	0	96,000	.00	.00	.00	96,000.00	.0%
	TOTAL CAPITAL OUTLAY	0	100,000	.00	.00	.00	100,000.00	.0%
	TOTAL POL.FORFEITURES-POLICE DIV.	0	192,066	2,603.30	576.02	7,032.00	182,430.70	5.0%
	TOTAL POLICE FORFEITURES FUND	0	192,066	2,603.30	576.02	7,032.00	182,430.70	5.0%
	TOTAL EXPENSES	0	192,066	2,603.30	576.02	7,032.00	182,430.70	
020 2002 TIF B&I-SOUTHERN POINTE								
020452 2002 TIF B&I-S/P GEN OBLIGA								
80 DEBT SERVICE								

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020	2002 TIF B&I-SOUTHERN POINTE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
020452 802000	IND/ECON DEV ISSUES-	185,000	185,000	185,000.00	.00	.00	.00	100.0%
020452 812000	IND/ECON DEV ISSUES-	56,625	56,625	30,555.00	.00	.00	26,070.00	54.0%
020452 842000	IND/ECON DEV ISSUES	2,000	2,000	1,250.00	.00	.00	750.00	62.5%
	TOTAL DEBT SERVICE	243,625	243,625	216,805.00	.00	.00	26,820.00	89.0%
	TOTAL 2002 TIF B&I-S/P GEN OBLIGA	243,625	243,625	216,805.00	.00	.00	26,820.00	89.0%
	TOTAL 2002 TIF B&I-SOUTHERN POINT	243,625	243,625	216,805.00	.00	.00	26,820.00	89.0%
	TOTAL EXPENSES	243,625	243,625	216,805.00	.00	.00	26,820.00	
022 2003 TIF B&I-CHAUVET SQUARE								
022452 2003 TIF B&I-C/S GEN OBLIGA								
80 DEBT SERVICE								
022452 802000	IND/ECON DEV ISSUES-	160,000	160,000	160,000.00	160,000.00	.00	.00	100.0%
022452 812000	IND/ECON DEV ISSUES-	31,050	31,050	31,050.00	31,050.00	.00	.00	100.0%
022452 842000	IND/ECON DEV ISSUES	2,500	2,500	1,000.00	1,000.00	.00	1,500.00	40.0%
	TOTAL DEBT SERVICE	193,550	193,550	192,050.00	192,050.00	.00	1,500.00	99.2%
	TOTAL 2003 TIF B&I-C/S GEN OBLIGA	193,550	193,550	192,050.00	192,050.00	.00	1,500.00	99.2%
	TOTAL 2003 TIF B&I-CHAUVET SQUARE	193,550	193,550	192,050.00	192,050.00	.00	1,500.00	99.2%
	TOTAL EXPENSES	193,550	193,550	192,050.00	192,050.00	.00	1,500.00	
023 2006 TIF B&I-TURTLE CROSSING								
023452 2007 TIF B&I-T/C GEN OBLIGA								
80 DEBT SERVICE								
023452 802000	IND/ECON DEV ISSUES-	110,000	110,000	110,000.00	.00	.00	.00	100.0%

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023	2006 TIF B&I-TURTLE CROSSING	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
023452 812000	IND/ECON DEV ISSUES-	27,865	27,865	27,865.00	.00	.00	.00	100.0%
023452 842000	IND/ECON DEV ISSUES	2,500	2,500	2,250.00	.00	.00	250.00	90.0%
	TOTAL DEBT SERVICE	140,365	140,365	140,115.00	.00	.00	250.00	99.8%
	TOTAL 2007 TIF B&I-T/C GEN OBLIGA	140,365	140,365	140,115.00	.00	.00	250.00	99.8%
	TOTAL 2006 TIF B&I-TURTLE CROSSIN	140,365	140,365	140,115.00	.00	.00	250.00	99.8%
	TOTAL EXPENSES	140,365	140,365	140,115.00	.00	.00	250.00	
026 2016 TIF B&I-WHISPERING PINES								
026452 2016 TIF B&I-WHISP PINES EXPEN								
80 DEBT SERVICE								
026452 802000	IND/ECON DEV ISSUES-	197,000	197,000	.00	.00	.00	197,000.00	.0%
026452 812000	IND/ECON DEV ISSUES-	82,503	82,503	41,251.25	.00	.00	41,251.75	50.0%
026452 842000	IND/ECON DEV ISSUES	2,000	2,000	1,940.00	.00	.00	60.00	97.0%
	TOTAL DEBT SERVICE	281,503	281,503	43,191.25	.00	.00	238,311.75	15.3%
	TOTAL 2016 TIF B&I-WHISP PINES EX	281,503	281,503	43,191.25	.00	.00	238,311.75	15.3%
	TOTAL 2016 TIF B&I-WHISPERING PIN	281,503	281,503	43,191.25	.00	.00	238,311.75	15.3%
	TOTAL EXPENSES	281,503	281,503	43,191.25	.00	.00	238,311.75	
027 TAX COLLECTOR'S FUND								
027500 TAX COLLECTOR'S-TRANSFERS								
90 TRANSFERS								
027500 900001	T/T GENERAL FUND	0	0	18,980,124.60	396,337.05	.00	-18,980,124.60	100.0%
027500 900002	T/T PARKS & RECREATI	0	0	956,441.03	16,288.35	.00	-956,441.03	100.0%
027500 900004	T/T LIBRARY	0	0	885,941.52	15,126.42	.00	-885,941.52	100.0%

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027	TAX COLLECTOR'S FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
027500	900012 T/T PLANET FITNESS T	0	0	26,184.00	.00	.00	-26,184.00	100.0%
027500	900013 T/T CITY B & I	0	0	2,393,646.33	40,764.22	.00	-2,393,646.33	100.0%
027500	900014 T/T SCHOOL FUND	0	0	18,934,997.72	680,875.41	.00	-18,934,997.72	100.0%
027500	900018 T/T POL/FIRE DIS./RE	0	0	1,204,684.07	20,324.60	.00	-1,204,684.07	100.0%
027500	900020 T/T 2002 TIF B&I-S/P	0	0	120,762.00	.00	.00	-120,762.00	100.0%
027500	900022 T/T 2003 TIF B&I-CHA	0	0	195,000.00	.00	.00	-195,000.00	100.0%
027500	900023 T/T 2007 TIF B&I-T/C	0	0	50,000.00	.00	.00	-50,000.00	100.0%
027500	900026 T/T '16 TIF B&I-WHIS	0	0	173,514.00	.00	.00	-173,514.00	100.0%
027500	900028 T/T 2016 TIF B&I-HBU	0	0	33,968.00	.00	.00	-33,968.00	100.0%
027500	900050 T/T RIDGE AT TURTLE	0	0	89,560.00	.00	.00	-89,560.00	100.0%
027500	900051 T/T MIDTOWN MARKET	0	0	10,831.00	.00	.00	-10,831.00	100.0%
027500	900052 T/T 2019 TIF B&I-ELA	0	0	134,735.00	.00	.00	-134,735.00	100.0%
027500	900073 T/T MASS TRANSIT OPE	0	0	241,625.09	4,115.41	.00	-241,625.09	100.0%
027500	9000EB T/T GENERAL FD-EXCES	0	0	67,166.44	.00	.00	-67,166.44	100.0%
027500	9000IP T/T GENERAL FD-INT/P	0	0	113,156.85	19,117.02	.00	-113,156.85	100.0%
027500	9000SB T/T SCHOOL-1988 SCH.	0	0	2,404,989.96	85,917.63	.00	-2,404,989.96	100.0%
	TOTAL TRANSFERS	0	0	47,017,327.61	1,278,866.11	.00	-47,017,327.61	100.0%
	TOTAL TAX COLLECTOR'S-TRANSFERS	0	0	47,017,327.61	1,278,866.11	.00	-47,017,327.61	100.0%
	TOTAL TAX COLLECTOR'S FUND	0	0	47,017,327.61	1,278,866.11	.00	-47,017,327.61	100.0%
	TOTAL EXPENSES	0	0	47,017,327.61	1,278,866.11	.00	-47,017,327.61	
028 2016 TIF B&I-HBRG CLINIC MIDTN								
028452 2016 TIF B&I-HBRG CLINIC MIDTN								
80 DEBT SERVICE								
028452	802000 IND/ECON DEV ISSUES-	55,000	55,000	55,000.00	.00	.00	.00	100.0%
028452	812000 IND/ECON DEV ISSUES-	20,486	20,486	20,485.12	.00	.00	.88	100.0%
	TOTAL DEBT SERVICE	75,486	75,486	75,485.12	.00	.00	.88	100.0%
	TOTAL 2016 TIF B&I-HBRG CLINIC MI	75,486	75,486	75,485.12	.00	.00	.88	100.0%
	TOTAL 2016 TIF B&I-HBRG CLINIC MI	75,486	75,486	75,485.12	.00	.00	.88	100.0%
	TOTAL EXPENSES	75,486	75,486	75,485.12	.00	.00	.88	

039 AIRPORT IMPROVEMENT FUND

039551 AIRPORT IMPR.-AIRPORT DIV

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039	AIRPORT IMPROVEMENT FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
60 PROFESSIONAL SERVICE								
039551	601500 ENGINEERING	50,000	50,000	3,319.11	1,500.00	.00	46,680.89	6.6%
	TOTAL PROFESSIONAL SERVICE	50,000	50,000	3,319.11	1,500.00	.00	46,680.89	6.6%
70 CAPITAL OUTLAY								
039551	729502 AIRPORT IMP-FAA	3,150,000	3,150,000	1,148,279.27	192,607.25	.00	2,001,720.73	36.5%
039551	729599 MISC.OTHER IMPROVEME	119,860	119,860	.00	.00	.00	119,860.00	.0%
	TOTAL CAPITAL OUTLAY	3,269,860	3,269,860	1,148,279.27	192,607.25	.00	2,121,580.73	35.1%
	TOTAL AIRPORT IMPR.-AIRPORT DIV	3,319,860	3,319,860	1,151,598.38	194,107.25	.00	2,168,261.62	34.7%
	TOTAL AIRPORT IMPROVEMENT FUND	3,319,860	3,319,860	1,151,598.38	194,107.25	.00	2,168,261.62	34.7%
	TOTAL EXPENSES	3,319,860	3,319,860	1,151,598.38	194,107.25	.00	2,168,261.62	
050 2015A TIF B&I-RIDGE/TURTLE CRK								
050452 2015A TIF B&I-RIDGE/TURTLE CRK								
80 DEBT SERVICE								
050452	802000 IND/ECON DEV ISSUES-	79,000	79,000	79,000.00	.00	.00	.00	100.0%
050452	812000 IND/ECON DEV ISSUES-	40,178	40,178	40,177.50	19,002.50	.00	.50	100.0%
050452	842000 IND/ECON DEV ISSUES	2,000	2,000	1,940.00	.00	.00	60.00	97.0%
	TOTAL DEBT SERVICE	121,178	121,178	121,117.50	19,002.50	.00	60.50	100.0%
	TOTAL 2015A TIF B&I-RIDGE/TURTLE	121,178	121,178	121,117.50	19,002.50	.00	60.50	100.0%
	TOTAL 2015A TIF B&I-RIDGE/TURTLE	121,178	121,178	121,117.50	19,002.50	.00	60.50	100.0%
	TOTAL EXPENSES	121,178	121,178	121,117.50	19,002.50	.00	60.50	
051 2015B TIF B&I-MIDTOWN MARKET								
051452 2015B TIF B&I-MIDTOWN MARKET								

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051	2015B TIF B&I-MIDTOWN MARKET	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
60 PROFESSIONAL SERVICE								
051452 683200	BANK SERV/TRF FEE	0	0	10.00	10.00	.00	-10.00	100.0%
	TOTAL PROFESSIONAL SERVICE	0	0	10.00	10.00	.00	-10.00	100.0%
80 DEBT SERVICE								
051452 802000	IND/ECON DEV ISSUES-	14,000	14,000	14,000.00	.00	.00	.00	100.0%
051452 812000	IND/ECON DEV ISSUES-	6,930	6,930	6,930.00	3,272.50	.00	.00	100.0%
051452 842000	IND/ECON DEV ISSUES	2,000	2,000	1,940.00	.00	.00	60.00	97.0%
	TOTAL DEBT SERVICE	22,930	22,930	22,870.00	3,272.50	.00	60.00	99.7%
	TOTAL 2015B TIF B&I-MIDTOWN MARKE	22,930	22,930	22,880.00	3,282.50	.00	50.00	99.8%
	TOTAL 2015B TIF B&I-MIDTOWN MARKE	22,930	22,930	22,880.00	3,282.50	.00	50.00	99.8%
	TOTAL EXPENSES	22,930	22,930	22,880.00	3,282.50	.00	50.00	
052 2019 TIF B&I-ELAM ARMS MIDTOWN								
052452 2019 TIF B&I ELAM ARMS MIDTOWN								
80 DEBT SERVICE								
052452 802000	IND/ECON DEV ISSUES-	179,000	179,000	179,000.00	.00	.00	.00	100.0%
052452 812000	IND/ECON DEV ISSUES-	112,797	112,797	112,797.00	.00	.00	.00	100.0%
052452 842000	IND/ECON DEV ISSUES	2,500	2,500	2,000.00	.00	.00	500.00	80.0%
	TOTAL DEBT SERVICE	294,297	294,297	293,797.00	.00	.00	500.00	99.8%
	TOTAL 2019 TIF B&I ELAM ARMS MIDT	294,297	294,297	293,797.00	.00	.00	500.00	99.8%
	TOTAL 2019 TIF B&I-ELAM ARMS MIDT	294,297	294,297	293,797.00	.00	.00	500.00	99.8%
	TOTAL EXPENSES	294,297	294,297	293,797.00	.00	.00	500.00	
072 MUNICIPAL ROAD & BRIDGE								

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072	MUNICIPAL ROAD & BRIDGE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
072201 MUN.ROAD&BRIDGE-STREET DIV								
60 PROFESSIONAL SERVICE								
072201 601500	ENGINEERING	120,000	94,400	43,725.37	.00	.00	50,674.63	46.3%
072201 601501	ENGINEERING-I&I STUD	60,000	60,000	.00	.00	.00	60,000.00	.0%
072201 601502	ENGINEERING-MIDTOWN	0	19,600	17,417.77	.00	.00	2,182.23	88.9%
072201 602500	LEGAL	0	6,000	5,889.07	.00	.00	110.93	98.2%
072201 636000	STREETS & STRUCTURES	1,240,000	1,252,950	229,701.76	213,029.08	389,148.28	634,099.96	49.4%
TOTAL PROFESSIONAL SERVICE		1,420,000	1,432,950	296,733.97	213,029.08	389,148.28	747,067.75	47.9%
70 CAPITAL OUTLAY								
072201 722522	GORDONS CREEK COMMON	0	250,000	.00	.00	.00	250,000.00	.0%
072201 723003	SBF '23 MIDTOWN STRE	0	1,750,000	.00	.00	.00	1,750,000.00	.0%
072201 723025	CTRY.CLUB RD. INTERS	0	20,306	20,305.38	5,718.68	.00	.32	100.0%
072201 723099	OTHER STREET IMPR.	0	2,044,967	1,000.00	.00	15,545.00	2,028,422.30	.8%
072201 729552	MIDTOWN STREETSCAPES	0	4,000,000	129,396.28	.00	.00	3,870,603.72	3.2%
TOTAL CAPITAL OUTLAY		0	8,065,273	150,701.66	5,718.68	15,545.00	7,899,026.34	2.1%
TOTAL MUN.ROAD&BRIDGE-STREET DIV		1,420,000	9,498,223	447,435.63	218,747.76	404,693.28	8,646,094.09	9.0%
TOTAL MUNICIPAL ROAD & BRIDGE		1,420,000	9,498,223	447,435.63	218,747.76	404,693.28	8,646,094.09	9.0%
TOTAL EXPENSES		1,420,000	9,498,223	447,435.63	218,747.76	404,693.28	8,646,094.09	
073 MASS TRANSIT FUND								
073570 MASS TRANSIT-TRANSPORTATION								
40 PERSONAL SERVICES								
073570 400000	REGULAR WAGES	985,000	989,160	468,714.72	68,777.94	.00	520,445.28	47.4%
073570 430000	OVERTIME	65,000	65,000	75,851.20	7,465.62	.00	-10,851.20	116.7%
073570 460000	STATE RETIREMENT	188,000	188,750	93,824.37	13,266.39	.00	94,925.63	49.7%

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073	MASS TRANSIT FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
073570	470000	F.I.C.A. TAXES	80,400	80,730	40,956.42	5,711.85	.00	39,773.58	50.7%
073570	480000	HOSPITALIZATION INS.	201,600	201,600	92,262.62	13,230.80	.00	109,337.38	45.8%
073570	490000	UNEMPLOYMENT BENEFIT	6,500	6,500	4,458.53	4,458.53	.00	2,041.47	68.6%
073570	491000	WORKMAN'S COMPENSATI	18,000	18,000	.00	.00	.00	18,000.00	.0%
TOTAL PERSONAL SERVICES			1,544,500	1,549,740	776,067.86	112,911.13	.00	773,672.14	50.1%
50 SUPPLIES & EXPENSES									
073570	500300	PAPER	500	500	476.63	476.63	.00	23.37	95.3%
073570	500500	PRINTED FORMS	100	100	.00	.00	.00	100.00	.0%
073570	501000	OTHER EXPENDABLE OFF	1,500	1,500	.00	.00	1,455.28	44.72	97.0%
073570	502000	MINOR OFFICE EQUIP/F	5,000	5,000	1,719.98	.00	1,395.54	1,884.48	62.3%
073570	505000	SUBSCRIPTIONS,MAGS,M	200	200	.00	.00	.00	200.00	.0%
073570	508000	COMPUTER SUPPLIES	2,500	2,500	.00	.00	2,462.01	37.99	98.5%
073570	510000	CLEANING/JANITORIAL	3,000	3,000	1,925.00	.00	324.16	750.84	75.0%
073570	511100	SUPPLIES - COVID 19	5,710	5,710	1,526.73	.00	.00	4,183.27	26.7%
073570	511500	FOOD	200	200	.00	.00	.00	200.00	.0%
073570	513000	CHEMICALS	100	100	.00	.00	74.94	25.06	74.9%
073570	525000	GAS AND OIL	13,000	73,000	51,717.23	7,124.39	.00	21,282.77	70.8%
073570	525500	LUBRICANTS	1,000	1,000	544.12	.00	.00	455.88	54.4%
073570	525700	DIESEL FUEL	114,000	54,000	37,643.42	6,431.32	.00	16,356.58	69.7%
073570	526000	OTHER FUEL	300	300	.00	.00	.00	300.00	.0%
073570	535500	WEARING APPAREL	2,000	2,000	237.13	237.13	.00	1,762.87	11.9%
073570	540500	CONCRETE, CEMENT, ET	100	100	.00	.00	.00	100.00	.0%
073570	545000	HAND TOOLS	6,000	6,000	659.83	516.08	.00	5,340.17	11.0%
073570	546000	MINOR EQUIPMENT	6,000	6,000	474.99	.00	732.64	4,792.37	20.1%
073570	559000	OTHER OPERATING MATL	700	700	449.33	72.89	.00	250.67	64.2%
073570	560000	BUILDING MATERIALS &	1,000	1,000	.00	.00	.00	1,000.00	.0%
073570	560500	ELECTRICAL SUPPLIES	500	500	75.96	.00	.00	424.04	15.2%
073570	561000	PLUMBING SUPPLIES	500	500	110.45	.00	.00	389.55	22.1%
073570	565000	PAINT AND PAINTING S	500	500	.00	.00	.00	500.00	.0%
073570	570000	MTR VEHICLE REP. PTS	2,500	2,500	2,339.00	.00	151.80	9.20	99.6%
073570	571001	REPAIR PARTS - FIXED	60,000	60,000	7,566.21	5,233.87	10,377.35	42,056.44	29.9%
073570	571002	REPAIR PARTS - PARAT	15,000	15,000	831.95	806.57	4,943.58	9,224.47	38.5%
073570	575000	COMMUNICATION REPAIR	1,500	1,500	.00	.00	155.92	1,344.08	10.4%
073570	599000	OTHER REPAIR/MAINT.	3,000	3,000	1,711.17	167.50	502.30	786.53	73.8%
TOTAL SUPPLIES & EXPENSES			246,410	246,410	110,009.13	21,066.38	22,575.52	113,825.35	53.8%
60 PROFESSIONAL SERVICE									
073570	602000	CONSULTANT SERV/SURV	45,375	45,375	.00	.00	8,621.06	36,753.94	19.0%

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073	MASS TRANSIT FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
073570	602100	BUILDING SECURITY	1,000	1,000	359.40	359.40	.00	640.60	35.9%
073570	604900	OTHER PROFESSIONAL S	5,000	5,000	4,042.64	3,288.64	.00	957.36	80.9%
073570	606000	TELEPHONE AND TELEGR	6,500	6,500	4,062.09	648.81	.00	2,437.91	62.5%
073570	607000	POSTAGE	200	200	.00	.00	.00	200.00	.0%
073570	609900	OTHER COMMUNICATION	20,200	20,200	10,690.65	10,263.00	.00	9,509.35	52.9%
073570	611000	TRAVEL EXPENSE	4,000	4,000	.00	.00	.00	4,000.00	.0%
073570	612000	FREIGHT	1,000	1,000	149.45	.00	.00	850.55	14.9%
073570	615000	ADVERTISING	7,000	7,000	.00	.00	.00	7,000.00	.0%
073570	620000	PRINTING	3,000	3,000	630.84	38.50	.00	2,369.16	21.0%
073570	625500	PUBLIC LIAB/PROPERTY	61,000	61,000	.00	.00	.00	61,000.00	.0%
073570	630500	ELECTRICITY	19,000	19,000	15,352.74	1,745.49	.00	3,647.26	80.8%
073570	635000	BUILDING R&M	1,500	1,500	.00	.00	.00	1,500.00	.0%
073570	635500	ELECTRICAL R&M	1,500	1,500	.00	.00	.00	1,500.00	.0%
073570	636500	OFFICE EQUIPMENT R&M	500	500	.00	.00	.00	500.00	.0%
073570	638400	MOTOR VEHICLE EQ. R&	2,000	2,000	1,908.65	.00	.00	91.35	95.4%
073570	638501	BUS EQUIP R&M-FIXED	90,000	117,800	32,224.13	3,122.51	15,105.36	70,470.51	40.2%
073570	638502	BUS EQUIP R&M-PARATR	30,000	30,000	15,523.42	498.35	4,835.26	9,641.32	67.9%
073570	639000	COMMUNICATION EQ. R&	2,500	2,500	.00	.00	.00	2,500.00	.0%
073570	639400	DISINFECT./EXTERMINA	250	250	48.00	48.00	.00	202.00	19.2%
073570	639600	SIGN PAINTING	1,200	1,200	.00	.00	.00	1,200.00	.0%
073570	639800	TOW IN CHARGES	2,000	2,000	1,075.00	.00	.00	925.00	53.8%
073570	639900	OTHER REPAIRS AND MA	2,500	2,500	556.19	486.28	.00	1,943.81	22.2%
073570	643000	UNIFORM RENT	11,500	11,500	8,994.44	1,572.31	.00	2,505.56	78.2%
073570	644900	OTHER RENT	500	500	.00	.00	.00	500.00	.0%
073570	683000	PROP.TAX COLL. FEES	750	750	648.81	103.83	.00	101.19	86.5%
073570	683100	PROP.TAX COLL. FEES.	1,500	1,500	1,547.00	13.96	.00	-47.00	103.1%
073570	684000	DUES AND MEMBERSHIPS	700	700	.00	.00	.00	700.00	.0%
073570	684500	REGISTRATION FEE/TUI	200	200	.00	.00	.00	200.00	.0%
073570	687000	CUSTODIAL SERVICE	4,500	4,500	3,521.52	432.72	3,894.12	-2,915.64	164.8%
TOTAL PROFESSIONAL SERVICE		326,875	354,675	101,334.97	22,621.80	32,455.80	220,884.23	37.7%	
70 CAPITAL OUTLAY									
073570	710024	BUS SHELTERS	61,646	61,646	.00	.00	.00	61,646.00	.0%
073570	710027	MASS TRANSIT FACILIT	143,194	143,194	.00	.00	.00	143,194.00	.0%
073570	710029	TRANSIT FACILITY ARC	121,538	121,538	.00	.00	.00	121,538.00	.0%
073570	729553	BUS SHELTER INFRAS-5	3,082,962	3,082,962	633,138.66	.00	.00	2,449,823.34	20.5%
073570	733400	FAREBOX MEDIA EQUIPM	276,000	276,000	.00	.00	.00	276,000.00	.0%
073570	733600	SURVEILLANCE/SECURITY	7,760	7,760	.00	.00	.00	7,760.00	.0%
073570	741000	BUSES	163,292	206,292	43,064.53	4,418.68	.00	163,227.47	20.9%
TOTAL CAPITAL OUTLAY		3,856,392	3,899,392	676,203.19	4,418.68	.00	3,223,188.81	17.3%	
TOTAL MASS TRANSIT-TRANSPORTATION		5,974,177	6,050,217	1,663,615.15	161,017.99	55,031.32	4,331,570.53	28.4%	

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073	MASS TRANSIT FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL MASS TRANSIT FUND	5,974,177	6,050,217	1,663,615.15	161,017.99	55,031.32	4,331,570.53	28.4%
	TOTAL EXPENSES	5,974,177	6,050,217	1,663,615.15	161,017.99	55,031.32	4,331,570.53	
075 WATER&SEWER CONSTRUCTION FUND								
075695 W&S CONSTR.-CAPITAL PROJECTS								
60 PROFESSIONAL SERVICE								
075695	601500 ENGINEERING	2,000,000	1,846,797	1,053,123.83	192,841.80	.00	793,673.17	57.0%
075695	601503 ENGINEERING-MCWI	0	103,203	102,890.00	57,905.00	.00	313.00	99.7%
075695	604900 OTHER PROFESSIONAL S	0	50,000	1,600.00	.00	.00	48,400.00	3.2%
	TOTAL PROFESSIONAL SERVICE	2,000,000	2,000,000	1,157,613.83	250,746.80	.00	842,386.17	57.9%
70 CAPITAL OUTLAY								
075695	722010 FORREST AVE REHAB	0	53,446	53,446.25	.00	.00	.00	100.0%
075695	722099 PROGRAMMED SEWER PRO	4,000,000	3,907,993	7,652.00	.00	.00	3,900,341.35	.2%
075695	724501 ARCADIA SUNSET	0	483,235	478,922.61	14,692.50	.00	4,312.50	99.1%
075695	724502 PIPELINE ROAD	0	20,790	20,790.00	.00	.00	.00	100.0%
075695	724599 PROGRAMMED WATER PRO	0	1,495,844	848,174.94	3,463.64	.00	647,668.72	56.7%
075695	729569 SRF WTR PLT #1 REHAB	400,300	578,992	578,991.63	104,187.26	.00	.00	100.0%
075695	729570 SRF WTR PLT #1 REHAB	1,605,000	1,605,000	1,173,942.48	.00	.00	431,057.52	73.1%
	TOTAL CAPITAL OUTLAY	6,005,300	8,145,300	3,161,919.91	122,343.40	.00	4,983,380.09	38.8%
	TOTAL W&S CONSTR.-CAPITAL PROJECT	8,005,300	10,145,300	4,319,533.74	373,090.20	.00	5,825,766.26	42.6%
	TOTAL WATER&SEWER CONSTRUCTION FU	8,005,300	10,145,300	4,319,533.74	373,090.20	.00	5,825,766.26	42.6%
	TOTAL EXPENSES	8,005,300	10,145,300	4,319,533.74	373,090.20	.00	5,825,766.26	
077 COMMUNITY CENTERS' FUND								
077500 COMMUNITY CENTER TRANSFERS								
90 TRANSFERS								
077500	900086 T/T SPECIAL SALES TA	0	162,000	.00	.00	.00	162,000.00	.0%

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077	COMMUNITY CENTERS' FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL TRANSFERS	0	162,000	.00	.00	.00	162,000.00	.0%
	TOTAL COMMUNITY CENTER TRANSFERS	0	162,000	.00	.00	.00	162,000.00	.0%
077650 COMMUNITY CTR-ADMIN/GENERAL								
40 PERSONAL SERVICES								
077650	400000 REGULAR WAGES	379,300	379,300	219,004.28	28,484.76	.00	160,295.72	57.7%
077650	430000 OVERTIME	11,000	11,000	14,311.25	1,564.34	.00	-3,311.25	130.1%
077650	460000 STATE RETIREMENT	70,000	70,000	40,596.92	5,228.53	.00	29,403.08	58.0%
077650	470000 F.I.C.A. TAXES	29,900	29,900	17,222.86	2,230.52	.00	12,677.14	57.6%
077650	480000 HOSPITALIZATION INS.	109,200	109,200	49,218.33	6,615.40	.00	59,981.67	45.1%
077650	490000 UNEMPLOYMENT BENEFIT	1,000	1,000	.00	.00	.00	1,000.00	.0%
077650	491000 WORKMAN'S COMPENSATI	13,500	13,500	.00	.00	.00	13,500.00	.0%
	TOTAL PERSONAL SERVICES	613,900	613,900	340,353.64	44,123.55	.00	273,546.36	55.4%
50 SUPPLIES & EXPENSES								
077650	501000 OTHER EXPENDABLE OFF	500	300	135.00	.00	.00	165.00	45.0%
077650	510000 CLEANING/JANITORIAL	15,000	15,000	9,688.97	109.21	524.28	4,786.75	68.1%
077650	512000 MEDICAL SUPPLIES	250	250	.00	.00	.00	250.00	.0%
077650	525000 GAS AND OIL	3,500	3,500	1,523.29	260.63	.00	1,976.71	43.5%
077650	535500 WEARING APPAREL	400	1,000	879.50	.00	.00	120.50	88.0%
077650	544000 HORT./LANDSCAPING SP	2,250	2,250	1,422.00	124.75	25.00	803.00	64.3%
077650	546000 MINOR EQUIPMENT	6,500	6,500	4,771.83	111.25	435.72	1,292.45	80.1%
077650	559000 OTHER OPERATING MATL	2,000	1,600	907.62	.00	.00	692.38	56.7%
077650	560000 BUILDING MATERIALS &	2,500	2,500	1,580.95	.00	.00	919.05	63.2%
077650	560500 ELECTRICAL SUPPLIES	5,000	4,000	973.59	.00	.00	3,026.41	24.3%
077650	561000 PLUMBING SUPPLIES	3,500	3,500	298.59	.00	.00	3,201.41	8.5%
077650	565000 PAINT AND PAINTING S	800	800	.00	.00	.00	800.00	.0%
077650	570000 MTR VEHICLE REP. PTS	2,500	3,500	3,323.59	224.76	43.96	132.45	96.2%
077650	599000 OTHER REPAIR/MAINT.	1,000	1,000	672.60	285.00	37.97	289.43	71.1%
	TOTAL SUPPLIES & EXPENSES	45,700	45,700	26,177.53	1,115.60	1,066.93	18,455.54	59.6%
60 PROFESSIONAL SERVICE								
077650	600100 PROF SERVICES - COVI	13,400	13,400	.00	.00	.00	13,400.00	.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
077650 604900 OTHER PROFESSIONAL S	15,000	15,000	14,470.85	4,846.18	485.45	43.70	99.7%
077650 606000 TELEPHONE AND TELEGR	2,000	2,000	431.52	61.72	.00	1,568.48	21.6%
077650 611000 TRAVEL EXPENSE	500	500	.00	.00	.00	500.00	.0%
077650 630000 GAS	14,000	14,000	18,225.62	2,934.33	.00	-4,225.62	130.2%
077650 630500 ELECTRICITY	72,000	72,000	48,313.04	5,825.14	.00	23,686.96	67.1%
077650 635000 BUILDING R&M	17,500	17,500	11,921.43	9,513.22	.00	5,578.57	68.1%
077650 635700 PLUMBING EQUIPMENT R	2,000	2,000	.00	.00	.00	2,000.00	.0%
077650 637000 HOUSEHOLD EQUIPMENT	9,000	9,000	1,115.90	.00	.00	7,884.10	12.4%
077650 638000 FIXED EQUIPMENT R&M	13,150	13,150	5,153.19	.00	.00	7,996.81	39.2%
077650 638200 MINOR EQUIPMENT R&M	1,500	1,500	.00	.00	.00	1,500.00	.0%
077650 638400 MOTOR VEHICLE EQ. R&	3,500	3,500	.00	.00	.00	3,500.00	.0%
077650 639200 CLEANING AND PAINTIN	8,000	8,000	4,855.00	4,855.00	.00	3,145.00	60.7%
077650 639400 DISINFECT./EXTERMINA	6,000	6,000	1,423.00	1,212.00	.00	4,577.00	23.7%
077650 639800 TOW IN CHARGES	250	250	.00	.00	.00	250.00	.0%
077650 639900 OTHER REPAIRS AND MA	3,000	3,000	1,990.00	.00	.00	1,010.00	66.3%
077650 643000 UNIFORM RENT	8,000	8,000	5,125.36	625.00	.00	2,874.64	64.1%
077650 644900 OTHER RENT	500	500	.00	.00	.00	500.00	.0%
077650 684500 REGISTRATION FEE/TUI	800	800	255.00	.00	.00	545.00	31.9%
077650 699900 SERVICES NOT SPECIFI	1,000	1,000	850.00	.00	.00	150.00	85.0%
TOTAL PROFESSIONAL SERVICE	191,100	191,100	114,129.91	29,872.59	485.45	76,484.64	60.0%
70 CAPITAL OUTLAY							
077650 715010 REC CENTER OLD YMCA	20,000	20,000	5,114.88	.00	.00	14,885.12	25.6%
077650 715014 CULTURAL CENTER	28,000	40,000	27,023.10	22,050.00	.00	12,976.90	67.6%
077650 715019 JDS COM CTR(CEILING/	10,000	3,000	.00	.00	.00	3,000.00	.0%
077650 715021 CE ROY/5TH STREET	7,500	5,000	.00	.00	.00	5,000.00	.0%
077650 729523 MS ARTS COMMISSION G	0	41,950	42,489.03	19,171.78	59.99	-599.02	101.4%
077650 732000 HOUSEHOLD FURN/EQUIP	5,000	5,000	.00	.00	.00	5,000.00	.0%
077650 732500 OFFICE FURN/EQUIP.	0	-2,500	.00	.00	.00	-2,500.00	.0%
TOTAL CAPITAL OUTLAY	70,500	112,450	74,627.01	41,221.78	59.99	37,763.00	66.4%
TOTAL COMMUNITY CTR-ADMIN/GENERAL	921,200	963,150	555,288.09	116,333.52	1,612.37	406,249.54	57.8%
TOTAL COMMUNITY CENTERS' FUND	921,200	1,125,150	555,288.09	116,333.52	1,612.37	568,249.54	49.5%
TOTAL EXPENSES	921,200	1,125,150	555,288.09	116,333.52	1,612.37	568,249.54	

079 COVID FISCAL RECOVERY FUNDS**079605 COVID FISCAL RECOVERY EXPENSES****70 CAPITAL OUTLAY**

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079	COVID FISCAL RECOVERY FUNDS	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
079605 722007	EDWARDS ST REHAB	0	1,416,860	419,560.85	.00	.00	997,299.15	29.6%
079605 729567	MLK AVE INFRASTRUCTU	0	4,076,781	745,774.61	.00	.00	3,331,005.89	18.3%
079605 743500	FIRE TRUCKS	1,297,568	0	.00	.00	.00	.00	.0%
079605 790000	CAPITAL PROJECTS-GRA	11,578,240	17,662,840	676,830.52	.00	.00	16,986,008.98	3.8%
	TOTAL CAPITAL OUTLAY	12,875,808	23,156,480	1,842,165.98	.00	.00	21,314,314.02	8.0%
	TOTAL COVID FISCAL RECOVERY EXPEN	12,875,808	23,156,480	1,842,165.98	.00	.00	21,314,314.02	8.0%
	TOTAL COVID FISCAL RECOVERY FUNDS	12,875,808	23,156,480	1,842,165.98	.00	.00	21,314,314.02	8.0%
	TOTAL EXPENSES	12,875,808	23,156,480	1,842,165.98	.00	.00	21,314,314.02	
082 COMMUNITY DEVELOP. BLOCK GRANT								
082285 CDBG-ENTITLEMENTS								
40 PERSONAL SERVICES								
082285 400000	REGULAR WAGES	200,000	200,000	106,644.16	14,492.58	.00	93,355.84	53.3%
082285 460000	STATE RETIREMENT	35,800	35,800	18,556.23	2,521.73	.00	17,243.77	51.8%
082285 470000	F.I.C.A. TAXES	15,300	15,300	8,023.05	1,089.33	.00	7,276.95	52.4%
082285 480000	HOSPITALIZATION INS.	42,000	42,000	18,465.86	2,643.05	.00	23,534.14	44.0%
082285 490000	UNEMPLOYMENT BENEFIT	500	500	.00	.00	.00	500.00	.0%
082285 491000	WORKMAN'S COMPENSATI	3,800	3,800	.00	.00	.00	3,800.00	.0%
	TOTAL PERSONAL SERVICES	297,400	297,400	151,689.30	20,746.69	.00	145,710.70	51.0%
50 SUPPLIES & EXPENSES								
082285 500300	PAPER	500	500	.00	.00	.00	500.00	.0%
082285 501000	OTHER EXPENDABLE OFF	1,500	1,500	343.57	.00	39.88	1,116.55	25.6%
082285 502000	MINOR OFFICE EQUIP/F	850	850	109.61	.00	.00	740.39	12.9%
082285 505000	SUBSCRIPTIONS,MAGS,M	275	275	.00	.00	.00	275.00	.0%
082285 507000	BOOKS	275	275	.00	.00	.00	275.00	.0%
082285 525000	GAS AND OIL	1,200	1,200	364.42	.11	.00	835.58	30.4%
082285 535500	WEARING APPAREL	250	250	.00	.00	.00	250.00	.0%

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082	COMMUNITY DEVELOP. BLOCK GRANT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
082285 546000	MINOR EQUIPMENT	300	300	205.44	.00	.00	94.56	68.5%
082285 559000	OTHER OPERATING MATL	300	300	.00	.00	.00	300.00	.0%
082285 559100	OTHER OPER.MATLS-FUL	100	100	.00	.00	.00	100.00	.0%
082285 559200	OTHER OPER.MATLS-D.A	100	100	.00	.00	.00	100.00	.0%
082285 570000	MTR VEHICLE REP. PTS	2,600	2,600	.00	.00	.00	2,600.00	.0%
TOTAL SUPPLIES & EXPENSES		8,250	8,250	1,023.04	.11	39.88	7,187.08	12.9%
60 PROFESSIONAL SERVICE								
082285 602006	HOME ARP ADMIN	30,000	30,000	.00	.00	.00	30,000.00	.0%
082285 604901	CDBG CARES	644,760	644,760	.00	.00	.00	644,760.00	.0%
082285 604903	COMM.HOUSING DEV. OR	183,000	183,000	.00	.00	.00	183,000.00	.0%
082285 604906	RECORDING FEES	300	300	.00	.00	.00	300.00	.0%
082285 604910	PUB.SERV.GRANT EXPEN	1,000	1,000	.00	.00	.00	1,000.00	.0%
082285 604999	OTHER	50,000	49,860	.00	.00	.00	49,860.00	.0%
082285 606000	TELEPHONE AND TELEGR	900	900	.00	.00	.00	900.00	.0%
082285 611000	TRAVEL EXPENSE	3,900	3,400	.00	.00	.00	3,400.00	.0%
082285 615000	ADVERTISING	900	900	.00	.00	.00	900.00	.0%
082285 638400	MOTOR VEHICLE EQ. R&	1,000	1,000	139.06	139.06	169.39	691.55	30.8%
082285 641000	OFFICE EQUIPMENT REN	2,500	2,000	1,605.60	206.37	.00	394.40	80.3%
082285 683200	BANK SERV/TRF FEE	0	1,500	807.86	108.14	.00	692.14	53.9%
082285 684000	DUES AND MEMBERSHIPS	400	400	.00	.00	.00	400.00	.0%
082285 684500	REGISTRATION FEE/TUI	2,000	1,640	1,140.00	.00	.00	500.00	69.5%
TOTAL PROFESSIONAL SERVICE		920,660	920,660	3,692.52	453.57	169.39	916,798.09	.4%
70 CAPITAL OUTLAY								
082285 725401	CDBG FULL REHAB	650	650	.00	.00	.00	650.00	.0%
082285 725402	CDBG HOUSING REPR	577,500	577,500	151,035.00	.00	.00	426,465.00	26.2%
082285 725403	HOME FULL REHAB	11,711	11,711	.00	.00	.00	11,711.00	.0%
082285 7900EN	MISC PROJECTS-ENTITL	106,600	106,600	.00	.00	.00	106,600.00	.0%
082285 7900HM	MISC PROJECTS-HOME	810,755	810,755	.00	.00	.00	810,755.00	.0%
TOTAL CAPITAL OUTLAY		1,507,216	1,507,216	151,035.00	.00	.00	1,356,181.00	10.0%
TOTAL CDBG-ENTITLEMENTS		2,733,526	2,733,526	307,439.86	21,200.37	209.27	2,425,876.87	11.3%
TOTAL COMMUNITY DEVELOP. BLOCK GR		2,733,526	2,733,526	307,439.86	21,200.37	209.27	2,425,876.87	11.3%
TOTAL EXPENSES		2,733,526	2,733,526	307,439.86	21,200.37	209.27	2,425,876.87	

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086	SPEC SALES TAX-P&R/UNIV IMPROV	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
086 SPEC SALES TAX-P&R/UNIV IMPROV								
086300 SPEC SALES TAX/RECREATION MAIN								
40 PERSONAL SERVICES								
086300 400000	REGULAR WAGES	42,080	45,080	23,730.76	3,461.54	.00	21,349.24	52.6%
086300 460000	STATE RETIREMENT	7,550	8,100	4,129.12	602.30	.00	3,970.88	51.0%
086300 470000	F.I.C.A. TAXES	3,220	3,460	1,815.40	264.81	.00	1,644.60	52.5%
086300 491000	WORKMAN'S COMPENSATI	1,000	1,000	.00	.00	.00	1,000.00	.0%
	TOTAL PERSONAL SERVICES	53,850	57,640	29,675.28	4,328.65	.00	27,964.72	51.5%
70 CAPITAL OUTLAY								
086300 7295PR	CAPITAL PROJECTS	1,600,000	1,748,310	1,112,292.14	85,304.20	12,732.43	623,285.43	64.3%
	TOTAL CAPITAL OUTLAY	1,600,000	1,748,310	1,112,292.14	85,304.20	12,732.43	623,285.43	64.3%
	TOTAL SPEC SALES TAX/RECREATION M	1,653,850	1,805,950	1,141,967.42	89,632.85	12,732.43	651,250.15	63.9%
086452 B&I GENERAL OBLIGATION BONDS								
80 DEBT SERVICE								
086452 800000	GENERAL ISSUES-PRINC	0	1,314,000	1,314,000.00	.00	.00	.00	100.0%
086452 810000	GENERAL ISSUES-INTER	0	283,592	283,591.67	78,487.50	.00	.33	100.0%
	TOTAL DEBT SERVICE	0	1,597,592	1,597,591.67	78,487.50	.00	.33	100.0%
	TOTAL B&I GENERAL OBLIGATION BOND	0	1,597,592	1,597,591.67	78,487.50	.00	.33	100.0%
086602 SPEC SALES TAX P&R/UNIV IMPROV								
60 PROFESSIONAL SERVICE								
086602 604901	UNIVERSITY OF SOUTHE	1,775,000	1,775,000	1,033,447.99	153,602.81	.00	741,552.01	58.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL PROFESSIONAL SERVICE	1,775,000	1,775,000	1,033,447.99	153,602.81	.00	741,552.01	58.2%
TOTAL SPEC SALES TAX P&R/UNIV IMP	1,775,000	1,775,000	1,033,447.99	153,602.81	.00	741,552.01	58.2%
TOTAL SPEC SALES TAX-P&R/UNIV IMP	3,428,850	5,178,542	3,773,007.08	321,723.16	12,732.43	1,392,802.49	73.1%
TOTAL EXPENSES	3,428,850	5,178,542	3,773,007.08	321,723.16	12,732.43	1,392,802.49	
087 INDUSTRIAL PARK DEVELOPMENT							
087601 INDUSTRIAL PK-G.O.ACQUISITIONS							
60 PROFESSIONAL SERVICE							
087601 600500 ADMINISTRATIVE FEE	0	0	1,750.00	.00	.00	-1,750.00	100.0%
087601 601000 AUDITING AND ACCOUNT	0	0	7,950.00	.00	.00	-7,950.00	100.0%
087601 602001 ECONOMIC DEVELOPMENT	0	0	420,000.00	140,000.00	.00	-420,000.00	100.0%
087601 602500 LEGAL	0	0	20,387.52	668.75	.00	-20,387.52	100.0%
087601 639902 RAIL SPURS MAINTENAN	0	0	17,395.72	6,063.10	.00	-17,395.72	100.0%
TOTAL PROFESSIONAL SERVICE	0	0	467,483.24	146,731.85	.00	-467,483.24	100.0%
TOTAL INDUSTRIAL PK-G.O.ACQUISITI	0	0	467,483.24	146,731.85	.00	-467,483.24	100.0%
TOTAL INDUSTRIAL PARK DEVELOPMENT	0	0	467,483.24	146,731.85	.00	-467,483.24	100.0%
TOTAL EXPENSES	0	0	467,483.24	146,731.85	.00	-467,483.24	
088 PUBLIC SAFETY/REC CONSTRUCTION							
088603 PUBLIC SAFETY/REC CONSTRUCTION							
70 CAPITAL OUTLAY							
088603 710022 POLICE DEPARTMENT	377,657	377,657	.00	.00	.00	377,657.00	.0%
088603 729501 HALL AVENUE OVERPASS	18,097,421	18,097,421	8,719,648.56	1,677,885.02	9,012.00	9,368,760.44	48.2%
088603 729575 GORDONS CRK BANK STA	186,000	186,000	16,888.68	.00	.00	169,111.32	9.1%

EXPENDITURE REPORT

FOR 2024 07

088	PUBLIC SAFETY/REC CONSTRUCTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL CAPITAL OUTLAY	18,661,078	18,661,078	8,736,537.24	1,677,885.02	9,012.00	9,915,528.76	46.9%
	TOTAL PUBLIC SAFETY/REC CONSTRUCT	18,661,078	18,661,078	8,736,537.24	1,677,885.02	9,012.00	9,915,528.76	46.9%
	TOTAL PUBLIC SAFETY/REC CONSTRUCT	18,661,078	18,661,078	8,736,537.24	1,677,885.02	9,012.00	9,915,528.76	46.9%
	TOTAL EXPENSES	18,661,078	18,661,078	8,736,537.24	1,677,885.02	9,012.00	9,915,528.76	
095 2019 FIRE STATION CONSTRUCTION								
095635 2019 FIRE STATION CONSTRUCTION								
70 CAPITAL OUTLAY								
095635 715002 FIRE STATION #2		949,500	949,500	.00	.00	.00	949,500.00	.0%
	TOTAL CAPITAL OUTLAY	949,500	949,500	.00	.00	.00	949,500.00	.0%
	TOTAL 2019 FIRE STATION CONSTRUCT	949,500	949,500	.00	.00	.00	949,500.00	.0%
	TOTAL 2019 FIRE STATION CONSTRUCT	949,500	949,500	.00	.00	.00	949,500.00	.0%
	TOTAL EXPENSES	949,500	949,500	.00	.00	.00	949,500.00	
097 INFRA IMPROVE-INTRNT SALES TAX								
097201 INFRA IMPROVE-INTRNT SALES TAX								
70 CAPITAL OUTLAY								
097201 723099 OTHER STREET IMPR.		7,200,000	7,200,000	14,404.04	6,253.07	.00	7,185,595.96	.2%
	TOTAL CAPITAL OUTLAY	7,200,000	7,200,000	14,404.04	6,253.07	.00	7,185,595.96	.2%
	TOTAL INFRA IMPROVE-INTRNT SALES	7,200,000	7,200,000	14,404.04	6,253.07	.00	7,185,595.96	.2%
	TOTAL INFRA IMPROVE-INTRNT SALES	7,200,000	7,200,000	14,404.04	6,253.07	.00	7,185,595.96	.2%
	TOTAL EXPENSES	7,200,000	7,200,000	14,404.04	6,253.07	.00	7,185,595.96	

EXPENDITURE REPORT

FOR 2024 07

098	K.P.ZOO CAPITAL IMPROVEMENT	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
098 K.P.ZOO CAPITAL IMPROVEMENT								
098341 K.P.ZOO CAPITAL-KPZ								
70 CAPITAL OUTLAY								
098341 729599	MISC.OTHER IMPROVEME	2,390	2,390	.00	.00	.00	2,390.00	.0%
	TOTAL CAPITAL OUTLAY	2,390	2,390	.00	.00	.00	2,390.00	.0%
	TOTAL K.P.ZOO CAPITAL-KPZ	2,390	2,390	.00	.00	.00	2,390.00	.0%
	TOTAL K.P.ZOO CAPITAL IMPROVEMENT	2,390	2,390	.00	.00	.00	2,390.00	.0%
	TOTAL EXPENSES	2,390	2,390	.00	.00	.00	2,390.00	
105 2013 W&S BOND CONSTRUCTION								
105500 '13 W&S BOND CONST-TRANSFERS								
90 TRANSFERS								
105500 900010	T/T WATER & SEWER B&	593	593	.00	.00	.00	593.00	.0%
	TOTAL TRANSFERS	593	593	.00	.00	.00	593.00	.0%
	TOTAL '13 W&S BOND CONST-TRANSFER	593	593	.00	.00	.00	593.00	.0%
	TOTAL 2013 W&S BOND CONSTRUCTION	593	593	.00	.00	.00	593.00	.0%
	TOTAL EXPENSES	593	593	.00	.00	.00	593.00	
107 SPECIAL SALES TAX-T&A								
107706 SPEC.SALES TAX-T&A EXPEND.								
60 PROFESSIONAL SERVICE								
107706 604901	TOURISM COMMISSION	0	0	463,105.13	71,085.37	.00	-463,105.13	100.0%

EXPENDITURE REPORT

FOR 2024 07

107	SPECIAL SALES TAX-T&A	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
	TOTAL PROFESSIONAL SERVICE	0	0	463,105.13	71,085.37	.00	-463,105.13	100.0%
	TOTAL SPEC.SALES TAX-T&A EXPEND.	0	0	463,105.13	71,085.37	.00	-463,105.13	100.0%
	TOTAL SPECIAL SALES TAX-T&A	0	0	463,105.13	71,085.37	.00	-463,105.13	100.0%
	TOTAL EXPENSES	0	0	463,105.13	71,085.37	.00	-463,105.13	
109 GROUP INSURANCE TRUST FUND								
109704 GROUP INS.TRUST-T&A EXPEND.								
60 PROFESSIONAL SERVICE								
109704 683200	BANK SERV/TRF FEE	0	0	366.49	84.58	.00	-366.49	100.0%
109704 683300	ADMIN PAID	0	0	480,235.74	81,682.95	.00	-480,235.74	100.0%
109704 683400	CLAIMS PAID	0	0	2,836,729.11	339,705.76	.00	-2,836,729.11	100.0%
	TOTAL PROFESSIONAL SERVICE	0	0	3,317,331.34	421,473.29	.00	-3,317,331.34	100.0%
	TOTAL GROUP INS.TRUST-T&A EXPEND.	0	0	3,317,331.34	421,473.29	.00	-3,317,331.34	100.0%
	TOTAL GROUP INSURANCE TRUST FUND	0	0	3,317,331.34	421,473.29	.00	-3,317,331.34	100.0%
	TOTAL EXPENSES	0	0	3,317,331.34	421,473.29	.00	-3,317,331.34	
	GRAND TOTAL	188,890,351	230,236,482	148,123,519.76	13,914,823.19	4,005,903.64	78,107,058.67	66.1%

** END OF REPORT - Generated by LISA HANSON **

REPORT OPTIONS

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Year/Period: 2024/ 7
Print revenue as credit: Y
Print totals only: N
Suppress zero bal accts: Y
Print full GL account: N
Double space: N
Roll projects to object: N

Carry forward code: 1
Print journal detail: N
    From Yr/Per: 2024/ 6
    To Yr/Per: 2024/ 6
Include budget entries: N
Incl encumb/liq entries: N
Sort by JE # or PO #: J
Detail format option: 1

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REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
001 General Fund						
001001 REVENUES						
001001 274100 MISCELLANEOUS PRIVAT	0	0	-50,300.00	-50,300.00	50,300.00	100.0%
TOTAL UNDEFINED CHAR	0	0	-50,300.00	-50,300.00	50,300.00	100.0%
20 REVENUES						
001001 206500 HOUSING AUTHORITY	-15,000	-15,000	-12,261.73	.00	-2,738.27	81.7%
001001 220100 GAS RETAIL LICENSE F	0	0	-115.00	.00	115.00	100.0%
TOTAL REVENUES	-15,000	-15,000	-12,376.73	.00	-2,623.27	82.5%
22 LICENSES & PERMITS						
001001 220000 PRIVILEGE LICENSES	-140,000	-140,000	-93,798.88	-4,299.57	-46,201.12	67.0%
001001 221100 ELECTRICAL FRANCHISE	-3,050,000	-3,050,000	-2,363,127.54	-642,353.85	-686,872.46	77.5%
001001 221200 SOLID WASTE OPER/FRA	-165,000	-165,000	-80,199.47	-7,097.91	-84,800.53	48.6%
001001 221400 FIBER INFRASTRUCTURE	-9,500	-9,500	-6,085.32	.00	-3,414.68	64.1%
001001 221500 GAS FRANCHISE	-200,000	-200,000	-81,309.39	-45,614.83	-118,690.61	40.7%
001001 221800 CSPIRE FIBER-TELEPAK	-3,000	-3,000	-1,082.82	45,614.83	-1,917.18	36.1%
001001 221900 CABLE T.V. FRANCHISE	-320,000	-320,000	-140,190.96	.00	-179,809.04	43.8%
001001 222100 BUILDING PERMIT/INSP	-450,000	-450,000	-303,436.00	-32,056.00	-146,564.00	67.4%
001001 222200 FIRE INSPECTION	-366,000	-366,000	.00	.00	-366,000.00	.0%
001001 222300 SIGN PERMIT	-15,000	-15,000	-11,500.00	-1,181.00	-3,500.00	76.7%
001001 222400 LAND CODE ENFORCEMEN	-15,000	-15,000	-9,740.00	-1,260.00	-5,260.00	64.9%
001001 222500 GAS & PLUMBING	-8,000	-8,000	-6,300.00	-400.00	-1,700.00	78.8%
001001 222600 ELECTRICAL INSPECTIO	-10,000	-10,000	-4,486.00	-435.00	-5,514.00	44.9%
001001 222700 DEMOLITION PERMIT	-1,000	-1,000	-450.00	-50.00	-550.00	45.0%
001001 222800 HOUSE MOVING	-1,000	-1,000	-600.00	.00	-400.00	60.0%
001001 223400 PROPERTY CLEAN-UP CO	-120,000	-120,000	-12,628.82	-4,262.74	-107,371.18	10.5%
001001 223600 WRECKER REGISTRATION	-500	-500	-100.00	.00	-400.00	20.0%
001001 223700 BURN OR MISC FIRE PE	-2,000	-2,000	-1,105.00	.00	-895.00	55.3%
001001 223800 AMBULANCE PERMIT	-900	-900	-900.00	.00	.00	100.0%
001001 223900 TRANSIENT VENDOR FEE	-2,500	-2,500	-250.00	-250.00	-2,250.00	10.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
001001 224500 ZONING CERTIFICATE F	-10,000	-10,000	-8,350.00	-1,100.00	-1,650.00	83.5%
001001 225500 CONTRACTOR LICENSE F	-100	-100	-100.00	-50.00	.00	100.0%
001001 225600 GOLF CART REGISTRATI	-3,000	-3,000	-2,405.00	-500.00	-595.00	80.2%
001001 229000 NSF CHECK FEE	-120	-120	-80.00	.00	-40.00	66.7%
001001 229900 MISC. PERMITS & FEES	-80,000	-80,000	-29,429.00	-10,548.00	-50,571.00	36.8%
TOTAL LICENSES & PERMITS	-4,972,620	-4,972,620	-3,157,654.20	-705,844.07	-1,814,965.80	63.5%
23 FEDERAL GRANTS						
001001 230100 HHS.-SAMHSA GRANT	-326,735	-326,735	-73,571.70	-38,961.75	-253,163.30	22.5%
001001 230400 DPS - PROJECT SAFE N	0	0	-8,900.00	.00	8,900.00	100.0%
001001 230600 JUST.-TREAS(ATF)	0	0	-446.78	.00	446.78	100.0%
001001 230700 JUST.-OTHER	-7,255	-7,255	-18,417.42	.00	11,162.42	253.9%
001001 231100 JUST.-BYRNE GRANTS	-21,522	-21,522	-2,496.30	.00	-19,025.70	11.6%
001001 231600 JUST.-COPS HIRING RE	-236,337	-236,337	-121,133.61	.00	-115,203.39	51.3%
001001 231700 JUST.-UNIVERSAL COPS	-61,129	-61,129	.00	.00	-61,129.00	.0%
001001 232100 HHS-HIDTA NARCOTICS	-10,686	-10,686	-13,047.42	.00	2,361.42	122.1%
001001 232300 FEMA STORM RELATED R	0	0	-346,849.56	-346,849.56	346,849.56	100.0%
001001 233700 FEMA RELIEF	-700,000	-3,024,924	.00	.00	-3,024,924.00	.0%
001001 236200 HUD-LEAD HAZARD REDU	-1,400,650	-1,400,650	-56,950.78	.00	-1,343,699.22	4.1%
TOTAL FEDERAL GRANTS	-2,764,314	-5,089,238	-641,813.57	-385,811.31	-4,447,424.43	12.6%
25 STATE GRANTS						
001001 250300 MISCELLANEOUS STATE	0	-446,996	.00	.00	-446,996.00	.0%
001001 251500 POLICE ACADEMY REIMB	-55,000	-55,000	.00	.00	-55,000.00	.0%
001001 251800 SOLID WASTE GRANT	-75,000	-75,000	.00	.00	-75,000.00	.0%
001001 252600 STOP VIOLENCE GRANT	-23,527	-69,537	-135,385.85	.00	65,848.85	194.7%
001001 2526MC STOP VIOLENCE-MUNI C	-257,633	-257,633	.00	.00	-257,633.00	.0%
001001 252700 ALCOHOL INCENTIVE	-39,231	-39,231	-39,837.97	-5,014.11	606.97	101.5%
TOTAL STATE GRANTS	-450,391	-943,397	-175,223.82	-5,014.11	-768,173.18	18.6%
26 STATE-SHARED REVENUE						
001001 260000 GENERAL SALES TAX	-27,300,000	-27,300,000	-16,012,990.17	-2,203,850.35	-11,287,009.83	58.7%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
001001 260100 CITY UTILITY TAX	-50,000	-50,000	-12,329.60	-1,602.88	-37,670.40	24.7%
001001 261000 ALCOHOLIC BEV. LICEN	-160,000	-160,000	-105,575.27	-12,125.00	-54,424.73	66.0%
001001 267000 MPO-METROPOLITAN PLA	-287,654	-287,654	-82,562.07	-29,296.38	-205,091.93	28.7%
TOTAL STATE-SHARED REVENUE	-27,797,654	-27,797,654	-16,213,457.11	-2,246,874.61	-11,584,196.89	58.3%
27 CITY-CTY SHARED REV						
001001 227001 RESTAURANT INSPECTIO	0	0	-1,400.00	-300.00	1,400.00	100.0%
001001 227002 BUSINESS INSPECTION	0	0	-20,875.80	-5,175.80	20,875.80	100.0%
001001 227003 APARTMENT/HOTEL INSP	0	0	-1,850.00	-100.00	1,850.00	100.0%
001001 270900 LAMAR/FORREST-HAZ.WA	-3,000	-3,000	.00	.00	-3,000.00	.0%
001001 274006 K-9 GRANT - ASBURY F	-13,000	-13,000	.00	.00	-13,000.00	.0%
001001 274099 OTHER	0	-12,822	-12,822.00	.00	.00	100.0%
TOTAL CITY-CTY SHARED REV	-16,000	-28,822	-36,947.80	-5,575.80	8,125.80	128.2%
28 PUBLIC SAFETY						
001001 285500 CRIME SCENE UNIT CON	-50,000	-50,000	.00	.00	-50,000.00	.0%
001001 287000 POLICE/FIRE-SPECIAL	-220,000	-220,000	-74,627.40	-9,800.00	-145,372.60	33.9%
001001 288000 P&F LATERAL TRNG REI	0	0	-12,000.00	.00	12,000.00	100.0%
001001 288300 US MARSHALL O/T REIM	-12,000	-12,000	-9,310.42	.00	-2,689.58	77.6%
001001 288400 FED BUREAU INVEST O/	-3,000	-3,000	.00	.00	-3,000.00	.0%
TOTAL PUBLIC SAFETY	-285,000	-285,000	-95,937.82	-9,800.00	-189,062.18	33.7%
29 STR-SAN CHARGES						
001001 291000 PARKING METERS	-800	-800	-205.80	.00	-594.20	25.7%
001001 295100 RECYCLING PICK UP	-115,000	-115,000	-245,737.56	-7,281.19	130,737.56	213.7%
001001 296000 TRASH HAULING	-190,000	-190,000	-2,615.00	.00	-187,385.00	1.4%
001001 296500 RESIDENTL WASTE COLL	-2,050,000	-2,050,000	-1,144,497.33	-199,338.78	-905,502.67	55.8%
TOTAL STR-SAN CHARGES	-2,355,800	-2,355,800	-1,393,055.69	-206,619.97	-962,744.31	59.1%
33 FINES & FORFEITS						
001001 331000 MUNICIPAL COURT COLL	-1,000	-1,000	.00	.00	-1,000.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
001001 332000 POLICE FINES	-115,000	-115,000	-15,474.88	-602.65	-99,525.12	13.5%
001001 332100 CITY COURT COSTS	-85,000	-85,000	-32,435.71	-5,902.94	-52,564.29	38.2%
001001 332200 CCC-JAIL REIMB.	0	0	-24.22	-20.00	24.22	100.0%
001001 332700 ANIMAL CONTROL	0	0	-18.33	.00	18.33	100.0%
001001 332800 COURT TECHNOLOGY FEE	-190,000	-190,000	-72,705.69	-13,068.09	-117,294.31	38.3%
001001 333000 ENVIRONMENTAL COURT	-5,000	-5,000	.00	.00	-5,000.00	.0%
TOTAL FINES & FORFEITS	-396,000	-396,000	-120,658.83	-19,593.68	-275,341.17	30.5%
34 MISCELLANEOUS						
001001 340500 CHECKING ACCOUNT INT	-75,000	-75,000	-24,639.93	-4,432.54	-50,360.07	32.9%
001001 341201 TRAIN DEPOT FACILITY	-22,000	-22,000	-9,800.00	-2,150.00	-12,200.00	44.5%
001001 341202 P&F ACADEMY RENTALS	-16,000	-16,000	-1,325.00	.00	-14,675.00	8.3%
001001 341203 PBMH-COURTESY FORD B	-12,000	-12,000	-5,000.00	.00	-7,000.00	41.7%
001001 341207 MERCHANTS	-2,400	-2,400	-1,400.00	-200.00	-1,000.00	58.3%
001001 341223 KLONDYKE ST RENT	-30,000	-30,000	-17,500.00	-2,500.00	-12,500.00	58.3%
001001 341245 MISC CELL TOWER REVE	-3,000	-3,000	-2,970.00	-270.00	-30.00	99.0%
001001 341500 PARKING GARAGE-CIVIC	-12,000	-12,000	-8,055.00	-1,755.00	-3,945.00	67.1%
001001 341600 PARKING GARAGE-PINE	-12,000	-12,000	-5,730.00	-855.00	-6,270.00	47.8%
001001 341701 MAIN STREET PARKING	-5,000	-5,000	-3,370.00	-260.00	-1,630.00	67.4%
001001 341704 MOBILE ST. PKG.LOT #	-600	-600	.00	.00	-600.00	.0%
001001 341707 HEMPHILL PKG. LOT	-1,800	-1,800	-900.00	-300.00	-900.00	50.0%
001001 341708 EAST PINE PKG.LOT	-600	-600	.00	.00	-600.00	.0%
001001 341710 REGIONS BANK STREET	-400	-400	-360.00	-360.00	-40.00	90.0%
001001 342000 CEMETERY FEES	-40,000	-40,000	-22,005.00	-5,435.00	-17,995.00	55.0%
001001 345501 CONTR-HISTORIC HBRG	-30,000	-30,000	-36,000.00	.00	6,000.00	120.0%
001001 345900 CONTRIBUTIONS-OTHER	-150,000	-150,000	.00	.00	-150,000.00	.0%
001001 346100 CONTRIB-POLICEMAN'S	-800	-800	.00	.00	-800.00	.0%
001001 346500 CONTRIB-H'BURG. CONV	-4,000	-4,000	.00	.00	-4,000.00	.0%
001001 346900 CONTRIB-OTHER	-5,000	-5,000	.00	.00	-5,000.00	.0%
001001 347000 CONTRIB. MIDNIGHT ON	-4,000	-4,000	.00	.00	-4,000.00	.0%
001001 347500 CONTRIB-COMMUNITY DE	0	0	-500.00	.00	500.00	100.0%
TOTAL MISCELLANEOUS	-426,600	-426,600	-139,554.93	-18,517.54	-287,045.07	32.7%
35 OTHER - MISC						
001001 359000 POLICE DEPT-MISC CHA	-535,000	-535,000	-346,376.63	-67,996.49	-188,623.37	64.7%
TOTAL OTHER - MISC	-535,000	-535,000	-346,376.63	-67,996.49	-188,623.37	64.7%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
38 TRANSFERS IN						
001001 380011 T/F WATER & SEWER	-824,000	-824,000	-432,609.61	-424,000.00	-391,390.39	52.5%
001001 380027 T/F TAX COLLECTORS-G	-21,400,000	-21,400,000	-19,110,747.36	-526,959.81	-2,289,252.64	89.3%
001001 3800EB T/F TAX COLL-EXCESS	-170,000	-170,000	-67,166.44	.00	-102,833.56	39.5%
001001 3800IP T/F TAX COLL-INT/PEN	-300,000	-300,000	-113,156.85	-19,117.02	-186,843.15	37.7%
TOTAL TRANSFERS IN	-22,694,000	-22,694,000	-19,723,680.26	-970,076.83	-2,970,319.74	86.9%
39 NON-REVENUE RECEIPTS						
001001 392000 SALE OF REAL ESTATE	0	0	-175.00	-175.00	175.00	100.0%
001001 393000 SALE OF CEMETERY LOT	-70,000	-70,000	-29,635.00	-4,975.00	-40,365.00	42.3%
001001 394000 SALE OF EQUIPMENT	-270,000	-270,000	-152,490.00	-22,172.00	-117,510.00	56.5%
001001 394300 SALE OF SCRAP MATERI	-3,500	-3,500	-7,435.46	-394.80	3,935.46	212.4%
001001 394500 SALE OF MISC. ITEMS	0	0	-100.00	-100.00	100.00	100.0%
001001 394700 SALE OF MAPS/PUBLICA	0	0	-40.00	.00	40.00	100.0%
001001 395000 MDB LOAN PYMT-HUB CI	0	0	-1,508.83	.00	1,508.83	100.0%
001001 395900 COPIES/RECORDS REQUE	-200	-200	-144.35	.00	-55.65	72.2%
001001 396500 REFUND & RECOVERY	-25,000	-25,000	-13,489.49	5,855.83	-11,510.51	54.0%
001001 396501 SETTLEMENT PROCEEDS	0	0	-2,164.43	-1,569.79	2,164.43	100.0%
001001 396700 RECOVERY OF DAMAGE C	0	0	-39,809.35	.00	39,809.35	100.0%
001001 399900 APPROPRIABLE FUND BA	-20,000,000	-20,002,997	.00	.00	-20,002,997.00	.0%
TOTAL NON-REVENUE RECEIPTS	-20,368,700	-20,371,697	-246,991.91	-23,530.76	-20,124,705.09	1.2%
TOTAL REVENUES	-83,077,079	-85,910,828	-42,354,029.30	-4,715,555.17	-43,556,798.70	49.3%
TOTAL General Fund	-83,077,079	-85,910,828	-42,354,029.30	-4,715,555.17	-43,556,798.70	49.3%
TOTAL REVENUES	-83,077,079	-85,910,828	-42,354,029.30	-4,715,555.17	-43,556,798.70	
002 PARKS & RECREATION FUND						
002001 PKS/REC FUND REVENUES						
23 FEDERAL GRANTS						
002001 233900 MISC FEDERAL GRANTS	-1,000	-1,000	.00	.00	-1,000.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL FEDERAL GRANTS	-1,000	-1,000	.00	.00	-1,000.00	.0%
25 STATE GRANTS						
002001 250300 MISCELLANEOUS STATE	-6,660	-6,660	.00	.00	-6,660.00	.0%
TOTAL STATE GRANTS	-6,660	-6,660	.00	.00	-6,660.00	.0%
30 MISCELLANEOUS						
002001 311000 SWIM FEES-C.E. ROY/5	-300	-300	.00	.00	-300.00	.0%
002001 311200 SWIM FEES-DAHMER PAR	-600	-600	.00	.00	-600.00	.0%
002001 312000 PLAYGROUND FEES	0	0	-60.00	-60.00	60.00	100.0%
002001 312100 CHEER PROGRAM	-800	-800	.00	.00	-800.00	.0%
002001 312200 SUMMER DAY CAMP	-10,000	-10,000	-870.00	-870.00	-9,130.00	8.7%
002001 313800 TATUM PK PAVILION US	-600	-600	-1,350.00	-50.00	750.00	225.0%
002001 313900 EASTSIDE PK PAVILION	-200	-200	-250.00	-100.00	50.00	125.0%
002001 314700 DAHMER PAVILION USE	-800	-800	-25.00	.00	-775.00	3.1%
002001 315000 BALLFIELD USE FEES	-1,500	-1,500	-1,125.00	.00	-375.00	75.0%
002001 315100 PARKS-MISC USE FEES	-8,300	-8,300	-2,325.00	-463.00	-5,975.00	28.0%
002001 315900 PROCESSING FEE	0	0	-844.00	-519.00	844.00	100.0%
002001 316002 LITTLE TIGERS BASKET	-4,000	-4,000	-2,350.00	.00	-1,650.00	58.8%
002001 316004 YOUTH TRACK & FIELD	-2,500	-2,500	-3,000.00	-300.00	500.00	120.0%
002001 316015 TACKLE FOOTBALL	-600	-600	.00	.00	-600.00	.0%
002001 316202 ADULT BASKETBALL	-4,000	-4,000	-2,850.00	.00	-1,150.00	71.3%
002001 316203 ADULT CO-ED SOFTBALL	-4,000	-4,000	.00	.00	-4,000.00	.0%
002001 316204 ADULT MEN'S SOFTBALL	-6,500	-6,500	-2,100.00	.00	-4,400.00	32.3%
002001 316209 ADULT FLAG FOOTBALL	-500	-500	.00	.00	-500.00	.0%
002001 316210 ADULT DODGEBALL	0	0	-640.00	-640.00	640.00	100.0%
002001 317000 CERAMICS CLASS FEES	-1,200	-1,200	-1,700.00	-350.00	500.00	141.7%
002001 317800 DRAMA,ART,DANCE LESS	-28,000	-28,000	-18,691.33	-2,335.00	-9,308.67	66.8%
002001 319000 OTHER	0	0	-425.00	-425.00	425.00	100.0%
TOTAL MISCELLANEOUS	-74,400	-74,400	-38,605.33	-6,112.00	-35,794.67	51.9%
34 MISCELLANEOUS						
002001 340500 CHECKING ACCOUNT INT	-15,000	-15,000	-16,533.95	-831.56	1,533.95	110.2%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
002001 345500 CONTRIBUTIONS-FORRES	0	0	-25,000.00	.00	25,000.00	100.0%
002001 346900 CONTRIB-OTHER	0	-14,000	-4,000.00	.00	-10,000.00	28.6%
TOTAL MISCELLANEOUS	-15,000	-29,000	-45,533.95	-831.56	16,533.95	157.0%
38 TRANSFERS IN						
002001 380001 T/F GENERAL FUND	-2,654,176	-3,639,176	-1,600,000.00	.00	-2,039,176.00	44.0%
002001 380027 T/F TAX COLLECTORS-G	-1,040,000	-1,040,000	-956,441.03	-16,288.35	-83,558.97	92.0%
TOTAL TRANSFERS IN	-3,694,176	-4,679,176	-2,556,441.03	-16,288.35	-2,122,734.97	54.6%
39 NON-REVENUE RECEIPTS						
002001 396200 INSURANCE REIMB-STOR	0	-25,000	.00	.00	-25,000.00	.0%
002001 396700 RECOVERY OF DAMAGE C	0	0	-12,050.00	.00	12,050.00	100.0%
002001 399900 APPROPRIABLE FUND BA	-800,000	-648,001	.00	.00	-648,001.00	.0%
TOTAL NON-REVENUE RECEIPTS	-800,000	-673,001	-12,050.00	.00	-660,951.00	1.8%
TOTAL PKS/REC FUND REVENUES	-4,591,236	-5,463,237	-2,652,630.31	-23,231.91	-2,810,606.69	48.6%
TOTAL PARKS & RECREATION FUND	-4,591,236	-5,463,237	-2,652,630.31	-23,231.91	-2,810,606.69	48.6%
TOTAL REVENUES	-4,591,236	-5,463,237	-2,652,630.31	-23,231.91	-2,810,606.69	
004 LIBRARY FUND						
004001 LIBRARY FUND REVENUES						
38 TRANSFERS IN						
004001 380027 T/F TAX COLLECTORS-G	0	0	-885,941.52	-15,126.42	885,941.52	100.0%
TOTAL TRANSFERS IN	0	0	-885,941.52	-15,126.42	885,941.52	100.0%
TOTAL LIBRARY FUND REVENUES	0	0	-885,941.52	-15,126.42	885,941.52	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL LIBRARY FUND	0	0	-885,941.52	-15,126.42	885,941.52	100.0%
TOTAL REVENUES	0	0	-885,941.52	-15,126.42	885,941.52	
005 HATT.MUNICIPAL FIRE PROTECTION						
005001 H.M.F.P.FUND REVENUES						
26 STATE-SHARED REVENUE						
005001 262000 PRO-RATA FIRE INS. P	-290,000	-290,000	.00	.00	-290,000.00	.0%
005001 262500 FIRE INS REBATE/CODE	-7,500	-7,500	.00	.00	-7,500.00	.0%
TOTAL STATE-SHARED REVENUE	-297,500	-297,500	.00	.00	-297,500.00	.0%
28 PUBLIC SAFETY						
005001 286200 FIRE PROT.SHARE-USM	-96,000	-96,000	.00	.00	-96,000.00	.0%
TOTAL PUBLIC SAFETY	-96,000	-96,000	.00	.00	-96,000.00	.0%
33 FINES & FORFEITS						
005001 332500 FIRE CODE VIOLATIONS	-50	-50	.00	.00	-50.00	.0%
TOTAL FINES & FORFEITS	-50	-50	.00	.00	-50.00	.0%
34 MISCELLANEOUS						
005001 340500 CHECKING ACCOUNT INT	-6,000	-6,000	-3,535.21	-499.61	-2,464.79	58.9%
TOTAL MISCELLANEOUS	-6,000	-6,000	-3,535.21	-499.61	-2,464.79	58.9%
39 NON-REVENUE RECEIPTS						
005001 399900 APPROPRIABLE FUND BA	-1,150,000	-1,092,958	.00	.00	-1,092,958.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL NON-REVENUE RECEIPTS	-1,150,000	-1,092,958	.00	.00	-1,092,958.00	.0%
TOTAL H.M.F.P.FUND REVENUES	-1,549,550	-1,492,508	-3,535.21	-499.61	-1,488,972.79	.2%
TOTAL HATT.MUNICIPAL FIRE PROTECT	-1,549,550	-1,492,508	-3,535.21	-499.61	-1,488,972.79	.2%
TOTAL REVENUES	-1,549,550	-1,492,508	-3,535.21	-499.61	-1,488,972.79	
008 SPECIAL STREET IMPR.FUND						
008001 SPEC.ST.IMPR REVENUES						
26 STATE-SHARED REVENUE						
008001 265000 MUNICIPAL AID	-80,000	-80,000	-67,313.16	.00	-12,686.84	84.1%
TOTAL STATE-SHARED REVENUE	-80,000	-80,000	-67,313.16	.00	-12,686.84	84.1%
34 MISCELLANEOUS						
008001 340500 CHECKING ACCOUNT INT	-1,800	-1,800	-1,424.45	-238.57	-375.55	79.1%
TOTAL MISCELLANEOUS	-1,800	-1,800	-1,424.45	-238.57	-375.55	79.1%
39 NON-REVENUE RECEIPTS						
008001 399900 APPROPRIABLE FUND BA	-363,000	-363,969	.00	.00	-363,969.00	.0%
TOTAL NON-REVENUE RECEIPTS	-363,000	-363,969	.00	.00	-363,969.00	.0%
TOTAL SPEC.ST.IMPR REVENUES	-444,800	-445,769	-68,737.61	-238.57	-377,031.39	15.4%
TOTAL SPECIAL STREET IMPR.FUND	-444,800	-445,769	-68,737.61	-238.57	-377,031.39	15.4%
TOTAL REVENUES	-444,800	-445,769	-68,737.61	-238.57	-377,031.39	
009 WATER & SEWER OPERATION/MAINT.						
009001 W&S O&M REVENUES						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
29 STR-SAN CHARGES						
009001 295500 LAGOON DUMPING	-65,000	-65,000	-45,990.00	-4,960.00	-19,010.00	70.8%
TOTAL STR-SAN CHARGES	-65,000	-65,000	-45,990.00	-4,960.00	-19,010.00	70.8%
34 MISCELLANEOUS						
009001 340500 CHECKING ACCOUNT INT	-5,000	-5,000	-718.46	.00	-4,281.54	14.4%
TOTAL MISCELLANEOUS	-5,000	-5,000	-718.46	.00	-4,281.54	14.4%
38 TRANSFERS IN						
009001 380011 T/F WATER & SEWER	-15,000,000	-15,000,000	-8,750,000.00	-1,250,000.00	-6,250,000.00	58.3%
TOTAL TRANSFERS IN	-15,000,000	-15,000,000	-8,750,000.00	-1,250,000.00	-6,250,000.00	58.3%
39 NON-REVENUE RECEIPTS						
009001 394000 SALE OF EQUIPMENT	-1,000	-1,000	.00	.00	-1,000.00	.0%
009001 394300 SALE OF SCRAP MATERI	-3,500	-3,500	.00	.00	-3,500.00	.0%
009001 396500 REFUND & RECOVERY	0	0	-23.87	.00	23.87	100.0%
009001 399900 APPROPRIABLE FUND BA	-1,000,000	-1,968,720	.00	.00	-1,968,720.00	.0%
TOTAL NON-REVENUE RECEIPTS	-1,004,500	-1,973,220	-23.87	.00	-1,973,196.13	.0%
TOTAL W&S O&M REVENUES	-16,074,500	-17,043,220	-8,796,732.33	-1,254,960.00	-8,246,487.67	51.6%
TOTAL WATER & SEWER OPERATION/MAI	-16,074,500	-17,043,220	-8,796,732.33	-1,254,960.00	-8,246,487.67	51.6%
TOTAL REVENUES	-16,074,500	-17,043,220	-8,796,732.33	-1,254,960.00	-8,246,487.67	
010 WATER & SEWER B & I						
010001 W&S B&I REVENUES						
34 MISCELLANEOUS						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
010001 340500 CHECKING ACCOUNT INT	-50,000	-50,000	-87,700.76	-12,063.95	37,700.76	175.4%
010001 340700 OTHER INTEREST	0	0	-6,903.15	.00	6,903.15	100.0%
TOTAL MISCELLANEOUS	-50,000	-50,000	-94,603.91	-12,063.95	44,603.91	189.2%
38 TRANSFERS IN						
010001 380021 T/F 21 REFUNDING	-4,000,000	-4,000,000	-2,333,331.00	-333,333.00	-1,666,669.00	58.3%
010001 3800B T/F WATER & SEWER '12	-660,000	-660,000	-385,000.00	-55,000.00	-275,000.00	58.3%
010001 3800C T/F WATER & SEWER '13	-1,350,000	-1,350,000	-787,500.00	-112,500.00	-562,500.00	58.3%
010001 3800GO T/F '10 W&S GO BONDS	-255,000	-255,000	-148,750.00	-21,250.00	-106,250.00	58.3%
010001 3800M T/F WTR/SWR(METER GO)	-390,000	-390,000	-227,500.00	-32,500.00	-162,500.00	58.3%
TOTAL TRANSFERS IN	-6,655,000	-6,655,000	-3,882,081.00	-554,583.00	-2,772,919.00	58.3%
39 NON-REVENUE RECEIPTS						
010001 399900 APPROPRIABLE FUND BA	-22,970,000	-29,832,704	.00	.00	-29,832,704.00	.0%
TOTAL NON-REVENUE RECEIPTS	-22,970,000	-29,832,704	.00	.00	-29,832,704.00	.0%
TOTAL W&S B&I REVENUES	-29,675,000	-36,537,704	-3,976,684.91	-566,646.95	-32,561,019.09	10.9%
TOTAL WATER & SEWER B & I	-29,675,000	-36,537,704	-3,976,684.91	-566,646.95	-32,561,019.09	10.9%
TOTAL REVENUES	-29,675,000	-36,537,704	-3,976,684.91	-566,646.95	-32,561,019.09	
011 WATER & SEWER FUND						
011001 WATER & SEWER REVENUES						
22 LICENSES & PERMITS						
011001 229000 NSF CHECK FEE	-3,000	-3,000	-2,593.68	-553.68	-406.32	86.5%
TOTAL LICENSES & PERMITS	-3,000	-3,000	-2,593.68	-553.68	-406.32	86.5%
30 MISCELLANEOUS						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
011001 360001 RESIDENTIAL WATER-NO	-8,100,000	-8,100,000	-5,011,909.19	-678,676.91	-3,088,090.81	61.9%
011001 360002 TAXABLE WATER SALES	-3,500,000	-3,500,000	-2,687,196.26	-398,688.20	-812,803.74	76.8%
011001 360003 TAXABLE WATER-USA YE	-550,000	-550,000	-66,757.80	.00	-483,242.20	12.1%
011001 360011 NON-RESIDENTIAL WATE	-1,500,000	-1,500,000	-749,703.41	-123,520.38	-750,296.59	50.0%
011001 361000 TAPS	-190,000	-190,000	-101,563.17	-3,195.00	-88,436.83	53.5%
011001 362000 WATER TURN-ON FEE	-70,000	-70,000	-28,418.43	-8,446.50	-41,581.57	40.6%
011001 362500 SEWER TAPS	-45,000	-45,000	-13,905.00	-7,905.00	-31,095.00	30.9%
011001 363001 NON-RESIDENTIAL SEWE	-4,100,000	-4,100,000	-3,121,958.18	-438,144.16	-978,041.82	76.1%
011001 363002 RESIDENTIAL SEWER	-7,800,000	-7,800,000	-4,832,751.39	-623,383.60	-2,967,248.61	62.0%
011001 363003 LAMAR PARK SEWER	-170,000	-170,000	.00	.00	-170,000.00	.0%
011001 363004 MARSHALL DURBIN SEWE	-800,000	-800,000	.00	.00	-800,000.00	.0%
011001 363005 PETAL SEWER	-490,000	-490,000	.00	.00	-490,000.00	.0%
011001 363007 PBRSWMA-LEACHATE	-9,000	-9,000	.00	.00	-9,000.00	.0%
011001 363008 ZEON CHEMICALS	-27,000	-27,000	.00	.00	-27,000.00	.0%
011001 363009 USA YEAST SEWER	-770,000	-770,000	-67,351.80	.00	-702,648.20	8.7%
011001 363010 DAIRY FRESH SEWER	-100,000	-100,000	.00	.00	-100,000.00	.0%
011001 363011 OTHER SPEC SWR CONTR	0	0	-577,382.53	-121,045.41	577,382.53	100.0%
TOTAL MISCELLANEOUS	-28,221,000	-28,221,000	-17,258,897.16	-2,403,005.16	-10,962,102.84	61.2%
34 MISCELLANEOUS						
011001 340500 CHECKING ACCOUNT INT	-35,000	-35,000	-77,409.07	-12,660.14	42,409.07	221.2%
TOTAL MISCELLANEOUS	-35,000	-35,000	-77,409.07	-12,660.14	42,409.07	221.2%
39 NON-REVENUE RECEIPTS						
011001 396500 REFUND & RECOVERY	0	0	-355.42	.00	355.42	100.0%
TOTAL NON-REVENUE RECEIPTS	0	0	-355.42	.00	355.42	100.0%
TOTAL WATER & SEWER REVENUES	-28,259,000	-28,259,000	-17,339,255.33	-2,416,218.98	-10,919,744.67	61.4%
TOTAL WATER & SEWER FUND	-28,259,000	-28,259,000	-17,339,255.33	-2,416,218.98	-10,919,744.67	61.4%
TOTAL REVENUES	-28,259,000	-28,259,000	-17,339,255.33	-2,416,218.98	-10,919,744.67	

012 2019 TIF B&I-PLANET FITNESS**012001 TIF B&I-PLANET FITNESS-REVENUES**

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
27 CITY-CTY SHARED REV						
012001 270500 FORREST CTY	-31,113	-31,113	-31,113.00	.00	.00	100.0%
TOTAL CITY-CTY SHARED REV	-31,113	-31,113	-31,113.00	.00	.00	100.0%
34 MISCELLANEOUS						
012001 340500 CHECKING ACCOUNT INT	-300	-300	-213.60	-35.13	-86.40	71.2%
TOTAL MISCELLANEOUS	-300	-300	-213.60	-35.13	-86.40	71.2%
38 TRANSFERS IN						
012001 380027 T/F TAX COLLECTORS-G	-26,184	-26,184	-28,184.00	.00	2,000.00	107.6%
TOTAL TRANSFERS IN	-26,184	-26,184	-28,184.00	.00	2,000.00	107.6%
39 NON-REVENUE RECEIPTS						
012001 399900 APPROPRIABLE FUND BA	-137,700	-137,777	.00	.00	-137,777.00	.0%
TOTAL NON-REVENUE RECEIPTS	-137,700	-137,777	.00	.00	-137,777.00	.0%
TOTAL TIF B&I-PLANET FITNES-REVEN	-195,297	-195,374	-59,510.60	-35.13	-135,863.40	30.5%
TOTAL 2019 TIF B&I-PLANET FITNESS	-195,297	-195,374	-59,510.60	-35.13	-135,863.40	30.5%
TOTAL REVENUES	-195,297	-195,374	-59,510.60	-35.13	-135,863.40	
013 CITY B & I						
013001 CITY B&I REVENUES						
34 MISCELLANEOUS						
013001 340500 CHECKING ACCOUNT INT	-12,000	-12,000	-5,765.28	-1,049.66	-6,234.72	48.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL MISCELLANEOUS	-12,000	-12,000	-5,765.28	-1,049.66	-6,234.72	48.0%
38 TRANSFERS IN						
013001 380027 T/F TAX COLLECTORS-G	-2,600,000	-2,600,000	-2,393,646.33	-40,764.22	-206,353.67	92.1%
TOTAL TRANSFERS IN	-2,600,000	-2,600,000	-2,393,646.33	-40,764.22	-206,353.67	92.1%
39 NON-REVENUE RECEIPTS						
013001 399900 APPROPRIABLE FUND BA	-4,455,100	-4,611,227	.00	.00	-4,611,227.00	.0%
TOTAL NON-REVENUE RECEIPTS	-4,455,100	-4,611,227	.00	.00	-4,611,227.00	.0%
TOTAL CITY B&I REVENUES	-7,067,100	-7,223,227	-2,399,411.61	-41,813.88	-4,823,815.39	33.2%
TOTAL CITY B & I	-7,067,100	-7,223,227	-2,399,411.61	-41,813.88	-4,823,815.39	33.2%
TOTAL REVENUES	-7,067,100	-7,223,227	-2,399,411.61	-41,813.88	-4,823,815.39	
014 SCHOOL FUND						
014001 SCHOOL FUND REVENUES						
38 TRANSFERS IN						
014001 380027 T/F TAX COLLECTORS-G	0	0	-18,934,997.72	-680,875.41	18,934,997.72	100.0%
014001 3800SB T/F TAX COLLECTOR-GP	0	0	-2,404,989.96	-85,917.63	2,404,989.96	100.0%
TOTAL TRANSFERS IN	0	0	-21,339,987.68	-766,793.04	21,339,987.68	100.0%
TOTAL SCHOOL FUND REVENUES	0	0	-21,339,987.68	-766,793.04	21,339,987.68	100.0%
TOTAL SCHOOL FUND	0	0	-21,339,987.68	-766,793.04	21,339,987.68	100.0%
TOTAL REVENUES	0	0	-21,339,987.68	-766,793.04	21,339,987.68	
017 SUPP. ENVIRONMENTAL PROJECT						
017001 SUPP ENV PROJ REVENUES						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
38 TRANSFERS IN						
017001 380011 T/F WATER & SEWER	-50,000	-50,000	.00	.00	-50,000.00	.0%
TOTAL TRANSFERS IN	-50,000	-50,000	.00	.00	-50,000.00	.0%
39 NON-REVENUE RECEIPTS						
017001 399900 APPROPRIABLE FUND BA	-170,800	-175,023	.00	.00	-175,023.00	.0%
TOTAL NON-REVENUE RECEIPTS	-170,800	-175,023	.00	.00	-175,023.00	.0%
TOTAL SUPP ENV PROJ REVENUES	-220,800	-225,023	.00	.00	-225,023.00	.0%
TOTAL SUPP. ENVIRONMENTAL PROJECT	-220,800	-225,023	.00	.00	-225,023.00	.0%
TOTAL REVENUES	-220,800	-225,023	.00	.00	-225,023.00	
018 POLICE & FIREMAN DIS. & RELIEF						
018001 P&FD&R REVENUES						
38 TRANSFERS IN						
018001 380027 T/F TAX COLLECTORS-G	0	0	-1,204,684.07	-20,324.60	1,204,684.07	100.0%
TOTAL TRANSFERS IN	0	0	-1,204,684.07	-20,324.60	1,204,684.07	100.0%
TOTAL P&FD&R REVENUES	0	0	-1,204,684.07	-20,324.60	1,204,684.07	100.0%
TOTAL POLICE & FIREMAN DIS. & REL	0	0	-1,204,684.07	-20,324.60	1,204,684.07	100.0%
TOTAL REVENUES	0	0	-1,204,684.07	-20,324.60	1,204,684.07	

019 POLICE FORFEITURES FUND**019001 POL.FORFEITURES REVENUES****33 FINES & FORFEITS**

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
019001 332100 CITY COURT COSTS - D	0	0	-4,036.46	-1,407.98	4,036.46	100.0%
019001 332300 NARC.FORFEITURES-POL	0	0	-2,515.45	-352.50	2,515.45	100.0%
TOTAL FINES & FORFEITS	0	0	-6,551.91	-1,760.48	6,551.91	100.0%
34 MISCELLANEOUS						
019001 340500 CHECKING ACCOUNT INT	0	0	-37.67	-5.58	37.67	100.0%
TOTAL MISCELLANEOUS	0	0	-37.67	-5.58	37.67	100.0%
39 NON-REVENUE RECEIPTS						
019001 399900 APPROPRIABLE FUND BA	-170,000	-192,066	.00	.00	-192,066.00	.0%
TOTAL NON-REVENUE RECEIPTS	-170,000	-192,066	.00	.00	-192,066.00	.0%
TOTAL POL.FORFEITURES REVENUES	-170,000	-192,066	-6,589.58	-1,766.06	-185,476.42	3.4%
TOTAL POLICE FORFEITURES FUND	-170,000	-192,066	-6,589.58	-1,766.06	-185,476.42	3.4%
TOTAL REVENUES	-170,000	-192,066	-6,589.58	-1,766.06	-185,476.42	
020 2002 TIF B&I-SOUTHERN POINTE						
020001 2002 TIF B&I-S/P REVENUES						
27 CITY-CTY SHARED REV						
020001 270500 FORREST CTY	-65,571	-65,571	-152,900.92	.00	87,329.92	233.2%
TOTAL CITY-CTY SHARED REV	-65,571	-65,571	-152,900.92	.00	87,329.92	233.2%
34 MISCELLANEOUS						
020001 340500 CHECKING ACCOUNT INT	0	0	-494.81	-83.40	494.81	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL MISCELLANEOUS	0	0	-494.81	-83.40	494.81	100.0%
38 TRANSFERS IN						
020001 380027 T/F TAX COLLECTORS-G	-53,304	-53,304	-120,762.00	.00	67,458.00	226.6%
TOTAL TRANSFERS IN	-53,304	-53,304	-120,762.00	.00	67,458.00	226.6%
39 NON-REVENUE RECEIPTS						
020001 399900 APPROPRIABLE FUND BA	-375,000	-376,520	.00	.00	-376,520.00	.0%
TOTAL NON-REVENUE RECEIPTS	-375,000	-376,520	.00	.00	-376,520.00	.0%
TOTAL 2002 TIF B&I-S/P REVENUES	-493,875	-495,395	-274,157.73	-83.40	-221,237.27	55.3%
TOTAL 2002 TIF B&I-SOUTHERN POINT	-493,875	-495,395	-274,157.73	-83.40	-221,237.27	55.3%
TOTAL REVENUES	-493,875	-495,395	-274,157.73	-83.40	-221,237.27	
022 2003 TIF B&I-CHAUVEAU SQUARE						
022001 2003 TIF B&I-C/S REVENUES						
34 MISCELLANEOUS						
022001 340500 CHECKING ACCOUNT INT	0	0	-372.41	-85.09	372.41	100.0%
TOTAL MISCELLANEOUS	0	0	-372.41	-85.09	372.41	100.0%
38 TRANSFERS IN						
022001 380027 T/F TAX COLLECTORS-G	-195,000	-195,000	-195,000.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-195,000	-195,000	-195,000.00	.00	.00	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
39 NON-REVENUE RECEIPTS						
022001 399900 APPROPRIABLE FUND BA	-221,000	-221,503	.00	.00	-221,503.00	.0%
TOTAL NON-REVENUE RECEIPTS	-221,000	-221,503	.00	.00	-221,503.00	.0%
TOTAL 2003 TIF B&I-C/S REVENUES	-416,000	-416,503	-195,372.41	-85.09	-221,130.59	46.9%
TOTAL 2003 TIF B&I-CHAUVEY SQUARE	-416,000	-416,503	-195,372.41	-85.09	-221,130.59	46.9%
TOTAL REVENUES	-416,000	-416,503	-195,372.41	-85.09	-221,130.59	
023 2006 TIF B&I-TURTLE CROSSING						
023001 2007 TIF B&I-T/C REVENUES						
27 CITY-CTY SHARED REV						
023001 270800 LAMAR CTY	-61,973	-61,973	-61,972.50	.00	-.50	100.0%
TOTAL CITY-CTY SHARED REV	-61,973	-61,973	-61,972.50	.00	-.50	100.0%
34 MISCELLANEOUS						
023001 340500 CHECKING ACCOUNT INT	-500	-500	-376.53	-49.75	-123.47	75.3%
TOTAL MISCELLANEOUS	-500	-500	-376.53	-49.75	-123.47	75.3%
38 TRANSFERS IN						
023001 380027 T/F TAX COLLECTORS-G	-50,000	-50,000	-50,000.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-50,000	-50,000	-50,000.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
023001 399900 APPROPRIABLE FUND BA	-281,000	-281,136	.00	.00	-281,136.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL NON-REVENUE RECEIPTS	-281,000	-281,136	.00	.00	-281,136.00	.0%
TOTAL 2007 TIF B&I-T/C REVENUES	-393,473	-393,609	-112,349.03	-49.75	-281,259.97	28.5%
TOTAL 2006 TIF B&I-TURTLE CROSSIN	-393,473	-393,609	-112,349.03	-49.75	-281,259.97	28.5%
TOTAL REVENUES	-393,473	-393,609	-112,349.03	-49.75	-281,259.97	
024 2008 TIF B&I-LINCOLN CENTER						
024001 2008 TIF B&I-L/C REVENUES						
34 MISCELLANEOUS						
024001 340500 CHECKING ACCOUNT INT	0	0	-12.04	-1.76	12.04	100.0%
TOTAL MISCELLANEOUS	0	0	-12.04	-1.76	12.04	100.0%
39 NON-REVENUE RECEIPTS						
024001 399900 APPROPRIABLE FUND BA	-8,000	-65,929	.00	.00	-65,929.00	.0%
TOTAL NON-REVENUE RECEIPTS	-8,000	-65,929	.00	.00	-65,929.00	.0%
TOTAL 2008 TIF B&I-L/C REVENUES	-8,000	-65,929	-12.04	-1.76	-65,916.96	.0%
TOTAL 2008 TIF B&I-LINCOLN CENTER	-8,000	-65,929	-12.04	-1.76	-65,916.96	.0%
TOTAL REVENUES	-8,000	-65,929	-12.04	-1.76	-65,916.96	
025 2011 TIF B&I-KOHL'S						
025001 2011 TIF B&I-KOHL'S REVENUES						
39 NON-REVENUE RECEIPTS						
025001 399900 APPROPRIABLE FUND BA	-1,255	1,495	.00	.00	1,495.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL NON-REVENUE RECEIPTS	-1,255	1,495	.00	.00	1,495.00	.0%
TOTAL 2011 TIF B&I-KOHL'S REVENUES	-1,255	1,495	.00	.00	1,495.00	.0%
TOTAL 2011 TIF B&I-KOHL'S	-1,255	1,495	.00	.00	1,495.00	.0%
TOTAL REVENUES	-1,255	1,495	.00	.00	1,495.00	
026 2016 TIF B&I-WHISPERING PINES						
026001 2016 TIF B&I-WHISP PINES REVEN						
27 CITY-CTY SHARED REV						
026001 270500 FORREST CTY	-209,841	-209,841	-209,841.00	.00	.00	100.0%
TOTAL CITY-CTY SHARED REV	-209,841	-209,841	-209,841.00	.00	.00	100.0%
34 MISCELLANEOUS						
026001 340500 CHECKING ACCOUNT INT	-1,400	-1,400	-735.64	-155.25	-664.36	52.5%
TOTAL MISCELLANEOUS	-1,400	-1,400	-735.64	-155.25	-664.36	52.5%
38 TRANSFERS IN						
026001 380027 T/F TAX COLLECTORS-G	-173,514	-173,514	-173,514.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-173,514	-173,514	-173,514.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
026001 399900 APPROPRIABLE FUND BA	-700,000	-700,904	.00	.00	-700,904.00	.0%
TOTAL NON-REVENUE RECEIPTS	-700,000	-700,904	.00	.00	-700,904.00	.0%
TOTAL 2016 TIF B&I-WHISP PINES RE	-1,084,755	-1,085,659	-384,090.64	-155.25	-701,568.36	35.4%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL 2016 TIF B&I-WHISPERING PIN	-1,084,755	-1,085,659	-384,090.64	-155.25	-701,568.36	35.4%
TOTAL REVENUES	-1,084,755	-1,085,659	-384,090.64	-155.25	-701,568.36	

027 TAX COLLECTOR'S FUND

027001 TAX COLLECTOR'S REVENUES

20 REVENUES

027001 2001CI REALTY-CITY	0	0	-16,628,487.32	-138,347.67	16,628,487.32	100.0%
027001 2001SC REALTY-SCHOOL	0	0	-11,738,307.48	-316,225.74	11,738,307.48	100.0%
027001 200500 HOMESTEAD LOSS	0	0	284,508.28	4,427.85	-284,508.28	100.0%
027001 200600 EXEMPT-TAX LOSS REIM	0	0	-288,606.87	.00	288,606.87	100.0%
027001 2010CI PRSNLT AUTO-CITY	0	0	-1,070,363.32	-211,535.79	1,070,363.32	100.0%
027001 2010SC PRSNLT AUTO-SCHOOL	0	0	-902,299.29	-176,532.03	902,299.29	100.0%
027001 2020CI PERSONALTY-CITY	0	0	-7,067,642.66	-56,461.41	7,067,642.66	100.0%
027001 2020SC PERSONALTY-SCHOOL	0	0	-8,646,242.05	-227,792.46	8,646,242.05	100.0%
027001 2026GE RENTAL VEHICLES-GENE	0	0	-59,755.07	-59,755.07	59,755.07	100.0%
027001 203100 NON-EXEMPT REALTY P/	0	0	-26,488.29	-2,108.86	26,488.29	100.0%
027001 203500 EXEMPT REALTY P/Y	0	0	-28,119.30	-1,137.22	28,119.30	100.0%
027001 204000 PERSONALTY-AUTO P/Y	0	0	-539,176.30	-13,695.08	539,176.30	100.0%
027001 204500 PERSONALTY-RAIL CAR	0	0	-36,198.78	-36,198.78	36,198.78	100.0%
027001 205000 PERSONALTY P/Y	0	0	-89,825.86	-24,386.83	89,825.86	100.0%
027001 210000 INT/PENALTY ON DEL.	0	0	-113,156.85	-19,117.02	113,156.85	100.0%
027001 211000 EXCESS BID-PROP. TAX	0	0	-67,166.44	.00	67,166.44	100.0%
TOTAL REVENUES	0	0	-47,017,327.60	-1,278,866.11	47,017,327.60	100.0%

34 MISCELLANEOUS

027001 340500 CHECKING ACCOUNT INT	0	0	-77,252.05	-22,309.43	77,252.05	100.0%
TOTAL MISCELLANEOUS	0	0	-77,252.05	-22,309.43	77,252.05	100.0%
TOTAL TAX COLLECTOR'S REVENUES	0	0	-47,094,579.65	-1,301,175.54	47,094,579.65	100.0%
TOTAL TAX COLLECTOR'S FUND	0	0	-47,094,579.65	-1,301,175.54	47,094,579.65	100.0%
TOTAL REVENUES	0	0	-47,094,579.65	-1,301,175.54	47,094,579.65	

028 2016 TIF B&I-HBRG CLINIC MIDTN

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
028001 2016 TIF B&I-HBRG CLINIC MIDTN						
27 CITY-CTY SHARED REV						
028001 270500 FORREST CTY	-41,517	-41,517	-41,517.00	.00	.00	100.0%
TOTAL CITY-CTY SHARED REV	-41,517	-41,517	-41,517.00	.00	.00	100.0%
34 MISCELLANEOUS						
028001 340500 CHECKING ACCOUNT INT	-200	-200	-423.67	-64.10	223.67	211.8%
TOTAL MISCELLANEOUS	-200	-200	-423.67	-64.10	223.67	211.8%
38 TRANSFERS IN						
028001 380027 T/F TAX COLLECTORS-G	-33,968	-33,968	-33,968.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-33,968	-33,968	-33,968.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
028001 399900 APPROPRIABLE FUND BA	-85,000	-84,018	.00	.00	-84,018.00	.0%
TOTAL NON-REVENUE RECEIPTS	-85,000	-84,018	.00	.00	-84,018.00	.0%
TOTAL 2016 TIF B&I-HBRG CLINIC MI	-160,685	-159,703	-75,908.67	-64.10	-83,794.33	47.5%
TOTAL 2016 TIF B&I-HBRG CLINIC MI	-160,685	-159,703	-75,908.67	-64.10	-83,794.33	47.5%
TOTAL REVENUES	-160,685	-159,703	-75,908.67	-64.10	-83,794.33	
039 AIRPORT IMPROVEMENT FUND						
039001 AIRPORT IMPR. REVENUES						
23 FEDERAL GRANTS						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
039001 233001 FEDERAL AVIATION ADM	-3,330,000	-3,330,000	-554,102.47	.00	-2,775,897.53	16.6%
TOTAL FEDERAL GRANTS	-3,330,000	-3,330,000	-554,102.47	.00	-2,775,897.53	16.6%
25 STATE GRANTS						
039001 254000 AIRPORT GRANT	-185,000	-185,000	.00	.00	-185,000.00	.0%
TOTAL STATE GRANTS	-185,000	-185,000	.00	.00	-185,000.00	.0%
34 MISCELLANEOUS						
039001 340500 CHECKING ACCOUNT INT	-114	-114	-1,013.77	-38.36	899.77	889.3%
039001 341213 LORESCO INC	0	0	-1,200.00	.00	1,200.00	100.0%
039001 341221 SOUTHEAST AVIATION S	-15,775	-15,775	-8,725.97	-1,588.41	-7,049.03	55.3%
039001 341222 SE AVIATION BLDG LAN	-1,000	-1,000	-5,056.18	.00	4,056.18	505.6%
TOTAL MISCELLANEOUS	-16,889	-16,889	-15,995.92	-1,626.77	-893.08	94.7%
38 TRANSFERS IN						
039001 380001 T/F GENERAL FUND	-250,000	-250,000	-250,000.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-250,000	-250,000	-250,000.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
039001 399900 APPROPRIABLE FUND BA	-80,000	323,339	.00	.00	323,339.00	.0%
TOTAL NON-REVENUE RECEIPTS	-80,000	323,339	.00	.00	323,339.00	.0%
TOTAL AIRPORT IMPR. REVENUES	-3,861,889	-3,458,550	-820,098.39	-1,626.77	-2,638,451.61	23.7%
TOTAL AIRPORT IMPROVEMENT FUND	-3,861,889	-3,458,550	-820,098.39	-1,626.77	-2,638,451.61	23.7%
TOTAL REVENUES	-3,861,889	-3,458,550	-820,098.39	-1,626.77	-2,638,451.61	
050 2015A TIF B&I-RIDGE/TURTLE CRK						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
050001 2015A TIF B&I-RIDGE/TURTLE CRK						
27 CITY-CTY SHARED REV						
050001 270800 LAMAR CTY	-29,856	-29,856	-29,853.00	.00	-3.00	100.0%
TOTAL CITY-CTY SHARED REV	-29,856	-29,856	-29,853.00	.00	-3.00	100.0%
34 MISCELLANEOUS						
050001 340500 CHECKING ACCOUNT INT	-300	-300	-88.47	-25.10	-211.53	29.5%
TOTAL MISCELLANEOUS	-300	-300	-88.47	-25.10	-211.53	29.5%
38 TRANSFERS IN						
050001 380027 T/F TAX COLLECTORS-G	-89,560	-89,560	-89,560.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-89,560	-89,560	-89,560.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
050001 399900 APPROPRIABLE FUND BA	-120,350	-120,336	.00	.00	-120,336.00	.0%
TOTAL NON-REVENUE RECEIPTS	-120,350	-120,336	.00	.00	-120,336.00	.0%
TOTAL 2015A TIF B&I-RIDGE/TURTLE	-240,066	-240,052	-119,501.47	-25.10	-120,550.53	49.8%
TOTAL 2015A TIF B&I-RIDGE/TURTLE	-240,066	-240,052	-119,501.47	-25.10	-120,550.53	49.8%
TOTAL REVENUES	-240,066	-240,052	-119,501.47	-25.10	-120,550.53	
051 2015B TIF B&I-MIDTOWN MARKET						
051001 2015B TIF B&I-MIDTOWN MARKET						
27 CITY-CTY SHARED REV						

REVENUE REPORT

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
051001 270500 FORREST CTY	-13,238	-13,238	-13,238.00	.00	.00	100.0%
TOTAL CITY-CTY SHARED REV	-13,238	-13,238	-13,238.00	.00	.00	100.0%
34 MISCELLANEOUS						
051001 340500 CHECKING ACCOUNT INT	0	0	-11.92	-3.31	11.92	100.0%
TOTAL MISCELLANEOUS	0	0	-11.92	-3.31	11.92	100.0%
38 TRANSFERS IN						
051001 380027 T/F TAX COLLECTORS-G	-10,831	-10,831	-10,831.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-10,831	-10,831	-10,831.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
051001 399900 APPROPRIABLE FUND BA	-15,000	-12,867	.00	.00	-12,867.00	.0%
TOTAL NON-REVENUE RECEIPTS	-15,000	-12,867	.00	.00	-12,867.00	.0%
TOTAL 2015B TIF B&I-MIDTOWN MARKE	-39,069	-36,936	-24,080.92	-3.31	-12,855.08	65.2%
TOTAL 2015B TIF B&I-MIDTOWN MARKE	-39,069	-36,936	-24,080.92	-3.31	-12,855.08	65.2%
TOTAL REVENUES	-39,069	-36,936	-24,080.92	-3.31	-12,855.08	
052 2019 TIF B&I-ELAM ARMS MIDTOWN						
052001 2019 TIF B&I ELAM ARMS MIDTOWN						
27 CITY-CTY SHARED REV						
052001 270500 FORREST CTY	-162,943	-162,943	-162,943.00	.00	.00	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL CITY-CTY SHARED REV	-162,943	-162,943	-162,943.00	.00	.00	100.0%
34 MISCELLANEOUS						
052001 340500 CHECKING ACCOUNT INT	-1,500	-1,500	-798.61	-137.93	-701.39	53.2%
TOTAL MISCELLANEOUS	-1,500	-1,500	-798.61	-137.93	-701.39	53.2%
38 TRANSFERS IN						
052001 380001 T/F GENERAL FUND	-68,840	-68,840	.00	.00	-68,840.00	.0%
052001 380027 T/F TAX COLLECTORS-G	-134,735	-134,735	-134,735.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-203,575	-203,575	-134,735.00	.00	-68,840.00	66.2%
39 NON-REVENUE RECEIPTS						
052001 399900 APPROPRIABLE FUND BA	-881,917	-883,228	.00	.00	-883,228.00	.0%
TOTAL NON-REVENUE RECEIPTS	-881,917	-883,228	.00	.00	-883,228.00	.0%
TOTAL 2019 TIF B&I ELAM ARMS MIDT	-1,249,935	-1,251,246	-298,476.61	-137.93	-952,769.39	23.9%
TOTAL 2019 TIF B&I-ELAM ARMS MIDT	-1,249,935	-1,251,246	-298,476.61	-137.93	-952,769.39	23.9%
TOTAL REVENUES	-1,249,935	-1,251,246	-298,476.61	-137.93	-952,769.39	
072 MUNICIPAL ROAD & BRIDGE						
072001 MUN.ROAD&BRIDGE REVENUES						
25 STATE GRANTS						
072001 250300 MISCELLANEOUS STATE	0	0	-2,309.06	.00	2,309.06	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL STATE GRANTS	0	0	-2,309.06	.00	2,309.06	100.0%
27 CITY-CITY SHARED REV						
072001 271000 PRO-RATA CTY RD TAX-	-935,000	-935,000	-835,138.26	-16,314.93	-99,861.74	89.3%
072001 271500 PRO-RATA CTY RD TAX-	-955,000	-955,000	-956,641.72	-13,995.52	1,641.72	100.2%
072001 274000 MISCELLANEOUS GRANTS	0	-1,100,000	.00	.00	-1,100,000.00	.0%
TOTAL CITY-CITY SHARED REV	-1,890,000	-2,990,000	-1,791,779.98	-30,310.45	-1,198,220.02	59.9%
34 MISCELLANEOUS						
072001 340500 CHECKING ACCOUNT INT	-30,000	-30,000	-54,318.61	-11,118.10	24,318.61	181.1%
TOTAL MISCELLANEOUS	-30,000	-30,000	-54,318.61	-11,118.10	24,318.61	181.1%
39 NON-REVENUE RECEIPTS						
072001 399900 APPROPRIABLE FUND BA	500,000	-6,478,223	.00	.00	-6,478,223.00	.0%
TOTAL NON-REVENUE RECEIPTS	500,000	-6,478,223	.00	.00	-6,478,223.00	.0%
TOTAL MUN.ROAD&BRIDGE REVENUES	-1,420,000	-9,498,223	-1,848,407.65	-41,428.55	-7,649,815.35	19.5%
TOTAL MUNICIPAL ROAD & BRIDGE	-1,420,000	-9,498,223	-1,848,407.65	-41,428.55	-7,649,815.35	19.5%
TOTAL REVENUES	-1,420,000	-9,498,223	-1,848,407.65	-41,428.55	-7,649,815.35	
073 MASS TRANSIT FUND						
073001 MASS TRANSIT REVENUES						
23 FEDERAL GRANTS						
073001 234000 UMTA-MASS TRANS-OPER	-10,023	-10,023	-141,335.00	.00	131,312.00	1410.1%

REVENUE REPORT

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
073001 234100 UMTA-MASS TRANS-CAPT	-1,475,700	-1,475,700	-42,197.00	.00	-1,433,503.00	2.9%
073001 234200 UMTA-MASS TRANS-PLAN	-81,072	-81,072	.00	.00	-81,072.00	.0%
073001 234400 UMTA-MASS TRANS-PREV	-1,040,316	-1,040,316	-136,177.00	.00	-904,139.00	13.1%
073001 234600 JARC-MASS TRANS	-35,222	-35,222	.00	.00	-35,222.00	.0%
073001 234701 TRANSIT FACILITY REN	-3,145,819	-3,145,819	-9,166.00	.00	-3,136,653.00	.3%
073001 234702 TRANSIT FACILITY REN	0	0	-95,896.00	.00	95,896.00	100.0%
TOTAL FEDERAL GRANTS	-5,788,152	-5,788,152	-424,771.00	.00	-5,363,381.00	7.3%
25 STATE GRANTS						
073001 255500 MDOT GRANT(PLANNING/	-85,000	-85,000	.00	.00	-85,000.00	.0%
TOTAL STATE GRANTS	-85,000	-85,000	.00	.00	-85,000.00	.0%
34 MISCELLANEOUS						
073001 340500 CHECKING ACCOUNT INT	-2,000	-2,000	-283.79	.00	-1,716.21	14.2%
TOTAL MISCELLANEOUS	-2,000	-2,000	-283.79	.00	-1,716.21	14.2%
35 OTHER - MISC						
073001 352500 BUS FARES-FIXED ROUT	-22,000	-22,000	-14,494.97	-2,490.65	-7,505.03	65.9%
073001 352700 BUS FARES-DEMAND RES	-1,400	-1,400	-805.89	-128.41	-594.11	57.6%
073001 353000 BUS FARES-USM ROUTE	-121,000	-121,000	-121,000.00	.00	.00	100.0%
073001 353500 ADVERTISING	-2,000	-2,000	-912.15	-125.85	-1,087.85	45.6%
TOTAL OTHER - MISC	-146,400	-146,400	-137,213.01	-2,744.91	-9,186.99	93.7%
38 TRANSFERS IN						
073001 380001 T/F GENERAL FUND	-445,000	-445,000	-445,000.00	.00	.00	100.0%
073001 380027 T/F TAX COLLECTORS-G	-260,000	-260,000	-241,625.09	-4,115.41	-18,374.91	92.9%
TOTAL TRANSFERS IN	-705,000	-705,000	-686,625.09	-4,115.41	-18,374.91	97.4%
39 NON-REVENUE RECEIPTS						

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
073001 399900 APPROPRIABLE FUND BA	-900,000	-544,426	.00	.00	-544,426.00	.0%
TOTAL NON-REVENUE RECEIPTS	-900,000	-544,426	.00	.00	-544,426.00	.0%
TOTAL MASS TRANSIT REVENUES	-7,626,552	-7,270,978	-1,248,892.89	-6,860.32	-6,022,085.11	17.2%
TOTAL MASS TRANSIT FUND	-7,626,552	-7,270,978	-1,248,892.89	-6,860.32	-6,022,085.11	17.2%
TOTAL REVENUES	-7,626,552	-7,270,978	-1,248,892.89	-6,860.32	-6,022,085.11	
075 WATER&SEWER CONSTRUCTION FUND						
075001 W&S CONSTR. REVENUES						
34 MISCELLANEOUS						
075001 340500 CHECKING ACCOUNT INT	-5,000	-5,000	-18,664.37	-993.30	13,664.37	373.3%
075001 341114 SBA STRUCTURES (WM C	0	0	-11,917.15	-1,702.45	11,917.15	100.0%
075001 341115 CCATT HOLDINGS-WATER	0	0	-38,616.45	-28,463.88	38,616.45	100.0%
TOTAL MISCELLANEOUS	-5,000	-5,000	-69,197.97	-31,159.63	64,197.97	1384.0%
38 TRANSFERS IN						
075001 380011 T/F WATER & SEWER	-5,600,000	-5,600,000	-2,857,987.76	-224,965.35	-2,742,012.24	51.0%
TOTAL TRANSFERS IN	-5,600,000	-5,600,000	-2,857,987.76	-224,965.35	-2,742,012.24	51.0%
39 NON-REVENUE RECEIPTS						
075001 397500 NOTE PROCEEDS	-2,454,601	-2,454,601	.00	.00	-2,454,601.00	.0%
075001 397600 SRF LOAN PROCEEDS	0	0	-534,077.35	.00	534,077.35	100.0%
075001 399900 APPROPRIABLE FUND BA	-100,000	-2,243,521	.00	.00	-2,243,521.00	.0%
TOTAL NON-REVENUE RECEIPTS	-2,554,601	-4,698,122	-534,077.35	.00	-4,164,044.65	11.4%
TOTAL W&S CONSTR. REVENUES	-8,159,601	-10,303,122	-3,461,263.08	-256,124.98	-6,841,858.92	33.6%

REVENUE REPORT

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL WATER&SEWER CONSTRUCTION FU	-8,159,601	-10,303,122	-3,461,263.08	-256,124.98	-6,841,858.92	33.6%
TOTAL REVENUES	-8,159,601	-10,303,122	-3,461,263.08	-256,124.98	-6,841,858.92	
077 COMMUNITY CENTERS¹ FUND						
077001 COMMUNITY CTR REVENUES						
25 STATE GRANTS						
077001 250300 MISCELLANEOUS STATE	-55,000	-55,000	-54,810.00	.00	-190.00	99.7%
TOTAL STATE GRANTS	-55,000	-55,000	-54,810.00	.00	-190.00	99.7%
30 MISCELLANEOUS						
077001 314000 MCNAIR REC CTR USE F	0	0	-25.00	-25.00	25.00	100.0%
077001 314100 SIGLER CENTER USE FE	-1,000	-1,000	-820.00	-345.00	-180.00	82.0%
077001 314200 C.E.ROY/5TH ST.C.C.U	-3,000	-3,000	-3,365.00	-1,285.00	365.00	112.2%
077001 314300 JDS C.C. USE FEE	-10,000	-10,000	-9,887.50	-4,379.00	-112.50	98.9%
077001 314600 CULTURAL CTR USE FEE	-3,000	-3,000	-2,525.00	-500.00	-475.00	84.2%
TOTAL MISCELLANEOUS	-17,000	-17,000	-16,622.50	-6,534.00	-377.50	97.8%
34 MISCELLANEOUS						
077001 340500 CHECKING ACCOUNT INT	-5,000	-5,000	-15,851.94	-1,819.27	10,851.94	317.0%
TOTAL MISCELLANEOUS	-5,000	-5,000	-15,851.94	-1,819.27	10,851.94	317.0%
38 TRANSFERS IN						
077001 380001 T/F GENERAL FUND	-850,000	-850,000	-850,000.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-850,000	-850,000	-850,000.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
077001 399900 APPROPRIABLE FUND BA	-220,000	-268,467	.00	.00	-268,467.00	.0%
TOTAL NON-REVENUE RECEIPTS	-220,000	-268,467	.00	.00	-268,467.00	.0%
TOTAL COMMUNITY CTR REVENUES	-1,147,000	-1,195,467	-937,284.44	-8,353.27	-258,182.56	78.4%
TOTAL COMMUNITY CENTERS' FUND	-1,147,000	-1,195,467	-937,284.44	-8,353.27	-258,182.56	78.4%
TOTAL REVENUES	-1,147,000	-1,195,467	-937,284.44	-8,353.27	-258,182.56	
079 COVID FISCAL RECOVERY FUNDS						
079001 COVID FISCAL RECOVERY REVENUE						
25 STATE GRANTS						
079001 253500 MCWI WATER INFRASTRU	0	-11,578,240	-209,780.42	-209,780.42	-11,368,459.58	1.8%
TOTAL STATE GRANTS	0	-11,578,240	-209,780.42	-209,780.42	-11,368,459.58	1.8%
39 NON-REVENUE RECEIPTS						
079001 399900 APPROPRIABLE FUND BA	-12,875,808	-11,578,241	.00	.00	-11,578,241.00	.0%
TOTAL NON-REVENUE RECEIPTS	-12,875,808	-11,578,241	.00	.00	-11,578,241.00	.0%
TOTAL COVID FISCAL RECOVERY REVEN	-12,875,808	-23,156,481	-209,780.42	-209,780.42	-22,946,700.58	.9%
TOTAL COVID FISCAL RECOVERY FUNDS	-12,875,808	-23,156,481	-209,780.42	-209,780.42	-22,946,700.58	.9%
TOTAL REVENUES	-12,875,808	-23,156,481	-209,780.42	-209,780.42	-22,946,700.58	
082 COMMUNITY DEVELOP. BLOCK GRANT						
082001 CDBG REVENUES						
23 FEDERAL GRANTS						
082001 2389FR HOME ENTIT-FULL REHA	-12,374	-12,374	.00	.00	-12,374.00	.0%

REVENUE REPORT

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
082001 2389SA HOME ENTIT-CHDO SET-	-11,154	-11,154	.00	.00	-11,154.00	.0%
082001 2391FR CDBG-ENT.-FULL REHAB	-110,850	-110,850	.00	.00	-110,850.00	.0%
082001 2395FR CDBG-ENT.-FULL REHAB	-644,760	-644,760	.00	.00	-644,760.00	.0%
082001 2395HP CDBG-ENT.-HOUSING PR	-941,075	-941,075	-151,010.00	.00	-790,065.00	16.0%
082001 2399ER CDBG-ENT.-EMER.REHAB	-1,123,000	-1,123,000	.00	.00	-1,123,000.00	.0%
TOTAL FEDERAL GRANTS	-2,843,213	-2,843,213	-151,010.00	.00	-2,692,203.00	5.3%
34 MISCELLANEOUS						
082001 340500 CHECKING ACCOUNT INT	-3,000	-3,000	-8,457.93	-374.90	5,457.93	281.9%
TOTAL MISCELLANEOUS	-3,000	-3,000	-8,457.93	-374.90	5,457.93	281.9%
38 TRANSFERS IN						
082001 380001 T/F GENERAL FUND	-36,000	-36,000	-36,000.00	.00	.00	100.0%
TOTAL TRANSFERS IN	-36,000	-36,000	-36,000.00	.00	.00	100.0%
39 NON-REVENUE RECEIPTS						
082001 399900 APPROPRIABLE FUND BA	100,000	279,698	.00	.00	279,698.00	.0%
TOTAL NON-REVENUE RECEIPTS	100,000	279,698	.00	.00	279,698.00	.0%
TOTAL CDBG REVENUES	-2,782,213	-2,602,515	-195,467.93	-374.90	-2,407,047.07	7.5%
TOTAL COMMUNITY DEVELOP. BLOCK GR	-2,782,213	-2,602,515	-195,467.93	-374.90	-2,407,047.07	7.5%
TOTAL REVENUES	-2,782,213	-2,602,515	-195,467.93	-374.90	-2,407,047.07	
086 SPEC SALES TAX-P&R/UNIV IMPROV						
086001 SPEC SALES TAX P&R/UNIV IMPROV						
20 REVENUES						
086001 341000 MISCELLANEOUS RENTS	-2,000	-2,000	.00	.00	-2,000.00	.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL REVENUES	-2,000	-2,000	.00	.00	-2,000.00	.0%
26 STATE-SHARED REVENUE						
086001 260500 SALES TAX-MOTEL	-450,000	-450,000	-261,662.87	-39,612.00	-188,337.13	58.1%
086001 260700 SALES TAX-FOOD & BEV	-3,100,000	-3,100,000	-1,805,230.07	-267,593.62	-1,294,769.93	58.2%
TOTAL STATE-SHARED REVENUE	-3,550,000	-3,550,000	-2,066,892.94	-307,205.62	-1,483,107.06	58.2%
34 MISCELLANEOUS						
086001 340500 CHECKING ACCOUNT INT	0	0	-18,420.18	-2,739.44	18,420.18	100.0%
086001 345500 CONTRIBUTIONS-FORRES	0	0	-20,000.00	.00	20,000.00	100.0%
TOTAL MISCELLANEOUS	0	0	-38,420.18	-2,739.44	38,420.18	100.0%
38 TRANSFERS IN						
086001 380002 T/F PARK & RECREATIO	-450,000	-450,000	-450,000.00	.00	.00	100.0%
086001 380077 T/F COMMUNITY CENTER	0	-162,000	.00	.00	-162,000.00	.0%
TOTAL TRANSFERS IN	-450,000	-612,000	-450,000.00	.00	-162,000.00	73.5%
39 NON-REVENUE RECEIPTS						
086001 399900 APPROPRIABLE FUND BA	-2,000,000	-2,448,554	.00	.00	-2,448,554.00	.0%
TOTAL NON-REVENUE RECEIPTS	-2,000,000	-2,448,554	.00	.00	-2,448,554.00	.0%
TOTAL SPEC SALES TAX P&R/UNIV IMP	-6,002,000	-6,612,554	-2,555,313.12	-309,945.06	-4,057,240.88	38.6%
TOTAL SPEC SALES TAX-P&R/UNIV IMP	-6,002,000	-6,612,554	-2,555,313.12	-309,945.06	-4,057,240.88	38.6%
TOTAL REVENUES	-6,002,000	-6,612,554	-2,555,313.12	-309,945.06	-4,057,240.88	
087 INDUSTRIAL PARK DEVELOPMENT						
087001 INDUSTRIAL PK REVENUES						

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
34 MISCELLANEOUS						
087001 340500 CHECKING ACCOUNT INT	0	0	-2,534.63	-379.45	2,534.63	100.0%
087001 345500 CONTRIBUTIONS-FORRES	0	0	-296,250.00	-78,750.00	296,250.00	100.0%
087001 345600 CONTRIBUTIONS-CITY	0	0	-162,500.00	.00	162,500.00	100.0%
TOTAL MISCELLANEOUS	0	0	-461,284.63	-79,129.45	461,284.63	100.0%
TOTAL INDUSTRIAL PK REVENUES	0	0	-461,284.63	-79,129.45	461,284.63	100.0%
TOTAL INDUSTRIAL PARK DEVELOPMENT	0	0	-461,284.63	-79,129.45	461,284.63	100.0%
TOTAL REVENUES	0	0	-461,284.63	-79,129.45	461,284.63	
088 PUBLIC SAFETY/REC CONSTRUCTION						
088001 PUBLIC SAFETY/REC CONSTRUCTION						
24 FEDERAL GRANTS						
088001 253200 FRA-CRISI GRANT	-5,300,000	-5,300,000	-2,349,350.05	.00	-2,950,649.95	44.3%
088001 255528 DOT-BUILD GRANT	-13,200,000	-13,200,000	-4,485,872.59	-66,580.74	-8,714,127.41	34.0%
TOTAL FEDERAL GRANTS	-18,500,000	-18,500,000	-6,835,222.64	-66,580.74	-11,664,777.36	36.9%
34 MISCELLANEOUS						
088001 340500 CHECKING ACCOUNT INT	-20,000	-20,000	-50,006.79	-11,347.63	30,006.79	250.0%
088001 3405TB SAVINGS ACCOUNT/MMA	-3,000	-3,000	.00	.00	-3,000.00	.0%
TOTAL MISCELLANEOUS	-23,000	-23,000	-50,006.79	-11,347.63	27,006.79	217.4%
39 NON-REVENUE RECEIPTS						
088001 399900 APPROPRIABLE FUND BA	-1,000,000	-2,586,716	.00	.00	-2,586,716.00	.0%

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL NON-REVENUE RECEIPTS	-1,000,000	-2,586,716	.00	.00	-2,586,716.00	.0%
TOTAL PUBLIC SAFETY/REC CONSTRUCT	-19,523,000	-21,109,716	-6,885,229.43	-77,928.37	-14,224,486.57	32.6%
TOTAL PUBLIC SAFETY/REC CONSTRUCT	-19,523,000	-21,109,716	-6,885,229.43	-77,928.37	-14,224,486.57	32.6%
TOTAL REVENUES	-19,523,000	-21,109,716	-6,885,229.43	-77,928.37	-14,224,486.57	
091 TIF CONSTRUCTION						
091001 TIF CONST-REVENUES						
34 MISCELLANEOUS						
091001 340500 CHECKING ACCOUNT INT	0	0	-1.25	-.18	1.25	100.0%
TOTAL MISCELLANEOUS	0	0	-1.25	-.18	1.25	100.0%
TOTAL TIF CONST-REVENUES	0	0	-1.25	-.18	1.25	100.0%
TOTAL TIF CONSTRUCTION	0	0	-1.25	-.18	1.25	100.0%
TOTAL REVENUES	0	0	-1.25	-.18	1.25	
093 2016 W&S SYSTEM PROJECT						
093001 2016 W&S SYSTEM - REV						
39 NON-REVENUE RECEIPTS						
093001 399900 APPROPRIABLE FUND BA	1,676,138	0	.00	.00	.00	.0%
TOTAL NON-REVENUE RECEIPTS	1,676,138	0	.00	.00	.00	.0%
TOTAL 2016 W&S SYSTEM - REV	1,676,138	0	.00	.00	.00	.0%
TOTAL 2016 W&S SYSTEM PROJECT	1,676,138	0	.00	.00	.00	.0%
TOTAL REVENUES	1,676,138	0	.00	.00	.00	

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	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
094 2012 W&S REVENUE BOND CONST						
094001 2012 W&S REV BOND REV						
34 MISCELLANEOUS						
094001 340500 CHECKING ACCOUNT INT	0	0	-.28	.00	.28	100.0%
TOTAL MISCELLANEOUS	0	0	-.28	.00	.28	100.0%
39 NON-REVENUE RECEIPTS						
094001 399900 APPROPRIABLE FUND BA	65	-66	.00	.00	-66.00	.0%
TOTAL NON-REVENUE RECEIPTS	65	-66	.00	.00	-66.00	.0%
TOTAL 2012 W&S REV BOND REV	65	-66	-.28	.00	-65.72	.4%
TOTAL 2012 W&S REVENUE BOND CONST	65	-66	-.28	.00	-65.72	.4%
TOTAL REVENUES	65	-66	-.28	.00	-65.72	
095 2019 FIRE STATION CONSTRUCTION						
095001 2019 FIRE STATION CONSTRUCTION						
34 MISCELLANEOUS						
095001 340500 CHECKING ACCOUNT INT	-1,500	-1,500	-12,312.84	-2,675.86	10,812.84	820.9%
TOTAL MISCELLANEOUS	-1,500	-1,500	-12,312.84	-2,675.86	10,812.84	820.9%
39 NON-REVENUE RECEIPTS						
095001 399900 APPROPRIABLE FUND BA	-948,000	-947,709	.00	.00	-947,709.00	.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL NON-REVENUE RECEIPTS	-948,000	-947,709	.00	.00	-947,709.00	.0%
TOTAL 2019 FIRE STATION CONSTRUCT	-949,500	-949,209	-12,312.84	-2,675.86	-936,896.16	1.3%
TOTAL 2019 FIRE STATION CONSTRUCT	-949,500	-949,209	-12,312.84	-2,675.86	-936,896.16	1.3%
TOTAL REVENUES	-949,500	-949,209	-12,312.84	-2,675.86	-936,896.16	
097 INFRA IMPROVE-INTRNT SALES TAX						
097001 INFRA IMPROVE-INTRNT SALES TAX						
26 STATE-SHARED REVENUE						
097001 260800 SALES TAX-INTERNET	-5,000,000	-5,000,000	-2,733,465.43	.00	-2,266,534.57	54.7%
TOTAL STATE-SHARED REVENUE	-5,000,000	-5,000,000	-2,733,465.43	.00	-2,266,534.57	54.7%
34 MISCELLANEOUS						
097001 340500 CHECKING ACCOUNT INT	0	0	-52,168.05	-10,985.66	52,168.05	100.0%
TOTAL MISCELLANEOUS	0	0	-52,168.05	-10,985.66	52,168.05	100.0%
39 NON-REVENUE RECEIPTS						
097001 396500 REFUND & RECOVERY	0	0	-12,899.95	.00	12,899.95	100.0%
097001 399900 APPROPRIABLE FUND BA	-2,200,000	-2,643,854	.00	.00	-2,643,854.00	.0%
TOTAL NON-REVENUE RECEIPTS	-2,200,000	-2,643,854	-12,899.95	.00	-2,630,954.05	.5%
TOTAL INFRA IMPROVE-INTRNT SALES	-7,200,000	-7,643,854	-2,798,533.43	-10,985.66	-4,845,320.57	36.6%
TOTAL INFRA IMPROVE-INTRNT SALES	-7,200,000	-7,643,854	-2,798,533.43	-10,985.66	-4,845,320.57	36.6%
TOTAL REVENUES	-7,200,000	-7,643,854	-2,798,533.43	-10,985.66	-4,845,320.57	
098 K.P.ZOO CAPITAL IMPROVEMENT						
098001 K.P.ZOO CAPITAL REVENUES						

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
34 MISCELLANEOUS						
098001 340500 CHECKING ACCOUNT INT	-30	-30	-63.66	-5.71	33.66	212.2%
TOTAL MISCELLANEOUS	-30	-30	-63.66	-5.71	33.66	212.2%
39 NON-REVENUE RECEIPTS						
098001 399900 APPROPRIABLE FUND BA	-2,390	-2,394	.00	.00	-2,394.00	.0%
TOTAL NON-REVENUE RECEIPTS	-2,390	-2,394	.00	.00	-2,394.00	.0%
TOTAL K.P.ZOO CAPITAL REVENUES	-2,420	-2,424	-63.66	-5.71	-2,360.34	2.6%
TOTAL K.P.ZOO CAPITAL IMPROVEMENT	-2,420	-2,424	-63.66	-5.71	-2,360.34	2.6%
TOTAL REVENUES	-2,420	-2,424	-63.66	-5.71	-2,360.34	
105 2013 W&S BOND CONSTRUCTION						
105001 2013 W&S BOND CONSTR REVENUES						
34 MISCELLANEOUS						
105001 340500 CHECKING ACCOUNT INT	0	0	-2.56	.00	2.56	100.0%
TOTAL MISCELLANEOUS	0	0	-2.56	.00	2.56	100.0%
39 NON-REVENUE RECEIPTS						
105001 399900 APPROPRIABLE FUND BA	-593	-594	.00	.00	-594.00	.0%
TOTAL NON-REVENUE RECEIPTS	-593	-594	.00	.00	-594.00	.0%
TOTAL 2013 W&S BOND CONSTR REVENU	-593	-594	-2.56	.00	-591.44	.4%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL 2013 W&S BOND CONSTRUCTION	-593	-594	-2.56	.00	-591.44	.4%
TOTAL REVENUES	-593	-594	-2.56	.00	-591.44	
107 SPECIAL SALES TAX-T&A						
107001 SPEC.SALES TAX REVENUES						
26 STATE-SHARED REVENUE						
107001 260500 SALES TAX-MOTEL	0	0	-287,394.49	-71,085.37	287,394.49	100.0%
107001 260700 SALES TAX-FOOD & BEV	0	0	-175,750.64	.00	175,750.64	100.0%
TOTAL STATE-SHARED REVENUE	0	0	-463,145.13	-71,085.37	463,145.13	100.0%
TOTAL SPEC.SALES TAX REVENUES	0	0	-463,145.13	-71,085.37	463,145.13	100.0%
TOTAL SPECIAL SALES TAX-T&A	0	0	-463,145.13	-71,085.37	463,145.13	100.0%
TOTAL REVENUES	0	0	-463,145.13	-71,085.37	463,145.13	
109 GROUP INSURANCE TRUST FUND						
109001 GROUP INS.TRUST REVENUES						
34 MISCELLANEOUS						
109001 340500 CHECKING ACCOUNT INT	0	0	-6,030.27	-677.54	6,030.27	100.0%
TOTAL MISCELLANEOUS	0	0	-6,030.27	-677.54	6,030.27	100.0%
39 NON-REVENUE RECEIPTS						
109001 396600 HOSP.INS.-P/R DISTRI	0	0	-3,256,914.84	-433,614.78	3,256,914.84	100.0%
109001 396602 HOSP.INS.-UH PHARMAC	0	0	-186,296.38	-111,146.71	186,296.38	100.0%
TOTAL NON-REVENUE RECEIPTS	0	0	-3,443,211.22	-544,761.49	3,443,211.22	100.0%
TOTAL GROUP INS.TRUST REVENUES	0	0	-3,449,241.49	-545,439.03	3,449,241.49	100.0%

REVENUE REPORT

FOR 2024 07

	ORIGINAL ESTIM REV	REVISED EST REV	ACTUAL YTD REVENUE	ACTUAL MTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL GROUP INSURANCE TRUST FUND	0	0	-3,449,241.49	-545,439.03	3,449,241.49	100.0%
TOTAL REVENUES	0	0	-3,449,241.49	-545,439.03	3,449,241.49	
GRAND TOTAL	-245,285,848	-280,935,246	-175,012,581.85	-12,746,735.45	-105,922,664.15	62.3%
** END OF REPORT - Generated by LISA HANSON **						

REPORT OPTIONS



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc:
Date: Tuesday, May 21, 2024
Re: Acknowledge receipt of the Privilege Tax License Report for the month of April, 2024.
File Number: 2024-190
Minute Book #

Summary

Privilege license report for the month of April 2024.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.

PRIVILEGE LICENSE MONTHLY REPORT

04/01/2024 TO 04/30/2024

New Licenses

<u>License No.</u>	<u>Amount</u>	<u>Penalty</u>	<u>Owner, Name, & Address of Business</u>
LIC-02-21-020912	\$120.00		SOUTHERN PINES HEALTHY PET CLINIC 1304 HARDY ST HATTIESBURG MS 39401
LIC-03-22-023969	\$145.00		ELEGANT CREATIONS SALON & BOUTIQUE 2611 LINCOLN RD HATTIESBURG MS 39402
LIC-05-20-018626	\$20.00		HARRISON PLUMBING INC. 1689 LOOP ROAD TUSCAMBIA AL 35674
3	\$285.00		

Renewed Licenses

<u>License No.</u>	<u>Amount</u>	<u>Penalty</u>	<u>Owner, Name, & Address of Business</u>
LIC-02-24-028875	\$170.00		SOUTHERN OAKS HOUSE AND GARDEN 1246 RICHBURG ROAD HATTIESBURG MS 394020000
LIC-02-24-028958	\$20.00	\$27.20	MERAKI BOUTIQUE & SALON 5004 LINCOLN RD STE 60 & 70 HATTIESBURG MS 39402
LIC-02-24-028962	\$230.00		WHISPERING PINES ILF 300 WHISPERING PINES BOULEVARD HATTIESBURG MS 39401
LIC-04-24-029137	\$20.00		TEKLINKS, INC. 6184 HIGHWAY 98 W STE 110 HATTIESBURG MS 39403
LIC-04-24-029138	\$77.00	\$3.30	BONITA BROW BAR 1000 TURTLE CREEK DRIVE 5 HATTIESBURG MS
LIC-04-24-029139	\$110.00		JW CHAIN CONTRACTORS, LLC 20 HEGWOOD RD HATTIESBURG MS 39402
LIC-04-24-029140	\$20.00	\$2.40	SPF WINDOW FILMS 311 ELIZABETH AV HATTIESBURG MS 39401
LIC-04-24-029143	\$20.00		BUNDLE OF SURPRISES 328 VENETIAN WAY HATTIESBURG MS 39401
LIC-04-24-029144	\$80.00		PAYNE COMPANIES, LLC 135 MAYFAIR RD STE A HATTIESBURG MS 39402
LIC-04-24-029145	\$57.00		AIRGAS USA, LLC PO BOX 9219 MARIETTA GA 30065-
LIC-04-24-029146	\$20.00		EDWARD JONES PO BOX 66719 BRANCH TAX 95037 ST LOUIS MO 631666719
LIC-04-24-029147	\$20.00		CANTEBURY APARTMENT, LLC 213 N 39TH AV HATTIESBURG MS 39402

LIC-04-24-029148	\$20.00		MARKETPLACE ANTIQUES 197 SOMERSET DR HATTIESBURG MS 39402
LIC-04-24-029149	\$170.00		HATTIESBURG CLINIC, P.A./PRINT CENTER 415 S 28TH AV HATTIESBURG MS 39401
LIC-04-24-029151	\$183.00		HATTIESBURG CLINIC PURCHASING 50 OFFICE PARK DR HATTIESBURG MS
LIC-04-24-029152	\$157.00		HATTIESBURG CLINIC P.A.-SLEEP CENTER MED 415 S 28TH AVENUE HATTIESBURG MS 394010000
LIC-04-24-029153	\$70.00		WILLIAM CAREY STUDENT HEALTH 415 S 28TH AV ATTN. S. PARKER HATTIESBURG MS 39401 723
LIC-04-24-029155	\$30.00	\$3.30	PINKY FOOD GALLERY 2406 W 4TH ST HATTIESBURG MS 39401
LIC-04-24-029156	\$20.00	\$55.00	VR DUGGAL LLC 3100 HARDY ST STE 10 HATTIESBURG MS 39401
LIC-04-24-029159	\$70.00		L & L LAUNDRY 302 KATIE AVENUE HATTIESBURG MS 39401
LIC-04-24-029160	\$170.00	\$2.40	BAKER DISTRIBUTING CO #920 14610 N BREAKERS DR JACKSONVILLE FL 32258
LIC-04-24-029161	\$120.00		CARRIAGE INN MOTEL 914 BROADWAY DRIVE HATTIESBURG MS 39401-
LIC-04-24-029162	\$10.00		CARRIAGE INN MOTEL 914 BROADWAY DRIVE HATTIESBURG MS 39401-
LIC-04-24-029168	\$30.00		ROTECH 934 BROADWAY DRIVE 30 HATTIESBURG MS 39401
LIC-04-24-029169	\$30.00		BILL'S PLUMBING CO. 31 HARTFIELD RD PETAL MS 39465
LIC-04-24-029172	\$20.00		GREGORY ALSTON, ATTORNEY AT LAW 606 ADELINE ST HATTIESBURG MS 39401
LIC-04-24-029173	\$130.00		JACKSON BROTHERS CONSTRUCTION SERVICES LLC 47 NORTH OF FIELDS HATTIESBURG MS 39402
LIC-04-24-029180	\$20.00	\$2.60	BRM ACCOUNTING SERVICES, LLC 4124 W 4TH ST APT.2507 HATTIESBURG MS 39401
LIC-04-24-029186	\$70.00	\$2.40	BENNCO LLC 606 W 7TH ST HATTIESBURG MS 39401
LIC-04-24-029187	\$40.00	\$48.80	URBAN PLANET 1000 TURTLE CREEK DR STE G HATTIESBURG MS 39402
LIC-04-24-029189	\$70.00		QUEEN LAUNDRY 1231.5 N MAIN ST HATTIESBURG MS

LIC-04-24-029191	\$30.00		BURCH CORPORATION 200 MISSIONARY RIDGE DR BIRMINGHAM AL 35242
LIC-04-24-029192	\$70.00		HERNANDEZ TIRE SHOP 902 HARDY STREET HATTIESBURG MS 39401-
LIC-04-24-029193	\$25.00	\$3.50	GROVE TRANSPORTATION 1721 HARDY STREET HATTIESBURG MS 39401-
LIC-04-24-029194	\$20.00	\$56.80	ULTIMATE NAILS 3901 HARDY STREET 10 HATTIESBURG MS
LIC-04-24-029197	\$20.00	\$2.20	PURPLE DRAGON KARATE MS 58 SHARMONT DR HATTIESBURG MS 39402
LIC-04-24-029200	\$30.00		LAW OFFICE OF SUSAN K. STEADMAN, PLLC 623 N MAIN ST STE 200 HATTIESBURG MS 39401
LIC-04-24-029201	\$20.00		HATTIESBURG CAR TITLE LOAN CO. INC. 1910 HARDY STREET B HATTIESBURG MS 39403
LIC-04-24-029206	\$30.00	\$3.60	COOLSYS COMMERCIAL & INDUSTRIAL SOLUTIONS, INC. 145 S STATE COLLEGE BLVD STE 200 BREA CA 92821
LIC-04-24-029211	\$70.00	\$122.00	T J AUTO REPAIR 21 SOUTHHILLS DRIVE HATTIESBURG MS 39401-
LIC-04-24-029212	\$130.00	\$3.30	CONEY ISLAND CAFE 400 MAIN ST HATTIESBURG MS 39401
LIC-04-24-029213	\$20.00		SERVICE-ALL REPAIR 10 PIEDMONT RD PETAL MS 39465
LIC-04-24-029216	\$170.00		SOUTHEAST ACE 4900 POPLAR SPRINGS DR STE 14 MERIDIAN MS 39305
LIC-04-24-029217	\$80.00		TATUM, VIRGINIA ANGELICO, PLLC, DDS 1623 S 28TH AVENUE HATTIESBURG MS 394020000
LIC-04-24-029218	\$92.00		PALM BEACH TAN 6117 HIGHWAY 98 STE 50 HATTIESBURG MS 39402
LIC-04-24-029219	\$80.00		PIERCON, INC. 23 LIBERTY PLACE HATTIESBURG MS 39402
LIC-04-24-029221	\$70.00	\$26.80	KEVIN M. PASSER, M.D., P.A. 5317 OLD HIGHWAY 11 HATTIESBURG MS 39402
LIC-04-24-029222	\$0.00		JOURNEYS KIDZ #1634 1000 TURTLE CREEK DRIVE SPACE 80 HATTIESBURG MS 39402
LIC-04-24-029227	\$30.00		ASKEW HEATING AIR CONDITION & ELECTRICAL, LLC 7 CRICKET LN SEMINARY MS 39479
LIC-04-24-029228	\$20.00		MASSENGALE'S LAWN SERVICE 620 SOUTH 19TH AV HATTIESBURG MS 39401-

LIC-04-24-029229	\$70.00		WILDFLOWER WELLNESS LLC 427 WEATHERSBY RD HATTIESBURG MS 39402
LIC-04-24-029230	\$175.00		SOLAR SUPPLY INC. 401 PROVIDENCE ST HATTIESBURG MS 39401
LIC-04-24-029231	\$20.00		K & D SALES, LLC 107 HILLEDALE DRIVE HATTIESBURG MS 39402
LIC-04-24-029232	\$80.00		OFFICE MANAGEMENT SYSTEMS INC 16 OFFICE PARK DR STE 12 HATTIESBURG MS 39402
LIC-04-24-029233	\$80.00		JUBILANT DRAXIMAGE RADIOPHARMACIES, INC. 4 WILLOW POINTE STE 24 HATTIESBURG MS 39402
LIC-04-24-029234	\$80.00	\$45.60	GREAT LENGTHS HAIR SALON 28 MARKET COURT 110 HATTIESBURG MS 39402-0000
LIC-04-24-029235	\$0.00	\$0.00	ELEGANT CREATIONS SALON & BOUTIQUE 2625 LINCOLN ROAD HATTIESBURG MS 39402-
LIC-04-24-029236	\$70.00	\$2.60	PRIDE TAX SERVICES 2627 LINCOLN RD HATTIESBURG MS 39401
LIC-04-24-029237	\$20.00		ARES HOLDINGS, LLC 1045 S JOHN RODES BLVD MELBOURNE FL 32904-
LIC-04-24-029238	\$150.00	\$16.50	CMS WIRELESS LLC 29 MAUMELLE CURVE CT NORTH LITTLE ROCK AR 72113
LIC-04-24-029239	\$80.00		NATURE MED DISPENSARY 6401 HWY 49 SUITE 20 HATTIESBURG MS 39401
LIC-04-24-029240	\$70.00		TIENDA LA BENDICION #2 802 JAMES ST HATTIESBURG MS 39401
LIC-04-24-029241	\$80.00		ENDLESS SUMMER, LLC 6555 HWY 98 STE 7 HATTIESBURG MS 39402
LIC-04-24-029242	\$30.00		JOHNSON ELECTRIC 169 NOBLES RD SUMRALL MS 39404
LIC-04-24-029243	\$30.00		JOHNSON ELECTRIC 169 NOBLES RD SUMRALL MS 39477
LIC-04-24-029244	\$30.00		JOHNSON ELECTRIC 169 NOBLES RD SUMRALL MS 39404
LIC-04-24-029245	\$70.00		PRO-KUTZ BARBER SHOP 334 A N 25TH AV HATTIESBURG MS 39401
LIC-04-24-029246	\$20.00		MISSISSIPPI TITLE LOANS, INC 8601 DUNWOODY PLACE STE 406 ATLANTA GA 30350
LIC-04-24-029247	\$20.00		TAYLORS GARAGE & USED CARS, LLC 41 KING RD HATTIESBURG MS 39402

LIC-04-24-029248	\$33.00		ARBY'S 7612 4515 LYNDON B JOHNSON FWY FARMERS BRANCH TX 75244
LIC-04-24-029249	\$30.00		LINCARE, INC. PO BOX 9004 CLEARWATER FL 337580000
LIC-04-24-029250	\$190.00		N & H ELECTRONICS 1100 HARDY STREET HATTIESBURG MS 39401
LIC-04-24-029251	\$200.00	\$642.00	MIDTOWNER P.O. BOX 17318 HATTIESBURG MS 39401
LIC-04-24-029252	\$15.00	\$75.00	MIDTOWNER 3000 HARDY ST 10 HATTIESBURG MS 39401
LIC-04-24-029253	\$70.00	\$30.80	BUCKOS CLEANERS 316 W HARDY ST HATTIESBURG MS 39401
LIC-04-24-029254	\$70.00	\$3.20	BUCKOS CLEANERS 6242 HIGHWAY 98 20 HATTIESBURG MS
LIC-04-24-029255	\$80.00	\$4.80	CLUTCH BEAUTY AND BARBER 28 MARKET CT STE 100 HATTIESBURG MS 39402
LIC-04-24-029257	\$70.00	\$3.40	17318 P O BOX HATTIESBURG MS 39402
LIC-04-24-029258	\$15.00	\$7.50	17318 P O BOX HATTIESBURG MS 39402
LIC-04-24-029259	\$90.00	\$45.00	17318 P O BOX HATTIESBURG MS 39402
LIC-04-24-029260	\$70.00		ELLEN A. BEVON CPA LLC 610 W PINE STREET HATTIESBURG MS 39401-
LIC-04-24-029261	\$20.00		3R CONSTRUCTION SERVICES, LLC. 703 NEW HOPE RD ELLISVILLE MS 39437
LIC-04-24-029262	\$150.00		MID SOUTH HOME CARE, LLC 602 ADELINE ST STE D-5 HATTIESBURG MS 39401
LIC-04-24-029266	\$86.00	\$51.84	EYE EXAMINERS, INC. PO BOX 18516 HATTIESBURG MS 39404
LIC-04-24-029267	\$70.00		SHOEMAKE, CHARLES 26 CANEBRAKE BOULEVARD HATTIESBURG MS
LIC-04-24-029268	\$70.00	\$2.20	TALON SERVICES GROUP LLC 102 N 38TH AV STE C HATTIESBURG MS 39401
LIC-04-24-029272	\$70.00	\$28.40	J.C. COOK'S BARBER SHOP 2 E. CROSSVINE CT HATTIESBURG MS 39402
LIC-04-24-029273	\$70.00		THE SNO-HOUSE 1069 RICHBURG ROAD HATTIESBURG MS 39402-

LIC-04-24-029275	\$20.00	PINEBELT HEATING & AIR CONDITIONING 692 BONHOMIE ROAD HATTIESBURG MS 39401-
LIC-04-24-029278	\$70.00	C STUDIO PHOTOGRAPHY 2009 HARDY STREET B HATTIESBURG MS 394010000
LIC-04-24-029283	\$130.00	SOUTHERN PROHIBITION BREWING, LLC 2056 OAK GROVE RD HATTIESBURG MS 394021475
LIC-04-24-029284	\$50.00	SOUTHERN PROHIBITION BREWING, LLC 2056 OAK GROVE RD HATTIESBURG MS 394021475
LIC-04-24-029286	\$90.00	TISH GAMMILL INTERIOR DESIGN, LLC 3820 HARDY STREET HATTIESBURG MS 39402
LIC-04-24-029287	\$20.00	JORDAN-LOVE LUXURY EXPERIENCE 1609 W 7TH ST HATTIESBURG MS 39401
LIC-04-24-029288	\$70.00	MISS BOSSY BEAUTY 61 CAITLYNN CIR HATTIESBURG MS 39402
LIC-11-23-028349	\$95.00	EVE MARIE'S 3901 HARDY ST STE 90 HATTIESBURG MS 39401

96	\$6,470.00	\$1,324.44
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Total Collection for April

New Licenses	\$285.00
Renewed Licenses	\$6,470.00
Penalties	\$1,324.44
Grand Total	\$8,079.44



Memorandum

To: Mayor Toby Barker and Members of City Council

From: Adam Moore, Grants Coordinator

cc: Wes Curry, Municipal Court Judge

Date: Tuesday, May 21, 2024

Re: Authorize acceptance of an extension for the Substance Abuse and Mental Health Services Administration (SAMHSA) to fund a sixth year of the program Hattiesburg Behavioral Court Treatment Expansion, in partnership with Pine Belt Mental Healthcare Resources, in the amount of \$96,307 to be used with additional carryover funds for a total of \$267,541.27.
File Number: 2024-159
Minute Book #

Summary

Extension Acceptance – SAMHSA – Hattiesburg Behavioral Health Court Treatment Expansion

Recommendation Statement

I recommend authorizing acceptance of an extension for the Substance Abuse and Mental Health Services Administration (SAMHSA) to fund a sixth year of the program Hattiesburg Behavioral Court Treatment Expansion, in partnership with Pine Belt Mental Healthcare Resources, in the amount of \$96,307 to be used with additional carryover funds for a total of \$267,541.27.

Extension is accepted electronically, so no signatures are required.

Please place this on the May 21, 2024 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:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

KMUHAMMAD

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

6H79TI081923-01M001

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):

646000432

* c. Organizational DUNS:

0794481300000

d. Address:

* Street1:

200 Forrest Street

Street2:

P.O. Box 1898

* City:

Hattiesburg

County/Parish:

Forrest

* State:

MS

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

39401-3451

e. Organizational Unit:

Department Name:

Hattiesburg Municipal Court

Division Name:

Behavioral Health Court

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

Prefix:

* First Name:

Khadijah

Middle Name:

* Last Name:

Muhammad

Suffix:

Title: Community Initiatives Coordinator

Organizational Affiliation:

* Telephone Number:

601-545-4942

Fax Number:

* Email:

kmhammad@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:

Substance Abuse and Mental Health Services Administration

11. Catalog of Federal Domestic Assistance Number:

93.243

CFDA Title:

Substance Abuse and Mental Health Services Projects of Regional and National Significance

* 12. Funding Opportunity Number:

TI-19-002

* Title:

Grants to Expand Substance Abuse Treatment Capacity in Adult Treatment Drug Courts and Adult Tribal Healing to Wellness Courts

13. Competition Identification Number:

Title:

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

Hattiesburg, MS; Forrest & Lamar Counties

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Hattiesburg Municipal Court - Hattiesburg Behavioral Health Court Treatment Expansion

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

MS-004

* b. Program/Project

MS-004

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

5/31/2019

* b. End Date:

5/30/2024

18. Estimated Funding (\$):

* a. Federal

267541

* b. Applicant

0

* c. State

0

* d. Local

0

* e. Other

0

* f. Program Income

0

* g. TOTAL

267541

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☐ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix:

* First Name:

Adam

Middle Name:

* Last Name:

Moore

Suffix:

* Title:

Grant Coordinator

* Telephone Number:

601-545-4544

Fax Number:

* Email:

jmoore@hattiesburgms.com

* Signature of Authorized Representative:

Completed by Grants.gov upon submission.

* Date Signed:

Completed by Grants.gov upon submission.

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Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc: Ann Jones
Date: Tuesday, May 21, 2024
Re: Acknowledge receipt of proposals received March 7, 2024, for RFP 4295 Disaster Recovery Consulting Services for the City of Hattiesburg; accept the proposal of Broaddus & Associates as the best proposal.
File Number: 2024-191
Minute Book #

Summary

Accepting the Disaster Recovery Consulting proposal of Broaddus.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.



T F R A N K I N
&
A S S O C I A T E S , I N C .
WWW.DISASTERRESPONSE.COM

Request for Proposal for Disaster Recovery Consulting Services

City of Hattiesburg, Mississippi

Opening Date: 10 AM CST, January 11, 2024

Attention: Kermas Eaton, City Clerk

200 Forrest Street

Hattiesburg, MS 39401

Respondent Name: TF Rankin & Associates, Inc

Primary Contact Name: Stephen Rankin

Primary Contact Title: CEO, TF Rankin & Associates, Inc

Business Address: 811 Ashebrook Park Road, Dallas NC 28034

Phone Number: 704-860-9606

Fax Number: N/A

E-Mail Address: stephen@disasterresponse.com

City of Hattiesburg,

It is our pleasure at TF Rankin and Associates to respond to this RFP for the opportunity to partner with your city for Disaster Recovery Consulting Services. In this proposal you will see our company's philosophy of making our clients our top priority. We do not work for FEMA, which allows us to focus our efforts solely on state and local clients. To better aid our clients, our company is involved in the Disaster Response and Recovery process all the way from pre-disaster planning through closeout and audits. We have listed 3 recent clients who we have assisted after various disasters and explained many of the methods we have used to help them recover and utilize all available funding sources for their recovery.

This RFP is for disaster recovery consulting services for the town of Hattiesburg, MS. The consulting services requested involve both assistance during a disaster and analysis and planning during pre and post disaster phases. Response during the disaster involves procurement and dispersal of resources, and locating funding sources for necessary supplies, equipment, contractors, among many other disaster-specific response activities. The planning phase can include review of previous disaster responses and development of new systems to allow the city to better respond to disasters. It includes both consultation on active response activities as well as review of documentation activities to ensure the most funds possible are awarded to the city for its response and recovery efforts.

TF Rankin & Associates, Inc began as a small DBA firm lead by Tom Rankin in 1997, assisting in the closeout of Hurricanes Bertha and Fran, and has since assisted all levels of government throughout the United States and its territories, expanding and incorporating to its current form in 2013. Most of our recent experience has been in the state of Mississippi, both working directly with the Mississippi Emergency Management Agency and with the Mississippi State department of health. Within this proposal you will see how we assisted in the development of projects for those two clients, as well as hundreds of sub-recipients, with a current best-available-estimate of funds in the hundreds of millions of dollars. We hope to take this expertise and experience and apply it to assisting the city of Hattiesburg.

- Stephen Rankin, CEO, TF Rankin & Associates, Inc



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Section 3: Qualifications and Experience

Our Company



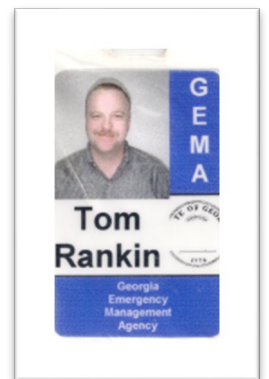
TF Rankin & Associates began as a small three-person consulting firm in 1997, assisting in the closeout for Hurricanes Bertha and Fran, initially operating as a DBA. Our first client was Onslow County, North Carolina, where we were successful in gaining full reimbursement from FEMA, the Federal Highway Administration through NC DOT, and the US Fish and Wildlife Service for their recovery efforts from Hurricane Fran. Additionally, we identified and gained reimbursement for over \$25,000,000.00 in previously unidentified work that was also eligible.



Following this inaugural contract, we were hired as a consultant to the Governor of Guam related to obtaining Federal funding (US Department of the Interior, FEMA, USDOT, USEPA, US Dept. of State and US DoD) for recovery from Super Typhoon Paka in late 1997. We traveled to Guam three times for 90-day deployments and managed projects ranging in size from \$25,000.00 to \$34,000,000.00 for a total recovery of reimbursement from Federal Agencies just short of one billion dollars.

Next, we were contracted by the State of Georgia, Emergency Management Division to act as the State Debris Coordinator following the April 9, 1998 tornado that hit Dunwoody, Georgia.

In 2001, the City of Buffalo, NY was struck by an early fall blizzard that resulted in massive damage to trees and the power grid. TF Rankin & Associates responded to and then planned, organized, and oversaw the debris management operations during the recovery from this unusual and very destructive event.



Since those early successes, we have been deployed across the country to floods along the Mississippi River, dam failures and floods in New Jersey, ice storms and tornadoes across the country, hurricanes across the nation's coast and multiple US Territories, earthquakes, major fires, bird flu outbreaks, the 9/11 attacks, COVID-19, and nearly every major disaster to confront our nation.

Realizing we had outgrown our structure as a DBA, we incorporated in February of 2013.

Our Philosophy

Our mission is to assist our clients in the preparation for, response to, and recovery from disaster events. We do this by pursuing a quality-first model of excellence and integrity in all we do.

Our Team is unique in that no other company has the same diversity of both field experience and subject matter expertise as broad and dynamic as TF Rankin & Associates. This allows us to provide you with the most comprehensive planning, management, response, and recovery services in the industry, as well as unparalleled review and identification of available alternate funding sources.

We do not work for FEMA, as other firms do. We will not work for the Federal Government period, because we work for state and local governments. We avoid conflicts of interest by making you our only priority.

Also, unlike many other firms, we focus on one thing and one thing only: Disaster Response and Recovery. This clarity of focus allows us to commit 100% of our efforts to providing our clients with the highest level of quality and performance.

Our Team

After a number of years working in the government as a Deputy State Fire Marshal, State Emergency Manager, and FEMA Adjunct Instructor, Tom Rankin, founder of TF Rankin & Associates, Inc., saw that there was an urgent need at the state and local government level for temporary technical assistance from disaster recovery experts. His son, Stephen Rankin, quickly joined him on his mission and worked alongside him for over a decade before taking the reins as CEO in 2022.

Our team includes former FEMA personnel, former US Army Corps of Engineers personnel, former US EPA personnel, former Inspectors General, former State Emergency Management officials, adjunct instructors for the Department of Homeland Security's National Fire Academy and Emergency Management Institute, former US Military officers, and former Law Enforcement Officers.

In addition, our team includes private sector experts from fields ranging from Environmental Science to Public Utilities, Forestry Arborists, and Public Health. As an example, several of our senior managers are licensed insurance adjusters in multiple states and their expertise is invaluable in efficiently documenting costs and damages.

Government first-responders are all trained on how to respond to emergencies. The police, fire, and EMS personnel are highly trained and capable of dealing with most situations that arise, especially with mutual aid from surrounding communities as well as state and federal assistance (such as the National Guard). Our experience in these fields helps us coordinate effectively with these organizations without impeding their important work.

However, recovering from major disasters presents unique challenges that are not seen in other forms of public service. Where the response phase can be over in hours or days, the recovery phase can last for months or years. Additionally, the costs associated with recovery can be equivalent to 10 to 50 times the full annual budget of the average municipality. Recovery shouldn't feel like a second disaster, but without proper guidance it can be a devastating experience. This is why TF Rankin & Associates was formed.

Our Experience

As noted above, our company has a long history of experience performing disaster response and recovery technical assistance, and as such we have responded to a myriad of natural and man-made disasters. Below are a few key examples of recent work highlighting the different types of assistance we have provided with a similar scope to the work described in this RFP.

Puerto Rico

In 2017 we were hired as a value-added-service by another contractor to provide technical assistance to the Puerto Rico Department of Transportation and Public Works (Departamento de Transportación y Obras Públicas - DTOP) as they worked to recover from the devastation of Hurricane Maria.

We provided direct assistance to DTOP and associated entities by combining our expertise on the FEMA PA program with their expertise on their local needs and resources to determine the most efficient and effective strategies for recovery.



We have expertise in numerous documentation processes, both digital and traditional, using custom and off-the-shelf tools. We provided technical assistance to ensure that DTOP had a documentation system that would allow for the filing and receiving of FEMA funding. That system has now been in place for 5 years and has ensured that relevant paperwork is organized, readable, program-compliant, and in an audit-ready state.

Throughout our previous jobs, including in Puerto Rico, we have developed extensive experience with various options for database tracking of commodities and processes to ensure FEMA Public Assistance requirements. We've worked with many systems from many vendors, and for the past few jobs we have preferred to build our own custom database solutions for our clients based on those experiences. This allows us to ensure that each system is clean, easy-to-use, quick to implement, and fully up to date with the most recent program requirements and regulations.

Our partnership allowed them to increase the types of work they were able to perform and the reimbursement they were able to receive to a total of almost 1 billion dollars.

MSDH



In 2021 we began assisting the Mississippi State Department of Health (MSDH) with their COVID response, providing FEMA PA technical assistance as well as direct administrative assistance with over a dozen federal grants relating to COVID and other disasters, with the FEMA PA program being just one of many. For those grants, we are assisting with documentation gathering, completion, analysis, reporting, QA, and document submission. We have helped ensure that relevant financial documentation is organized, analyzed, properly

maintained, and in-step with their funding and redundancy strategies, with the goal of leaving every document we touch in an audit-ready state before final submission to FEMA or other relevant authorities.

In addition to work related to COVID, we have gathered and reviewed documentation in order to complete the EMAC reimbursement R-2 forms for Hurricanes Sally, Delta, Zeta, and Ida mission assignments.



MISSISSIPPI
STATE DEPARTMENT OF HEALTH

MEMA

Since March of 2020, our primary client has been the Mississippi Emergency Management Agency (MEMA). We have assisted in facilitating reimbursement through the FEMA PA program and CARES Act for expenses incurred while responding to various disasters across the state.

We have assisted in this capacity with three physical disasters: DR4536 (Easter tornadoes, straight-line winds, and flooding), DR4538 (flooding and mudslides), DR4551 (tornadoes, straight-line winds, and flooding). We have assisted in reimbursement efforts for every Category of Public Assistance, from Category A to Category G. We have provided guidance and support for countless communications with FEMA personnel, worked directly with applicants, assisted with document submission into the FEMA Grants Portal, and managed recipient-level processes at every stage of the process. We have been involved in RPA review and approval, represented the State during Exploratory Calls (ECs) and Recovery Scoping Meetings (RSMs), helped with responses to Requests For Information (RFIs), assisted in the resolution of appeals to Determination Memos (DMs), and every part of the process, from first contact through project closeout.

The bulk of our work with MEMA has been in assisting with the many challenges associated with responding to DR4528 – the Coronavirus (COVID-19) Pandemic.

We have offered guidance or assistance on nearly every aspect of the COVID recovery and mitigation efforts across the state and have been involved since the very beginning of those efforts. Very few private companies in the world have more experience with COVID response and recovery efforts than we do, and no private company has more experience doing it in the State of Mississippi.

We have worked with 521 Sub-Recipients with a collective total of 586 projects. For those projects that have reached the step of estimating costs, the Best Available Cost is \$70,351,853.17.

For MEMA as the Recipient, we are currently working on documentation for 13 Project Worksheets (PWs) whose Purchase Requests (PRs), including projects not developed, total approximately \$400,000,000.00 dollars Best Available Cost.

When Senate Bill 3047 tasked MEMA with administering CARES Act funding via The Mississippi County and Municipality Emergency Relief Program (MERP), we assisted in that effort in multiple ways. Within a matter of weeks, we developed and deployed a customized electronic software package at [MS.EmergencyReliefProgram.com](https://www.ms-emergencyreliefprogram.com) that served as the electronic portal for MERP.

Simultaneously, our team was deployed to canvas the state, getting in cars and meeting with applicants face-to-face to ensure they understood the program. This rapid and thorough deployment helped us ensure that all potential applicants were made aware of the program and gave us the chance to offer them direct assistance. We offered the guidance and information necessary to help them understand how to file for, and receive, the funds they were eligible for.

Out of \$69,500,000.00 that was available, \$69,049,314.13 was allocated and approved. This meant Mississippi was able to distribute 99.35% of their CARES Act funding. According to the best available data, this is the highest percentage achieved by any State.

To continue our mission of assisting local entities in their recovery efforts beyond MERP, we developed and implemented a program known as Applicant Guidance Meetings (AGMs). AGMs were online meetings broadcast live, twice daily for several weeks, that contained COVID-specific guidance, detailed overviews of the entire PA program, guidance on best practices during recovery and documentation operations, and information on how to discover and take part in all available funding sources for that work.

Our team lead an outreach program to ensure that applicants were aware of these AGM meetings, worked directly with applicants to ensure they were able to access the meetings, and even customized the format of the meetings or directly assisted with any technical hurdles when necessary to ensure maximum accessibility. Every AGM concluded with an open question-and-



answer session and distribution of contact information for our team members to ensure we could provide as much information as possible.

Additionally, we developed and implemented MississippiVaccineSite.com, creating an online resource for documenting and tracking the costs and processes involved in managing vaccine sites in a program-compliant manner, thus allowing for speedy and simple reimbursement. Many counties, cities, and entities are using the site, with The University of Mississippi Medical Center being the largest entity currently taking advantage of this toolset.

Additional Experience

While the above are our most recent and relevant clients, some of our other clients include:

- City of New York, City Council, 9/11 Recovery
- US House of Representatives following 9/11 and anthrax attack (classified contract)
- Multiple State Governments, including:
Mississippi, North Carolina, South Carolina, Georgia, Florida, Texas, Louisiana, Oklahoma, Illinois, Virginia, New York, Connecticut
- Multiple Territorial Governments, including:
Guam, Virgin Islands, Puerto Rico
- Local Governments, including:
City of New York, NY; Morris County, NJ; Sussex County, NJ; Nassau County, NY; Long Beach, NY; City of Washington, DC; Town of Jacksonville Beach, FL; City of Key West, FL; City of Fort Worth, TX; City of Myrtle Beach, SC; Town of Rock Hill, SC; City of Greenville, SC; City of Charlotte, NC; City of Durham, NC; City of Gastonia, NC; Town of Dallas, NC; Town of Lowell, NC; Onslow County, NC; City of Jacksonville, NC; Town of Surf City, NC; City of Wilmington, NC; City of Kingston, NC; City of Washington, NC; and many others



Michael Watson
SECRETARY OF STATE

Invoice Number: 15036704

Invoice Date: 12/16/2021

Customer Information

Morgan Noble

Description	Tracking Number Qty	Item Cost	Amount Paid
Foreign Corporation - Online	2021435591	\$ 500.00	\$ 500.00
MSI Transaction Fee		\$ 13.04	\$ 13.04
Payment Details			
Invoice Total:			\$ 513.04
Payment Total:			\$ 513.04
Amount Due:			\$ 0.00
Payment Method			
Payment Type: Credit Card			

Include invoice number on all correspondence and send to:

Mississippi Secretary of State's Office
P.O. Box 136
Jackson, MS 39205

To discuss payment for Corporation items
call:
(601) 359-1633

F0002
Fee: \$ 500



Michael Watson
SECRETARY OF STATE

2021435591

Business ID: 1315662
Filed: 12/16/2021 04:32 PM
Michael Watson
Secretary of State

Application for Certificate of Authority

Business Information

Business Type: Profit Corporation
Business Name: TF RANKIN & ASSOCIATES, INC.
Business Email: Central@registeredagentsinc.com
Period of Duration: Perpetual
State of Incorporation: NC
Date of Incorporation: 02/14/2013

NAICS Code/Nature of Business

541611 - Administrative Management and General Management Consulting Services
541618 - Other Management Consulting Services
624230 - Emergency and Other Relief Services

Principal Office Address: 270 Trace Colony Park, STE B,
Ridgeland, MS 39157

Registered Agent

Name: REGISTERED AGENTS, INC
Address: 270 TRACE COLONY PARK STE B
RIDGELAND, MS 39157

Signature

The undersigned certifies that:

- 1) he/she has notified the above-named registered agent of this appointment;
- 2) he/she has provided the agent an address for the company, and;
- 3) the agent has agreed to serve as registered agent for this company

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 **12/16/2021**.

Name:
Nancy Rankin
Director P.O. BOX 136
JACKSON, MS 39205-0136

Address:
270 Trace Colony Park, STE B
Ridgeland, MS 39157
TELEPHONE: (601) 359-1633



NORTH CAROLINA

Department of the Secretary of State

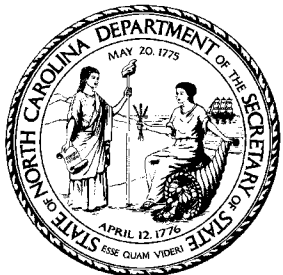
CERTIFICATE OF EXISTENCE

I, ELAINE F. MARSHALL, Secretary of State of the State of North Carolina, do hereby certify that

TF RANKIN & ASSOCIATES, INC.

is a corporation duly incorporated under the laws of the State of North Carolina, having been incorporated on the 14th day of February, 2013, with its period of duration being Perpetual.

I FURTHER certify that, as of the date set forth hereunder, the said corporation's articles of incorporation are not suspended for failure to comply with the Revenue Act of the State of North Carolina; that the said corporation is not administratively dissolved for failure to comply with the provisions of the North Carolina Business Corporation Act; that its most recent annual report required by N.C.G.S. 55-16-22 has been delivered to the Secretary of State; and that the said corporation has not filed articles of dissolution as of the date of this certificate.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 16th day of December, 2021.

Elaine F. Marshall

Secretary of State

Section 4: Proposed Strategy and Technical Approach

FEMA PA presents unique challenges that will be unfamiliar or unintuitive to those who don't deal with them regularly. Compounding this difficulty is the fact that rules and regulations frequently change, which means that prior experiences with the program can potentially be unhelpful or even misleading unless great care is taken to stay up-to-date with the current program.

At TF Rankin & Associates, our onboarding, training, and QA/QC processes are extremely thorough to ensure that all team members are well-trained and given all the tools needed to complete their tasks. As part of this process, all team members are required to complete several FEMA independent study courses and are made aware of relevant legislation such as the Stafford Disaster Relief and Emergency Assistance Act and the Sandy Recovery Improvement Act. This ensures that, whatever their prior experiences, they will go into the rest of their training with a proper foundational understanding of this unique and ever-changing field.

We pride ourselves on the flexibility, quality, and continuous nature of our on-the-job training. We believe it is the best way to ensure that we, and therefore our clients, are ready for any challenge that comes our way.

Our Processes

Organizationally, Project Coordinators interact directly on a day-to-day basis with sub-recipients and applicants. They report to Program Administrators who oversee teams of Project Coordinators and interact with mid- and upper-level client personnel. Program Administrators then report to the Program Managers who work directly with recipients, sub-recipients and senior-level client managerial personnel.

A breakdown of our personnel categories and descriptions is included in Attachment A.

Expertise, experience, and training are invaluable, but they are no replacement for a second set of eyes. Quality Control (QC) and Quality Assurance (QA) are built into every step of every process implemented by our team. Project coordinators will perform quality assurance on other project coordinators' tasks to ensure work product compliance with federal and state regulatory and grant requirements. Additionally, everyone at our company does some form of QC work. This level of oversight doesn't just ensure quality work, it also reinforces our team's flexibility and knowledge of the various parts of the PA program and processes.

One way we ensure availability is by not overtaxing ourselves. With very few exceptions, we do not work for multiple large entities at the same time. We want to focus on serving our clients above all else and intentionally avoid anything that might distract from that goal. The current job is our top priority – the next job comes later.

In this spirit, we also try to keep our core team lean and hire local contractors to assist in our missions. This allows us to make use of local knowledge and relationships and ensures that our work benefits the local community and economy directly.

We believe that the diversity of our team members, as well as our emphasis on local experience, allows us to assist our applicants and clients more effectively by giving us access to a wealth of different experiences and perspectives that can help us tailor our communications, decision-making, and strategies to any audience or situation we may encounter.

Every person has the right to work in a professional environment where their knowledge, skills, and abilities are the critical factors in their success. TF Rankin & Associates expects all team members to maintain standards of propriety, promote equal opportunity, treat everyone professionally, and act without bias. We have a zero-tolerance policy for sexual harassment or discrimination, racial harassment or discrimination, or any other form of harassment and discrimination in hiring, training, or any other activity.

TF Rankin & Associates is based in North Carolina and has team members located around the country. We are registered with the Mississippi Secretary of State's Office as a foreign corporation authorized to do business in the state of Mississippi and we are a registered vendor in the state of Mississippi. Relevant documentation is included at the end of this document.

Traditionally, rather than working from a set headquarters which may be far from our clients, we rent offices, hotels, or other local spaces near our clients. When possible, we also co-locate with state and federal personnel in a JFO or at the state EOC to allow us to work hand-in-hand and cooperate and communicate as efficiently as possible.

As we begin any new job, we take the time to speak to local authorities and managers to understand their current goals, challenges, and processes. We review their existing documentation, processes, and funding strategies with the goal of increasing efficiency, efficacy, and programmatic compliance.

Efficiency is paramount in an industry that frequently involves juggling multiple overlapping deadlines. Our organization and communication structures are carefully tuned to ensure we deliver the highest quality while respecting and meeting those deadlines.

Like most businesses, COVID has occasionally limited our ability to perform tasks in-person, but it has also given us the opportunity to hone our telework skills and explore new models of organization and communication. We have learned that many kinds of work can be done remotely with the same level of care and oversight offered by a traditional office environment thanks to modern telework technologies. Additionally, we have discovered numerous benefits to having organization-wide training and familiarity with those technologies. While we have always had tech-savvy individuals on our team, every team member now has the tools and experience necessary to provide in-depth remote assistance or communication, and train others to do the same, greatly expanding our ability to interact with each other and with our clients.

Nonetheless, we know that there is no replacement for in-person communication and we always ensure that we are available in-person and on-site whenever possible.

Examples of services provided:

- Provide advice and consultation to senior management on best management practices regarding emergency management
- Perform or assist with client training or exercises
- Perform or assist with pre-event planning and post-disaster analysis
- Performance of, or assistance with, preliminary damage assessments
- Provide guidance and assistance with submission of state or federal Request(s) for Public Assistance
- Provide for, or assist in, performing necessary data input and maintenance of data required to be entered into state or federal electronic data and grant management system(s) such as FEMA Grants Portal
- Represent client at, or attend as a client advisor, meetings with state or federal officials to include but not limited to State Project Officer(s) or Federal Program Delivery Manager(s)
- Perform, or assist in, the creation and submission of Applicant Impact Survey(s)
- Represent client, or attend as a client advisor, on state or federal Exploratory Call(s)
- Attend Recovery Scoping Meetings or ensure client completion of Recovery Scoping Videos as client representative or agent, or attending as a client advisor
- Perform and assist with impact and damage identification
- Provide Data Management/GIS based reporting
- Assist in the performance of state or federal site inspections for damage by attending as client representative or agent, or attending as a client advisor
- Perform or assist in the performance of accumulation and organization of impact and damage information documentation
- Perform or assist in the performance of project formulation to prepare for project worksheet creation
- Develop or assist in the development of detailed damage descriptions and dimensions
- Create or assist in the creation of state or federal project worksheets
- Perform or assist in the performance of project scope(s) of work development and validation
- Perform or assist in the performance of project cost development and validation
- Perform or assist in the performance of project tracking and cost analysis
- Provide purchasing process assistance and guidance as they pertain to state or federal grant requirements
- Develop or assist in the development of detailed response(s) to state or federal Request(s) for Information
- Perform or assist in the performance of final project validation during state or federal final project review
- Represent client at, or attend as a client advisor, state or federal Recovery Transition Meeting(s) (RTM)
- Compile or assist in the compilation of post-RTM quarterly progress reports

- Develop and submit, or assist in the development and submittal of, detailed project scope amendments
- Develop and submit, or assist in the development and submittal of, detailed project versioning requests
- Provide support and guidance in the submission, tracking, and execution of state or federal eligibility appeals
- Provide support and guidance in the response to or participation in state or federal audits
- Provide support and guidance in project closeout performance
- Assist as client representative or agent, or assisting client as their advisor, in the performance of state or federal project completion certification
- Provide guidance for alternative and improved project identification
- Perform an ongoing recovery needs assessment
- Provide financial recovery services, including the examination of the potential use of the following:
 - Community Development Block Grant Disaster Recovery Program (CDBG-DR/CDBG-MIT)
 - Hazard Mitigation PA Grant (404 Program)
 - Hazard Mitigation Grant Program (HMGP)
 - Pre-Disaster Mitigation (PDM)
 - Emergency Management Performance Grant (EMPG)
 - Flood Mitigation Assistance (FMA)
 - Building Resilient Infrastructure and Communities (BRIC)
 - Funding redundancy strategy
 - Funding source leveraging
 - Cost matching planning and strategy

Section 5: Auditing History

TF Rankin & Associates has extensive experience in defending and maintaining FEMA and other federal program reimbursements. A few recent examples were included in Section 3:

Qualifications and Experience.

We discussed our work in Puerto Rico, where we assisted in organizing, streamlining, and partially-digitizing their documentation as part of our cooperation throughout the process of recovery from Hurricane Maria.

We also touched on our ongoing work with the Mississippi State Department of Health, a large part of which has been the process of ensuring that their documentation is organized and produced in a logical and usable manner. This was no easy task during the height of the COVID-19 Pandemic, where the workload was extremely high, and policies, guidance, and supply chains were constantly shifting, creating large quantities of diverse, context-sensitive documentation.

Through our partnership with the Mississippi Emergency Management Agency, we have worked with 521 Sub-Recipients with a collective total of 586 projects. We have reached out to every corner of the state and provided assistance for every stage of the Disaster Recovery process.

We have extensive experience responding to, or assisting in the response to, RFIs from FEMA. Our participation in these responses can be direct (writing the responses for the applicant) or indirect (providing consultation on how best to respond) depending on the preferences of our client.

In many cases, an RFI is merely a request for clarification on a potentially unclear point or detail about a project. In those cases, we assist in preparing, providing, and contextualizing the necessary information so that the reimbursement process can continue.

In some cases, FEMA may be uncertain about a project's eligibility and will initiate an RFI to give the applicant a chance to state their case. In those cases, we assist our clients in making the strongest possible argument for their project's eligibility, backed up by specific citations to State and Federal law and guidance. Our track record for this process has been exemplary.

Our services necessarily involve directly interacting with our client's existing documentation and documentation procedures. This provides us with the opportunity to apply our knowledge of FEMA's expectations and guidelines and provide suggestions for how our client's internal documentation processes can be adjusted so that those standards are more easily met. This process of analyzing existing systems of documentation, performance, and funding makes all future projects easier to assemble, easier to perform, and more likely to be reimbursed, and is essential in identifying and eliminating any potential pitfalls such as inadequate or incomplete paperwork or duplication of benefits.

A disaster is not an isolated event. Even small events can set in motion days, weeks, or years of work. It is not unusual for FEMA to reach out several years after an event with an RFI or audit, and preparing for and responding to those events is a key part of disaster recovery. We pride ourselves on providing long-term support, both in the form of well-organized and audit-ready paperwork that can be recalled at a moment's notice, as well as direct assistance with any meetings, research, and responses that may become necessary.

Our team isn't just there to help you get funding. We're there to make sure you keep it.

Section 6: Proposed Pricing

ATTACHMENT A
HOURLY RATE FORM

Key Program Management Personnel: The proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

PROGRAM
MANAGEMENT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
<u>Program Manager</u>	<u>Romone Griffin</u>	<u>Jackson, Mississippi</u>	<u>\$140.00</u>
	<u>Brandee Metcalf</u>	<u>Houston, Texas</u>	
	<u>Laurie Dew</u>	<u>Athens, Georgia</u>	
<u>Deputy Program Manager</u>	<u>Victoria Hopkins</u>	<u>Brandon, Mississippi</u>	<u>\$125.00</u>
	<u>Stephen Rankin</u>	<u>Dallas, North Carolina</u>	
	<u>Sean Rankin</u>	<u>Durham, North Carolina</u>	
<u>Program Administrator</u>	<u>Sonya Schnurpel</u>	<u>Bessemer, Alabama</u>	<u>\$123.00</u>
<u>Project Coordinator</u>	<u>Patrice Hobbs</u>	<u>Jackson, Mississippi</u>	<u>\$83.00</u>
	<u>Donna Gielarowski</u>	<u>Springville, Alabama</u>	
	<u>Salina Grisham</u>	<u>College Station, Texas</u>	
	<u>Lee DeLude</u>	<u>Clancy, Montana</u>	

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:

Authorized Signature, Title

Date

TF Rankin & Associates, Inc.

Consultant Firm Business



TF RANKIN & ASSOCIATES, INC.

Personnel Categories and Descriptions

Program Managers and Deputy Program Managers

Monitors progress for entire project, works closely with the client providing status updates. Provides senior level management and technical assistance and consultant guidance at a senior level to clients. Works directly with recipients' senior level client managerial personnel.

Program Administrator

Responsible for making daily assignments for and overseeing progress of Project Coordinators. Monitors progress and provides regular status updates as needed for senior management and clients. Provides technical assistance and interacts with mid- and upper-level client personnel.

Project Coordinator

Provides regulatory and technical assistance support related to FEMA Public Assistance (PA) eligibility. Maintains up-to-date knowledge regarding the FEMA PA program to provide the most accurate and current technical assistance to recipients, sub-recipients, and applicants.

Responsible for contacting and educating applicants and sub-recipients on PA requirements including proper documentation and auditing requirements.

Quality Control (QC) and Quality Assurance (QA) are built into every step of every process implemented by our team. Project coordinators will perform quality assurance on other project coordinators' tasks to ensure work product compliance with federal and state regulatory and grant requirements. Additionally, everyone at our company does some form of QC work. This level of oversight doesn't just ensure quality work, it also reinforces our team's flexibility and knowledge of the various parts of the PA program and processes.

Resumes of Key Personnel included below



TF RANKIN & ASSOCIATES, INC.

STEPHEN RANKIN

811 Ashebrook Park Road, Dallas, NC, 28034

stephen@disasterresponse.com

EXPERIENCE

(2012-PRESENT) TF RANKIN & ASSOCIATES, INC - CEO

- Program Analyst providing regulatory and technical support related to FEMA Public Assistance (PA) eligibility
- Program Manager providing technical assistance and consultant guidance related to FEMA Public Assistance
- Quality Assurance Analyst to ensure the company's and client's quality standards are met. Developed and managed Individualized Quality Control and Assurance Plans which are specialized to the clients and projects specific needs and ensure regulatory compliance standards were met.
- Manager for TF Rankin & Associates' day-to-day operating activities, and providing direction to senior level staff
- Previously served as Director of Technology, Public Relations, Webmaster

SERVED THE FOLLOWING STATES/TERRITORIES:

- (2020-Present) MEMA, Mississippi:
 - o Facilitated reimbursement through the FEMA PA program and CARES Act for expenses incurred while responding to tornadoes, windstorms, flooding, mudslides, and COVID-19
 - o Oversaw guidance of 521 Sub-Recipients, 586 projects, related to COVID-19
 - o Assisted MEMA with Project Worksheets
 - o Oversaw development of MS.EmergencyReliefProgram.com, a customized electronic software package that served as the electronic portal for MERP
 - o Developed and led COVID-specific PA training courses for potential applicants
 - o Oversaw development of MississippiVaccineSite.com, a customized electronic software package used to document and track costs and processes for vaccine sites
- (2021-Present) MSDH, Mississippi:
 - o Provided PA Technical Assistance for COVID response
 - o Provided direct administrative assistance for over a dozen federal grants related to COVID and other disasters
 - o Completed EMAC reimbursement R-2 forms for hurricanes Sally, Delta, Zeta, and Ida Mission Assignments
- (2017-Present) Puerto Rico Department of Transportation and Public Works:
 - o Performed financial reconciliation for debris contract expenses
 - o Produced project documentation for reimbursement from FEMA



- (2017) Florida City, Florida:
 - o Assisted in TDMS (temporary debris management site) identification, creation, and operation processes
 - o Oversaw operation and documentation of debris monitoring processes
- (2013) Illinois:
 - o Coordinator for state and local government to navigate PA process
 - o Coordinator for kickoff meeting and discussions with FEMA personnel
 - o Analyst assisting with Primary Damage Assessments and documentation of ice storm, tornado, and flood damage
- (2012-2013) Nassau County and numerous municipalities, New York
 - o Assisted with recovery strategy and documentation following Superstorm Sandy
- (2011-12) GASTON COUNTY GAC 16 (GOVERNMENTAL ACCESS CHANNEL) - INTERNSHIP**
 - Wrote, Filmed, Recorded, Edited, and Produced Content for local television, with a focus on informing the public about available government programs and services in the area
- (2010-2012) LENOIR RHYNE RADIO STATION WLRZ 99.3 – STAFF**
 - Program Director - radio content, organization, and outreach
 - Video Advisor, Videographer
 - Co-hosted two weekly Radio Shows
- (2009-12) LENOIR RHYNEAN NEWSPAPER – EDITOR, COLUMNIST, STAFF WRITER**
 - Wrote column explaining emerging technological concepts for a general audience
 - Consulted on stories involving science and technology
- (2011) PBS CHARLOTTE (WTVI) – INTERNSHIP**
 - Created and edited promos aired on television in largest city in NC
- (2010) LENOIR-RHYNE TELEVISION – CONTENT PRODUCER**
 - Videographer for several informational pieces

EDUCATION

(GRADUATED 2012) LENOIR RHYNE UNIVERSITY

- Bachelor of Arts, Communications Broadcast & Electronic Media
- Minor, English
- Minor, Creative Writing

SKILLS AND OTHER EXPERIENCE

BOY SCOUTS OF AMERICA: Eagle Scout, Assistant Scout Master Troop 35, served in various leadership roles for over a decade

TECHNOLOGICAL SKILLS: Web Design, Data Design, Coding

MEDIA PRODUCTION SKILLS: Video Production, Audio Recording, and Design

WRITING SKILLS: Media Writing, Creative Writing, Oral Communications, Critical Thinking/Writing

Sean Rankin

2706 Hamilton Green Drive,
Durham NC 27703

(704) 400 8508
Sean@DisasterResponse.com

Relevant Experience:

Executive Officer

TF Rankin & Associates, Inc.

September 2021 – Present

- Provides FEMA Public Technical Assistance programmatic technical assistance and quality assurance of project formulation, creation, editing, tracking, submission, amendments, processes documentation progression and conformity with regulatory requirements
- Oversees the company's financial transactions, including invoicing and reconciling account receivables
- Oversees management and training of staff, specifically regarding contract project formulation

Medical Laboratory Technologist

UNC Hospital McLendon Molecular Microbiology Lab

January 2017 – September 2021

- Processed, performed, and analyzed results of various molecular testing methodologies with a recent focus in COVID-19 RNA RT-PCR molecular detection platforms
- Expertise in maintenance of various molecular testing machinery
- Developed training program for new employees
- Created QC recording platform for lab tests
- Maintained relations with medical testing industry personnel as a representative for the laboratory
- Managed procurement of testing supplies

Panther Fusion Operator

UNC Hospital Panther Fusion Clinical Trial

October 2016– January 2017

- Operated, maintained, and troubleshooted the Panther Fusion automated PCR platform during clinical trial

Research Assistant

UNC Biology Department, Willett Lab

January 2015 – August 2015

- Isolated and maintained copepod populations for breeding experiments studying hybrid breakdown, speciation, and micro-evolution
- Designed custom PCR procedure and performed PCR gel electrophoresis assays
- Documented preliminary research data for paper development and submittal

Education:

University of North Carolina Chapel Hill - Department of Allied Health Sciences

August 2015 – May 2017

Master's In Clinical Laboratory Science – Molecular Diagnostics

MB(ASCP) – American Society of Clinical Pathologists Certified as a Molecular Biologist

University of North Carolina Chapel Hill

August 2011 – May 2015

Bachelor of Science - Biology

Skills/Certifications:

- Strong written and oral communication skills
- Team Leadership and conflict resolution skills
- Proficient with MS Office Suite
- MB(ASCP) Certified – 2017
- CNA Certified – 2012
- Cisco Small Network Mgmt Certified - 2009

PROJECT MANAGEMENT

AREAS OF EXPERTISE

Opportunity Identification | Report Generation | Stakeholder (internal & external) Interfacing Documentation
Inspection & Evaluation | Project Management | Strong Interpersonal Communication Skills

PROFESSIONAL EXPERIENCE

Operations Section Chief, Program Manager, TF Rankin & Associates, Inc. (2020 to Current)

- Develop, plan, evaluate, and implement complex solutions for federal grant reimbursement and auditability
- Collect, analyze, and compile data and essential elements of information to ensure disaster recovery specific information is coordinated and validated.
- Work on complex and confidential tasks utilizing judgment, tact, and resourcefulness
- Provide briefings to the Managing Deputy
- Work collaboratively to develop programs and deliverables
- Prepare analytical and statistical reports; generate progress reports
- Inform internal and external clients of pertinent federal, state, and local laws, codes, and regulations
- Implement strategies and develop tactics to carry out objectives
- Organize, assign, supervise and support the development of objectives

Independent Claims Adjuster (2015 to 2020)

- Environmental: Field and Desk claims for the Columbia Gas Over-Pressurization Event in Massachusetts and Louisiana for Worley (2018)
- Environmental: Desk claims in the Finance Department for the TPC Group Petrochemical Plant explosion (2019-2020)
- Desk Examiner: Daily claims with Global Risk Solutions for Security First Insurance (2019)
- Claims coordination: Transcribed Xactimate files to Symbility for Cunningham Lindsey (2017)
- CAT Claims: Wind & Hail for Hurricane Harvey in Houston, TX for Cunningham Lindsey (2017)
- Field Adjuster: Daily claims in Houston, TX for Cunningham Lindsey (2016-2017)

Senior Document Control Specialist, TECHNIP, Houston, TX (2013-2015)

- Managed the technical document deliverables produced by clients, Technip, subcontractors, and vendors and issued documents through the Electronic Document Management System (EDMS). Determined scenarios for documents to delete, void or supersede and provided tracing index for those decisions. Ensured that documents align with company/project procedures
- Reviewed the functional execution process and maintained project quality requirements regarding revision, phases, tracking & numbering with reference to the project contractual requirements
- Successfully coordinated global work share activities and partnered with the Engineering Department, Project Managers, Project Engineering Managers, and Procurement to establish Document Management scope of work.
- Managed projects for key clients including Sasol and Pembina. Executed document management (DM) plans outlining project rules and execution.
- Cross-trained staff on document management roles and responsibilities.
- Audited and maintained ISO and structural steel drawings issuance against the milestone schedule.

Document Management Lead, JACOBS ENGINEERING, Houston, TX (2013; 2007-2009)

- Supervised 3-5 team members and coordinated work share activities globally. Managed the Mumbai timeshare.
- Created the Structural Steel documentation control process.
- Managed DM project execution plans for several major clients including Shell Motiva PARCEP and ExxonMobil.
- Evaluated scope and work performance variance and issued change orders.
- Scored 100% on the Process Industry Standard Operating Procedures (PISOP) audit, delivered the first ever "all-clear" audit. Awarded multiple awards for outstanding performance and received commendations from clients and peers.
- Trained engineers on system and work procedures and provided performance reviews.
- Performed close-out and start-up activities and ensured timely processing of deliverables prior to scheduled deadlines.

- Performed engineering information processing, vendor and engineering squad check methods, information categorization, loading and tracking supplier information, project turnover, data book development, discipline-specific information management, work share coordination procedures, purchase order management, client review practices, audit forms and customer-requested content.
- Facilitated project kickoff meetings to identify client requirements and workflows to streamline efforts and meet client expectations.

Project Manager, SYNETRA, Midland, TX (2011-2012)

- Created the Project Management Office (PMO) managing 100+ projects and 6 people as a Project Manager.
- Served clients including Abilene Independent School District, Lubbock University Medical Center Health System, Medical Center Hospital, Pecos County Independent School District, Plains Capital Bank, Tarleton State University, City of Richardson, Concho Resources, and Western National Bank.
- Led full-cycle projects and developed project charter and statements of work.
- Identified and implemented process and practices through lessons learned and auditing.
- Evaluated scope and work performance variance and issued change orders.
- Supported organizational/corporate objectives and supervised staff.
- Performed risk assessments, cost and quality analysis, resource management, and managed stakeholder relationships.
- Monitored and controlled project scope with objectives and modified processes to enhance effectiveness.

Document Management Lead, JACOBS ENGINEERING, Houston, TX (2007-2009; 2013) SEE DESCRIPTION ABOVE Interim

Document Controller, ENGLOBAL ENGINEERING, Baton Rouge, LA (2006-2007)

Construction Analyst, U.S. SMALL BUSINESS ADMINISTRATION, Texas & Louisiana Gulf Coast and Florida (2005-2006)

Property Appraiser, Romano & Associates, Baton Rouge, LA (2005)

Self-Employed Business Manager/Fundraising Consultant, Skye, Inc., Southeast LA (2004-2005) Sales Manager/Graphic Designer, Interfax Daily, Baton Rouge, LA (2000-2003)

Office Manager, Baton Rouge Hypnosis, Baton Rouge, LA (1999)

LICENSES/CERTIFICATIONS

- All Lines Adjuster License for: TX, AL, AR, FL, GA, IN, KY, LA, MN, MS, NC, SC, & OK
- State Farm Policy and Estimatics
- Chemical-Terrorism Vulnerability Information (CVI)
- Project Management Professional (PMP)
- Xactimate Level 2

EDUCATION

- **B.A., Sociology**, Louisiana State University
- **Wind & Hail Basic Auto Estimatics**: Worley Training
- **Vale Training Solutions**: Property Adjusting

COMPUTER SKILLS

EDMS Systems (SharePoint, Documentum, eRoom, SharePoint, Project Wise, AutoVue, DocWorks, LiveLink, eCopy, eProject, eRoom, InfoWorks & Company Specific Programs) | Microsoft Office Suite | AutoCAD | Adobe Acrobat Professional | PDF Bates Professional | Microsoft CRM | QuickBooks | Roxy | Xactimate | Symbility | Audatex | SBA Estimating Software

Laurie A. Dew

155 Beacham Dr, Athens, GA 30606 United States

(706)202-0028 | ldew@disasterresponse.com

CURRENT POSITION

TF Rankin and Associates

Branch Manager – Grant Writing – March 2020 – Current

Mississippi Emergency Management Agency – FEMA Grants for COVID-19

- Provide programmatic technical assistance in the creation, editing, and quality assurance of projects within the FEMA PA Portal
- Manage teams of technical writers
- Other technical processes as required

ADJUSTING EXPERIENCE

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Property – June 2019 – November 2019

State Farm - HRU Claims in Atlanta, GA

Hail Reconciliation Unit – In office handling of property hail claims

Reconciliation of estimates

Customer service

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Property – February 2019 – May 2019

State Farm Catastrophe Claims in Atlanta, GA

Stewardship – in office handling of homeowners weather related claims

Reconciliation of estimates

Customer service

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Property – January 2018 – October 2018

State Farm - HRU Claims in Atlanta, GA

Hail Reconciliation Unit – In office handling of property hail claims

Reconciliation of estimates

Customer service

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Property – September 2017 – December 2017

State Farm Catastrophe Claims in Atlanta, GA

Stewardship – in office handling of homeowners weather related claims

Reconciliation of estimates

Customer service

Pilot Mobile, AL

Independent Insurance Adjuster - Catastrophe Auto Hail – May 13th, 2017 – June 11th, 2017

State Farm Catastrophe Claims in Lakewood, CO

Onsite estimating of weather related auto claims

Onsite settlement of weather related auto claims

The Best IRS Phoenix, AZ

Independent Insurance Adjuster - Total Loss Auto - December 18, 2016 – March 18, 2017

State Farm Catastrophe Claims Total Loss in Duluth, GA

Total Loss determination on auto claims

Incoming calls in State Farm claims call center

Calculation of vehicle values

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Express- July 21, 2016 – November 30, 2016

SafeCo/ Liberty Mutual Express in Duluth, GA

Auto Insurance claims handling, including liability decisions and issuing payments

Incoming calls in SafeCo claims call center

Processing mail, including updating claim information from police reports, routing information such as photos and estimates to correct teams for handling

Claim ownership

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster - Catastrophe Auto – May 15, 2016 – June 30, 2016

State Farm CAT Total Loss Claims in Frederick, MD

Total Loss determination on weather related auto claims

Incoming calls in State Farm claims call center

Calculation of vehicle values

Pilot Mobile, AL

Independent Insurance Adjuster - Catastrophe Auto – April 17, 2016 – May 12, 2016

State Farm CAT Claims in San Antonio, TX

Onsite estimating of weather related auto claims

Onsite settlement of weather related auto claims

The Best IRS Phoenix, AZ

Independent Insurance Adjuster- Liability Auto- July 2015- January 2016

State Farm ECS Claims Adjusting in Duluth, GA

Auto Insurance claims handling, including liability decisions, coverage questions, recorded statements and issuing payments

Incoming calls in State Farm claims call center

Processing mail, including updating claim information from police reports, routing information such as photos and estimates to correct teams for handling and processing time limited attorney demands

Worley Catastrophe Services Hammond, LA

Independent Insurance Adjuster – Liability Auto - September 2014 -April 2015

State Farm ECS Claims Adjusting Columbia, MO

Auto Insurance claims handling, including liability decisions, coverage questions and issuing payments

Incoming calls in State Farm claims call center

ROMONE GRIFFIN

(601) 454-5010 508 North Park Lane Jackson MS 39206 rgriffin@disasterresponse.com

CAREER OBJECTIVE

Exploring career opportunities that will utilize my skills in leadership, management, and electrical; to mediate and assist in safe operations of machinery to include hydraulics, mechanical, pneumatics, and the electrical elements.

SYNOPSIS

Self-starter with involved style of leadership. Excellent communication skills with the ability to elicit interest, enthusiasm, drive, and energy using a common-sense approach. Adept at sizing up situations, analyzing facts, and developing alternative courses of actions in order to achieve or exceed desired results.

QUALIFICATIONS

- ◆ Over fifteen (15) years of electronics and computer experience.
- ◆ Eight (8) years of experience in information and operations security.
Port Security Microsoft Access
Remedy Excel
- ◆ Capacity in all facets of team leadership in high volume environments.
- ◆ In-depth background in achieving challenging technical and professional standards.
- ◆ Accomplished team developer, motivator and builder.
- ◆ Outstanding capacity to complete critical projects on time and at cost.
- ◆ Proficient in strategic planning, contracts, and coordination.
- ◆ Strongly results-oriented with emphasis on obtaining full utilization of resources to achieve organizational goals and objectives.
- ◆ Qualified to test electrical systems and circuit continuity in electric wiring and fixtures by using testing devices such as oscilloscopes and ohmmeters
- ◆ Skilled in scheduling, maintenance and implementing technology.
- ◆ Knowledgeable in training and staff development.
- ◆ Proven capacity in communications and presentations.
- ◆ Allen Bradley SLC500 / PLC5 / RSLogix5000/Studio
RSLinx RSNetWorx Factory Talk Studio

PROFESSIONAL EXPERIENCE

TF Rankin & Associates, Inc.

(Mar 2020-Present)

Branch Director of Public Assistance

- ◆ Provide FEMA Public Assistance programmatic technical assistance to Recipient/Applicants/Sub-recipients. Other technical assistance processes as required.

Tower Automotive

(Feb 2010-Mar 2020)

Maintenance Tech/ Controls Tech

- ◆ Responsible for maintaining equipment to support production; knowledge and ability to perform preventive maintenance; and keeping accurate maintenance records while constantly striving to maintain a goal of zero downtime.
- ◆ Effectively able to plan sequences of operations for developing or testing electronic and electric equipment and systems

- ◆ Ability to troubleshoot ABB robots and Allen Bradley (HMI) displays
- ◆ Troubleshoot system failure using PLC and other network tools.
- ◆ Maintain tool inventory and a safe work environment.
- ◆ Analyze test results, machine error messages, and information obtained from operators in order to diagnose equipment problems.
- ◆ Diagnose dysfunctional systems, apparatus, and components, utilizing testing equipment and hand tools, to diagnose the exact location of a breakdown in electrical components and correct the circuits immediately.
- ◆ Cut and weld metal to repair broken parts, fabricate new parts, and assemble new equipment. Other hands-on duties included – drill press, lathes, mills, MIG welders, band saws, oxygen/acetylene torch, hydraulic and pneumatic systems, preventive maintenance, lift and cranes, multimeters, Allen Bradley PLC, Device Net troubleshooting, conveyors systems, AC and DC systems, and ABB Robotics.

Griff Construction

(2005-Present)

Owner:

- ◆ A project and property management company that utilizes the skills and building trades to build the home of your dreams.
- ◆ Provide insight in the timely completions of construction projects.
- ◆ Project management at an 85% control and 15% release state.
- ◆ Design and build to suit the need of our customers and developers.

AWARDS/COMMENDATIONS

- ◆ Army Service Ribbon
- ◆ Overseas Service Ribbon(4)
- ◆ NATO Achievement Medal
- ◆ Army Achievement Medal
- ◆ Army Commendation Medal
- ◆ National Defense Medal
- ◆ Meritorious Service Medal (MSM)

EDUCATION

- ◆ Murrah High School, Jackson, Ms.
- ◆ United States Army Basic Combat Training, Fort Sill, OK
- ◆ United States Army Drill Sergeant School, Fort Jackson, SC
- ◆ Company Intelligence Support Team (COIST) Camp Shelby, MS
- ◆ Holmes Community College (Work Force Training)
- ◆ TPC Trainco (Southaven Ms)

Victoria N. Hopkins

601-519-3961 ~ vhopkins@disasterresponse.com ~ 142 Provonce Park, Brandon, MS 39042

Experience

2020-Present | TF Rankin & Associates, Inc. | Dallas, NC

Program Manager

- Manages the Sub-Recipient team ensuring projects meet milestones timely, to the specifications required, and in compliance with State and Federal regulatory requirements.
- Maintains close communication and coordination with the Client throughout the project, including weekly and/or monthly progress reports.
- Serves as the direct interface with state/local agencies on behalf of the Client.

2020-2020 | Homewood Suites by Hilton Fondren | Jackson, MS

Director of Sales

- Responsible for revenue management production for the hotels.
- Actively involved in securing, qualifying, and following up on leads to book specific business for the hotel.
- Meet or exceed planned revenue objectives for occupancy and ADR (average daily rate).
- Review STAR performance to ensure the above metrics are being exceeded.
- Support guest service as the hotel's driving philosophy.

2016-2020 | Homewood & Staybridge Suites | Ridgeland, MS

Area Director of Sales

- Responsible for revenue management production for the hotels.
- Actively involved in securing, qualifying, and following up on leads to book specific business for the hotel.
- Meet or exceed planned revenue objectives for occupancy and ADR (average daily rate).
- Review STAR performance to ensure the above metrics are being exceeded.
- Support guest service as the hotel's driving philosophy.

2014-2016 | Homewood Suites by Hilton | Ridgeland, MS

Hotel Manager

- Responsible for day-to-day management of the hotel and staff.
- Accountable for budgeting & financial management, planning, organizing, controlling expenditures, and directing all hotel services.
- Work closely with the sales team to ensure we meet or exceed planned revenue objectives for occupancy and ADR (average daily rate).
- Deliver a standard of service and presentation that meets the guests' needs and expectations.

Victoria N. Hopkins

601-519-3961 ~ vhopkins@disasterresponse.com ~ 142 Provonce Park, Brandon, MS 39042

2012 -2014 | Homewood Suites by Hilton | Ridgeland, MS

Sales Manager

- Responsible for revenue management production for the hotel.
- Actively involved in securing, qualifying, and following up on leads to book specific business for the hotel.
- Meet or exceed planned revenue objectives for occupancy and ADR (average daily rate).
- Support guest service as the hotel's driving philosophy.

2004-2013 | Jackson Police Department | Jackson, MS

Police Officer/Crime Prevention Specialist

- Enforce city and state laws when deemed necessary.
- Provide safety for the citizens and for the environment.
- Respond to dispatched calls for emergency and non-emergency situations providing assistance to the general public.
- Prepare reports on crimes, violations, and accidents committed within the city.
- Issue citations and make arrests for violations of laws and ordinances.
- Educate the citizens on crime prevention.
- Conduct safety seminars.
- Direct liaison between the citizens and the police department.

2009-2012 | Courtyard by Marriott | Jackson, MS

Guest Services Representative

- Responsible for all monies received during operative hours.
- Prepared shift reports for opening and closing of shifts.
- Deliver excellent customer service to each guest.
- Assisted guests throughout the shift.

Education

1998-2002 | Tougaloo College | Tougaloo, MS

- B.A., Psychology (French Emphasis)

2005-2007 | Jackson State University | Jackson, MS

- Chemistry (Forensic Concentration)

Sonya H. Schnurpel
205-623-7289 Cell

866-815-0636 Fax

764 Southgate Lane Bessemer, Alabama 35022
Email: sschnurpel@disasterresponse.com

SUMMARY OF QUALIFICATIONS

To share my experience and knowledge in emergency management and to achieve our common goals in preparedness, recovery, continuity, and resiliency. Over forty years of combined experience in management, finance, customer service and support, sales, marketing, and administrative support. Excellent attention to detail, computer, and organizational skills.

EMERGENCY MANAGEMENT EXPERIENCE

5/2020 – Present Emergency Management Contractor - State of Mississippi - TF Rankin & Associates, Inc, Dallas, N.C.

Provides technical support to Counties, Municipalities, and private non-profits on best practices in obtaining FEMA's Public Assistance Program grants for presidentially declared disasters so that communities can quickly respond to and recover from major disasters or emergencies.

Offers technical assistance and support with the applicant in the Public Assistance process from declaration of the disaster to closeout. Consults with applicants during the FEMA process to include the Request for Public Assistance, Applicant Briefing, Exploratory Call, Recovery Scoping Meeting, Scoping and Costing, Obligation, Recovery Transition Meeting to closeout with the State. Provides technical support to applicant about document preparation, damage inventory, essential, elements of information, site visits, and inspections. Consults with applicants on supporting documentation in accordance with FEMA's Public Assistance Program & Policy Guide.

After an event like a hurricane, flood, tornado, tropical storm, or biological disaster, provides technical assistance to communities by helping to recover their costs for debris removal, life-saving emergency protective measures, and restoring public infrastructure. Offers technical assistance with applicant on work categorized as either emergency or permanent as a result of the declared incident.

Provides technical assistance to adequately document, authorized, necessary and reasonable eligible costs including labor, equipment, materials, contract work, as well as management costs. Provides technical support with project monitoring through each delivery phase. Provides technical support in the process of project amendments, extension requests for work activity deadlines, final reconciliation, and closeouts. Provides technical support in preparation of appeals upon issuance of determination memorandums.

ADMINISTRATIVE ASSISTANT EXPERIENCE

2018 – 2020

Administrative Assistant, Regenerative Medical Institute, Hoover, AL

Responsible for smooth running of the medical office. Checked patients in upon arrival, scheduled appointments, responded to calls from advertising campaigns – explained center's protocol and set appointments for patient's visit; mailed, or emailed initial documents prior to patient's appointment. Prepared onboarding documents for signatures. Prepared daily cash report and expense report. Informed patients of out-of-pocket expenses and collected copays or fees for service. Made deposits and paid bills. Followed up with inactive patients to schedule appointments. Ordered supplies as needed.

2001/2007

Present Administrative Assistant (Volunteer), Family Worship Center, Birmingham, AL

Assists in composing and typing letters, brochures, power point presentations, travel arrangements, research, implementing and following up on projects, maintaining and printing weekly bulletins, updating member lists and directory, assisting in planning special events, creating and issuing ID cards, answering and screening calls as needed, copying, faxing, managing emails, setting appointments as needed, ensuring all projects, events and services run smoothly. Additional duties include governing board secretary, food pantry coordinator and treasurer.

MORTGAGE LOAN CONSULTANT AND PROCESSING EXPERIENCE

2006 – 2009

Mortgage Consultant, Sunny Mortgage – Birmingham, AL, Headquarters - Fort Lauderdale, FL

Marketed and established realtor, investor, and builder relationships to provide financing for their client base. Processed loans, including verifying mortgages and rent, employment, deposits; ordering appraisals; ordering title, coordinating closings with attorneys, clients, and realtors; anticipating requirements of underwriter such as letters of explanations and additional documentation needed. Prepared RESPA documents and all disclosures. Maintained relationships with referral base of clients. Marketed via seminars, direct mail, flyers, word of mouth, etc. to establish and maintain base of clientele. Received certificate for training in advanced processing and underwriting procedures.

2003 – 2006

Mortgage Loan Specialist, NLC, Birmingham, AL

Established realtor and investor relationships for a wide referral base. Initiated new contacts from "For Sale By Owner" program, flyers, direct mail advertising and referrals. Qualified clients for purchases and determined the best program for clients. Counseled clients on how to improve credit for home purchase and advised on various programs available. Processed loans, including verifying mortgages and rent, employment, deposits; ordering appraisals ordering title, coordinating closings with attorneys, clients, and realtors; anticipating requirement of underwriter such as letters of explanations and additional documentation needed. Prepared RESPA documents and all disclosures. Offered commercial loans specializing in multi-family properties.

2002 – 2003**Loan Specialist**, Chase One Mortgage Group, Bessemer, AL

Originated loans via direct mail ads and flyers, word of mouth, realtor contact, radio advertising, referrals and cold calling to finance residential purchases and refinances. Maintained highest percentage of closings in office. Qualified clients based on credit, income, debt to income ratio, assets and determined the best program for the client. Counseled client on how to improve credit if unable to provide financing and advised on other available programs. Processed loans, including verifying mortgages and rent, employment, deposits; ordering appraisals; ordering title, coordinating closings with attorneys, clients, and realtors; anticipating requirements of underwriter such as letters of explanations and additional documentation needed. Prepared RESPA documents and all disclosures. Prepared RESPA documents and disclosures.

2001 - 2002**Loan Officer**, Consecro Mortgage Services, Birmingham, AL

Originated loans through cold calling daily on leads provided by company. Maintained highest level of sales and closings at my branch. Offered refinancing and second mortgage programs primarily for debt consolidation. Prepared RESPA disclosures and documents.

1998 – 2000**Loan Consultant** – Abundant Faith Mortgage Services, Birmingham, AL

Originated loans from cold calls, television and radio advertising, direct mail ads, and flyers. Processed loans, including verifying mortgages and rent, employment, deposits, ordering appraisals, ordering title, coordinating closings with attorneys, clients, and realtors; anticipating requirements of underwriter such as letters of explanations and additional documentation needed. Prepared RESPA documents and all disclosures and packaged loan documents for submission to lenders. Consulted with clients to find most suitable financing for their funding needs. Funded loans primarily through FHA programs. Also, offered conventional and nonconforming programs. Implemented and coordinated “For Sale by Owner” program. Worked with realtor base to assist clients with funding.

FEDERAL EXPERIENCE

1986 – 1999 **Senior Supply Tech – Management Level/Computer Operator**, DoD, Defense Logistics Agency, Headquarters - Defense Personnel Support Center, Philadelphia, PA, Duty - Birmingham, AL

Supplied food subsistence support to US Army, US Air Force and US Naval bases and commissaries throughout the south and southeastern territory. Coordinated work of lower-level supply technicians. Assessed employees and their training needs and conducted training programs on computer software and hardware usage and other work-related procedures. Established rapport with customers and vendors and informed of any new products or changes to policies and procedures. Resolved customer complaints and discrepancies. Coordinated USDA Child Nutrition Program for Alabama and Georgia School Districts. Addressed any concerns, questions, problems relating to schools or vendors who serviced schools. Responsible for smooth running of USDA school program, including sale of product, inputting requisition, monitoring dollars spent, and generating school reports. Performed all computer upgrades, initializing, rebooting, and shutting down system, backups, data retrievals, running and printing batch jobs. Reconciled inventory in absence of inventory clerk.

EDUCATION

6/2020	Federal Emergency Management Agency, Emergency Management Institute: IS 1001 – 1012
10/1990	Governmental Accounting and Bookkeeping: Defense Personnel Support Center – Philadelphia, PA
6/1980	Southern Institute, Birmingham, Alabama: Management/Marketing/Sales/Buying/Merchandising
	A.A.S. GPA 3.5/4.0

ACCOMPLISHMENTS AND AWARDS

Commendation for providing outstanding technical assistance to Mississippi Subrecipient - 11/2022

Certificate of Appreciation for Outstanding Service - Family Worship Center - 4/2015

Distinguished Career Award – Defense Logistics Agency for 13 Years of Dedicated Service - 1999

Commendation from Daniel G. Mongeon, Brigadier General - In recognition of Outstanding Contributions to Defense Supply Center, Philadelphia - 1999

Certificate of Recognition as a Financial Coordinator from American Financial Coordinators Association - 11/1989

Section 7: Socioeconomic Contractors

While one of the three owners of our business is a woman, the percent owned (34%) does not qualify our business for WBE status.

Section 8: Administrative Information



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

November 13, 2023

State of Mississippi
Mississippi Emergency Management Agency
1 Mema Drive
Pearl MS 39208

Account Information:

Policy Holder Details :	TF Rankin & Associates Inc
-------------------------	----------------------------



Contact Us

Need Help?

Chat online or call us at

(866) 467-8730.

We're here Monday - Friday.

Enclosed please find a Certificate Of Insurance for the above referenced Policyholder. Please contact us if you have any questions or concerns.

Sincerely,

Your Hartford Service Team



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/13/2023

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 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 WATSON INSURANCE AGENCY INC 22271306 PO BOX 879 GASTONIA NC 28053	CONTACT NAME:	
	PHONE (704) 865-8584	FAX
	(A/C, No, Ext):	
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
INSURED TF RANKIN & ASSOCIATES INC 811 ASHEBROOK PARK RD DALLAS NC 28034-8756	NAIC#	
	INSURER A : Sentinel Insurance Company Ltd. 11000	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			22 SBM AF0879	05/17/2023	05/17/2024	EACH OCCURRENCE	\$1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
	☒ General Liability						MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$2,000,000
A	AUTOMOBILE LIABILITY			22 SBM AF0879	05/17/2023	05/17/2024	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
	ANY AUTO						BODILY INJURY (Per person)	
	ALL OWNED AUTOS	☐	SCHEDULED AUTOS				BODILY INJURY (Per accident)	
	HIRED AUTOS	☒	NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident)	
	☒							
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐	N/ A				E.L. EACH ACCIDENT	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE -EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	EMPLOYMENT PRACTICES LIABILITY			22 SBM AF0879	05/17/2023	05/17/2024	Each Claim Limit	\$10,000
							Aggregate Limit	\$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

CERTIFICATE HOLDER

CANCELLATION

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

Suean L. Castaneda

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THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

November 13, 2023

State of Mississippi
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PRODUCER WATSON INSURANCE AGENCY INC 22271306 PO BOX 879 GASTONIA NC 28053	CONTACT NAME:	
	PHONE (704) 865-8584	FAX
	(A/C, No, Ext): (A/C, No):	
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
INSURED TF RANKIN & ASSOCIATES INC 811 ASHEBROOK PARK RD DALLAS NC 28034-8756	INSURER A : Hartford Fire and Its P&C Affiliates	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

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	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	
	☐ CLAIMS-MADE ☐ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	
							MED EXP (Any one person)	
							PERSONAL & ADV INJURY	
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	
	☐ POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	
	OTHER:							
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	
	☐ ANY AUTO						BODILY INJURY (Per person)	
	☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	☐ HIRED AUTOS ☐ NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE	
	☐ OCCUR ☐ CLAIMS-MADE						AGGREGATE	
	☐ DED ☐ RETENTION \$							
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE ☐ OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT	\$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below			22 WEC AU4EV6	09/30/2023	09/30/2024	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)

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AUTHORIZED REPRESENTATIVE

Suean L. Castaneda

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Drug-Free Workplace Form

The undersigned firm hereby certifies that TF Rankin & Associates, Inc. does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the City's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph one.
4. In the statement specified in paragraph one, not if the employees that, as a condition of working on the contractual services described in paragraph three, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with state or federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs one through five.

As the person authorized to sign this statement, I certify that this form complies fully with the above requirements.

Stephen Rankin, CEO, TF Rankin & Associates, Inc.
Print Authorized Name and Title:

 1/9/2024
Authorized Signature and Date:

DISASTER RECOVERY CONSULTING SERVICES
City of Hattiesburg Affidavit Form

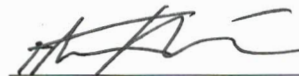
At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

Before me, the undersigned authority Stephen Rankin, personally appeared, who, being duly sworn, deposes and says he is CEO of TF Rankin & Associates, Inc. the respondent submitting the attached proposal for the services covered by the RFP documents for DISASTER RECOVERY CONSULTING SERVICES.

The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

The undersigned has executed this Affidavit, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 9th day of January 2024.



Affiant Signature

CEO

Title

STATE OF North Carolina

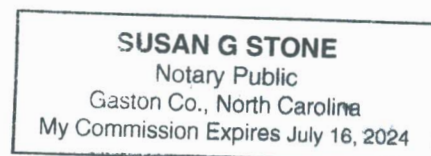
COUNTY OF Gaston

Subscribed and sworn to before me this 9th day of January, 2024, by Stephen Rankin who personally appeared before me at the time of notarization, and who is personally known to me or who has produced identification.

Notary Public: Susan G. Stone

My commission expires: July 16, 2024

[NOTARY SEAL]



DISASTER RECOVERY CONSULTING SERVICES
City of Hattiesburg Affidavit of Solvency Form

PERTAINING TO THE SOLVENCY OF TF Rankin & Associates, Inc. being duly sworn I, Stephen Rankin, CEO of TF Rankin & Associates, Inc. hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 9th day of January 2024.



Affiant Signature

CEO

Title

STATE OF North Carolina

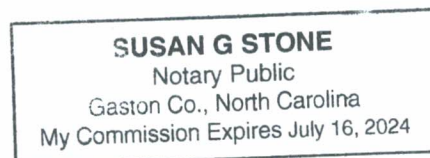
COUNTY OF Gaston

Subscribed and sworn to before me this 9th day of January, 2024, by Stephen Rankin who personally appeared before me at the time of notarization, and who is personally known to me or who has produced identification.

Notary Public: Susan B. Stone

My commission expires: July 16, 2024

[NOTARY SEAL]



DISASTER RECOVERY CONSULTING SERVICES

City of Hattiesburg Conflict of Interest Disclosure Form

Project (RFQ, RFP, BID) Number/Description: Disaster Recovery Consulting Services

The term “conflict of interest” refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant’s/contractor’s professional judgment in completing work for the benefit of the City of Hattiesburg (“City”). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant’s/contractor’s professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:



I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.



The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal name of Respondent:

Stephen Rankin

Authorized Representative(s):



Signature

CEO, TF Rankin & Associates, Inc.

Print Name / Title

Signature

Print Name / Title

Date: 1/9/2024



TF RANKIN & ASSOCIATES, INC.



TECHNICAL | RFP

A Proposal for the City of Hattiesburg, Mississippi

DISASTER RECOVERY CONSULTING SERVICES

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1.0 RFP COVER PAGE

The following page contains the signed and completed copy of the RFP Cover Page provided by the City of Hattiesburg.

VI: ATTACHMENTS/FORMS

**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

COVER PAGE

**SUBMIT ONE (1) ORIGINAL AND ONE (1) ELECTRONIC DISC
OR
ONE (1) USB FLASH DRIVE
CONTAINING ONE (1) COLOR PDF OF THE ORIGINAL DOCUMENTS:**

CITY OF HATTIESBURG

**P.O. BOX 1898
200 FORREST STREET
HATTIESBURG, MS 39403**

ATTN: Kermas Eaton, City Clerk

COMPANY NAME: IEM International, Inc.

DATE: February 27, 2024



1.0

2.0 - Cover Letter

3.0

4.0

5.0

2.0 COVER LETTER

In the following pages, IEM has provided a cover letter which is signed by an officer of the firm who is responsible for committing the firm's resources.



P.O. Box 110265
Research Triangle Park, NC 27709

919-990-8191

www.iem.com



March 7, 2024

Kermas Eaton, City Clerk
City Clerk’s Office
200 Forrest Street
Hattiesburg, MS 39401
Email: keaton@hattiesburgms.com
601.545.4550

RE: *RFP Number 4295 Disaster Recovery Consulting Services*

Dear Mr. Eaton,

IEM International, Inc. (IEM) is pleased to provide a summary of our qualifications, experience, and approach to work for the City of Hattiesburg.

Company Name	IEM International, Inc. (IEM)
Headquarters	Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential
Contact Information	
Years in Business	
Corporate Structure	
Professional Affiliations	

IEM will provide Disaster Recovery Consulting Services such as FEMA Public Assistance Advisory Services, Financial Management Services, Procurement Monitoring Support, IT and



P.O. Box 110265
Research Triangle Park, NC 27709

919-990-8191

www.iem.com

Data Management, Insurance Support, Hazard Mitigation and Emergency Management Support, and Compliance Language. IEM will work with the City of Hattiesburg and additional stakeholders to ensure a collaborative approach to disaster recovery occurs. Our team of dedicated professionals brings experience from both the private and public sectors and fully understands the importance of applying lessons learned from past disasters to present endeavors.

We are available to meet with the necessary representatives as needed. We are well-prepared to review, analyze, and refine all plans, policies, and procedures related to the RFP's Scope of Work. Additionally, IEM assures the City of Hattiesburg that we can meet agreed-upon deadlines when it comes to completing assigned tasks.

We invite the City of Hattiesburg to review the enclosed response and evaluate our team, expertise, methodology, and approach for these efforts. I certify that we have read and understand the RFP in its entirety, including all links and all Addenda released in conjunction with the RFP.

IEM's proposal is valid for one hundred twenty (120) consecutive calendar days from the submittal due date.

**Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential**

We trust you will find the I
the opportunity to bid.

Sincerely,

DocuSigned by:

A blue ink signature of Keith Reynolds, written in a cursive style.

964FBB935BAD47E
Keith Reynolds

Manager, Contract Adminis

1.0

2.0

3.0 - Qualifications
and Experience

4.0

5.0



3.0 QUALIFICATIONS AND EXPERIENCE (55 PTS)

3.1 FIRM QUALIFICATIONS



Founded in 1985, [IEM International, Inc.](#) is the largest woman-owned emergency management company in the world. For over 39 years, we have directly managed local and state-wide disaster recovery programs while maintaining decades-long relationships with FEMA, the United States Department of Housing and Urban Development (HUD), and other state and local agencies, including FDEM. Our dedicated team of professionals has provided integrated program design, delivery, and management from preparedness, protection, and planning to disaster response and recovery operations in all 50 states and four US territories. [We have completed hundreds of grant management projects, expeditiously and prudently getting critical grant funding into the hands of those who need it most.](#)

As a dedicated disaster recovery firm, IEM has continually demonstrated the capacity to provide top-level talent for our state and local partners, supporting continued training of personnel to ensure we have the most knowledgeable assets while also providing accountability and transparency both to and for our clients. [We produce consistent, high-quality deliverables, comprehensive financial cost recovery, and robust grants management capabilities.](#) Our methodologies ensure audit readiness and meet the stringent requirements outlined by federal, state, and local granting agencies and partners.

[For almost four decades, IEM has been at the forefront of supporting the nation's most significant disaster preparedness, mitigation, and recovery efforts.](#) We help our clients develop their own disaster response and recovery capacity by building reliable policies and procedures and training their staff. [Hundreds of customers at the state, county, and local levels have selected IEM as their partner to support disaster recovery efforts, increasing internal capacity to administer state and federal recovery programs successfully.](#)

[IEM continues to demonstrate our commitment to getting it done right and putting survivors first.](#)

Our record speaks for itself. [We have effectively managed more than \\$277 billion of federal assistance](#) coming from a wide array of sources and programs, including FEMA, as well as funding from state, local, non-profit, philanthropic, and private sector organizations.

IEM is an emergency management firm dedicated to building a safe, secure, and resilient world. Unlike many of our competitors, [IEM's leadership is actively involved in communications every day, sharing ideas, opportunities, and challenges.](#) Although the company is divided into five sectors, the sectors share personnel and work as the needs of each project evolve. While the City of Hattiesburg will have the fully dedicated time of a portion of IEM's expertise, the City will also be able to tap into other IEM experts across the company.

Experience in grants management is elemental to being in the homeland security and emergency management industry, especially when working with recipients or subrecipients of federal funds received under the Stafford Act.

The IEM team's prior experiences include:

- Louisiana's Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP);
- New York's Division of Homeland Security and Emergency Services (NY DHSES);
- Florida's Division of Emergency Management (FDEM);
- Vermont's Emergency Management Division (VEMD);
- Georgia's Emergency Management and Homeland Security Agency (GEMA/HS);
- Virginia's Department of Emergency Management (VDEM);
- Illinois Emergency Management Agency and Office of Homeland Security (IEMA); and
- FEMA.

OUR TEAM HAS SUPPORTED
**EVERY TYPE
OF DISASTER**



We excel in managing awards and sub-awards at the grantor, recipient, and sub-recipient levels, as state-level agencies often task us to provide technical assistance to their cities, counties, and private non-profits.

Our FEMA Public Assistance (PA) and grants management experience and expertise go back over a decade. IEM helped the FEMA's Grants Program Directorate formalize the Grants Management Technical Assistance program by developing an array of Standard Operating Procedures for the program. We also provide Grants Management Technical Assistance to grantees through a variety of mechanisms based on their experience and depth of needs. IEM even provided Grants Management Technical Assistance support for FEMA's Government Printing Office, including developing the FEMA Emergency Management Institute's Grants Management course.

The following graphic showcases IEM's FEMA Disaster Recovery Experience.

Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential

3.1.1 LICENSES AND CERTIFICATIONS

IEM is registered in the State of Mississippi through the TAP database, and our account number is 1344-8404.

3.1.2 SUB-CONTRACTOR CREDENTIALS AND EXPERIENCE

ITEM does not intend to use subcontractors for this project.

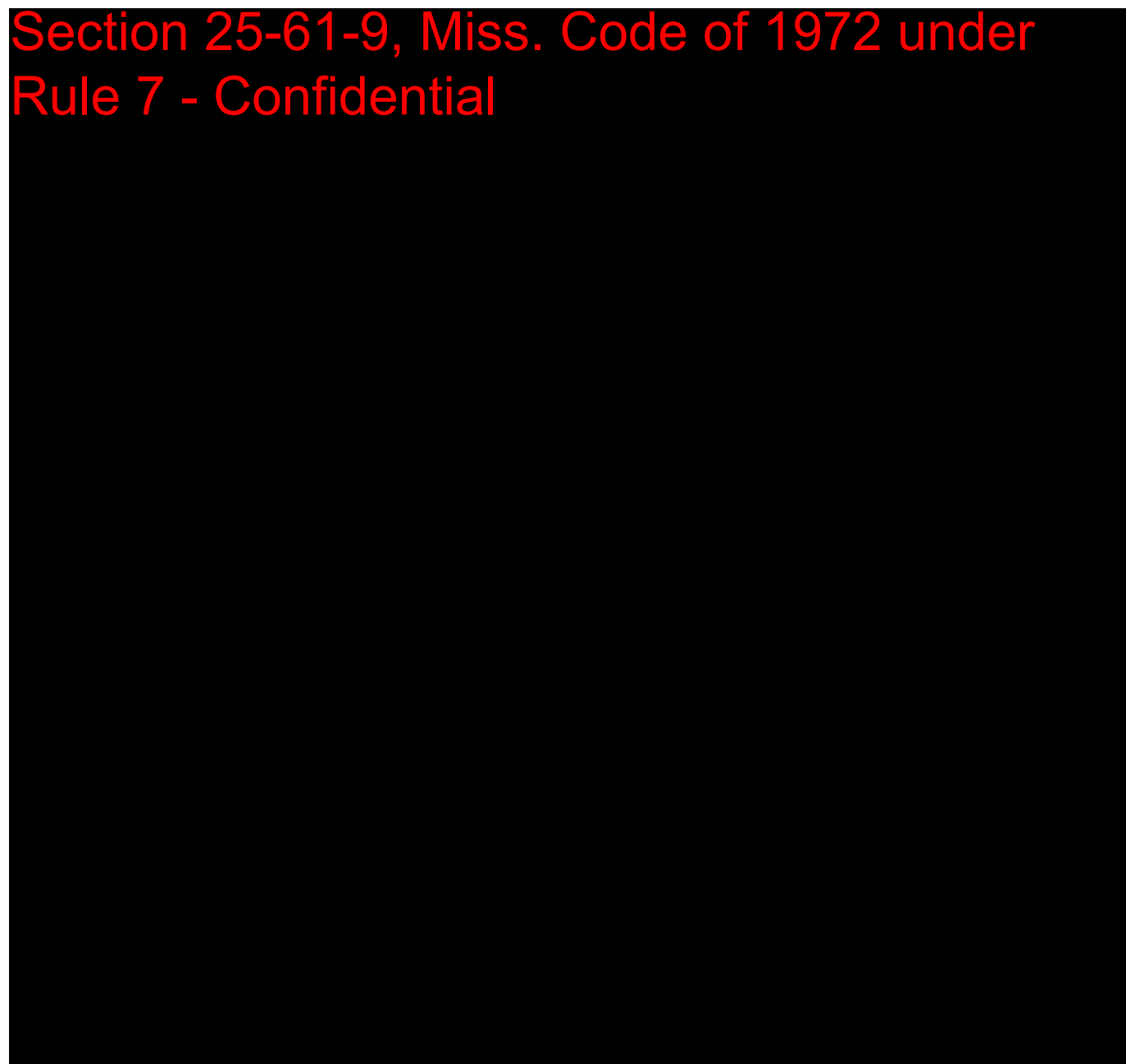
3.2 PAST PERFORMANCE

IEM employs the architects and leaders who helped develop the PA Program Delivery Model at FEMA, including some of the more complex programmatic procedural requirements, such as 428 alternative procedures for permanent work. IEM's leadership understands better how these programs work and how to apply decades of expertise in disaster recovery to help states get the most out of every PA and any other federal dollars available.

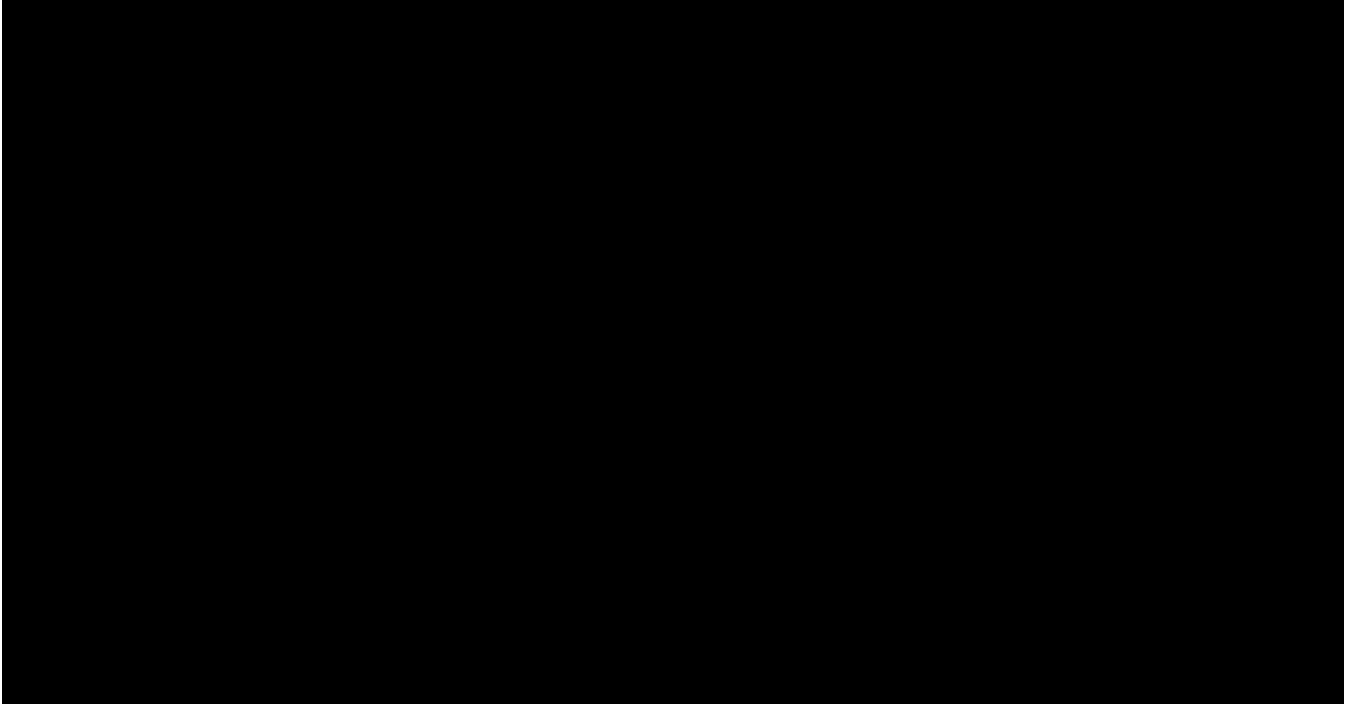
We present examples of our PA experience relevant to the City’s requirements in the following table. Additionally, IEM personnel are assisting Sharkie County, Mississippi in their 406 mitigation plans in response to the EF4 tornadoes that impacted them in March of 2023.

Agency	Brief Description of Contract
Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential	

Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential

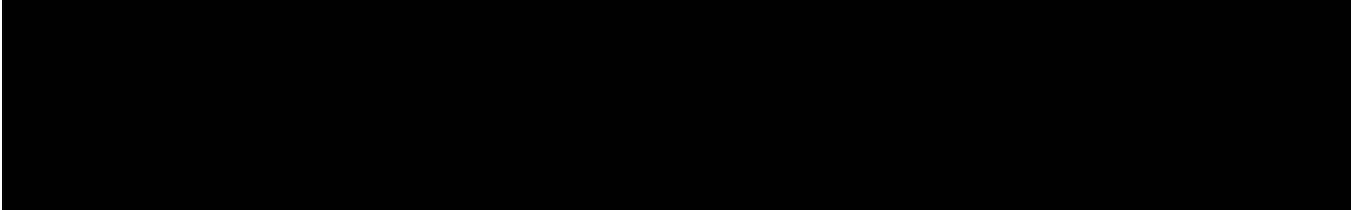


Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential



LITIGATION MATTERS

Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential



3.3 STAFFING QUALIFICATIONS

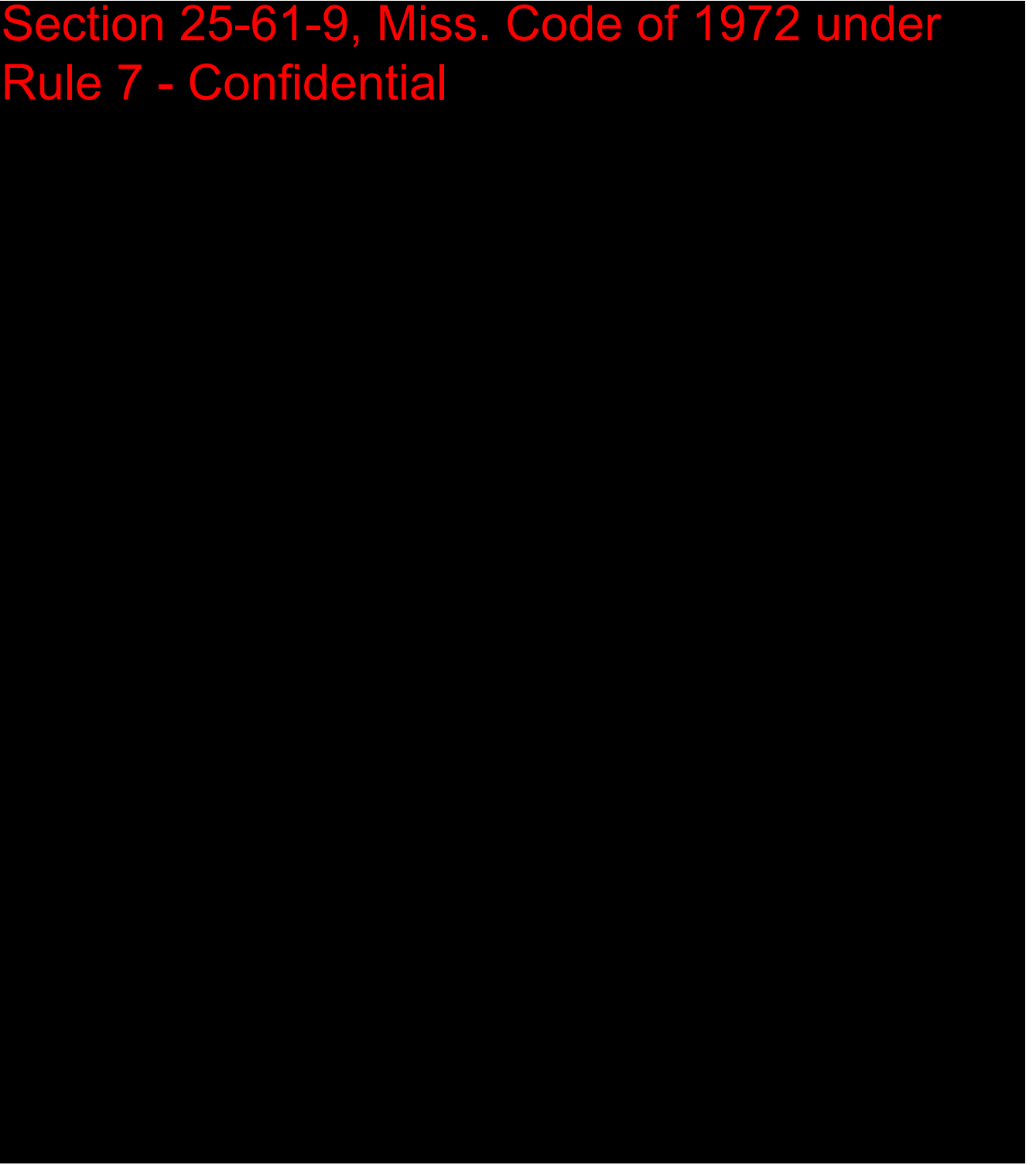
IEM presents the following project staff in the organizational chart below. For full resumes, please refer to Appendix A.

3.3.1 ORGANIZATIONAL CHART

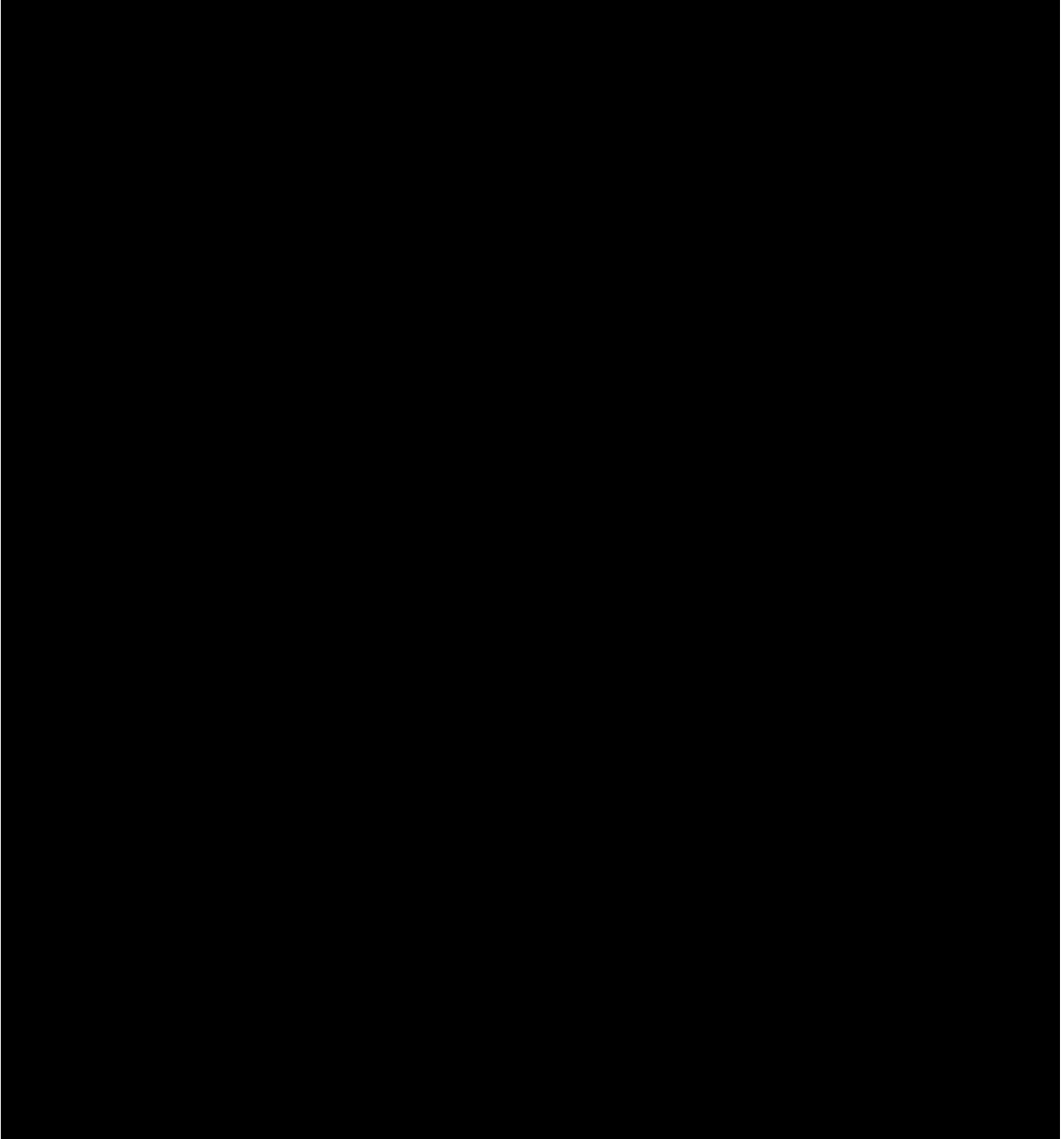
Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential

3.3.2 KEY PERSONNEL

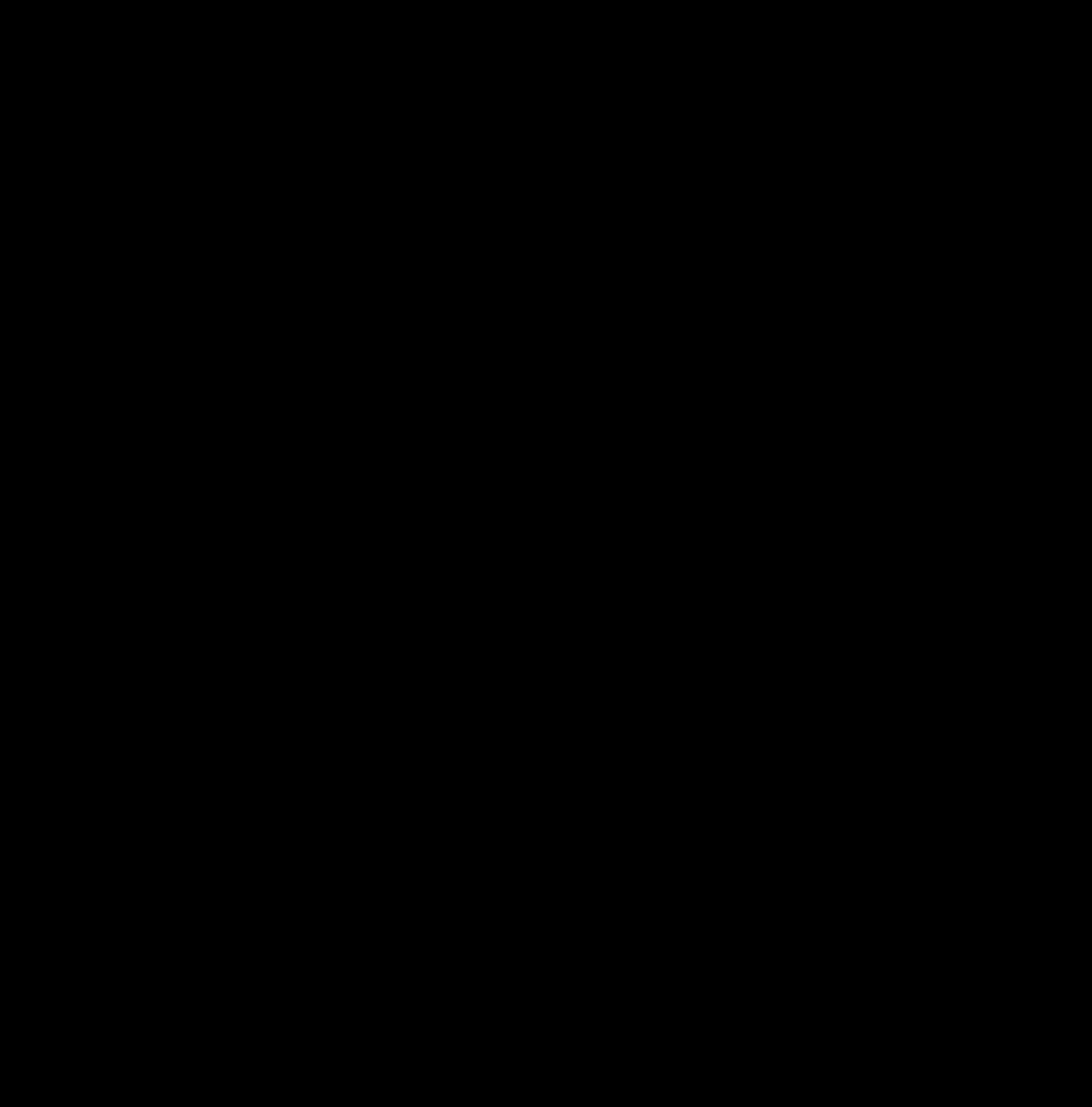
Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential



Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential



Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential





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4.0 - Proposed Strategy
and Approach

5.0

4.0 PROPOSED STRATEGY AND APPROACH (25 PTS)

FEMA PA AND IA ADVISORY SERVICES

IEM understands the challenges that the city has experienced in the past (i.e., tornado / wind damages in DR-4295) and with our knowledge of related to the Stafford Disaster Relief and Emergency Assistance Act provisions and regulations (44CFR and 2 CFR 200), and Sandy Recovery Improvements Act (SRIA) of 2013 including alternative procedures for public assistance and debris removal. Working with City officials, we will develop a process/system for the City, from inception through the project closeout, to prepare and submit its PA program; this is to include documentation, procurement and contract, payroll, and grant submission support. We will also work with City officials to develop a process for obtaining, analyzing, and gathering field documentation including, but not limited to, records related to procured goods and services, timekeeping, and force account labor and equipment; this should include processes for disaster debris monitoring services.

IEM's approach to disaster recovery and disaster management programs begins with the end in mind, guaranteeing the City's goals are integrated into our approach. We will support an aggressive implementation schedule and strive to execute tasks and deliverables quickly. IEM's project manager will conduct a kick-off meeting following

contract execution with the City to review desired goals, priorities, and outcomes for disaster management. We know how important it is to have a clear and consistent understanding of what success looks like, including goals and priorities, and timelines. We will refine our assumptions and approach after the initial kick-off meeting, providing a final work plan and schedule incorporating the City's requested revisions/changes. **This outcome-focused approach is a hallmark of IEM; we start with the end in mind.**

IEM takes great pride in our ability to remain solution-focused under pressure when our clients are faced with a challenge, and the stakes are high. We are not simply reactive to problems but proactively seek solutions based on desired outcomes and anticipate and mitigate obstacles to meet our client's needs.

We provide targeted, customized services that deliver a uniquely comprehensive response to the needs of each client. IEM conducts a judicious assessment of staffing requirements and deploys personnel either remotely or physically as needed. We observe the tenets of project resource economy and will only deploy resources when their involvement is essential to the success of the project.

At the City's request IEM staff will attend all meetings with FEMA, State, City, and insurance representatives and participate regularly with the City's designated FEMA workgroup, either in person or via video conferencing.

IEM staff will identify and communicate all risks within the City's operation that could preclude its ability to optimize reimbursement. Our team of experts will assist in the preparation of accurate

IEM APPROACH TO DISASTER RECOVERY



PA emergency and permanent work project estimates, including but not limited to recognized cost estimating, developing detailed damage descriptions and dimensions, scope of work, and proper identification of force account labor and equipment.

From current clients like the City of Flagler Beach, Florida; Flagler County, Florida; City of Chicago, Illinois; City of Tustin, California; City of Galveston, Texas; and Prince William County, Virginia, to the hundreds of previous municipals, county, state, and tribal customers IEM has assisted over its history, we have consistently provided comprehensive, and collaborative service.

IEM has extensive experience directly interacting with city and county departments and local agencies that provide services eligible for reimbursement under all grants. We have a proven track record of effectively collaborating with stakeholders at various levels.

IEM has extensive knowledge, experience, and technical competence in dealing with federal regulations, specifically including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, the Post-Katrina Emergency Management Reform Act of 2006, and the Sandy Recovery Improvement Act of 2013, and can support the City with Category A through G costs and related documents for submission.

Our professional staff have the ability and experience to coordinate activities across multiple departments with the City when affected by a disaster. Activities include close synchronization of data and documentation to address those services related to project worksheet formulation and grant management/close-out activities.

We will evaluate and assist with the identification and reporting of eligible costs/damages to FEMA. To ensure success, IEM will develop effective strategies to ensure close coordination with any staff from your organization with a role in the recovery process. Participants will include emergency management staff, public works officials, procurement and contracting personnel, budget and finance staff, risk managers, and any individuals who will keep progress and financial records on each project. As necessary, we will hold routine status and action plan meetings to ensure transparency and include relevant parties throughout the process. If needed, we will also assist in developing a Recovery Team that will be responsible for identifying any ongoing activities necessary to support the management of the FEMA PA process.

IEM conducts each program, project, and activity in line with best practice compliance standards to support local, state, and federal audit functions. Our team monitors project costs and national objective goals while helping clients and separates the damages and costs to ensure there is no overlapping or duplication of funding as directed by the FEMA guidance documents. We develop programs and projects consistent with all applicable local, state, and federal rules and regulations while maximizing funding available to support program administration and project costs. We will further ensure compliance through regular quality control/quality assurance evaluations that will provide both routine and random checks on the compliance of our services and deliverables.

Our teams have worked alongside grant managers across the nation to provide high-quality customer service and professional expertise to applicants of state and federal disaster recovery programs. We pride ourselves on working expeditiously to connect applicants with resources, research, and real-world guidance to move through the complicated grant application and management process. We will approach the scope of work with an eye toward critical actions needed before, during, and after disasters to ensure maximum reimbursement potential, as well as measures that will help expedite disaster recovery.

IEM stands ready to support the City's vision regarding a successful recovery and will provide exceptional leadership and advocacy throughout our support, assisting the City in analyzing immediate and long-term recovery needs, considering impacted populations, and identifying available resources to help the City and community rebuild from disasters. Our team has experience in working collaboratively with agencies in support of their recovery efforts under state and federal aid programs and looks forward to supporting all elements of grant management and administration.

For each project the City elects to submit to FEMA, IEM assists with preparing and reviewing the application package for submission. IEM has also developed and provided training to Financial Budget, Public Works, and Controller Auditor stakeholders related to FEMA PA and 406 Mitigation funding, FEMA Grants Portal, and FEMA Compliance. Per the RFP, our staff at IEM will provide two or more trainings to City personnel and subrecipients each year of this agreement, updating staff on current guidance documents, policies, changes in reporting, and general trends in reporting information to FEMA to ensure that all recipients receive the maximum reimbursements allowed under the program guidelines.

The approach IEM will take to address the needs of the City is comprehensive, with a focus on positive outcomes through four critical interconnected phases. Our associated work plan complements our approach through structured functional areas of action within each phase. These areas of action are designed to emphasize and focus on four key elements of success for the City, as shown in Figure 1.

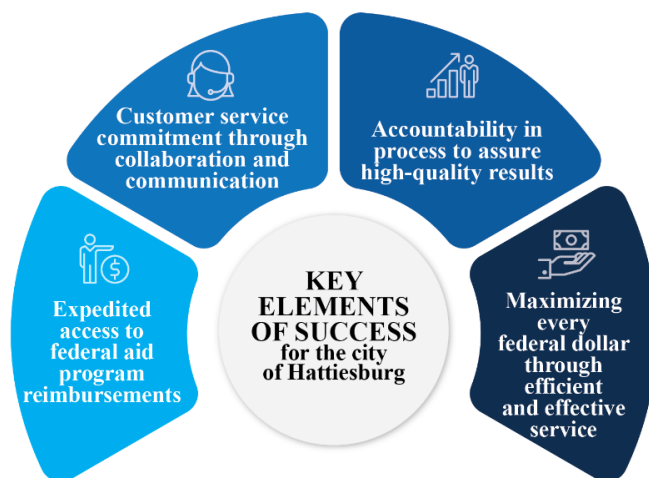


Figure 1: IEM Key Elements of Success

These areas of action are designed to emphasize and focus on four key elements of success for the City, as shown in Figure 1.

FINANCIAL, PAYROLL, AND GRANT MANAGEMENT

To ensure success, IEM will develop a disaster recovery and restoration process that follows laws, regulations, and guidelines to maximize the City's reimbursements for disaster expenditures and related costs. IEM can assist in disaster recovery, financial reimbursement, and reporting processes. IEM has the ability to assist the City through the FEMA and State processes to capture force account labor and all eligible expenses accurately for timesheets and project cost accounting.

We will help review City personnel policies to ensure compliance for eligible cost reimbursement. IEM can assist the City through FEMA, State (or other agency) guidelines to ensure the capture of

relevant data related to procured goods and services. We will provide oversight of contractor's billing to ensure all costs eligible for disaster grant funding are documented and claimed. IEM staff will perform intervallic reviews and reconciliations of actual projects pending to ensure project costs are accurately captured. Finally, IEM staff will ensure City documentation is sufficient to respond to Office of Inspector General (OIG) audits and reviews

PROCUREMENT AND CONTRACT MANAGEMENT/MONITORING SUPPORT

IEM staff will monitor and ensure the City's disaster recovery and restoration procurement processes comply with laws, regulations and guidelines as required by FEMA, State, or other agencies. The skilled staff at IEM possess the expertise to assist in the review of City Purchasing policies to ensure compliance for eligible cost reimbursement. We will work with City officials to develop processes for ensuring compliance related to contract monitoring and contract close-out as required by FEMA, State, EHP, or other agencies. We will ensure the City's documentation is sufficient to respond to Office of Inspector General (OIG) audits and reviews.

INFORMATION TECHNOLOGY AND DATA MANAGEMENT

The IEM team of experts possesses the expertise to assist City staff in the development of IT solutions that support the management and implementation of disaster recovery programs. Develop processes for the city to properly collect data and document information as necessary to optimize compliance with FEMA, state, or other agencies. We will develop a SharePoint site and utilize other tools to collaboratively document and manage financial reimbursement, disaster recovery, and long-term resiliency goals and objectives specific to the City's needs. IEM delivers pragmatic solutions and creates science-based tools, technology, and strategies that help our customers achieve measurable results—saving lives, reducing costs, increasing efficiencies, and helping evidence-based decision-making.

INSURANCE AND OTHER FUNDING SUPPORT

Our staff will work with City officials to review and understand the City's insurance coverage to ensure the City's disaster recovery and restoration processes follow laws, regulations and guidelines as required by FEMA, state, or other agencies. If necessary, we will develop a process to assist the City in routing eligible expenses correctly, including insurance coverage guidelines. IEM staff can assist the City with identifying other disaster recovery funding opportunities, including Community Development Block Grant Disaster Recovery programs. Most importantly, we will ensure there are no duplications of funding or submissions if varying agencies are involved.

HAZARD MITIGATION SUPPORT

IEM will provide expertise in identifying, developing, and evaluating opportunities for the development of 404 and 406 hazard mitigation programs to reduce or eliminate risk from future events. IEM staff possess the expertise to assist the city in preparing relevant documentation and analysis related to hazard mitigation grant programs. Our staff is currently working with Sharkie County Mississippi in developing 406 mitigation reports because of their March 2023 tornadoes so we have local expertise and experience to ensure the City hazard mitigation programs will comply with laws, regulations and guidelines as require by FEMA, state, or other agencies.

EMERGENCY MANAGEMENT SUPPORT SERVICES

Upon request, IEM will provide staff to assist the City in various staffing positions related to pre-disaster, post-disaster recovery continuity of operations, training, development of teams, monitoring, review, and test of plans related to future events. We have assisted agencies in the past by staffing EOC positions during a disaster event.

CFR 200 COMPLIANCE LANGUAGE

Our expert team will assist the City with project procurements or if the vendor must obtain additional resources post-contract award. We will monitor to ensure the awarded proposer will strictly adhere to 2 CFR 200 procurement rules. This includes adhering to the strictest provisions of Federal, State, and City procurement Rules, Regulations and/or Ordinances, etc.



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5.0 - Auditing History

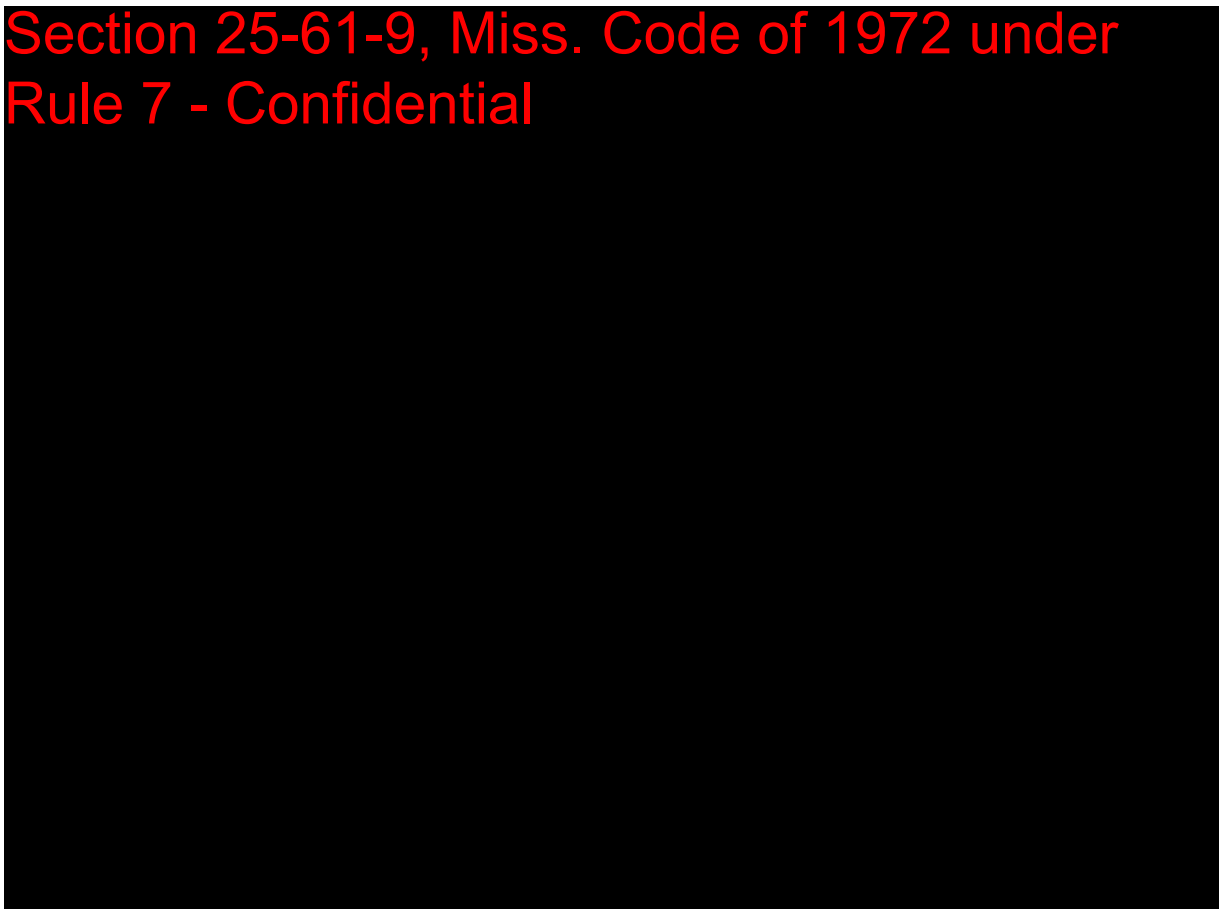
5.0 AUDITING HISTORY (30 PTS)

IEM has experience in defending and maintaining FEMA and other federal program reimbursements. We have assisted many clients with audit readiness as demonstrated in section 3.2, the Past Performance section of this RFP. Our team supports clients and participates in any quality control plan or test conducted by auditors. Our Request for Reimbursement (RFR) processing strategy involves establishing audit-proof procedures and executing them relentlessly. IEM has helped clients build disaster recovery capacity with staff augmentation, conducting reviews of current policies and procedures, providing recommendations for improvement, and developing reliable and compliant policies as needed.

Many local governments have “learned the hard way” that their human resources, labor or union policies are not compliant with the FEMA requirements. A regular review of the City’s personnel policies will ensure compliance for eligible cost replacement. FEMA’s guidebook regarding its PA program is the PAPPG, and our SMEs know it inside out.

Part of the success of our work with previous clients is our efforts to gain a better understanding of the City’s current operating procedures, processes, plans, and policies through an operational audit and gap analysis as shown in the diagram below.

**Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential**



In general, IEM will conduct the following reviews of solicitations, contracts, and other purchasing activities:

- Confirm that the City has written procurement procedures that ensure all solicitation documents include a clear description of the need for the goods or services being procured.
- When local, state, and federal rules differ, ensure the City follows the rule that allows for compliance with all applicable layers.
- Help the City understand the emergency and exigency exception before sole-sourcing when required.
- Ensure that provisions for competition, methods of procurement, socioeconomic contracting, cost and price analyses, bonding requirements, domestic preferences, prohibitions on covered telecommunications equipment or services, etc., may apply.
- Ensure all federally required contract provisions are included.

IEM has extensive experience in FEMA's appeals and third-party arbitration procedures for Public Assistance determinations, resolving audits performed by the Department of Homeland Security's Office of Inspector General, resolving audits performed by the Governmental Accountability Office, and Single Audits.

IEM also has considerable experience in addressing the insurance requirements necessary to prevent duplication of benefits, including pursuing insurance proceeds based on the types and extents of coverage specified in subrecipient policies. We are adept at establishing a strong connection between insurance coverages and FEMA-eligible funding while ensuring compliance with FEMA's insurance obtain and maintenance requirements. IEM's expertise and experience can assist subrecipients in developing strategic risk management solutions. EHP.

IEM has experience and expertise addressing environmental and historic preservation (EHP) requirements, including Section 106 of the National Historic Preservation Act, Section 7 of the Endangered Species Act, floodplain management requirements, and other State and local permitting requirements associated with the performance of debris removal, emergency protective measures, permanent work, and mitigation projects.



6.0 PROPOSED PRICING (5 PTS)

Per the RFP, IEM has included a completed and signed copy of Attachment A – Hourly Rates Form on the following page.

ATTACHMENT A
HOURLY RATE FORM

Key Program Management Personnel: The Proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

PROGRAM MANAGEMENT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Program Manager	Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential		
Deputy Program Manager			
Program Administrator			
Project Coordinator			

Other Program Staff: The Proposer shall identify Other Program Staff's hourly rate. The Proposer may add additional lines if necessary.

CONSTRUCTION & OPERATIONS

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Cost Estimating	Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential		
On Site Inspector			
Construction Manager			
Resident Engineer			

PROGRAM & ADMINISTRATIVE SUPPORT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Financial Lead	Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential		
Project Manager			
FEMA Coordination			
Subject Matter Expert Funding			
Assistance Database Manager			
Procurement and Contracting			
Scheduling Administrative			
Assistance Senior Adviser			

***Note:** Travel, Per Diem and ODC will be billed at cost on an as-needed basis which will result in a savings for the city.

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:

Section 25-61-9, Miss. Code of 1972 under Rule 7 - Confidential

3/5/2024

Date

IEM International, Inc.

Consultant Firm Business



6.0

**7.0 - Socioeconomic
Contractors**

8.0

Appendix A

7.0 SOCIOECONOMIC CONTRACTORS (5 PTS)

IEM is the largest woman- and minority-owned emergency management firm in the world. We are proud to highlight the following socioeconomic certifications:

- Women's Business Enterprise (WBE) certification from the National Minority Supplier Development Council (NMSDC)
- Minority Business Enterprise (MBE) certification from the NMSDC
- WBE certification from the National Women Business Owners Corporation (NWBOC)
- MBE certification from NWBOC

IEM International Inc., previously known as Innovative Emergency Management, Inc., has recently undergone a change in our legal name and state of incorporation. The certificates provided in this section of our proposal display our previous company name. For clarification purposes, IEM has included a letter titled [Notification of Change of State of Incorporation and Legal Name of Innovative Emergency Management, Inc. \(a Louisiana corporation\) to IEM International, Inc. \(a Delaware corporation\)](#). Copies of our certifications are provided following the previously mentioned letter.



P.O. Box 110265
Research Triangle Park, NC 27709

919-990-8191

www.iem.com



**Notification of Change of State of Incorporation and Legal Name of
Innovative Emergency Management, Inc. (a Louisiana corporation) to
IEM International, Inc. (a Delaware corporation)**

To Whom It May Concern:

I am writing on behalf of Innovative Emergency Management, Inc., now known as **IEM International, Inc.**, to formally advise you of a recent change in our state of incorporation and our corporate legal name. This letter ensures that all our valued partners, including your agency, are fully informed of these changes. The company will continue to conduct business as **IEM**.

Change in State of Incorporation: As of January 16, 2024, Innovative Emergency Management, Inc. has changed its state of incorporation from Louisiana to **Delaware**, following a comprehensive review of the current legal and business environment and IEM's international presence.

Change in Corporate Legal Name: Concurrent with the change in state of incorporation, we have also rebranded our corporate identity. Effective January 16, 2024, Innovative Emergency Management, Inc. will legally operate under the new name **IEM International, Inc.**. This change reflects our evolving business model and expansion of services, as well as our strategic branding initiatives.

Please be assured that these changes do not affect our existing contracts, obligations, shareholders, or business relationships. Neither change represents a "change of control." The corporate entity remains the same, and all contractual agreements and understandings with your agency remain in full force and effect. Our Federal Employer Identification Number, DUNS number, and CAGE code remain unchanged. Additionally, our commitment to delivering high-quality services remains steadfast.

We request that you update your records to reflect our new state of incorporation and corporate legal name. All future correspondence, invoices, and documents should be addressed to IEM International, Inc., and any agreements or contracts in negotiation should be updated accordingly.

We appreciate your attention to this matter and the prompt update of your records. Our team remains available to assist with any further information or clarification you may need.

Thank you for your continued partnership and understanding. We look forward to maintaining and strengthening our business relationship.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Brad Tiffie', with a stylized flourish at the end.

Brad Tiffie
Chief Administrative Officer



WOMEN'S BUSINESS ENTERPRISE
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

hereby grants

National Women's Business Enterprise Certification

to

Innovative Emergency Management, Inc. DBA IEM

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled and is valid through the date herein.

Certification Granted: May 31, 2001

Expiration Date: May 31, 2024

WBENC National Certification Number: 244942

WBENC National WBE Certification was processed and validated by Greater Women's Business Council, a WBENC Regional Partner Organization.

Authorized by Roz Lewis, President & CEO
Women's Business Center



NAICS: 541611, 541990
UNSPSC: 80101600, 80101604, 80101606, 80101607, 80151605



THIS CERTIFIES THAT

Innovative Emergency Management, Inc.
dba IEM



* Nationally certified by the: **CAROLINAS-VIRGINIA MINORITY SUPPLIER DEVELOPMENT COUNCIL**

*NAICS Code(s): 541611; 541511; 541618; 541620; 541690; 541714; 541715; 541990; 561990; 624230

* Description of their product/services as defined by the North American Industry Classification System (NAICS)

05/26/2022

Issued Date

CA05584

Certificate Number

07/31/2023

Expiration Date


Ying McGuire
NMSDC CEO and President



Dominique Milton, President & CEO

By using your password (NMSDC issued only), authorized users may log into NMSDC Central to view the entire profile: <http://nmsdc.org>

Certify, Develop, Connect, Advocate.

* MBEs certified by an Affiliate of the National Minority Supplier Development Council, Inc.®



WBE22051

CERTIFICATION NUMBER

01/16/25

EXPIRATION DATE

Certifies that:

**Innovative Emergency Management, Inc.
DBA IEM**

has successfully met the requirements of the NWBOC
national certification program for certification as
a woman-owned and woman-controlled business.

The identified business has qualified as an eligible Woman Business Enterprise (WBE) as set forth in NWBOC standards and procedures.

PHYLLIS HILL SLATER
Board Chair, NWBOC

541611, 541618, 541690, 541990, 561990

NAICS Code(s)

01/17/22

Date

WWW.NWBOC.ORG

INFO@NWBOC.ORG | 800-794-6140 | 1101 East Cumberland Ave, Suite #301, Tampa, Florida 33602

TAMPERING OR ALTERING THIS CERTIFICATE IS, IN THE DISCRETION OF NWBOC, GROUNDS FOR TERMINATION OF CERTIFICATION.



MBE22052

CERTIFICATION NUMBER

01/16/25

EXPIRATION DATE

Certifies that:

Innovative Emergency Management, Inc. DBA IEM

has successfully met the requirements of the NWBOC
national certification program for certification as
a minority-owned and minority-controlled business.

The identified business has qualified as an eligible Minority Business Enterprise (MBE) as set forth in NWBOC standards and procedures.

PHYLLIS HILL SLATER
Board Chair, NWBOC

541611, 541618, 541690, 541990, 561990

NAICS Code(s)

01/17/22

Date

WWW.NWBOC.ORG

INFO@NWBOC.ORG | 800-794-6140 | 1101 East Cumberland Ave, Suite #301, Tampa, Florida 33602

TAMPERING OR ALTERING THIS CERTIFICATE IS, IN THE DISCRETION OF NWBOC, GROUNDS FOR TERMINATION OF CERTIFICATION.

6.0

7.0

8.0 - Administrative
Information

Appendix A



8.0 ADMINISTRATIVE INFORMATION

Per Section IV.B of the RFP, IEM has attached the following required forms:

- Proof of Liability Insurance and its limits
- Drug Free Workplace Form (Complete and Submit)
- RFP Affidavit (Complete and submit)
- RFP Affidavit of Solvency (Complete and Submit)
- Conflict of Interest Disclosure Form
- Acknowledged Addenda



INNOEME-01

LHAMLET

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/31/2024

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 Alera Group 4325 Lake Boone Trail, Suite 200 Raleigh, NC 27607	CONTACT NAME: Lori F. Hamlet	
	PHONE (A/C, No, Ext): (919) 469-2473 FAX (A/C, No): (919) 467-4987	
	E-MAIL ADDRESS: lhamlet@trisure.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Charter Oak Fire Insurance Company (The)	25615
INSURED Innovative Emergency Management, Inc IEM International, Inc. 2801 Slater Rd, Ste 200 Morrisville, NC 27560	INSURER B : Travelers Property Casualty Company of America	25674
	INSURER C : Travelers Casualty and Surety Company of America	31194
	INSURER D : Landmark American Insurance	33138
	INSURER E : Axis Insurance Company	37273
	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 ☒ PRO-JECT ☒ LOC OTHER:			630 3R329314	10/1/2023	10/1/2024	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							EMPLOYEE BENEFIT \$ 3,000,000
B	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BA 3R329191	10/1/2023	10/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CUP 3R389058	10/1/2023	10/1/2024	EACH OCCURRENCE \$ 10,000,000
							AGGREGATE \$ 10,000,000
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y ☒ N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB 3R328606	10/1/2023	10/1/2024	☒ 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
D	Professional/Cyber			LCY852284	10/1/2023	10/1/2024	Limit \$ 5,000,000
E	Excess Prof/Cyber			P00100124587301	10/1/2023	10/1/2024	Limit \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Operations of the Named Insured.

CERTIFICATE HOLDER

CANCELLATION

Insured's Copy
2801 Slater Rd, Ste 200
Morrisville, NC 27560-8477

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

Lori F. Hamlet

**REQUEST FOR PROPOSALS (RFP) NUMBER:
DISASTER RECOVERY CONSULTING SERVICES**

Company Name: IEM International, Inc.

City of Hattiesburg Drug-Free Workplace Form

The undersigned firm hereby certifies that.

IEM International, Inc. does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. In form employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the District's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.



Signature

2/27/2024

Date

**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT

TO: CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF Louisiana CITY OF Baton Rouge. Before me, the undersigned authority, personally appeared Keith Reynolds who, being duly sworn, deposes and says he is Manager, Contract Administration (Title) of IEM International, Inc. (Firm) the respondent submitting the attached proposal for the services covered by the RFP documents for RFP DISASTER RECOVERY CONSULTING SERVICES.

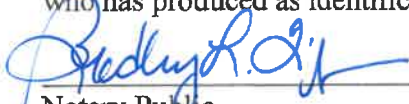
The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.


(Proposer)

By _____
Manager, Contract Administration
(Title)

STATE OF Louisiana)
COUNTY OF East Baton Rouge

Subscribed and sworn to before me this 29 day of February, 2024, by Keith Reynolds who personally appeared before me at the time of notarization, and who is personally known to me or who has produced as identification.


Notary Public

Bradley Tiffie
My commission expires: death



**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF IEM International, Inc. {insert entity name},
being of lawful age and being duly sworn I, Keith Reynolds {insert affiant name}, as
Manager, Contract Administration {insert position or title} (ex. CEO, officer, president, duly authorized
representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 28 day of February, 2024.



Signature of Affiant

STATE OF Louisiana)
COUNTY OF East Baton Rouge)

Subscribed and sworn to before me this 28 day of February, 2024, by who personally appeared before me at the time of notarization, and who is personally known to me or who has produced _____ as identification.



Notary Public

Bradley Tiffie

My commission expires: death



DISASTER RECOVERY CONSULTING SERVICES**City of Hattiesburg Conflict of Interest Disclosure Form**

Project (RFQ, RFP, BID) Number/Description: CITY OF HATTIESBURG RFP NUMBER 4295
DISASTER RECOVERY CONSULTING SERVICES

The term “conflict of interest” refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant’s/contractor’s professional judgment in completing work for the benefit of the City of Hattiesburg (“City”). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant’s/contractor’s professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:

☒ I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.

☐ The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent:

IEM International, Inc.

Authorized Representative(s) :

DocuSigned by:



904FBB035BAD47E...

Signature

Keith Reynolds

Manager of Contract Administration

Print Name/Title

Signature

Print Name/Title



MAYOR
Toby Barker

COUNCIL - WARD ONE
Jeffrey George

COUNCIL - WARD TWO
Deborah Denard Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

February 27, 2024

ADDENDUM 1

SPECIFICATIONS FOR: Disaster Recovery Consulting Services for the City of Hattiesburg.

RFP ISSUED ON THE AFOREMENTIONED ITEM READ AS FOLLOWS:

A. Contract Agreement & Term:

The intent of the City of Hattiesburg is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. It is anticipated that the City will issue a professional services contract for the duration of the project. The initial contract term shall be through June 30, 2017, and will automatically renew for a period of four (4) years, providing satisfactory performance has been maintained by the Consultant, funds are available, and the new Council does not exercise its option to void. Thereafter the contract may be renewed in one-(1) year increments, for a period of two (2) one-year renewals. The City reserves the right to renew the contract beyond the two.

(2) one-year renewals if it serves the best interest of the city.

SPECIFICATIONS ARE HEREBY AMENDED TO READ AS FOLLOWS:

The intent of the City of Hattiesburg is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. The City will issue a professional services contract for the duration of the project. The initial contract term will automatically renew for a period of four (4) years, providing satisfactory performance has been maintained by the Consultant, funds are available, and the new Council does not exercise its option to void. Thereafter the contract may be renewed in one-(1) year increments, for a period of two (2) one-year renewals. The City reserves the right to renew the contract beyond the two (2) one-year renewals if it serves the best interest of the city.

Kermas Eaton, City Clerk



MAYOR
Toby Barker

COUNCIL - WARD ONE
Jeffrey George

COUNCIL - WARD TWO
Deborah Denard Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

February 27, 2024

ADDENDUM 2

SPECIFICATIONS FOR: Disaster Recovery Consulting Services for the City of Hattiesburg.

RFP ISSUED ON THE AFOREMENTIONED ITEM READ AS FOLLOWS:

Section 4: Proposed Strategy and Technical Approach

In this section, respondent shall provide the firm's proposed strategy in representing the City in responding to the FEMA Major Disaster DR-4295 event. The respondent shall also provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc.

SPECIFICATIONS ARE HEREBY AMENDED TO READ AS FOLLOWS:

Section 4: Proposed Strategy and Technical Approach

In this section, respondent shall provide the firm's proposed strategy in representing the City in responding to a major disaster event. The respondent shall also provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc.

Kermas Eaton, City Clerk



6.0

7.0

8.0

Appendix A - Resumes

APPENDIX A: RESUMES

In preparation for this project, IEM strategically selected seasoned staff within our company to provide exceptional services to the City of Hattiesburg. A full resume for each of the following team members is provided below.

**Section 25-61-9, Miss. Code of 1972 under
Rule 7 - Confidential**

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RFP Number 4295

Disaster Recovery Consulting Services

for the City of Hattiesburg, Mississippi

January 11, 2024



Goodwyn Mills Cawood

Building
Communities



www.gmcnetwork.com



Table of Contents

Please scan the QR code below for a short video about GMC and be sure to visit our website at: gmcnetwork.com.



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Section 1
RFP Cover Page



Mayor Toby Barker

Council-Ward 1
Jeffrey George

Council-Ward 2
Deborah Denard Delgado

Council-Ward 3
Carter Carroll

Council Ward 4
Dave Ware

Council-Ward 5
Nicholas Brown

CITY OF HATTIESBURG PLAN HOLDER'S FORM

Mandatory

If you or your company is interested in bidding on the mentioned project, you must complete this form. You must provide the City Clerk's Office with this necessary information to receive addendums, information regarding the project, and to be listed on the Plan Holders list.

You may send this list back to me by the following methods:

Email- keaton@hattiesburgms.com

Fax- (601) 584-4892

Attn: City Clerk's Office

Project Name: Disaster Recovery Consulting Services

Name of Company: Goodwyn Mills Cawood

Contact Person: Robert Ramsey

Street Address: 11 North Water Street, Suit 15250

City: Mobile

State: Alabama

Zip: 36602

Telephone: Office: (251) 460-4006 / Cell: (229) 347-2018

Fax: (251) 460-4423

Email Address: robert.ramsey@gmcnetwork.com



Section 2

Cover Letter



Goodwyn Mills Cawood

11 North Water Street
Suite 15250
Mobile, Alabama 36602

T (251) 460-4006
T (251) 460-4423

www.gmcnetwork.com

January 11, 2024

City of Hattiesburg
City Clerk's Office
200 Forrest Street
Hattiesburg, Mississippi 39401

RE: DISASTER RECOVERY CONSULTING SERVICES

Dear Members of the Selection Committee,
Goodwyn Mills Cawood (GMC) is a limited liability corporation (LLC) established as Donald Mills Consulting in 1947 in the state of Alabama. We understand that the City of Hattiesburg desires to select a partner to provide Disaster Recovery Consulting Services.

Our teams proven experience with FEMA Public Assistance (PA), and Hazard Mitigation Grant Funding Administration, debris monitoring, Federal Highway Administration Emergency Relief (FHWA-ER), Natural Resource Conservation Service (NRCS), state emergency management agencies and all other disaster-related policies and procedures position us to contribute unmatched resources to disaster recovery operations and project management. In the following proposal, we show our abilities to meet the needs of the City for all disaster related activities.

GMC has assigned a staff of qualified individuals with the expertise in FEMA PA to complete your project in the most timely and efficient manner possible. We have developed our process around a model that allows us to use the most cost effective staff member to complete the task at hand. This allows us the opportunity to continue serving the City quickly and cost effectively. We have assisted many state and local government agencies with accounting for more than \$8 billion in FEMA PA program reimbursement. We are successful because of the relationships we have built with our clients and FEMA Program Delivery Managers (PDMGs). **Unlike other service providers GMC's costs are fixed unit prices, so the City will not be billed any overtime rates during the project(s).**

GMC confirms that we will meet the qualification requirements as set forth herein, as well as meets the appropriate state licensing requirements to perform work in the state of Mississippi. GMC has no record of sub-standard work or engaged in any unethical practices within the last five years. GMC, if awarded the contract, acknowledges our complete responsibility for the entire contract, including payment of any and all charges resulting from the contract. We also have a Local Client Manager, Jeff Hughes, that lives in the City and will be available if the need arises.



Goodwyn Mills Cawood

11 North Water Street
Suite 15250
Mobile, Alabama 36602

T (251) 460-4006
T (251) 460-4423

www.gmcnetwork.com

Thank you for the opportunity to submit our proposal. We look forward to the opportunity to work with you!

Sincerely,

A handwritten signature in blue ink that reads 'Robert Ramsey'.

Robert Ramsey
Executive Vice President, Disaster Recovery
robert.ramsey@gmcnetwork.com
Cell: (229) 347-2018



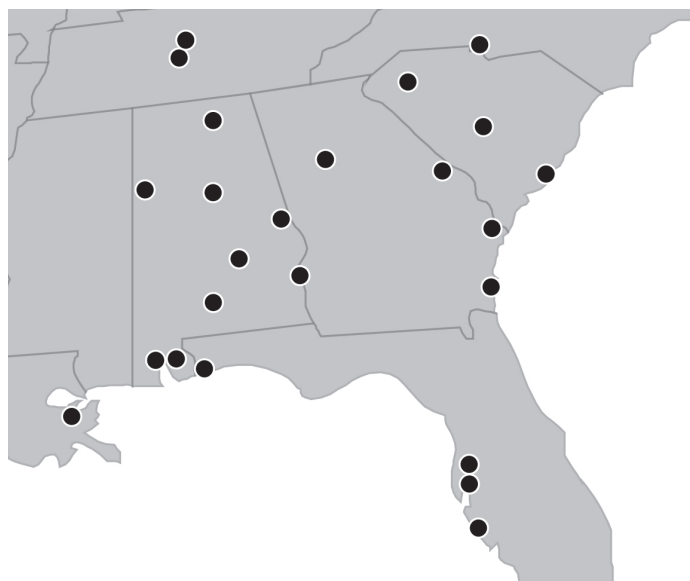
Section 3

Qualifications and Experience

Who We Are

Goodwyn Mills Cawood (GMC), LLC is one of the largest architecture and engineering firms in the region with offices across the Southeast. Whether designing schools, parks, hospitals and other commercial developments, or providing clean water, safe streets and protecting endangered environments, GMC takes great pride in serving our communities through the transformative work we do. Every project is guided by the foundational concept that communities are built by people, not companies, and we strive to serve our communities with quality, integrity, creativity and care. GMC is equipped to provide all of the services associated with architecture, interior design, civil engineering, environmental services, landscape architecture, planning, transportation engineering, geotechnical engineering, electrical engineering, surveying and disaster recovery. We provide services to a diverse group of public and private sector clients, including county and municipal governments, federal and state agencies, private corporations, industries and developers.

GMC offers creative solutions to complex challenges. Our staff recognizes that if a project is to be successful, it must first meet the needs of the client. Therefore, we work with each client individually to assure satisfaction in all areas of each project including a functional design and a project within budget. Measuring our success by our many accomplishments, we have a proven track record of meeting a client's design needs economically, efficiently and in the time frame outlined by the client.



Office Locations

Alabama

Andalusia
Auburn
Birmingham
Daphne
Eufaula
Huntsville
Mobile
Montgomery
Vernon

Florida

Lutz
Pensacola
Sarasota
Tampa

Georgia

Atlanta
Augusta
Brunswick
Savannah

Louisiana

New Orleans

North Carolina

Charlotte

South Carolina

Charleston
Columbia
Greenville

Tennessee

Brentwood
Nashville

“GMC’s knowledge and expertise have been key drivers of the recovery process, however, it is the sincerity with which they have delivered these services that truly sets them apart. The commitment they have shown to the City of St. Marys is the same one would expect from someone working to rebuild their own community.”

- John F. Morrissey, Mayor, City of St. Marys, Georgia

Disaster Recovery Knowledge

The disaster recovery, engineering, financial and grant management support planning services require extensive understanding of the Stafford Act, 44 CFR, federal acquisition regulations, FEMA guidelines, OMB Circulars (2 CFR), and a myriad of other emergency management laws. Practical experience in related disaster programs administered by FEMA, HUD and other agencies will also be key. These services require intimate knowledge of local disaster recovery activities unique to the Southeast, requirements imposed by FEMA and federal laws and regulations governing the receipt and disbursement of mitigation funds. In summary, the project will require extensive knowledge in the following areas, where GMC's team can assist:

KNOWLEDGE WE BRING:

- Stafford Act
- 44 CFR
- OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133 (all now incorporated in 2 CFR part 200)
- Sandy Recovery Improvement Act of 2013 including alternative procedures for debris removal and permanent work
- Grants management, financial management and internal controls
- FEMA and HUD policies, practices and guidelines
- Federal and state cash management
- Engineering technical assistance
- Architectural technical assistance
- Disaster programs administered by FEMA, e.g., public assistance, including debris removal and hazard mitigation grants
- Other federal and state laws, regulations and guidelines
- Federal Acquisition Regulations
- E-grants management systems (MB-3), EMMIE, NEMIS, FEMA Grants Portal
- Cost Estimating

Our team has conducted hundreds of grant-funded projects including FEMA, CDBG and HUD grants. Our experienced staff has conducted FEMA grant administration and program reviews for nine states in the Southeast. These reviews included PW writing and accounting, scope of work writing and review, HMGP project development, alternate projects, improvement projects, emergency protective measures, debris removal, state and subgrant drawdown activity, the systems used to account for disaster funding, Direct Administrative Costs, appeals, project closeout, grants management and quarterly reports. As a result, our staff has the knowledge and experience to assist the client to meet state and federal requirements and identify and correct issues that could potentially secure funding.

While other firms have experience in one or two of these areas; GMC has extensive experience in all of these areas from the state and FEMA prospective. GMC's broad knowledge of all available disaster funding programs will allow us to help you identify the best recovery and rebuilding options, apply for and use recovery funding, and abide by regulatory requirements. We will use our experience with disaster management programs and thorough understanding of the roles of each organization under the national response and recovery frameworks and the Stafford Act, coupled with our engineering and architectural experience, to assist the client to achieve its disaster program and long term recovery goals.





Disaster Recovery Services

Our project team members have more than 120 years of collective experience in all of the professional services associated with disaster response and recovery. Complete disaster response and recovery services are listed below

Debris Removal Monitoring

- Debris Hauling Vehicle Certification(Volumetric)
- Right-of-Way Debris Collection
- Debris Management Site Tower Operations
- Leaning Tree, Hanging Limb, and Hazardous Stump Removal
- Private Property Debris Removal
- Right-of-Entry (ROE) Administration
- Waterways Debris Removal
- Data Management
- Document Management
- Hazardous Material Removal
- Vessel and Vehicle Recovery
- Asbestos Abatement
- Multi-Jurisdictional Coordination/Scheduling
- Damage Claim Resolution
- Disaster Recovery Monitoring with ADMS

- GIS Reporting
- Progress Reporting
- Contractor Invoice Reconciliation and Payment Recommendation

Cost Recovery

- Preliminary Damage Assessment (PDA)
- Damage Site Surveys
- Cost Estimating
- Collection and Compilation of PDAs
- Cost Recovery/Grant Applications
- Small/Large Project Formulation and Scoping
- Applicant Scoping Meeting Facilitation
- Section 406 Alternate/Improved Project Formulation and Consultation
- Debris Staging Site Consultation
- Project Worksheet (PW) Development

- Procurement Assistance
- GIS Mapping Support
- Expenditure Review/Approval and Reconciliation
- Direct Administrative Cost (DAC) Support
- Appeals Support Closeout and Audit Assistance

FEMA Hazard Mitigation Assistance

- Application Development
- Benefit Cost Analysis
- Project Monitoring
- Feasibility Studies
- Program Reporting
- Budget and Schedule Preparation
- Mitigation Plan Development
- Disaster Preparedness and Planning



Cost Recovery Service Steps



Step 1

Preliminary
Damage
Assessment (PDA)



Step 2

Damage Site
Surveys



Step 3

Cost
Estimating



Step 4

Collection/Compilation
of PDAs



Step 5

Cost Recovery/
Grant
Applications



Step 6

Small/Large
Project
Formulation and
Scoping



Step 7

Applicant
Scoping Meeting
Facilitation



Step 8

Section 406
Alternate/Improved
Project Formulation
and Consultation



Step 9

Debris Staging
Site Consultation



Step 10

Project
Worksheet (PW)
Development



Step 11

Procurement
Assistance



Step 12

GIS Mapping
Support



Step 13

Expenditure
Review/Approval
and Reconciliation



Step 14

Direct
Administrative
Cost Support



Step 15

Appeals Support
Closeout and
Audit Assistance

Federal, State and Local Experience

Natural disasters are occurring with increasing frequency and becoming progressively more severe. GMC has become a leader in critical programs to restore impacted communities from disasters. Our team has experience in the Florida panhandle area. Following the catastrophic damage Hurricane Michael caused to the PowerSouth's substations and distribution system, several GMC team members were appointed to leadership positions within committees established to assist with the development and implementation of short- and long-term recovery plans, furthering GMC's mission to help rebuild communities. GMC Disaster Recovery now provides access to a team of more than 500 professional and public policy advisors across the Southeast – all seamlessly connected across 24 offices - including the disaster-prone states of Alabama, Florida, Georgia, Kentucky, Louisiana, South Carolina, North Carolina and Tennessee.

GMC has a very diverse team with over 120 combined years of experience working all different types of disasters under FEMA policy and guidelines. Our team has designed, implemented and managed several large grant programs on behalf of grantee/recipients and advised numerous applicant/sub-recipient clients on the multiple funding sources available following a large event. In this work, the team has developed programs to coordinate assistance from FEMA, as well as other federal programs, including HUD-CDBG to ensure maximum recovery and limit risks regarding duplication of benefits.

Our team has worked on both large and small projects in Georgia, Florida, Alabama, Mississippi, New York, New Jersey, Texas, Massachusetts, Louisiana as a result of flooding, tornado and hurricanes. We have worked with FEMA, state and local governments to recover cost associated with each disaster.

We have also worked very closely with FEMA and Army Corps to evaluate, manage and monitor the removal of debris including, vegetative debris, C&D removal, white goods safety and removal, and worked with U.S. Coast Guard on projects including coastal boat retrieval and removal.

Our team is made up of former state emergency management and FEMA employees who bring a great amount of knowledge to the team. We have

developed our team to provide the experience, expertise and knowledge necessary to give our client a high level of comfort, knowing that all state and federal policies will be followed. Knowing that each disaster brings new challenges and obstacles to the recovery process, GMC has developed meaningful working relationships with people in all different phases of the state and FEMA process. These relationships ensure that we are knowledgeable and up-to-date with all new and upcoming policy changes



Hackleburg, Alabama, July 19, 2011 -- Almost 90 days after the Wrangler Distribution Center in Hackleburg was destroyed by an EF-5 tornado in Marion County on April 27. Photo by Christopher Mardorf / FEMA. Photo by Christopher Mardorf



Albany, Georgia - FEMA Disaster Survivor Assistance teams are visiting Dougherty County homes damaged by January 2, 2017 tornadoes and severe storms. Photo by John Mills - January 26, 2017

Statement of Litigation History

GMC is a nationally recognized architecture and engineering firm. Although GMC's involvement in claims and lawsuits is extremely infrequent (0.001%) compared to our volume of projects and due to the risk management and quality control efforts of our teams, litigation in which we are a party does occur from time to time. On these rare occasions we consider these matters confidential between our firm and our clients, and we are not allowed to disclose information on specific cases. We also maintain general and professional liability, workers' compensation and automobile insurance in sufficient limits to cover any outstanding claims or lawsuits. Our legal counsel fully anticipates that any such claims will be resolved well within the policy limits. There are no unsatisfied judgments against GMC.

GMC's litigation involvement is extremely rare, 0.001% in fact, when compared to the sheer volume of work we do.

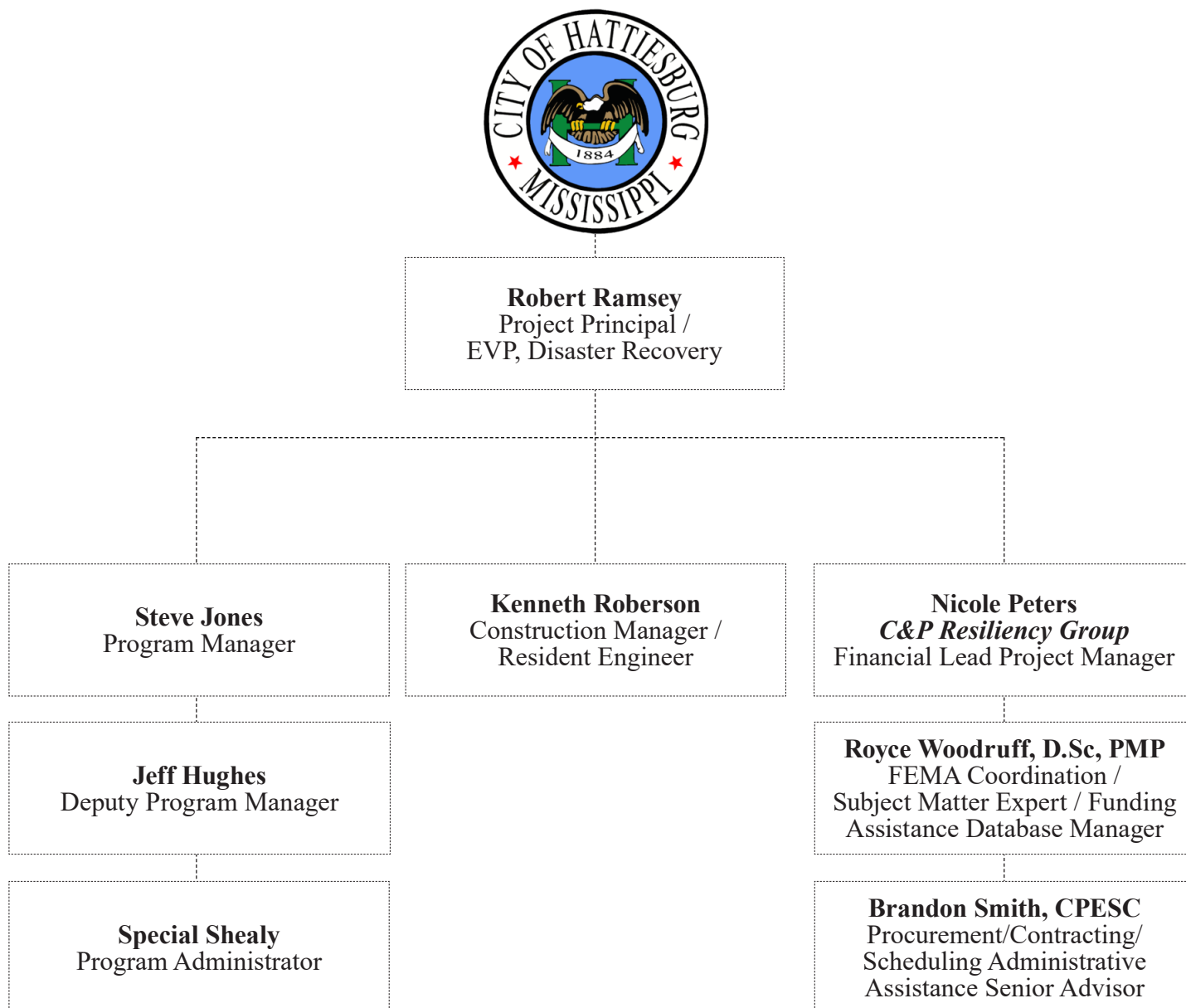


None of the cases listed below involve members of the proposed team.

CASE NAME	CASE #	COURT	STATUS	DESCRIPTION
Faith Temple v. Lanett, GMC, WS Newell	12-CV-2018-900089.00	Chambers County, Alabama	Pending	Plaintiff sued the City of Lanett, GMC and WS Newell for alleged improper clearing of trees on plaintiff's property although property in question is subject to an avigation easement.
ABCC v. Town of Lincoln & GMC	610CV02020-900444	Circuit Court of Talledega County, Alabama	Pending	Alabama Plaintiff sued Town of Lincoln, Alabama and GMC alleging that it was harmed after its contract was voided and project was rebid due to ABCC not being properly licensed at the time of the bid opening
Hoover City Schools v. Stone Building, LLC, GMC, et al.	01-CV-2021-903752	Jefferson County, Alabama	Pending	Plaintiff alleges design and construction defects causing some water damage after renovations were completed on an existing building.
Troup County School District v. Carroll Daniel Construction Co., GMC, et al.	22-CV-0382	Troup County, Georgia	Pending	Plaintiff alleges architectural design and construction defects caused seasonally visible ripples allegedly affecting aesthetics of and lifespan of roof on new building.
Fullers v. City of Lanett, Evergreen Siteworks, & GMC	12-CV-2022-900092	Chambers County, Alabama	Pending	Plaintiff alleges improper clearing of trees on plaintiff's property although property in question is subject to an avigation easement.
Curvin v. City of Oxford & GMC	11-CV-2023-900041	Calhoun County, Alabama	Pending	Juvenile Plaintiff, through her mother, alleges that negligent design, construction, or maintenance or a failure to warn caused Plaintiff's injuries from being hit with a baseball at baseball park.
Kyser Construction, LLC v. GMC, Cowart	63-CV-2023-900153	Tuscaloosa County, Alabama	Pending	Kyser claims it was harmed due to GMC's alleged failure to advertise pursuant to Alabama Public Works law.

Organizational Chart

GMC is proposing to provide Disaster Recovery Consulting Services for the City of Hattiesburg. GMC is authorized by the state of Mississippi to provide professional services including services for disaster recovery. All work will be performed by selected staff members who will work as part of a project team. All of the individuals indicated have extensive experience with disaster response projects of a similar nature. Each person assigned to this project is immediately available to undertake the project responsibilities necessary to complete the project in a timely manner.



Robert Ramsey

Executive Vice President, Disaster Recovery

☎ (229) 347-2018 ✉ robert.ramsey@gmcnetwork.com

Robert Ramsey has more than 25 years of municipal service as a project principal and has served as a GMC office leader for the last six years, managing engineering, disaster recovery services and quality control. He now leads GMC's disaster recovery division, working to aid communities before, during and after disasters through debris management, cost recovery and mitigation services. Robert's ability to maintain open lines of communication with clients and staff, as well as coordinate with the numerous agencies and stakeholder groups involved in the disaster recovery process, has been a key factor to the successful rebuilding of several communities throughout the Southeast. He ensures adequate firm resources are available to achieve the client's goals and FEMA project objectives, while using his vast experience and network to resolve permitting, funding and approval issues that may arise. He sees to it that the requirements of all funding sources are met, as well as those of the regulatory agencies, to help provide clients with the most effective services to meet their needs.

Highlighted Project Experience

- *Project Principal for City of Newnan Debris Monitoring and Public Assistance Project*
April 13 2021 an EF4 Tornado went through the city of Newnan leaving devastating damage along the way. We established a team of professional and were on the ground withing 24 hours of the storm worked with the City of Newnan to identify all damages which included, vegetative debris, damaged buildings, streets and street signs, to complete the Preliminary Damage Assessment (PDA) for FEMA. Lead the debris monitoring team which consisted of 80 debris monitors to monitor and properly document all vegetative and C&D debris. Lead a team of Public Assistance (PA) professionals to properly document all expenses and put into proper FEMA format and submit for reimbursement through FEMA's Grants Portal. Provided assistance to help mitigate the replacement of a new generator and assisted the city by filing and winning an NRSC grant to clean all drainage ditches in the impacted area. Provided engineering, design and inspection for the NRCS project This included insurance detail work and closely monitoring their policy for codes and upgrades that would be standard.
- *Project Principal for Newnan Utility Public Assistance Project*
April 13, 2021 the EF4 Tornado that hit Newnan took out a large portion of Newnan Utilities distribution system. The loss of utility poles, transformers, compatible units, wire, and appurtenances was devastating to both Newnan Utility and the community. We established a team combined of former utility managers, utility risk managers, electrical engineers and our PA team to assist in both guiding the restoration as well as proper documentation for FEMA reimbursement. Our team worked



Education:

- Associate of Design Technology, Albany Technical College, 1996
- Bachelor of Governmental Management, University of Georgia, 2000

FEMA Certifications:

- IS-00801 Emergency Support Function (ESF) #1 Transportation
- IS-00802 Emergency Support Function (ESF) #2 Communications
- IS-00803 Emergency Support Function (ESF) #3 Public Works Engineering
- IS-00804 Emergency Support Function (ESF) #4 Firefighting
- IS-00806 Emergency Support Function (ESF) #6 Mass Care, Emerg. Assistance, Housing, Human Service
- IS-00808 Emergency Support Function (ESF) #8 Public Health and Medical Services
- IS-0200.b ICS for Single Resources and Initial Action Incident
- IS-00027 Orientations to FEMA Logistics
- IS-00029 Public Information Office Awareness
- IS-00230.d Fundamentals of Emergency Management
- IS-00100.b Introductions to Incident Command Systems
- IS-00634 Introduction to FEMA's Public Assistance Program
- IS-00393.b Introduction to Hazard Mitigation
- IS-00632.a Introduction to Debris Operations
- IS-00027 Orientation to FEMA Logistics
- IS-00100.pwb Introduction to the Incident Command System (ICS 100) for Public Works
- IS-00015.b Special Events Contingency Planning
- IS-00810: Emergency Support Functions (ESF) #10 - Oil and Hazardous Materials Response Annex

Robert Ramsey (cont.)

along with the Newnan Utilities staff to track repairs, work orders, labor and equipment hours and materials used in the repairs. The tracking information used for force account labor, equipment, Mutual Aid, contractors, materials and location of crews made all projects' funding quick and extremely gratifying.

- *Project Team Leader for City of Satsuma, Alabama Debris Monitoring and Public Assistance Project*
Lead GMC's debris monitoring team to ensure all FEMA 325 regulations we met and all documentation was reported to FEMA and the City for reimbursement. Our team monitored the collection and disposal of over 40,000 CY of vegetative debris generated from Hurricane Sally. Manage our PA team during the collect and formulation of all required documentation to support the reimbursement of funds through the FEMA PA program. Manage FEMA's grants portal, attend all required meeting with FEMA, state and USACE.
- *Project Team Leader for City of Atmore, Alabama Debris Monitoring and Public Assistance Project*
Lead GMC's debris monitoring team to ensure all FEMA 325 regulations we met and all documentation was reported to FEMA and the City for reimbursement. Our team monitored the collection and disposal of over 55,000 CY of vegetative debris generated from Hurricane Sally. Manage our PA team who worked with city public works and police to collect and formulation of all required documentation to support the reimbursement of funds through the FEMA PA program. Manage FEMA's grants portal, attend all required meeting with FEMA and state regulatory agents
- *Project Team Leader for Opp, Alabama Utilities Cost Recovery*
The project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$150,000.00 in PA reimbursement costs associated with February flooding and wind storms in 2020. This includes working with the utility team to assess damages to the power distribution system. Develop an operation plan for the collection of all data form finance, operation, engineering, and procurement for work that has been completed. Manage and upload information into FEMA's grants portal. Assist in the procurement process for work to be completed. Work with FEMA and Opp Utilities to identify hazard mitigation and 406 mitigation plans. Provide grant assistance for long term 404 mitigation projects.
- *Project Team Leader for PowerSouth, Alabama Cost Recovery*
The project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$85,000.00 in PA reimbursement costs associated with Hurricane Michael. This includes working with the PowerSouth team to assess damages to the power distribution system. develop an operation plan for the collection of all data form finance, operation, engineering, and procurement for work that has been completed. Manage and upload information into FEMA's grants portal. Assist in the procurement process for work to be completed. Work with FEMA and PowerSouth to identify hazard mitigation and 406

- IS-00811: Emergency Support Functions (ESF) #11 - Agriculture and Natural Resources Annex
- IS-00812: Emergency Support Function (ESF) #12 – Energy
- IS-00813" entitled "Emergency Support Function (ESF) #13 Public Safety and Security
- IS-00120.a: An Introduction to Exercises
- IS-00244.b: Developing and Managing Volunteers
- IS-00706 NIMS Intrastate Mutual Aid an Introduction
- IS-00700.a National Incident Management System (NIMS)
- IS-1000 Public Assistance Program and Eligibility
- IS-10001 The Public Assistance Assistance Delivery Model Orientation test submission FEMA Professional Development Series (PDS)
- IS -00230.d, Fundamentals of Emergency Management
- IS-00235.c, Emergency Planning
- IS-00240.b, Leadership and Influence
- IS-00241.b, Decision Making & Problem Solving
- IS-00242.b, Effective Communication
- IS-00244.b Developing and Managing Volunteers

Affiliations:

- American Public Works Association (APWA)
- Georgia Emergency Managers Association (GEMAG)
- South Carolina Emergency Management Association (SCEMA)
- Alabama Association of Emergency Management (AAEM)

Robert Ramsey (cont.)

- mitigation plans. Provide grant assistance for long term 404 mitigation projects.
- *Project Team Leader for PowerSouth, Florida Cost Recovery*
The project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$10,000,000.00 in PA reimbursement costs associated with Hurricane Michael. This includes working with the PowerSouth team to assess damages to the power distribution system. Develop an operation plan for the collection of all data form finance, operation, engineering, and procurement for work that has been completed. Manage and upload information into FEMA's grants Pportal. Assist in the procurement process for work to be completed. Work with FEMA and PowerSouth to identify hazard mitigation and 406 mitigation plans. Provide grant assistance for long term 404 mitigation projects.
- *Project Team Leader for City of Donalsonville, Georgia Cost Recovery*
This project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$250,000.00 in PA reimbursement costs associated with Hurricane Michael. This includes working with Donalsonville public works, IT, fire, and police to properly assess the damages to city building, utilities, roads, and drainage systems. Develop an operation plan for the collection and formulation of all supporting data form finance, public works, and procurement for work that has been completed. Manage and upload information into FEMA's grants portal. Assist in the procurement process for work to be completed. Work with FEMA and Donalsonville to identify hazard mitigation and 406 mitigation plans. Provide grant assistance for long term 404 mitigation projects. Work with city and NRCS for a design to support an NRCS grant for the cleaning and necessary rebuild of drainage ditches within the city.
- *Project Team Leader for City of Iron City Georgia Cost Recovery*
This project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$50,000.00 in PA reimbursement costs associated with Hurricane Michael. This includes working with Iron City public works, IT, fire, and police to properly assess the damages to city building, utilities, roads, and drainage systems. Develop an operation plan for the collection and formulation of all supporting data form finance, public works, and procurement for work that has been completed. Manage and upload information into FEMA's grants portal.
- *Project Team Leader for Seminole County Georgia Cost Recovery*
This project consists of providing leadership to the GMC PA team for the project formulation of an estimated \$200,000.00 in PA reimbursement costs associated with Hurricane Michael. This includes working with Seminole County public works, IT, fire, and police to properly assess the damages to city building, utilities, roads, and drainage systems. Develop an operation plan for the collection and formulation of all supporting data form finance, public works, and procurement for work that has been completed. Manage and upload information into FEMA's grants portal. Assist in the procurement process for work to be completed. Work with FEMA and Donalsonville to identify hazard mitigation and 406 mitigation plans. Provide grant assistance for long term 404 mitigation projects.
- *Client Manager/SME for the City of St. Marys, Georgia Cost Recovery*
This project consists of collecting all data for finance, public works, and procurement for work that has been completed in category A-G. Working with the city insurance provide for repairs to all insured properties. Working with Army Corps to obtain proper permitting for repairs along the waterfront. Coordinating with GMC engineering, environmental, architectural, and electrical engineering group to process cost estimates for work to be completed in category A-G. Upload all data into Grants Portal and coordinate with FEMA to insure maximum reimbursement for the city funds.
- *Client Manager/SME for the City of St. Marys, Georgia Debris Monitoring*
This project consists of monitoring and reporting for the collection and removal of 37,000 CY of vegetative debris and 37 boats that were sunk. Coordinating with the U.S. Coast Guard, Army Corps, DNR, coastal contractors for the removal and disposal for all the sunken boats. All debris was collected and managed on 1 DMS site. Reporting is completed and reconciled through a digital software and reported to FEMA.

Robert Ramsey (cont.)

- *Client Manager for the Albany/Dougherty County, Georgia Long Term Recovery and CDBG-DR*
Work with city and county staff to collect information on damaged areas throughout the community. Coordinate long term recovery meeting with key stake holder and city/county leaders to insure all need for the successful completion of the application was collected.
- *Client Manager/Project Manager for the City of Albany, Georgia Cost Recovery*
This project consists of collecting all data for finance, public works, and procurement for work that has been completed in category A-G. Coordinating with GMC engineering, environmental, architectural, and electrical engineering group to process cost estimates for work to be completed in category A-G. Upload all data into grants portal and coordinate with FEMA to insure maximum reimbursement for the city funds.
- *Client Manager/Project Manager for the City of Albany, Georgia Debris Monitoring*
This project consists of coordinating and monitoring the collection, disposal, and reporting of +750,000 CY of debris after the January 2, 2017 tornadoes. GMC provided 40 monitors and managed 4 DMS sites throughout the collection and removal. Completed all FEMA required reporting for reimbursement to the county.

James Stephen "Steve" Jones

Program Manager

☎ (229) 560-8853 ✉ steve.jones@gmcnetwork.com

A dedicated and hard-working individual that has more than 30 years of municipal service as a project principal. He has 25 years of experience as an independent utility contractor working with hundreds of municipal clients all over the southeastern U.S. to repair wastewater infrastructure. He has served as a Data Manager/PA Specialist since 2017. The focus during his DR Public Assistance career has been managing data and assisting many Sub Recipients for multiple disaster recovery projects. The maintaining of open lines of communication with clients and staff, as well as his knowledge of utilities has been a key factor in the successful documenting of damages for countless communities throughout the Southeast. Steve ensures adequate firm resources and documentation are available to achieve the client's goals and FEMA project objectives while using his vast experience and network to resolve permitting, funding, and approval issues that may arise. Other qualities include the constant desire to learn and the application of that knowledge to benefit the client.

In his time with GMC, Steve was responsible for millions of dollars of funding that the municipality or private non-profit entity applied for to be reimbursed by FEMA / state based on their efforts after a disaster. He is also responsible for educating clients (sub-recipient) on PA programs as well as understanding the procedures and regulations that must be followed if another disaster arise in the future. Prior to working on disaster recovery projects, Steve started a utility rehabilitation company in February of 2002.

Highlighted Project Experience

- *St. Marys, Georgia DR4338-GA* - This disaster was caused by Hurricane Irma and included CAT A (debris removal and reduction), CAT B (emergency protective measures), CAT C, (roads and cuverts/bridges), CAT G (parks, recreational facilities), CAT E, (city facilities), and CAT F (utilities). Managed the data documentation of removal and reduction of 40,000+ CY of debris, the removal of 37 sunken vessels, and managed the volunteers as they removed the vegetative debris from a historical cemetery according to EHP guidelines. Maintained an open line of communication with FEMA, GEMA, and USACE as well as city staff.
- *PowerSouth, Andalusia, Alabama DR-4399-AL* - This disaster involved an electric utility that lost transmission as well as distribution of their electric utility from Hurricane Michael. Gathered force account labor and equipment hours, contract labor and equipment, and material used was input as data, formulated, tracked and validated by the team.
- *Seneca, South Carolina DR4479* - This disaster was for the February flood in Upstate South Carolina and project obligation in excess of \$60,000. Worked closely with city department leaders to gather documentation to support the



Certifications, Trainings and Skills:

- IS-100
- IS-200
- IS-240
- IS-241
- IS-552
- IS-558
- IS-559
- IS-632
- IS-633
- IS-700
- IS-1000
- IS-1001
- IS-1002
- IS-1004
- IS-1005
- IS-1006
- IS-1007
- IS-1008
- IS-1010
- IS-1011
- IS-1012
- IS-1013
- IS-1014
- IS-1016
- IS-1020
- IS-1023
- IS-1024
- FEMA Badge Holder
- Georgia Utility Manager – UM001515
- Confined Space
- Excavation Competent Person
- OSHA 30 Hour
- OSHA 10 Hour
- RS Means Estimating
- Microsoft Office Basic
- Microsoft Office Advanced
- Microsoft Excel Basic
- Microsoft Excel Advanced
- Primavera P6

Steve Jones (cont.)

loss of employees' wages, equipment time, and fringe payments. The project duties also included site inspections for CAT C (roads and culverts) and CAT F (utilities), as well as any information that would document the loss as in GPS locations of the site and photos for verification. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that will be recorded and uploaded to FEMA's Grants Portal along with the backup documentation for their review and obligation of funds.

- *Seneca, South Carolina DR4542* - This disaster was for the February flood in Upstate South Carolina and projects that could be in excess of \$9M. Worked closely with the city department leaders to gather documentation to support the loss of employees' wages, equipment time, and fringe payments. The project duties also included site inspections for CAT A (debris), CAT B (emergency protective measures), CAT E (buildings and equipment), CAT F (utilities) and CAT G (parks and recreation/ other) and any information that would document the loss as in GPS locations of the site and photos for verification. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that will be recorded and uploaded to FEMA's Grants Portal along with the backup documentation for their review and obligation of funds.
- *Oconee County, South Carolina DR4479* - This disaster was for the February flood in Upstate South Carolina. Worked closely with city department leaders to gather documentation to support the loss of employees' wages, equipment time, and fringe payments. The project duties also included site inspections for CAT C (roads and culverts) and CAT B EPM for those roads and culverts as well as any information that would document the loss as in GPS locations of the site and photos for verification. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that will be recorded and uploaded to FEMA's Grants Portal along with the backup documentation for their review and obligation of funds.
- *Oconee County, South Carolina DR4542* - This disaster was for the February flood in Upstate South Carolina and project obligation can be in excess of \$9 million. Worked closely with the city department leaders to gather documentation to support the loss of employees' wages, equipment time, and fringe payments. The project duties also included site inspections for CAT A (debris), CAT B (emergency protective measures) and any information that would document the loss as in GPS locations of the site and photos for verification. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that will be recorded and uploaded to FEMA's Grants Portal along with the backup documentation for their review and obligation of funds.
- *Oconee County, South Carolina DR4492 (COVID-19)* - Documentation was uploaded to the SC Cares website as well as grants portal for reimbursement for items bought, or employees' pay that was affected by the virus, whether quarantined or sickness.
- *Pendleton, South Carolina DR4479* - This disaster was for the February flood in Upstate South Carolina. CAT G - Sidewalk damage due to the flood and mitigation procedures started. CAT F - aerial sewer repair by contractor as an emergency repair from the flood as well as a pump station that was flooded and electrical panel that was damaged. These items are being mitigated to keep these issues from happening in the future. The project duties also included site inspections for the aerial sewer, sidewalk, and pump station as well as any information that would document the loss as in GPS locations of the site and photos for verification.
- *Pendleton, South Carolina DR4492* - Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that was recorded and uploaded to the SC Cares site for the COVID-19 project reimbursed by the state. Gathered documentation and uploaded to grants portal for the overtime hours that the employees worked who duties were in direct relation to COVID-19 disinfection of common or work areas.
- *Opp, Alabama DR4554* - Electrical system damage due to the high winds damage on April 19, 2020. This project was completed quickly and efficiently for obligation. The state of Alabama EMS was involved due to the fact of FEMA's procurement policy. We provided the EMS with information and was they were asked for help, which they did very willingly, so the city could be helped quickly without need for a long procurement process.

Steve Jones (cont.)

- *Escambia River Electrical Co-Op DR4564* - Electrical system damage due to the high winds damage on September 14, 2020, by Hurricane Sally. The winds were responsible for power outages, so the water system and supply was affected. Information was gathered quickly with a large loss of utility poles, transformers, and wire. The project was large and had to be broken into two counties that were affected. Helped with site inspections along with the tracking information of the damaged facility and its repair from force account labor, equipment and materials and the added help from contract and mutual aid, ultimately led to the obligation of a well written project. This resulted in FEMA quickly obligating and funding the projects.
- *Loxley, Alabama DR4563* – Hurricane Sally devastated the portion of Alabama east of Mobile. This client had vegetative debris; construction and demolition scattered all over the city. Worked along side of the insurance company and FEMA to mitigate some roofs of damaged facilities, responsible for documentation for the debris cleanup, helped client line up contractors to repair damaged facilities, water system, parks, fences roads, sidewalks and curb/gutter.
- *Atmore, Alabama DR4563* – Hurricane Sally devastated the small City of Atmore, Alabama. Their losses included five buildings in which the adjuster and insurance company was closely worked with for damaged facilities to be listed, itemized, and repairs to be quantified along with current code upgrades to be explained to the client. Emergency protective measures were used and documented through CAD reports, dispatch logs and daily reports by the force account labor staff. Vegetative and C&D debris had to be taken to a TDRS and then ground and disposed of. Information and documentation was given and put in FEMA format and submitted. This information was processed, and all projects obligated.
- *Newnan, Georgia DR4600* – Tornadoes wreaked havoc from central Alabama all the way through central Georgia. This left the City of Newnan, Georgia with damaged buildings, roads, street signs, power loss, vegetative debris, C & D debris, in which these damages in the millions of dollars. Worked along side City departments for tracking and documentation for vegetative debris records, including an untold number of leaners, hangers, and stumps. The debris project was so large it was broken into three phases. Projects also included emergency protective measures, parks and cemeteries. The amounts for all projects were tracked, verified, documented, and submitted and were accepted and obligated through FEMA.
- *Newnan Utilities, Newnan, Georgia DR4600* – The same group of tornadoes that wreaked havoc from central Alabama all the way through central Georgia, also affected Newnan Utilities, which supplies water, power and fiber optics to the City. The loss of utility poles, transformers, compatible units, wire and appurtenances was devastating. Worked along with the Newnan Utilities staff to track repairs, work orders, labor and equipment hours and materials used in the repairs. The tracking information used for force account labor, equipment, mutual aid, contractors, materials and location of crews made all projects' funding quick and extremely gratifying.
- *Bibb County, Alabama DR4596* – Tornadoes on March 25, 2021 left Bibb County in disarray. Worked with Bibb County to identify all damages which included, vegetative debris, damaged buildings, streets and street signs, donated resources from hundreds in the community and outreach groups, and complete loss of an airport hanger and massive damage to another. Helped the County track hours of force account labor, equipment, contract labor and debris monitoring tasks. Provided assistance to help mitigate the replacement of a new hanger and storm strengthen the additional one that was repaired. This included insurance detail work and closely monitoring their policy for codes and upgrades that would be standard. Worked with the transportation engineering department of GMC to write proposals for the repairs and hazard mitigation proposals.
- *Centreville, Alabama DR4596* - The tornadoes that affected Bibb County, Alabama, also affected Centreville. The City of Centreville experienced a vast amount of vegetative debris that blocked roads and damaged facilities. When the decision was made to use a consultant, there were only four days left to process any paperwork and submit the proper documentation to FEMA. Worked closely with the staff in order to provide all the documentation and forms for verification including force account labor hours, equipment hours and material that would be needed in order to transfer this information in proper format for FEMA. Both projects were submitted before the deadline and obligated.

Steve Jones (cont.)

- *Hillsborough County, Florida DR4486-FL* - This project is for the reimbursement of expenditures for COVID relief and tracking the information and creating the project based on those costs. Pouring through extensive amounts of data for the reimbursement of COVID-19 department purchases. This includes, but is not limited to, testing facilities and sites, vaccinations, precautionary methods and means to prevent infections with the virus. Gathering costs for services that include additional cleaning and disinfection of facilities, purchase of PPE, transportation costs, collection of medical supplies and disposal of contaminated clothing and items. This is an ongoing process since the funding of COVID consists of emergency sheltering, EOC locations, and department purchases over and beyond their annual budget. Created a force account labor and equipment spreadsheet for those employees that worked overtime to clean, disinfect and aid those that called in for information on testing centers or quarantine facilities. County transportation was provided for those that needed testing, quarantine, or needed transportation to a shelter. The force account labor included media outlet employees, facilities services, call center representatives, testing center employees and those that drove county-owned vehicles to deliver supplies to the testing centers.
- *Lakeland, Florida DR-4673-FL* - Hurricane Ian destroyed the central west coast of Florida and was responsible for massive power outages, debris, and major city-owned facility damages. We were able to be there quickly since there was an on-call contract in place. We were able to provide guidance on documentation, accounts used for payables and receivables, and guidance to departments that were responsible for cleanup, power restoration, facility repairs (temp and permanent), water and wastewater repairs, and debris removal for areas that could not be accessed by the large grapple trucks. Worked closely with the city staff to quickly provide all the documentation and forms needed for verification. Met with each of the 10 departments individually to provide tailored needs for the information required to submit all projects (CAT A, B, C, E, F, G). Worked with finance and HR to produce payroll documentation. This was because there was not only a pay policy but also an emergency matrix-style pay structure. This was extremely difficult due to the 32 workgroups that were paid differently and eight different unions (CBA's) that were intertwined within the City's force account labor. The calculations were also tabulated based on a pre-disaster 5% raise across the board and additional percentages based on the union's designation of the employees and classification. Annual merit raises had to be figured into the formulas for the Force Account Labor and Equipment Summary. Provided the PDMG with an extensive 294-line Damage Inventory that had to ultimately be broken up and given in project formulation format, due to the size and quantities of the damaged components.
- *Lakeland, Florida DR-4680-FL* - Hurricane Nicole came shortly after Hurricane Ian and was responsible for damage to facilities, power outages, and emergency protective measures, including traffic control, barricading roads due to washouts/flooding, and police patrol for safety of the citizens. Worked closely with the city staff to quickly provide all the documentation and forms needed for verification. Worked with insurance companies and adjusters for information that would be needed for damage assessments and temporary repairs to those facilities that were still in the process of being repaired from Hurricane Ian damages. Worked with the departments for gathering information of damages assessed and those that were on standby during the storm or work orders (activity logs) for those that were working on repairing damages, safety checks/assessments, etc.
- *North Fort Myers (Florida) Fire District DR-4673-FL* - Hurricane Ian destroyed the central west coast of Florida and was responsible for massive power outages, debris and applicant-owned fire station facility damages. This contract was put in force because of our relationship with other applicants in the area. Able to provide guidance on documentation, accounts used for payables and receivables, and guidance to the three fire stations that were responsible for safety evaluations of homes and facilities. Provided medical care, food, water and supplies to those trapped because of flooding, fires in the areas, or dangerous situations in the community. Worked closely with the Fire District Financial Director to provide all the documentation and forms needed for verification. This included activity logs, timesheets, payroll, and material purchases for all CAT B expenses. Worked with insurance companies and adjusters for information that would need to be provided to submit the CAT E information to FEMA.

Steve Jones (cont.)

- *Butts County, Georgia DR-4685-GA* - A group of tornadoes ripped through lower/central Alabama and came through central Georgia, and left Butts County, Georgia devastated. This storm was responsible for damages that included vegetative and C&D debris and emergency protective measures that had to be provided for all the citizens in those affected communities, safety assessments, and damaged facilities. Damages to county-owned structures were assessed by the insurance company to provide information on the extent of the damages and the repair of those facilities. The next four Applicants, our team successfully submitted all CAT A and CAT B projects in the FEMA SPA Program (Streamlined Project Application) and worked with FEMA to improve the system. Worked closely with the Finance/HR Director to provide all the documentation and forms needed for verification. This included activity logs, timesheets, payroll, and material purchases for all CAT B expenses. Worked with debris monitoring company to provide needed information for the submittal of the debris removal projects. Worked with insurance companies and adjusters for information that would need to be provided to submit the CAT E information to FEMA.
- *Griffin, Georgia DR-4685-GA* - A group of tornadoes ripped through lower/central Alabama and came through central Georgia, and left the City of Griffin, Georgia devastated. This storm was responsible for damages that included vegetative and C&D debris, emergency protective measures, that had to be provided for all the citizens in those affected communities, safety assessments, for buildings, sidewalks, and road damages from uprooted or fallen trees. Also included were damages to city-owned buildings/facilities, loss of power, emergency restoration and water and wastewater piping that were broken due to uprooted trees. There were several parks that were damaged, but mainly due to the vegetative debris that was scattered throughout those areas within the property. Worked closely with the City's Finance Department to gather documentation to support the loss of employees' wages, equipment time, and fringe payments. Helped to conduct site inspections for CAT A (Debris), CAT E (buildings and equipment), CAT F (power, water, and wastewater), and CAT G (parks and recreation/other) to help create the damaged inventory list. Gathered information that would document the loss, such as additional GPS locations of the site and photos for verification. Provided updates to the applicant for review each week and documentation needs for project writing. Reviewed insurance adjusters' reports for damaged items, repair, code upgrades and payment of the insurance claims based on damages before submittal to FEMA and reviewed insurance policy for any additional funding that the applicant may have been entitled to. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that were recorded and uploaded to grants portal along with the backup documentation for FEMA review.
- *Spalding County, Georgia DR-4685-GA* - A group of tornadoes ripped through lower/central Alabama and came through central Georgia, and left Spalding County devastated. This storm was responsible for damages that included vegetative and C&D debris, emergency protective measures, that had to be provided for all the citizens in those affected communities, safety assessments, for buildings, and sidewalks, damages to city-owned buildings/facilities, and emergency generator operations for the staffed EOC. There were several parks that were damaged, but mainly due to the vegetative debris that was scattered throughout those areas within the property. Worked closely with the City's Finance Department to gather documentation to support the losses of force account labor time, material, and equipment hours. Gathered information that would document the loss, such as additional GPS locations of the site and photos for verification. Provided updates to the Applicant for review each week and documentation needs for project writing. Reviewed insurance adjusters' reports for damaged items, repair, code upgrades, and payment of the insurance claims based on damages before submittal to FEMA and reviewed insurance policy for any additional funding that the Applicant may have been entitled to. Payroll data from the financial department was gathered as well as the employee's hours and fringe benefit packages that were recorded and uploaded to grants portal along with the backup documentation for FEMA review.
- *Troup County, Georgia DR-4685-GA* - A group of tornadoes ripped through lower/central Alabama and came through central Georgia, and left Troup County devastated. This storm was responsible for damages that included vegetative and C&D debris and emergency protective measures that had to be provided for all the citizens in those affected communities, safety assessments, and damaged

Steve Jones (cont.)

facilities. Worked closely with the Finance/HR Director to provide all the documentation and forms needed for verification. This included activity logs, timesheets, payroll, and material purchases for all CAT B expenses. Worked with the EMA Director to provide needed information for the submittal of the debris removal projects. The removal process was accomplished by force account labor and their equipment. Debris was loaded and taken to their landfill facility and loads were weighed and tickets were created and given to the drivers for verification of weight and CY calculations.

Jeff Hughes

Deputy Program Manager

☎ (601) 521-1354 ✉ jeff.hughes@gmcnetwork.com

Jeff will serve as the Local Client Manager for your project(s).

Highlighted Project Experience

GMC, Kingsland, GA-Homeowner Rehabilitation and Reconstruction Program; Program Manager; 2020-Present

- Created Standard Operating Procedures, Housing Guidelines, training PowerPoint Presentations (Overall Program, Duplication of Benefits, Personally Identifiable Information, Customer Service, AFWA, Ethics and Conflict of Interest), and assisted with Construction RFPs (Rehabilitation, Reconstruction and Mobile Home Replacement) and advisement to the State of GA regarding programmatic policies and procedures associated with the HRRP.
- Managed Application Intake, Outreach, Eligibility, Damage Assessment Environmental Reviews, Reporting and Verification of Benefits and Award Calculation.
- Provided Construction Management of rehabilitation/reconstruction contractors, monitoring and control, and application close out.



Education:

- Bachelor of Arts in Psychology, University of Mobile, 1989
- Bachelor of Arts, English and Philosophy of Religion, University of Mobile, 1992

Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Houston, TX; Program Manager; 2018-2020

- Oversee the standup and program management of the Houston Galveston Area Council-East's region of the Harvey Assistance Program (HAP), a \$330 million rehabilitation and reconstruction program.
- Direct the management of two Homeowner Assistance Centers positioned along the Texas Gulf Coast and in North Houston.
- Duties included the development of the Standard Operating Procedures and Regional Housing Guidelines and ensuring that all programmatic and Phase I & II deliverables were completed and submitted in timely fashion.
- Construct and supervise the creation of project workflows for Application Intake and Eligibility, Damage Assistance, Environmental, Final Quality Control, Closing and Construction.
- Institute weekly client meetings with the State of Texas' stakeholders.
- Set daily production goals for each Case Manager and Homeowner Assistance Center to move applications through each phase of the process.
- Monitor the Budget versus Actual data and report weekly to the Prime Contractor.
- Conduct daily morning meetings with each area of the Management Team (HAC managers, Damage Assessment, Environmental, Eligibility and Closing) to ensure that new policies, procedures, information, or goals were disseminated from a top-down approach.

Baker, Donelson, Bearman, Caldwell & Berkowitz, PC, Baton Rouge, LA; Project Manager - Case Management; 2017-2018

- Manage four applicant service centers to perform intake for more than 56,000 potential applicants over 51 parishes across the state of Louisiana.
- Manage a staff of more than 200 Case Managers, Supervisors and Administrative Support staff.
- In the first six months of operation, Case Managers pushed more than 11,000 completed applications to Eligibility Review.
- In the first seven months, Case Managers assisted in generating 4,200 awards totaling more than \$92 million in support of the \$1.3 billion in funds.

Special Leigh Shealy

Program Administrator

☎ (706) 303-3272 ✉ special.shealy@gmcnetwork.com

Special Young comes to GMC as a Public Assistance (PA) Project Coordinator with expertise in the implementation of FEMA's Public Assistance (PA) Program from a State perspective. She has worked in both state and non-profit grant implementation and management of FEMA PA, HUD CDBG-DR and CDBG-MIT grants as well as local and private grants. She serves as the President of the South Carolina Mosquito Control Association and sits on the board of the Mid Atlantic Mosquito Control Association which credits her leadership, liaison and public speaking skills. Her background in research, data analysis, documentation review allow her to properly navigate FEMA Appeals, Scope of Work Changes, Request of Information and discuss document requirements with both FEMA regional staff, state sub-grantees and applicants.

Highlighted Project Experience

- *GMC - Public Assistance Specialist* September 2021 - Present
- *South Carolina Emergency Management Division - Public Assistance Specialist*
December 2020 - September 2021
Served as a FEMA Public Assistance Grant liaison and subject matter expert local municipalities and utility companies located in two regions of South Carolina. Supported grant management functions leading to project obligation and compliance in 15 counties for seven federally declared disasters. Managed information requests from FEMA by advising state and local governmental agencies on the requirements of FEMA policy.
- *South Carolina Disaster Recovery Office - Mitigation Administrative Coordinator*
August 2020 - December 2020
Assisted the management of \$157 million dollars in HUD CDBG-MIT funds that support infrastructure, buyout, funds match and plans and studies projects across 17 SC MID counties. Reviewed grant applications, supporting documentation and mitigation project scopes. Developed program materials such as; formal grant applications, client intake forms, grant reporting spreadsheets and internal program procedures. Managed municipality contact lists, grant balance spreadsheets and employee time sheets/telecommuting logs
- *SC United Methodist Disaster Recovery - Administrative Assistant*
January 2017 - October 2018
Managed \$3 million dollars in disaster relief grants from multiple funding sources. Composed grant proposals and submitted quarterly reporting narratives. Processed construction material invoices and reimbursed employees for mileage. Logged all mileage, reimbursable expenses, time sheets, and materials purchased into a centralized database.



Education:

Bachelor of Arts in Public Health, University of South Carolina

FEMA Certifications:

- IS 100 Introduction to Incident Command System
- IS 139 Exercise Design and Development
- IS 200 Basic Incident Command System for Initial Response
- IS 230 Fundamentals of Emergency Management
- IS 235 Emergency Planning
- IS 240 Leadership and Influence
- IS 241 Decision Making and Problem Solving
- IS 242 Effective Communication
- IS 244 Developing and Managing Volunteers
- IS 700 National Incident Management System (NIMS) An Introduction
- IS 800 National Response Framework, An Introduction
- IS 1000 Public Assistance Program and Eligibility
- IS 1001 The Public Assistance Delivery Model Orientation
- IS 1002 FEMA Grants Portal Transparency at Every Step
- IS 1005 Public Assistance Alternative Procedures
- IS 1006 Disaster Damage and Developing Project Files
- IS 1007 Detailed Damage Description and Dimensions
- IS 1009 Conditions of the Public Assistance Grant
- IS 1012 Direct Administrative Costs
- IS 1013 Costing- Estimates and the Cost Estimating Format
- IS 1017 Scope Change Requests, Time Extensions, Improved/Alternate Project Requests
- IS 1018 Determination Memorandums and Appeals
- IS 1022 Substantiating Disaster-Related Damages to Buildings, Contents, Vehicles, and Equipment

Kenneth Robinson

Construction Manager / Resident Engineer

Kenneth Robinson is an experience Mechanical Engineer in multiple environments, including disaster recovery, commercial and residential construction, design, wastewater treatment and manufacturing. He managed a wide range of construction and capital projects, from conceptual to completion. Kenneth supported recovery from major events including Hurricane Harvey, Hurricane Katrina, Hurricane Sandy, Alabama tornados, Hurricane Harvey, Florence and Maria resulting in \$80 million in grant funding. He is proficient in Spanish and obtained advance degree in Engineering.

Highlighted Project Experience

CDM Smith *December 2019 – July 2020*
Public Assistance Subject Matter Expert/Tiger Team,

- Attended intense training at Consolidated Resource Center (CRC) consisting of Grants Manager, site inspection, scope and cost development for all categories of work.
- Generated Request for Information (RFI) for applicant/client submittal, to provide supporting documentation.
- Reviewed and evaluated damage descriptions, client's historical cost and supporting documents related to Puerto Rico (Island-wide) water storage tanks, wells, pump stations, and waste/water treatment plants.
- Managed technical team which included work assignments, QA/QC of cost estimates and maintaining tracker for upper FEMA management.
- Evaluated damage assessments and generated estimates utilizing RS Means, Historical Data and other resources for \$35 million for storm and non-storm related damages, in addition to generating Cost Estimate Format (CEF).

P. Brown Builders, LLC *May 2019 – December 2019*
Project Manager, Eglin AFB, 86th Fighter Weapon Squadron, Base Civil Engineer, Modify Vault & Flight Equipment Building

- Managed critical issues with military personnel, architects, and engineers, in addition to maintaining client relationships and conflict resolution.
- Supported marketing efforts, resulting in responding to various RFP for federal, state, local municipal and private projects, in addition to identifying new business development opportunities.
- Responsible for project scheduling and daily decisions based upon government objectives.
- Monitored projects to ensure projects/initiatives were on track to meet the defined strategic goals.
- Communicated effectively with military project team to prioritize project/initiative activities.

Tetra Tech / IEM - Public Assistance Project Manager/Subject Matter Expert *April 2018 – May 2019*

- Managed a team of 10 Data Analyst to review/evaluate/validate invoices and supporting documentation regarding Gilbane

Education:

- Bachelor of Science in Mechanical Engineering, University of Miami, 1984-1986
- Master of Science in Mechanical Engineering, Florida International University, 1986-1990
- Dekalb Technical College, 1999-2002

Licenses and Certifications:

- Kepner-Tregoe Project Management Certification, 1995
- Currently pursuing General Contractor License
- US Department of Homeland Security Operation I & II, Hazard Mitigation, Grant Management and other Disaster Related Courses, 2006 - 2011

FEMA Certifications:

- Operations I & II
- Hazard Mitigation, Grant Management/Portal, Cost Estimating Format
- Benefit Cost Analysis
- FEMA Delivery Model, Grant Portal and other FEMA Independent Study Courses

Kenneth Robinson (cont.)

Construction Service for emergency repairs totaling \$64 million, for the City of Houston.

- Managed Technical Team to evaluate and make recommendations to damage description, scope of work, site inspection reports, and cost related to 50 city-wide wastewater treatment plants and lift stations.
- Worked with various team members to review and revise damage description assessments, site inspection reports, damage description comparisons, and associated cost estimates.
- Supported proposal writing team by responding to RFPs for multiple emergency disaster related services.
- Reviewed and approved 33 federal grants for multiple City of Houston respective departments, including 50 city-wide treatment plants and sewage lift stations for approximately \$17.6 million.

APTIM/Sultz Group -Project Manager / Cost Estimator

August 2017-April 2018

- Developed cost estimates for replacement and repairs utilizing programs recognized by FEMA.
- Arranged and participated in joint meetings with FEMA, state, client and consultants, to address critical issues and obtain supporting documentation pertaining damaged facilities/infrastructures.
- Assisted Technical team with developing hazard mitigation proposal and benefit cost analysis.
- Authored multiple justification letters to advocate for client to resolve conflict between FEMA, related to eligibility, scope of work and cost for storm damaged facilities.
- Generated multiple RFI for client submittal, to request supporting and back-up documentation related to grant close-out and cost reconciliation.
- Conducted scope alignment and cost estimates to close-out 46 grants for approximately \$10.7 million.

Witt O'Brien / Florida Disaster Consultants, LLC

February 2016 – August 2017

Project Manager/Cost Estimator

- Developed and reviewed technical team “white papers” which substituted for cost analysis to justify and validate eligibility, scope of work and cost for completed repairs and reimbursement of FEMA funding.
- Generated RFI for applicant/client submittal, to request supporting and back-up documentation related to grant management and close-out of projects.
- Managed close-out and reconciliation of 30 federal grants for approximately \$17 million.
- Implemented joint team consisting of federal, state and client consultant to determine damage assessment, scope of work and reasonable cost for damaged facilities and infrastructures.

UR Heating and Air - Project Manager (Contractor)

December 2014 – February 2016

- Coordinated daily with Owner/Principle for commercial and residential projects.
- Managed scheduling of technicians for new installation and repairs, including labor, materials, and equipment.
- Managed out-of-state HVAC and plumbing capital projects, including traveling, coordination with contractors, reviewing change orders and drawings.
- Coordinated efforts to obtain various projects from public and private sectors by attending pre-proposal conferences, networking, and responding to proposals.
- Prepared technical proposals responding to all RFPs.

Disaster, Strategies & Ideas

May 2014 – November 2014

Project Specialist/Cost Estimator (Contractor)

- Generated cost for repairs of small/large projects using various cost estimating tools recognized by FEMA, in addition to hazard mitigation proposals and evaluated cost to determine repair versus replacement.
- Attended Kick-off meetings with federal, state, city officials, client consultants to develop plans for an aggressive and expedited recovery of critical facilities.
- Planned and arranged site visits to severely damaged facilities, ensuring client receives sufficient FEMA support.

Kenneth Robinson (cont.)

- Managed several Project Specialist to develop damaged description, associated repair cost and mitigation of damaged components for various counties and clients.
- Worked with Technical team for damage assessments and related cost estimates for roads, bridges, culverts, embankment and ditches due to massive flooding.

Tidal Basin - Project Manager

December 2012 – April 2014

- Supported client's requests for cost estimates and damage assessment for East Rockaway New York School Board in conjunction with FEMA's Project Specialist, to determine comparison cost of approximately \$4 Million.
- Managed Project Specialist assigned to various counties and applicant through-out storm damaged areas.
- Reviewed, and signed grants prior to client and FEMA submittal/approval for multi-million dollars projects.
- Attended site visits of multiple critical facilities, assisting Project Specialist with generating damaged assessment and associated reasonable cost estimates for repairs.
- Managed and maintained weekly trackers for upper management, capturing the progress status of multiple Federal Grants by extracting information from FEMA database, Project Specialist and Public Assistance Coordinators

Florida Office of Emergency Management

April 2012 – November 2012

Project Officer/Cost Estimator (Contractor)

- Managed Project Specialist assigned to various counties and applicant through-out storm damaged areas.
- Trained Project Specialist on developing estimates for repairs using cost estimating tools
- Attended kick-off meetings with federal, state, city officials and clients, to present and introduce disaster recovery program requirements for reimbursement of cost associated emergency protective measures and repairs.
- Generated daily and weekly reports for upper/senior management that captured the progress status of grants by extracting information from FEMA database, Project Specialists, and Public Assistance Coordinators.
- Planned and arranged site visits to severely damaged facilities, ensuring client receives adequate FEMA support.
- Conducted damage assessments and generated associate cost estimates for roads, bridges, culverts, embankment and ditches resulted from major flooding.

Alabama Emergency Management Agency (AEMA)

February 2011 – March 2012

Division Task Force Leader - Birmingham, Alabama

- Managed Public Assistance Coordinators and Project Specialist assigned to various counties and clients.
- Reviewed, amended and signed Federal Grants prior to applicant submittal/approval.
- Trained and assistance Project Specialist with damage assessment and associated cost estimates for repairs.
- Planed and attended weekly meetings with FEMA's upper management to monitor status of various categories of work and federal grants for damaged facilities and infrastructure.
- Maintained daily and weekly reports/trackers, capturing the progress status of Federal Grants by extracting information from FEMA database and Project Specialists.

Dewberry - Project Manager / Lead Project Specialist

March 2006 – December 2010

- Conducted damage assessments, estimates and developed grants to obligate federal funding of \$45 million following Hurricane Katrina, related to various wastewater treatment plant and sewage lift stations.

Kenneth Robinson (cont.)

- Performed multiple cost estimates and associated damage assessments totaling \$27 million for the City of New Orleans Youth Detention Center, resulting in replacing the damaged facility.
- Developed initial and final cost estimates for City's Crime Lab for repair or replacement determination in the amount of \$6.5 million, including approximately \$3.2 million in damaged contents and equipment.
- Established cost estimates for temporary facilities associated with permanent storm damaged structures, which included restoration of temporary site/building upon completion of the repaired or replaced facility.
- Planned, arranged and supervised Technical Team to conduct site visits/damage assessment of 120 parks and recreation centers throughout multiple Louisiana parishes.

R&S Engineering, Inc. - Union City, Georgia
Principal / Senior Project Manager

July 1998 – March 2006

- Assembled and managed required teams of consultants, contractors and vendors.
- Provided financial management and oversight throughout the life of project(s) including schedule, budget control, negotiation of additional services, invoicing, consultant contracts and management of subcontractors.
- Coordinated efforts to obtain various engineering projects from public and private sectors by attending pre-bid meetings, networking, and preparing proposals/bids.
- Completed designs/plans for General Contractors for commercial and residential renovation projects.
- Managed capital cost-saving projects for General Motors (Doraville) plant involving welding and painting robots, designed and fabricated fixtures/tooling for implementation during facility shutdown.
- Managed design-build projects for Grady Hospital/Health Systems and various associated remote clinics.
- Managed various cost saving and capital projects for Avery-Dennison and Hertz Rental Car.

Nicole Peters
C&P Resiliency Group
Financial Lead / Project Manager

☎ (919) 398-4137 ✉ npeters@cpresiliencygroup.com

Nicole Peters is a multi-faceted Emergency Manager with full-spectrum experience in the areas of planning and preparedness, response and recovery, mitigation, and business development for our emergency response and recovery divisions. As the CEO for C&P Resiliency Group, she brings numerous years of streamlined experience that will meet and ultimately exceed client needs and expectations. She has managed and directly supervised more than \$2 billion in FEMA Public Assistance grants encompassing hazards including floods, hurricanes, Mudslides, ice storms and a pandemic. Ms. Peters has served as a critical role in expanding various business lines, developing data analytics, and assisting clients with planning and preparedness initiatives. Nicole also has experience managing and implementing FEMA PA and CDBG-DR programs for state and local clients. With a servant's heart, Nicole is passionate about serving vulnerable populations around the world and plans to continue this work as the CEO of C&P Resiliency Group. Servant-minded. Compassionate. Dedicated.

Highlighted Project Experience

Michigan Department of Health and Human Services, DR, COVID-19, October 2022 –Present

- Advising client on entire FEMA PA processes, including policy updates
- QA/QC project documentation for accuracy and compliance
- Creating memorandums of explanation to ensure CRC has context for each project.
- Responding to requests for information (RFIs) on behalf of the client and ensuring the correct documentation is included for reimbursement.
- Completing progression audits to assist in streamlining closeout.

Oregon Military Department Office of Emergency Management, DR-4562, DR-4519, DR-4499, DR-4432, DR-4452

December 2019 –Present

- Coordinating PA recovery efforts with FEMA on behalf of OEM.
- Assist applicants throughout the state with 404 and 406 applications.
- Train staff on identifying 406 and 428 projects
- Assist OEM with project validations and project closeout
- Review damage inspection reports and write PWs (DR-4432, DR-4452)
- Administer Grants Portal training to all applicants and State employees.
- Assist counties and communities regarding Right-of-Entry forms (DR-4562)
- Training hired recovery staff to act as Program Delivery Managers.



Education:

- Bachelor of Arts in Communication Studies (Emphasis in Organizational Communication and Minor in Public Health), University of North Carolina at Charlotte
- Master of Arts in Emergency Management, Tulane University

FEMA Certifications:

- FEMA IS-1000
- FEMA IS-230.d
- FEMA IS-00042
- FEMA IS-00241.b
- FEMA IS-00322
- FEMA IS-01300
- Corporate Social Responsibility Certificate, Duke University

Affiliations:

- IAEM
- National Hazard Mitigation Association
- Regional Planning Commission of Greater New Orleans
- Infraguard, NOLA

Nicole Peters (cont.)

- Assisting State leadership in enhancing and amplifying FEMA guidance on applicant communications specific to Oregon.
- Coordinating all DRs desktop project reviews for PWs.
- Identifying 406 and 404 hazard mitigation opportunities (DR4432, DR-4452, DR-4519).
- Provide cost tracking and project development for OEM under all categories.
- Providing policy updates and guidance to all applicants regarding Category B COVID-19 projects (DR-4499)

Florida Division of Emergency Management, COVID-19 Response March 2020 – August 2020

- Responsible for coordinating with Regional Directors to discuss with region cities/counties on After Action Reports in response to COVID- 19.
- Assist with logistical and administrative matters as needed.
- Assist in EOC surge support matters.
- Screen, vet, and source high priority resources from various vendors.

Snap Nurse, Mobile Vaccination Sites and Hospital Surge Staffing, COVID-19, December 2021 – July 2022

- Serving as Project Manager
- Manage the implementation and operations of mobile vaccines and testing units in South Carolina.
- Assess current state and identify areas of opportunity to implement standard process and procedures.
- Maintain vendor relations and direct resource management throughout the entirety of project implementation.
- Oversee scheduling of Mobile Vaccine Units to meet State and Local requirements as well as strategically coordinate events to maximize outreach to the communities.
- Ensure operational continuity across all sites to meet Federal, State, and customer requirements and contractual obligations.
- Support on-going growth and expansion within current and potential operations.

Royce Woodruff, D.Sc, PMP

FEMA Coordination / Subject Matter Expert / Funding Assistance Database Manager

☎ (404) 932-4681 ✉ rbwoodruff@yahoo.com

Royce Woodruff will serve the City with as the FEMA Coordinator, Subject Matter Expert and Funding Assistance Database Manager.

Highlighted Project Experience

*Program Manager - Jacksonville State University (Contract)
2018-Present Jacksonville, AL*

- Managed disaster recovery on behalf of the University for tornado recovery.
- Managed disaster recovery budget of \$124M consisting of 48 projects.
- Facilitated high-level meetings with executive leadership with the University and US Senator (s) Office of Sen. Tuberville and Sen. Shelby.
- Maximized 406-Hazard Mitigation opportunities throughout the engagement. Approximately 90 percent of all permanent work projects have Hazard mitigation work tied to them.
- Spearheaded the application, BCA, and program and project management for HMGP projects.

*Director of Disaster Recovery, Security and Risk Management,
iParametrics Inc., 2022-2023 Atlanta, GA*

- Led a national workforce for two divisions (Disaster Recovery and Security & Risk Management).
- Worked as a Program and Project manager for various entities on disaster recovery and security-based projects.
- Reviewed risk assessments, wrote emergency plans, provided training, and conducted high-level meetings.
- Wrote grants and performed grant management administration functions.
- Performed Business Development tasks i.e., RFP identification, proposal writing, and potential client interviews.
- Conducted performance review evaluations for employees and conducted trainings.

*Grants Subject Matter Expert, Lead, ICF, Inc.
2019-2022 San Juan, PR*

- Led and trained a group of Subject Matter Experts (SME) in Public Assistance and 406 Hazard Mitigation.
- Attend leadership meetings about project management, development, decision-making, and problem resolution.
- Assist various business units within the Disaster Management group with project development, i.e., Building Resilience Infrastructure and Communities (BRIC) and CDBG-MIT (Community Development Block Grant-Mitigation).
- Conducted training sessions on hazard mitigation in Public Assistance (406) and the Hazard Mitigation Grant Program (404).

Education:

- Bachelor of Science in Sociology, Jacksonville State University, 1994
- Master of Public Administration, Emergency Management, Jacksonville State University, 2004
- Doctor of Science in Emergency Management Jacksonville State University, 2018

Licenses and Certifications:

- Project Management Institute, Project Management Professional (PMP) #3462352
- Grant Writing Certificate, The University of Georgia, 2023
- Sports Security Management Certificate Program, The University of Southern Mississippi 2010

FEMA Certifications:

- Project Management Certificate (35-hour course) via Project Management Institute
- Emergency Manager
- Introduction to the Incident Command System
- Introduction to Exercises
- Exercise Design
- Single Resource and Initial Action Incidents
- Principles of Emergency Management
- Emergency Planning
- Effective Communication
- Developing and Managing Volunteers
- Introduction to the Public Assistance Process
- Public Assistance Operations I
- National Incident Management System (NIMS), An Introduction
- National Response Framework, An Introduction
- Public Assistance Operations I, II
- Debris Management
- Sports Security Management
- Hazard Mitigation (406)
- Cost Estimation Format (CEF)

Memberships:

- ASIS International 2022
- Project Management Institute 2021
- National Grants Management Association 2021
- Alumni Association of the Board of Governors-Jacksonville State University 2015
- American Association of Contingency Planners 2012
- National Center for Spectator Sports Safety 2011
- Georgia Association of Floodplain Managers 2010
- Emergency Management Association of Georgia 2010
- Association of State Floodplain Managers 2009
- International Association of Emergency Managers Since 2008
- Jacksonville State University Advisory Board for Emergency Management 2009

Royce Woodruff (cont.)

- Ran Benefit-Cost Analysis (BCA) on several projects to determine cost-effectiveness throughout the entire division.

Manager, Disaster Resilience and Recovery, Innovative Emergency Management 2017-2019
Morrisville, North Carolina

- Successfully obtained multi-million-dollar clients for the firm.
- Manage a staff of Public Assistance and Hazard Mitigation professionals company-wide.
- Provide subject matter expertise for clients regarding disaster resilience and recovery.
- Oversaw numerous projects as a prime and sub-consultant.
- Seek business development opportunities by requesting proposals (RFPs), stand-by contracts, relationships, and relationship building.
- Ensure project profitability and the necessary project management controls are in place.
- Manage and track complex project plans/controls, budgets, and teams to maximize a holistic disaster recovery approach.

Senior Recovery Specialist, CDR Maguire (Contract) 2016-2017
Bunnell (Flagler County), Florida

- Assisted with the response to Hurricane Mathew.
- Provided guidance and leadership to county management through the Public Assistance Grant process.
- Provided technical assistance to the applicant.
- Developed project worksheets on behalf of the applicant.
- Developed BCAs on client projects to determine their cost-effectiveness.
- Offered federal statutory and regulatory guidance for executive decision-making.

Senior Disaster Recovery Specialist, CDR Maguire (Contract) 2015-2016
Massachusetts Emergency Management Agency - Framingham, Massachusetts

- Serviced Massachusetts for the 2015 Winter Storm Juno.
- Ensured PW was closeout ready, i.e., proofs of payment, checks, invoices, and receipts.
- Provided technical assistance to MEMA on Project Worksheet reviews, i.e., insurance and hazard mitigation.
- Provided technical assistance to local towns and state agencies.

Faculty-Adjunct Professor/Undergraduate and Graduate Instructor (Online) 2012-Present
The University of North Alabama - Florence, Alabama

- Currently teach disaster preparedness, response, recovery, and mitigation courses, i.e., NIMS, ICS, NRF, and NDRF.
- Developed a course of study to achieve the appropriate student outcomes.
- Measure student achievement to assess material retention.
- Teach graduate and undergraduate courses in emergency management and homeland security, i.e., preparedness, mitigation, response, recovery, Homeland Security

Lead Hazard Mitigation Specialist, Disaster Solutions and Ideas, LLC. (Contract) 2014-2015
State of Florida - Pensacola, Florida

- Served Florida for the April 2014 floods.
- Project lead for the State in Hazard Mitigation, 9 County disaster area.
- Provided technical assistance to local utility cooperatives through the nine-county regions. Utilities included power, water, and electricity.
- Provided oversight on behalf of the state for approximately 80 projects totaling more than \$30M.
- Facilitated high-level meetings with key stakeholders, FEMA, and State, and local authorities.
- Navigated federal and state: laws, codes, policies, and memos in seeking a favorable determination of eligible projects on behalf of the state.

Royce Woodruff (cont.)

Task Force Leader - Public Assistance, Adjusters International Inc., (Contract) 2012-2014
State of New York - Queens, New York

- Called New York to deal with the aftermath of Hurricane Sandy.
- Oversight of the development of over 217 project applications totaling approximately \$1B for New York City Schools, the largest school district in the United States. Conducted Closeout support for previous disasters on behalf of the State.
- Provided technical assistance to the School Construction Authority (SCA). The contribution included project development for power, water, mechanical, electrical, and energy (MEP).
- Manage a staff of 12 employees.
- Ensure that all projects meet federal laws, statutes, regulations, and policies.
- Conduct high-level meetings with key stakeholders.
- Perform grant management and project management tasks.
- Guide applicants on progress payment procedures and project closeout according to NY State procedures.

Planning Consultant - Mitigate America, LLC. (Contract) 2009-2012
Jacksonville State University - Jacksonville, Alabama

- Served the Alabama community following the 2011 tornados.
- Wrote and developed the 1st hazard mitigation plan for a university in the state, approved for \$100,000.00.
- Conducted high-level meetings and workshops for senior-level administrators and key stakeholders.
- Coordinated plan development with the Calhoun County Emergency Management Agency, the Alabama Emergency Management Agency, and the Federal Emergency Management Agency.
- Managed grants programmatically and financially after award, i.e., quarterly reports, and cost reconciliation.
-

Lead Hazard Mitigation Specialist - James Lee Witt Associates (Contract) 2010-2011
The University of Texas Medical Branch - Galveston, Texas / City of Houston, Texas

- Summoned to Galveston and Houston, TX to assist with disaster recovery for Hurricane Ike
- Managed a mitigation project budget of 326 million dollars for the University of Texas Medical Branch and 46 million dollars for Houston.
- Served as a liaison between the Texas Department of Emergency Management (TDEM) and the Federal Emergency Management Agency (FEMA).
- Provided technical assistance to both clients, including grant management, and benefit-cost analysis, conducted site visits with federal and state counterparts, and developed mitigation proposals.
- Specifically worked with UTMB to elevate the first-floor corridor and protect the Mechanical, electrical, and Plumbing (MEP), which included chill and steam water.
- Ensured that HMPs and Project applicants were closeouts ready. Managed awarded projects for the applicant and followed Texas' project reimbursement procedures and payment process.

Project Specialist/Hazard Mitigation - Fluor Corporation (Contract) 2008-2009
Federal Emergency Management Agency - New Orleans, Louisiana

- Deployed to New Orleans to assist with the response and recovery of Hurricane Katrina
- Managed a budget of \$225M in projects.
- Wrote, developed, and reviewed mitigation proposals and construction plans. Conducted high-level meetings with parish (county) level officials and met with and conducted high-level meetings with the general public and private industry.
- Provided technical assistance to the State and local jurisdictions regarding reconstruction and long-term recovery.
- Conducted benefit-cost analysis to determine the cost-effectiveness of proposed projects.

Royce Woodruff (cont.)

Senior Emergency Management Specialist James Lee Witt Associates (Contract) 2006-2008
Governor's Office of Homeland Security and Emergency Preparedness - Baton Rouge, Louisiana

- Served in the wake of Hurricane Katrina, Rita, Ike, and Gustav
- Lead a staff of 85 employees.
- Developed and conducted closeout training for newly hired employees.
- QA/QC reviewer for all HMPG applications and Plans. Reviewed all projects and submitted them to NEMIS on behalf of the SHMO.
- Wrote and developed multiple state project applications and plans
- Developed training programs and materials for state staff, local governments, and state agencies.
- Coordinated a state-wide campaign to educate local governments, businesses, and the general public about the various federal programs available to them due to Hurricane Katrina.
- Trained staff on project closeout, established a written policy on quarterly reports and tracked percent complete versus dollars approved.

Hazard Mitigation Grant Program Specialist 2004-2006
Federal Emergency Management Agency - Atlanta, Georgia

- Deployed to several disasters throughout the southeastern United States.
- Validated completed work against quarterly reports, reviewed photos, and conducted site visits as a function of closeouts.
- Approved, denied, and reviewed proposed hazard mitigation plans and projects for state and local governments.
- Provided technical assistance to the State(s) and their sub-grantees.
- Conducted site visits to provide technical assistance and eligibility reviews for the State and local governments.
- Provided training to state and local governments on benefit-cost analysis, application development, federal policies, rules, and regulations.

Brandon Smith, CPESC

Procurement and Contracting / Scheduling Administrative Assistance / Senior Advisor

☎ (251) 460-4006 ✉ brandon.smith@gmcnetwork.com

Brandon Smith is an Environmental Scientist in GMC's Mobile office. His background includes project coordination and compliance with state and federal agencies including United States Army Corps of Engineers (USACE) wetland permitting, United States Department of Agriculture (USDA) environmental information documentation, AL Department of Environmental Management (ADEM), National Pollutant Discharge Elimination System (NPDES), industrial and general construction stormwater permitting and compliance, Alabama Historical Commission (AHS) Concurrence, Fish and Wildlife Concurrence, Mississippi Department of Marine Resources (MDMR) wetland permitting and Mississippi Department of Environmental Quality (MDEQ). Brandon has also completed training and obtained certification in Geographic Information Systems (GIS).

Disaster Recovery Experience

- Dauphin Island Substantial Damage Project Manager - Dauphin Island, AL

Management Plans Experience

- Western Shore Watershed Management Plan – Mobile, AL
- Eastern Delta Watershed Management Plan - Baldwin County, AL
- Bayou la Batre Stormwater Mapping - Mobile County, AL

Construction Stormwater Experience

- Thomasville Hotel NPDES – Thomasville, AL
- USDA Belforest Phase IA – Daphne, AL
- Orange Beach Force Main – Orange Beach, AL
- Westervelt EDA/IAR – Thomasville, AL
- Atmore Landfill – Atmore, AL
- Austal Expansion – Mobile, AL
- Baldwin EMC – Bay Minette, AL
- Coastal AL Community College Conference and Education Center – Atmore, AL
- TAPAA-TA17 – Daphne, AL
- ALDI Distribution Center – Loxley, AL
- Battles Trace (The Colony) – Fairhope, AL
- Twelve Mile Stream Restoration – Mobile, AL
- BC Foley – Foley, AL
- Wolf Creek Wastewater Treatment Plant – Foley, AL
- MAWSS Three Mile – Mobile, AL
- MAWSS SWAT – Mobile, AL
- Thomasville Holiday Inn and Express – Thomasville, AL
- Clolinger Bridge Replacement – Jackson, AL
- The Grove Phase III – Foley, AL
- Primland Subdivision – Foley, AL
- Primland North Subdivision – Foley, AL



Education:

Bachelor of Science in Environmental Science with
Concentration in Geographic Information Systems (GIS),
Auburn University at Montgomery, 2019

Licenses and Certifications:

- Geographic Information Systems Certificate,
Auburn University at Montgomery (AUM)
- Certified Professional in Erosion and Sediment
Control (CEPSC)

Additional Training

- FEMA Substantial Damage Workshop
- Stormwater Management Low Impact
Development Practices
- Navigating Regulatory Floodplains
- Green Coast Council Sustainability Summit
- Phase I Environmental Site Assessment - The
Environmental Institute
- Water and Wetlands Regulations and Compliance
2020 Workshop
- Alabama Water Works Monitoring Workshop

GIS Experience:

- Software Experience with ArcGIS, AutoCAD,
Hexago GeoMedia (some R Studio)
- GIS Theory and Application
- Georeferencing / Image Registration
- Database Creation and Management
- Remote Sensing and GPS Applications
- GIS and Environmental Management
- Environmental Law and Policy
- Cartography

Brandon Smith, CPESC (cont.)

- County Road 13 Water Main Improvements – Daphne, AL
- MAWSS Crenshaw Street Alignment – Fairhope, AL
- Raw Water Main K-6 Well #5 – Daphne, AL
- Oak Place (Street) – Gulf Shores, AL
- Gulf Shores State Route 182 Water Main – Gulf Shores, AL
- Bay Street Village Subdivision – Foley, AL
- Polo Place – Fairhope, AL

Industrial Stormwater Experience

- Metals USA Plates and Shapes - Mobile, AL
- Kelvin's Salvage – Repton, AL
- Daewon America – Auburn, AL
- Atmore Airport – Atmore, AL
- Atmore Landfill – Atmore, AL

Phase I Environmental Site Assessments Experience

- 1817 Dawes Road – Mobile, AL
- Red Hills Phase II – Monroe County, AL
- Red Hills Section 2 – Franklin, AL
- Red Hills Flat Creek Phase 1 – Monroe County, AL
- 1250 Air Base Boulevard – Montgomery, AL
- 1400 Narrow Lane Parkway – Montgomery, AL
- Cottonwood Golf Course – Montgomery, AL
- D&D One Stop – Marbury, AL
- East Chase Parkway Shopping Center – Montgomery, AL
- Embassy Drive Property – Montgomery, AL
- Forever Wild – Cahaba River, Mohon Tract – Bibb County, AL
- Garrett Coliseum – Montgomery, AL
- Lanett Mill – Lanett, AL
- Lawrence Street and Pollard Street – Montgomery, AL
- The Venue at East Chase – Montgomery, AL
- Troy University Elm Street Property – Troy, AL
- Washburn Building – Montgomery, AL
- Aloe Bay Marina – Dauphin Island, AL
- 1112, 118, and 1121 Desoto Avenue – Dauphin Island, AL
- 8875 County Road 32 – Fairhope, AL
- TNC Cooper Marine Tract – Rabun, AL
- Home Place Farms/Lowder New Homes – Prattville, AL
- Thomasville Hospital Site – Thomasville, AL
- Maxwell AFB White Water Property – Montgomery, AL

- Coffeeville Economic Site – Coffeeville, AL
- Highway 90 – Gautier, MS
- Family Dollar Tree – Taylorsville, MS
- 204 Cottonport Avenue – Cottonport, LA
- 1208 Commercial Drive – Port Allen, LA

NEPA Environmental Assessments Experience

- Belforest Waterline Addendum – Belforest, AL
- Loxley Wastewater Treatment Plant Water Main – Loxley, AL
- Jackson County Animal Shelter – Gautier, MS

Wetland Delineation Experience

- Jackson County Animal Shelter – Gautier, MS
- Atmore Urgent Care – Atmore, AL
- Project Badger – Theodore, AL
- Alfa AG Clanton Property – Clanton, AL
- Elkahatchee Road - Tallapoosa County, AL
- Hi Pack Drive – Opelika, AL
- Old Cahawba Park – Selma, AL
- Dublin-Fuller PowerSouth Delineation – Luverne to Helicon, AL
- Henry Brick – Selma, AL
- Eslava Creek – Mobile, AL
- Atmore Urgent Care – Atmore, AL
- Hudson Oil Site – Spanish Fort, AL
- Baldwin EMC – Summerdale, AL
- Dick Higbee Road – Fairhope, AL
- Coffeeville Economic Development Site – Coffeeville, AL
- Dale Lane – Foley, AL
- Ellis Site – Orange Beach, AL

Stream Restoration Experience

- D'Olive Tributary – Daphne, AL
- Lower Fish River Restoration - Baldwin County, AL
- Magnolia River and Unnamed Tributary Engineering and Design – Magnolia Springs, AL
- RTJ Opelika Stream Restoration – Opelika, AL
- Selma Dixon – Selma, AL
- Broadview – Notasulga, AL
- Melanie Loop – Daphne, AL
- Wolf Run – Pearl River County, MS

Invasive Species Removal Experience

- McLemore Mitigation Bank – Montgomery, AL
- MidCreeks Mitigation Bank – Barbour County, AL



Section 4

Proposed Strategy and Technical Approach

Proposed Strategy

The methods that GMC employs to assist applicants are designed to enhance the level of communication, documentation and proof of loss throughout the reimbursement process to (1) better prepare our clients to enter the closeout process, (2) mitigate the risk of losing funding that the federal awarding agencies have already paid or obligated and (3) planning for long term recovery.

We assist our clients throughout the process to meet federal requirements, including: preparing project worksheets (PWs); accounting for and reconciling project costs, attending and participating in site visits and inspections, assisting with the development of detailed damaged descriptions and scopes of work, determining whether work was conducted according to the terms and conditions of the grant and confirming that the required documentation is included in the project file. GMC also assists clients in identifying and correcting issues that could potentially lower the risk of de-obligations, including identification of ineligible costs, non-compliant procurement processes, or questioned costs (e.g., costs lacking supporting documentation) and out of scope work.

We have a unique perspective in the development and management of disaster recovery projects. With experience reviewing and offering recommendations for improvement at all levels of government relative to the claims and reimbursement process, our practice has the right capabilities to assist the City of Hattiesburg. We have a field-proven approach to collect, organize, and analyze data, and develop and maintain tracking systems. This approach is carried out and tracked for each individual project from initial development to project completion and closeout.

Our team's overall approach is to start with what will be needed at closeout and work back to make sure that all of the required information is collected and a "clear path to eligibility" is identified. We continue to assist applicants with their FEMA recovery process and offer recommended areas for improvement.



Technical Approach

PHASE I: SCOPING AND PLANNING

We like to begin with an all-hands kickoff meeting that includes all the major stakeholders and as many of the key client contacts in the various departments as possible. The purpose of this meeting is to introduce the team and begin to forge the relationships which will be so important to completing a successful recovery.

Key features of GMC's approach that focus on the delivery of high-quality services:

- An emphasis on your end-to-end disaster recovery process. Based on our working understanding of your current processes and knowledge of the existing technology, we will be able to quickly identify potential risk areas associated with particular operations and processes, as well as to communicate and develop client service objectives so you receive the benefits you expect.
- A project-based focus that allows us to quickly identify significant projects, high-risk areas, and bottlenecks to bring the right resources to assist. This will be achieved by encouraging consideration of operations and environmental aspects in deciding "what could go wrong," and by focusing attention on known areas of risk as identified by the OIG, GAO and other oversight entities. Our team's experience on both sides of the table gives us a unique perspective on the types of issues that can cause delays, and unique perspectives on how to remediate them.
- A risk assessment process that provides the basis for planning the necessary steps to hold risk in each area to an acceptable level. This enables us to plan our effort to be responsive to the likelihood of problematic issues, and to plan increased oversight that directly relates to your particular situation. An effective risk management process will help to minimize the likelihood of future deobligations.
- Once we understand the current process and issues, obstacles, roadblocks and specific bottlenecks that the City may be facing with its recovery, we will identify and analyze leading practices, including the use of IT solutions and staff augmentation to help achieve your recovery goals.
- We will develop a protocol for periodic reporting, including "flash reports" on key

WE CAN:

- Work to understand costs that are eligible for reimbursement, whether via FEMA, insurance, HUD or from other sources of funding
- Attend applicant briefings and kick-off meetings and provide additional guidance so the applicant is fully aware of eligibility and funding requirements
- Attend site visits with FEMA and state representatives, as necessary
- Review procurement procedures for compliance with federal, state and local procurement regulations
- Provide guidance with all document reporting requirements mandated by FEMA, HUD, etc.
- Establish a database and tracking system for all disaster grants (or review the current system if already in place); the system will track the status of each grant and cross reference to supporting files and documentation
- Assess the current existing plans, policies and procedures and assist with the development of new procedures and provide training, as needed to the staff

indicators of performance that will enable managers to monitor progress on important tasks, confirm that processes are working and meeting expectations, highlight problems at an early stage, identify strengths and weaknesses, target areas for improvement, and recognize improvements when they occur.

At the completion of Phase I, we will complete a detailed work plan that addresses not only timing but also staffing needs.

PHASE II: PROJECT FORMULATION AND PROJECT WORKSHEET PREPARATION

Once the various areas of loss, activity and grants have been identified, we will work with the identified leaders at the City to begin the process of gathering and reviewing supporting

Technical Approach (cont.)

documentation, contracts, and discussing specific issues and concerns. Documentation can be gathered using a web-based tool that allows multiple parties to post documents to their specific area while also allowing our team and management to have access to each area to monitor progress and resolve issues. As the various federal and state grant and assistance programs begin to take form, specific project plans, meetings and needs are also identified so that each program receives the unique form of support, oversight and assistance required to expedite and maximize recovery.

Based on our experiences with past presidentially declared disasters, we work to proactively anticipate, assess, document, mitigate and monitor issues. Issues are monitored through an issues risk matrix and provided to the duly designated representatives when identified.

Once we identify issues, we will work with the City to develop mitigation strategies specific to each task in order to implement and monitor the mitigation procedures.

Compliance with federal acquisition regulations, historic and environmental regulations, direct administrative cost rules and regulations, and alternative/improved project rules and regulations are just a few examples of key challenges that must be addressed early in the process, so as not to subject future funding to undue risk of denial.

We assist clients to achieve cash advances during this phase, including from FEMA and insurance. For example, FEMA's PA program anticipates that state and local agencies may need funds quickly in the aftermath of a disaster. FEMA has several programs to allow for funding beyond the types of advance funding provided under other federal grant programs. These include Immediate Needs Funding (INF) and expedited payments. INF is a long-standing FEMA procedure that provides for funding for urgent emergency work that is complete and requires funding within 60 days. Expedited payments were added to the Stafford Act by Congress in 2006 and require payment of 50% of the estimated costs for debris removal within 90 days.

WE CAN:

- Coordinate development of project worksheets and versions as required by the state and FEMA, including scope changes, appeals and assistance with all FEMA PA categories
- Assist in responding to FEMA document requests and questions
- Assist in obtaining and tracking funding, including obtaining advance payments on project worksheets or insurance claims
- Provide technical support on documentation and compliance requirements, including environmental issues, historical preservation issues, insurance issues and strategic approaches to Section 404 and 406 hazard mitigation grants
- Provide strategic assistance to address unique needs that are not satisfied by routine disaster assistance programs and assist with FEMA reimbursement for alternate and improved projects
- Work with and provide oversight to departments as needed to assist them through the process
- Prepare personnel for meetings and attend meetings as needed with FEMA, state and other funding agencies
- Attend periodic status meetings and provide a weekly flash report that summarizes recent accomplishments, project worksheet summary and funding tracker, outstanding document requests/issues and key deadlines and deliverables

The primary goal of this phase is to prepare and document claims for submission to FEMA, HUD or other disaster grant funding sources, review and provide guidance on all available insurance adjustments, and provide assistance and guidance as needed related to mitigation proposals and efforts.

Technical Approach (cont.)

PHASE III: APPEALS AND CLOSEOUT

Federal, state and local government budgets are tight. Federal oversight over the receipt and disbursement of disaster recovery funding are significant and increasing. Another challenge is that grant recipients must account for the federal disaster funding on a project by project basis. More importantly, the state and sub-recipients are required to establish controls and processes to account for these funds. GMC’s staff have conducted hundreds of reviews of FEMA grants, including reviews of internal controls and accounting systems used by both the state and sub-recipients. In addition, our experienced staff conducted FEMA grant administration and program reviews of almost every state. These reviews included PW accounting, state and sub-recipient drawdown activity, the systems used to account for the disaster funding, and project closeout.

We can assist with the closeout process by helping the City gather and provide the documentation necessary to meet federal requirements and compliance with grant terms and conditions. We can also assist the Board with closeout and FEMA cost recovery processes, including appeals, special requests for information, arbitration, audit

assistance, mitigation and a variety of related activities. Finally, we will help prepare for audits and resolving audit findings, including preparation of supporting documentation, resolution of compliance and eligibility issues and development of corrective action plans.

LONG TERM RECOVERY / PLANNING

Throughout our three-phase approach, GMC will begin to gather the information needed to assist the City in identifying and developing a long-term recovery plan. Long term recovery planning will engage the whole community, including government, for profit, non-profit and the community itself in disaster recovery preparedness. With whole community planning for long term recovery conducted up front, the City will be better able to identify any critical shortfalls in advance: staffing shortages, availability to shelter and return to permanent housing, bed counts and tracking for its medical facilities, communication gaps and even management of volunteers and donations. Furthermore, the planning effort opens dialogue regarding shortfalls in continuity of operations and business planning, allowing planning assumptions to be based on realistic expectations.

GRANT MONITORING	COMPLIANCE REVIEW	CLOSE-OUT / A-133 REVIEW
• Gather and review grant support and documentation • Provide technical assistance • Assess critical needs • Review progress reporting • Identify high-risk projects for increased monitoring • Provide training to responsible staff	Review projects for: • Compliance with laws and regulations • Project accounting requirements • Cost eligibility and allowance • Improper payments • Fraud waste and abuse • Other considerations such as insurance allocations	• Facilitate close-out process • Prepare for FEMA and IG review and audit • Support any A-133 reviews • Identify and analyze FEMA-related findings • Provide input for management decisions on findings • Follow-up on finding resolution

Technical Approach (cont.)

PROJECT RISK MITIGATION

GMC can assist the cooperatives in an early identification of potential issues in order to mitigate long-term risks that could leave the cooperatives exposed down the road. Here are two examples of risk mitigation programs that we can implement early to benefit the City over the life of the disaster.

Procurement and Contract Management/ Monitoring Support

It is often the first step in the recovery process – procuring services, equipment and materials – that exposes sub-grantees to grant deobligation risk. Even when a sub-grantee follows all local purchasing guidelines, this does not preclude the sub-grantee from exposure since federal and state procurement rules must also be considered, and the most restrictive of the federal, state or local rules must be followed.

In order to understand and mitigate this risk, GMC will lead a kick-off educational session with the City's representatives to ensure individuals are properly informed of constraints to their normal procurement process. From this meeting, we will work with the City to develop a procurement decision tree for the City to use as a reference guide going forward. This will help control costs through a one-time educational process; however, we will always be available to assist the City in evaluating grey-areas and exceptions on an as-needed basis.

Time Keeping for Full-Time Employees

Another common risk for both direct administrative costs and force account labor pertains to the cooperatives' ability to record and track time spent by project for full-time employees working on disaster related activities that are FEMA-eligible. FEMA policies require specific documentation for time; however, most organizations do not have policies and procedures in place to track this time for full-time employees. GMC will assist the City to ensure proper measurement and tracking of time to maximize capture of all time and effort put into approved/obligated recovery projects.

WE CAN:

- Review appropriate and sufficient documentation and justification for project extensions
- Review documentation for project changes, including improved or alternate projects to verify compliance with regulations
- Review compliance with contracting requirements, including specific review of the tracking and support for labor and equipment hours, which is an area of high risk for ineligible costs
- Review compliance with procurement regulations around full and open competition for contractors performing disaster recovery work
- Identify procedures to detect improper payments, out-of-scope expenses, improper contracts and other grant payments that could result in refunds or de-obligations
- Review documentation for the appropriate application of insurance proceeds to reduce grant funding
- Report on each project with recommended remedial actions, where needed

INSURANCE AND OTHER FUNDING SUPPORT

GMC's IFCS practice is dedicated to assisting clients with insurance claim recovery, as well as, the recovery and management of federal disaster funding programs. We have a unique combination of the knowledge that the City needs in order to review insurance recoveries received and reconcile proceeds with FEMA estimated project costs to get the most out of the funding sources available to the City.

Review of Documentation

In order to understand the scope of costs, the available insurance recovery, the actual insurance proceeds received and the FEMA scope of work, GMC anticipates the following documentation will need to be reviewed, but not limited to:

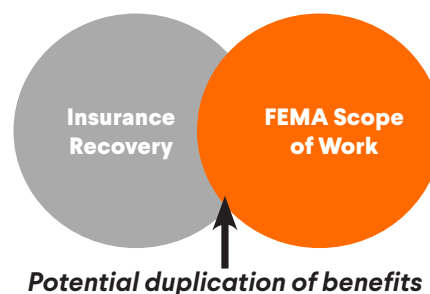
Technical Approach (cont.)

- PWs for work associated with anticipated insurance proceed estimates
- The City's insurance policies
- The City's documentation submitted in support of insurance recovery
- Insurance proof of loss from the City's insurance carrier and any other documentation to support recovery amounts
- Supporting documentation for total costs incurred associated with PWs under review

Reconciliation Between Insurance and FEMA

Once we have reviewed the available supporting documentation, we will then work to reconcile the amount of insurance proceeds received with the corresponding scope of work in the PWs. This process involves identifying the following three areas of recovery:

1. Insurance recovery for items that are part of the FEMA PW scope of work
2. Insurance recovery for items outside of the FEMA PW scope of work
3. Costs for items that are part of the FEMA PW scope of work that fall outside of the insurance recovery



Once we have identified the amounts for each of the three segments listed above, we will then work with the City and FEMA to update the amounts for actual insurance proceeds received related to each PW; therefore, removing potential duplication of benefits.

As stated previously, in order to prevent any future deobligations, the City must not have any duplication of benefits and must provide the necessary supporting documentation to FEMA. We will assist the City with the following:

- Work with FEMA to update the estimated anticipated insurance proceeds to the actual insurance proceeds received associated with the PW scope of work
- Gather the necessary documentation to support actual insurance proceeds received and assist the state to include the support with the PW files
- Gather the necessary documentation to support any costs outside of insurance recovery to support funding from FEMA and assist the City to include the support with the PW files

As a result of our assessment, if any issues or items for discussion are identified, we will provide notice to the cooperatives as they are identified in order to quickly mitigate and resolve issues to assist the cooperatives in an efficient closeout process.

The key to successfully delivering these services is to provide to the state, FEMA and any oversight agencies a well-organized and meticulously documented package which includes logical summaries and the appropriate supporting documentation available to support the costs incurred.

Closeout Initiative / Project Appeals

The GMC team will work closely with the City to facilitate and monitor compliance with applicable laws, regulations, and other programmatic and financial requirements including all environmental, historic and public health and safety requirements. The team will process and monitor project activities with closeout in mind. If ineligibility is identified, our subject matter experts will provide inform the City of the issue and provide technical assistance on how to move forward with corrective action as soon as possible.

CLOSEOUT

To decrease challenges with the project close-out process, the GMC team implements a progressive closeout process that begins with accounting for close-out on day one, ensuring details are not forgotten or documents misplaced. File review and monitoring will take place throughout the project life to reduce corrective actions at the end of a project.

AUDIT READINESS

The GMC team can help implement audit readiness steps to facilitate compliance with regulatory inquiries and assist the City with responding to audit findings. Throughout grant administration, we use quality assurance and quality control processes to detect potential issues as soon as possible. If a corrective action plan is required, the team can assist with timely resolution of audit findings and issues.

APPEALS AND ARBITRATION

The main goal is to complete the PA grant process with little to no issues including no appeals; however, sometimes appeals can not be avoided. The GMC team has several experienced appeal writers. Successful appeals were related to force account labor, emergency protective measures, actual verses anticipated insurance proceeds, obtain and maintain requirements and improved verses alternate projects. The team is currently writing millions of dollars in appeals for COVID due to lack of policy available and non-congregate sheltering.



Section 5

Auditing History

Project Experience

Contact Name: Irma Muka, Budget Managing Director

Location Name: Hillsborough County, Florida

Brief Description of Services Provided:

GMC provided public assistance and grant management for the cost recovery of \$35,000,000.00 in costs related to COVID, Hurricane Ida, Hurricane Irma and Hurricane Nicole. These costs were inclusive of all FEMA categories and required project damage assessments, project worksheets, procurement, cost estimating and closeout.

Total Estimated Recovered: \$35,800,000 (to date)

Address: 601 East Kennedy Boulevard, Tampa, Florida 33602

Email Address: mukal@hillsboroughcounty.org

Telephone Number: (813) 301-7374

Start and End Dates: June 2020 – Ongoing

Contact Name: Sonya Dooley, Vice President of Finance

Company Name: Escambia River Electric Cooperative

Brief Description of Services Provided:

GMC provided management, cost recovery, and mitigation planning for repairs to the electrical distribution system, sub stations and power poles. GMC worked with EREC's utility team to gather all supporting documentation for expenses and utilized FEMA's required format to submit through FEMA's Grants Portal for support of public assistance funding and hazard mitigation.

Total Estimated Recovered: \$2,000,000.00

Address: 3425 Highway 4 West Jay, Florida 32565

Email Address: sonya@erec.com

Telephone Number: (850) 602-0214

Start and End Dates: October 2020 - November 2021

Response Time: Responded with full team within 24 hours

DR-4564-FL Florida Hurricane Sally

Contact Name: Patrick McCalman Manager of Legal Affairs

Company Name: PowerSouth Energy Cooperative

Brief Description of Services Provided:

GMC provided management, cost recovery, and mitigation planning for repairs to the main transmission lines, sub stations, and power poles in Henry, Houston, Dale and Geneva Counties in Alabama and Bay, Calhoun, Gulf, Holmes, Jackson, and Washington Counties in Florida. GMC worked with PowerSouth team to gather all supporting documentation for expenses and utilized FEMA's required format to submit through FEMA's Grants Portal for support of Public Assistance funding and Hazard Mitigation.

Total Estimated Recovered: \$85,000.00 (Alabama); \$8,411,000.00 (Florida)

Address: 2027 Three Notch Street, Andalusia, Alabama 36420

Email Address: patrick.mccalman@powersouth.com

Telephone Number: (334) 427-3335

Start and End Dates: January 2, 2019 - June 2019

Response Time: Responded with full team within 24 hours

Contact Name: Dr. Adam Gaffey, Head of School

Company Name: Robert F. Munroe Day School, Florida

Brief Description of Services Provided:

GMC staff provides financial recovery, 406 mitigation, insurance review and FEMA 428 alternative procedures for this non-profit school damaged by Hurricane Michael. The school was in the process of moving to a new location when the current location was damaged by the disaster. Our staff continues to work with the school to ensure all eligible funding including 406 mitigation being transferred to the new location using FEMA's 428 alternative procedures.

Address: 28424 Blue Star Highway, Havana, Florida 32333

Similar Project Experience (cont.)

Email Address: adam.gaffey@rfmunroe.org
Telephone Number: (850) 856-5500
Start and End Dates: February 2020 - Ongoing
Response Time: Responded within 24 hours of request
DR-4399-FL Hurricane Michael

Contact Name: Ray Norton, Public Works Director
Location Name: City of Newnan, Georgia
Brief Description of Services Provided:
GMC provided management, cost recovery, and mitigation planning for repairs to the roadways, traffic signals, city buildings and parks. GMC worked with City staff to gather all supporting documentation for expenses and utilized FEMA's required format to submit through FEMA's Grants Portal for support of public assistance funding and hazard mitigation.
Total Estimated Recovered: \$12,000,000.00
Address: 55 Boone Drive, Newnan, Georgia 30263
Email Address: rnorton@newnanga.org
Telephone Number: (770) 253-0327
Start and End Dates: March 2021 – Ongoing
Response Time: Responded with full team within 24 hours
DR-4600-GA Severe Storms, Tornadoes

Contact Name: Steven Carter, MBA, CGCIO (formerly Sharon D. Subadan)
Location Name: City of Albany, Georgia
Brief Description of Services Provided:
As a sub to Tetra Tech, GMC provided management, cost recovery, and mitigation planning for repairs to the electrical distribution system, sub stations and power poles. GMC worked with City utility team to gather all supporting documentation for expenses and utilized FEMA's required format to submit through FEMA's Grants Portal for support of public assistance funding and hazard mitigation.
Total Estimated Recovered: \$30,000,000.00
Address: 222 Pine Avenue, Suite 560, Albany, Georgia 31702-0447
Email Address: citymanager@albanyga.gov
Telephone Number: (229) 431-3234
Start and End Dates: January 2017 - December 2018
Response Time: Responded with full team within 24 hours
DR-4297-GA Severe Storms, Tornadoes

Contact Name: Steven Carter, MBA, CGCIO (formerly Sharon D. Subadan)
Location Name: Dougherty County, Georgia
Brief Description of Services Provided:
As a sub to Tetra Tech, GMC provided project management and monitoring for the removal of 620,000 CY of debris and continues to provide monitoring services under the PPDR for continued cleanup on private property within the county. Total project is estimated to be approximately \$30,000,000.00
Total Cubic Yards Monitored: 620,000 CY
Address: 222 Pine Avenue, Suite 560, Albany, Georgia 31702-0447
Email Address: citymanager@albanyga.gov
Telephone Number: (229) 431-3234
Start and End Dates: February 2017 - Ongoing
Response Time: Responded with full team within 24 hours
DR-4297-GA, DR-4294-GA, Severe Storms, Tornadoes

Similar Project Experience (cont.)

Contact Name: Jessica Jimenez, Director of Financial Reporting

Company Name: St. Lucie Public Schools, Florida

Brief Description of Services Provided:

GMC staff provided financial recovery through closeout assistance, policy and insurance reviews and appeals. Our most recent work includes a successful appeal. FEMA's reduction of the project at closeout included incorrect insurance deductible and inaccurate actual insurance proceeds received. St. Lucie Public Schools received the full amount requested in the first appeal.

Address: 9461 Brandywine Lane, Port St. Lucie, Florida 34986

Email Address: jessica.jimenez@stlucieschools.org

Telephone Number: (772) 429-3989

Start and End Dates: Project Closeout: 2013-2013; Insurance Review: 2018; Appeal and Labor Policy Review: 2021-2022

Response Time: Responded within 24 hours of request

DR-1545-FL Hurricane Frances, DR-1561-FL Hurricane Jeanne, DR-1609-FL Hurricane Wilma

Contact Name: Stacey Parker, General Manager

Company Name: Opp Utilities

Brief Description of Services Provided:

GMC provided management, cost recovery, and mitigation planning for repairs to the electrical distribution system, sub stations and power poles. GMC worked with City's utility team to gather all supporting documentation for expenses and utilized FEMA's required format to submit through FEMA's Grants Portal for support of public assistance funding and hazard mitigation.

Total Estimated Recovered: \$150,000.00

Address: 101 North Main Street, Opp, Alabama 36467

Email Address: staceyp@opputilities.com

Telephone Number: (334) 493-4571

Start and End Dates: September 2020 - June 2021

Response Time: Responded with full team within 24 hours

DR-4563-AL Hurricane Sally

Contact Name: Jim Staff, Mayor

Company Name: City of Atmore, Alabama

Brief Description of Services Provided:

GMC provided cost recovery efforts for Atmore in response to Hurricane Sally. The team responded **within days and guided the City through the entire process.**

Total Estimated Recovered: \$1,007,115.00

Address: 201 East Louisville, Atmore, Alabama 36502 / P.O. Drawer 1297, Atmore, Alabama 36504

Email Address: mayorstaff@cityofatmore.com

Telephone Number: (251) 368-2253

Start and End Dates: September 2020 - October 2021

Response Time: Responded with full team within 24 hours

Hurricane Sally

Contact Name: Melissa Lawrence, Treasurer/Town Clerk

Company Name: Town of Loxley, Alabama

Brief Description of Services Provided:

GMC provided cost recovery efforts for Loxley in response to Hurricane Sally. The team responded within days and guided the Town through the entire process. The team coordinated with different departments to ensure all damages were accounted for and completed in a timely manner.

Total Estimated Recovered: \$1,278,000.00

Address: 1089 South Hickory Street / P.O. Box 9, Loxley, Alabama 36551

Similar Project Experience (cont.)

Telephone Number: (251) 964-5162

Start and End Dates: September 2020 - August 2021

Response Time: Responded with full team within 24 hours

Hurricane Sally

Contact Name: John Morrissey, Mayor

Location Name: City of St. Marys, Georgia

Brief Description of Services Provided:

GMC provided debris management and monitoring for removal of an estimated 80,000 CY. The GMC team will also provided cost recovery and PA writing for reimbursement. Previously, our team is working with the Coast Guard, Army Corps, DNR, Coastal Resources, insurance company, and FEMA to permit and remove 37 boats that had sunk, washed inland or were moved into the tidal marsh. Our team also worked with the same groups to permit and rebuild the city docks and seawalls. GMC worked as the City's procurement department to ensure all procurement processes follow the Stafford Act to potentially obtain full reimbursement from FEMA.

Total Cubic Yards Monitored: 80,000 CY

Address: 418 Osborne Street, St. Marys, Georgia 31558

Email Address: john.morrissey@stmarysga.gov

Telephone Number: (912) 510-4041

Start and End Dates: September 2017 - Ongoing

Response Time: Responded with full team within 24 hours

DR-4338-GA Hurricane Irma, DR-4563-AL Hurricane Sally, DR-4573-AL Hurricane Zeta

Contact Name: Jeffrey S. Hatcher , Interim City Manager

Location Name: City of Donalsonville, Georgia

Brief Description of Services Provided:

GMC provided management, cost recovery, and mitigation planning for the City of Donalsonville, Iron City, and Seminole County through a Memorandum of Understanding (MOU). GMC is working with the cities and county to gather all supporting documentation for expenses associated with damages from Hurricane Michael. All information is put into FEMA required format and submit through FEMA's Grants Portal for support of Public Assistance funding and Hazard Mitigation. All information was placed into FEMA's required format for submittal through FEMA's grants.

Total Project Worksheet Obligated Amount: \$420,000.00

Address: P.O. Box 308, Donalsonville, Georgia 39845

Email Address: citymanager@donalsonvillega.org

Telephone Number: (229) 524-2118

Start and End Dates: December 4, 2019 - February 2020

Response Time: Responded with full team within 24 hours

Contact Name: Ron Parrish, Director of Public Safety

Location Name: St. Lucie County, Florida

Brief Description of Services Provided:

GMC's relationship with St. Lucie County began by assisting the county with appeals for Hurricanes Frances and Jeanne leading to a positive outcome. GMC staff provided financial recovery assistance through closeout, and policy and insurance reviews and appeals. GMC's tasks included processing of closeouts of improvement projects and PDA's through closeout of Categories of Work A, B, C, E, and G

Total Estimated Recovered: \$1,000,000.00 (Project Amount: \$50,000.00 at 5% DAC)

Address: 15305 West Midway Road, Fort Pierce, Florida 34945

Email Address: parrishr@stlucieco.org

Telephone Number: (772) 462-8100

Start and End Dates: November 2015 – December 2021

Response Time: Responded within 24 hours of request for appeals

DR-4283-FL Hurricane Matthew, DR-4337-FL Hurricane Irma

Client References

GMC understands that integrity is a vital part of our business. Our firm has developed extensive portfolios of projects through providing quality service. Nothing proves our commitment more than hearing it from our clients themselves. Please feel free to contact any of our references listed below. The following pages contain a few of our reference letters.

1 Irma Muka, Budget Managing Director
Hillsborough County
601 East Kennedy Boulevard
Tampa, Florida 33602
(813) 301-7374
mukai@hcfllgov.net
Description of Work: GMC is providing PA cost recovery for COVID and Hurricane Ian. COVID includes reimbursement for noncongregate sheltering, supplies, and multiple testing and vaccination locations.

2 Ray Norton, President
rnorton@cityofnewnan.org
Cleatus Phillips, City Manager
cphillips@cityofnewnan.org
City of Newnan
25 LaGrange Street
Newnan, Georgia 30263
(770) 254-2358
Description of Work: GMC provided PA project management for cost recovery and PA project writing for reimbursement. GMC also provided debris management and monitoring for Category A debris removal of an estimated 500,000 CY of debris.

3 Jessica O'Connor, City Manager
City of Griffin
100 South Hill Street
Griffin, Georgia 30223
(770) 229-6408
joconnor@cityofgriffin.com
Description of Work: GMC is currently providing Debris monitoring, mitigation, NRCS grant management and FEMA cost recovery (PA) management for the January 12, 2023 tornadoes.

4 Jeffrey S. Hatcher, Interim City Manager
City of Donalsonville, Georgia
PO Box 308
Donalsonville, Georgia 39845
(229) 524-2118
citymanager@donalsonvillega.org
Description of Work: GMC provided management, cost recovery, and mitigation planning for the City of Donalsonville, Iron City, and Seminole County related to Hurricane Michael.

5 Tim McCreary, President
Relation Insurance Services
700 SE Central Parkway
Stuart, Florida 34994
(772) 919-8592
tim.mccreary@relationinsurance.com
Description of Work: On-call/as needed response to requests related to FEMA Public Assistance grant program questions, duplication of benefits, appeal outcome probability and appeal responses.





Section 6 Proposed Pricing

SECTION 6 Proposed Pricing**ATTACHMENT A**
HOURLY RATE FORM

Key Program Management Personnel: The Proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

PROGRAM MANAGEMENT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Program Manager	Steve Jones	Valdosta, Georgia	\$190.00
Deputy Program Manager	Jeff Hughes	Hattiesburg, Mississippi	\$150.00
Program Administrator	Special Shealy	Augusta, Georgia	\$140.00
Project Coordinator	<i>*Duties performed by Program Manager</i>		

Other Program Staff: The Proposer shall identify Other Program Staff's hourly rate. The Proposer may add additional lines if necessary.

CONSTRUCTION & OPERATIONS

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Cost Estimating On Site Inspector	<i>*Duties performed by Resident Engineer</i>		
Construction Manager Resident Engineer	Kenneth Robinson	Atlanta, Georgia	\$130.00

PROGRAM & ADMINISTRATIVE SUPPORT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Financial Lead Project Manager	Nicole Peters	New Orleans, Louisiana	\$140.00
FEMA Coordination Subject Matter Expert Funding Assistance Database Manager	Royce Woodruff	Griffin, Georgia	\$175.00
Procurement and Contracting Scheduling Administrative Assistance Senior Adviser	Brandon Smith	Mobile, Alabama	\$120.00

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:

 _____ Authorized Signature, Title	Robert Ramsey- Project Principal / EVP, Disaster Recovery _____ Date
Goodwyn Mills Cawood _____ Consultant Firm Business	



Section 7 Socioeconomic Contractors

C&P Resiliency Group

C&P Resiliency Group is a women-owned small business specializing in disaster response and recovery efforts. Focused on building local communities we offer extensive experience in response and recovery services, including FEMA PA Program and Hazard Mitigation Grant Program; CDBG-DR Program, and newer federal programs such as the American Rescue Plan Act and Building Resilient Infrastructure and Communities. Based in Louisiana, the C&P Team have the lived of experience of both surviving disasters as members of the local community and assisting rebuilding post-disaster as emergency management professionals. We leverage this personal and professional experience to help our clients navigate the complex federal grant policies, allowing our clients to focus on the recovery process. With a servant's mindset, C&P performs thorough work that is locally informed and professionally executed, striving to maximize our clients' reimbursements post-disaster.



Highlighted Project Experience

OREGON OFFICE OF EMERGENCY MANAGEMENT OR FEMA PA (2019-PRESENT) DR- 4562 DR-4519 DR-4499 DR-4432 DR-4452

Consulted Oregon OEM through the entire FEMA PA Program for 5 disasters starting in 2019. Coordinated all eligible applicants within the state and acted as the liaison between applicants and FEMA. Duties included:

- Project validation for closeout
- Identifying 406 and 404 hazard mitigation opportunities
- Assisting applicants throughout the state with 404 and 406 applications
- Collecting all closeout documentation for applicants
- Advising applicants on closeout process
- Assisting applicants in responding to RFIs•Reviewing damage inspection reports and writing PWs
- Administer Grants Portal training to all applicants and State employees
- Assisting counties and communities regarding Right-of-Entry forms for PPDR
- Coordinating all DRs desktop project reviews for PWs.
- Assisting State leadership in enhancing and amplifying FEMA guidance on applicant communications specific to Oregon.
- Provide cost tracking and project development for OEM under all categories.
- Providing policy updates and guidance to all applicants

MICHIGAN DEPARTMENT OF HEALTH & HUMAN SERVICES (2022-PRESENT)

C&P advised on all COVID-19 FEMA PA projects for Michigan Department of Health & Human Services (MDHHS) and Department of Technology, Management, and Budget (DTMB). Duties included:

- Advising on all COVID-19 related PWs
- Preparing for project validations
- Drafting narratives for client to review and submit to FEMA
- Assisting applicants in responding to RFIs
- Reviewing material summaries for more than \$300M in PPE
- Advise applicants on updated policy related to PA and COVID-19



LOUISIANA UNIFIED CERTIFICATION PROGRAM

Disadvantaged Business Enterprise (DBE) Program

This is to certify that under Title 49, Part 26, of the Code of Federal Regulations & under the State of Louisiana United Certification Program (LAUCP)

Christian and Peters Government Consulting, LLC

Is a Certified Disadvantaged Business Enterprise (DBE) in the following specialties:

C10, 541618, 624230

NOTE: There may be other approved NAICS codes. The online DBE Directory includes a complete list of approved codes.

Certificate Eligibility: June 2, 2023 to June 2, 2024

This certificate is valid through the above dates provided. This firm meets the on-going programmatic standard and fulfills the annual update requirement to remain in good standing as a DBE. This certification is subject to annual verification and suspension or revocation based upon reasonable cause to believe that the firm is ineligible.

Philistine Ferrand, DBE Liaison Officer (DBELO)

Louis Armstrong New Orleans International Airport



Section 8

Administrative Information

SECTION 8 Administrative Information

Client#: 4652

GOOMI

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
09/29/2023

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Harmon Dennis Bradshaw, Inc. 334-273-7277 P.O. Box 241667 Montgomery, AL 36124		CONTACT NAME: Julie Faulkner PHONE (A/C, No, Ext): 334-273-7277 FAX (A/C, No): 334-273-9197 E-MAIL ADDRESS: jfaulkner@hdbinsurance.com	
INSURED Goodwyn Mills & Cawood, Inc. Goodwyn Mills Cawood, LLC PO Box 242128 Montgomery, AL 36124		INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company INSURER B: Continental Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 11150 35289

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 SUBR INSR 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 ☐ PRO-JECT ☐ LOC OTHER:	X X	ZAGLB9258001	10/01/2023	10/01/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY	X X	ZACAT9294201	10/01/2023	10/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☒ CLAIMS-MADE DED ☒ RETENTION \$0		7036908331	10/01/2023	10/01/2024	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N If yes, describe under DESCRIPTION OF OPERATIONS below	X N/A	ZAWCI9750101	10/01/2023	10/01/2024	☒ 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)

CERTIFICATE HOLDER**CANCELLATION**

Proof of Coverage

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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ACORD 25 (2016/03) 1 of 1 The ACORD name and logo are registered marks of ACORD
 #S777039/M776466

JF

SECTION 8 Administrative Information



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/17/2023

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 RSC Insurance Brokerage, Inc. 2081 Columbiana Road Birmingham AL 35242		CONTACT NAME: Jackie Murk PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: jmurk@risk-strategies.com	
INSURED Goodwyn Mills Cawood, LLC Goodwyn, Mills & Cawood, Inc. P.O. Box 242128 Montgomery AL 36124		INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 37885	

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
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED ☐ HIRED AUTOS ONLY ☐ AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y ☐ N If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR5015388	07/01/2023	07/01/2024	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Specimen For Evidence Only	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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ACORD 25 (2016/03)

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**REQUEST FOR PROPOSALS (RFP) NUMBER: 095-UZL1D-00-1
DISASTER RECOVERY CONSULTING SERVICES**

Company Name: Goodwyn Mills Cawood

The undersigned firm hereby certifies that

Goodwyn Mills Cawood does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. In form employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the District's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

Robert Ramsey

Signature

January 11, 2024

Date

REQUEST FOR PROPOSALS (RFP)

**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT

TO: CITY OF HATTIESBURG

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF Alabama CITY OF Montgomery. Before me, the undersigned authority, personally appeared Robert Ramsey who, being duly sworn, deposes and says he is EVP, Disaster Recovery (Title) of Goodwyn Mills Cawood (Firm) the respondent submitting the attached proposal for the services covered by the RFP documents for RFP DISASTER RECOVERY CONSULTING SERVICES.

The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

Robert Ramsey

(Proposer)

By Robert Ramsey

EVP, Disaster Recovery

(Title)

STATE OF Alabama)
COUNTY OF Montgomery)

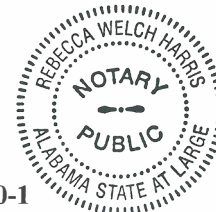
Subscribed and sworn to before me this 10th day of January, 2023, by Robert Ramsey who personally appeared before me at the time of notarization, and who is personally known to me or who has produced as identification.

Rebecca Welch Harris

Notary Public

March 8, 2025

My commission expires:



**REQUEST FOR PROPOSALS (RFP) NUMBER: 095-UZL1D-00-1
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF Goodwyn Mills Cawood, LLC {insert entity name},
being of lawful age and being duly sworn I, Robert Ramsey {insert affiant name}, as
EVP, Disaster Recovery {insert position or title} (ex. CEO, officer, president, duly authorized
representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 10 day of January, 2024.

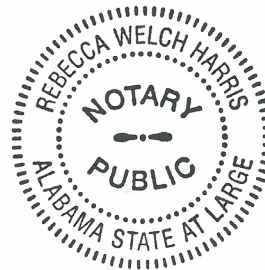
Robert Ramsey
Signature of Affiant

STATE OF Alabama)
COUNTY OF Montgomery)

Subscribed and sworn to before me this 10th day of January, 2024, by who personally appeared before me at the time of notarization, and who is personally known to me or who has produced Drivers License as identification.

Rebecca Welch Harris
Notary Public

March 8, 2025
My commission expires:



**REQUEST FOR PROPOSALS (RFP) NUMBER: 095-UZL1D-00-1
DISASTER RECOVERY CONSULTING SERVICES**

DISASTER RECOVERY CONSULTING SERVICES

City of Hattiesburg Conflict of Interest Disclosure Form

Project (RFQ, RFP, BID) Number/Description: RFP Number 4295 / Disaster Recovery Consulting Services

The term “conflict of interest” refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant’s/contractor’s professional judgment in completing work for the benefit of the City of Hattiesburg (“City”). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant’s/contractor’s professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:



I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.



The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent:

Goodwyn Mills Cawood, LLC

Authorized Representative(s) :

Robert Ramsey

Signature

Amanda David

Signature

Robert Ramsey
Project Principal / EVP, Disaster Recovery

Print Name/Title

Amanda David
Chief Financial Officer

Print Name/Title

Addenda Acknowledgement

GMC acknowledges that no addenda have been issued by the City of Hattiesburg, Mississippi for Request for Proposal Number 4295 for Disaster Recovery Consulting Services.

Building Communities.



Robert Ramsey
Project Principal /
Executive Vice President, Disaster Recovery
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Goodwyn Mills Cawood

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2024 - RFP NUMBER 4295
REQUEST FOR PROPOSALS DISASTER
RECOVERY CONSULTING SERVICES
2024 – RFP 4295

COVER PAGE

CITY OF HATTIESBURG
Attn: City Clerk, Kermas Eaton
200 Forrest Street
Hattiesburg, MS 39401
Email: keaton@hattiesburgms.com

COMPANY NAME: ACURANCE, LLC
DATE: 03/04/2024

A C U R A N C E

March 04, 2024

Kermas Eaton, City Clerk
City Clerk's Office
200 Forrest Street
Hattiesburg, MS 39401

Subject: Response to the City of Hattiesburg, Mississippi for Disaster Recovery Consulting Services

Dear Mr. Eaton,

Acurance, LLC (Acurance) is honored to submit our proposal and qualifications in response to the solicitation for Disaster Recovery Consulting Services to the City of Hattiesburg.

Acurance is a Certified HUB minority-owned business, headquartered in Austin, TX, with a commendable track record enforced by a Team with over 10 years of experience. Notably, our team has successfully managed numerous projects related to presidential declared disasters, including hurricanes, floods, severe winter storms, landslides, and mudslides in states like Texas, Oregon, Vermont, Florida, Louisiana, and Puerto Rico, and most recently the COVID-19 Pandemic in Massachusetts, Texas, and Connecticut. Our commitment to excellence is underscored by the successful completion of over 400 public assistance emergency grant management projects for various clients nationwide.

Acurance specializes in the field of emergency management and financial compliance, reviewing and conducting procedures to meet the requirements for various local, state, and federal entities to ensure compliance with regulatory requirements including 44 CFR and 2 CFR 200, OMB Circular A-133, Generally Accepted Accounting Principles (GAAP), FEMA Public Assistance Program (PA), and Hazard Mitigation Assistance (HMA). Our team of qualified experts is equipped to support the City of Hattiesburg, Mississippi (City) throughout the FEMA project formulation, reimbursement, and closeout process.

In response to the unique challenges faced by the City of Hattiesburg located in Forrest County, Mississippi, brought on by multiple disasters and due to severe storms, tornados, severe winds, and flooding, Acurance aims to collaborate closely with the City to streamline the disaster recovery efforts through grant administrative services, including project initiation, compliance monitoring, closeout, and beyond. Our proposed approach for the project aligns with the following key objectives:

- Collaborate with The City of Hattiesburg staff and consultants to facilitate efficient communication with the Mississippi Emergency Management Agency and FEMA throughout the project formulation and implementation of grant management processes.
- Provide guidance on emergency recovery efforts, timely completion of all required reports and documentation, and ensure compliance with local, state, and federal laws, regulations, executive orders, and FEMA requirements.

A C U R A N C E

- Implement best practices and standards from project initiation through closeout to solidify compliance to receive and retain financial reimbursement.
- Develop emergency management tools and programs that support future disaster recovery efforts, including document control, file retention systems, and data management processes.

We are confident that our team's expertise and commitment to excellence make Acurance the ideal partner to assist the City of Hattiesburg in navigating the complexities of FEMA's Public Assistance Grant Program.

Thank you for considering our proposal. We look forward to the opportunity to contribute to the successful recovery of the City of Hattiesburg. If there are any questions, please contact us at 512-900-5783, or email us at Cesar.Garcia-Cuellar@Acurance.com.

Sincerely,



Cesar Garcia-Cuellar, CEO
Acurance, LLC

A C U R A N C E

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Section III – Qualifications and Experience

Acurance, LLC (Acurance or Team) has worked with various local municipalities, non-profit entities, state agencies, and federal programs with a focus on grant management, compliance monitoring, and recovery. Most recently, our Team has engaged with multiple clients in Disaster Recovery efforts related to the storms and hurricanes affecting the State of Texas and the Territory of Puerto Rico, as well as the Coronavirus COVID-19 Pandemic. Our Team consists of disaster recovery professionals who have vast experience managing all the financial aspects of grant programs, including the review of project formulation, internal controls, procurement, contracts, invoices, requests for reimbursement, compliance reviews and submission of project closeouts to ensure compliance with local, state, and federal guidelines.

Acurance is well versed in the use of FEMA platforms such as EMMIE and Grants Portal. We use these platforms along with developed tools to effectively communicate project progress, potential risks, and how to mitigate them. Our Team has experience with other management software to review project scopes of work, documentation requirements, accuracy and appropriateness of costs estimated, damage descriptions and dimensions. With all this technical knowledge and experience we can confidently assist The City of Hattiesburg (City) with the most detailed and specific areas of the recovery process and ultimately, create an environment of efficiency to ensure that The City can receive funding efficiently.

Our Team has comprehensive experience in the full life cycle of grant management, QA/QC services, subrecipient monitoring, technical assistance, cash management, cost documentation reviews, and submissions as well as closeout support services. Acurance is qualified to work with administrators, coordinators, and other stakeholders to collectively gather and review existing information, incorporate feedback, and facilitate on-going disaster grant management services.

Listed below are our projects, applicants, geographical area, and relevant disaster declarations. Following the outlined concise list below, we have elaborated on a few noteworthy project experiences.

- State of Texas, Texas Department of Emergency Management, DR-1791, DR-4029, DR4223, DR-4245, DR-4255, DR-4266, DR-4269, DR-4272 and DR-4332 - Texas Severe Storms, Tornadoes, Straight-line Winds, and Flooding. Provided all-inclusive consulting, oversight, and development to improve disaster response
- Massachusetts College of Pharmacy and Health Services, DR-4496 Massachusetts COVID-19 declaration, and DR-4516 New Hampshire COVID-19 declaration.
- Texas PREP & STEP Program/Flooding – Logistics for the FEMA pilot program intended to provide essential power to affected residents to reduce the demand for other shelter options
- State of Oregon, Oregon Emergency Management, DR-4432 and DR 4452 – Severe Winter Storms, Flooding, Landslides and Mudslides. Provided oversight and assistance to subgrantees throughout project formulation, grant administration and state desktop reviews
- City of Mexico Beach, Florida, DR-4399 – Hurricane Michael. Affiliation in

- compliance reviews and Project Formulation
- Pasco County/Dade City, Florida, DR-4337 – Hurricane Irma. Affiliation of Grant Administration PA services and Hazard Mitigation Assistance services.
- State of Vermont, Vermont Emergency Management – Reconciliation of state insurance claims and performed compliance reviews to ensure audit readiness
- Government of Puerto Rico, COR3 and Puerto Rico Emergency Management Agency, DR- 3384, DR-4337, DR-4339 – Hurricane Irma and Maria. Grant administration, process development and compliance oversight.
- Town of Scituate, Massachusetts, DR-4097, DR-4110, DR-4214 and DR-4372 – Development of long-term recovery strategy to address past damages and protect against future disasters.
- St. John's Preparatory School, DR-4496 – COVID-19 Pandemic Grant Management, Monitoring and Compliance in connection with the Coronavirus FEMA PA declaration
- Old Colony YMCA, Inc, DR-4496 – COVID-19 Pandemic Grant Management. Reimbursement Services for FEMA PA and CARES Act Funding in connection with Private Non-Profit. Identifying eligible funding and consulting services through the entire grants management, and reimbursement process.
- Bristol Health, Connecticut, DR-4500 – COVID-19 Pandemic, Provide Full Disaster Recovery Services for FEMA PA and CARES Act funding in connection to the COVID- 19 Pandemic
- City of Austin, Texas, DR-4485 – COVID-19 Pandemic, Assist the City's wide Disaster Recovery Efforts in the identification, allocation, and review of eligible costs for FEMA PA and CARES Act funding in connection with the COVID-19 Pandemic
- State of Florida, Florida Department of Emergency Management (FDEM), DR-4486 – COVID-19, Assist FDEM's Emergency Operations Center (EOC) in the review, cost validation and reconciliations of nursing contractors, hospital equipment and PPE
- North Dakota, Department of Commerce, Economic Resiliency Grant. COVID-19. Provided Post Award Audit and Compliance services

Experience in these programs include program implementation, procedural development, administration, and review of accounting policies for local, state, and federal funds. We excel in reviewing, preparing, and reconciling entities, both private and non-private. Acurance is distinguished by its commitment to delivering the highest quality service. Our unwavering passion is directed toward helping communities rebuild in the aftermath of disasters.

Texas Department of Emergency Management

Acurance provided comprehensive oversight of disaster recovery grant management for the Texas Department of Emergency Management (TDEM), administering Federal Grant Administration. Leveraging expert knowledge of TDEM procedures, policies, and best management practices, Acurance enhanced accuracy and productivity. Leading a project-wide accounting reconciliation of various local municipalities and entities, Acurance conducted risk assessments and compliance reviews to ensure precision and accuracy. Additionally, Acurance played a vital role in the Disaster Recovery efforts of multiple TX-related Disasters, including DR-1791, DR-4136, DR-4223, DR-4245, DR-4272, DR-4332, EM-3540, DR-4572, and DR 4586, performing reimbursement lead reviews for both PA and Mitigation projects and preparing

packages for closeouts.

Acurance's involvement extended beyond grant management to include the development and implementation of Risk Assessments for all Grantees. Additionally, the company ensured compliance with FEMA 44CFR and 2 CFR 200 through extensive subgrantee project worksheet reviews. Acurance's customer service and affiliate support were instrumental in guiding applicants through the PA process, participating in meetings with applicants, FEMA, and the State, and addressing inquiries regarding the reimbursement process. With comprehensive technical knowledge and insight into the recovery process, Acurance provided invaluable assistance to applicants, enabling them to navigate challenges and advocate effectively for their recovery needs.

Town of Scituate, Massachusetts

For the Town of Scituate, Acurance provides comprehensive disaster recovery assistance and oversight for catastrophic events, including Hurricane Sandy, Winter Storm Nemo, Winter Storm Juno, and Winter Storm Riley. With a focus on efficient resource allocation, Acurance manages and coordinates recovery efforts across multiple projects allocated across the multiple disasters. This includes prioritizing needs, coordinating with local authorities and emergency response teams, and ensuring that resources are distributed effectively to facilitate timely and effective recovery. Additionally, Acurance offers procurement and compliance oversight services to the Town by ensuring adherence to relevant regulations and guidelines.

Furthermore, Acurance assists the Town in amending project worksheets and conducting meticulous reviews of cost documentation related to the Hurricane recoveries. By facilitating the proper documentation and justification of expenses, Acurance supports transparency and accountability in financial management, while also streamlining the reimbursement process for eligible expenses.

Massachusetts College of Pharmacy and Health Services

Acurance provides full-service Consulting Disaster Recovery Services to the Massachusetts College of Pharmacy and Health Sciences (MCPHS) for the Massachusetts Coronavirus COVID-19 Pandemic. The Team assists MCPHS in the identification, collection, and review of COVID-19-related costs eligible for FEMA reimbursement, maximizing their reimbursement potential. The Team offers compliance, monitoring, and management services to allocate costs for project formulation submissions, as well as separate costs to allocate FEMA Public Assistance (PA) and CARES Act funding across eligible projects. Acurance actively participates in meetings with MCPHS, the Massachusetts Emergency Management Agency (MEMA), and the Federal Emergency Management Agency (FEMA) to adequately request project reimbursement and provide a clear and concise process. This process includes document retention, data analysis, document analysis, project worksheet elaboration, and project closeout.

Texas PREP & STEP Program/Flooding

The Texas PREP & STEP Program/Flooding project aimed to provide essential power to flood-affected residents, reducing the demand for alternative shelter options. Acurance facilitated this initiative by offering comprehensive FEMA Public Assistance (PA) grant management services. This involved navigating the grant application process, conducting project formulation, ensuring

compliance with FEMA regulations, and fostering stakeholder engagement to streamline logistical operations.

Acurance monitored compliance, managed documentation, and coordinated stakeholder. Through our expertise in FEMA regulations and efficient project management practices, we contributed to enhancing disaster resilience and fostering recovery in flood-affected areas.

State of Oregon, Oregon Emergency Management

The State of Oregon project addressed the aftermath of severe winter storms, flooding, landslides, and mudslides under Disaster Declarations DR-4432 and DR-4452, Severe winter storms, flooding, landslides, and mudslides. Acurance provided critical oversight and assistance to subgrantees throughout the project, facilitating efficient recovery efforts. This included guiding subgrantees through project formulation, grant administration, and state desktop reviews to ensure compliance with FEMA regulations and maximize the impact of allocated funds.

Acurance played a pivotal role in supporting subgrantees by offering guidance in accurately assessing damages, identifying eligible costs, and formulating project proposals aligned with FEMA requirements. Additionally, our team provided comprehensive grant administration support, including financial tracking, reporting, and documentation assistance, to streamline administrative procedures and optimize resource allocation. Through rigorous state desktop reviews, Acurance ensured the accuracy and completeness of project documentation, enhancing the likelihood of successful approval during FEMA's review process. Overall, our proactive approach and collaboration with subgrantees contributed to the resilience and recovery of communities impacted by severe weather events in the State of Oregon.

Government of Puerto Rico, COR3 and Puerto Rico Emergency Management Agency

Team members of Acurance provided essential grant management services to the Government of Puerto Rico and the Puerto Rico Emergency Management Agency (PREMA) in the aftermath of Hurricanes Irma and Maria. Our involvement encompassed Disaster Declarations DR-3384, DR-4337, and DR-4339, addressing the extensive devastation caused by these catastrophic storms. We undertook grant administration, process development, and compliance oversight to facilitate effective utilization of FEMA Public Assistance (PA) funds.

Team members collaborated closely with COR3 and PREMA to enhance process efficiency, transparency, and accountability in the utilization of FEMA funds and supported communities in the journey towards rebuilding and restoration.

Bristol Health, Medical and Healthcare Network, Connecticut: November 2020-Present

Acurance provided comprehensive grant management services to Bristol Health in response to the Coronavirus COVID-19 Pandemic. Our engagement involved identifying, collecting, and reviewing COVID-19-related expenses eligible for FEMA reimbursement, with a focus on maximizing reimbursement potential. This included navigating the complexities of FEMA Public Assistance (PA) and CARES Act funding to ensure proper utilization and reimbursement of eligible expenses, ultimately supporting Bristol Health in its recovery efforts amidst the pandemic. Acurance continues to support the recovery effort of Bristol Health by reviewing their cost documentation and finalizing their submissions. Acurance understands the completeness of submission packages directly affect the review time in both the FEMA review

and State review queue.

City of Austin, Texas

Acurance plays a vital role in supporting the City of Austin's Emergency Operations Center (EOC) in its Coronavirus COVID-19 Disaster Recovery efforts. Our engagement focuses on compiling, reconciling, reviewing, and validating eligible COVID-19 costs for FEMA Public Assistance (PA) and CARES Act funding. We collaborate closely with over 35 departments citywide to retrieve the required documentation for project formulation submissions, ensuring comprehensive coverage of eligible expenses. Through proactive coordination and communication, Acurance facilitates the identification and resolution of potential issues and discrepancies, thereby maximizing eligible cost reimbursements and supporting the City of Austin's recovery objectives amidst the challenges posed by the pandemic.

Team Member Experience

Cesar Garcia-Cuellar

Mr. Garcia-Cuellar is a subject matter expert in Grant Management, Program Implementation and Financial Compliance, and has vast experience as a Project Manager overseeing the recovery for clients through multiple disasters and grants over several states. Cesar has managed all aspects of the grant process, beginning with application assistance through grant closeouts. He understands the initial information needed to assess client priorities and develop the accurate action items and timelines to develop necessary deliverables and meet deadlines.

His career experience in Disaster Recovery and Financial Compliance backs up his Project Management skills with technical knowledge and understanding of federal grant programs. Because of his in-depth technical knowledge, he can adequately build a team to carry out the necessary standard procedures necessary for program implementation. His technical knowledge and experience include reviews of policies and procedures for various local, state, and federal entities to ensure compliance with regulatory requirements including 2 CFR 200, 44CFR, Sandy Recovery Improvements Act, Alternate Procedures Pilot Program, OMB Circular A-133, Generally Accepted Accounting Principles (GAAP) established by Governmental Accounting Standards Board (GASB), IRS and FEMA regulations.

His experience in these programs includes disaster preparedness, pre-disaster planning, program implantation, project formulation, project reimbursement, QA/QC, and project closeouts. In addition, Mr. Garcia-Cuellar is well verse in the reconciliation and compliance review of various government, private and non-private entities, network development, program implementation, preparation of policies and procedures, accounting and administering and review of local, state, and federal funds.

Joshua Rosales

Mr. Rosales has over eight years of combined experience in providing audit, compliance, oversight, and advisory services for public and private organizations to improve client governance, risk, and compliance initiatives. Joshua's experience includes grant management, compliance monitoring, audits of Internal Controls over Financial Reporting (ICFR) and Information Technology General Controls (ITGCs), as well as policy and procedure

improvements.

Mr. Rosales excels at delivering high-quality, value-added client service as a core component of engagement deliverables by promoting collaborative relationships with internal and external stakeholders as part of each engagement. Joshua's project experience includes maintaining accurate and complete documentation to substantiate costs; reviewing and approval of funding requests; implementing and oversight of program processes and procedures; and providing analysis of financial statements and associated financial data to present recommendations and findings to executive leadership so sound policy and/or financial decisions can be made.

Tarra Naddef

Ms. Naddef has experience in the Disaster Recovery Industry as a team manager, support affiliate, and technical analyst. She has worked in all stages of the grant management process including project formulation, reviewing, and validating initial documentation, payment requests, and project closeout processing. Ms. Naddef has coordinated aspects of the reimbursement process between the Federal and State governments. From the beginning of account activations and working with applicants through project formulation and obligation, she has experience in data management and understanding relevant information when writing projects. She can analyze and interpret large sets of data to effectively make decisions when it comes to project processing and formulation. She has acted as an officer and liaison in meetings between the applicants and FEMA. She has managed 50+ applicants across the State of Texas working through the recovery of multiple disasters. Additionally, she has experience managing a team of analysts that review reimbursement requests to comply with programmatic State and Federal guidelines. She aids her team in the management and validation of documentation submitted. This includes, but is not limited to, the collection and review of documents such as invoices, purchase orders, procurement policies and contracts.

Besides her in-depth technical experience, she has assisted in managing priorities and projects in the grant management space. This includes implementation of standardized tools and best practices to streamline the recovery process. She has played a key role in overseeing the teams that reviews and manages data to develop final project reimbursement submissions, as well as operate meeting FEMA project report deadlines, including quarterly reports, time extensions and even changes to project scope. She is qualified for training and assisting teams, communicating with relevant stakeholders, and ensuring compliance across all deliverables.

Diane Blas

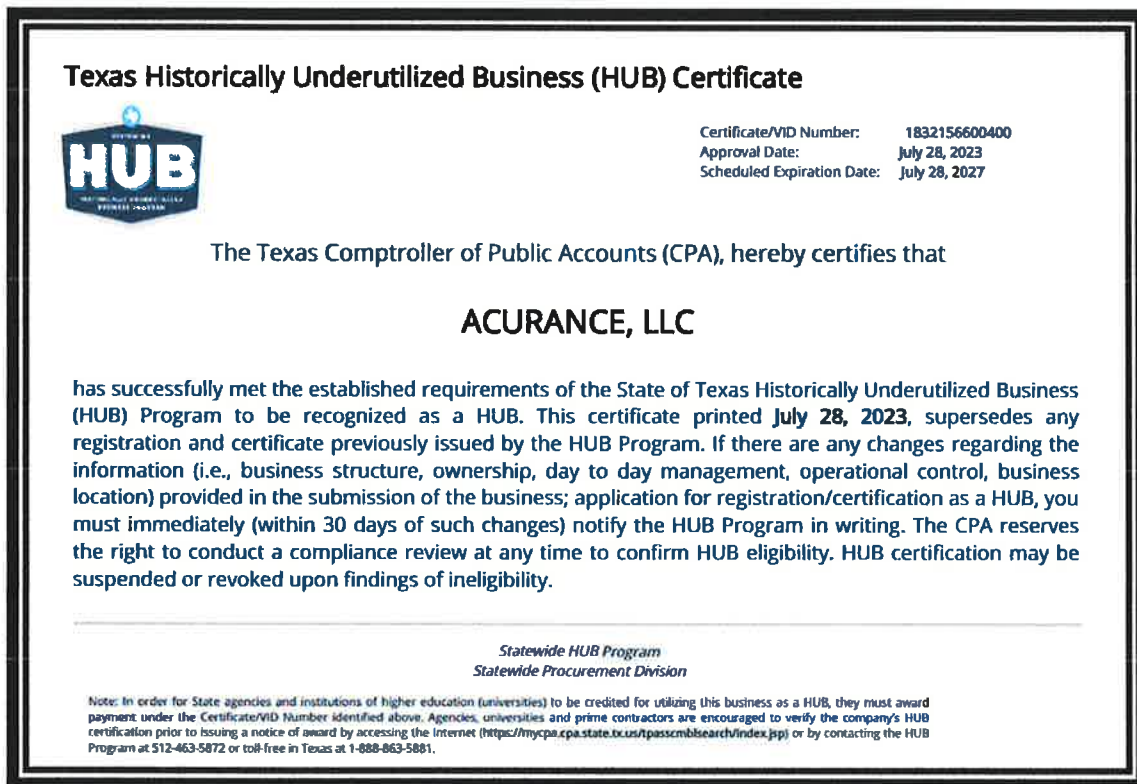
Mrs. Blas Rodriguez has specific industry experience in a range of Emergency Management and Public Assistance operations. She is proficient at analyzing and evaluating federal, local, and state policies and regulations to assure compliance requirements of contract agreements, verification of reimbursement requests, and FEMA/PA conventions. Mrs. Blas understands the specific federal requirements for grant funding programs and is well versed on their documentation platform for project worksheets. She has worked with federal, local, and state agencies performing close out and audit procedures, as well as implementing data management and control systems. She has created a system of review to ensure all steps in the grant management reimbursement process have been met successfully to optimize client funding amounts. She has experience reviewing documentation to verify the completeness and

compliance of packages to receive reimbursement. Mrs. Blas has over 5 years working on QAQC compliance reviews at a federal and state level, as well as PNP's and Small Businesses.

Mrs. Blas is an adept procurement policy analyst and understands the stipulations instated through federal programs. Experience includes validating contract agreements, financial overviews, database research, system integration platform analysis, project formulation, and reimbursement and project closeouts. She has worked on several disasters, including hurricanes, flooding, winds and weather and she has also worked with resiliency agencies in the effort to combat the COVID-19 disaster, analyzing PPE documentation and guidelines, along with grant requirements for smalls business reimbursement. Further, Mrs. Blas is skilled in the agreement and consent of numerous government entities, program implementation, preparation of contracts and policy, as well as administering the analysis of state and federal funds. She is prepared to assist in the project implementation and oversight of compliance throughout the recovery process.

Current Applicable Certifications

- Historically Underutilized Business (HUB) Certificate:



Litigations Claims or Contract Disputes

Acurance has no pending litigation, claims or contract disputes filed by or against in the past five years. Our Team has never had a litigation or dispute related or unrelated to the services in connection to this RFP.

Section IV – Proposed Strategy and Technical Approach

Acurance will work closely with the City, the Mississippi Emergency Management Agency (MEMA), and the Federal Emergency Management Agency (FEMA) in order to establish a baseline regarding all potential damages and projects to be developed and pursued for FEMA Public Assistance (PA) awarded grants for Forrest County in Mississippi. Acurance will start by evaluating and verifying the current standing projects and identifying the needs of the City to organize priorities based on potential deadlines and other factors. Acurance will establish clear guidelines and roles to effectively develop a Grant Management plan that will streamline the project formulation process while leveraging grant funding opportunities within the FEMA PA Program.

The Acurance team will use their expertise to develop, monitor and closeout the grant funded projects, while concurrently tracking all incurred costs to establish a closeout package ready for potential Office of the Inspector General (OIG) audits and State Compliance reviews. We will perform an initial inventory of project progress to assess immediate action items, as well as plan for tasks to complete while moving toward project completion. Our Team is available to manage all aspects of the project for all stages of the grant administration process while providing on-going financial tracking and compliance services including but not limited to the review of internal controls, invoice reconciliation, contract and procurement reviews, requests for reimbursement, requests for information support and compliance closeout review support.

Phase 1 – Contract Initiation

Initial Meeting

Subsequent to contract award and a Notice to Proceed, Acurance will arrange an initial meeting with the City and staff, as directed. The purpose of this meeting will be to discuss the proposed planning process and to gain an in-depth understanding of the City's desired outcomes and priorities. The focus of this meeting will serve to address the following items:

- Determine current applicant overall status
- Identify current and future cost/damage assessments
- Project prioritization and issue identification
- Operational and financial capabilities
- Coordination with regulatory entities
- Confirm expectations and discuss project approach

Kick-Off Meeting

Immediately after the initial meeting with the City, as outlined above, Acurance will facilitate a kick-off meeting with appropriate parties and Team members responsible for implementing the project. The primary purpose of this meeting will be to outline and explain the proposed planning process in detail, describe individual roles and responsibilities, and begin data collection efforts. Explicitly, the following objectives will be addressed:

- Grant management administrative process
- Evaluation of existing processes, data, policies, reports, and technical information

- Discuss project approach and time frame for task completion
- Identify project needs and team staff roles and responsibilities
- Identify potential improvements to maximize public assistance funding

Initial Review of Relevant Data, Documentation and Project Status

Acurance will collectively review all available data and documentation from the City, MEMA, and FEMA to gain an in depth understanding of any current, past or future projects, as well as identify any gaps that can arise in the grant management project process. By identifying the necessary data and required compliance documentation for FEMA PA and HM funding early in the process, our Team can efficiently utilize staff and resources in the grant development efforts. Concurrently, our Team will work with the corresponding departments to obtain all relevant information relating to procurement, compliance, invoicing, reimbursement requests and project submittal documentation to review for potential issues and identify recommended solutions.

Phase 2 – Disaster Recovery Services

Coordinate Recovery Meetings

Following the initial approach, our goal is to facilitate a smooth recovery process by taking an inclusive approach that promotes inter-agency communication and issue-resolution. Acurance will coordinate meetings with MEMA and FEMA to address the current project statuses and facilitate ongoing recovery process and communication. The purpose of these meetings will be to establish a relationship among the involved parties, resolve potential issues and establish next steps. The frequency of these meetings will be determined by timeline goals of the applicant in alignment with FEMA and MEMA correspondence.

Project Formulation

The Acurance team will collaborate with the City staff and consultants on project formulation, and the identification of the specific disaster related costs. Our Team will work closely with MEMA representatives and the City in order to comply with FEMA eligibility and cost reasonableness determinations. Our team will streamline the project formulation process, development, and submission of Project Worksheets (PW's) by performing the following roles:

- Facilitate and assist in exploratory calls and ongoing recovery scoping meetings
- Assist in the preparation, review, and verification of the damage inventory listing for submission to FEMA
- Facilitate coordination of initial project site inspections with The City and FEMA, if applicable at the current time
- Collectively gather and review all existing documentation for current and future PW's and address any missing and/or pending items
- Prepare, review, and verify PW packets for submission in Grants Portal to be processed at the Consolidated Resource Center (CRC)
- Provide assistance to the City on any pending, outstanding or future Requests for Information (RFI) received by FEMA and perform QA/QC of PW's
- Represent the City and attend meetings with FEMA and/or MEMA as necessary
- Assist with any potential dispute resolution with FEMA and/or other agencies as needed

Grant Monitoring and Management

In addition to the formulation process, our team will cooperate with the City staff, MEMA and its representatives on the ongoing processing, management, and monitoring of FEMA PA funding by performing the following:

- Generate project status report and facilitate access and submission in the systems utilized by MEMA and FEMA
- Process PW time extension requests and amendments to ensure periods of performance remain current and federal funds remain eligible
- Evaluate project status and potential reimbursement opportunities
- Assist with submissions of first and second appeals as requested
- Evaluate opportunities and requirements to provide technical assistance and quality assurance to maximize reimbursements
- Assist with the preparation collection, and submission of Management/Direct Administrative Costs

Procurement and Contract Services

Acurance will work closely with the City to implement procedures for the collection, review, and submission of all procurement and contract documents to determine compliance with local, state, and federal procurement regulations as defined in 2 CFR 200 and/or 44 CFR for past legacy disasters. Our Team has developed standard operating procedures and specifically constructed tools for compliance reviews that have been successfully utilized over multiple disasters and states. Our Team will verify procurement for specific compliance monitoring and purchasing practices by performing the following roles:

- Review contract terms, and period of performance for compliance with the City's contract and purchasing policies and state and federal procurement regulations
- Verify procurement by evaluating debarment and suspension eligibility, full and open competition, contract cost/price structure, and contracting methods
- Implement procedures to ensure effective monitoring methods are used to track progress of contracts and close-out to align with Federal, State and Local guidelines
- Ensure change/task orders and amendments comply with federal regulations
- Identify missing information and create document requests to address pending issues
- Address exigency circumstances and assist in the evaluation and process of emergency procurement
- Assist with establishing a documentation retention system that allows for an easy and organized response to any potential audits or reviews

Compliance Review/Request for Reimbursements

Following the project formulation process and initial project submissions our Team will first, perform project and cost reconciliation to identify project progress and ensure it aligns with funds disbursement to date. Then, we will begin to perform financial compliance reviews for the preparation and submission of each request for reimbursement (RFR) to determine allowable costs by performing the following roles:

- Prepare claim summary and cost justification for each RFR by collecting,

- organizing, revising, and reconciling supporting documentation
- Review PW's and reimbursements received to evaluate insurance proceeds and/or other grant funding to avoid duplication of benefits
- Verify goods/services are consistent with eligible contract structures and are directly attributable to PW's for contract cost types
- Review Force Account Labor, Equipment and Materials claims and supporting documentation, noting relevant nuances as it relates to cost type and project category
- Track invoices and payment support for vendors and allocate funds across PW's
- Ensure compliance with local, state, and federal regulations and requirements
- Perform cost analysis to evaluate cost effectiveness when required by FEMA guidelines
- Assist in the development of internal controls and make recommendation improvements where needed

Document Control, File Retention and Data Management

Acurance has ample experience utilizing various programs and platforms to successfully manage data with up-to-date technology throughout disaster recovery efforts. Our team understands how to creatively utilize tools to increase efficiency in document and data sharing methods, to streamline reimbursement efforts and reduce the time to complete requests, and to develop data flows and systems that create workflow efficiency for all parties involved.

Acurance will utilize SharePoint to concisely maintain all collective documentation and data in a centralized data system to facilitate document gathering, reference, organization, maintenance, and retention. Our Team will establish a folder structure and naming convention that will assist the City in establishing pragmatic control over documentation and maintain readily available data packages to ensure an audit readiness. Additionally, our Team will implement standard procedures to synchronize the flow of all data management, utilizing the technology and platforms to create a fully organized and functional flow of relevant information. SharePoint capabilities include vast data storage, rapid implementation of processes at a highly scalable platform, multiple user access, user friendly setup and upload capabilities.

Figure 1 – SharePoint Document Retention Example

The screenshot shows a SharePoint interface with a left-hand navigation pane containing links to Home, Conversations, Documents, Notebook, Pages, Site contents, and Recycle bin. The main area is titled 'Documents' and includes action buttons: New, Upload, Edit in grid view, Sync, and Export. Below these buttons is a table listing document folders.

	Name	Modified
	CAT A - Debris Removal	27 minutes a
	CAT B - Emergency Protective Measures	27 minutes a
	CAT C - Roads & Bridges	17 minutes a
	CAT D - Water Control Facilities	17 minutes a
	CAT E - Buildings & Equipment	17 minutes a

Project Closeout and Final Compliance

With our in-depth knowledge of the federal and state closeout requirements at the project and applicant level, our Team will move toward project completion and guide the City through all of the final closeout processes. These services include final Scope of Work validation, final compliance reconciliation of all eligible costs, site inspections, final compliance review, preparation, review and completion of final claim summaries, P4 Forms and closeout requests. Collectively through Phase 1 and 2 of our grant management process plan approach, our Team will have assisted in the development, review and submission of Project Worksheets while identifying and reconciling eligible costs. While processing the submission of requests for reimbursements, and final compliance reviews, Acurance will have already been developing and organizing the aspects of closeout on both the project and applicant level. At the end, we will be able to deliver an audit ready package that complies with federal grant program requirements.

Phase 3 – Additional Grant Management and Consulting Services

Acurance has performed consulting roles for a wide range of clients across the nation. Our Team possesses extensive understanding of how to comply with FEMA in all cost categories of both emergency and permanent work including but not limited to force account equipment, labor and materials, time keeping records, documentation requirements, debris monitoring and removal, contracts and procurement for materials and services and how to properly appeal and respond in possible discrepancies of emergency services.

Our team has experience working with specific FEMA Departments, such as the FEMA 270 team as well as FEMA's Consolidated Resource Centers, that perform reviews with extra scrutiny for high-risk applicants. Our knowledge of the applicable regulations and guidelines allows us to clearly communicate those standards, while also educating our clients of the process to better equip staff during current and/or any future disaster recoveries.

With a team of dedicated emergency management and grant specialists, our Team is available to support The City with a full complement of technical, financial and management services, including but not limited to the following:

- Full life-cycle Grant Management
- Damage Assessments
- QA/QC services
- Develop improved and/or alternate project requests
- Subrecipient and Project Monitoring
- Cost Analysis
- Hazard Mitigation Assistance (HMGP)
- Disaster Recovery Planning and Training
- Community Development Block Grant Program (CDBG-DR)

Section V – Auditing History

Our firm has a robust track record of successfully obtaining and retaining FEMA and other federal program reimbursements, demonstrating our expertise in financial compliance, auditing, and adherence to relevant regulations. The team of Acurance has career experience in the Audit sector of the financial industry. With a keen eye and sharp attention to detail, the Acurance team is led to exceed standards in all financial project submissions. With extensive experience in conducting financial compliance reviews, Acurance has consistently ensured that clients meet the stringent requirements set forth by FEMA and other federal programs. The Team's background in the accounting sector has equipped the Team with the necessary skills and knowledge to navigate complex financial regulations effectively.

Through our extensive project experience and by evaluating our technical approach, you will see that Acurance not only has the prior knowledge to effectively put together reimbursement packages but also has strong and proven standard operating procedures and processes in place to ensure full compliance and retainage of funding. Acurance staff have experience with the FEMA 270 group, VAYGO audits, RAND reviews, OIG, and other outside auditing agencies.

Our Team is well versed in the potential issues and problems that can arise. With this knowledge earned through years of experience, we can foresee these problems and assist mitigating these risks.

Furthermore, we have a proven history of assisting applicants in retaining funding through meticulous compliance with 2 CFR 200 and other FEMA regulations. Our comprehensive understanding of these regulations allows us to provide strategic guidance and support to our clients throughout the reimbursement process, minimizing risks and maximizing reimbursement potential. By leveraging our expertise in financial compliance and auditing, we have successfully maintained our clients' reimbursement claims, ensuring that they receive and maintain the funding they are entitled to under federal programs. Our track record speaks to our firm's commitment being a trusted partner for organizations seeking expert guidance in this critical area.

Section VI – Proposed Pricing

Acurance proposes a time and material billing and reimbursable cost basis pursuant to industry standards. Based on the engagement scope as well as additional information obtained, we have provided below our pricing breakdown by position classification, brief description of roles and responsibility and hourly rates. Hourly billing will be in accordance with the rates set forth in this section and in alignment with Attachment A (Hourly Rate Form), as seen on page 15.

Public Assistance Hazard Mitigation 404/406, HMGP, PDM and FMA

Acurance has experience in the submission of Management and DAC and will assist the City with the preparation, collection, and request for reimbursements for incurred Management Costs and DAC in accordance with FEMA's Disaster Assistance Policy DAP9525.14. Acurance will invoice services on a PW basis for up to 5% of total eligible project costs. According to FEMA policy and guidance a subrecipient is allowed up to 5% in reimbursable management costs. Acurance will assist the City with management of Direct Administrative Costs (DAC) and include a request for additional management costs up to an allowable amount. Acurance will submit requests for reimbursement for incurred management costs. It will be the responsibility of the City to pay the difference between the incurred management costs and utilized DAC.

For HMA grants, pre-award costs including consulting fees utilized to develop the application including data collection, cost estimating, and Benefit Cost Analysis (BCA), are reimbursable contingent upon grant award. Acurance will invoice based on a not-to-exceed hourly basis, the cap to be determined by the City. As part of the grant application FEMA allows up to 5% in grant management request. Once the project has been awarded, Acurance will invoice on a project basis up to the 5% allowable reimbursable management cost amount indicated in the grant. For HMA funding, all documented grant application development and management costs incurred by the City, have the potential to be fully reimbursable.

Project Staffing and Management

Acurance proposes a dedicated project team that has experienced working with FEMA in PA and HM and is well versed with the Grants Portal system in order to support the activities outlined in the RFP. Our professional staff possess a wealth of experience with grant management funding, data management systems, the implementation of processes and project controls, close out and post award audits, procurement, and eligibility consulting to ensure the City will receive the maximum eligible award entitled. If needed, our team has additional staff available to jump and assist upon request.

ATTACHMENT A
HOURLY RATE FORM

Key Program Management Personnel: The Proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

PROGRAM MANAGEMENT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Program Manager	Cesar Garcia-Cuellar	Austin, TX	\$150.00
Deputy Program Manager	Joshua Rosales	Austin, TX	\$140.00
Program Administrator	Tarra Naddef	Austin, TX	\$130.00
Project Coordinator	Diane Blas	Glen Cove, NY	\$130.00

Other Program Staff: The Proposer shall identify Other Program Staff's hourly rate. The Proposer may add additional lines if necessary.

CONSTRUCTION & OPERATIONS

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Cost Estimating On Site Inspector		Austin, TX	\$140.00
Construction Manager Resident Engineer		Austin, TX	\$180.00

PROGRAM & ADMINISTRATIVE SUPPORT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Financial Lead Project Manager	Tarra Naddef	Austin, TX	\$135.00
FEMA Coordination Subject Matter Expert Funding Assistance Database Manager	Lorena Cardoza	Austin, TX	\$115.00
Procurement and Contracting Scheduling Administrative Assistance Senior Adviser	Diane Blas	Glen Cove, NY	\$130.00

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:

 , CEO 03/04/2024

 Authorized Signature, Title Date
 Acurance, LLC

 Consultant Firm Business

Section VII – Socioeconomic Contractor

Acurance, LLC is a Certified HUB minority-owned business, and a disadvantage business enterprise, and therefore acknowledged as a Socioeconomic Contractor. As a Certified HUB minority business, we satisfy the FEMA compliance requirement established in 2CFR 200 subsection 321 “Contracting with small and minority businesses”.

See Page 7 for Active HUB Certification.

Section VIII – Administrative Information

The following items are included in the Attachments File in order to address the Administrative Information section of the Proposal.

- Proof of Liability Insurance and its limits
- Drug Free Workplace Form
- RFP Affidavit
- RFP Affidavit of Solvency
- Conflict of Interest Disclosure Form
- Acknowledged Addenda

Acurance LLC is a registered vendor in the State of Mississippi.

Liability Insurance

During the performance of the services Acurance will maintain the following insurance coverages (Upon a contract award, Insurance and Contract Bond requirements maybe be updated to comply with The City’s Insurance Requirements):

<u>Type of Coverage</u>	<u>Amount of Coverage</u>
Commercial General Liability	\$2,000,000
Professional Liability	\$1,000,000
Personal and Adv Injury	\$2,000,000
Products – Comp/Op AGG	\$4,000,000

ATTACHMENTS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/05/2024

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 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 NORTHEAST AGENCIES INC/PHS 01216380 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (866) 467-8730 (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC#
INSURED ACURANCE 8017 BOTTLEBRUSH DR AUSTIN TX 78750-7837	INSURER A: Twin City Fire Insurance Company 29459 INSURER B: INSURER C: INSURER D: 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY			01 SBA BF2509	04/06/2024	04/06/2025	EACH OCCURRENCE \$2,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000
	☒ General Liability						MED EXP (Any one person) \$10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$2,000,000
	☐ POLICY ☐ PRO-JECT ☒ LOC						GENERAL AGGREGATE \$4,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$4,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)
	☐ ANY AUTO						BODILY INJURY (Per person)
	☐ ALL OWNED AUTOS						BODILY INJURY (Per accident)
	☐ HIRED AUTOS						PROPERTY DAMAGE (Per accident)
	☐ NON-OWNED AUTOS						
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE
	☐ OCCUR CLAIMS-MADE						AGGREGATE
	☐ DED ☐ RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						☐ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y/N	N/A				E.L. EACH ACCIDENT
							E.L. DISEASE - EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT
A	EMPLOYMENT PRACTICES LIABILITY			01 SBA BF2509	04/06/2024	04/06/2025	Each Claim Limit \$10,000 Aggregate Limit \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations. FOR INFORMATIONAL PURPOSES

CERTIFICATE HOLDERFOR INFORMATIONAL PURPOSES ONLY
8017 BOTTLEBRUSH DR
AUSTIN TX 78750-7837**CANCELLATION**

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

Susan L. Castaneda

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**REQUEST FOR PROPOSALS (RFP) NUMBER:
DISASTER RECOVERY CONSULTING SERVICES**

Company Name: Acurance, LLC

City of Hattiesburg Drug-Free Workplace Form

The undersigned firm hereby certifies that.

Acurance, LLC does:
Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. In form employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the District's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.



Signature

03/04/2024
Date

**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT

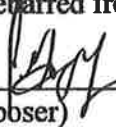
TO: CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

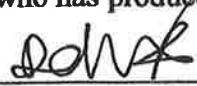
STATE OF Texas CITY OF Austin. Before me, the undersigned authority, personally appeared Cesar Garcia-Cuellar who, being duly sworn, deposes and says he is CEO (Title) of Acurance, LLC (Firm) the respondent submitting the attached proposal for the services covered by the RFP documents for RFP DISASTER RECOVERY CONSULTING SERVICES.

The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.

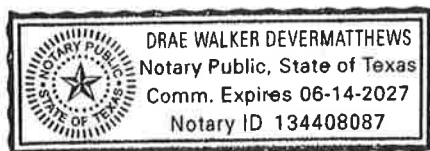

(Proposer) Acurance, LLC
By Cesar Garcia-Cuellar
CEO
(Title)

STATE OF Texas
COUNTY OF Travis

Subscribed and sworn to before me this 5th day of March, 2024, by Cesar Garcia-Cuellar who personally appeared before me at the time of notarization, and who is personally known to me or who has produced as identification.


Notary Public

06/14/2027
My commission expires:



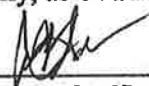
**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF Acurance, LLC {insert entity name},
being of lawful age and being duly sworn I, Cesar Garcia-Cuellar {insert affiant name}, as
CEO {insert position or title} (ex. CEO, officer, president, duly authorized
representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 5 day of March, 2024.



Signature of Affiant

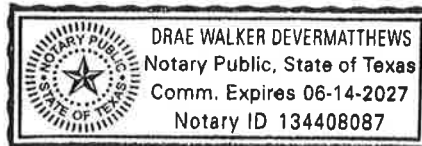
STATE OF Texas)
COUNTY OF Travis)

Subscribed and sworn to before me this 5th day of March, 2024, by who personally appeared before me at the time of notarization, and who is personally known to me or who has produced TX Drivers License as identification.



Notary Public

06/14/2027
My commission expires:



DISASTER RECOVERY CONSULTING SERVICES

City of Hattiesburg Conflict of Interest Disclosure Form

Project (RFQ, RFP, BID) Number/Description: RFP Disaster Recovery Services

The term "conflict of interest" refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant's/contractor's professional judgment in completing work for the benefit of the City of Hattiesburg ("City"). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant's/contractor's professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:



I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.



The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent:

Acurance, LLC

Authorized Representative(s) :



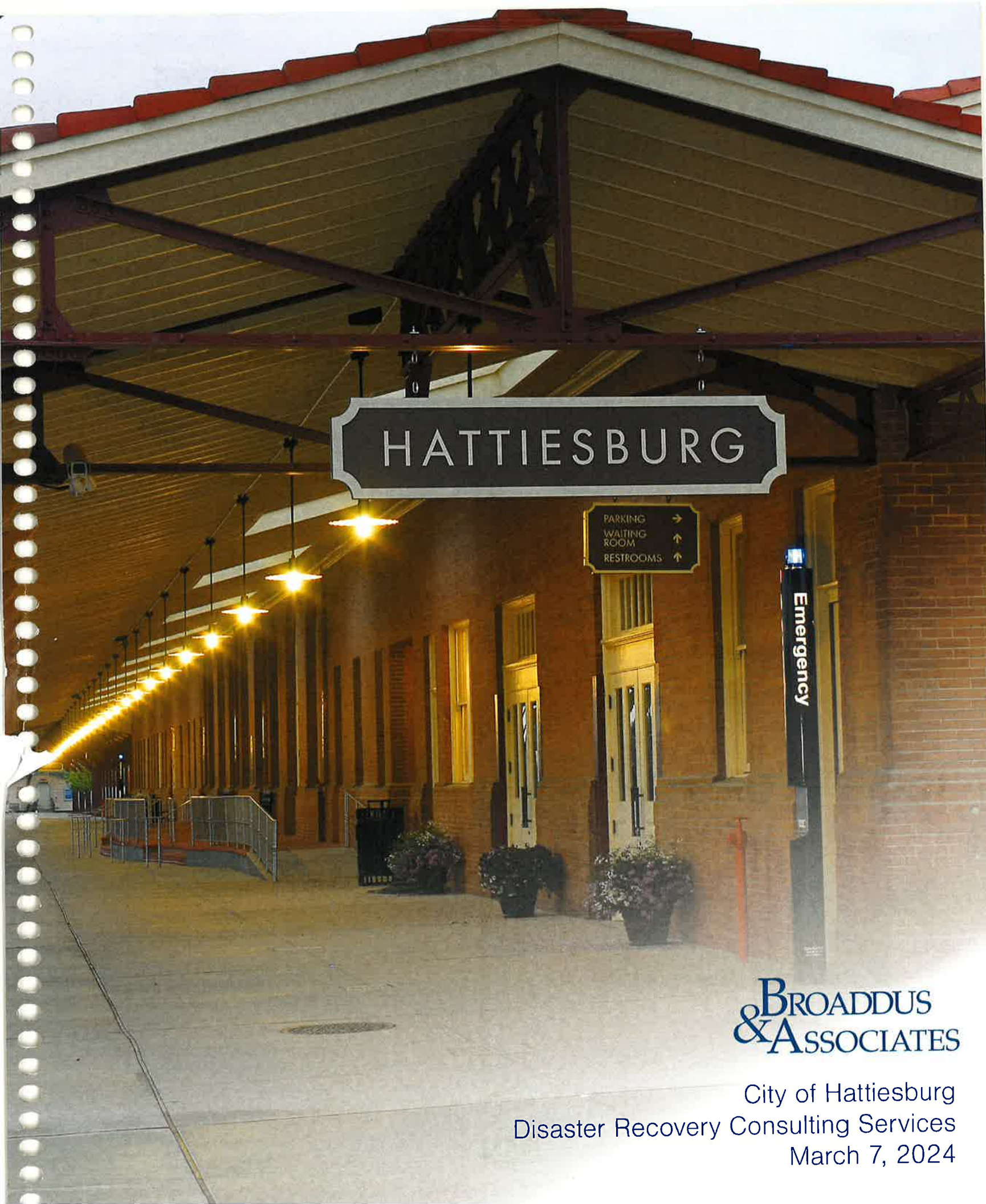
Signature

Cesar Garcia-Cuellar, CEO

Print Name/Title

Signature

Print Name/Title



**BROADDUS
& ASSOCIATES**

City of Hattiesburg
Disaster Recovery Consulting Services
March 7, 2024

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Section 1: RFP Cover Page

REQUEST FOR PROPOSALS (RFP)

DISASTER RECOVERY CONSULTING SERVICES

COVER PAGE

RFP Packages MUST be submitted in a SEALED envelope/container and clearly marked on the exterior of the package: DISASTER RECOVERY CONSULTING SERVICES. Each package submitted must have the respondent's name and mailing address marked plainly on the outside of the envelope/container. Each package shall consist of one (1) original paper submittal and seven copies, and one (1) USB flash drive containing one (1) Color PDF of the original documents of the RFP Package which shall include all required documents and any supplemental information.

Deliver or Ship RFP Packages to: City of Hattiesburg / City Clerk's Office
200 Forrest Street
Hattiesburg, MS 39401

Company Name: Broaddus & Associates

Date: March 7, 2024

Section 2: Cover Letter



March 7, 2024

City of Hattiesburg
City Clerk's Office
200 Forrest Street
Hattiesburg, MS 39401

Re: Disaster Recovery Consulting
Services

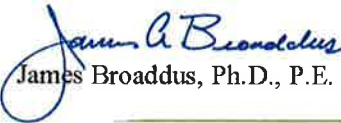
Greetings,
I am honored to provide our qualifications to provide disaster recovery services for the Hattiesburg community. Since we founded our firm in 2000, we have provided project management and coordinated emergency disaster recovery services for more than \$2B worth of insurance, FEMA/MEMA, and other federally funded projects on the Texas and Mississippi Gulf Coasts. We are deeply invested in the local community and would be honored to continue our service here.

Required Details	
Firm Name	Broadus & Associates
Address	499 Gloster Creek Village, Suite Bc-11, Tupelo, MS 38801
Phone Fax	512.329.8822 512.329.8242
Main Point of Contact	Leo Wood Program Manager
	Ph: 228.224.2156 LWood@BroadusUSA.com

- **A Record of Service to Hattiesburg.** Broadus & Associates has been actively serving the Hattiesburg community since the 2017 tornados. Through our team's effort, we have assisted with debris removal and arbitration with FEMA for funding the Timberton Park restoration and fire station replacement. We are proud of our advocacy in the Hattiesburg community.
- **We Understand How to Provide Services at Minimal Cost to Hattiesburg.** The processes for facilitating federal, state and insurance funding must be done in a very specific manner to maximize reimbursement. This includes our fee, which can be reimbursed to the allowable FEMA/MEMA cost share if applied correctly to minimize the cost to Hattiesburg.
- **Specific Experience with Disaster Recovery & Follow-On Project Management.** Our team understands the unique nature of these services and the level of urgency they require. Our experience in Mississippi, Texas, and elsewhere managing the recovery of natural disasters is a testament to our ability to meet the needs of Hattiesburg. This includes not just maximizing available funding sources, but managing the funded projects with best practices that ensure they are delivered on schedule and within budget.

Over the past 30 years, the Gulf Coast has served as a place of comfort for my family and our employees. We are excited for the opportunity to be a part of the ongoing capital improvement to this place that we love. We appreciate your consideration and look forward to continued service to Hattiesburg.

Sincerely,


James Broadus, Ph.D., P.E. | CEO

Broadus & Associates
499 Gloster Creek Village, Suite Bc-11, Tupelo, MS 38801
512.329.8822 | BroadusUSA.com

Section 3: Qualifications & Experience

Firm Overview

Broaddus & Associates is one of the leading providers of facilities program management, consulting, and planning services in the United States for owners who are planning and developing construction projects. Since our inception in 2000, Broaddus & Associates has assisted numerous public entities with disaster recovery services *as a part of the \$15B in capital projects we have managed*. We provide the experience and personnel to help communities plan and manage their rebuilding in a responsive and cost-effective way. *Our firm has provided project management and coordinated funding sources for more than \$2B of insurance, FHWA, FEMA/MEMA, and other federally funded projects*. We are a federally verified Service-Disabled, Veteran-Owned Small Business licensed by the Mississippi Board of Professional Engineers.

Since 2006, our firm has managed over \$600 million in projects in Mississippi, including K-12 schools,

hospitals, first responder facilities, manufacturing plants, municipal infrastructure, and higher education campuses. Starting with offices

along the Gulf Coast that assisted with the recovery from Hurricane Katrina, the company has opened offices across Mississippi that provide a diverse array of facility solutions to public and private sector clients. A listing of Mississippi clients for whom we have provided planning, project management, and FEMA consulting services is listed in this response.

Our local team is staffed with qualified native Mississippians who take pride in improving the communities where we work and live. Broaddus & Associates is prepared to immediately provide services associated with this proposal and our submitted team members are well acquainted with the area.

We are strongly positioned to meet your requested needs due to the capability of our local team, our knowledge of state and federal funding resources, our portfolio of municipal projects, and our experience with similar projects for cities, counties, and other municipalities. Our team understands the unique nature of federally funded programs, including the Stafford Disaster Relief and Emergency Assistance Act (44CFR and 2 CFR 200), and the intricacies of the documentation and reporting required.

Our Value to Hattiesburg

- ✓ 200+ Grant Applications Completed
- ✓ \$2B in Federal Funds Secured
- ✓ Established Relationships with FHWA, HUD, FEMA, MEMA, & Other Regional Recovery Resources
- ✓ Similar Successfully Delivered Programs for Cities, Counties, & Public Agencies
- ✓ Portfolio of Delivered Disaster Recovery Projects in Mississippi Since 2006



The best indicator of our ability to manage the various grant administration requirements is our work with more complex federal funding programs. Our experience in Mississippi, Texas, and elsewhere managing the recovery of natural disasters is a testament to our ability to successfully manage federally funded programs. We have significant experience in dealing with the complex coordination required with procuring and administering emergency funds.

Broaddus & Associates is uniquely qualified to manage federal and state programs because many of our staff are former owners ourselves. We have gained valuable experience by working with cities, counties, and public entities. These projects give our firm established working relationships with the funding agencies. Current or past projects we have completed that were funded by federal funds include health clinics, hospitals, fire stations, public safety complexes, city halls, water and sewer systems, community centers, and schools. Broaddus & Associates has worked with the following programs on various local projects:

- Community Development Block Grant
- Pre-Disaster Mitigation Grant Program
- Hazard Mitigation Grant Program
- Flood Mitigation Assistance Grant Program
- Economic Development Administration
- USDA Assistance Programs
- Social Services Block Grant Funding
- Coastal Impact Assistance Program
- Various State Funding Resources
- FEMA Public Assistance Program
- FEMA-361 Emergency Shelter Funding
- FEMA Appeal/Arbitration Support

General Reputation & Performance Capabilities

Our firm has the capacity and experience to serve the technical requirements of this engagement. As you review aspects and experience that will provide value, please note our qualifications directly address the scope outlined in this RFP:

- Our team understands that our primary role is not to take notes at meetings. We will actively implement a project approach that addresses delivery, budget compliance, cash-flow projections, cost estimates, scheduling, communication, and reporting.
- We have managed the design and construction of projects including city hall, library, public safety buildings, fire station, and a \$40M gas distribution system.
- Our team can provide options for the most efficient project delivery methods for various projects within the program.
- We will serve in a transparent manner that reflects our role as the representative for the city.
- We understand the requirements of managing public procurement in a manner that generates the most value to local government while complying with funding regulations.
- Our team has significant experience in facilitating contract preparation, negotiation, and executing terms that protect municipalities.

Example of Demonstrated Value to Hattiesburg

✓ Served the City of Hattiesburg following the “2017 Tornadoes.”

✓ Successfully Represented the City of Hattiesburg to FEMA on the Timberton Park Arbitration. Net Gain: \$1M

✓ Successfully Represented the City of Hattiesburg with Fire Station Arbitration, Securing Full Replacement of the Fire Station. Net Gain: 5,900 SF

Subconsultants

Del Sol Consulting, Inc.

Our team includes the disaster recovery specialist firm Del Sol Consulting. This firm is a woman-and minority-owned company specializing in providing expert consultation and staff augmentation to clients who are pre-planning for potential natural disasters, responding to a disaster, and implementing long term recovery strategies. Over the past 19 years, the core of Del Sol Consulting has leveraged expertise that separates them from the rest of the field in disaster recovery. The team relies on personal experiences with natural disasters to energize and connect to partners.



Team Cohesion

Broaddus & Associates has worked closely with Del Sol staff providing disaster recovery services for more than 10 years across multiple states.

The employees of Del Sol started their careers in disaster recovery services with FEMA/MEMA and other agencies dedicated to assisting communities. The firm leverages this experience in providing a unique understanding of the complex nature of utilizing federal funding. Based on this experience, Del Sol has developed strong working relationships with FEMA/MEMA and CDBG-DR representatives, including the local and regional leadership.

For more than 19 years, the Del Sol team has been furnishing disaster recovery program management, administration, and closeout services throughout the country for CDBG-DR programs ranging from \$1M to \$2B. The employees of Del Sol understand HUD processes and procedures and we have excellent relationships with agency staff. Del Sol has aided Nassau County, NY with evaluation, recommendations, and CDBG-DR project eligibility to ensure Section 3, 24 CFR Part 58 (environmental), 24 CFR Part 85.36 (procurement) and many other CDBG regulations were met for their Hurricane Sandy projects. The team ensured documentation was available to show that each project had a tie to the disaster, met CDBG Eligible Activity Criteria and met a CDBG National Objective. Select CDBG-DR recovery projects managed over the past 19 years include:

- St Bernard Parish, LA | Katrina & Rita Recovery | \$1.5B
- City of Minot, ND | Flood Recovery & CDBG-DR Implementation | \$68M
- City of Longmont, CO | Needs Assessment & CDBG-DR Advisory | \$70M
- State of Colorado | CDBG-DR Technical Assistance | \$320M
- State of New Jersey | Initial HUD Action Plan Development | \$1.8B
- Harris County, TX | CDBG-DR Implementation & Federal Monitoring | \$4B
- State of Louisiana | Grantee Wide CDBG-DR Implementation | \$3B
- Nassau County, NY | Police Precincts CDBG-DR | \$28.5M
- Nassau County, NY | Bay Park Sewer Treatment Plant | \$830M

Client Satisfaction

"We just got out of a meeting with FEMA & the Port Aransas team. I want you to know how squared away your guys are. The Broaddus & Associates team anticipated everything FEMA threw at them and by the time the meeting was done, I felt confident that your guys had FEMA on board with us. Thanks so much, I can't imagine trying to do this without y'all."

Scott Burroughs | Police Chief | City of Port Aransas

Related Experience & Work Performance

We will leverage our experience in providing project management and coordinated emergency disaster recovery funding sources on more than \$2B of insurance, FEMA/MEMA, CDBG-DR, and other federally funded projects to serve **Hattiesburg**. A listing of the diverse nature of these projects is listed below.



City of Port Aransas Harbor Master Building

- City of Port Aransas | Hurricane Harvey Disaster Recovery Program | Port Aransas, TX
 - Public Safety Complex
 - Harbor Master Building
 - Fire Station
 - Roads, Gas Lines, & Other Infrastructure
 - Roberts Point Park Pier
 - Nature Preserve Phase I
 - Charlie’s Pasture Pier
 - Charlies Pasture Shoreline Bulkhead
- Memorial Hermann Health System | Disaster Recovery Program | Houston, TX
 - Hurricane Harvey Recovery Program
- University of Texas at Austin | Hurricane Recovery Program | Port Aransas, TX
 - Marine Sciences Institute Campus Restoration
- Coahoma Community College | HMGP Program | Clarksdale, MS
 - HMGP Domed Multi-Purpose Gym/Shelter
- City of Gulfport | Municipal Facilities | Gulfport, MS
 - Centennial Museum Restoration
 - Robert J. Curry Public Safety Center
 - Harbor & Waterfront Restoration
 - Restoration of Historic City Hall & Two Annex Support Facilities
 - Historic Library Restoration
 - 7 Community/Recreation Centers
 - 9 Fire Station Repair Projects
 - 2 Public Works Facilities
- City of Moss Point | Hurricane Recovery Program | Moss Point, MS
 - 50 Wastewater Lift Stations
 - City Hall Remodel
 - DPW Main Building
 - Elevated Water Storage Tanks
 - Fire Services Building
 - 5 Parks & Recreation Area Sites
 - Pelican Landing Conference Center
 - Public Services Building Remodel
 - Riverfront Recreation Center
 - Riverwalk Boardwalk Pier
 - Riverfront Park
 - Sue Ellen Recreational Center
- Harrison County Utility Authority | Hurricane Recovery Program | Harrison County, MS
 - 5 Wastewater Treatment Facilities
 - 13 Elevated Water Tanks
 - 14 Water Wells
 - 29 Sewer Pumping Stations
 - 380,000 LF of Water Lines
 - 301,000 LF of Force Sewer Lines
 - 84,000 LF of Gravity Sewer Lines

- Itawamba Community College
 - FEMA-Funded 361 Multi-Purpose Safe Room
- Texas General Land Office
 - Disaster Recovery IDIQ Project Management
- City of Pass Christian | Hurricane Recovery Program | Pass Christian, MS
 - City Hall Municipal Complex
 - Community Library
 - Harbor Master Office Building
 - Pass Christian Gymnasium
 - Fire Stations
 - Pass Christian Public Works Garage
 - Police Station & Emergency Operations Center
 - Senior Citizens Center
 - War Memorial and Church Avenue Parks
- City of Long Beach | Hurricane Recovery Program | Long Beach, MS
 - City Hall & 3 Fire Stations
 - Emergency Operations Center
 - Harbor Master Facility & Port/Bulkhead Projects
- **City of Hattiesburg | Tornado Recovery Program | Hattiesburg, MS**
 - **Fire Station**
 - **Municipal Facilities**
- Jackson County | Hurricane Recovery Program | Pascagoula, MS
 - Community Centers
 - Health Department
 - Harbor Master Facility
 - Public Infrastructure
- Monroe County School District | Tornado Recovery/Storm Shelter Program | Smithville, MS
 - K-12 School
 - 3 Domed Storm Shelter Gyms
- Pearl School District | Tornado Recovery/Storm Shelter Program | Pearl, MS
 - 2 Elementary Schools
 - High School
- Forrest County School District | Tornado Recovery/Storm Shelter Program | Forrest County, MS
 - K-12 Schools
 - 12 Domed 361 Shelters



City of Port Aransas Fire Station #1

AMORY SCHOOL DISTRICT | DISASTER RECOVERY SERVICES
Amory, MS

The Amory School District suffered severe damage to its facilities from an EF 3 Tornado that swept across Mississippi in March 2023. The recovery effort involves the repair, restoration and replacement of facilities on two school campuses, while maximizing the relief funding available to the district.

The Broaddus & Associates team is serving on site as the district’s owner’s representative to assist with the initiatives required to get the resources needed to get the schools fully operational. This included keeping the school year on schedule through the the use of temporary facilities that house classrooms, offices and student athletics support space until permanent facility replacements or repairs are completed. Relocating these resources also allowed for the significant undertaking of debris removal on the affected sites.

Our team facilitates the district's full compliance with federal, state, and local laws, minimizing potential audits and reviews, and reducing the impacts from future disasters. With a focus on FEMA PA and Hazard Mitigation Programs, our team's demonstrated experience and extensive knowledge contribute to the effective operation of these critical initiatives. Our experienced team understands the complexities of this process, and coordinates emergency disaster funding sources from insurance and government resources.

Project Relevance

- ✓ Mississippi Program
- ✓ Disaster Recovery Services
- ✓ Project Management

Project Reference

Brian Jones
brjones@amoryschools.com

Project Timeline

Start: 06/2023
Complete: 08/2026

Project Value

Total: \$30M



TOWN OF SMITHVILLE | MUNICIPAL FACILITIES

Smithville, MS

On April 27, 2011, a catastrophic EF5-level tornado decimated Smithville, MS. Nearly every building was destroyed or heavily damaged in the small town of 900 residents. Winds of up to 200 miles per hour destroyed the town's infrastructure, and 16 people lost their lives. The half-mile-wide tornado was the worst twister to hit Mississippi since 1966. Upon being selected as the Town of Smithville's program manager, Broaddus & Associates assisted with the tornado recovery program.

Smithville had a comprehensive long-term recovery planning process to coordinate federal, state, and local recovery resources. Broaddus & Associates coordinated funding and approval processes from sources such as FEMA, MEMA, grants, and insurance. The program manager managed the design and construction of new facilities and repair of old ones. This involved architect, engineer, and contractor selection and managing each project for overall quality, timeliness, and cost-effectiveness. Projects included:

- New Town Hall
- New Police Department
- Water Department Building Repairs
- Fire Department Building Repairs
- Water Meter & Sewer Service Replacement
- Water Treatment Plant Repairs
- Well Building Repairs
- Water Storage Rank Repairs
- Wastewater Treatment Plant Repairs

Plans to create a better community included rebuilding downtown with the main road lined with shops and businesses, a green energy K-12 school, and a multi-sport recreational area where the baseball field was destroyed. Broaddus & Associates assisted the Town of Smithville in rebuilding a greater community.

Project Relevance

- ✓ **Municipal Infrastructure Assessments & Improvements**
- ✓ **Grant Management**
- ✓ **Program Management**

Project Reference

Former Mayor Gregg Kennedy
Ph: 662.651.4411
smayor@traceroads.net

Project Timeline

Start: 07/2011
Complete: 07/2013

Project Value

Total: \$6.6M
Construction: \$5M



**MONROE COUNTY SCHOOL DISTRICT | SMITHVILLE ATTENDANCE
CENTER – FEMA-361 SHELTER
Smithville, MS**

Broaddus & Associates provided program management services to rebuild all the K-12 School facilities for the Monroe County School District in Smithville, MS. In 2011, a category EF-5 tornado with wind speeds up to 205 miles per hour caused severe damage to most of Smithville’s buildings and structures. Broaddus & Associates guided the Monroe County School District through the HMGP application to build a structure that would serve as a shelter to protect the student body and faculty members of the Smithville Attendance Center. The application resulted in the approval of \$2.5M, which was used to construct a multi-purpose facility that serves as the school gymnasium and a shelter.

Project Relevance
✓ Dome Safety Shelter
✓ Program Management
✓ Grant Management
Project Value
Total: \$2.5M

The domed gym can accommodate up to 3,000 people and is designed to withstand winds of up to 256 mph. As a result of the successful application process, FEMA contributed 75% of the cost of building the domed gym. The Mississippi Emergency Management Agency contributed 12.5% of the cost, with Monroe County funding the remaining portion.

In addition, our services included:

- Preliminary Damage Assessments Alongside Federal & State Emergency Management Officials
- Managing the Repair of All Damaged Facilities and Building
- Managing the Design & Construction of New Facilities & Repair Projects
- Coordinating Multiple Funding Sources, Including FEMA PA funding, Mitigation Funds, MEMA funding, Grants, & Insurance
- Coordinating MEMA, FEMA, & Grant Approval Processes



CITY OF GULFPORT | MUNICIPAL FACILITIES
Gulfport, MS

Gulfport, MS, is the second largest city in Mississippi with a land area of 62.37 square miles and a population in excess of 70,000 citizens. Gulfport is a picturesque beachfront city on the Gulf of Mexico and was one of the communities hit hardest by Hurricane Katrina. On August 29, 2005, Hurricane Katrina was reported to have sustained winds of 125 miles per hour and storm surge in excess of 30-ft high in some areas. The city was completely devastated by Hurricane Katrina. Most municipal facilities were completely leveled, damaged beyond economical repair, or required significant repairs to restore them back to their pre-Katrina condition and use.

Broaddus & Associates was selected by the City of Gulfport as their project manager to assist in managing their multi-funded (FEMA PA funding, mitigation funds, MEMA funding, grants and insurance) hurricane recovery program.

Completed Projects:

- New Police Headquarters & Municipal Courts Complex | \$25M
- 9 Fire Station Projects | \$2.7M
- Historic Restoration of City Hall & 2 Annex Support Facilities | \$3.3M
- 7 Community/Recreation Center Projects | \$10.2M
- 2 Historic Building Restoration/Replacements | \$1.9M
- 2 Public Works Facilities | \$750K
- 8-Building Sportsplex | \$750K
- New Leisure Services Administration Building | \$1.2M
- New “Soup Kitchen” Building | \$950K
- Harbor & Waterfront Restoration | \$40M
- Centennial Museum



Project Relevance

- ✓ FEMA Funded Program
- ✓ Project Management
- ✓ Grant Management

Project Reference

Former Mayor Brent Warr
Ph: 228.297.5851
Brentwarr1@aol.com

Project Timeline

Complete: 2010

Project Value

Total: \$78M

CITY OF LOUISVILLE | LOUISVILLE COMMUNITY SAFE ROOM
Louisville, MS

Broaddus & Associates represented the City of Louisville with its disaster recovery program in response to an EF-4 tornado in 2014 that left 30 miles of devastation across Winston County and killed 10 people. This included the Louisville Community Safe Room, a FEMA P-361 and ICC 500 rated storm shelter that can protect up to 2,218 people during severe weather. It is also a community center for the city, and during the school year it is used as an activity center for two adjacent elementary schools. Private organizations can also rent the facility for their own events.

The Monolithic Dome is 127-ft in diameter by 26-ft tall on top of a 14-ft block stem-wall. It encompasses 12,670 SF as mostly a single, large room with restrooms and storage on one side. All doors are storm rated and open when there is a tornado warning. The city received about 85% of the funding from FEMA and MEMA to construct the facility.

Project Relevance	
✓	Mississippi Project
✓	FEMA HMGP
✓	Storm Safety Shelter
Project Value	
Total: \$3.1M	



MONROE COUNTY SCHOOL DISTRICT | HATLEY ATTENDANCE
CENTER/HAMILTON ATTENDANCE CENTER – FEMA-361 SHELTERS
Hamilton & Hatley, MS

Broaddus & Associates provided services to the Monroe County School District (MCSD) in Mississippi for the construction of two new monolithic domes that serve as multipurpose storm shelters. The Hatley Attendance Center and Hamilton Attendance Center, two K-12 schools in the district, each constructed a 7,900-SF dome at their respective campuses. The shelters represented a continued relationship between Broaddus & Associates and MCSD, who constructed a similar dome shelter during the recovery effort from a tornado that destroyed most of the Smithville Attendance Center. That storm and its destruction are what led the district to build the domes at its other campuses.

Project Relevance
✓ 2 Dome Safety Shelters
✓ Program Management
✓ Grant Management
Project Value
Total: \$2.2M

Both projects were constructed to meet the FEMA-361 guidelines for tornado and hurricane safe rooms. The domes are rated to withstand an EF-5 tornado and can each house up to 1,350 people. Each facility was constructed for approximately \$1.1M, most of which was covered by FEMA’s HMGP. In addition to serving as a FEMA-361 rated shelter, each dome houses a physical education gymnasium including a basketball court, restrooms, a coach’s office, an electrical room, and storage areas.

The Broaddus & Associates team served as project manager on both projects, which were constructed concurrently using two separate general contractors. Both were completed on schedule and budget, delivering MCSD the first monolithic dome facilities on any K-12 school campus in Mississippi. As a reflection of the importance of these facilities, both shelters were used when tornado warnings occurred in the area during school hours, months after the projects were completed.



CITY OF LOUISVILLE | WINSTON PLYWOOD & VENEER PLANT
Louisville, MS

Broaddus & Associates served on the project management team for the construction of Winston Plywood and Veneer's new manufacturing plant in Louisville, Mississippi. At 300,000 SF, the \$100M facility is the largest plywood plant in the United States. In April of 2014, the company's facilities were destroyed by a tornado that caused massive local damage and claimed 10 lives. After the storm, Winston Plywood and Veneer remained committed to rebuilding its operations in Louisville and was honored with a 2016 "Corporate Investment and Community Impact Award" by Trade and Industry Development magazine. The result of their efforts is one of the most modern and efficient mills in North America. The plant, which employs 300 residents, represents an additional milestone in the community's recovery from disaster. In addition to the investment made by the company, disaster recovery funds from the Federal Emergency Management Agency (FEMA) were used to build the new facility.

Broaddus & Associates represented the City of Louisville by coordinating fund management of the project. Given its ownership of the 25-acre site, the City was responsible for a significant portion of the repairs to the facility and relied on available federal and state disaster recovery funds to assist with this effort. Our firm facilitated the complex management of the application for these funds to ensure the City was fully compensated for this work. In addition, a forensic study led by our firm determined that a substantial amount of equipment could be salvaged, which resulted in the recovery and repair of \$90M in operating assets from the debris. After the complete equipment and debris removal, our firm also managed the testing and evaluation of the remaining concrete foundation to determine if it was suitable for repair and repurposing for new construction.



- Project Relevance**
- ✓ **Project Management**
 - ✓ **FEMA/EMMA Coordination**
 - ✓ New Construction
- Project Reference**
- Mayor Will Hill
Ph: 662.773.9201
hillwill@gmail.com
- Project Timeline**
- Start: 08/2014
Complete: 08/2016
- Project Value**
- Total: \$49M
Construction: \$38M

Cost Savings		
Item	Savings	Recommendation
Hazardous Waste & Crane	\$168K	Got FEMA to fund the hazardous waste item and a crane that was left out of the scope of work
Selective Debris Removal & Demolition to Preserve Plant Equipment	\$90M	Recovered process equipment to be removed/stored for repair and refurbishment for future use
Office Area	\$500K	Suggested removing construction of independent office area

WINSTON COUNTY | WINSTON MEDICAL CENTER
Louisville, MS

After an EF-4 tornado struck Louisville, MS on April 28th, 2014, Winston Medical Center's (WMC) facilities were damaged to the point they could not serve area residents. The not-for-profit hospital and adjacent nursing home serving the 19,000 residents of central Mississippi's rural Winston County were destroyed. To evaluate and determine the best way to provide these needed services in the shortest amount of time, WMC worked with Broaddus & Associates, representatives from Mississippi Governor Phil Bryant's office, the Mississippi Emergency Management Agency, Winston County, the City of Louisville, the Federal Emergency Management Agency and the U.S. Department of Health and Human Services to create both short- and long-term recovery solutions.

In the days following the storm, Broaddus & Associates assisted in the site management to set up a fully functioning hospital, which marked the first time FEMA deployed a mobile hospital complex. The project management team worked 24/7 to mobilize and prepare the site pad, utilities, and necessary infrastructure to get the mobile hospital ready as quickly as

possible to aid the ailing community. In recognition for deploying a fully functional medical clinic and screening facility to support the community in response to the devastation, WMC received a Modular Building Institute "Award of Distinction."

Broaddus & Associates then served as project manager through the process of managing the complex funding mechanisms needed for the facilities, including insurance, New Market Tax Credits, FEMA, MEMA, and other resources. In addition to the new hospital, the new \$47M Winston Medical Center includes a nursing home, clinic operations in four different locations, administration, and therapy services. Our project management team was deployed on the project site in Louisville for the duration of the engagement. Broaddus & Associates is proud to have served in the development of this important step in the recovery for Winston County.

Project Relevance

- ✓ Disaster Recovery
- ✓ Program Management
- ✓ FEMA Coordination

Project Reference

Paul Black | CFO
Ph: 601.497.3060
pblack@winstonmedical.org@gmail.com

Project Timeline

Start: 08/2014
Complete: 08/2017

Project Value

Total: \$40M
Construction: \$38M



TUPELO PUBLIC SCHOOLS | FEMA-361 HMGP SAFE ROOM PROJECTS
Tupelo, MS

Broaddus & Associates served as Project Manager on four multi-purpose storm shelter projects for Tupelo Public School District (TPSD) in Tupelo, MS. The district consists of 13 schools that house 6,900 students and over 1,000 employees. It serves an area that has historically experienced tornadoes, and when a recent storm damaged Joyner Elementary School, district officials developed a plan to have a FEMA-grade storm shelter at each school campus. TPSD was awarded Hazard Mitigation Grant Program (HMGP) funding by the FEMA to assist with the construction of the first four shelters. The purpose of HMGP is to help communities enact mitigation measures that reduce the risk of loss of life and property from future disasters.

The first three shelters were constructed at Carver Elementary School, Joyner Elementary School, and Thomas Street Elementary School. Each met FEMA’s P-361 guidelines for safe room construction, which ensures near-absolute protection from the deadly winds and wind-borne debris associated with extreme-wind events for its occupants. Each shelter is approximately 6,000 SF and serves as the school gymnasium, which allows each to school maximize the functionality of the federally funded space. They can accommodate the student body and employees of each school, plus additional residents seeking shelter in adverse weather conditions.



At Tupelo High School, a 24,000-SF monolithic dome was constructed as both the school gym and a combined command center and storm shelter. The domed facility protects the entire 2,000-student population, plus staff and residents. The building also serves as an indoor athletic facility for basketball, volleyball, band, and other activities, while being built to withstand winds up to 250 mph. It is the largest FEMA-compliant shelter and gym in the State of Mississippi.

HMGP funding on these projects has contributed more than \$2.3M to the cost of construction, allowing the district to repurpose savings to other important needs within its bond program. Our firm began assisting TPSD during the application phase to ensure this funding was secured, before serving as the owner’s representative during construction to manage compliance with budget, schedule, and quality standards for each facility.

Project Relevance	
✓	FEMA Funded Safety Dome
✓	New Construction
✓	Program Management
Project Reference	
Andy Cantrell Facilities Director	
Ph: 662.321.3116	
acantrell@tupeloschools.com	
Project Timeline	
Start: 03/2015	
Complete: 03/2017	
Project Value	
Total: \$8.3M	

COAHOMA COUNTY | HMGP DOME SAFE ROOM
Clarksdale, MS

Broaddus & Associates provided project management services for the construction of a multi-purpose domed safe room on the campus of Coahoma Community College (CCC) in Clarksdale, MS. The 99-acre CCC campus serves Bolivar, Coahoma, Quitman, Tallahatchie, and Tunica Counties in the northwest region of the state.

Coahoma County Board of Supervisors received a Federal Emergency Management Agency (FEMA) grant for the safe room project on the CCC Campus. **The 10,000-SF shelter utilized FEMA's HMGP award and was built to FEMA-361 standards to protect people during hurricane or tornado-force winds.** The monolithic dome can withstand wind speeds up to 250 mph and accommodate 1,592 students, faculty, staff, and residents within a half-mile radius of the campus.

The FEMA HMGP provides funding to states and local governments for long-term hazard mitigation activities designed to reduce the loss of life and property due to natural disasters. Data shows that investments in hazard mitigation before a disaster create net savings of taxpayer dollars during post-disaster response and recovery periods. This funding covered 90% of the \$1.66M cost to construct the facility. Broaddus & Associates assisted the County and CCC during the application phase while the FEMA funding was secured and provided project management services during the construction phase.

Project Relevance

- ✓ Completed On-Time & Within Budget
- ✓ Safety Dome
- ✓ FEMA HMGP
- ✓ Project Management

Project Timeline

Start: 08/2017
Complete: 05/2018

Project Value

Total: \$1.6M



FORREST COUNTY | HMGP SHELTER PROJECTS
Forrest County, MS

Broaddus & Associates served as the program manager for the construction of Hazard Mitigation Grant Program (HMGP) funded safe rooms on the 12 campuses of Forrest County School District, Petal School District and Forrest County Agriculture High School. Because the three districts serve an area in Mississippi that has historically experienced severe weather, the need for shelters at each campus initiated the application for funds to assist with construction.

FEMA facilitates the HMGP program to help communities like Forrest County implement hazard mitigation following a major disaster. State and local governments use the program to identify risks and vulnerabilities associated with natural disasters and develop long-term strategies for protecting people and property from future hazard events. FEMA requires local entities to develop and adopt hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for safe rooms. Ninety percent of the \$12M construction budget for the shelters is being covered by federal HMGP funding, with the school districts funding the other 10%.

As the Program Manager, Broaddus & Associates assisted with the procurement of a qualified design team to deliver the project within the schedule required by the grant program. During the design phase, our team ensured the projects met FEMA-361 safety standards, while accounting for each school’s vision for the functionality of the facilities. Broaddus & Associates also assisted with generating estimates, site selection, and scheduling for the largest single HMGP project in the state. Once funding was secured in the grant, Broaddus & Associates helped lead the designer to choose a new type of Monolithic Dome technology on some of the larger projects minimize construction cost, maintenance, and energy cost. Broaddus & Associates managed multiple projects with strict schedules, funding, and special FEMA-361 specifications required by the grant program.



Project Relevance
✓ FEMA/HMGP Funding
✓ Program Management
Project Reference
Corey Proctor City Planner Ph: 601.584.6162 cproctor@co.forest.ms.us
Project Timeline
Start: 03/2016 Complete: 10/2020
Project Value
Total: \$12M Construction: \$11.6M

CITY OF PORT ARANSAS | PUBLIC SAFETY CENTER
Port Aransas, TX

Broaddus & Associates is serving as owner’s representative to the City of Port Aransas for its ongoing disaster recovery efforts in response to Hurricane Harvey. This program includes repair, restoration and new construction for public safety facilities destroyed by the storm. The Port Aransas Police Department, Nueces County Precinct 4 Constable’s Office and Port Aransas Municipal Court have been operating out of temporary quarters since the storm hit in 2017.

After significant initiatives to secure sufficient funding for the City, efforts are underway to demolish the old building and build a new \$8.5M public safety complex at the same location. Currently, \$4.3M in funding will come from insurance proceeds, with \$4.2M will come from a FEMA community development loan. City officials have been pushing to rebuild the police station to be bigger than the old one because of increased population needs and federal requirements that didn’t exist when the original building was constructed more than 30 years ago. An important component to this effort has been identifying the needs of the facility for the city, which has approximately 3,000 residents but an average daily population of over 17,000 due to tourism (a number that is exponentially higher during peak holiday season).

Improvements to the new facility will include separate holding areas for juvenile and adult prisoners, secure access and hallways, and ADA compliance. The Nueces County circuit court, county constable’s office, and the city municipal court will also operate from the building once it is completed in 2024. Our team is deployed on site in Port Aransas during the assessment, design, and construction phases for the project.

Project Relevance

- ✓ Disaster Recovery
- ✓ Grant Administration & Management
- ✓ Planning & Programming
- ✓ Project Management

Project Timeline

Start: 2022

Complete: 2024 (est.)

Project Value

Total: \$8.5M



BASTROP COUNTY | FIRE STATION #4
Bastrop, TX

Bastrop County selected Broaddus & Associates as Project Manager for the design and construction of Fire Station #4. The project consisted of the design and construction of a 12,000-SF fire station that includes a 4-bay apparatus area, equipment maintenance and storage area, administrative offices, living quarters, work out facility and a multi-use area.

Broaddus & Associates oversaw the procurement process, tracking the budget, and monitoring the schedule. Scope of services included performing a needs assessment, budget and schedule development, and design and construction oversight. As the County chose to utilize the Design-Build delivery method, Broaddus & Associates assisted the County in evaluation and selection of the Design-Build team and coordinated with the chosen team for the successful project completion.

Bastrop County had previously submitted a grant application in the wake of the 2011 Texas wildfires to fund the new fire station. The original program called for a 16,000-SF facility, but since the available grant funds could not construct a station this large, Broaddus & Associates assessed the program to identify budget issues and prioritize essential functions for the ESD. Meeting with the County engineers and emergency personnel, we were able to “right-size” the project to approximately 12,000 SF and maintain all the functions of the facility. By doing this, the County was able to issue a design-build solicitation with an accurate budget and program.

Project Relevance

- ✓ First Responder's Facility
- ✓ Design-Build
- ✓ New Construction

Project Reference

Carolyn Dill, P.E.
Director of Engineering & CIP
Ph: 512.581.7176
carolyn.dill@co.bastrop.tx.us

Project Timeline

Start: 04/2016
Construction: 07/2016
Complete: 06/2017

Project Value

Total: \$4.2M
Construction: \$3.7M

Key Takeaway

The fire station was constructed with a \$4.2M grant from the U.S. Department of Housing and Urban Development through the Texas General Land office.



CITY OF LONG BEACH | FIRE STATION #2
Long Beach, MS

Broaddus & Associates was hired by the City of Long Beach as its project manager to handle all FEMA public assistance projects. The projects required coordination among the city, architect, and mitigation firm handling the FEMA 404 HMGP scope and process. FEMA coordinated funding from two of its recovery programs to build a 2,700-SF firehouse that will also serve as a shelter for emergency personnel. The updated Fire Station #2 that was destroyed by Hurricane Katrina’s 125 mph winds and 25-ft storm surge. Fire Station #2’s initial programming was for a 11,500 SF, 2-story, 2-engine-bay facility (with 2,700 SF of the 11,500-SF rated to FEMA-361 design standards for use as a first responders’ shelter).

Broaddus & Associates became involved after the design had been in process for eight months, and ineffective management of FEMA-404 Hazard Mitigation jeopardized design completion. The FEMA 404 process was challenging to the architecture firm since it had not participated in a FEMA-361 shelter HMGP project in the past, and the mitigation firm was not properly managing the project. The FEMA 404 HMGP scope was not properly estimated, and the scope of the shelter did not fulfill the long-term needs of the city. For example, if only 2,700 SF was hardened to FEMA-361 specifications, then the remaining portion of the building would be in danger of collapse and the facility would be useless after a disaster.

After identifying the issues and gaining acceptance from the mayor, fire chief and FEMA, Broaddus & Associates directed the architect in the development of a new funding and cost analysis, in addition to appealing to FEMA for the additional scope and funding. With FEMA 404 approval, **the project received \$1.4M in additional funding** for the shelter portion of the building. As a key public building in Long Beach, it is a functional and attractive first responder shelter, capable of withstanding 200+ mph wind loads.

Project Relevance

- ✓ Disaster Recovery
- ✓ Grant Administration & Management
- ✓ City Owner
- ✓ Program Management

Project Reference

Former Mayor Billy Skellie
Ph: 228.863.7292
mayor@cityoflongbeachms.com

Project Timeline

Start: 2008
Complete: 2009

Project Value

Total: \$4M



CITY OF GULFPORT | FIRE STATION #7
Gulfport, MS

Beginning in July of 2007, Broaddus & Associates was retained as the City of Gulfport’s project manager for all Hurricane Katrina recovery projects. One of the multiple projects included in the City of Gulfport Disaster Recovery Contract was Fire Station #7, which was destroyed during the storm.

The station was hit by a storm surge and wind that knocked down three of four sides of the building. All electrical, mechanical, and plumbing was destroyed or damaged, in addition to substantial site damage. After Katrina, the city utilized a manufactured home on the site.

Broaddus & Associates provided the following services for the Fire Station #7 project as the client’s representative: oversight of design, plan review, oversight of construction, FEMA grant management, procurement consultation, budgeting, forecasting, project closeout, inspections, and weekly client updates.

The new building is 8,881 SF and includes larger engine bays for newer, larger ladder trucks to service local high-rise buildings, a state-of-the-art engine bay ventilation system, reinforced core-filled CMU exterior walls to protect the building and equipment from future hurricanes, additional engine truck access from the rear of the building, floor plan accommodating female firefighters stationed at #7, and a backup generator.

In addition, the new fire station blends with surrounding neighborhoods and avoids the stereotypical appearance of most fire stations.

Project Relevance
✓ First Responder’s Facility
✓ City Owner’s Representative
✓ Design-Bid-Build
✓ New Construction
Project Reference
Former Mayor Brent Warr
Ph: 228.297.5851
Brentwarr1@aol.com
Project Timeline
Start: 04/2010
Complete: 04/2011
Project Value
Total: \$2.3M
Construction: \$2M



CITY OF GULFPORT – MAIN STREET ASSOCIATION | COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) DOWNTOWN FACADE PROGRAM Gulfport, MS

Broaddus & Associates was selected to provide project administrative services for a Community Development Block Grant (CDBG) providing for the beautification and refurbishing of 88 business façade properties severely damaged by Hurricane Katrina in the Main Street Downtown City of Gulfport.

The City of Gulfport applied for and received CDBG funds for a Community Revitalization Program, for which Broaddus & Associates has provided project administration/management services. Mississippi Development Authority (MDA) administered CDBG funds for the state. The program was the largest façade restoration program in U.S. history.

Our services included working with building owners, architects, and construction firms from beginning to end. Broaddus & Associates services included:

- Assisting in MDA/CDBG application preparation
- Creating program and design guidelines
- Administering the application process for individual grant approval and disbursement
- Coordinating architectural/design process with Mississippi Department of Archives and History (MDAH), local building code and procurement/finance department
- Maintaining MDA documentation for procurement, bid process, and budgets.
- Maintaining Department of Labor (DOL)-required documentation for accuracy of federal labor standards including certified payroll and employee interviews.
- Overseeing construction phase and final closeout to complete program

The administration and management function were complicated by the fact that these 88 building facades were on 65 separate buildings under many different owners. There were also four architectural firms, 12 design professionals, with four different contractors using 28 different subcontractors. The Broaddus & Associates team executed this program on schedule, within the budget, with no complaints from the building owners and no losses from contractors.

Project Relevance

- ✓ **Disaster Recovery**
- ✓ **Grant Administration & Management**

Project Reference

Lisa Bradley
Ph: 228.575.7794
bradley@gulfport-ms.gov

Project Timeline

Start: 07/2008
Complete: 07/2009

Project Value

Total: \$4.5M



CITY OF LONG BEACH | MUNICIPAL FACILITIES
Long Beach, MS

The City of Long Beach hired Broaddus & Associates as its project manager to handle all FEMA Public Assistance (PA) projects after Hurricane Katrina. Several projects were underway and after identifying issues and gaining acceptance from the mayor and his staff, Broaddus & Associates successfully steered stagnant projects through design challenges and inefficiencies and resolved long-standing issues.

Due to our extensive background and understanding of FEMA/MEMA and other grant policies and procedures, the City of Long Beach has obtained additional funding from multiple sources.

Projects include:

- Fire station: 12,500-SF HMGP Shelter
- City Hall: 15,500-SF New Facility
- Harbor Fuel Dock Repairs & Dredging
- Pier Repair
- New Bulkhead Installation
- Existing Bulkhead Repairs
- Harbor Expansion Master Plan
- Harbor Master Building: 1,764 SF
- Water, sewer, road repairs
 - 108,010-LF Water Lines
 - 95,000-LF Sewer Lines
 - 312 New Manholes
 - 345 New Shutoff Valves
- Jeff Davis Street Improvements



- 199 New Fire Hydrants
- Asphalt & Concrete Repairs

Our services included:

- Managing repair of damaged facilities
- Managing design and construction of new facilities
- Coordinating multiple funding sources, including FEMA PA funding, mitigation funds, MEMA funding, Coastal Impact Assistance Program (CIAP) funds, tidelands funds, other grants, and insurance
- Managing architect, engineer, and contractor selection
- Coordinating MEMA and FEMA and other funding approval processes
- Coordinating all MEMA and FEMA project closeout procedures and necessary documentation

Project Relevance

- ✓ HMGP Funding Management
- ✓ CDBG Funding Management
- ✓ Program Management

Project Reference

Former Mayor Billy Skellie
Ph: 228.863.7292
mayor@cityoflongbeachms.com

Project Timeline

Complete: 12/2011

Project Value

Total: \$38.5M

CITY OF PASS CHRISTIAN | MUNICIPAL FACILITIES
Pass Christian, MS

Broaddus & Associates provided full project management services to rebuild and, in some instances combine, municipal facilities into seven new facilities totaling almost 80,000 SF. The firm was able to expedite the funding processes of these projects for Pass Christian, which was stuck in the state and federal funding approval process before our team was engaged. Broaddus & Associates enabled the City to maximize and acquire additional FEMA public assistance funding by our thorough and comprehensive understanding of the program’s policies and procedures.

Broaddus & Associates’ ability to formulate and challenge local FEMA policy or guidelines that impact the city was beneficial to Pass Christian as an example. The firm challenged FEMA’s policy regarding the removal of funding for elevation from a facility if an applicant elects to have an alternate project. FEMA agreed to rescind their policy and allow applicants to receive funding for elevation. **This change in policy initiated by Broaddus & Associates resulted in an additional \$687,700 for the City of Pass Christian, which was used for various projects.**

Projects included:

- City Hall Municipal Complex: 12,283 SF
- Library: 12,229 SF
- Police Station & Emergency Operations Center (EOC): 10,863 SF
- Historic Randolph School/Senior Citizens Center: 8,320 SF
- Gymnasium: 13,044 SF
- Public Works Garage: 5,000 SF
- Harbor Master Office Building
- Fleitas, War Memorial, & Church Ave. Parks
- 2 Fire Stations

Project Relevance

- ✓ FEMA Coordination
- ✓ Municipal Owner
- ✓ Project Management

Project Reference

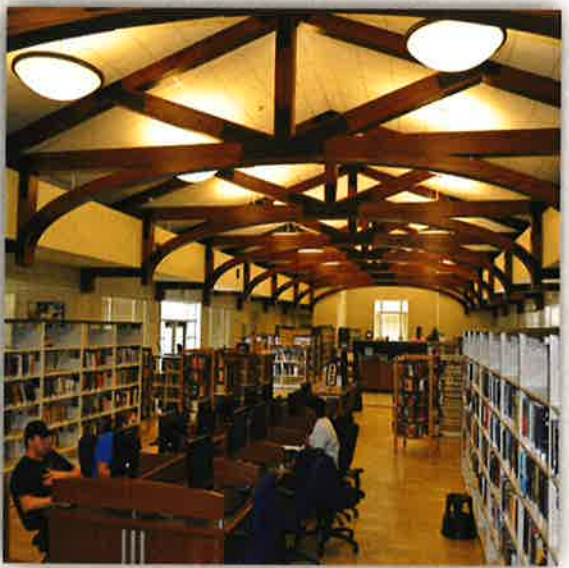
Malcolm Jones | City Attorney
Ph: 228.452.3311

Project Timeline

Complete: 09/2010

Project Value

Total: \$20M



**HARRISON COUNTY UTILITY AUTHORITY | PUBLIC INFRASTRUCTURE
PROGRAM MANAGEMENT**
Harrison County, MS

The Mississippi Gulf Region Water and Wastewater Plan represented a collaborative effort between Mississippi’s public and private sectors to respond in an extraordinary way to the devastation of Hurricane Katrina. Mississippi’s leaders worked with the State’s congressional delegation to obtain more than \$5B in long-term recovery assistance, through the U.S. Department of Housing and Urban Development. Governor Haley Barbour directed a portion of the recovery assistance for funding water, wastewater, and stormwater infrastructure improvements in the Mississippi Gulf Region.

Broaddus & Associates was selected by the Harrison County Utility Authority (HCUA) to provide project management services, acting as owner’s representative, to manage approximately 28 CDBG water and sewer infrastructure projects through final design and construction. These projects included management of 12 engineering and testing firms and 15 general contractors. The firm’s experience and expertise in coordinating CDBG projects and project teams was necessary to manage projects through completion and closure and coordinate with and assist the grant administrator. The project manager maintained and regularly updated the project schedule approved by Mississippi Department of Environmental Quality (MDEQ), which included financials, design activities, bidding/negotiation, construction, all project phasing, occupancy, and closeout.

They also maintained the project budget, negotiated resolutions of any issues, maintained full and detailed project records, and exercised such controls as necessary for proper financial management. Further, Broaddus & Associates led efforts to ensure budget and scheduled goals were met for activities such as detailed construction schedules, cost estimates at conclusion of each phase, constructability reviews, site planning and logistics, subcontractor prequalification and solicitation, resolution of rezoning and permitting issues, and ongoing management of contractor’s efforts to ensure timely completion and closeout of the projects.

Broaddus & Associates helped reinstitute the Technical Advisory Committee for HCUA. The purpose of this committee was to review submittals and communicate their findings to the Board of Directors. As a result, members of the board made educated decisions, the number of change orders were significantly reduced, and a significant amount of federal/CDBG dollars were saved.

Project Relevance
✓ Grant Management & Administration
✓ Coordinated Multiple Funding Sources (CDBG, FEMA PA, MEMA, Grants, & Insurance)
✓ Coordinated CDBG, MEMA, & FEMA Approval Processes
✓ Program Management
Project Reference
Mr. Kim Savant Supervisor Ph: 228.865.4122 kbsavant@co.harrison.ms.us
Project Timeline
Start: 01/2008 Complete: 06/2011
Project Value
Total: \$243M Construction: \$175M



CITY OF PORT ARANSAS | HURRICANE HARVEY RECOVERY PROGRAM

Port Aransas, TX

August of 2017, Hurricane Harvey slammed into the coast of Texas with 130+ mph winds and flooding that caused massive destruction along the coastal bend region of the state. One of the communities directly hit by the storm was Port Aransas, a beach town that was left with a decimated infrastructure and many homes and businesses severely damaged. The city has historically served as a fishing, beach, and resort village, with summer populations sometimes swelling to 60,000 or more. Port Aransas is currently implementing a comprehensive long-term recovery planning process to rebuild the community utilizing federal, state, and local recovery resources.

Broaddus & Associates is currently serving as the owner's representative for the city, which includes coordinating funding and approval processes from sources such as FEMA, Texas GLO, grants, and insurance. After facilitating damage assessments and funding resources, our team is managing the design and construction of new facilities and repair of old ones. This involves oversight of the architect, engineer, and contractor selection and management of each project for overall quality, timeliness, and cost-effectiveness.

The recovery program includes more than 71 total projects, including the following city resources damaged by the storm:

- Police Station Replacement
- Public Safety Complex Replacement
- City Hall
- Multiple City Parks
- Harbor Master Building
- Roads, Gas Lines, & Other Infrastructure
- Consolidated Department of Public Works Buildings
- Replaced 3 Recreational Fishing Piers
- Repaired & Hardened 2 Ship Channel Bulkheads
- Fire Station Replacement
- Nature Preserve Restoration



Project Relevance

- ✓ **Program Management**
- ✓ **Grant Management & Administration**
- ✓ Initially estimated at \$500K, our testing protocol identified storm-related damages of \$35-40M to the city gas system.
- ✓ We identified a \$450K deficit in debris operations that the city can now recognize and recoup.
- ✓ We have facilitated a \$5M loan for the city to cover lost tax revenues.
- ✓ We are pursuing an additional \$400K in insurance scope that was initially missed.
- ✓ Submitted 7 HMGP Projects on behalf of the city.

Project Reference

David Parsons | City Manager
Ph: 361.877.7667
davidparsons@cityofportaransas.org

Project Value

Total: \$110M

ARANSAS COUNTY | DOWNTOWN COURTHOUSE & COURTYARD
Rockport, TX

Broaddus & Associates is providing the owner’s representative services on the Downtown Anchor Project, which includes a new Aransas County Courthouse. The program is a major step of recovery in the reconstruction of local government facilities lost in Hurricane Harvey, a Category-4 storm that leveled scores of homes and businesses in the Rockport-Fulton area in 2017.

Our team is serving onsite for the planning, design, and construction of a new 83,000-SF Government Services Complex that will service the needs of the County to replace the damaged facilities. The Complex, which is under construction now, includes the 55,000-SF county courthouse, a common plaza between facilities, parking, public restrooms, and landscaping improvements. The facilities will be multi-story structures readily accessible to the public and will also contain adequate mitigation measures and emergency management operations capacity. Components of the Downtown Anchor Project are as follows:

- County Courthouse: 55,424 SF on Four Acres
- City Hall: 27,000 SF on One Acre
- Community Building: 4,700 SF
- Open Space Plaza
- Parking: 295 Total Spaces (All Buildings)

Funding for the project is being provided through a combination of federal grants and loans from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Texas Division of Emergency Management (TDEM), and the U.S. Department of Agriculture. Community Development Block Grant Disaster Recovery (CDBG-DR) Funds will be utilized for construction of specific public facilities.

Project Relevance

- ✓ Program Management
- ✓ Grant Management & Administration

Project Reference

John Strothman
Project Manager
Ph: 361.790.9496
jstrothman@aransascounty.org

Project Value

Total: \$25M



CITY OF ROCKPORT | DOWNTOWN CITY HALL
Rockport, TX

Broaddus & Associates is providing the owner’s representative services on the Downtown Anchor Project, which includes the City of Rockport City Hall. The Anchor Project is a major step of recovery in the reconstruction of local government facilities lost in Hurricane Harvey, a Category-4 storm that leveled scores of homes and businesses in the Rockport-Fulton area in 2017.

The Downtown Anchor Project is a multi-building complex in Downtown Rockport, which is under construction on land that previously housed the Aransas County Courthouse and contiguous lots. It will be a one-stop government complex for residents, that would include a new Aransas County Courthouse, Rockport City Hall, community room, and public space.

City Hall will be located on the south side of the property designated as the Downtown Anchor Project. The two story, 28,000-SF building has been designed to withstand hurricanes and provide for expansion of services and staff in the future. The cost is estimated to be more than \$12M, which includes land acquisition, design services, construction, and furnishings. The City has dedicated funding of \$2.6M from insurance proceeds and grants from FEMA, GLO, and other state and federal organizations.

Project Relevance

- ✓ Program Management
- ✓ Grant Management & Administration

Project Reference

Tim Jayroe | Mayor
Ph: 361.729.2213
mayor@cityofrockport.com

Project Value

Total: \$12M



State of Mississippi P.E. License

MISSISSIPPI

Board of Licensure for Professional Engineers and Surveyors

Find Licensee

Contact Us

Firm Details

Firm Name: Broaddus & Associates

Address: 499 Gloster Creek Village, Suite Bc-11
Tupelo MS 38801

County: Lee

Phone: 832-808-2246

License Type: Certificate of Authority (Engineering)

License Number: 28100

Initial License Date: 04/10/2017

Expires on: 12/31/2025

Designated Licensee: Mr Roland Anthony Mina (PE-13179)

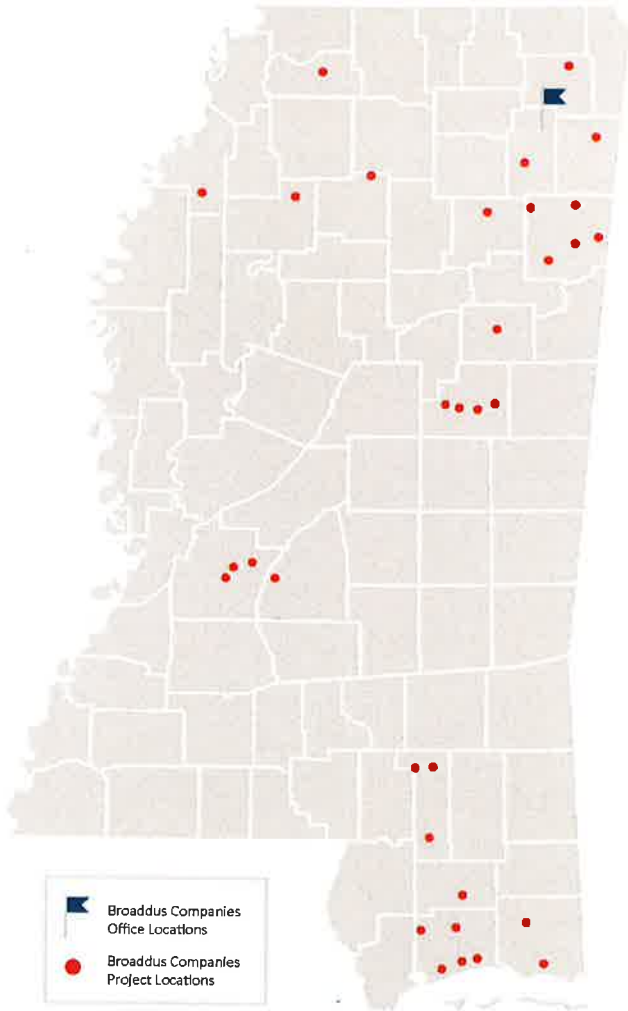


Section 4: Proposed Strategy & Technical Approach

Proposed Approach – Consulting with Districts in Surrounding Counties/State

A majority of the \$15B in projects our firm has managed were for public sector clients. Our services have ranged from planning studies to full program management. This gives our team a distinct understanding of the importance and obligation of delivering facilities that benefit the community while being good stewards of taxpayer dollars. Below is a list of government clients that we have worked with:

- *Aransas County, TX**
 - Austin, TX
 - *Bastrop County, TX**
 - Bexar County, TX
 - Buda, TX
 - Caldwell County, TX
 - Collin County, TX
 - *Comal County, TX**
 - Dallas County, TX
 - Edinburg, TX
 - El Paso, TX
 - *Fayetteville, TN**
 - Fort Bend County, TX
 - Georgetown, TX
 - *Gulfport, MS**
 - *Harrison County, MS**
 - *Hattiesburg, MS**
 - Hays County, TX
 - Henderson County, TX
 - Hidalgo County, TX
 - Highland Village, TX
 - *Jackson County, MS**
 - Lakeway, TX
 - *Long Beach, MS**
 - *Louisville, MS**
 - McAllen, TX
 - McKinney, TX
 - Medina County, TX
 - Montgomery County, TX
 - *Ocean Springs, MS**
 - *Pass Christian, MS**
 - *Port Aransas, TX**
 - *Rockport, TX**
 - Rockwall County, TX
- San Marcos, TX
 - *Smithville, MS**
 - Starr County, TX
 - Tarrant County, TX
 - Texas GLO
 - Travis County, TX
 - *U.S. Dept. of Veteran's Affairs**
- Willacy County, TX
 - Williamson County, TX
 - *Winston County, MS**
- * Federally Funded Resources Utilized*



Procurement Coordination

Our team will develop a process/system for the city, from inception through the project closeout, to prepare and submit its PA program; this is to include documentation, procurement and contract, payroll, and grant submission support and assist with the preparation of public procurement documentation and providing additional procurement assistance. We know what associated documentation will be needed at closeout, and make sure that the procurement process is handled properly, so there is no risk of funding being de-obligated later.

Grant Administration, Audits, & Monitoring

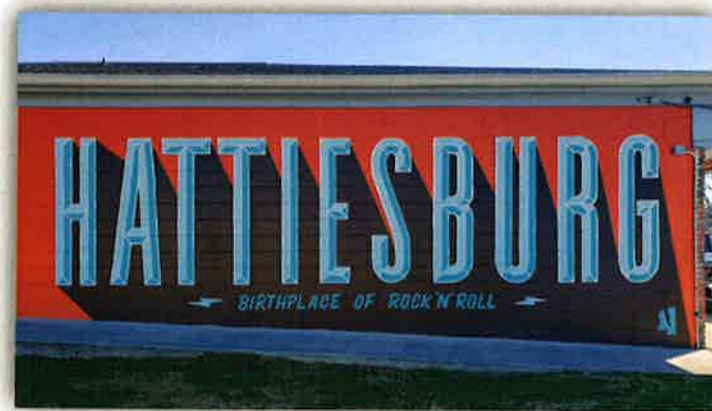
Our team will provide grant administration, monitoring, and internal auditing. To date, we have had zero funds de-obligated, and facilitated the initiation of several new grant programs, including the 428-pilot program used following Hurricane Sandy. We will leverage extensive experience utilizing all types of grant funds (i.e., HMGP 404, HMGP 406, CDBG, CDBG-DR, FEMA PA), and making them work together to meet the expectations of your long-term recovery strategy. ***We have completed more than 200 grant applications that total more than \$2B in funding.*** We have the Benefit Cost Analysis software, and templates to expedite the grant application process.

Managing Damage Assessments

Our team will develop processes for obtaining, analyzing and gathering field documentation including, but not limited to, records related to procured goods and services, timekeeping, and force account labor and equipment; including processes for disaster debris monitoring services and facilitate project formulation, including damage assessments (field team assessment of damages including a comprehensive list of damaged structures, contents, etc.), information gathering (photo-document damages, gather records, drawings, insurance policies, historical photos/videos, etc.), project development (define both small and large projects' scope, size, and damages, including cost estimating that will be the basis of each PW), and project submittals (draft and submit small and large project PWs to FEMA/MEMA). ***We completed more than 75 damage descriptions using the FEMA Portal, and we are experienced in the ins and outs that go along with using this resource.***

MEMA & FEMA Coordination & Management

Our team will attend all meetings with FEMA, MEMA, and insurance representatives, as well as participate regularly with the city's designated FEMA workgroup and assist with the administration of government program agencies, including FEMA, MEMA, and other federal, state, or local programs and projects contemplated by Project Worksheets. Since 2005, our team has been tasked with developing FEMA Project Worksheets in various states after federally declared disasters.



Not only have we assisted various municipalities with FEMA, but we have also aided them in having other funding such as CDBG-DR, FHWA, Community Disaster Loans (CDL), EDA, USACE, HMGP 404 and 406, EPA, and Wildlife and Fisheries grants to help cover their local cost share. We will attend meetings with FEMA, MEMA, and other agencies in conjunction with and on behalf of **Hattiesburg**. We are already working with local representatives from FEMA/MEMA, HUD, and other agencies; we know them and they know us. Currently we have built relationships with the FEMA PDM's working out of the Transitional Recovery Office.



Reporting Compliance

We will assist in responding to Requests for Information from FEMA/MEMA and other agencies, so our team takes the burden off **Hattiesburg** with requests from funding agencies. Our team has completed and managed the quarterly reporting required by FEMA/MEMA, and HUD for many years. We are familiar with their needs and always supply the information in a timely manner.

Develop Recovery Programs

We will assist with developing program guidelines, policies, procedure, implementation plans, or other pertinent documents. Broaddus & Associates has extensive experience in creating Project Management Plans that are tailored for our clients to provide guidelines in all aspects of the program.

Project Worksheet Management

We will coordinate with your staff to obtain all cost and necessary backup documentation to develop, revise, and submit Project Worksheets. This documentation is key to ensuring project funding is obligated. Our document management system allows us to capture this information in one central location, so our client doesn't have to worry about having the supporting documentation needed at project closeout.

Document Retention

Our proprietary project management and documentation retention system allows us to better manage our deliverables. It also serves as an integral tool for turning over all project documentation following close out to the owner to meet requirements of retaining data for any audit purposes. It uses a cloud-based system vs. having file cabinets and closets of documentation taking up space for years after close out. Document retention is critical. Our project management system keeps all files up to date and organized, while all files are easily accessible in case of a FEMA/MEMA or IG audit.

Allowance for Time Extensions

Our team will generate time extension requests to FEMA when necessary, so that eligibility is not forfeited. We have successfully requested numerous time extensions for our clients, including most of the recently submitted for the city.

Cash Flow Management

We will provide reports showing the projected schedule for reimbursement requests and the actual status of reimbursements received. Our documentation retention system and our knowledge of the FEMA Portal allows us to better manage these deliverables to our clients. This includes them knowing where things stand in the reimbursement process. We will track the status of FEMA and other agency reimbursement and serve as a co-liaison between FEMA, MEMA, and other agencies and local government. Our database tracking system allows us to monitor the funding of the client's recovery projects and from which sources those funds are coming from. We will also provide monthly reporting in an organized manner to show what has been reimbursed and what is left outstanding.

Insurance Claim Submission Tracking

We will assist with any future insurance claim submission and tracking in relation to projects submitted to FEMA and document the final amount of insurance proceeds applied to each project. We will ensure that those damages paid by **Hattiesburg's** insurance company are not requested for reimbursement again by FEMA/MEMA, which aids in keeping funds from being de-obligated at closeout. Our dedicated insurance specialist handles claims, while providing knowledge of the entire disaster recovery process; this specialist is well-versed in negotiating the best deal with insurance companies on our client's behalf. In addition, we have an appeals specialist on standby should we need any legal documents filed and/or questions regarding legal issues related to disaster recovery.

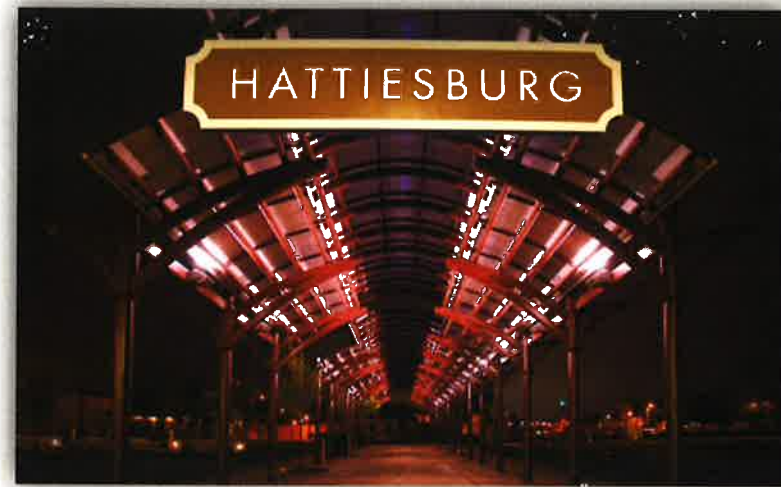
Communications

We will keep **Hattiesburg** well informed by holding periodic status meetings, so you will never have to wonder where we stand on deliverables. This includes updates on the reimbursement process to allow for cash flow planning. Our documentation retention system and our knowledge of the FEMA/MEMA Portal allows us to better manage this communication. We also know damaged entities have constituents to answer to in a recovery; we help them get those answers and to know what is going on in their recovery, including monthly council updates.



FEMA/MEMA Public Assistance Funding

We will provide ongoing guidance to maximize FEMA/MEMA Public Assistance funding by guiding **Hattiesburg** all the way through Closeout activities in their recovery process and provide our experience and firsthand knowledge to make sure we capture all reimbursable activities, while maximizing grant programs to assist with the match money that **Hattiesburg** is responsible for contributing.



Maximizing Public Assistance & Post-Disaster Mitigation Section-406 Funding

We will proactively identify and communicate risks within the district's operation that could preclude its ability to optimize reimbursement and look for additional opportunities for funding for **Hattiesburg**. We won't stop at the PA funding assistance provided by FEMA/MEMA; we will continue to find the funding for mitigation activities to help our build a safer, stronger community for future disasters. We will assist **Hattiesburg** all the way through closeout activities in the recovery process and leverage our experience and first-hand knowledge to make sure we capture all reimbursable activities, while maximizing grant programs.

Managing the Appeals Process

We will facilitate the submission of appeals to FEMA/MEMA and other federal, state, and local agencies. This includes assistance with getting the necessary legal documents for proper filing. Our team has successfully won appeals for **Hattiesburg**, with several more ongoing.

Project Closeout Management

Our team has completed many closeout processes for various clients. By utilizing our document retention system, we have had no de-obligation of funds to date. We take the burden of searching for documentation, and we have a proactive approach to making sure the correct documentation is submitted to mitigate the effort and time required to closeout programs.

Experience Applying For & Managing Federally Funded Projects

Our proposed methodology to assist **Hattiesburg** is based on our specific experience with providing the scope of services indicated in this RFP. Our team understands the unique nature of these services and the level of urgency they require. Our experience in Mississippi and throughout the entire Gulf Coast Region managing the recovery of natural disasters is a testament to our ability to meet the needs outlined in this RFP. We have significant experience in dealing with the complex coordination required with procuring and administering emergency funds from FEMA/MEMA and other federal resources.

Section 5: Auditing History

Life Cycle Costing Techniques

Fiscal Stewardship

One of the foundations of our firm is our commitment to operate with fiscal stewardship of our client’s budget. Publicly funded programs establish scopes of project delivery that must be met within an approved budget. Achieving the balance between cost and product requires a team effort among stakeholders, project manager, designers, consultants, and builders to manage costs and control project delivery. To ensure project funds are protected, we are committed to employing planning, scheduling, estimating and communication processes that eliminate project delays and costly variances. We maximize every dollar allotted by value engineering each project to identify possible cost savings or repurposing of funds. We will offer tools such as model-based estimating that uses Building Information Modeling (BIM) and BIM to Facility Management (FM) systems for life cycle management of your facility. We will search for every possible opportunity to maximize value and give you exactly what is needed.

In-House Cost Estimating

Successful cost control begins with realistic budgets that are vigorously tested against reliable cost estimates offered by proven sources. Broaddus & Associates will utilize our in-house cost-estimating resources to establish a well-developed plan based on the budget and schedule constraints. A detailed identification of the anticipated spend categories precedes budget amount validation, which benchmarks the approved budget values against the marketplace. Once all budget amounts have been verified or adjusted, they will become the basis for the procurement of services, as well as the design and development of construction documents against the individual program projects. Cost estimates will be performed at key milestones during design, and the program manager will use cost estimates to prevent variances from the project delivery schedule. We bring a depth of expertise from a very knowledgeable and experienced staff that incorporate processes and methodologies developed over the years. These include developing and utilizing Best Practice standards, historical data, and standardizing budget templates for use in the preparation and development of comprehensive budget controls.

Current Program Example

City of Port Aransas | Disaster Recovery Services Program | Port Aransas, TX

Our team currently meets every other Tuesday with the Finance group from TDEM to discuss where each Request for Reimbursement (RFR) stands in the payment processing queue and to discuss items that may be needed from the city to move a payment forward. This engagement aids in getting reimbursements to the city in a much timelier manner. Our team also meets with the Finance Director every other Friday to discuss contractor invoice payments as they relate to the FEMA recovery projects. This meeting allows the city to see what outstanding invoices they have and to project what is coming down the pipeline.

In addition, we also meet every Wednesday with City of Port Aransas-FEMA-TDEM to discuss progress on the Harvey recovery projects. In this meeting we discuss where the projects stand in the queue to obligation of funding, any potential holdups in the various EHP, Insurance, and CRC reviews. This allows the local group on the ground to resolve any issues prior to it having to be elevated to Regional Leadership or even worse, arbitration.

Section 6: Proposed Pricing

Attachment A
Hourly Rate Form

Key Program Management Personnel: The Proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

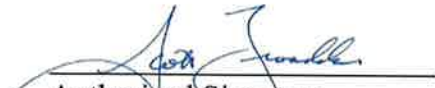
Program Management			
Position	Name	City/State	Hourly Rate
Program Manager	Leo Wood	Smithville, MS	\$245.00
Deputy Program Manager	Michael Dorris	Mandeville, LA	\$225.00
Program Administrator	Gregg Kennedy	Smithville, MS	\$155.00
Project Coordinator	Kiwond Lawrence	Mandeville, LA	\$120.00

Other Program Staff: The Proposer shall identify Other Program Staff's hourly rate. The Proposer may add additional lines if necessary.

Construction & Operations			
Position	Name	City/State	Hourly Rate
Cost Estimating	Jacque Judy	Austin, TX	\$155.00
On-Site Inspector	Jacob Jarrett	Smithville, MS	\$85.00
Construction Manager	David Putman	Port Aransas, TX	\$155.00
Resident Engineer	Andy Mina	San Antonio, TX	\$235.00

Program & Administrative Support			
Position	Name	City/State	Hourly Rate
Financial Lead/Grant Manager	Joanna Ragas	Mandeville, LA	\$150.00
FEMA Coordination/Grant Manager	Lisa Goodgion	Mandeville, LA	\$150.00
Funding Subject Matter Expert – Insurance	Thad Thomas	Mandeville, LA	\$140.00
Funding Assistance/ Database Manager	Claire Smith	Mandeville, LA	\$155.00
Procurement & Contracting	Terry Lopez	Mandeville, LA	\$105.00
Scheduling Administrative Assistance	David Putman	Mandeville, LA	\$100.00
Senior Advisor	Pete Pazos	Austin, TX	\$235.00
Executive Support	Mike Monreal	San Antonio, TX	\$245.00

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:


Authorized Signature

Vice President
Title

March 7, 2024
Date

Broaddus & Associates
Consultant Firm Business

Section 7: Socioeconomic Contractors



DEPARTMENT OF VETERANS AFFAIRS
Center for Verification and Evaluation
Washington DC 20420

9/3/2021
In Reply Refer To: 00VE

Dr. James A. Broaddus
BROADDUS & ASSOCIATES, INC.
DUNS: 011260200
1301 S Capital of Texas Hwy, STE 302A
West Lake Hills, TX 78746

Dear Dr. Broaddus:

On behalf of the U.S. Department of Veterans Affairs (VA), Center for Verification and Evaluation (CVE), I am writing to inform you that your application for reverification has been approved. BROADDUS & ASSOCIATES, INC. will remain eligible to participate in Veterans First Contracting Program opportunities with VA as a verified Service-Disabled Veteran-Owned Small Business (SDVOSB).

This verification is valid for three (3) years from the date of this letter.
Please retain a copy of this letter to confirm BROADDUS & ASSOCIATES, INC.'s continued program eligibility in accordance with 38 Code of Federal Regulation (CFR) § 74.12. You may reapply 120 days prior to your new expiration date by logging into <https://www.vetbiz.va.gov/>.

To promote BROADDUS & ASSOCIATES, INC.'s verified status, you may use the following link to download the logo for use on your marketing materials and business cards: https://www.va.gov/OSDBU/docs/cve_completed_s.jpg. In addition, please access the following link for information on next steps and opportunities for verified businesses: <http://www.va.gov/osdbu/verification/whatsNext.asp>.

While CVE has confirmed that BROADDUS & ASSOCIATES, INC. is presently, as of the issuance of this notice, in compliance with the regulation, BROADDUS & ASSOCIATES, INC. must inform CVE of any changes or other circumstances that would adversely affect its eligibility. Eligibility changes not reported to CVE within 30 days could result in a referral to the Office of Inspector General (OIG), a referral to the Debarment and Suspension Committee, and the initiation of cancellation proceedings—all of which could result in BROADDUS & ASSOCIATES, INC. being removed from the VIP Verification Program.

*"World Class Professionals
Enabling Veteran Business Opportunities by Protecting the Veteran Advantage - One Vet at a Time"*

EVAL T3.TEMPL 029

Page 1 of 2

Page 2
Dr. James A. Broaddus

Please be advised all verified businesses may be required to participate in one or more post-verification audits at CVE's discretion. Additionally, this letter and other information pertaining to BROADDUS & ASSOCIATES, INC.'s verification application may be subject to Freedom of Information Act (FOIA) requests. However, FOIA disclosures include exceptions regarding the personal privacy of individuals, and VA policy similarly provides limitations on the release of individuals records.

If BROADDUS & ASSOCIATES, INC. receives a negative size determination from the U.S. Small Business Administration (SBA), CVE must act in accordance with 38 CFR § 74.2(e). Also note, if at any time BROADDUS & ASSOCIATES, INC. discovers that it fails to meet the size standards for any NAICS Code(s) listed on its VIP profile, CVE requires such NAICS Code(s) be removed within five (5) business days. If these NAICS Codes are not removed within the allotted five (5) business days, CVE may request SBA conduct a formal size determination. In addition, CVE may initiate a referral to OIG, a referral to the Debarment and Suspension Committee and pursue cancellation proceedings. All of the aforementioned referrals and procedures could result in BROADDUS & ASSOCIATES, INC. being removed from the VIP Verification Program.

Thank you for your service to our country and for continuing to serve America through small business ownership.

Sincerely,



John Perkins
Director
Center for Verification and Evaluation



Board Officers

CHAIRMAN
Rivers Frederick
Energy Corporation

VICE CHAIRWOMAN
Glenda Thomas
Alabama Power

TREASURER
Anselmo Rodriguez
Blue Cross Blue
Shield of Louisiana

PRESIDENT
Alvin-o Williams
SRMSDC

400 Poydras St.
Suite 1960
New Orleans, LA
70130

P: 504-293-0400
F: 504-293-0401
www.srmsdc.org

January 8, 2024

Del Sol Consulting, Inc
101 Brookside Drive
Mandeville, LA 70471
NAICS: 541990



SRMSDC Registered MBE

Dear Mr. Blythe:

We have received your MBE Designation request. I am pleased to inform you that after careful review of your application and supporting documentation **Del Sol Consulting, Inc** has been approved as a regional **SRMSDC Registered MBE**.

This minority business designation is valid in the following states:

**Alabama
Arkansas
Louisiana
Mississippi**

Your application ID Number is **R7787676**. Your business name and profile has been added to our regional minority business enterprise database. If you would like to be added to the national minority business enterprise database, you will need to apply for a different MBE Designation.

Should you have any future questions, please don't hesitate to contact me directly.

Best Regards,

Mark Samuel

Section 8: Administrative Information

Insurance Certificate

Client#: 813693

BROAD&

ACORDTM CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/13/2023

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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Marsh & McLennan Agency LLC
2500 Bee Caves Rd., Bldg 1, Suite 125
Austin, TX 78746
512 453-0031

CONTACT NAME: Shirley D. Garza, CIC

PHONE (A/C, No, Ext): 512 485-3895

FAX (A/C, No):

E-MAIL ADDRESS: shirley.garza@MarshMMA.com

INSURER(S) AFFORDING COVERAGE

INSURER A : Travelers Indemnity Company

INSURER B : Plaza Insurance Company

INSURER C : Beazley Insurance Company, Inc.

INSURER D : State Automobile Mutual Insurance Co

INSURER E :

INSURER F :

INSURED
Broaddus & Associates, Inc.
1301 S. Capital of Texas Highway
Suite A-302
Austin, TX 78746

NAIC #
25658
30945
37540
25135

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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR		6802N539513	03/14/2023	03/14/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 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 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER: TOTAL AGGREGATE \$12,000,000
D	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY		10167227CA	03/14/2023	03/14/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE		CUP2N547887	03/14/2023	03/14/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 DED ☒ RETENTION \$10,000
B	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NIT) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N N/A		10167228WC1	03/14/2023	03/14/2024	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
C	☒ Professional Liability Coverage		C1535E231001	03/14/2023	03/14/2024	\$3,000,000 Each Claim \$3,000,000 Aggregate \$100,000 Deductible

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

*****Evidence of Insurance Coverage Only*****

NAMED INSURED IS COMPLETED TO READ: Broaddus & Associates, Inc.; Broaddus Planning, LLC

Schedule of Forms and Endorsements:
(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

Information Only

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

ACORD 25 (2016/03) 1 of 2 The ACORD name and logo are registered marks of ACORD
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Drug Free Workplace Form

Company Name: Broaddus & Associates

The undersigned firm hereby certifies that:

Broaddus & Associates does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. In form employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the district's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of or plea of guilty or nolo contendere to, any violation of the State of Mississippi, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs I through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.


Signature

March 7, 2024
Date

RFP Affidavit

To: City of Hattiesburg | Disaster Recovery Services

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF Texas CITY OF Austin. Before me, the undersigned authority, personally appeared Scott Broaddus who, being duly sworn, deposes and says he is Vice President (Title) of Broaddus & Associates (Firm) the respondent submitting the attached proposal for the services covered by the RFP documents for DISASTER RECOVERY CONSULTING SERVICES.

The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.


Proposer

Vice President _____

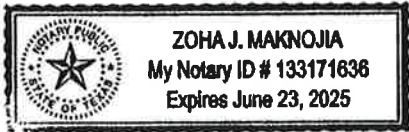
Title _____

STATE OF: Texas

COUNTY OF: Travis

Subscribed and sworn to before me this 10th day of January, 2024, by who personally appeared before me at the time of notarization, and who is personally known to me.


Notary Public
June 23rd 2025
My Commission Expires



RFP Affidavit of Solvency

PERTAINING TO THE SOLVENCY OF Broaddus & Associates (insert entity name),
being of lawful age and being duly sworn I, Scott Broaddus (insert affiant name),
as Vice President, (insert position or title) (ex.: CEO, Officer, President, Duly Authorized
Representative, etc.) hereby certify under penalty of perjury that:

1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or
any contemplated or undertaken transaction to timely pay its debts and liabilities
(including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent
liabilities) as they become absolute and due.
3. The above-stated entity has not, nor intends to, incur any debts and/or liabilities beyond
its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information
contained herein may result in denial of the application, revocation of the Certificate of
Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized
representative of the above stated entity, and not individually, as of this 10th day of January
2024.

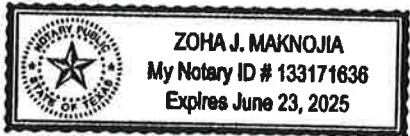

Signature of Affiant

STATE OF: Texas

COUNTY OF: Travis

Subscribed and sworn to before me this 10th day of January, 2024, by who personally appeared
before me at the time of notarization, and who is personally known to me.


Notary Public
June 23rd 2025



My Commission Expires:

Conflict of Interest Disclosure Form

Project (RFQ, RFP, BID) Number/Description: Disaster Recovery Consulting Services

The term “conflict of interest” refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant’s/contractor’s professional judgment in completing work for the benefit of the City of Hattiesburg (“City”). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant’s/contractor’s professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:

- ☒ I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.
- ☐ The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent: Broaddus & Associates

Authorized Representative: 

Signature

Scott Broaddus | Vice President

Print Name/Title

Acknowledged Addenda

N/A

Attachment 1. Key Personnel Resumes



LEO WOOD
Program Manager

Mr. Leo Wood serves as a Project Manager for Broaddus & Associates and is responsible for the project’s budget, schedule, and quality. He interfaces with client user groups, client planning and facilities staff, designers, contractors, and code

Years of Experience
Total: 34
With Broaddus & Associates: 11
Education
Associate, Aviation Business Management, Community College of the Air Force, Keesler AFB

officials to ensure the project budget, schedule, and quality goals are all achieved. Recently, he managed more than \$100M in disaster recovery projects for the City of Louisville and Winston Medical Foundation in Winston County, MS. At Broaddus & Associates, Mr. Wood has facilitated and managed more than \$200M in disaster recovery through FEMA, insurance, and grants such as the HMGP, CDBG, and Mississippi Department of Archives and History (MDAH).

While at Broaddus & Associates, Mr. Wood has managed more than \$150M and more than 3-million cubic yards of debris since Hurricane Katrina. Previously, he managed the disaster recovery projects for the Town of Smithville, Monroe County School District, Access Family Health Services, the City of Moss Point, and the Jackson County Board of Supervisors. Prior to that, he served as the public assistance branch director in Jackson County for the Mississippi Emergency Management Agency (MEMA). Mr. Wood performed grant management/facilitation for MEMA with recovery efforts exceeding \$1B. His services included sub-grantee applicant advocacy, working as a liaison between MEMA, FEMA, and applicants, creating detailed damage assessment and scopes of work, reviewed project plans for technical accuracy, providing customer service in government, grant management from request for public assistance to payment and applicant closeout by FEMA and the State of Mississippi. Applicants included the Jackson County Board of Supervisors, City of Ocean Springs, City of Pascagoula, City of Moss Point, Jackson County School District, Pascagoula School District, Jackson County Port Authority, and the West Jackson County Utility Department.

Relevant Project Experience

- FEMA-361 Dome Shelters | Hatley/Hamilton Center | \$2.2M | Hamilton & Amory, MS
- Harrison County Utility Authority | Public Infrastructure | \$243M | Harrison County, MS
- City of Moss Point | Sewer, Roadway, & Municipal Infrastructure | \$7M | Moss Point, MS
- City of Gulfport | Municipal Facilities | \$78M | Gulfport, MS
- Winston Medical Center | Tornado Recovery | \$40M | Louisville, MS
- Itawamba Community College | FEMA-361 Shelter/Band Hall | \$7M | Fulton, MS
- City of Hattiesburg | Disaster Recover | \$7M | Hattiesburg, MS
- Town of Smithville | Town Hall & Police Department Complex/FEMA-361 Safe Room | \$658K | Smithville, MS



GREGG KENNEDY
Program Administrator

Mr. Gregg Kennedy has served as Project Manager for Broaddus & Associates since 2015. He has been involved with numerous disaster recovery efforts with K-12 school districts, local government, and healthcare systems. He also has specific

experience with the construction of schools and community safe room shelters. He is responsible for the reimbursement process in managing the post-disaster recovery projects, as well as providing public relations support. At Broaddus & Associates, Mr. Kennedy facilitates and manages funding sources through FEMA/MEMA, insurance, and grants such as the HMGP, CDBG, and Mississippi Department of Archives and History (MDAH).

Prior to joining Broaddus & Associates, Mr. Kennedy served as the Mayor of Smithville, MS, working alongside Broaddus & Associates during the recovery from an EF5 tornado that hit the town. He was awarded the 2012 “Phoenix Award” for outstanding contribution to disaster recovery by a public official by the U.S. Small Business Administration.

Relevant Project Experience

- Forrest County School District, Petal Public School District, Forrest County Agricultural High School | 12-Campus Safe Room Program | 43,233 SF | \$11.6M | Forrest County, MS
- Tupelo Public School District | FEMA-361 Safe Rooms at 4 Schools | \$8M | Tupelo, MS
- Coahoma Community College | Dome Safe Room Project | 9,400 SF | \$1.6M | Clarksdale, MS
- Monroe County School District | Dome Gym/FEMA-361 Shelter | \$2.5M | Smithville, MS
- Monroe County School District | 2 Campus Elementary School Dome Gym/FEMA-361 Shelters | 7,000 SF | \$1.4M | Hamilton, MS & Hatley, MS
- Senatobia School District | Gymnasium/FEMA-361 Shelter | \$1.3M | Senatobia, MS
- Louisville Municipal School District | FEMA-361 Safe Room | \$2.5M | Louisville, MS
- Water Valley School District | FEMA-361 Safe Room | 5,000 SF | \$885K | Water Valley, MS
- City of Louisville | FEMA-361 Shelter/Safe Room | 12,540 SF | \$2.5M | Louisville, MS
- Itawamba Community College | FEMA-361 Shelter/Band Hall | \$7M | Fulton, MS
- City of Hattiesburg | Disaster Recovery | \$7M | Hattiesburg, MS
- Winston County | Tornado Debris Management | \$4M | Louisville, MS

Years of Experience

Total: 37
With Broaddus & Associates: 8

Education

Sales & Marketing, Speech, Business Law, Accounting, Soil Technology, & Agribusiness, Itawamba Community College

Certifications/Awards

2015 Inductee into the MML Hall of Fame
2012 SBA National Phoenix Award winner for Public Official in Disaster Recovery
2012 Mississippi SBA Phoenix Award winner
2012 Monroe County Chamber of Commerce Volunteer of the Year Award
2007 Recipient of the Governors Communities of Excellence Award for Community Development and Job Creation
2007 Recipient of the Governors Excellence Award for Best Community Development Block Grant Project



JAMES A. BROADDUS, PH.D., P.E.
Executive Support

Dr. James A. Broaddus, P.E., CEO of Broaddus & Associates, has extensive hands-on experience in project management from the owner's perspective. Dr. Broaddus is the founder of Broaddus & Associates, an owner-oriented

project and program management firm employing 150 people, with offices and projects throughout Texas, Mississippi, and in Washington, D.C. Dr. Broaddus is also chairman of Texas-based construction firm, Broaddus Construction, LLC; a planning firm, Broaddus Planning; and a major shareholder in an owner-oriented, web-based project management software, Owner InSite. Consistently ranked by *Engineering News-Record* in the Top 100 Program Management firms in the U.S., Broaddus & Associates has in progress or completed \$15B in projects, primarily in healthcare, research, higher education, government, and infrastructure.

Throughout his career, Dr. Broaddus has emphasized innovative ways to improve the project process. Through research, he showed the direct correlation between pre-project planning and ultimate project results. In 1990, Dr. Broaddus served as associate director of the Construction Industry Institute (CII), funded by private industry, where he assisted member companies in implementing project management Best Practices developed through CII's research. In 1994, he became the senior University of Texas System official responsible for the statewide capital construction program of the 15 UT institutions, completing \$1.4B in a wide variety of health research, academic, athletic, and utility projects.

Relevant Project Experience

- Aransas County | Downtown Anchor Projects – County Courthouse | Rockport, TX
- City of Rockport | Downtown Anchor Projects – City Hall | Rockport, TX
- City of Port Aransas | Disaster Recovery Program | \$110M | Port Aransas, TX
- City of Buda | Bond Program Management | 69,000 SF | \$24.9M | Buda, TX
- City of Long Beach | Multiple Public Building & Infrastructure Reconstruction & Expansion Projects | \$31M | Long Beach, MS
- Tarrant County | Lon Evans Correction Center | 183,052 SF | \$112M | Fort Worth, TX
- City of Lakeway | Municipal Facilities Expansion & Renovation | 200,000 SF | \$4.2M | Lakeway, TX
- City of Austin | City Hall Project Delivery Consulting Services | \$56.7M | 115,000 SF | Austin, TX

Years of Experience

Total: 53
With Broaddus & Associates: 24

Education

Bachelor of Science, Civil Engineering, University of Texas at Austin, Cum Laude
Master of Science, Civil Engineering, University of Texas at Austin
Doctor of Philosophy, University of Texas at Austin

Registrations/Certifications

Registered Professional Engineer: Texas, No. 40952
Member, National Academy of Construction
Member, Academy of Distinguished Alumni at the University of Texas at Austin



MICHAEL DORRIS, JR.
Executive Support



Years of Experience

Total: 17

Education

Bachelor of Health, University of
Southern Mississippi

Michael has successfully led all facets of FEMA-funded projects from start-up to close-out. For the past seventeen years he has been instrumental in implementing disaster recovery programs in New York, Texas, Louisiana, Mississippi, South Carolina, and North Dakota. He is an expert in assisting local governments in maximizing their recovery dollars, providing timely reimbursements of local expenditures, ensuring all activities are in compliance with federal regulations, and in coordinating close-out activities that meet federal guidelines.

Relevant Project Experience

- **Senior Advisor | City of Hattiesburg | FEMA Emergency Recovery | Hattiesburg, MS**
- Senior Technical Advisor | Disaster Recovery Program | Memorial Hermann Hospital System & City of Port Aransas, TX
 - Mr. Dorris was responsible for the oversight of the federally-funded grant projects for both Memorial Hermann Health Systems and the City of Port Aransas. In this role he acts as a direct liaison between the Clients and the government agencies involved with the grant funds. His expertise aids in the Clients receiving the funding they are entitled to through these federal programs. Under his guidance, these Clients have already increased the funding they were receiving due to his input with the project worksheet description development.
- FEMA Specialist | Terrebonne Parish Consolidated Government Hurricane Ida Recovery
- FEMA Specialist | Terrebonne Parish Sheriff's Office Hurricane Ida Recovery
- FEMA Specialist | Jefferson Davis Electrical Co-Op | Jennings, LA
- FEMA Specialist | Calcasieu Parish Sheriff's Office | Lake Charles, LA
- Senior Technical Advisor | St. Johns County | Disaster Recovery Program Management | St. Johns County, FL
- Program Manager | Livingston Parish Sheriff's Office | FEMA Flood Recovery | Livingston Parish, LA
- FEMA Subject Matter Expert | City of Sumter | FEMA 4241 Recovery | Sumter, SC
- FEMA Subject Matter Expert | East Richland County Public Service District | FEMA Flood Recovery Program | East Richland County, SC
- Senior Technical Advisor | Disaster Recovery Closeout Services | St. Bernard Parish, LA
- Program Manager | Superstorm Sandy Recovery | Nassau County, NY
- Senior FEMA Advisor | Various Locations
- Director of Recovery | St. Bernard Parish, LA



MIKE MONREAL, P.E.
Executive Support

Mr. Mike Monreal, P.E., is a proven leader in the program management and Architect-Engineering-Construction industry with more than 30 years

of relevant experience in the management of billion-dollar, globally diverse, multi-site construction programs, and facilities. He is a proactive problem solver with impeccable integrity who consistently builds winning teams. Mr. Monreal has vast experience with developing federal, state, and municipal infrastructure programs, and major construction programs... In addition, Mr. Monreal served in the U.S. Navy, rising to rank of Captain (O-6) and several significant leadership roles in the Naval Facilities Engineering Command (NAVFAC).

Relevant Project Experience

- University Health | Women’s & Children’s Hospital | \$838M | San Antonio, TX
- University Health | Community Hospitals | \$900M | San Antonio, TX
- Aransas County | Downtown Anchor Projects – County Courthouse | Rockport, TX
- City of Rockport | Downtown Anchor Projects – City Hall | Rockport, TX
- Defense Policy Relocation Initiative (DPRI) | \$10B | US – Japan – Guam, US Pacific Command
- US Navy Military Construction Program Director | \$5B | US Naval Facilities Engineering Command Pacific
- United States Marine Corps | Base Hawaii Outpatient Clinic | \$90M | 96,870 SF | Hawaii
- Naval Hospital Okinawa | \$161M | 443K SF | Okinawa, Japan
- Nuclear Power Training Unit | Design-Bid-Build | \$176M | Charleston, SC
- Commanding Officer | NAVFAC Southeast/Regional Engineer | Jacksonville, FL



University Health | Women’s & Children’s Hospital | San Antonio, TX

Years of Experience

Total: 30
With Broaddus & Associates: 3

Education

Master of Engineering, Civil Engineering, Texas A&M University
Bachelor of Science, Civil Engineering, Texas A&M University
Executive Business Program, Organizational Management, Stanford University

Registrations/Recognition

Professional Engineer: VA, No.: 0402037081
Top Secret Clearance
Awarded the Bronze Star Medal
Distinguished Graduate – Texas A&M University



RAFAEL "PETE" PAZOS, P.E.
Senior Advisor

Mr. Pete Pazos has more than 29 years of experience in engineering, construction, team building, planning, project/program management, public engagement, and partnership development with industry and the public sector.

He has managed and led large and diverse organizations delivering multi-billion-dollar programs globally with emphasis in the Far East and Latin America. He has been successful at working with contractors, the Department of Defense, International, and Interagency partners to achieve positive results. Mr. Pazos has attained success by focusing on creating effective teams, leveraging innovation and process improvement, continually seeking strong partnerships with clients and stakeholders, and aligning results to fit the organization's goals and objectives.

Since joining the Broaddus Team in August 2021, Pete has been a key player in the Texas Facilities Commission's effort to establish a Texas Border Infrastructure (TBI) program. Based on his extensive experience in programming, planning, and executing projects for the over \$15 billion program under the Trump Administration border wall program, he has been able to leverage his experience to effectively incorporate the best practices and lessons learned from the Federal program into the Texas border wall program. Pete provided guidance to adapt Federal requirements to better adjust to Texas Agencies capabilities and to comply with Texas statutory requirements. Pete's efforts and his ability to have current information on the Federal wall program have been an invaluable element to TFC's success in the Texas Border Infrastructure Program.

Relevant Project Experience

- Texas Facilities Commission | Border Infrastructure & Support Program | \$1.6B | Texas
- City of Marble Falls | Grant Management Services | Marble Falls, TX
- Wilson County | Grant Management Services – Hazard Mitigation Plan | Wilson County, TX
- U.S. Army Corps of Engineers | Federal Wall Program | \$15B | Multiple Roles from Planning to Leading Construction on the Southern Border
- U.S. Forces Japan | Okinawa Relocation Plan | \$12B | Responsible for executing U.S. Marine Corps requirements to support relocation within Okinawa – multiple training facilities.
- U.S. Forces Korea | Yongsan Relocation Plan | \$10B | Responsible to identify U.S. Forces requirement for the relocation, to include simulation and training facility requirement.

Years of Experience

Total: 29
With Broaddus & Associates: 2

Education

Master of Science, Engineering Management, Missouri University of Science & Technology
Bachelor of Science, Mechanical Engineering, Virginia Tech

Registrations/Certifications

Licensed Professional Engineer: Virginia (#0402039489)
Complete Spanish Fluency (Spoken & Written)
U.S. Government, Top Secret/SCI



CLAIRE SMITH
Project/Database Manager



Years of Experience
Total: 9
Education
Bachelor of Science, Manhattan
College

Ms. Smith has 9 years of experience working on two disaster recovery programs for one of the largest natural disasters in US history, Superstorm Sandy. She is an expert in managing databases with massive amounts of documents that are required by the federal government when dealing with the implementation and Closeout of recovery dollars. She is diligent in the ensuring all activities are in compliance with federal regulations, and in coordinating close-out activities that meet federal guidelines.

Relavant Project Experience

- **City of Port Aransas | Disaster Recovery Program | Port Aransas, TX**
 - Ms. Smith currently works as a project manager for recovery assistance, grant management and administration for FEMA PA projects. In this role she has worked to establish project file structures and maintains project files. She is actively involved in the development of multiple Project Worksheets through participating in FEMA meetings, preparing quarterly reports, time extensions, reviewing projects scope of work, utilizing FEMA’s Grant Management System and preparing projects for closeout. She also prepares and tracks reimbursement and advance requests for funding from TDEM/FEMA and assists the City in preparing their Schedule of Expenditures for Federal Awards (SEFA) for their annual audit.
- **Nassau County | Superstorm Sandy Bay Park Sewer Treatment Plant | Nassau County, NY**
 - Ms. Smith currently works as a project manager for recovery assistance, grant management and administration for the FEMA PAAP 428 \$810M project. In this role she is responsible for monitoring the payment progress of contracts, preparing, and tracking advance and reimbursement requests submitted to New York State Department of Homeland Security. She advises the County’s accounting staff on how to correctly code incoming funds in their financial system. She prepares weekly and quarterly reports as well as time extension requests.
- **Project Manager | Nassau County | Disaster Recovery Program | Nassau County, NY**
 - In this role she prepared and reviewed Project Worksheets (PWs) from initial obligation through closeout. Gathered invoices and documentation for PWs; prepared and tracked reimbursement requests. Facilitated correspondence between Nassau County, NYS and FEMA. Reconciled costs for PW versions and closeouts. Attended progress meetings with FEMA. Utilized the EMMIE database for PW tracking. Prepared and tracked time extension requests for submission to DHSSES. Assisted Nassau County in preparing and reconciling all County recovery project related financials during annual SEFA audit and any additional audits or requests for documentation directed to the County.



DAVID PUTMAN
Senior Project Manager



David has over 23 years' experience in FEMA Disaster Management and Civil Construction Inspection. Mr.

Putman has been deployed across the country on FEMA assignments continuously since 2005, holding many positions including Task Force Lead, Building Assessment Team Lead Estimator, Project Specialist and Site Inspector. Mr. Putman has extensive knowledge of FEMA Policy and is highly proficient in disaster damage assessments, estimating and FEMA Public Assistance operations. Prior to becoming a FEMA PA Contractor in 2005, he was a Heavy Civil Construction Inspector in California and Texas.

Relevant Project Experience

- **Project Manager | City of Port Aransas | Disaster Recovery Program | Port Aransas, TX**
 - Mr. Putman is a Project Manager for the Hurricane Harvey disaster recovery efforts for the City of Port Aransas. He conducts site visits to identify disaster related damages on various types of structures, assist with procurement and contracting for professional design and construction services, and preparation and submission of documentation for FEMA and insurance reimbursement claims.
- **Building Assessment Team Lead Estimator | Corpus Christi, TX**
 - Mr. Putman was responsible for using RS Means to estimate damages and determined if the structures qualified as replacements based on FEMA's 50% rule using a CEF (Cost Estimating Format). He estimated damages on both large and small projects, primarily on buildings, conducted peer reviews of estimates created by others, routinely assessed damaged structures with complex technical/structural issues and recorded claimed damages on a Site Inspection Reports (SIR) to create a (DDD) Damage Description and Dimensions and (SOW) Scope of Work to be used as the basis of the RS Means Cost Estimate.
- **Hurricane Harvey Task Force Lead | Beaumont, TX**
- **FEMA Project Specialist | Baton Rouge, LA**
- **FEMA Project Specialist | Rowlett, TX**
- **FEMA Project Specialist | Hurricane Katrina | New Orleans, LA**
- **FEMA Project Specialist | Hurricane Katrina | Gulfport & Biloxi, MS**
- **FEMA Project Specialist | Hurricane Wilma | West Palm Beach, FL**

Years of Experience

Total: 15

FEMA Training

- ✓ FEMA Building Assessment Team training (BAT) FEMA JFO
- ✓ FEMA Consolidated Resource Center (CRC)
- ✓ FEMA Site Inspector (SI)
- ✓ FEMA Advanced RS Means estimating (CEF formulation)
- ✓ FEMA Emergency Management Institute, (EMI) Public Assistance Program Delivery Manager FEMA Project Officer/Specialist Program, OPS 1, OPS 2, FEMA EMMIE and CEF
- ✓ FEMA Closeout
- ✓ Certified Engineering Technician, National Institute for Certification in Engineering Technology (NICET)



JOANNA RAGAS
Grant Development/Management



Mrs. Ragas has worked in the Disaster Recovery Consulting industry for the last fifteen years servicing clients affected by Hurricanes Katrina, Rita, Gustav, Isaac, Superstorm Sandy, Hurricane Matthew, Hurricane Harvey, Hurricanes Laura, Delta, Zeta, Ida and Winter Storm Uri. She has four years of experience in State government servicing constituents with their mitigation activities and four years of experience in both the Executive and Legislative branches of local government servicing the constituents while recovering a parish totally devastated by Hurricane Katrina.

Relevant Project Experience

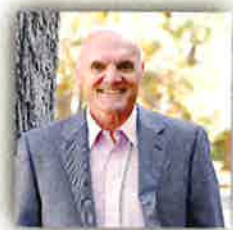
- **Project Coordinator | Disaster Recovery Program | Memorial Hermann Health System & City of Port Aransas, TX**
 - Mrs. Ragas’ responsibilities on the federally-funded projects for the City of Port Aransas and Memorial Hermann Health Systems include financial management of the project worksheets, data collection and dissemination of project information to all stakeholders involved with the grant funds, and ensuring that all files are entered into a database which will enable the Client to have all information needed during the Closeout process of the projects to be easily accessible and available upon request. She has been instrumental in gathering and reconciling all debris documentation for the FEMA obligation of \$12M of debris in the City of Port Aransas.
- **Administrative Assistant | Superstorm Sandy Recovery | Nassau County, NY**
 - Mrs. Ragas is responsible for the gathering of financial documentation for invoicing purposes, coordinating timesheets and expense reports for 15 staff members, issues directives on behalf of the Vice President/Program Manager for the Nassau County Long Term Recovery project, while supporting him with administrative and personnel matters. She ensures that the data that is uploaded into the document tracking system is accurate to enable a smooth closeout process to FEMA.
- **Executive Assistant | State of Louisiana OCD-DRU-HMGP | New Orleans, LA**
 - Mrs. Ragas was the Executive Assistant to the Director of Hazard Mitigation and Recovery Coordination.
- **Executive Assistant | St. Bernard Parish Government | Chalmette, LA**
 - Mrs. Ragas was the Executive Assistant to the Director of Recovery. In this role she was responsible for assisting the Director of Recovery, Project Managers, and Resident Inspectors in managing the implementation of over 500 FEMA funded recovery projects.

Years of Experience

Total: 15

FEMA Training

- ✓ Certifications
- ✓ ICS 100—Introduction to Incident Command System
- ✓ ICS 200—Single Resources and Initial Action Incidents
- ✓ ICS 300—Intermediate Incident Command System
- ✓ ICS 400—Advanced Incident Command System
- ✓ ICS 700—National Incident Management System
- ✓ ICS 800—National Response Framework



TERRY LOPEZ
Subject Matter Expert



Mr. Lopez is currently working on the Port Aransas, Texas' recovery project and their EDA Grant, as well as the Terrebonne Parish Sheriff's Office, the Livingston Parish Sheriff's Office, the Calcasieu Parish Sheriff's Office, and the Beauregard Parish Sheriff's office. For the past twelve years he has participated in numerous disaster recovery projects in the country, including FEMA, CDBG-funded and HMGP projects. He has crafted numerous FEMA PWs, participated in needs assessment reports, and managed hazard mitigation projects. Terry understands the federal constraints and guidelines as they relate to local disaster recovery projects. He has worked to maximize funding to affected areas. His skills in carpentry, electrical, and plumbing as it relates to residential construction have been invaluable in housing recovery programs and debris removal. He is also working as the Subject Matter Expert for all Del Sol projects assisting Project Specialists on FEMA policy.

Years of Experience

Total: 12

Certifications

- ✓ IS 100 – Introduction to Incident Management Systems
- ✓ IS 200 – ICS for Single Resources and Initial Action Systems

Relevant Project Experience

- **FEMA Specialist | City of Port Aransas | Disaster Recovery Program | Port Aransas, TX**
 - Terry is currently working on 67 Projects tied to the damages associated with the landfall of Hurricane Harvey in August 2017. For this event FEMA has rolled out a new software program – GRANTS PORTAL – that Terry has taken ownership of and has become very proficient in managing the program. The cost associated with the projects currently stands at \$117M. Activities include; creating preliminary damage assessments, site visits with FEMA, Grants Portal management, A/E procurement, Construction Contractor Procurement, Oversight of A/E and contractors, help the applicant apply for a CDL. Some of the projects include; total replacement of the city owned gas system - \$45M, replacement of Chamber of Commerce Bldg., fire station, public safety bldg. and Public Works facility. Terry is also managing a \$5M EDA Grant for infrastructure enhancements to the Municipal Harbor facility.
- **FEMA Subject Matter Expert | South Louisiana Electric Cooperative Association**
- **FEMA Specialist | Disaster Recovery | Sheriff's Office | Livingston Parish, LA**
- **FEMA Specialist | Disaster Recovery | Sheriff's Office | Terrebonne Parish, LA**
- **FEMA Specialist | Disaster Recovery | Jefferson Davis Electric Cooperative**
- **FEMA Specialist | Disaster Recovery | Sheriff's Office | Calcasieu Parish, LA**
- **FEMA Specialist | Disaster Recovery | Sheriff's Office | Beauregard Parish, LA**
- **FEMA Specialist | Disaster Recovery | Hurricane Sandy | Nassau County, NY**
- **Needs Assessment Lead | Tioga County, NY & Minot, ND**
- **Project Manager | Hurricane Katrina FEMA-Funded Repairs | St. Bernard Parish, LA**



THAD THOMAS
Insurance Specialist



Years of Experience
Total: 8
Education
Culinary Arts Program, Delgado
Community College

Mr. Thomas has worked on projects such as the Restore Louisiana grant program which helped homeowners get back into their homes after the severe flooding in August 2016. On this project, Mr. Thomas was responsible for the setup and operations of the applicant intake center. He acted in the capacity of resolution consultant between the contractors and applicants. Mr. Thomas is currently working on the City of Port Aransas' Hurricane Harvey recovery project. This allows Mr. Thomas to work hands-on with the municipality as a liaison to resolve issues and manage grant obligations from FEMA for the City's recovery projects.

Relevant Project Experience

- **Project Manager | City of Port Aransas Hurricane Harvey Recovery | Port Aransas, TX**
 - Mr. Thomas is a project manager for the Hurricane Harvey disaster recovery efforts for the City of Port Aransas. The project consists of assisting in the procurement of contractors and vendors, assisting the City with utilizing the FEMA Hazard Mitigation Grant Program (HMGP), and packaging reimbursement applications to meet FEMA guidelines on the Public Assistance (PA) side of disaster recovery. Mr. Thomas is working hand-in-hand with city officials on their storm-related field projects especially their roads and city-run facilities. He was responsible for capturing the City of Port Aransas' \$20M in insurance funding to ensure that nothing was left out and that none of these funds would be used as a duplicate of benefits when writing the Project Worksheets for the City's federally-funded recovery projects.
- **Homeowner Assistance Intake Manager | Restore Louisiana Grant Program | Baton Rouge, LA**
 - Mr. Thomas was responsible for the setup and operations of the Homeowner Assistance Intake Center. In this role he managed the operations of the center and made sure that those homeowners affected by the flooding were helped through the process of applying for funding to repair their homes outside of the insurance funding they may have received.
- **Project Manager | Restore Louisiana Grant Program | Baton Rouge, LA**
 - Mr. Thomas handled call center and applicant intake as the homeowners worked their way through the grant application process. He was the Project Lead responsible for handling contractor issues for the homeowners. He acted as the resolution consultant between the homeowner and contractor in any disputes they may have while completing the recovery process.
- **Independent Contractor | Gulf Coast Region**



TIMOTHY KELLY
Mitigation Specialist



Years of Experience
Total: 35

Education
Bachelor of Arts, State
University of New York at
Oneonta

Mr. Kelly is a Hydrogeologist with 35+ years of diverse experience in environmental remediation, stormwater management, crisis

management, hazardous waste management, and environmental consulting. He has expertise in FEMA HMGP infrastructure projects in Texas and New York, extensive background in soil/groundwater investigations and treatment technologies, he is an effective liaison with municipalities, attorneys, engineers, and regulatory agencies. He also has expertise on compliance including RCRA, CERCLA, SEQRA, NPDES, CWA, and OSHA, is proficient in contract administration, RFPs, bidding, and consultant selection, has the technical knowledge of GIS mapping including Arc View and Arc Map and has strong skills in green infrastructure and sediment/erosion control practices.

Relevant Project Experince

- **Senior Project Manager | Memorial Hermann Hospital System & City of Port Aransas Hurricane Harvey Recovery | Houston & Port Aransas, TX**
 - Mr. Kelly is responsible for the development of the FEMA Hazard Mitigation projects for the City of Port Aransas. In this role he has developed the Benefit Cost Analysis (BCA) for the seven projects the City wished to apply for. He has been instrumental in developing the Damage Assessments for the Memorial Hermann Health System (MHHS) disaster recovery projects. In this role he maintained all document files for each of the projects, so that everything was in one centralized system and ready for Closeout.
- Senior Project Manager | Bay Park Sewer Treatment Plant | Nassau County, NY
- **Technical Specialist | Community Reconstruction Program | Governor’s Office of Storm Recovery | Farmingdale, NY**
- Hydrogeologist III | Nassau County Department of Public Works Water/Wastewater Unit | Nassau County, NY
- Hydrogeologist III | Nassau County Department of Public Works Waste Services Unit | Nassau County, NY
- Hydrogeologist II | Nassau County Department of Public Works Waste Services Unit | Nassau County, NY
- Hydrogeologist II | Nassau County Department of Public Works Water Supply Unit | Nassau County, NY



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES
FOR THE CITY OF HATTIESBURG, MS



DOCUMENT
COPY

ROSTAN
SOLUTIONS

SUBMITTED BY

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Section 1



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Section 2





DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES
FOR THE CITY OF HATTIESBURG, MS

SECTION 2—COVER LETTER

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
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Kyle Jones, Vice President
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www.rostan.com

March 7, 2024

City of Hattiesburg
City Clerk's Office
Attn: Kermas Eaton, City Clerk
200 Forrest Street
Hattiesburg, Mississippi 39401

Re: Request for Proposals—Disaster Recovery Consulting Services

Dear Mr. Eaton and Selection Committee Members,

Rostan Solutions, LLC (Rostan), in partnership with Waggoner, is pleased to submit to you for consideration our r the City of Hattiesburg's (hereinafter, City) *Request for Proposals—Disaster Recovery Consulting Services*.



Rostan is a FEMA programs consulting firm that specializes in disaster recovery and program management services. We understand the countless moving parts of a recovery effort that an organization bears, however, we take pride in helping our clients navigate the complex challenges of Federal Grant Programs to emerge with greater resilience, strengthened infrastructure, and broader economic stability. We focus on representing local governments and providing direction to our clients in the midst of a disaster and we take pride in helping our clients navigate the complex challenges of recovery to emerge with greater resilience, strengthened infrastructure, and broader economic stability. For this effort, we have aligned



and partnered with the most **CREDENTIALLED** and **RESPECTED** Engineering and Consulting Service firm in the State of Mississippi, Waggoner. Together, our collective expertise and immense talent will yield results that are expected to felt **IMMEDIATELY** by the City. The Rostan and Waggoner Team will work closely with the City, serving as your partner and advisor for all STATE and FEDERAL program representation, but most importantly, our experts will be armed with the programmatic knowledge in how to apply the Stafford Act, 2 CFR and the FEMA Public Assistance Policy and Procedure Guide correctly to the City damages.

We understand the City is seeking 'cradle to grave' disaster recovery consulting services for FEMA and other federally funded programs during the term of this contract. This being recognized, and in an effort to showcase our true understanding of the City's current and future needs, Rostan is bringing forth a team of professionals that is intimately familiar with federal programs, policy and regulations specific to the State of Mississippi. Our Team will DELIVER results and provide immediate DIRECTION for the City of Hattiesburg throughout the entire scope of the contract.

PHILOSOPHY

Our philosophy for providing successful disaster recovery programs is simple.

- Provide credentialed personnel that stay with our clients through closeout;
- Leverage our close relationships with MEMA and FEMA to yield and expedite results;
- Lead and provide sound direction to navigate our clients' recovery efforts;
- Deliver maximized funding results that align with the long-term vision of our clients.

DELIVERING RESULTS

What we address in the proposal is critical to the City of Hattiesburg—speed, solid process delivery, and a well-organized, efficient management team. Beyond the specific requirements, and as displayed throughout our submission, the Rostan and Waggoner Team offers:

- **Extensive FEMA Public Assistance (PA) and Local Government Experience**—We are recovery leaders with decades of PA expertise and eligibility experience with infrastructure projects at both the subgrantee and grantee levels, including specialized in-house knowledge and capabilities for local government. The Rostan and Waggoner Team comprises of all FULL-TIME staff dedicated to the project. We are ready to mobilize as needed to provide quality consulting services upon notice to proceed.
- **The Waggoner Difference**—A key differentiator amongst the other firms submitting on this RFP, is our Waggoner difference that we are bringing to the table. Our partnership with them is vital to the city's program success with their knowledge and expertise with Mississippi local government entities and their respective infrastructure. Additionally, the respect that Waggoner has on the state level is unmatched!
- **Professional Collaboration with All Stakeholders**—Collaboration with All Stakeholders — By working collaboratively with MEMA and FEMA, our objective is to avoid delays, maximize eligible funding, and avoid appeals. Our staff has years of prior experience working directly with the Mississippi Emergency Management Agency (MEMA) and helped guide MEMA to a policy correction regarding the CARES Act Cost Eligibility for Public Health and Safety. This key experience will prove invaluable to the City for future projects.

By selecting our team, Rostan and Waggoner will ensure the City maximizes grant funding opportunities while achieving compliance with complex regulations. We are proud to submit this response and are looking forward to working with City and State leadership to successfully bring Hattiesburg to the forefront of funding opportunities that are available.

I am the duly authorized agent of Rostan and if you should have any questions, please contact me via cell at 225-202-3637, email at kjones@rostan.com, or fax at 813-333-7330.

Very truly yours,



Kyle Jones
Principal / Vice President
Rostan Solutions, LLC

Section 3



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES FOR THE CITY OF HATTIESBURG, MS

SECTION 3—QUALIFICATIONS AND EXPERIENCE

- 3.1 Executive Summary
- 3.2 Rostan Team Profile
- 3.3 Relevant Past Projects
- 3.4 References
- 3.5 Firm and Project Organizational Structure
- 3.6 Key Personnel
- 3.7 Rostan Team Resumes

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
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Kyle Jones, Vice President
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Mobile: 225.202.3637
Fax: 813.333.7330
Email: kjones@rostan.com
Website: www.rostan.com



3. QUALIFICATIONS AND EXPERIENCE

3.1 EXECUTIVE SUMMARY

Rostan intimately understands how vulnerable the City is to disasters due to its geographical location. An effective and timely recovery requires leadership, direction and the ability to interface with state and federal agencies. A successful recovery program will ensure a timely return to full functionality with a more resilient City, and our Team, presented herein, possess the capabilities and local experience to manage stakeholders and outcomes to maximize results.

Our Team is not just a traditional disaster recovery consulting firm. Whether we are helping communities recover from natural disasters, safeguarding and maintaining critical power infrastructure, or providing innovative strategies for in-kind matching components, we go to work each day knowing that we are making a positive impact for our clients. These are huge responsibilities, and we take pride in providing a successful and expedient path forward. Thinking differently and challenging the norm is where we thrive. Every day we plan for the unexpected, develop critical insights, and deliver new, creative, and adaptive solutions. No matter the situation, our Team is your partner and advocate. We serve as the critical interface between MEMA and FEMA and allow the City to focus on its primary mission.

Rostan has held leadership roles for multiple local governments for federal funded programs for Hurricanes Katrina, Rita, Gustav, Ike, Sandy, and more recently with Hurricanes Michael, Laura, Delta, Ida, and Ian. For each engagement, we use a proven project delivery and control system that is customized and scaled to our client's needs and capacity. Our approach includes the following fundamental goals:

- 1 Identifying and reducing program risks
- 2 Monitoring contractual and programmatic compliance
- 3 Overcoming recovery obstacles by streamlining program processes
- 4 Optimizing staffing and program resources
- 5 Developing and recommending innovative solutions to solve complex problems
- 6 Proactively detecting potential issues in advance of funding or disbursements

OUR TEAM

The Rostan Team is fully prepared to assist the City with the management of their disaster recovery efforts, including programmatic and funding support related to the FEMA Public Assistance (PA) program and any other programmatic, technical, or funding programs required to manage the full disaster recovery process.



Rostan Solutions, LLC’s primary mission is focused primarily on one objective—assisting its clients in recovering from disasters. We can proudly say that, in the past 20 years, Rostan employees have served more than 300 clients in the state, local, and private non-profit sectors resulting in more than \$5B in disaster-related funding opportunities. Since 2017, Rostan has expanded to over 25 credentialed FEMA eligibility and policy specialists, and grant management / technical experts at the helm of one of the firm’s principals. We strive for excellence and thrive in facilitating federally funded programs on behalf of our clients from project inception through closeout.

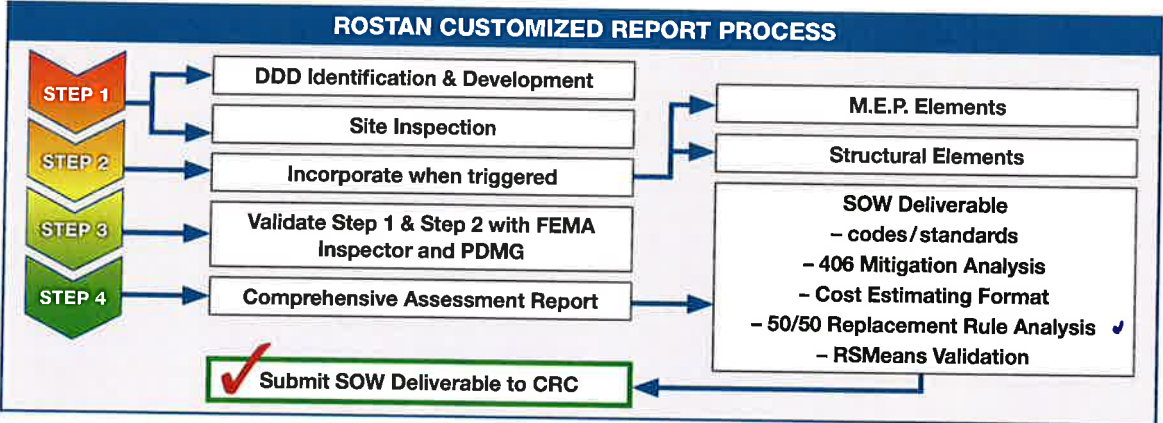
Rostan has a history of providing expert, efficient service. Rostan’s approach does not require large teams of personnel, nor do we expect to replace the effective roles of the local, state, and federal partners in the recovery process. The approach is to provide a resource of expertise and experience to ensure that the recovery process is effective, and the pursuit of federal assistance results in the client being made whole. Rostan is not just a program expert, although our expertise in the federal disaster recovery programs is comprehensive. Rostan also brings the expertise of infrastructure and environmental concerns. We have the ability to engage leading experts to ensure that all aspects of the recovery and mitigation process are effective. Rostan has worked on many projects and understands the unique issues and concerns that the Client must address during disaster recovery to address FEMA Compliance concerns. Our expertise also includes insurance coverage analysis for post disaster risk and our experience allows us to pursue all options for funding assistance.

UTILIZATION OF MINORITY AND WOMEN BUSINESS ENTERPRISES

Rostan has traditionally had a sensitivity towards the utilization of minority-owned enterprises in the normal course of our business, which includes Women and Minority Business Enterprises (W/MBE) as subcontractors and as suppliers of goods and services. Furthermore, we try to extend our efforts beyond professional level services, whenever possible, to engage Women and Minority Business Enterprises for nontechnical needs that may arise during the normal course of operations. Rostan has long been an advocate of Small Business Enterprise (SBE) and Disadvantaged Business Enterprise (DBE) project participation and will continue to utilize SBE and DBE firms whenever feasible because we believe in investing in the community and the grassroots establishments that give communities character.

ROSTAN EXPERTISE

The lifeblood of any disaster recovery program endeavor lies in sufficient funding. In order to ensure sufficient funding, where clients can not only restore functionality but actually build back better,



through command of available funding sources is required. In a federally declared disaster FEMA’s Public Assistance and Hazard Mitigation programs are the primary funding mechanisms employed to fund restoration of public facilities and infrastructure. Our team is familiar with management of FEMA Public Assistance and Hazard Mitigation projects, including the Alternative Procedures Pilot Program implemented through the Hurricane Sandy Recovery Improvement Act. This makes our Team the best choice for ensuring that all opportunities for federal assistance are sought and every eligible dollar is reimbursed. We are highly skilled in all major disaster recovery programs and insurance claims management. In addition, our Principal Project Executive, Kyle Jones, has a longstanding and close working relationship with MEMA and FEMA Region 6, and harnesses the expertise to move projects and streamline eligibility issues. His experience with MEMA and direct access with the State will be an invaluable asset to the City.

The comprehensive team has developed a proven method for accounting for, and correlating costs, to federal grants for a swift and audit resilient reimbursement. This approach defines a program management strategy with standard operating procedures, communication protocols and oversight, such that our clients meet any of the programmatic demands of FEMA and other funding sources. We are very familiar with negative financial and program audit findings that can plague FEMA programs. Our approach begins with the end in mind and will anticipate those issues before they can threaten funding, helping ensure a successful recovery program.

COMMITMENT TO THE CITY

As the City’s recovery partner, our Team will maximize the amount of eligible grant funding, streamline the overall grant recovery process, and reduce or eliminate the disaster-related burdens placed on City resources. To do this, we have identified a team of professionals and dedicated personnel that will work to perform the following tasks:

CAPTURE OF DISASTER-RELATED DAMAGES
Our Team has worked on dozens of federally declared disasters — from performing site inspections to managing the entire recovery operation. We will staff this engagement with the resources needed to properly support the ongoing efforts of the City. Our staff of FEMA subject matter experts, engineers, architects, insurance specialists, and policy advisors will work with the City, MEMA, and FEMA to accomplish this.
RETENTION OF FUNDING
Our Team will provide the support needed to ensure that the City avoids deobligation of all the funding it is entitled to under the provisions and statutes set forth in law. Our team is staffed with construction managers, engineers, policy experts, and legal advisors who will work together to ensure that all activities performed on behalf of the City are in accordance with applicable laws, codes, and regulations.
INNOVATIVE STRATEGIES
Our team is especially adept at identifying innovative opportunities to fund the integration of sustainability and resiliency strategies into recovery projects. We will leverage every dollar of funding in support of the overall recovery and resiliency efforts.

MANAGE INSURANCE ADJUSTMENT SUPPORT

Our team knows the importance of insurance, especially with required programs such as the National Flood Insurance Program (NFIP). Our team is very familiar with training recipients to understand and comply with FEMA's "obtain and maintain" requirements, and the implications and complications caused by duplication of benefits. This knowledge and our understanding will provide a foundation to assist with managing their insurance proceeds and avoiding duplication of benefits. We will work directly with the MEMA Technical Team to ensure insurance proceeds are applied correctly and that federal funding is maximized.

LEVERAGE OUR RELATIONSHIPS

Our unique experiences and longstanding relationships with MEMA, FEMA Region 6, and other federal, state, and local counterparts will enable us to resolve problems, expedite funding and ensure that the City's funding is being utilized in the most effective and efficient manner.

3.2 ROSTAN TEAM PROFILE

ROSTAN SOLUTIONS, LLC



Rostan Solutions, LLC (Rostan) is a consulting firm that specializes in emergency preparedness, response, and recovery services and is a nationally recognized disaster recovery company with a thorough knowledge of both State and Federal regulations pertaining to disaster recovery management, Federal Emergency Management Agency (FEMA) Public Assistance, Federal Highway Administration (FHWA) recovery funding, and mitigation funding programs. Rostan also has proven success in managing recovery programs and meeting complex documentation and records requirements on behalf of local governments for FEMA reimbursement for all relevant public assistance categories for more than a decade. Rostan's key disaster management personnel harness more than 150 years of combined experience with disaster recovery programs resulting from natural and man-made disasters.



In response to increasing client interest, in 2004 Malcolm Pirnie developed an emergency planning and disaster recovery management practice to assist its clients in addressing their disaster management needs. In 2006, Malcolm Pirnie created Rostan as a wholly owned subsidiary. In 2009, Malcolm Pirnie merged with Arcadis-US, Inc. (Arcadis) and Malcolm Pirnie became a wholly owned subsidiary of Arcadis. In 2013, Arcadis divested Rostan, and Rostan became an independent, privately-owned small business whose principal partners led the original development of the company while with Malcolm Pirnie in 2004.

Rostan has extensive experience with short-term and long-term recovery and mitigation projects. Our team members have worked closely with numerous municipalities, and higher education facilities with an instrumental vision for successful obligation of FEMA and HUD funding, while

representing the clients’ interests in meetings with the State and FEMA, leading to millions in awarded projects. Our Team provides a cradle to grave approach to ensure that every eligible cost is captured and reimbursed by the federal programs. We have developed systematic processes for implementing program support for Federally funded programs. Rostan includes experts in long-term recovery and mitigation planning, infrastructure, federal assistance programs, environmental and historic preservation, and hazard analysis, in addition to unique and cutting-edge technical resources. Our team encompasses expertise and direct experience with clients and can help navigate the complexities of the grant processes.

FIRM NAME			
Rostan Solutions, LLC			
FEDERAL I.D.	DUNS	FAX	WEBSITE
20-5425053	964990340	813.333.7330	www.rostan.com
ROSTAN OFFICE LOCATIONS			
3433 Lithia Pinecrest Road, Suite 287, Valrico, FL 33596 – Corporate 4600 Goer Drive, Suite 200A, North Charleston, SC 29406 – Regional Office 8282 Goodwood Boulevard, Baton Rouge, LA 70806 – Regional Office 429 Lenox Avenue, Miami Beach, Florida 33139 – Regional Office 3000 Gulf Breeze Parkway, Gulf Breeze, Florida 32563 – Regional Office			
ROSTAN PRINCIPALS [Authorized Negotiators]			
Darius Stankunas President 561.701.7390 dstankunas@rostan.com	Sam Rosania Executive Vice President 813.505.1313 srosania@rostan.com	Travis Mays Vice President 713.823.2002 tmays@rostan.com	Kyle Jones Vice President 225. 202.3637 kjones@rostan.com
YEAR ESTABLISHED	NO. OF EMPLOYEES	SYSTEM FOR AWARD MANAGEMENT [SAM] STATUS	
2006	50	Active	
KEYS OF SUCCESS			
1. A specialized disaster recovery consulting firm with former State personnel that harnesses well over 150 years of collective team experience directly with FEMA and CDBG-DR federal funding programs.			
2. Florida-based recovery team with FEMA technical eligibility and policy experts.			
3. Rostan has tenured experience with the FEMA Public Assistance Program that enables our firm to lead the recovery effort on behalf of communities and help our clients navigate the complexities of the FEMA Public Assistance program.			



F0200
Fee: \$ 250



Michael Watson
SECRETARY OF STATE

2020363785

Business ID: 1245642
Filed: 11/17/2020 04:12 PM
Michael Watson
Secretary of State

Application to Register Foreign Limited Liability Company

Business Information

Business Type: Limited Liability Company
Business Name: Rostan Solutions, LLC
Business Email: dstankunas@rostan.com
State of Incorporation: FL
Date Organized: 11/01/2014

Full or Partial management of the LLC is vested in a manager or managers.

NAICS Code/Nature of Business

541620 - Environmental Consulting Services

Principal Office Address: 3433 Lithia Pinecrest Rd, Ste 287
Valrico, FL 33596

Registered Agent

Name: CORPORATION SERVICE COMPANY
Address: 7716 Old Canton Rd, Suite C
Madison, MS 39110

Signature

The undersigned certifies that:

- 1) he/she has notified the above-named registered agent of this appointment;
- 2) he/she has provided the agent an address for the company, and;
- 3) the agent has agreed to serve as registered agent for this company

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 **11/17/2020**.

Name: Darius Stankunas
Address: 3433 Lithia Pinecrest Rd, Ste 287
Valrico, FL 33596
Manager

P.O. BOX 136
JACKSON, MS 39205-0136

TELEPHONE: (601) 359-1633

LITIGATION

Rostan is presently involved in the following claims. These claims represent all present, past, and pending litigation.

Rostan Solutions, LLC (Plaintiff) v. Corpus Christi Independent School District – Case Number: 4:2022cv01712 – Filed: May 25, 2022. Status: ongoing.

Rostan Solutions, LLC (Plaintiff) v. Community Church Assembly of God Church d/b/a Community Christian School and Community Church Assembly of God Church doing business as Community Christian School – Case Number: 1:2022cv00268 – Filed: June 28, 2022. Status: ongoing.

Rostan Solutions, LLC (Plaintiff) v. Integrated Solutions Consulting Corp. and the City of Sarasota, Florida - Case Number: 2023 CA 007797 NC – Filed: November 1, 2023. Status: ongoing.

OUR SUBCONTRACTOR

WAGGONER RESILIENCE, INC.



Waggoner Resilience, Inc., (WRI) was formed on our extensive experience of restoring communities. Using scientific approaches to program management and disaster recovery, we can prepare for the next disaster. Our goal is to improve the quality of life for our clients. Waggoner Resilience was formed because we needed to be bigger, better, faster with a laser point accuracy for our clients when such catastrophes occur.

Rapid Implementation/Solutions. Successful recovery requires speed and flexibility in coordinating resources and activities. We have the staff and financial capacity to launch our team into action if called upon for any assignment. Using our experience-based problem-solving capabilities, we bring you a formidable team ready for deployment.

Extensive Experience. We assembled the Waggoner team by pulling the Program Management Resources of Waggoner Resilience together with the technical expertise of Waggoner Engineering, Inc. This team has the experience to back up their specialized capabilities. Together we created a formidable team with extensive experience in the execution of recovery using federal funded programs.

Rebuilding Gulf Coast Communities. We are a local team that understands the critical infrastructure, environmental and cultural resources that need protection. We know the importance of having the right team poised to regenerate and reinvigorate the economic, social and natural environments.

Waggoner Resilience offers substantial experience in helping communities recover with Infrastructure, Housing Programs, and Program Management.

We have served in multiple leadership roles for housing recovery initiatives on behalf of the Louisiana Office of Community Development, Mississippi Development Authority, and the State of Texas General Land Office.

Waggoner has been responsible for the implementation of \$7.5 billion in CDBG-DR housing and infrastructure funding programs and has contributed to the completion of construction activities for more than 10,000 home units in Louisiana, Mississippi, and Texas.

With WRI as part of the team, we can provide a valuable combination of traditional engineering services along with unique approaches to strategic infrastructure planning and implementation. Waggoner is a reliable and innovative partner, with a proven track record assisting clients in navigating sensitive and complex environmental, regulatory, social, and cultural issues.

Our team consists of civil, transportation, and environmental engineers, LEED and Envision accredited professionals, planners, surveyors, economic development professionals, GIS technicians, economists, grant managers, and policy experts. Drawing upon the expertise of our team members, we construct the right task force for each recovery program and work to ensure successful outcomes that exceed expectations.

3.3 RELEVANT PAST PROJECTS

ROSTAN PAST PROJECTS



CITY OF DIAMONDHEAD, MS | PROGRAM MANAGEMENT SERVICES, HURRICANE ZETA (DR-4576) AND FUTURE PROJECTS | 2020–PRESENT



Rostan is the Program Manager for all of the City of Diamondhead’s Hurricane Zeta (DR-4576) and Future Projects. Rostan’s role is centered around interfacing and representing the City in all FEMA and MEMA meetings and correspondence and conducting all site inspections and scope of work elements for damaged assets. Additionally, Rostan advises the City on programmatic eligibility determinations and scope of work alignments to ensure a fair review process from MEMA and FEMA after years of inadequate funding from prior disaster events. Since Rostan’s engagement for DR-4576, the City of Diamondhead has had several decisions overturned in the City’s favor in part to Rostan’s programmatic expertise and its ability to apply the 2CFR and Stafford Act correctly. Roatan also serves as an insurance advisor to the City for its Obtain and Maintain requirements.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4576	\$2,385,995	Public Assistance	2021–Present

Client Contact: John McCraw, City Manager, 228-222-4626, jccraw@diamondhead.ms.gov, 5000 Diamondhead Circle, Diamondhead, MS 39525

WILKINSON COUNTY, MS | PUBLIC ASSISTANCE RECOVERY PROJECT MANAGEMENT SERVICES | 2019–PRESENT

Rostan is currently assisting Wilkinson County to provide grants management and technical assistance in the development of a comprehensive recovery strategy in the aftermath of DR 4358 and COVID. Our team is helping the County conduct emergency damage assessments for all city

infrastructure and also helping with Expedited Funding from FEMA and MEMA. Our team serves are their representative in all correspondence with MEMA and FEMA.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4358	\$20M (Projected)	Public Assistance	2019–Present

Client Contact: Nakia Anderson, Chancery Clerk, 601-430-1913, chanceryclerk@wilkinson.co.ms.gov, P.O. Box 516, 525 Main Street, Woodville, MS 39669,

WEST FELICIANA PARISH, LA | PUBLIC ASSISTANCE RECOVERY, MITIGATION, AND DEBRIS MONITORING PROJECT MANAGEMENT SERVICES | 2015–PRESENT



Since 2015, Rostan has served as the program management consulting firm to West Feliciana Parish for all Parish mitigation and Public Assistance recovery projects. Rostan is responsible for coordinating all programmatic activities and serves as the Parish liaison to FEMA and GOHSEP for all associated correspondence and meetings. Additional responsibilities for the management of the Parish’s disaster grant funding include data collection and dissemination for all tasks involved in the project as well as reporting to the state of Louisiana for record keeping, including state-required requests for reimbursement and quarterly reporting.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-1603 HMGP	\$4M	Streambank Stabilization	2015–Present
DR-4277 Public Assistance	\$5M	Bridge Replacements	2016–Present
DR-4277 Public HMGP	\$2M	Drainage Improvements	2016–Present
DR-4462 Public Assistance	\$6M	Debris, Road Repairs Force Account Labor	2019–Present
DR-4484 COVID	\$10K	Cat B Costs	2020–Present
DR-4559 Public Assistance	\$30K	Force Account, Repairs, Debris	2020–Present
DR-4559 HMGP	\$62K	Hazard Mitigation Planning	2022–2023
DR-4570 Public Assistance	\$243K	Cat A and B Costs	2020–Present
DR-4611 HMGP	\$2M	Generator Installations, Bridge Retrofits, Other	2023–Present

Additionally, following the historic flooding event that occurred from May through July of 2019 along the Mississippi River throughout Louisiana, Rostan was activated by West Feliciana Parish to assist in management of debris recovery efforts. The flood inundated certain road sections for months and had accumulated immense flooding debris in low-lying areas adjacent to the Mississippi River. Rostan was responsible for surveying and identifying the heavily impacted areas and worked alongside FEMA personnel to establish project-specific eligibility guidelines for debris removal. Rostan continues to manage and monitor the removal of sediment debris from the substantially impacted road sections. During phase 1 of the project, 499 truckloads totaling approximately 9,900 CY of flood debris were removed from specified road sections. Based on current debris volume estimates, Rostan managed and tracked the removal of an additional 236,000 CY of flood debris during phase 2 of the project.

Client Contact: Kenny Havard, Parish President, 225-784-3647, khavard@wfparish.org, 5934 Commerce Street, St. Francisville, LA 70775

**CITY OF SULPHUR, LA | PUBLIC ASSISTANCE RECOVERY PROJECT
MANAGEMENT SERVICES | 2020–PRESENT**



Rostan currently represents the City of Sulphur to provide grant and project management and technical assistance in the development of a comprehensive recovery strategy in the aftermath of Hurricanes Laura and Delta. Our team conducted damage assessment city-wide, and has over 35 FEMA Projects written to date, totaling in excess of \$70M. Rostan worked closely with GOHSEP and FEMA in an effort to secure one of the first local government Category A-Debris Project Worksheets from DR-4559 (Laura) that totaled over \$20M. The Rostan Technical Team is assisting the city with all Project Management activities with temporary facilities, remediation and abatement projects, and also with managing its Private Property Debris Removal Program. Additionally, Rostan serves as the primary interface between the City and GOHSEP/FEMA.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4559 Public Assistance	\$70M+	Grant and Program Management, Technical Services	2020–Present
DR-4570 Hurricane Delta	\$500K	Grant and Program Management, Technical Services	2020–Present

Client Contact: Jennifer Thorn, Finance Director, 337-527-4509, jthorn@sulphur.org, 101 N Huntington St., Sulphur, LA 70663

**CITY OF PINELLAS PARK, FLORIDA | PUBLIC ASSISTANCE RECOVERY
AND MITIGATION PROJECT MANAGEMENT SERVICES | 2019–PRESENT**



Since 2019, Rostan has served as the program management consulting firm to the City of Pinellas Park for all city mitigation, CDBG, ARPA, and public assistance recovery and debris monitoring projects. Rostan is responsible for coordinating all programmatic activities and serves as the city liaison to FEMA and FDEM for all correspondence and meetings. Additional responsibilities include data collection and dissemination for all tasks involved in the project as well as reporting to the state of Florida for record keeping, including state-required requests for reimbursement and quarterly reporting.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
FY19 AFG GM	\$3M+	Grant and Program Management	2021–2022
DR-4673 (lan) Debris	\$124,739	Debris Management and Monitoring	2022–2023
DR-4673 – Public Assistance	\$100K+	Grant and Program Management	2022–Present
DR-4337 HMGP	\$3M+	HMGP–Grant Management	2021–Present
ARPA GM	\$12M+	ARPA–Grant and Program Management	2022–Present
DR-4673 (lan) HMGP	\$2.5M+	HMGP–Garnett Subdivision Drainage	2022–Present
FY19-FY22 CDBG - Harmony Heights Transportation Improvements	\$2.5M+	CDBG–Grant and Program Management	2022–Present
Youth Park Grant Management	\$24M+	Grant and Program Management	2022–Present

Client Contact: Kelly Schrader, Finance Administrator, 5141 78th Avenue N, Pinellas Park, FL 33780, 727-369-0621, kschrader@pinellas-park.com

TOWN OF WINDERMERE, FLORIDA | PUBLIC ASSISTANCE RECOVERY AND DEBRIS MANAGEMENT SERVICES 2022–PRESENT



Since 2022, Rostan has served as the program management consulting firm to the Town of Windermere for all debris monitoring and public assistance recovery projects. Rostan is responsible for coordinating all programmatic activities and serves as the town liaison to FEMA and FDEM for all correspondence and meetings. Additional responsibilities include data collection and dissemination for all tasks involved in the project as well as reporting to the State of Florida for record keeping, including state-required requests for reimbursement and quarterly reporting.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4673 FHWA	\$3M+	Grant and Program Management	2022–Present
DR-4673 (lan) Debris	\$447,000+	Debris Management and Monitoring	2022–Present
DR-4673–Public Assistance	\$100K+	Grant and Program Management for CAT A-G projects	2022–Present

Contact: Tonya Elliott-Moore, Public Works Director, 614 Main Street, Windermere, FL 34786, 321-299-2410, tmoore@town.windermere.fl.us

EARLY EDUCATION AND CARE, INC. | PANAMA CITY, FL | GRANT ADMINISTRATION AND PROJECT MANAGEMENT SERVICES, FEMA/CDBG/HHS SERVICES, AND PUBLIC ASSISTANCE SUPPORT | DR-4399 AND DR-4486 2019–PRESENT



Rostan was selected in February of 2019 to represent Early Education and Care, Inc (EEC) in its pursuit of Federal Recovery funding through various state and federal agencies. EEC is a Head Start organization whose buildings, contents and administrative facility were severely impacted by Hurricane Michael in 2018. Rostan was hired to represent EEC interests as it relates to facility eligibility, position for the best available state/federal funding sources, and interface with the Federal Emergency Management Agency (FEMA), the Small Business Association (SBA), Insurance, and Health and Humas Services (HHS), respectively. Since coming on board as EEC’s FEMA Consultant, Rostan has aggressively pursued and positioned for all available funding sources to make EEC whole and fully recovered financially.

As a result of DR-4399 Hurricane Michael, EEC sustained damages of nearly \$30MM. Our sole mission since day 1 of the engagement, was to assist EEC with a funding strategy to account for the full recovery of all EEC losses. Part of our customized funding strategy revolved around the federal decision that would classify EEC as either a “Critical” or “Non-Critical” Private Non-Profit (PNP) under the Effective FEMA Public Assistance and Policy and Procedure Guide (PAPPG) and applicable regulation requirements of 2CFR. This issue is pending a decision to be rendered any day now by the Civilian Board of Contractor’s Arbitration (CBCA) Panel.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4399 (Michael)	\$30MM (Pending)	Grant Administration and Project Management Services	2019–Present
DR-4486 (COVID)	\$780,000 (Obligated)	Grant Administration and Project Management Services	2020–Present

Contact: Sabara Quinn, Executive Director, 459 Grace Avenue, Panama City, FL 32401, 864-706-0382, squinn@eeekids.org

**ST. JAMES PARISH, LA | MITIGATION AND PUBLIC ASSISTANCE RECOVERY
PROJECT MANAGEMENT SERVICES | 2018–PRESENT**



Rostan currently serves as the program/grant management firm for St. James Parish government and provides strategic consulting support to the Parish for Hurricane Ida recovery. Rostan works closely with the Parish to facilitate all programmatic requirements for the Public Assistance Program and is responsible for all grant management, project management, Individual Assistance Programs, Private Property Debris Removal program management, and substantial damage assessments. In addition, the Rostan Team oversees the post-disaster insurance cost recovery process. The Rostan team also helps the Parish manage five HMGP projects, as well as two FEMA HMGP applications for funding to alleviate flood risk, improve drainage systems, and install generators to ensure critical facilities can remain functional during future disasters. Management of the HMGP process includes application development, Benefit Cost Analyses, funding coordination through GOHSEP and FEMA, Quarterly Reporting, and reimbursement oversight.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4611 Hurricane Ida	\$10,000,000 +	Public Assistance: Categories A–G	2021–Present
DR-4484 COVID	\$82,230	Public Assistance: Category B	2021–Present
DR-1603	\$2,306,874	HMGP – Harden Community Saferooms	2018–Present
DR-1603	\$92,940	HMGP – Magnolia Heights Drainage	2018–Present
DR-1786	\$3,108,990	HMGP – Drainage Improvements	2018–Present
DR-4080	\$334,003	HMGP – Wind Retrofit of Parish Buildings	2018–Present
DR-4277	TBD	Drainage Improvements and Temporary Flood System	2018–Present
DR-4611	TBD	Drainage Improvements, Generators, and Flood Reduction	2022–Present

Reference Contact: Eric Deroche, Director of Emergency Preparedness, 5800 LA 44, Convent, LA 70723, 225-562-2265, eric.deroche@stjamesparishla.gov

**CITY OF NORTH PORT, FLORIDA | PUBLIC ASSISTANCE RECOVERY
AND MITIGATION PROJECT MANAGEMENT SERVICES | 2022–PRESENT**



Since 2022, Rostan has served as the program management consulting firm to City of North Port for all City mitigation and public assistance recovery projects. Rostan is responsible for coordinating all programmatic activities and serves as the City liaison to FEMA and FDEM for all correspondence and meetings. Additional responsibilities include data collection and dissemination for all tasks involved in the project as well as reporting to the state of Florida for record keeping, including state-required

requests for reimbursement and quarterly reporting.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR4673 (lan) – Grants Management	\$46,157,284.82	Grant and Program Management for CAT A-G projects	2022 – Present

Client Contact: Valerie Malingowski, Grant Division Manager, City of North Port
City Manager’s Office, 4970 City Hall Boulevard, North Port, FL 34286, 941-429-7001,
vmalingowski@cityofnorthport.com

CONCORDIA PARISH, LA | FEMA PUBLIC ASSISTANCE AND HAZARD MITIGATION GRANT PROGRAM | MULTIPLE DECLARED DISASTERS | 2019–PRESENT

CONCORDIA PARISH POLICE JURY Rostan is the Program Manager for all of Concordia Parish Police Jury’s (CPPJ) FEMA-related Public Assistance and Hazard Mitigation grant projects, and also serves as the special advisor to the Police Jury on its Louisiana Watershed funding opportunities and CARES funding. Rostan helped CPPJ overcome an initial denial by FEMA for roads impacted by the 2019 Mississippi River DR-4462 flooding events and has avoided numerous project appeals to date with our collaborative approach to GOHSEP and FEMA Region 6. Rostan has also helped expedite the Parish’s HMGP project funded through DR-1603.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4462 Public Assistance	\$3M	Asphalt/Gravel Roads; Force Account Labor	2019 – Present
DR-1603 HMGP	\$7.1M	Brushy Bayou Flood Control Project	2019 – Present
LA CARES	\$2M	COVID-19 Emergency Measures	2020 – Present

Client Contact: Sandi Burley, Secretary/Treasurer, Concordia Parish Police Jury, 318-336-7151, sburley@conppj.org, 4001 Carter Street, Room 1, Vidalia, LA 71373

**LA DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS | BATON ROUGE, LA
FEDERAL FUNDING AND FLOOD RECOVERY MITIGATION PROJECT SUPPORT |
2015–PRESENT**



Since 2015, Rostan has been the serving in the role as the FEMA Consultant and Program Manager for the Louisiana Department of Public Safety and Corrections (DPS&C) supporting the Louisiana State Penitentiary for all FEMA funding associated with Recovery and Mitigation projects from DR-Public Assistance-4462 and DR-Hazard Mitigation-1603. Rostan was successful in its efforts to obtain funding for a \$9M+ pump station, generator facility and rehabilitation project for DPS&C, which replaced its existing and inefficient facility. Additionally, Rostan worked closely with the DPS&C to recover critical Category B- Emergency Protective Measures funding for emergency repairs that the Agency conducted on-site as a result of the high Mississippi river water from DR-4462. This work equated to a project worksheet being obligated for nearly \$1M in FEMA Public

Assistance Funding. Under DR-4462, the Rostan team also developed projects to capture debris damages, fencing loss, as well as damages associated with the Angola main road corridors and chase roads within the facility. Rostan is currently working with FEMA, GOHSEP and the DPS&C to apply for 406 Mitigation funding totaling over \$2M in mitigation road and ferry landing solutions.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-1603 HMGP	\$9M+	Pump Station Retrofit; Bulkhead Stabilization and Weir Gate Replacement	2015–Present
DR-4462 Public Assistance	\$2M+	Temporary Pump Repairs, Debris, Ferry Landing Damages, Chase Road Network Damage, Utility and Transmission Line Damage and Force Account Labor	2019–Present

Client Contact: Tammy Grant, CPPB, Finance Administrator, Louisiana Department of Corrections, 225-342-6578, tammy.grant@la.gov, 504 Mayflower Street, Baton Rouge, LA 70802

**ACADIA PARISH POLICE JURY, LA | PUBLIC ASSISTANCE PROGRAM
MANAGEMENT SERVICES | 2021–PRESENT**



Rostan began working with the Acadia Parish Police Jury (APPJ) in November 2021 to assist with their FEMA Public Assistance grants. Our team identified several projects that were eligible via the Public Assistance program. Rostan zeroed in on the large vector control measures taken by APPJ following Hurricane Laura for mosquito abatement with no project pending with FEMA. We immediately submitted for Late Damages to GOHSEP/ FEMA and approval was granted. This resulted in Mosquito Abatement Project Worksheets being written and obligated for \$1,154,549.76. Additionally, the Parish Jail roof was severely damaged, yet not previously captured. Rostan received notification both Cat B and Cat E projects would be written. Our team is currently working with FEMA and their Site Inspection team on the Jail projects as well as a Parish-wide drainage canal project. The Drainage Canal project is quite technical but with the documentation and resources, Rostan’s Technical Team was able to provide to FEMA’s Site Inspectors, this project is advancing.

GRANT NAME	AWARD AMOUNT	SCOPE OF WORK	DATE
DR-4559	\$8,498,357.03	Identify additional areas eligible for FEMA PA funding previously omitted for Hurricane Laura	2021–Present
DR-4611	\$302,504.51	Ensure all APPJ Emergency Protective Measures & Mosquito Abatement are included.	2021–Present

Client Contact: Ashley LeBlanc, OEP Director, 337-783-4357, acadiahsep@appj.org

**CHARLESTON COUNTY, SC | PROFESSIONAL CONSULTANT FOR ROADWAY
AND DRAINAGE SYSTEM ASSESSMENTS | 2015–PRESENT**



Rostan is providing professional disaster recovery services to Charleston County (County) in response to severe storms and flooding that occurred from October 1-23, 2015 (FEMA DR-4241). The County is the largest county in South Carolina with approximately 100 miles of coast line and a total land and water area of 1,358 square miles. The County’s topography primarily consists of low lying terrain, marshes, and

waterways essential to drainage and storm water management for a large portion of the Southeast United States. As a result, the County is particularly vulnerable to storm surge and flooding of low lying areas. During the incident period, the County established new 5-day records for rainfall and numerous locations throughout the State reported the wettest October on record. Much of the rainfall that fell around the State drained through waterways that run through the County, including the Edisto and Santee Rivers. As flood waters crested, the County experienced severe flooding, most significantly in the northern area of the County and on the major coastal islands in the southern portions of the County. The County immediately implemented essential emergency repairs throughout the duration of, and following the rain event to protect human health and safety and to protect the County's essential infrastructure.

Rostan's services include comprehensive FEMA Public Assistance and other funding program assistance related to County owned and/or maintained public infrastructure that was damaged by the flooding event. Rostan also provided procurement assistance and construction/post construction support. These services included preparing applicant briefings, project formulation, field investigations, cost estimating, project validation, project worksheet development, reimbursement request development and tracking, and HMGP Application preparation. Rostan provided the necessary resources to complete all elements of the scope of services including identification of damages and costs, development and oversight of project worksheets, and analysis of available mitigation opportunities and subsequent mitigation proposal development.

Rostan conducted a series of detailed field investigations of damaged infrastructure at more than 250 locations throughout the County. These investigations unveiled a variety of conditions including facilities that required no additional repair, facilities that required limited additional repairs, facilities that required significant additional repairs, and facilities that were good candidates for mitigation alternatives. These investigations included visual inspections, photodocumentation and geolocation of damages, historic imagery review, push probing suspect areas, and GIS analysis and mapping. For unpaved roadways, damages included profile deformation, siltation of drainage components, surface distresses (potholes, rutting, wash boarding, etc.), and general material loss. For drainage canals, damages included erosion of bank armoring, bank sloughing and failure, canal siltation and culvert failure.

Damage description, scopes of work and cost estimate packages were developed for each impacted facility requiring permanent repair. Once completed, these packages were submitted to FEMA for use in development of project worksheets. Subsequently, Rostan organized individual projects into geographic groupings to aid in the development of procurement packages and PWs. Rostan also represented the County during site visits immediately following the flood and then again later in 2016 when FEMA representatives visited the County's canals and drainage ditches to document damages.

Client Contact: Chris Wannamaker, P.E., Stormwater Program Manager, Department of Public Works—Stormwater Division, 4045 Bridge View Drive, Suite A301, North Charleston, SC 29405, 843-202-7635, cwannamaker@charlestoncounty.org



WAGGONER PAST PROJECTS



MISSISSIPPI GULF REGION WATER & WASTEWATER PROGRAM MISSISSIPPI DEPARTMENT OF ENVIRONMENTAL QUALITY PROGRAM BUDGET: \$643,000,000 (HUD, CDBG-DR)

Designed and implemented storm-resilient water, wastewater, and stormwater infrastructure throughout Mississippi Gulf Coast Region to enhance recovery.

Program Services: Developed program master plan and conceptual designs; provided administrative support and program management, developed grant applications, developed budgets and schedules, obtained environmental clearances; provided regulatory guidance and oversight, construction management and review.

MISSISSIPPI RIVER FLOOD DAMAGE ASSESSMENTS | URS GROUP, INC. PROGRAM BUDGET: \$106,000 (FEMA)

Project Description: FEMA Substantial Damage Estimate documentation, development, and review.

Project Services: Worked with Mississippi Emergency Management Agency to evaluate and document damaged structures; engineering, emergency management, recovery, damage assessment, and construction estimating support.

MISSISSIPPI GULF COAST LONG-TERM WORKFORCE HOUSING PROGRAM | MISSISSIPPI DEVELOPMENT AUTHORITY PROGRAM BUDGET: \$300,000,000 (HUD, CDBG-DR)

Program Description: Provision of affordable housing in the Mississippi Gulf Coast Region following Hurricane Katrina.

Program Services: Program setup, development of goals and guidelines, program training, oversight and compliance monitoring, field review, data collection, program management.

GULF COAST PUBLIC HOUSING AUTHORITY RENOVATION | MISSISSIPPI DEVELOPMENT AUTHORITY | PROGRAM BUDGET: \$100,000,000 (HUD, CDBG-DR)

Program Description: Subconsultant to Camp Dresser McKee - Damage reassessment services for structural, civil, and electrical engineering for five public housing authorities along Mississippi Gulf Coast.

Program Services: Provided damage reassessment, surveys to determine flood elevations, field verification, flood evaluations, construction management services, program compliance monitoring and oversight.

WAVELAND POLICE STATION CONSTRUCTION | WAVELAND, MS
MISSISSIPPI DEVELOPMENT AUTHORITY
PROGRAM BUDGET: \$4,700,000 (HUD, CDBG-DR)

Reconstruction of Katrina-damaged Waveland Police Station; commissioned by MDA to complete stalled project within FEMA and CDBG-DR guidelines.

Project Services: Third party evaluation of original construction, developed cost estimates, corrective actions, program setup and re-bid; construction management, administration, and review; payment request processing; code compliance monitoring; scheduling and logistics.

NEIGHBORHOOD HOME PROGRAM, MISSISSIPPI GULF COAST
MISSISSIPPI DEVELOPMENT AUTHORITY | PROGRAM BUDGET: \$150,000,000
(HUD, CDBG-DR)

Program Description: Repair, rehabilitate, and reconstruct homes of low to moderate income families, damaged by Hurricane Katrina of low to moderate income families.

Program Services: Program setup, development of goals and guidelines for construction administration and construction review; performance of construction administration and construction review, including conferences, field/office reviews, pay requests and change orders, data collection, and status reporting; program compliance and monitoring.

MISSISSIPPI GULF COAST PUBLIC HOUSING REASSESSMENT OF PUBLIC
HOUSING DAMAGE REPORTS | MISSISSIPPI DEVELOPMENT AUTHORITY
PROGRAM BUDGET: \$1,005,000 (HUD, CDBG-DR)

Program Description: Damage reassessment services for structural, civil, and electrical engineering for five public housing authorities along Mississippi Gulf Coast.

Program Services: Provided damage reassessment, surveys to determine flood elevations, field verification, flood evaluations, construction management services, program compliance monitoring and oversight.

3.4 REFERENCES

Rostan has extensive experience providing disaster recovery consulting services to local governments. We believe in remaining involved with our clients until the recovery process is complete. We have many long-term client relationships, and we are humbled by and proud of our references. Provided below are references for relevant projects and we **ENCOURAGE** the city to contact all of them!



CITY OF DIAMONDHEAD, MS | 2020–PRESENT

Jon McCraw, City Manager
5000 Diamondhead Circle
Diamondhead, MS 39525
Tel: 228-222-4626
Email: jmccraw@diamondhead.ms.gov



WILKINSON COUNTY, MS | 2019–PRESENT

Nakia Anderson, Chancery Clerk
P.O. Box 516, 525 Main Street
Woodville, MS 39669
Tel: 601-430-1913
Email: chanceryclerk@wilkinson.co.ms.gov



WEST FELICIANA PARISH, LOUISIANA | 2015–PRESENT

Kenny Havard, Parish President
5934 Commerce Street
St. Francisville, LA 70775
Tel: 225-784-3647
Email: khavard@wfparish.org



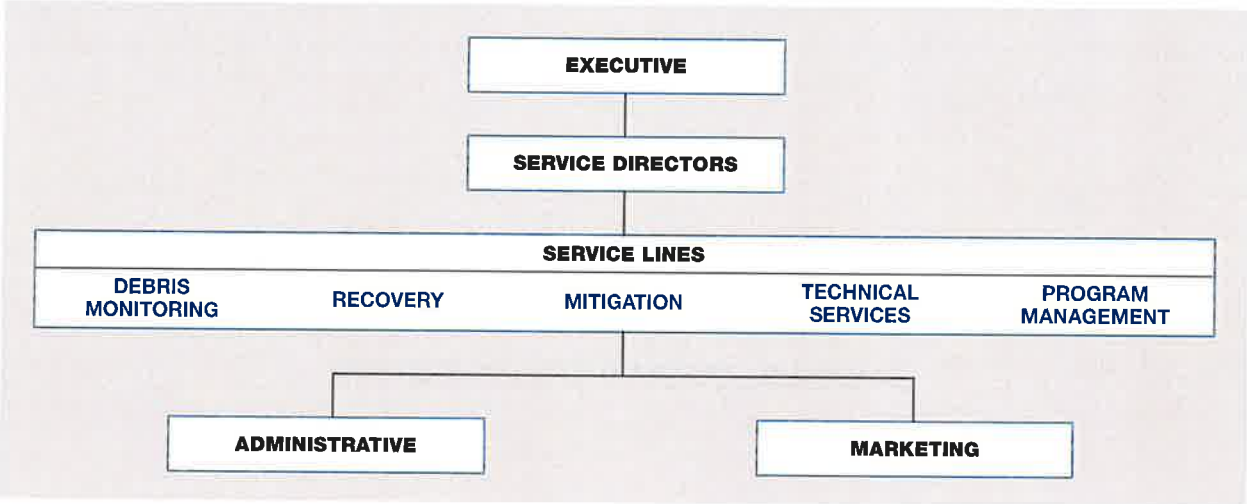
CITY OF SULPHUR, LOUISIANA | 2020–PRESENT

Jennifer Thorn, Finance Director
101 N Huntington Street
Sulphur, LA 70663
Tel: 337-527-4509
Email: jthorn@sulphur.org



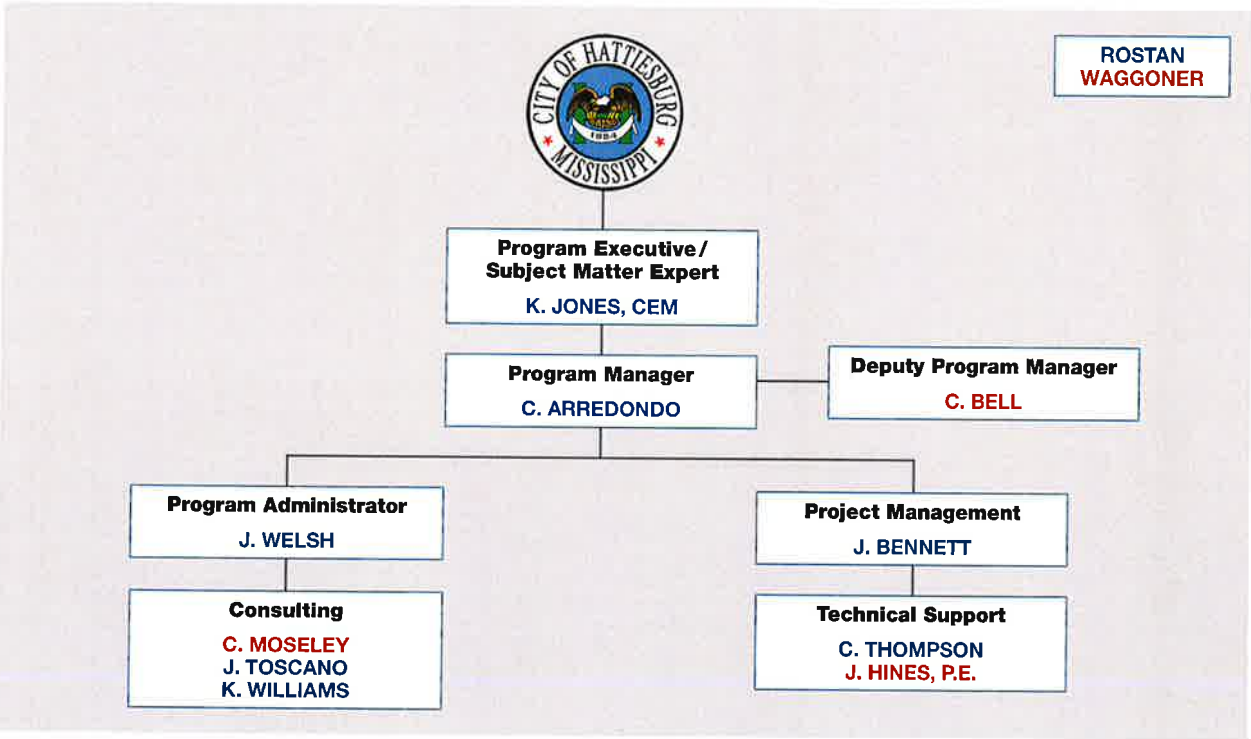
3.5 FIRM AND PROJECT ORGANIZATIONAL STRUCTURE

FIRM ORGANIZATIONAL STRUCTURE



PROJECT ORGANIZATIONAL STRUCTURE

The Rostan team is organized to create a seamless and transparent approach to projects. As shown in the following organizational chart, we have assembled a team of experts with the qualifications and experience needed for this project. This organizational structure provides the City with a defined leadership and communication structure.



3.6 KEY PERSONNEL

Rostan has assembled a project team consisting of highly competent professional staff with a proven track record in developing innovative solutions to complex disaster recovery challenges. Our experience is that the key to an expeditious recovery includes careful planning combined with consistent implementation of the schedule and the ability to adapt to changing circumstances and conditions on a frequent basis. We strive to anticipate problems before they arise and resolve them by relying on our past experiences, best-practices and our understanding of current regulations.



Our team has been organized to best meet the needs of the City, so that we can quickly, efficiently, and cost effectively execute the projects tasks that the City requires. Rostan is organized to perform as one unified team to create a seamless and transparent approach to projects. We believe that maintaining close communications with the City, contractors, and FEMA representatives provides for efficient recovery management. We also believe that maximizing the use of local personnel not only helps the community recover more quickly, it also provides for operational efficiencies due to familiarity with roads, traffic patterns, local culture, and funding requirements. It is for these reasons that we believe Rostan is uniquely qualified to perform the services requested in the City's solicitation.

KYLE JONES: PROGRAM EXECUTIVE / SUBJECT MATTER EXPERT

Mr. Jones began his career in emergency management in 2003 working for the Louisiana Office of Emergency Preparedness (now GOHSEP). His experience on the state, local and private sectors is fundamental in his ability to navigate federal programs for his clients and to enable success. He is regarded as a subject matter expert in the FEMA Public Assistance Programs through the International Association of Emergency Managers (IAEM) and has built a credentialed reputation amongst local government applicants for providing direction managing resources effectively. He also specializes in development of PW's, the FEMA appeal process, Code of Federal Regulation (CFR) analysis, Hazard Mitigation Programs and in the identification of Federal funding sources for clients. Mr. Jones serves as the Vice President of Rostan and has been on staff since 2018.

CARLOS ARREDONDO: PROGRAM MANAGER

Mr. Arredondo has been involved with FEMA disaster recovery since the Louisiana floods of 2016. He has guided clients through complex insurance processes and facilitates the FEMA Damage Inventory, DDD, EEI, and cost estimating aspects for our clients. He has assisted several local governments, and non-profit organizations with securing 20M+ in reimbursements of disaster recovery expenditures, as well as successfully navigating FEMA to overturn unfavorable interpretation of policies for clients. Mr. Arredondo is fluent in Spanish and has been on staff with

Rostan since 2019 with direct participation in recovery efforts for every declared disaster along the Gulf Coast and the USVI. Mr. Arredondo has been on staff with Rostan since 2019.

CARLOS BELL: DEPUTY PROGRAM MANAGER

As Area Manager of the Gulf Coast region, Carlos brings experience in governmental and technical realms. Having rejoined Waggoner in 2022, his previous experience includes disaster recovery planning, project management, business development, and community relations. An active community member, Carlos was appointed in 2021 by Governor Tate Reeves to the Gulf Coast Restore Act Committee.

JAMIE WELSH: PROGRAM ADMINISTRATOR

Ms. Welsh offers extensive experience in Disaster Planning and Recovery. Her work with disaster-related projects began in 2008 during recovery assistance efforts in the wake of Hurricane Gustav and have since earned the designation as subject matter expert in the area of Public Assistance, with specific expertise in reimbursements, identifying and recovering project overpayments, procurement, financial reconciliation, and closeout. She is well-versed in FEMA codes and regulations. Ms. Welsh has been on staff with Rostan since 2019.

JOSHUA BENNETT: COST ESTIMATING/ON-SITE INSPECTOR

Mr. Bennett has 18 years of experience in the construction industry. Throughout this time he has amassed skills in construction management, project management, inspection, labor relations, quality control, scheduling, supervising, building site supervision, blueprints, reporting, time management, punch lists, contracting, estimating, material costing, invoicing, renovations, OSHA, hazardous materials, HAZMAT, building codes, electrical codes, and environmental codes. Mr. Bennett has been on staff with Rostan since 2019.

CHARNA MOSELY: SENIOR CONSULTANT

Ms. Mosely is Vice President of HUD/FEMA Community Development Initiatives for Waggoner Resilience, a wholly-owned subsidiary of Waggoner that helps communities recover from natural and man-made disasters. She works with small, disadvantaged communities throughout Mississippi and other states specific to the United States Department of Housing and Urban Development (HUD) and Federal Emergency Management Agency (FEMA) disaster recovery and engineering-related services.

JENNIFER TOSCANO: FINANCIAL LEAD / PROJECT MANAGER

Ms. Toscano is a proven Program Manager with experience in FEMA and HUD Programs. She demonstrates success in analytical problem solving and boosting operational efficiency with her auditing background. Ms. Toscano holds a special interest in assisting communities by applying expertise in procurement and regulatory compliance to minimize financial risk and maximize funding. As a former Louisiana Legislative Auditor and GOHSEP employee, she understands complex funding regulations. Ms. Toscano joined the Rostan team in 2023.

KEITHAN WILLIAMS, PMP: PROJECT COORDINATOR

Mr. Williams' experience stems from over 16 years working with local communities and managing a team of technical staff in furtherance of FEMA's PA program. His focus on quality assurance,

supervisory and project management experience in the PA is an asset to communities immediately following a disaster and, in the years, following to ensure proper procurement and activities are addressed to maximize federal reimbursement. Mr. Williams is able to streamline reporting capabilities in the old FEMA Disaster Model.

CLIFF THOMPSON: SENIOR TECHNICAL SPECIALIST

Mr. Thompson has more than 30 years of experience in the construction industry. During his tenure, he gained extensive managerial experience in the residential, commercial, and industrial construction industries. Mr. Thompson has experience in managing projects of up to a 300-manpower load and can coordinate well with other contractors. He has more than 14 years training and experience with FEMA Public Assistance (PA) and Individual Assistance (IA) Technical Assistance Contract (TAC) Community Development Block Grant-Disaster Recovery (CDBG-DR) programs conducting site assessments and developing detailed estimates based on the findings in the field. Mr. Thompson has been on staff with Rostan since 2019.

JAMES (FRANKLIN) HINES, III, P.E.:CONSTRUCTION MANAGER

Mr. Hines brings decades of construction engineering and management experience in the transportation industry with a history of leading multidisciplinary teams to achieve project goals and objectives. He has spent his career focused on planning, designing, and constructing significant capital infrastructure projects for state, county, and transportation agencies across the United States, including numerous major connector and bridge structure projects. Mr. Hines’ expertise provides tried and true estimating, scheduling, quality assurance and control, and constructability reviews.

*In order to comply with the City’s page count requirements, resumes of these key individuals anticipated to serve the City can be found in Section 3.6, Rostan Team Resumes.
We would be happy to provide fully detailed resumes upon request.*



YEARS OF EXPERIENCE

21

EDUCATIONBA, Business Administration,
Louisiana State University, 2007**PROFESSIONAL REGISTRATIONS**

- Certified Emergency Manager (CEM)

QUALIFICATIONS

- FEMA Professional Development Series
- IS-139: Exercise Design
- IS-230 b: Fundamentals of Emergency Management
- IS-235 b: Emergency Planning
- IS-240 a: Leadership & Influence
- IS-241 a: Decision Making & Problem Solving
- IS-242 a: Effective Communication
- IS-244 a: Developing & Managing Volunteers
- FEMA Multi-Hazard Emergency Planning for Schools – Train the Trainer
- HS/TEEX Threat & Risk Assessment Course
- IS-00001: Emergency Program Manager
- IS-07: A Citizen's Guide to Disaster Assistance
- IS-26: Guide to Points of Distribution
- IS-100: Intro to ICS
- IS-100.SCa: Intro to ICS for Schools
- IS-200: ICS for Single Resources & Initial Action Incidents
- IS-212: Intro to Unified Hazard Mitigation Assistance

Mr. Jones is a Certified Emergency Manager with a tenured background in emergency management, public assistance, hazard mitigation, and other federal cost recovery programs. He specializes in maximizing funding sources for clients and applying the federal regulations and/or policies to projects. Mr. Jones also specializes in FEMA Appeals, Code of Federal Regulation analysis, and interfaces with FEMA/HUD and State Agencies on behalf of clients to ensure program success for project funding. Mr. Jones' extensive disaster recovery background yields tremendous programmatic knowledge of the 404 and 406 mitigation programs with nearly two decades of hands-on experience in managing HMGP/HMA, Public Assistance Programs, and other major federal disaster declarations on behalf of clients.

PROFESSIONAL EXPERIENCE**ROSTAN SOLUTIONS || BATON ROUGE, LA ||****2018–PRESENT****Principal/Vice President****ARCADIS NORTH AMERICA || BATON ROUGE, LA ||****2014–2018****Director, Disaster Programs****EAST BATON ROUGE PARISH || BATON ROUGE, LA ||****2007–2014****Chief of Operations/Deputy Director****STATE OF LOUISIANA OFFICE OF EMERGENCY
PREPAREDNESS—MILITARY DEPARTMENT || BATON
ROUGE, LA || 2003–2007****Operations Support & Management Coordinator****PROJECT AND PROGRAMS EXPERIENCE****PROGRAM MANAGEMENT || 2014–PRESENT****FEMA Public Assistance Programs**

Served as the Program Executive for Public Assistance Programs on behalf of clients that are impacted by a disaster totaling over \$5B in program management since 2014. Responsible for the operation and management of the program and representing client interests from the initial damage assessment phase, through the project scoping



KYLE A. JONES, CEM

PROGRAM EXECUTIVE / SUBJECT MATTER EXPERT

meeting, to costing and reimbursements until closeout and if applicable, appeals and/or arbitration across numerous sectors of Applicants and Sub-Applicants. Client Sectors include State Agency, Local County/Parish Government, Municipal Governments, Water Districts, Utilities, Houses of Worship, Private Non-Profits, Hospital Systems, School Systems, Housing Authorities, Drainage Districts and Airports.

FEMA Hazard Mitigation Programs

Served as the Program Executive for Hazard Mitigation Programs on behalf of clients that are allocated or seek to apply for Hazard Mitigation funding through the 404 HMGP Program or through the Non-Disaster Grant Programs. Mr. Jones has managed and overseen over \$500MM in project awards spanning his career in residential mitigation projects for Acquisitions, Elevations, Mitigation Reconstructions, Safe Rooms, Drainage/Infrastructure Projects, Wind Retrofits, Green Infrastructure Design and Generator Initiative projects.

HUD/CDBG Programs

Served as the Program Executive for HUD and CDBG-DR programs on behalf of clients that are impacted and receive federal funding totaling over \$100MM in program management since 2014. Mr. Jones is responsible for managing the overall project and representing client interests from the initial application development phase to the project award. He also oversees the project implementation and coordinates with project stakeholders on behalf of clients to fast track program implementation.



CARLOS ARREDONDO

PROGRAM MANAGER

YEARS OF EXPERIENCE

- 5 Years** – Public Assistance Policy Consulting
- 9 Years** – Construction Estimating, Management, and Building
- 8 Years** – Military and Maritime Law Enforcement as Member of U.S. Coast Guard

EDUCATION

Art Institute, Media and Animation, Fort Lauderdale, FL.
Art Institute of California, Industrial Design, Orange County, CA

CERTIFICATIONS & SKILLS

- RSMeans
- FEMA CEF Training
- Master Carpentry
- Bilingual (Spanish/English)
- OSHA Basic Safety
- Building Project Management
- Project Scheduling
- Cost Analyses
- Projection Plan Development
- Budgeting
- VAYGO FEMA Training

RECOVERY EVENTS

2022
Hurricane Ian
2021
Hurricane Ida Winter Freeze, LA
2020
Hurricane Zeta Hurricane Delta Hurricane Sally Hurricane Laura Covid-19 (FEMA DR-4484)
2019
Flooding, LA Hurricane Barry

Mr. Arredondo is a seasoned Disaster Recovery and Planning specialist with extensive experience spanning both private and public sectors. His expertise encompasses construction building and management, protocol development, cost analysis, team building, direct client management, and public assistance. Proficient in FEMA codes and regulations, he meticulously monitors and oversees all recovery program tasks, ensuring maximum funding recovery and minimizing funding de-obligation.

PROJECT AND PROGRAMS EXPERIENCE

ROSTAN SOLUTIONS || BATON ROUGE || LOUISIANA || 2023 – PRESENT

Director of Consulting Services
Developed and directed organizational strategy while overseeing all departments involved in the technical and programmatic aspects of the recovery plan. Strategized and implemented approaches tailored to meet the needs and priorities of applicants. Cultivated positive relationships both internally and externally, fostering collaboration and cooperation. Implemented robust financial practices to ensure sound fiscal management. Supervised day-to-day business activities with a focus on efficiency and effectiveness.

ROSTAN SOLUTIONS || BATON ROUGE || LOUISIANA || 2020 – 2022

Program Manager
Served as Program Manager across multiple disasters for Concordia Parish Police Jury, Plaquemines Parish, and West Feliciana Parish. Responsibilities included offering policy guidance and recommendations to clients, crafting project scopes of work for FEMA PA Project Worksheets (PWs), providing technical expertise in FEMA meetings, ensuring timely reimbursement of expenditures, and efficiently managing the closeout process.

ROSTAN SOLUTIONS || BATON ROUGE || LOUISIANA || 2019 – 2020

Technical Specialist
Conducted Damage Assessment Inspections, prepared detailed Site Inspection Reports, and facilitated the development of Damage Description Documents (DDD's) for declared disasters. Managed Debris Data Documentation and Removal processes,



CARLOS ARREDONDO

PROGRAM MANAGER

including Roads Assessment, Cost Analysis, and Project Estimating. Coordinated and completed Force Account Labor and Equipment forms, as well as Community Engagement Forms (CEFs), ensuring accurate documentation throughout. Facilitated correspondence and communication with stakeholders. Conducted Mitigation Assessment and contributed to the development of Mitigation Plans to enhance disaster resilience.

FLORIDA		
Hurricane Ian		
LOUISIANA		
Hurricane Ida	Hurricane Zeta	Hurricane Delta
Hurricane Laura	Hurricane Barry	
Hurricane Harvey	COVID-19	Hurricane Sally
Mississippi River Flood		
MISSISSIPPI		
Hurricane Zeta	COVID-19	
TEXAS		
Hurricane Harvey		
U.S. VIRGIN ISLANDS		
Hurricane Maria	Hurricane Irma	
DES MONTANA		
COVID-19	Spring Floodings	



JOSHUA BENNETT

COST ESTIMATING / ON-SITE INSPECTOR

YEARS OF EXPERIENCE

17

EDUCATION

Louisiana Technical College,
Alexandria, LA, 2011

CERTIFICATIONS & SKILLS

- Microsoft Word
- Microsoft Excel
- RSMears
- FEMA CEF Training
- OSHA 10
- 8-hr. HAZWOPER
- HAZCOM
- Confined Space & Trench Certification

HIGHLIGHTS

- Corpus Christi Independent School District, TX
- Gadsden County School District, FL
- Quincy County School District, FL
- Polk County School District, FL
- West Feliciana Parish, LA
- Early Education & Care, Inc., Panama City, FL
- Diocese of St. Thomas in the Virgin Islands, USVI
- Louisiana Department of Public Safety & Corrections
- Department of Children and Families-Florida State Hospital
- McNeese State University, LA
- City of Sulphur, LA
- Oakdale Housing Authority, LA
- Louisiana Christian College-Pineville, LA
- City of Westlake, LA
- Beauregard Parish, LA
- Community Action Program Committee, Inc., Pensacola, FL
- St James Parish, LA
- City of Shreveport, LA
- Wilkinson County, MS

Mr. Bennett has 17 years of experience in the construction industry. Throughout this time Mr. Bennett has amassed skills in construction management, program/project management, inspection, labor relations, quality control, scheduling, supervising, building site supervision, blueprints, reporting, time management, punch lists, contracting, estimating, material costing, invoicing, renovations, OSHA, hazardous materials, HAZMAT, building codes, electrical codes, and environmental codes.

PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS, LLC || LOUISIANA ||

2019–PRESENT

Program/Project Management Director

RAYFORD ENTERPRISES || ALEXANDRIA, LA ||

2017–2019

Project Manager

LAWN CARE SPECIALIST || ALEXANDRIA, LA ||

2015–2017

Owner

ALLEN REFRACTORIES CO. || NEW ORLEANS, LA ||

2013–2015

Bricklayer

LA TASKFORCE || NEW ORLEANS, LA || 2009–2013

Blight Operations Manager

SHAW CONTRACTORS, INC. || BATON ROUGE, LA ||

2008–2009

Quality Control Technician

SHAW ENVIRONMENTAL AND INFRASTRUCTURE ||

BATON ROUGE, LA || 2007–2008

Debris Tower Technician

PROJECT AND PROGRAMS EXPERIENCE

ROSTAN SOLUTIONS, LLC || LOUISIANA ||

2019–PRESENT

Program/Project Management Director

Responsible for building analysis and damage assessments; repair and mitigation scoping assessments; bidding and cost estimating; DDD Development. Oversight of all project management projects,



JOSHUA BENNETT

COST ESTIMATING / ON-SITE INSPECTOR

personnel, and budgets. Currently working on projects associated with the 2016 and 2019 Floods as well as Hurricanes Gustav, Ike, Irma, Maria, Harvey, Michael, Barry, Laura, Delta, Ida, and Ian.

RAYFORD ENTERPRISES || ALEXANDRIA, LA || 2017–2019

Project Manager

Responsible for evaluating problematic systems or facilities and determining what installation or repair services need to be performed and preparing relevant reports. Oversaw and coordinated workers who maintained and repaired electrical, plumbing, ventilation, and other building systems for multiple companies owned by Rayford Enterprises, including Cabana Mobile Estates, West Lakes Estates, LLC, and the Rayford Building.

LA TASKFORCE || NEW ORLEANS, LA || 2009–2013

Blight Operations Manager

Performed debris removal, rough-cut, and finish-cut blighted property in coordination with FEMA post-Katrina operations. Responsible for maintenance and upkeep of equipment, manpower, and coordination/execution of lawn care to potential blighted properties throughout Chalmette, LA. Responsible for maintaining and handing in documentation of completed work to management for submittal to FEMA.

SHAW ENVIRONMENTAL AND INFRASTRUCTURE || BATON ROUGE, LA || 2007–2008

Debris Tower Technician



CARLOS BELL

DEPUTY PROGRAM MANAGER

EDUCATION

Master, Project Management,
Colorado Technical University, 2009

Bachelor of Arts, Education,
William Carey University, 2001

Associate of Applied Science,
Logistics Management,
Mississippi Gulf Coast Community
College, 1999

REGISTRATIONS
& CERTIFICATIONS

- National Incident Management System Certified
- MDOT Storm Water Pollution Prevention Certificate: MS #22307
- Certified Emergency Manager, MCDEM: MS

PROFESSIONAL
ASSOCIATIONS

- Mississippi Economic Council

As Area Manager of the Gulf Coast region, Carlos brings experience in governmental and technical realms. Having rejoined Waggoner in 2022, his previous experience includes disaster recovery planning, project management, business development, and community relations. An active community member, Carlos was appointed in 2021 by Governor Tate Reeves to the Gulf Coast Restore Act Committee.

RELEVANT EXPERIENCE

GOCOAST2020, GULF COAST, MS

Technical Manager

Carlos managed technical services for this project. The project includes planning, report development, and implementation for the GoCoast 2020 Commission, which the MS Governor’s Office established to develop a strategic plan for coastal funding resulting from the RESTORE Act (BP spill funding). This plan includes coastal restoration and protection, workforce development, comprehensive conservation planning, tourism, and seafood promotion.

MS GULF REGION WATER AND WASTEWATER MASTER PLAN & IMPLEMENTATION PLAN, PEARL RIVER, STONE, HANCOCK, HARRISON, AND JACKSON COUNTY, MS

Technical Manager

Carlos managed technical services for this project. Waggoner provided planning and constructing water and sewer infrastructure for the 5 counties in the MS Gulf Region. The plan identified and construction is underway for water, sewer and stormwater projects totaling \$654 million. HUD is providing the funds as a result of Hurricane Katrina recovery and future mitigation.

WATER TREATMENT PLANT, CITY OF GAUTIER, MS, GAUTIER, JACKSON COUNTY, MS

Project Manager

Carlos was the project manager for this project involving the City of Gautier’s water treatment plant. Gautier’s drinking water required enhancements to increase capacity and eliminate a brown color that customers regarded as unhygienic and unsafe to drink. A new water well, upgrades to the city’s water treatment plant, and a new water supply line from the well were all part of the project. Waggoner designed these improvements, which included a new water supply well and a nanofiltration water treatment plant that can treat up to 3



CARLOS BELL

DEPUTY PROGRAM MANAGER

MGD. Waggoner also provided environmental assessment and permitting services.

CENTER STREET DRAINAGE IMPROVEMENTS, JACKSON COUNTY, MS

Project Manager

Carlos was the project manager for this project, and duties included the producing plans, specifications, and cost estimates. Additionally, he managed the team in acquiring permits for the project. The duties included were production of plans, specifications, and cost estimates. Additionally, acquiring permitting for the project which includes constructions of detention/relief structures, channel armoring, and pipe network rehabilitation. Also provided construction oversight and contract administration in closing out the project under budget.

CITY OF MERIDIAN WASTEWATER CONSENT DECREE PROGRAM, MERIDIAN, LAUDERDALE COUNTY, MS

Technical Manager

Carlos managed technical services for this project. For this project, the objectives are to assist the City in meeting the Consent Decree requirements and improving the wastewater collection, transmission system, and wastewater treatment plants to meet regulatory requirements and provide affordable wastewater services to the community. While simultaneously developing a system that the Public Works Department (PWD) staff can operate efficiently and effectively.

MISSISSIPPI STATE PORT AUTHORITY, GULFPORT, MS: DIRECTOR OF PUBLIC ENGAGEMENT (2016-2022).

- Managed the External Affairs department (Marketing, Workforce, and Government Relations).
- Managed all Port Tours (Schools, University, Elected, Business Leaders, and Military).
- Charged with cultivating local, state, federal, and foreign delegations.
- Handled civic and social board relationships, non-profits, schools, and universities.
- Served as project lead for U.S. Navy Ship Commissioning (USS Jackson, 2015 and USS Cincinnati, 2019)
- Responsible for leading and managing relationships with World Trade and U.S. Commerce.
- Managed the Port's Learning Manage System (Skillsoft – Virtual Training Platform).

MISSISSIPPI STATE PORT AUTHORITY, GULFPORT, MS: DIRECTOR OF MARKETING & COMMUNITY RELATIONS (2014-2016).

- Oversaw preparation of materials, research, and all brand marketing efforts for the Port.
- Built meaningful relationships to help foster economic and workforce development opportunities.
- Developed a team to work within the professional and social communities on the Gulf Coast.
- Redesigned and managed the Port's website and social media outlets.
- Organized and enhanced the attendance of the Community Port Tours.
- Responsible for trade show material, all presentations, and speaking opportunities.



KEITHAN D. WILLIAMS, PMP

PROJECT COORDINATOR

YEARS OF EXPERIENCE

18

EDUCATION

BS, Computer Science, Southern University, 2002

LICENSES & CERTIFICATIONS

- PMP® #2750744
- FEMA Emergency Management Institute Professional Development Series

Mr. Williams’ experience stems from detailed work at the State of Louisiana coordinating with local communities and managing a team of technical staff. His focus on quality assurance, supervisory and project management experience in Public Assistance is an asset to communities immediately following a disaster and, in the months, and years following, to ensure proper procurement and activities are addressed to maximize federal reimbursement.

PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS || BATON ROUGE, LA || 2019 – PRESENT

Project Manager

GOVERNOR’S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS || BATON ROUGE, LA 2006 – 2019

State Applicant Liaison – Team Lead

PROJECT AND PROGRAMS EXPERIENCE

PUBLIC ASSISTANCE GRANT PROGRAM (PA) MANAGEMENT || LOCAL GOVERNMENTS AND HOUSING AUTHORITIES IN FLORIDA, LOUISIANA, MARYLAND, NEW YORK || HURRICANES MICHAEL, AND IAN /SEVERE STORMS AND FLOODING, TROPICAL STORM ISAIAS || 2019 – PRESENT

- Develop an understanding of each Applicants’ projects and recovery priorities
- Assist with Recovery Scoping Meetings with Applicants and FEMA
- Work with Applicants to logically group & prioritize projects based on recovery priorities
- Participate in regular meetings with the FEMA and Applicants to facilitate the program delivery and recovery process
- Identify need for and engaging technical specialists and environmental/historic preservation compliance specialists when appropriate throughout the program delivery process
- Review damage details, scopes of work, and costs with the FEMA and Applicants



KEITHAN D. WILLIAMS, PMP

PROJECT COORDINATOR

- Evaluate, discuss, and resolve eligibility issues with FEMA; ensuring projects are written and obligated timely and that they receive reimbursement for all eligible costs.
- Address Determination Memos from FEMA
- Provide technical assistance to Applicants during disaster response/recovery operations, assist applicants in maximizing the PA Grant, and ensuring documentation is sufficient to support the grant.
- Work directly with applicants to educate them on the disaster assistance program and assist local governments with damage assessments as well as the compilation and analyzation of documentation to request reimbursement.

PUBLIC ASSISTANCE PROGRAM ADMINISTRATION || STATE APPLICANT LIAISON/GRANTS MANAGEMENT || EMAC || 2006–2019

- Coordinate Preliminary Damage Assessment (PDA), Exploratory Calls, Recovery Scoping Meetings, Status Update Meetings and Exit Briefings for several Parishes and FEMA
- Work with Applicants to logically group and prioritize projects based on recovery priorities
- Identify need for and engaging technical specialists and environmental/historic preservation compliance specialists when appropriate throughout the program delivery process
- Review damage details, scopes of work, and costs with the FEMA and Applicants
- Evaluate, discuss, and resolve eligibility issues with FEMA; ensuring projects are written and obligated timely and that they receive reimbursement for all eligible costs as well as the reconciliation of documentation to request reimbursement from States for obligated FEMA funds
- Public Assistance subject matter expert deployed by State of LA to Virginia, Maryland, Tennessee, Colorado, and Florida.



JAMIE WELSH

PROGRAM ADMINISTRATOR

YEARS OF EXPERIENCE

11

EDUCATION

BA, Political Science, Minor in English, Loyola University New Orleans, 2009

RECOVERY EVENTS

2021

Hurricane Ida

2020

Hurricane Zeta
Hurricane Delta
Hurricane Sally
Hurricane Laura
COVID-19 (FEMA DR-4484)

2019

Flooding, LA
Hurricane Barry

2017

Hurricane Irma
Hurricane Harvey
Tropical Storm Nate

2016

Flooding, LA

2012

Hurricane Isaac

2008

Hurricane Gustave
Hurricane Ike

2005

Hurricane Rita
Hurricane Katrina

Ms. Welsh offers extensive experience in Disaster Planning and Recovery. Her work with disaster-related projects began in 2008 during recovery assistance efforts in the wake of Hurricane Gustav and have since earned the designation as subject matter expert in the area of Public Assistance, with specific expertise in reimbursements, identifying and recovering project overpayments, procurement, financial reconciliation, and closeout. She is well-versed in FEMA codes and regulations, which allows her to carefully monitor and oversee all recovery program tasks to ensure maximum funding recovery and minimal funding de-obligation.

RELEVANT PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS || PROGRAM MANAGER BATON ROUGE, LA || 2019–PRESENT

Serves as Program Manager under various disasters to Plaquemines Parish, Plaquemines Parish Medical Center, City of Diamondhead, City of North Port, and formerly Program Manager to Concordia Parish Police Jury and West Feliciana Parish Sheriff's Office. Responsibilities include providing policy guidance and recommendations to clients; developing project scopes of work for FEMA PA Project Worksheets (PWs); delivering technical expertise in FEMA meetings; requesting and receiving reimbursement of expenditures timely; and efficiently processing closeout.

CSRS || PUBLIC ASSISTANCE CONSULTANT BATON ROUGE, LA || 2016–2019

Served as grants management consultant to East Baton Rouge Parish School System managing 40 projects consisting of remediation, permanent repair, and contents claimed under DR-4277. Provided expertise in Federal policy, federal code, and law governing disaster recovery assistance. Collaborated with various funding agencies and internal School Board departments to ensure proper use and application of the PA funding. Maximized eligible, allowable federal dollars, and capturing all storm damaged elements. Reduced timeline for eligibility determinations supporting project cash flow sources and kept all stakeholders informed of progress and issues for resolution. Achieved \$43,455,222.49 in reimbursements.



JAMIE WELSH
PROGRAM ADMINISTRATOR

**DMS DISASTER CONSULTANTS || PROJECT SPECIALIST
BATON ROUGE, LA || 2016**

Served as a Project Specialist to Louisiana Division of Administration Office of Risk Management acting as subject matter expert in Public Assistance project overpayments; performed detailed analyses of overpaid FEMA projects; conducted research to determine ORM's role in the projects' federal obligations and further coordinated between the two agencies and respective applicants in finalizing ORM's financial responsibility. Performed daily DOA Facility Planning and Control (FP&C) project reconciliation reviews to determine all payments made by ORM across claims.

GOHSEP PROBLEM RESOLUTION OFFICER I || BATON ROUGE, LA || 2016

Served as a subject matter expert in Public Assistance programs; provided technical assistance to applicants, internal Grants Management section, and Closeout; conducted research finding legal and policy decisions for determining proper application of PA grants; analyzed and recommended alternatives for program issues; and coordinated with applicants to compile information to request eligible reimbursements and closeouts. Reconciled approximately \$2,252,901.81 in overpayments.

GOHEP DISASTER RECOVERY SPECIALIST II || BATON ROUGE, LA || 2013–2016

Provided administration and management to the Port of New Orleans and City of New Orleans preparing to request reimbursement for federally funded grants awarded from FEMA's Public Assistance Grants Program; reviewed approved grants and processes payments with the State of Louisiana and FEMA; and provided guidance and assistance to the sub-grantee to ensure compliance with applicable federal and state laws and regulations; Applicants included Port of New Orleans (primary applicant; \$17,401,787.34 in approved expenses) and City of New Orleans and St. John the Baptist Parish School Board (secondary applicants).



JENNIFER TOSCANO

FINANCIAL LEAD PROJECT MANAGER

YEARS OF EXPERIENCE

15

EDUCATION

B.S., Economics (Internal Audit);
B.A., Religious Studies, Louisiana
State University, 2008

CERTIFICATIONS
& TRAINING

- CIA (Certified Internal Auditor),
Inactive Status
- CGAP (Certified Governmental
Auditing Professional), Inactive
Status
- E376 State Public Assistance
Operations
- IS-631 Public Assistance
Operations I
- IS-634 Intro to FEMA's Public
Assistance Program
- IS-100 Intro to Incident
Command System
- IS-200 Incident Command
System (ICS) for Single
Resources and Initial Action
Incidents
- IS-700 National Incident
Management System
- IS-800 National Response
Framework
- IS-393.b Introduction to Hazard
Mitigation
- E0212 Unified Hazard Mitigation
Assistance; Developing Quality
Application Elements
- E0213 Unified Hazard Mitigation
Assistance; Application Review
and Evaluation
- E0214 Unified Hazard
Mitigation Assistance; Project
Implementation & Programmatic
Closeout

SKILLS

- Microsoft Excel – Advanced
- Microsoft Office Suite
- Adobe Suite
- QA/QC
- Procurement
- Leadership
- Detail Orientation
- Critical Thinking

Ms. Toscano is a detail-oriented self-starter with experience in FEMA Public Assistance and Hazard Mitigation Grant Programs. She demonstrates success in analytical problem solving and boosting operational efficiency. Ms. Toscano holds a special interest in assisting communities by applying expertise in procurement and regulatory compliance to minimize financial risk and maximize funding.

PROFESSIONAL EXPERIENCE

ROSTAN SOLUTIONS || BATON ROUGE, LA ||
2023–PRESENT
Project Manager

GOVERNOR'S OFFICE OF HOMELAND SECURITY AND
EMERGENCY PREPAREDNESS (GOHSEP) || BATON
ROUGE, LA || 2022–2023
Team Lead, Hazard Mitigation Closeout

OFFICE OF THE LEGISLATIVE AUDITOR || BATON
ROUGE, LA || 2009–2014
Senior Auditor, Recovery Assistance Services

PROJECT AND PROGRAMS EXPERIENCE

HAZARD MITIGATION ASSISTANCE (HMA) || STATE OF
MONTANA || 2023–PRESENT
Multiple Counties

Work to secure and administer FEMA HMA Program funding, including in Application Development, Benefit-Cost Analysis, complex scope of work development, and problem resolution. Assisted counties to apply for over \$10M in program funding under DR-4655 and completed outreach efforts for FMA Swift 2023.

HAZARD MITIGATION ASSISTANCE (HMA) || STATE OF
LOUISIANA || 2023–PRESENT
Iberville, Beauregard, Acadia, and Terrebonne Parishes; Cities of Mandeville and Slidell

Work to secure and administer Program funding, including in Application Development, Benefit-Cost Analysis, complex scope of work development, and problem resolution. Management of project involves contract review, budgeting, and oversight of project implementation, analysis, research, and development of policies, procedures, and consistent documentation templates.



JENNIFER TOSCANO

FINANCIAL LEAD PROJECT MANAGER

HAZARD MITIGATION ASSISTANCE (HMA) || STATE OF FLORIDA

2023–PRESENT

City of Pinellas Park, City of North Port

Work to secure and administer Program funding, including in Application Development, Benefit-Cost Analysis, complex scope of work development, and problem resolution. Management of project involves contract review, budgeting, and oversight of project implementation, analysis, research, and development of policies, procedures, and consistent documentation templates.

HAZARD MITIGATION ASSISTANCE (HMA) CLOSEOUT || STATE OF LOUISIANA

2022–2023

Complete programmatic project closeout among all disasters and non-disaster programs for the State of Louisiana. Completed grant closeout of FMA 2012, 2013, 2014, PDM 2014, 2015, 2016, DR 4300 and substantial completion of project closeouts within DR 4080, 1792, and 1607.

HAZARD MITIGATION ASSISTANCE (HMA) || STATE OF LOUISIANA || 2010–2014

Eligibility and compliance review of requests for reimbursement, writing and communicating findings, assisting and advising State and Sub-grantees on issue resolution.

PUBLIC ASSISTANCE (PA) CLOSEOUT || STATE OF LOUISIANA || 2010–2014

Complete programmatic project closeout for the State of Louisiana. Sub-grantees included Calcasieu Parish School Board, Town of Grand Isle, City of New Orleans, Jefferson Parish, Plaquemines Parish, et. al.



CHARNA MOSELY

SENIOR CONSULTANT

EDUCATION

Bachelor of Science, Psychology,
Jackson State University, 1999

REGISTRATIONS & CERTIFICATIONS

- MDOT Local Public Agency Process Certificate
- Certified Project Manager
- Streamlining Davis Bacon
- Basically CDBG for States
- CDBG-DR Problem Solving Clinic
- CDBG-DR Crosscutting Federal Requirements
- HUD Section 3 Economic Opportunities
- HUD Fair Housing Accessibility

Charna is Vice President of HUD/FEMA Community Development Initiatives for Waggoner Resilience, a wholly-owned subsidiary of Waggoner that helps communities recover from natural and man-made disasters. She works with small, disadvantaged communities throughout Mississippi and other states specific to the United States Department of Housing and Urban Development (HUD) and Federal Emergency Management Agency (FEMA) disaster recovery and engineering-related services.

Charna joined Waggoner in 2008 as a grant specialist and soon afterward became grant manager with the Community Development Block Grant Disaster Recovery (CDBG-DR) and FEMA disaster recovery programs for the Louisiana Office of Community Development related to rebuilding infrastructure, schools, and housing. Since then, she has served as a Waggoner Certified Project Manager for numerous transportation projects.

RELEVANT EXPERIENCE

TEXAS GENERAL LAND OFFICE HOUSING RECOVERY - HURRICANE HARVEY, HOUSTON, GALVESTON, DEEP EAST, TX

Project Manager

Charna served as project manager for this project. As a subconsultant to IEM, Waggoner performed damage assessments and is currently conducting in-progress inspections and final inspections of homes damaged and/or destroyed during Hurricane Harvey in 2017 for Texas GLO.

REBUILD FLORIDA PROGRAM - HURRICANE IRMA, FL Discipline Manager

Charna served as project manager for this project. Waggoner is providing quality control services, including damage assessment and construction inspection, for Rebuild Florida, a Florida Department of Economic Opportunity (DEO) program created to help recovery efforts from Hurricane Irma.

MISSISSIPPI GULF REGION WATER AND WASTEWATER PROGRAM, GULF COAST REGION, MS

Project Manager

The governor of Mississippi designated \$654 million of the Katrina Community Development Block Grant (CDBG) money to provide needed infrastructure in five counties on or near the Gulf Coast. The



CHARNA MOSELY

SENIOR CONSULTANT

work involved:

- Development of grant applications
- Assistance in the procurement of all professional/ construction contracts and amendments
- Monitor all land acquisition, financial records, and labor standards requirements for CDBG compliance
- Review and process payment requests, budget modifications, and closeout packages for all 67 projects
- Work with the responsible state agency for project implementation and provide guidance as well as any other items required to document compliance with federal requirements

GUSTAV/IKE CDBG DISASTER RECOVERY HOUSING PROGRAM, STATEWIDE, LA Project Manager

This recovery program was for \$766 million in CDBG grant administration services. The projects ranged from economic development, sewer, water, and roadway infrastructure projects for the statewide and municipal infrastructure programs to Davis-Bacon Related Acts, plans, and specs reviews for Affordable Rental and Piggyback Programs.

HINDS PARKWAY, HINDS COUNTY, MS

Project Manager

An 18-mile urban arterial corridor in southern Hinds County, involving route location and environmental evaluation, right-of-way acquisition, design, and construction management.

DEDEAUX ROAD IMPROVEMENTS, GULFPORT, HARRISON COUNTY, MS

Project Manager

This project is for the widening and improvement of Dedeaux Road, a multi-lane arterial, from Three Rivers Road to SR 605. Services included providing preliminary engineering services required for project implementation including, but not limited to, plans, specifications, engineering estimates, environmental, permit approvals, right-of-way and survey data, bid documents, legal descriptions and plats for easements or other property acquisitions, and construction engineering services.

CLAIBORNE COUNTY EMERGENCY DRAINAGE REPAIRS, CLAIBORNE COUNTY, MS

Project Manager

The sites included damages to existing roadways, drainage structures, and creek banks at roadway culvert and bridge crossings. Cost estimates and schedules were prepared for all sites.

JACKSON COUNTY MASTER DRAINAGE AND DREDGING PLAN, MISSISSIPPI. (2017), JACKSON COUNTY, MS:

Project Manager

The Jackson County Conceptual Drainage and Dredging Assessment was a combined effort between Waggoner and the Jackson County Board of Supervisors (JCBOS) to seek a proactive approach to manage increasing stormwater challenges through a holistic watershed-based assessment and management. The project scope involved the development of a comprehensive stormwater assessment and a Five-Year Action Plan to address drainage and dredging infrastructure priorities.



CLIFF THOMPSON

SENIOR TECHNICAL SPECIALIST

YEARS OF EXPERIENCE

41

EDUCATION

Louisiana State University, 2 years
Associated Builders & Contractors, 2 years

REGISTRATIONS & CERTIFICATIONS

- Construction Coordinator, Louisiana
- RS Means Costworks and RS Means Online

TRAINING

- EMA IS-00100 Introduction to the Incident Command System
- FEMA IS-00200 ICS for Single Resources and Initial Action Incidents
- FEMA CEF Training
- OSHA 10, 30 & 40
- 8 Hr. HAZWOPER
- HAZCOM
- Confined Space & Trench Certification
- Emergency Response

HIGHLIGHTS

- More than 35 years of construction experience
- 18 Years of experience in Emergency Response and Recovery for Hurricanes Katrina, Rita, Gustav, Ike, Isaac, Sandy, Irma, Maria, Harvey, Michael, Barry, Laura, and Delta; Louisiana Flooding of 2016 and 2019
- 428 PAAP Expert
- SD/SI Expert

Mr. Thompson has more than 40 years of experience in the construction industry. During his tenure, he gained extensive managerial experience in the residential, commercial, and industrial construction industries. His working knowledge of isometric, orthographic, architectural, topographic and construction drawings make him suitable for multi-craft projects, as well as subcontract coordination. Mr. Thompson has experience in managing projects of up to a 300-manpower load and can coordinate well with other contractors. Mr. Thompson also has experience in municipal projects. He has done work with the U.S. Army Corps of Engineers, including working as the Field Project Manager during the unwatering of New Orleans following Hurricane Katrina. In addition, Mr. Thompson has more than 14 years training and experience with FEMA Public Assistance (PA) and Individual Assistance (IA) Technical Assistance Contract (TAC) Community Development Block Grant-Disaster Recovery (CDBG-DR) programs conducting site assessments and developing detailed estimates based on the findings in the field.

PROJECT AND PROGRAMS EXPERIENCE

ROSTAN SOLUTIONS || 2019–PRESENT

Senior Technical Specialist || Subject Matter Expert
Conduct disaster Recovery Management for Texas, Louisiana, Florida, USVI and Wisconsin. Provide Technical Support over several Independent School Districts, Municipalities and Critical/Non-Critical PNPs.

GOVERNOR’S OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS (GOHSEP) || LOUISIANA 2017–2019

Disaster Recovery Specialist
GOHSEP Technical Team Lead, Problem Resolution Officer and Subject Matter Expert for Public Assistance and CEF. Developed cost analysis, white Papers, scope alignments and QA/QC the Technical Teams documentation associated with FEMA PA Project worksheets for Hurricanes Katrina, Rita, Gustav, Ike, Isaac and the Flood of 2016. As a Lead on the Technical Team, we are responsible for assisting the State Applicant Liaisons (SALs) and GOHSEP Management in developing detailed damage assessments and estimates and FEMA Cost Estimating Factsheets (CEFs) based on damages incurred by



CLIFF THOMPSON

SENIOR TECHNICAL SPECIALIST

the Sub-recipients on any declared disasters. In the last year, our Technical Team has increased the grant total for the 2016 Flood by \$83,000,000.00.

CITY OF WHARTON, TX || 2016–2017

FEMA Project Specialist and Estimator

Develop detailed damage Assessments and Cost Estimating Factsheets (CEFs) for the damages associated with their spring flooding to the Parks and infrastructure.

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS || RECONSTRUCTION, REHABILITATION, ELEVATION AND MITIGATION (RREM) PROJECT || 2015–2017

Construction Manager

Oversee the execution of Community Development Block Grant (CDBG-DR) funds for properties damaged by Hurricane Sandy in New Jersey.

CITY OF NEW YORK || BUILD IT BACK PROJECT || 2015

Construction Manager

Oversee the execution of Community Development Block Grant (CDBG-DR) funds for properties damaged by Hurricane Sandy in New York City.

NEW YORK CITY HOUSING AUTHORITY (NYCHA) || 2014–2015

FEMA Technical Support

FEMA Technical Support Specialist to develop and validate the 428 PAAP budget estimate for all Hurricane Sandy damaged developments. Working with the NYCHA-PMO on the Funding and Estimating Team, Mr. Thompson helped to write a \$3.1 billion grant—the largest in FEMA history. Assisted in the Tier 1 and Tier 2 reviews for all the housing developments in New York.

GOHSEP || LOUISIANA || 2012–2014

Disaster Recovery Specialist

Developed cost analysis and scope alignments associated with FEMA PA Project worksheets for Hurricanes Katrina, Rita, Gustav, and Ike as well as conducting field damage assessments and Project Worksheet (PW) development following Hurricane Isaac.

LOUISIANA OFFICE OF COMMUNITY DEVELOPMENT, DISASTER RECOVERY UNIT (OCD-DRU) || SMALL RENTAL PROPERTY PROGRAM || NEW ORLEANS, LA 2009–2012

Field Construction Coordinator

Acted as Field Construction Coordinator for the Small Rental Property Program. He assisted applicants in the design and construction efforts associated with the SRPP Grants Management Program including several properties listed on the Department of Interiors Historic Landmark Structures in and around New Orleans, LA.



JAMES (FRANKLIN) HINES, III P.E.

CONSTRUCTION MANAGER / RESIDENT ENGINEER

EDUCATION

Master, MS in Civil Engineering,
Mississippi State University, 1985

Bachelor of Science, Civil
Engineering, Mississippi State
University, 1981

REGISTRATIONS & CERTIFICATIONS

- Professional Engineer: Mississippi #17866
- Professional Engineer: Louisiana #32416
- Professional Engineer: Florida #53472
- Professional Engineer: Texas #62285
- Professional Engineer: Alabama #28493
- NCEES Record #30165
- MDOT Storm Water Pollution Prevention Certificate: MS #22153
- MDOT Local Public Agency Process Certificate: MS
- Certified Flexible Filler, ASBI
- CTQP Quality Control Manager, FDOT: FL #H520446571290

As Senior Discipline Manager, Support Services, Mr. Hines leads teams in the planning, scheduling, budgeting, costing, and contract negotiations associated with construction projects.

RELEVANT EXPERIENCE

EAST BRANDON BYPASS, BRANDON, RANKIN COUNTY, MS

Franklin served as Bridge Designer for this project. Waggoner was tasked with completing the planning phase of the East Brandon Bypass, a 2.5-mile corridor intended to alleviate downtown traffic while allowing for future growth.

RIVERSIDE DRIVE REHABILITATION, JACKSON, HINDS COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. The project includes design and construction engineering services consisting of rehab and improvements to Riverside Drive. Proposed improvements include geometric modifications to improve the typical section, pavement structure, and incorporate storm drainage improvements, utility relocation, pedestrian/bicyclist amenities, existing and proposed landscape related features, street/ sidewalk lighting, ADA compliance, roadway signage, and public transportation nodes.

OLD HIGHWAY 80 BRIDGE REPLACEMENT, MERIDIAN, LAUDERDALE COUNTY, MS

Project Engineer

Franklin served as senior technical manager for this project. Built in 1926, the existing US 80 Bridge over Okatibbee Creek in Lauderdale County needed to be replaced. The old bridge was taken down and replaced with a new bridge that met Mississippi Office of State Aid Road Construction bridge standards. The project included environmental studies and permitting, surveying, hydraulic and hydrological analysis, bridge and roadway design, geotechnical engineering, utility coordination, and construction phase support services. Additional right-of-way and construction easements were acquired. The bridge's age and historical importance qualified it for nomination to the National Register of Historic Places, so Waggoner collaborated with the Mississippi Department of Archives and History to install a historical marker near the new bridge.



JAMES (FRANKLIN) HINES, III P.E.

CONSTRUCTION MANAGER / RESIDENT ENGINEER

CLAIBORNE COUNTY 2022 BRIDGE INSPECTIONS, CLAIBORNE COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. Waggoner managed Mississippi Office of State Aid Road Construction bridge inspection in Claiborne County, MS.

CLAIBORNE COUNTY 2020 BRIDGE INSPECTION, CLAIBORNE COUNTY, MS

Project Engineer

Franklin served as senior technical manager for this project. Waggoner managed Mississippi Office of State Aid Road Construction bridge inspection in Claiborne County, MS.

STATE STREET IMPROVEMENTS, JACKSON, HINDS COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. Waggoner provided professional services for a \$18M rehabilitation of State Street between Fortifications and West Capitol Streets in Jackson, MS.

CLAIBORNE COUNTY PAVING PROJECT, CLAIBORNE COUNTY, MS

Project Engineer

Franklin served as senior technical manager for this project. This project consisted of over 20 roads throughout Claiborne County, which required multiple repair options at a cost of over \$3M.

VICKSBURG ROADS 2022, VICKSBURG, WARREN COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. As WEI/AJA, LLC, performed design, bidding, contracting, and construction review services as they related to the rehabilitation of twenty streets in the City of Vicksburg.

REUNION PARKWAY PHASE 2, MADISON COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. This project crossed I-55 approximately two miles north of exit 108 and connects with Bozeman Road on the western side and Parkway East on the eastern side. The Reunion Parkway Phase 2 roadway will extend approximately 1.2 miles, including a bridge over I-55, and will include four travel lanes and a multi-use path (bikes and pedestrians). Services provided included design phases services, preparation of maps and deeds, and coordination of underground utility relocation.

CLAIBORNE COUNTY NATURAL RESOURCES CONSERVATION SERVICE REPAIRS, CLAIBORNE COUNTY, MS

Discipline Manager

Franklin served as senior technical manager for this project. These projects were funded by the Natural Resources Conservation Service, a federal agency that funds the repairs of roads and drainage areas due to significant rain/flood events.



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES FOR THE CITY OF HATTIESBURG, MS

SECTION 4—PROPOSED STRATEGY AND TECHNICAL APPROACH

- 4.1 Overview
- 4.2 Customized Approach for the City of Hattiesburg
- 4.3 Leverage Available Funding
- 4.4 Protocols

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
Baton Rouge, LA 70806
Kyle Jones, Vice President
Office: 813.333.7042
Mobile: 225.202.3637
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4. PROPOSED STRATEGY AND TECHNICAL APPROACH

4.1 OVERVIEW

Rostan will act as an extension of the City during all meetings and correspondence with MEMA/FEMA and will facilitate the grant management in accordance with FEMA policies. This includes but is not limited to, consulting and advising the City as subject matter expert for any grant modification requests. Rostan will represent all City information and intents to FEMA and the State of Mississippi in a manner which maximizes the outcome for the City to the fullest extent possible. Part of this approach includes the development of a strategy which meets the needs of the City and is appropriate per applicable guidance and regulation.

Rostan will provide personnel resources to the City with expertise and experience for identification of damage and costs, project worksheet development and oversight, and analysis of all available mitigation opportunities and subsequent proposal development. Our team will work directly with the City in applying for grant funding and developing components, which will capture, document, and organize information in an appropriate, eligible, and compliant manner for presentation to FEMA and the State.

Our team, as FEMA Program, Technical and Policy experts, are well-equipped to provide continued support to the City for FEMA Public Assistance and Hazard Mitigation Programs. The Public Assistance (PA) Grant Program (including 406 Mitigation) provides assistance to state entities maintaining and operating public infrastructure to respond, recover and mitigate impacts. Our experts will assist with project development, formulation, cost estimating, project validation, project worksheet development, appeals, audits and grant closeouts. These solutions will be funded through approved FEMA Project Worksheets (PW) and Hazard Mitigation Proposals (HMP). Our Team will work closely with each City Department and also with the Administration to validate projects immediately following an event through our customized local government Approach.

For *Public Assistance Programs*, the ‘Rostan Phased Recovery Approach’ illustration outlines the various phases of the City’s recovery effort in alignment with the new FEMA Delivery Model, and truly showcases our expertise of how the FEMA P.A. Program is managed. Our approach is specifically customized and tailored to FEMA’s newly implemented process and is designed for speed and fast track of project funding.



Our customized approach begins with sound understanding of the proposal requirements, but also captures additional recommendations in resource capacity and contract structure/ capacity to deliver aggressive results based on our collective team’s credentialed experience in disaster recovery. The elements included within the organizational structure represent not only our understanding of the Request for Proposals, but more importantly illustrate how our comprehensive team intends to deliver results for the City.

Our approach focuses on our existing relationships with FEMA and the intimate knowledge that our team has of the solicitation with regard to the organizational type of the City. Our experience with the local government will allow us to expedite the delivery of the Key Service Areas for the City. Our Approach also involves the IMMEDIATE need of a standing meeting with FEMA and MEMA to keep all stakeholders engaged and to keep projects moving.

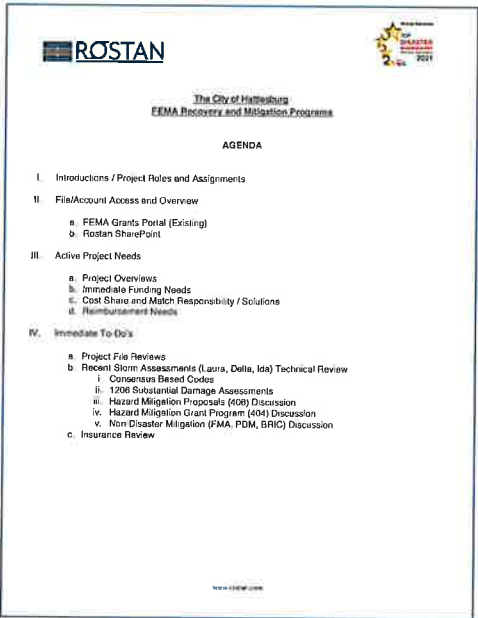
For Hazard Mitigation Programs, the Post Disaster Mitigation Program illustration outlines the various funding opportunities that are available to the City. It is the intent of Rostan, to aggressively pursue hazard mitigation funding to address City needs for all vulnerable facilities. Our demonstrated success highlights our capabilities in being able to apply for, secure, and manage HMGP funding on behalf of the City. Rostan staff will pave the way for the City to position for Hazard Mitigation Funding and will open to door for other opportunities to mitigate vulnerable critical infrastructure and insufficient drainage systems.

POST-DISASTER MITIGATION		
406 Hazard Mitigation (HM)	 Hazard Mitigation Grant Program (HMGP)	 Non-disaster (competitive HM grants on annual funding cycle)
Post-disaster	Post-disaster	Non-disaster
Funding through FEMA PA Program	Funding through FEMA HMGP Program <i>Funding is limited</i>	Funding through Hazard Mitigation Assistance (HMA) Program
Incident-specific Grants	Multi-hazard/Area-wide Grants	Multi-hazard/Area-wide Grants
Funding available for Disaster-damaged Elements of Facilities Only	Funding available for Damaged + Non-damaged Facilities	Funding available for Non-damaged Facilities

4.2 CUSTOMIZED APPROACH FOR THE CITY OF HATTIESBURG

Our approach to this project is centered around the fact that we understand how local government operates and functions better than our competitors. Our approach is customized to the needs of the City and focuses on speed, sound process delivery, and a well-organized, efficient management team who understand City processes, facilities, and infrastructure. Our intent to hit the ground running, which is why we are providing a screen shot of our FIRST meeting agenda to kick-off the project, should we be selected.

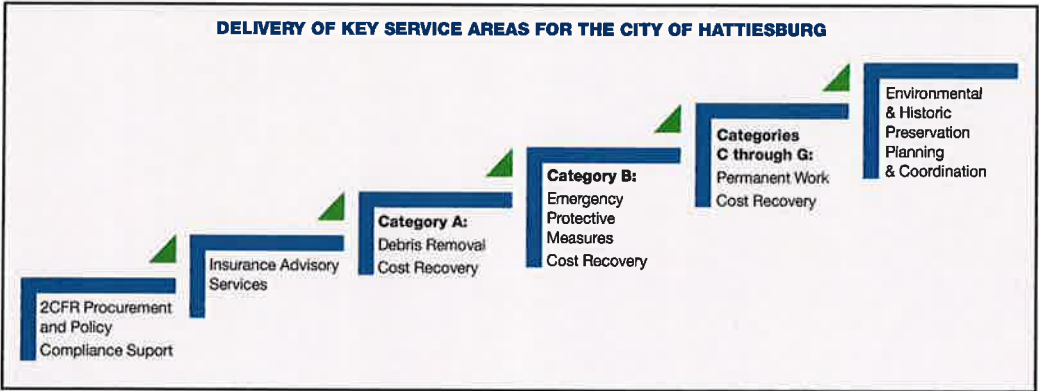
This agenda highlights our understanding of how to streamline processes and meet the satisfaction level of the City to fulfill our responsibility as your consultant. During this kick-off meeting with the City Administration, our Team will discuss our strategy in how we intend to provide



coverage and effectively represent the needs of all City facilities. Rostan will focus the discussion for this meeting primarily around the immediate needs of the City relative to active projects. Because of our history with local governments, we recognize and understand that federal funding and reimbursements are critical, and these elements involve a close and coordinated effort with City Finance Staff as well as MEMA to ensure reporting mechanisms and accounting best practices are in place.

It is therefore our intent, based on our hands-on experience to date with local government, to designate and deploy our Teams to the City to begin project coordination after the initial Kick-Off meeting.

Our Teams will each consist of the following expert capability and will deliver our Key Services Areas to the City for all active Projects:



ROSTAN TEAM COMPONENTS	
✓	Program Lead
✓	Program Support
✓	Technical Support
✓	Policy Advisor
✓	Environmental Expert

These Teams are fundamentally cross trained in both Public Assistance and Hazard Mitigation Programs. Additionally, each Team possesses the knowledge of CDBG-DR Non-Federal Matching requirements for the disasters that have been approved by MEMA. Based on our demonstrated history with local government, we understand and recognize that the most beneficial solution is to designate and devote our personnel to the City so that relationships can be formed, continuity/streamlining of processes can occur, and our team can understand each City facility on an intimate level.

Our Teams will be strategically designated to the City in order to achieve exponential results from the Public Assistance Program, as well as Hazard Mitigation Program Funding. Our teams are organized in a manner in which each team can apply for, manage, implement, and deliver all FEMA Programs in their full, respective life cycles. Our Team will report directly to our designated Project Manager. We believe this process will enable our teams to be effective and allow for streamline communication and reporting process for the City. **Our primary objective through this Approach is to build continuity and relationships with the staff/administration at the City, and to become familiar with the infrastructure and assets at each City facility so that when a disaster occurs, our team can navigate through the FEMA process at an effective/efficient pace.**

Our methodology for integrating our approach into the recovery and mitigation processes for the

City is fundamentally simplistic. The flow chart illustrated on the following page depicts our Phases of Work Progress as it relates to a client’s recovery efforts. In short, after an event, various timelines are set in place, and the urgency to collect data and damage documentation from the Applicant is hard pressed. Having a systematic process for collecting this information into a centralized point is vital for the success of the recovery program. Our Team will assist the City to implement measures and protocols with the latest technology platforms available to ensure damages are collected, captured and cataloged efficiently.

Our Team provides this and more to the City. The City benefits immediately from our learned experiences, familiarity with your assets, and from our relationships with MEMA and FEMA to streamline funding for City projects. The ability to utilize our expertise will continue to benefit the City and will speed up the recovery effort since we are familiar with your processes and facilities.

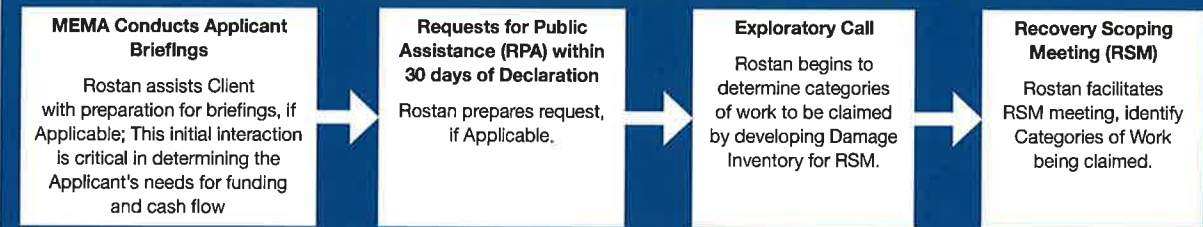
In order to effectively implement project schedules within various damaged City facilities, we will work closely with the City Administration, including the coordination for (a) a comprehensive comparative cost analysis for whether each site requires repair or replacement, (b) a recommended course of action for project timeline, (c) a plan for implementation for each recommended course of action, including associated projected costs and timelines in bringing each site to safety and environmental compliance (d) identification of any and all available funding options, including but not limited to FEMA reimbursement, insurance proceeds, CDBG-DR funds, including monitoring and compliance. Throughout this process, our Team will ensure all required FEMA and other federal funding source requirements are met. The differentiating factor for delivering this objective will be the systematic use of our technology platforms to standardize reporting mechanisms and allow the City to have real-time visibility and access.

Our Team encompasses the ability to streamline field damage assessments and required FEMA reporting. Working closely with City staff and regulatory agencies, MEMA and FEMA, our team will review the comprehensive field inspection reports, surveys and needs assessment of all facilities that were impacted by an event, whether previously identified or not. Through our team’s proprietary software, the **Rostan Information Management System (Rostan-IMS)**, we are able to aggregate assessment data at a rapid and accurate pace and prioritize City assets, based on the FEMA Public Assistance Category of Work, including Category A–Debris, Category B–Emergency Protective Measures, Category C–Roads and Bridges, Category D–Water Control Facilities, Category

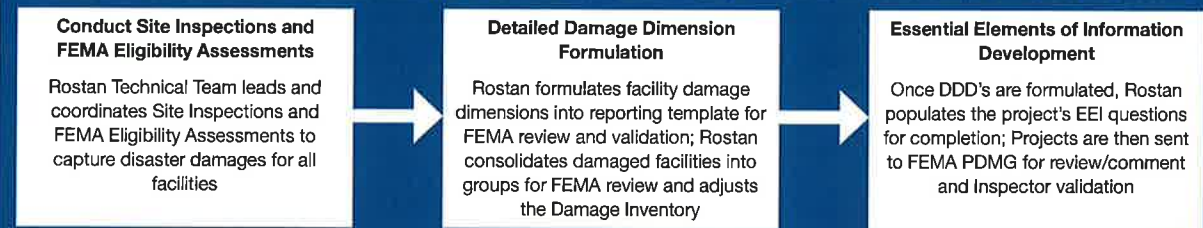


PA PROGRAM DELIVERY PROCESS

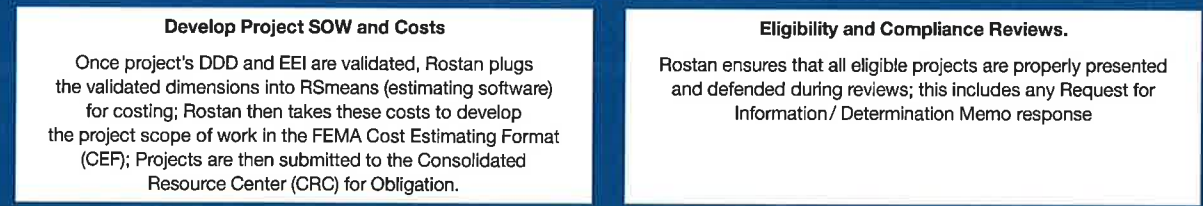
PHASE 1: OPERATIONAL PLANNING & APPLICANT COORDINATION



PHASE 2: ASSESSMENTS AND ELIGIBILITY-SITE INSPECTION, DDD FORMULATION, EEI DEVELOPMENT



PHASE 3: SCOPING AND COSTING VALIDATION



PHASE 4: OBLIGATION / AWARD or APPEAL PROCESS



PHASE 5: POST-AWARD MONITORING & AMENDMENTS



PHASE 6: FINAL RECONCILIATION & CLOSEOUT



E–Buildings and Equipment, Category F–Utilities, and Category G–Parks, Recreation, and Other. These data sets will allow the City to view, real-time, assessment progress for damages at each facility, where applicable.



Having nearly 2 decades of disaster recovery program experience, Rostan has a vast, complete knowledge of the disaster recovery program lifecycle. This experience has allowed us to pioneer a modified database that focuses on process and reporting efficiency, customization, and allow for mobility and ease of execution.

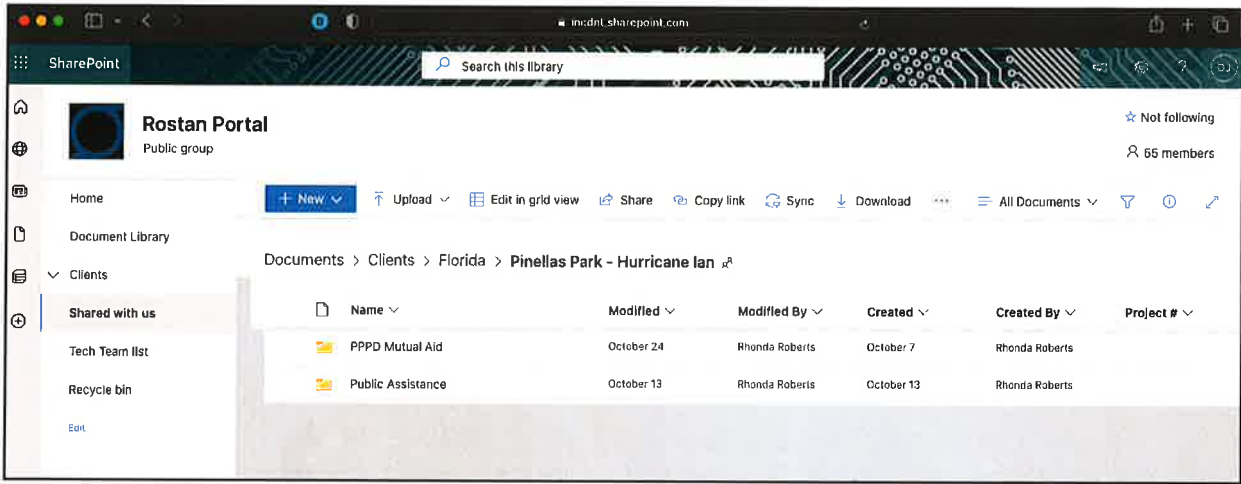
This team, designed to field technical inquiries regarding any area of the program, will be on call and available to City staff for preparation of position briefs and/or in-person reporting as requested. We will provide monthly written reports with real-time data representing current status of project scopes, delivery schedules and budget/cost comparisons. Special reports are provided as needed and requested by the City in order to foster effective communications with the oversight entities.

MONITORING & QA/QC

As with the development of well thought out policies and procedures, monitoring plans are just as important. Our monthly status reports will include, but not be limited to an email report with current status of grant funds, reimbursements, minutes and sign-in sheets from meetings, issues that affect the project funding and outstanding information requests. In fact, the disaster regulations specifically spell out the need for the approval of Quality Control and Monitoring plans. We commit to continuing to provide the appropriate and most qualified staff to perform the full spectrum of services, from project kickoff to closeout/audit, and we will leverage our SharePoint to accomplish this.

We will convene with City Officials at the initial kick-off meeting to discuss the best option for the City and the appropriate access the City wishes to have to our SharePoint Site. Protocols for

document upload will be discussed and agreed to and progress reports will be generated to offer insight to the City into progress toward project completion and obligation.



Our Team will customize and assist with a framework specific to the City to ensure that milestones are on target and financial elements are considered during the recovery process. Our QA/QC review procedures set management and quality processes into motion before project work begins. At the onset of the project, we determine data quality objectives, metrics, and the technical path to achieve these. We are accustomed to working across disciplines, business, and geographic lines to achieve successful project results for our clients.

4.3 LEVERAGE AVAILABLE FUNDING

FINANCIAL, ACCOUNTING, REPORTING AND GRANT MANAGEMENT

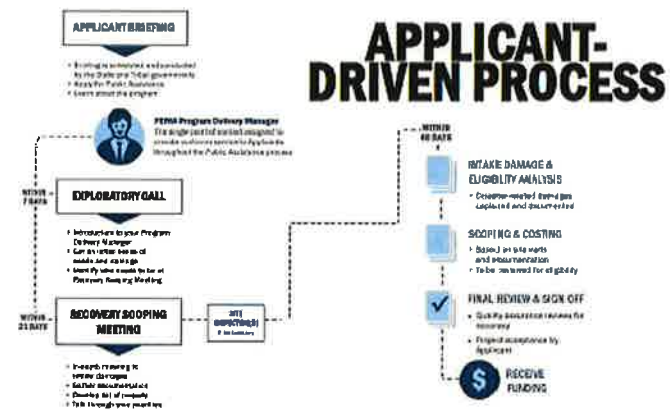
City Administration and Finance staff are challenged with augmenting existing sources of funding, identifying and leveraging new sources, and creating cost-effective budgets while meeting existing City demands. Funding opportunities to meet such needs after a presidentially declared disaster is vital for the immediate and long-term recovery of the City.

Our team takes a proactive role to assist our clients in obtaining and maximizing project funding. Our success has been built upon developing specific knowledge about funding available in the various geographic regions, gaining expertise in the various sources, cultivating relationships with funding agencies, as well as developing funding strategies that maximize return on investment. Our methodology below depicts our exceptional resource capabilities and outlines our best practice approach for managing the financial and accounting aspects for the City’s recovery efforts.

NEGOTIATE AND WORK WITH FEMA ON BEHALF OF THE CITY

The element of negotiating and working closely with FEMA is truly undervalued, when in reality, it is an art form. Rostan will negotiate with FEMA and State personnel, where necessary with City approval, throughout the development, approval and implementation process to ensure that the grant funding is adequate and maximizes the outcome for the City. Being an effective consultant and representative of the City means maximizing all available funding to the City, while reducing financial risk, liability and exposure. Our close coordination with FEMA is methodically planned and well calculated. We concede

to smaller issues to achieve greater results that are part of a larger picture. Our Team will to provide qualified and professional staff to negotiate with FEMA and the State on behalf of the City. We have a deep respect for quality performance, and we value accurate reporting as a standardized tool in our collective project delivery, coordination, and communication approach. Our work product speaks for itself and is simply unmatched in our ability to negotiate and work directly with FEMA Region 6 and FEMA Headquarters. We relish the opportunity to represent the City in their FEMA needs and are proud of our work performed to date. the City will not find a more trusted partner that can effectively negotiate FEMA claims and damages on its behalf, than Rostan.



Simply put, our standard of work is respected, our personnel who will represent the City are respected, and we will ensure that the City of Hattiesburg is RESPECTED.

UNDERSTANDING THE FEMA PROCESS AND MANAGING GRANT AND PROGRAMMATIC REQUIREMENTS

Our Team understands applicable Federal policies and regulations that govern FEMA and other federally funded programs. Our objective is to ensure that the City recovers all eligible costs that were incurred as a result of a disaster and to provide local dedicated staff and resources to ensure satisfaction from project inception through closeout as expeditiously as possible, working intimately with outside stakeholders, such as MEMA, HUD, and FEMA. Understanding the comprehensive, detailed policies, procedures, and compliance requirements can be daunting for clients receiving Disaster Recovery funding. We are comprised of the best and the brightest in FEMA PA, HM, and CDBG, and our experience outlined in this proposal supports the resourcefulness that we will deliver to the City. Our performance will be measured through the below objectives:

EVERY PROJECT PROCESSED THE SAME WAY, REGARDLESS OF ITS SIZE, TYPE OR COMPLEXITY, RESULTS IN A WIDE RANGE OF PROCESSING TIMES.



- Meeting with the City to discuss additional expenses and funding deficits
- Preparation, presenting and managing all associated grant amendments to MEMA and FEMA as requested by the City
- Performing all duties in compliance with MEMA and FEMA from the City guidance and regulation requirements 100% of the time

- Reporting grant management progress to the City monthly
- Providing and managing tracking of funds and budgetary changes to the City monthly
- Assisting in responding to and submitting any request for information to FEMA prior to given deadline

THE CITY NEEDS A TEAM WHO ENCOMPASSES THE FOLLOWING CHARACTERISTICS:

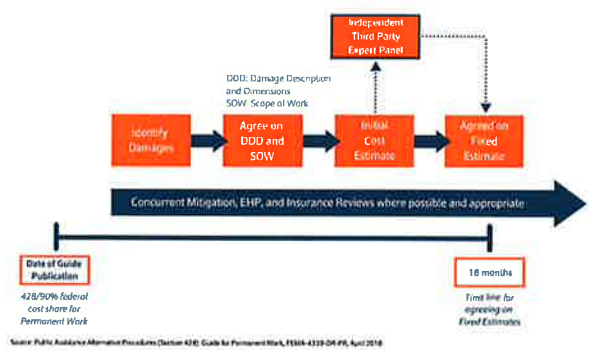
- Can showcase demonstrated success that fund projects across FEMA Programs for the County
- Able to Provide sound guidance and programmatic direction
- Can help the County navigate the FEMA Program complexities and deliver a comprehensive Recovery and Mitigation Program

Our team, as infrastructure experts, are well-equipped to provide support for the FEMA Public Assistance Grant Program and the process immediately following a declared incident. The Public Assistance Grant Program, including 406 Mitigation, provides assistance to eligible entities who maintain and operate public infrastructure to respond, recover and mitigate impacts. We will assist with and oversee project formulation, cost estimating, project validation, project worksheet development, appeals, audits and grant closeouts on behalf of the City.

Our Team consists of experts that can do more than just administer and facilitate the grant process. Our experts will work directly with the City to implement and deliver the solutions that will rebuild City infrastructure better than it was before, to establish resiliency. These solutions will be funded through approved FEMA Project Worksheets (PW) and Hazard Mitigation Proposals (HMP), on top of any insurance proceeds. Our Team will assist with both implementations of these eligible projects as well as fulfillment of the reimbursement process.

THE SANDY RECOVERY IMPROVEMENT ACT OF 2013

Section 428 Process



The Sandy Recovery Improvement Act of 2013 (SRIA)—Alternative Procedures Pilot Program: Participation in the new alternative procedures is voluntary but can be leveraged in certain cases. Rostan, has successfully implemented the Alternative Procedures Pilot Program for a number of clients including \$1.7B restoration and mitigation funding for NYC Health and Hospitals Corporation, \$12M in relocation and rebuilds on new sites for educational institutions in Port Arthur, TX and Lafayette, LA and \$3.2M restoration and mitigation funding for the Escambia Community

Clinic. Our team of experts were instrumental elements (formerly) of the Louisiana Governor’s Office of Homeland Security and Emergency Preparedness Technical Team who sought tens of millions in 428 funding across numerous Louisiana Applications as well. Every disaster is unique, and Rostan’s Technical Team will work closely with the City to develop the most appropriate funding program that benefits the City.

The City will have at its disposal a Project Team that can apply for and deliver the flexibility of the 428 Alternative Procedures Pilot Program to the benefit of the recovery process.

COMMUNITY DEVELOPMENT BLOCK GRANT- DISASTER RECOVERY (CDBG-DR)

We are also comprised of CDBG-DR and Program Management experts plan to utilize their collective experience from lessons learned and coordinate with the City to implement programs that are most advantageous to the affected populace.

Collectively, we will ensure programmatic regulations are adhered to as it relates to Davis-Bacon and all required Labor Compliance reviews. Of significant importance is the matching non-federal share matching components that the CDBG-DR program affords to the City. Our team of policy experts can navigate the City through the complex matching requirements of this federal funding source and ensure that the non-federal match is met when this fund is available. Our Team has extensive experience in drafting Disaster Recovery Action Plans, amendments and developing disaster related policies, procedures, tracking systems, and monitoring plans.



REGULATORY AND FINANCIAL COMPLIANCE

REGULATORY

[illegible]

One of the most often overlooked elements of a recovery or mitigation project is complying with the applicable regulatory agencies. Our role with the City will be to ensure complete program compliance and comply with all Environmental, Historic, Labor Compliance, Davis-Bacon, Public Health & Safety Requirements/ Legal Requirements. Rostan has an impeccable history with state and federal government agencies and will serve as the lead in this endeavor due to their credentialed experience and relationships. Our experts have tremendous working relationships with all the regulatory agencies and will work closely (training, outreach, SOPs, site visits, and desk reviews) with the City to ensure full compliance with all applicable laws, regulations, and other programmatic and financial requirements including all environmental, historic, and public health and safety requirements. Our team will use all opportunities

to monitor project and grant activities, including checklists, database records, quarterly reports, site visits and conference calls to assure that all legal requirements of both programs are satisfied.

Our Team will implement the following steps to ensure compliance with federal regulations, provide audit coordination and assist the City with responding to audit findings. Throughout the grant administration and formulation process, we intend to utilize the below QA/QC process to detect fraud, waste, and abuse. This includes:

IMPLEMENTING A CONTROLLED ENVIRONMENT

Based on program requirements and guidance, there will be a set of clear expectations. A complete review of program policies and procedures will be completed prior to ramp-up activities.

ESTABLISHMENT OF RESPONSIBILITY
Training to identify suspected fraud, waste, and abuse will be conducted with appropriate staff and specific roles will be assigned.
REGULAR RISK ASSESSMENT
Throughout the grant cycle, specific personnel will be tasked with identifying and analyzing various factors that create risk for the projects and develop methodologies and procedures to minimize this risk.
DOCUMENTATION STANDARDS
Strict documentation standards will be required and will maximize the use of source documents that can be independently and objectively verified.
MONITORING
All internal policies, procedures, and other control mechanisms will be regularly monitored to ensure effectiveness. Monitoring touch points includes desk monitoring, site visits, and performance tracking and reporting.
TRANSPARENCY
Transparency will be encouraged throughout all program areas where possible. Findings of fraud, waste, and abuse will be anonymized and distributed to stakeholders to increase awareness and transparency of program operations.

Rostan sets itself apart from other competitors in our strategy and unique approach to working with MEMA and delivering recovery, mitigation, and closeout services. We have longstanding relationships with both MEMA and FEMA personnel and will work directly with MEMA to facilitate all projects and recover eligible damages/costs. The Rostan Team is well-positioned to provide support for the process following declared incidents through project closeout. Rostan will lead and facilitate, as directed by the City, all applicant meetings, Requests for Information (RFIs), Requests for Reimbursements (RFRs), project formulation, review of documentation, cost estimating, project validation, Project Worksheet (PW) development, appeals, audits, and grant closeouts.

FINANCIAL

Fiscal Management describes the policy and procedural development for fiscal control, including the processes for project cash request and disbursement, accounts receivable/payable, and the program income tracking. Our team will assist the City, with planning and strategy to not only manage cash flow, but also maximize the funding, offset any

applicable non-federal matching requirements, and ensure compliance with federal regulations and State audit requirements. This includes sound fiscal/budget controls and a systematic approach for documentation and records storage. Currently, Rostan uses and interfaces with clients via its



Microsoft Office SharePoint site. This link allows for clients to upload project specific data to a secure access point and enables our team to access files in seconds. This process speeds up project reporting capabilities and allows our team to process reimbursements timelier and push the documentation through to MEMA and FEMA respectively.

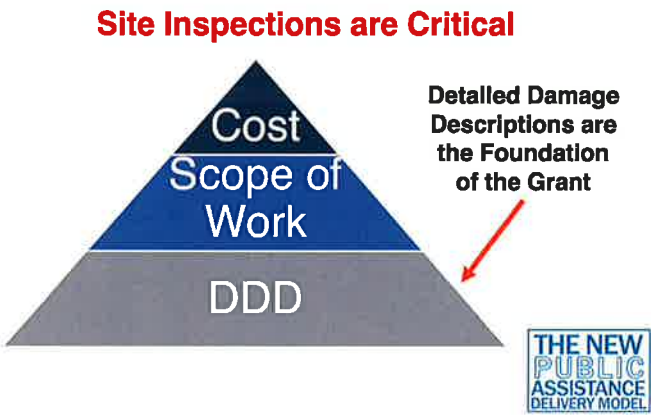
Our Team offers access to national networks, robust software suites; customized data systems and web-based tools and solutions. Our team has recent and extensive experience in operating within FEMA's new Grants Portal system for the Public Assistance Program, a key qualification to successfully obtaining federal reimbursement, as well as working with State-Level Mb3 systems for reporting.

We will assist the City in accounting for all of these costs initially as estimates for grant development and funding, and finally as actual costs to be used for reimbursement of eligible grant funding. The actual costs will eventually have to be reconciled; and we will assist with the reconciliations of costs, reimbursement pursuits through FEMA, and will facilitate any future audits, appeals (if needed), programmatic/financial reporting, and lastly grant and financial closeouts.

4.4 PROTOCOLS

SITE INSPECTION PHASE

Assessing damages is a time-sensitive, essential element in the response and recovery process. We understand the financial implications to the City of a poorly performed site inspection operation. Our team can provide personnel experienced with training on how to identify and account for all potentially eligible damages, and how to ensure that the proper claims and estimates are submitted in a timely manner. Alongside local officials, we will assist with the development of metrics, milestones, and timetables appropriate for each project that will provide the most benefit to the City.



SCOPE OF WORK DEVELOPMENT AND ELIGIBILITY

We will assist the City with the completion of the applications. All necessary forms will be developed, such as the budget/cost summary form, supplemental information, program schedule, activity beneficiary form, target area and project maps, project description, cost estimates, other funds supplemental documentation, proofs of publication, statement of assurances, etc.

Federal grant applications submitted, must be program eligible, cost effective, environmentally sound, and technically feasible. Team reviewers include former PA, HM, and CDBG-DR project managers and experienced technical staff. Typical elements that must be satisfied:



✓	Compliance with all requirements of federal grant eligibility—Damage, impacts, at risk
✓	A beneficial impact upon the declared disaster area, and compliance with any applicable state directives in the state program administrative plan for the specific disaster
✓	Solution of a problem independently
✓	Cost-effectiveness and evidence of substantial reduction of the future losses
✓	Long-term and technically feasible
✓	Conformance with all applicable environmental, historic, or cultural preservation requirements
✓	Required non-federal match
✓	Leveraging issues for multiple grant sources
✓	Conformance with all applicable federal, state and local regulations (e.g., NFIP regulations or state/local building codes)
✓	High level technical feasibility

Once the application is determined to be complete and feasible, the team’s in-depth technical review begins to drill down into the details of the proposed project to confirm the benefit-cost analysis; apply any pertinent regulations; review cost estimates, site plans and architectural drawings; affirm thoroughness of the application; check that all documentation required for environmental and/or historic preservation is included; and if warranted, provide assistance with Requests for Information (RFI).

POLICY ADVISORY SERVICES

Rostan is unlike any traditional consulting firm. Rostan has two (2) licensed attorneys who specialize in FEMA Recovery and Mitigation Policy. The City will benefit from our collective experience in FEMA Appeals and Arbitrations and in how we leverage FEMA’s own precedent cases against them. Our FEMA work in six (6) other FEMA regions across the country afford our team the advantage of having visibility on other FEMA Region’s eligibility determinations surrounding similar projects. So that the City will know and understand the role of our Policy Advisory Services relative to federal programs on behalf of the Department, the Rostan Policy Team encompasses the following:

➤	Provide on-going research for project eligibility determinations to establish precedent case work
➤	Develop a multi-tiered QA/QC process to ensure that awards and contracts meet all federal regulations
➤	Use quarterly reporting mechanisms to document progress, including any procurement activity
➤	In coordination with MEMA, perform regular desk monitoring through the review of Requests for Reimbursement for front-end audits
➤	Provide checklists to be submitted with Requests for Reimbursement

Review bid documents, advertisements, addendums if applicable, wage rates, attend bid openings, pre-construction conferences, etc. to ensure compliance with state and federal laws
Perform labor compliance reviews, as applicable
All costs will be reviewed for eligibility and cost reasonableness (If the project is competitively bid, there will be no need for this review)
Assist the City/sub-grantee in developing RFP/RFQ materials for engineering, architectural or construction services to ensure all required items are included, such as proper wage rates, minority goals, etc
If needed, attend and provide assistance at preconstruction conferences, bid opening, tabulation and minutes, bid award and contractor eligibility
Assure that corrective action plans are developed, enforced, and implemented, as needed
Ensure compliance with Single Audit Act requirements, review audit reports, as necessary

REIMBURSEMENT REQUESTS

Our comprehensive portfolio includes the submission of Requests for Reimbursement for many federal programs, specifically for Public Assistance and Hazard Mitigation Programs. In fact, the Rostan Team is responsible for some of the largest reimbursement requests for local governments on record, both for Public Assistance and also for the sole Hazard Mitigation Grant Program Project. Our Team is designed and structured to effectively streamline and manage eligible costs and all force account expenses, provide appropriate and specific source documentation of expenses, and deliver direct allocation of costs to the appropriate funding source when match is required. **Our objective, to the fullest extent possible, is to make EVERY Disaster that impacts the City a budget neutral Disaster.** This is attainable through our Team correlating the implementation of the project scope with the grant funding scope to streamline the reimbursement process, identify potential matching elements, and decreasing confusion and delays with the FEMA Consolidated Resource Center. This also involves our Program Team having a trusted relationship with the local FEMA personnel, assigned Program Delivery Managers, and MEMA—which we will demonstrate to the City.

Our Team will work with the City to develop reporting protocols and schedules for activity logs, timesheets, and any other required or designed report. Rostan has developed templates for project monitoring correspondence, application review, and contract development correspondence, and correspondence related to every phase of a project’s life cycle. Correspondence or documents that are not template in nature can be quickly drafted upon request and sent to the City for review, approval,

LOUISIANA OFFICE OF HOMELAND SECURITY AND EMERGENCY PREPAREDNESS

REIMBURSEMENT REQUEST FORM (RRF) FOR PUBLIC ASSISTANCE FUNDS

(Includes Attachments A - E)

(1) Applicant

(2) Disaster Number: FEMA -

DSLA

(3) Applicant I.D. Number

(4) Project Worksheet (PW) Number

(5)

Attachment

(6)

Total of Applicant Eligible Costs Documented on Attachment

A - Force Account Labor Summary Records

B - Force Account Equipment Summary Records

C - Material Summary Records

D - Rental Equipment Summary Records

E - Contract Work Summary Records

(7) GRAND TOTAL OF REQUEST

AUTHORIZED, PRIMARY, OR ALTERNATE AGENT'S SIGNATURE

Date

BY SUBMITTING THIS FORM AND ATTACHED SUMMARY RECORDS (ATTACHMENTS A-E), I CERTIFY THAT ALL INFORMATION REPORTED IS COMPLETE AND ACCURATE. THIS CERTIFICATION INCLUDES THAT:

THE OVERTIME AS DETAILED ON ATTACHMENT A DOES NOT CONTAIN ANY OF THE FOLLOWING, AND OTHERWISE CONFORMS TO THE STIPULATIONS OF THE FEMA INFORMATION SHEET #3, VERSION 4 dated 10/24/05: (1) INELIGIBLE WORK; (2) REST TIME; (3) MEALS; (4) BREAKS; and (5) ON-CALL TIME.

THIS REQUEST INCLUDES ONLY ITEMS THAT WERE NOT REIMBURSED FROM OTHER SOURCES OF FUNDS (e.g., INSURANCE PROCEEDS, DONATIONS, AND OTHER FEDERAL FUNDS)

ROSTAN SOLUTIONS, LLC | DOCUMENT COPY

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RFP: DISASTER RECOVERY CONSULTING | HATTIESBURG, MS

and use. Ensuring clear communication has been and will continue to be a pillar for success with federal programs. All templates will be provided to the City for review and acceptance, and we will work with the City in the development of a Comprehensive Building Assessment Report.

CLOSEOUT



To minimize challenges with the project close-out process, we begin the accounting for closeout on day one of implementation, ensuring details are not forgotten or documents misplaced by the time critical audit preparation efforts begin. Our Team will begin preparing, internally, for a front-end audit in order to streamline projects through closeout. This process involves close coordinate with MEMA as the projects are being initially developed. Our approach is centered around MEMA involvement from the onset of a project so we can avoid any unnecessary delays for missing documentation. As part of this process and best practice, our Team will conduct monthly project monitoring reviews of all associated will take place throughout the project life to reduce any corrective actions at the end of a project. An essential element of any project close-out is the development and maintenance of a Closeout Checklist. Our Team will be responsible for the maintenance of these checklists and the City will have real-time visibility with access to our SharePoint site, where these files will be stored. Prior to submitting reimbursement requests to MEMA, our teams will conduct a thorough file review and QA/QC check to ensure project files are complete. Once complete, both our Project Manager, as well as our Program Executive, will sign off on the checklist to finalize the file for submittal to MEMA.



Section 5



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES
FOR THE CITY OF HATTIESBURG, MS

SECTION 5—AUDITING HISTORY

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
Baton Rouge, LA 70806
Kyle Jones, Vice President
Office: 813.333.7042
Mobile: 225.202.3637
Fax: 813.333.7330
Email: kjones@rostan.com
Website: www.rostan.com



5. AUDITING HISTORY

Fiscal Management describes the policy and procedural development for fiscal control, including the processes for project cash request and disbursement, accounts receivable/payable, and the reimbursement requests from numerous projects. Our team’s demonstrated experience will assist the City of Hattiesburg with planning and strategy to not only manage cash flow, but also maximize the funding, and ensure compliance with federal regulations and State audit requirements. This includes fiscal/budget control, innovative in-kind match solutions, advanced reimbursement requests with the State and FEMA, and maintaining sound fiscal controls and practices with the Finance Department.

Our success for defending and maintaining program reimbursements for our client’s originates from our experience with Federal programs across numerous FEMA Regions as well as our database management system in SharePoint. Our experience affords us visibility as to what FEMA has funded or has the tendency of funding in different areas of the country. We rely on FEMA’s own precedent to dictate how we navigate our clients claim through process. This ensures we are SUCCESSFUL through fighting battles we know we can win. Our SharePoint site affords our clients visibility as to how the files are structured and maintained. Through this platform, we are able to share documentation with our clients, and maintain a structured data point system that enables project files to be accessed quickly.

It is our intent to leverage our experience and our Rostan SharePoint site to effectively manage any and all project documentation that pertains to federal reimbursement requests. We will assist the City in accounting for all project related costs and expenses initially as estimates for grant development and funding, and finally as actual costs to be used for reimbursement of eligible grant funding. The actual costs will eventually have to be reconciled; and we will assist with the reconciliations of costs, reimbursement pursuits through FEMA, and will facilitate any future audits, appeals (if needed), programmatic/financial reporting, and lastly grant and financial closeouts.



Section 6



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



Photo Courtesy: NOAA



DISASTER RECOVERY CONSULTING SERVICES
FOR THE CITY OF HATTIESBURG, MS

SECTION 6—PROPOSED PRICING

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
Baton Rouge, LA 70806
Kyle Jones, Vice President
Office: 813.333.7042
Mobile: 225.202.3637
Fax: 813.333.7330
Email: kjones@rostan.com
Website: www.rostan.com



ATTACHMENT A
HOURLY RATE FORM

Key Program Management Personnel: The Proposer shall identify Key Program Management Personnel for the Project. Provide detailed resumes (limited to two pages) of Key Program Management showing related experience.

PROGRAM MANAGEMENT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Program Manager	Carlos Arredondo, Rostan	Baton Rouge / LA	\$200.00
Deputy Program Manager	Carlos Bell, Waggoner	Gulf Port / MS	\$250.00
Program Administrator	Jamie Welsh, Rostan	Baton Rouge / LA	\$185.00
Project Coordinator	Keithan Williams, Rostan	Baton Rouge / LA	\$170.00
Program Executive / Subject Matter Expert	Kyle Jones, Rostan	Gulf Breeze / FL	\$190.00
Senior Consultant	Charna Moseley, Waggoner	Jackson / MS	\$240.00
Consultant	Nicole Arable, Rostan	New Orleans / LA	\$165.00
Junior Consultant	Dina Groves, Rostan	Gulf Breeze / FL	\$150.00

Other Program Staff: The Proposer shall identify Other Program Staff's hourly rate. The Proposer may add additional lines if necessary.

CONSTRUCTION & OPERATIONS

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Cost Estimating On Site Inspector	Josh Bennett, Rostan	Baton Rouge / LA	\$190.00
Construction Manager Resident Engineer	James 'Franklin' Hines, P.E., Waggoner	Jackson / MS	\$185.00
Senior Technical Specialist	Cliff Thompson, Rostan	Baton Rouge / LA	\$190.00
Technical Specialist	Kade Dukaric, Rostan	Baton Rouge / LA	\$175.00
Junior Technical Specialist	Ryan Sharpe, Rostan	Baton Rouge / LA	\$160.00

PROGRAM & ADMINISTRATIVE SUPPORT

<u>Position</u>	<u>Name</u>	<u>City/State</u>	<u>Hourly Rate</u>
Financial Lead Project Manager	Jennifer Toscano, Rostan	Baton Rouge / LA	\$185.00
FEMA Coordination Subject Matter Expert Funding Assistance Database Manager	Stefani Muscat, Rostan	Baton Rouge / LA	\$180.00
Procurement and Contracting Scheduling Administrative Assistance Senior Adviser	Jan Gay, Rostan	Baton Rouge / LA	\$90.00

All hourly rates provided shall be inclusive of all expenses incurred. Submitted by:

	Principal / Vice President	3/5/2024
Authorized Signature, Title		Date
Rostan Solutions, LLC		
Consultant Firm Business		



DISASTER RECOVERY CONSULTING SERVICES



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DISASTER RECOVERY CONSULTING SERVICES
FOR THE CITY OF HATTIESBURG, MS

SECTION 7—SOCIOECONOMIC CONTRACTORS



Photo Courtesy: NOAA

SUBMITTED BY
ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
Baton Rouge, LA 70806
Kyle Jones, Vice President
Office: 813.333.7042
Mobile: 225.202.3637
Fax: 813.333.7330
Email: kjones@rostan.com
Website: www.rostan.com



7. SOCIOECONOMIC CONTRACTORS

Rostan does not hold any MBE/WBE/DBE certificates.



DISASTER RECOVERY CONSULTING SERVICES



Request for Proposals | March 7, 2024



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DISASTER RECOVERY CONSULTING SERVICES FOR THE CITY OF HATTIESBURG, MS

SECTION 8—ADMINISTRATIVE INFORMATION

- Proof of Liability Insurance
- Conflict of Interest Disclosure Form
- Acknowledged Addenda
- Drug Free Workplace Form
- Affidavit of Solvency
- RFP Affidavit

SUBMITTED BY

ROSTAN SOLUTIONS, LLC
8282 Goodwood Boulevard
Suite W6
Baton Rouge, LA 70806
Kyle Jones, Vice President
Office: 813.333.7042
Mobile: 225.202.3637
Fax: 813.333.7330
Email: kjones@rostan.com
Website: www.rostan.com





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/27/2023

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	CONTACT NAME: Wendy Tyree
LassiterWare LLC	PHONE (A/C, No, Ext): (800)845-8437 FAX (A/C, No): (888)883-8680
1300 N. Westshore Blvd.	E-MAIL ADDRESS: wendyt@lassiterware.com
Suite 110	
Tampa FL 33607	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A : Homeland Insurance Company of New York 34452
	INSURER B : Travelers Cas Ins Co of America 19046
	INSURER C : Travelers Property Casualty Company of America 25674
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: 23-24 Cert 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			793012804-0000	09/29/2023	09/29/2024	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	☒ Contractors Pollution Liability						MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 2,000,000
	☐ POLICY ☒ PROJECT ☐ LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
	OTHER:						\$
B	AUTOMOBILE LIABILITY			BA2X1929892347G	09/29/2023	09/29/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☒ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							Uninsured motorist BI- \$ 1,000,000
A	UMBRELLA LIAB ☒ OCCUR			793012805-0000	09/29/2023	09/29/2024	Single limit \$ 5,000,000
	☒ EXCESS LIAB ☐ CLAIMS-MADE						EACH OCCURRENCE \$ 5,000,000
	DED ☐ RETENTION \$ ☐						AGGREGATE \$ 5,000,000
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB5J8648192347G	09/29/2023	09/29/2024	☒ PER STATUTE ☐ OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N	N / A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability (Claims-Made)			793012804-0000	09/29/2023	09/29/2024	Each Claim \$1,000,000
	Limits included with General Liability						Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
~Evidence of Insurance c/o Rostan Solutions, LLC 3433 Lithia Pinecrest Road Suite 287 Valrico FL 33596	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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DISASTER RECOVERY CONSULTING SERVICES

City of Hattiesburg Conflict of Interest Disclosure Form

Project (RFQ, RFP, BID) Number/Description: Disaster Recovery Consulting Services

The term “conflict of interest” refers to situations in which financial or other considerations may adversely affect or have the appearance of adversely affecting a consultant’s/contractor’s professional judgment in completing work for the benefit of the City of Hattiesburg (“City”). The bias such conflicts could conceivably impart may inappropriately affect the goals, processes, methods of analysis or outcomes desired by the city.

Consultants/Contractors are expected to safeguard their ability to make objective, fair, and impartial decisions when performing work for the benefit of the city. Consultants/Contractors, therefore, must there avoid situations in which financial or other considerations may adversely affect, or have the appearance of adversely affecting the consultant’s/contractor’s professional judgement when completing work for the benefit of the City.

The mere appearance of a conflict may be as serious and potentially damaging as an actual distortion of goals, processes, methods of analysis or outcomes. Reports of conflicts based upon appearances can undermine public trust in ways that may not be adequately restored even when the mitigating facts of a situation are brought to light. Apparent conflicts, therefore, should be disclosed and evaluated with the same vigor as actual conflicts.

It is expressly understood that failure to disclose conflicts of interest as described herein may result in immediate disqualification from evaluation or immediate termination from work for the City.

Please check the appropriate statement:

- ☒
- I hereby attest that the undersigned Respondent has no actual or potential conflict of interest due to any other clients, contracts, or property interests for completing work on the above referenced project.
- ☐
- The undersigned Respondent, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interests for completing work on the above referenced project.

Legal Name of Respondent: Rostan Solutions, LLC

Authorized Representative(s) :



Signature

Kyle Jones, Principal / Vice President

Print Name/Title

Signature

Print Name/Title



MAYOR
Toby Barker

COUNCIL - WARD ONE
Jeffrey George

COUNCIL - WARD TWO
Deborah Denard Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

February 27, 2024

ADDENDUM 1

SPECIFICATIONS FOR: Disaster Recovery Consulting Services for the City of Hattiesburg.

RFP ISSUED ON THE AFOREMENTIONED ITEM READ AS FOLLOWS:

A. Contract Agreement & Term:

The intent of the City of Hattiesburg is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. It is anticipated that the City will issue a professional services contract for the duration of the project. The initial contract term shall be through June 30, 2017, and will automatically renew for a period of four (4) years, providing satisfactory performance has been maintained by the Consultant, funds are available, and the new Council does not exercise its option to void. Thereafter the contract may be renewed in one-(1) year increments, for a period of two (2) one-year renewals. The City reserves the right to renew the contract beyond the two.

(2) one-year renewals if it serves the best interest of the city.

SPECIFICATIONS ARE HEREBY AMENDED TO READ AS FOLLOWS:

The intent of the City of Hattiesburg is to select the number one ranked firm through the evaluation process and to award a contract upon successful negotiations to that firm. The City will issue a professional services contract for the duration of the project. The initial contract term will automatically renew for a period of four (4) years, providing satisfactory performance has been maintained by the Consultant, funds are available, and the new Council does not exercise its option to void. Thereafter the contract may be renewed in one-(1) year increments, for a period of two (2) one-year renewals. The City reserves the right to renew the contract beyond the two (2) one-year renewals if it serves the best interest of the city.

Kermas Eaton, City Clerk



MAYOR
Toby Barker

COUNCIL - WARD ONE
Jeffrey George

COUNCIL - WARD TWO
Deborah Denard Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

February 27, 2024

ADDENDUM 2

SPECIFICATIONS FOR: Disaster Recovery Consulting Services for the City of Hattiesburg.

RFP ISSUED ON THE AFOREMENTIONED ITEM READ AS FOLLOWS:

Section 4: Proposed Strategy and Technical Approach

In this section, respondent shall provide the firm's proposed strategy in representing the City in responding to the FEMA Major Disaster DR-4295 event. The respondent shall also provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc.

SPECIFICATIONS ARE HEREBY AMENDED TO READ AS FOLLOWS:

Section 4: Proposed Strategy and Technical Approach

In this section, respondent shall provide the firm's proposed strategy in representing the City in responding to a major disaster event. The respondent shall also provide the firm's technical approach to perform the scope of services requested to include procedures, methodologies, resources, systems, etc.

Kermas Eaton, City Clerk

**REQUEST FOR PROPOSALS (RFP) NUMBER:
DISASTER RECOVERY CONSULTING SERVICES**

Company Name: Rostan Solutions, LLC

City of Hattiesburg Drug-Free Workplace Form

The undersigned firm hereby certifies that.

Rostan Solutions, LLC does:

Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. In form employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in the District's request for proposals to provide bond underwriter services a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of the State of Mississippi, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.


Signature

3/5/2024
Date

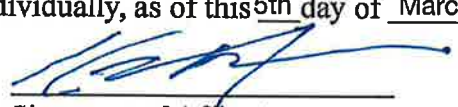
**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT OF SOLVENCY

PERTAINING TO THE SOLVENCY OF Rostan Solutions, LLC *{insert entity name}*,
being of lawful age and being duly sworn I, Kyle Jones *{insert affiant name}*, as
Principal/Vice President *{insert position or title}* (ex. CEO, officer, president, duly authorized
representative, etc.) hereby certify under penalty of perjury that:

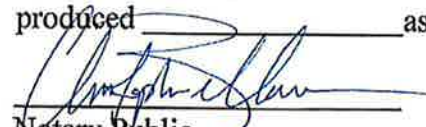
1. I have reviewed and am familiar with the financial status of above stated entity.
2. The above stated entity possesses adequate capital in relation to its business operations or any contemplated or undertaken transaction to timely pay its debts and liabilities (including, but not limited to, unliquidated liabilities, unmatured liabilities and contingent liabilities) as they become absolute and due.
3. The above stated entity has not, nor intends to, incur any debts and/or liabilities beyond its ability to timely pay such debts and/or liabilities as they become due.
4. I fully understand failure to make truthful disclosure of any fact or item of information contained herein may result in denial of the application, revocation of the Certificate of Public Necessity if granted and/or other action authorized by law.

The undersigned has executed this Affidavit of Solvency, in his/her capacity as a duly authorized representative of the above stated entity, and not individually, as of this 5th day of March, 2024.


Signature of Affiant

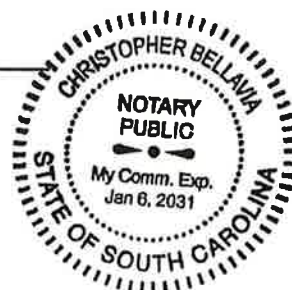
South
STATE OF Carolina)
COUNTY OF Charleston)

Subscribed and sworn to before me this 5th day of March, 2024, by who personally appeared before me at the time of notarization, and who is personally known to me or who has produced _____ as identification.


Notary Public

1/6/2031

My commission expires:



**REQUEST FOR PROPOSALS (RFP)
DISASTER RECOVERY CONSULTING SERVICES**

AFFIDAVIT

TO: CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI

At the time the proposal is submitted, the Respondent shall attach to his proposal a sworn statement.

The sworn statement shall be an affidavit in the following form, executed by an officer of the firm, association or corporation submitting the proposal and shall be sworn to before a person who is authorized by law to administer oaths.

STATE OF South Carolina CITY OF Charleston. Before me, the undersigned authority, personally appeared Kyle Jones who, being duly sworn, deposes and says he is Principal/Vice President (Title) of Rostan Solutions, LLC (Firm) the respondent submitting the attached proposal for the services covered by the RFP documents for RFP DISASTER RECOVERY CONSULTING SERVICES.

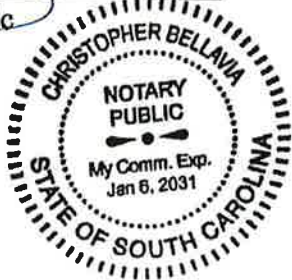
The affiant further states that no more than one proposal for the above referenced project will be submitted from the individual, his firm or corporation under the same or different name and that such respondent has no financial interest in the firm of another respondent for the same work, that neither he, his firm, association nor corporation has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this firm's proposal on the above described project. Furthermore, neither the firm nor any of its officers are debarred from participating in public contract lettings in any other state.


(Proposer)
By Kyle Jones
Principal/Vice President
(Title)

STATE OF South Carolina)
COUNTY OF Charleston)

Subscribed and sworn to before me this 5th day of March, 2024, by Kyle Jones who personally appeared before me at the time of notarization, and who is personally known to me or who has produced as identification.


Notary Public



1/6/2031
My commission expires:

CITY OF HATTIESBURG

DATE:
PROJECT:

CRITERIA RANKING:

	A. Qualifications and Experience	B. Proposed Strategy and Technical Approach	C. Auditing History	D. Socioeconomic Contractor	E. Proposed Pricing	
Respondents	0-55	0-25	0-30	0-05	0-05	TOTAL 0-120
Aggrance LLC	37	16	16	5	4	78
Goodwyn Mills Cawood	44	12	20	5	4	85
+ Rankin and Associates	45	15	20	0	5	85
Roston Solutions	46	23	23	0	3	95
Broadbus & Associates	50	21	25	4	3	103
TEM International	40	20	21	5	3	89

SIGNATURE OF RATER:

PRINT NAME:

DATE:

5-10-24

CITY OF HATTIESBURG

DATE:
PROJECT:

CRITERIA RANKING:

	A. Qualifications and Experience	B. Proposed Strategy and Technical Approach	C. Auditing History	D. Socioeconomic Contractor	E. Proposed Pricing	
Respondents	0-55	0-25	0-30	0-05	0-05	TOTAL 0-120
Acurance	30	20	20	3	4	77
Proctor Recovery						
Goodwyn mills	25	20	20	2	3	70
TRA	20	20	19	1	5	65
Rostan Solution	25	15	18	2	4	50
Broadus & Associates	20	20	18	2	3	63
IEM	15	15	17	1	5	53

SIGNATURE OF RATER:



PRINT NAME:

Ronnie Perkins

DATE:

5/9/2024

CRITERIA RANKING:

PROJECT: Disaster Recovery
Consulting Services

[illegible]

SIGNATURE OF RATER:

PRINT NAME:

DATE: _____

05/10/24

CITY OF HATTIESBURG

DATE:
PROJECT:

CRITERIA RANKING:

[illegible]

SIGNATURE OF RATER:

PRINT NAME:

DATE: _____

5/10/2024

CITY OF HATTIESBURG

DATE:
PROJECT:

CRITERIA RANKING:[illegible]

SIGNATURE OF RATER:

PRINT NAME:

DATE: _____

5-10-24

DATE:
PROJECT:

CRITERIA RANKING:[illegible]

SIGNATURE OF RATER: Mary E Bergin PRINT NAME: MARYBETH BERGIN DATE: 5/10/24

DATE:
PROJECT:

CRITERIA RANKING:[illegible]

SIGNATURE OF RATER: Sharon Hensarling PRINT NAME: Sharon Hensarling DATE: 5/10/24



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Wiley Quinn, Urban Development Director
cc: Charles Copeland, Division Manager, Ann Jones, Chief Administrative Officer
Date: Tuesday, May 21, 2024
Re: Acknowledge bids received for 4 SUVs for the Urban Development department on May 9th, 2024 and award bid to Mac Haik Chrysler Dodge Jeep Ram and Chevrolet; accept the bid for (4) four 2025 Chevrolet Trailblazers as recommended below.
File Number: 2024-183
Minute Book #

Summary

Award bid to Mac Haik Chrysler Dodge Jeep Ram and Chevrolet. Accept the bid for 4 2025 Chevrolet Trailblazers

Recommendation Statement

Award bid to Mac Haik Chrysler Dodge Jeep Ram and Chevrolet. Accept the bid for 4 2025 Chevrolet Trailblazers

Please place this on the May 21, 2024 City Council meeting for consideration.



REVERSE AUCTION BID TABULATION

CITY OF HATTIESBURG

Four (4) Mid-Size SUVs

Start Date / Time	May 09, 2024 10:00 AM US/Central				
End Date / Time	May 09, 2024 10:30 AM US/Central				
BID SUMMARY					
2025 Subaru Outback					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
American Vet Works Inc	\$33,475.00	4	\$ 133,900.00	10:02:15 AM	7-10 weeks after receipt of Purchase Order
2024 Nissan Rogue					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
petro automotive	\$29,775.00	2	\$ 59,550.00	10:04:03 AM	1 day
2024 Nissan Kicks					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
petro automotive	\$24,295.00	2	\$ 48,590.00	10:04:03 AM	1 day
2023 Jeep Renegade Latitude 4x4					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
Pinebelt CDJR	\$24,856.00	4	\$ 99,424.00	10:12:39 AM	Immediate Delivery
2025 Chevrolet Trailblazer					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
MAC HAIK CDJR AND CHEVROLET	\$24,500.00	4	\$ 98,000.00	10:02:30 AM	FALL DELIVERY
2025 Chevrolet Equinox					
Company	Bid Amount	Qty	Total	Bidding Time	Delivery Lead Time
MAC HAIK CDJR AND CHEVROLET	\$29,250.00	4	\$ 117,000.00	10:02:30 AM	FALL DELIVERY

NOTICE TO BIDDERS

NOTICE TO BIDDERS

NOTICE is hereby given that the Mayor and Council of the City of Hattiesburg, Mississippi will receive bids in the following manner:

Proposals will be accepted until 10:00 a.m. On Thursday, May 2, 2024, by electronic bid submission or in sealed envelopes at the Office of the City Clerk, 200 Forrest Street, Hattiesburg, MS 39401. Vendors must supply prices with their proposal.

A bid form is provided. The bid form should be filled out and uploaded by the date and time stated above.

Specifications and procedures can be downloaded from Plan House at www.hattiesburgmsbids.com. All bids must comply with the specifications provided. The City of Hattiesburg reserves the right to amend the specifications, as necessary.

Submissions will be evaluated and vendors submitting acceptable offers will be invited to submit priced bids via reverse auction. Electronic bids and/or reverse auction bids can be submitted at www.hattiesburgmsbids.com. For any questions relating to the electronic process, please call PH Bidding at (662) 407-0193.

Qualified bidders will be invited to participate in a reverse auction, which will take place on May 9, 2024, at 10:00 a.m.

Up to Four (4) Small to midsize Sports utility vehicles for the Department of Urban Development.

The above shall be bid upon and delivered as per detailed specifications on file in the Office of the City Clerk, P. O. Box 1898, 200 Forrest Street, Hattiesburg, Mississippi, 39403-1898, (601) 545-4552, which may be obtained upon request.

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 informalities.

PUBLISHED by Order of the Council on this, the 20th day of February 2024.

CITY OF HATTIESBURG, MISSISSIPPI

Publish twice (2)
4/11/24 & 4/18/24

BY: Kermas Eatons/
CITY CLERK



REQUEST FOR UNPRICED PROPOSALS

To provide a

Up to (4) Mid-Size SUVs

**A Reverse Auction Event
For**

CITY OF HATTIESBURG, MS

Hosted By:



Publication Dates: April 11, 2024, and April 18, 2024

Unpriced Responses Due: May 2, 2024, at 10:00 AM

Reverse Auction: March 9, 2024, at 10:00 AM

INSTRUCTIONS TO BIDDERS

CITY OF HATTIESBURG Up to (4) Mid Size SUVs

BID SCOPE

The City of Hattiesburg seeks a qualified vendor to provide **Up to (4) Mid Size SUVs** per the specifications provided.

Unpriced responses will be accepted through **May 2, 2024, before 10:00 AM**. Responses will be reviewed, and vendors meeting the minimum specifications will be invited to submit pricing through online **Reverse Auction on May 9, 2024, at 10:00 am**.

Pricing will only be accepted through reverse auction from vendors that have been pre-qualified through the unpriced proposal process.

For any questions relating to the bid documents, website or the electronic bid process, please contact PH Bidding Group at 662-407-0193 or email at cory@phbidding.com.

General Bidder Requirements/Information

1. The City of Hattiesburg reserves the right to reject any and all bids, to waive any informalities in the bid, or award the bid to whomsoever they may choose.
2. The specifications, as stated, are minimum requirements and may be exceeded by the bidder. All bids will be evaluated against the specifications set forth in this bid package.
3. Manufacturer's part or item numbers may be shown only to describe the item and to determine the level of acceptable quality. Other manufacturer's "equivalent" items may be bid. The acceptance of "equivalent" items lies with the Purchasing Department and/or the representatives for The City of Hattiesburg, whose decision shall be final. All items shall be delivered FOB to the location specified on the purchase request in Hattiesburg, Mississippi.
4. All bid prices shall be net, FOB destination, with transportation charges prepaid by vendor.
5. Delivery will be a consideration in the awarding of this bid.
6. The burden of proof of specifications is the responsibility of the bidder.
7. The City of Hattiesburg will reject any and all bids that include an escalation charge or clause.

I. QUESTIONS

Failure to examine any specifications and instructions will be at bidder's risk. All procedural and technical questions, or if the attached specifications are incomplete, not clear, or not standardized, shall be made in writing via email, and addressed to the following:

General questions regarding this request should be directed to:

Kermas Eaton

City Clerk of The City of Hattiesburg

601-545-4522 or taxdept@hattiesburgms.com

For questions regarding obtaining bid documents or regarding the online reverse auction process, prospective bidders may contact:

Cory Dewett

PH Bidding Group

662-407-0193 or info@phbidding.com

No oral explanations by any member of the City of Hattiesburg staff will be binding. Receipt of addenda must be acknowledged in writing on the response form. Submitting vendors shall be responsible for ensuring that they have received any and all addenda.

II. OTHER

THIS IS A MULTI-STEP PROCUREMENT PROJECT TO BE COMPLETED IN TWO SEPARATE PHASES.

- **Phase One** is the solicitation and receipt of unpriced technical proposals for consideration. The deadline for receipt of unpriced responses and technical proposals is **May 2, 2024, at 10:00 AM CST**.
- **Phase Two** is the Reverse Auction Event in which bidders will provide priced bids through an online reverse auction bid process for the items requested, based upon their approved technical proposal. If your unpriced technical proposal is approved as acceptable, you will be invited to enter the Reverse Auction Event on **May 9, 2024, at 10:00 AM**, and given detailed instructions by PH Bidding Group.

III. UNPRICED PROPOSAL SUBMISSION

There are several documents to submit in order to be considered for invitation to participate in the Reverse Auction and possible award on this product. Proposals shall contain all documentation as listed in the instructions to bidders.

It is understood that bidders who submit proposals have read, understood and accepted these specifications as written, and by submitting a proposal, agree to meet the specifications as written. Proposal modifications, alterations or corrections received after the closing time specified shall not be considered. Proposals must remain valid for a minimum of sixty (60) days from the opening date. The City of Hattiesburg is a Tax-Exempt Government Entity.

To be considered, unpriced technical proposals must be signed by an owner or authorized officer or manager of the bidding company. It is the bidder's responsibility to ensure timely and complete proposals are received with all required documentation included. Late and/or incomplete proposals will not be considered. Un-priced Responses shall be submitted at <https://www.hattiesburgsbids.com>

The documents listed below must be included in your proposal. The required method for submitting unpriced responses is via electronic submission at <https://www.hattiesburgsbids.com>.

The un-priced response package should include:

- Specification Response form ensuring that the vendor can meet or exceed requested products
- Standard Warranty information and statement
- Delivery Lead Time
- Brochures or Company information that bidders would like to be considered
- PH Bidding Supplier Agreement

Instructions for Submitting Un-priced Proposals:

Log-in at <https://www.hattiesburgsbids.com> and perform the following steps:

- A. Scan in all required documentation as a pdf file.
- B. On the left side of the webpage, click on "Public bids".
- C. Click on the appropriate bid that you will be participating in.
- D. Click on the "Submit Bid" tab.
 - a. Fill in your profile information (or check for accuracy if auto-populated).

- b. Under the "PDF Attachments section" Drag and drop your pdf file into the box as outlined or click on the "click here" link inside the submission box to find your file.
- c. Under the "Review and Verify" section, click the box agreeing to the terms and conditions.
- d. Click "Submit" when you are ready to submit your file.
- e. You will receive confirmation when your response has been submitted. If you do not receive a response, your submission has not been received. If you have questions about whether the response was received, you can contact cory@phbidding.com or call 662-407-0193.
- E. The bid submission can be redacted at any time prior to the bid opening time.
- F. One submitted and the solicitation period has ended, the City of Hattiesburg will review all solicitations, and all approved bidders will be able to take part in the reverse auction process. *Note: The reverse auction will take place at <https://phbidding.procureport.com>. Separate registration for usage to the reverse auction site is required. If you are approved to participate in the reverse auction, detailed instructions will be sent to you regarding this site and the reverse auction process.*

If you encounter problems or have questions regarding the submission of un-priced responses, please contact PH Bidding Group at 662-407-0193 or info@phbidding.com.

IV. **PROPOSAL OPENING**

Pricing will only be accepted through the Reverse Auction process by vendors that are approved through the multi-step process. Un-priced proposal openings shall be conducted any time after they are received. From that point forward, un-priced proposals will be considered under advisement. The City of Hattiesburg may conduct written or oral discussions with potential bidders. The City of Hattiesburg reserves the right to determine responsive offers or proposals, waive minor informalities in the process, to reject any and all offers or proposals, and to invite priced bids from those companies believed most advantageous to The City of Hattiesburg.

If you are selected to receive an invitation to provide priced bids, complete instructions for participation in the reverse auction and submitting priced bids shall be provided in the invitation.

V. **REVERSE AUCTION**

Vendors submitting their unpriced proposals before the bid deadline and meeting the minimum specifications will be invited to participate in the Online Reverse Auction. The reverse auction will begin on **May 9, 2024, at 10:00 AM CST**. Full instructions regarding registering for the reverse auction will be included in the invitation.

The Online Reverse Auction is an auction event in which bidders submit pricing in a decreasing manner. In PH Bidding Reverse Auctions, all bidders will be able to see their ranking in the bid process and will have the opportunity to lower their bid as often as possible if they see fit.

Note: The reverse auction will take place at <https://phbidding.procureport.com>. Separate registration for usage to the reverse auction site is required. If you are approved to participate in the reverse auction, detailed instructions will be sent to you.

The reverse auction will be set for an initial 30-minute time slot. Bidders can begin entering their bid price and delivery time once the bid has started. Vendors will not be able to see other vendors' pricing. Each vendor will be able to see their bid ranking once their bid is entered. If you are the lowest bidder when your bid is entered, you will see a (1) beside your bid. If you have the second lowest bid, you will see a (2) beside your bid, (3) for third, etc. If you enter your bid and are ranked 1st, you will need to continue

watching to ensure that no bids have been entered that are lower than your bid amount. If a bid is entered that is lower than your bid, you will have an opportunity to enter a lower bid amount. There is an anti-sniping feature as part of this bid. Any bids submitted within the last 3 minutes of the bid will extend the bid time by an additional 3-minute extension and will continue until 3 minutes have gone by without a bid. At that point, the auction will end.

There is no benefit to waiting until the last minute to enter your bid during the reverse auction. You will not be able to see other bids during the auction, only your bid ranking. If you are in first place in bidding and your bid changes to (2), (3), etc., that means that someone has entered a bid that is lower than your bid. At that time, you can change your bid price if you would like.

****PH Bidding Group makes no recommendations on choosing the awarded vendor.**

VI. SPECIFICATION CLARIFICATION

It is the intent of the specifications to obtain a product that will adequately meet the needs of the user while promoting the greatest extent of competition that is practicable. In no way are these specifications intended to exclude vendors that can meet or exceed the intended purposes. Unless specifically stated; brand names, model and part numbers used in this request are used for the sole purpose of setting a desired standard and are not intended to limit or restrict any vendor from offering an equivalent component that the vendor feels best meets the needs of the buyer. It is the responsibility of the prospective bidder to review the entire Bid packet and to notify the buyer if the Specifications are formulated in a manner which would unnecessarily restrict competition. The buyer will decide based on the LOWEST and BEST products offered by the bidding participants.

VII. AWARD CRITERIA

As soon as practical, after opening the Responses, the committee will evaluate each proposal and choose which vendors are approved to participate in the reverse auction (pricing) portion of this bid. After the reverse auction, the committee will determine the lowest and best bid based on equipment offered and pricing, and what is determined to be most advantageous to, or in the best interest of The City of Hattiesburg.

VIII. CLARIFICATION OF PROPOSALS

- Qualified proposals will be evaluated, and acceptance made based on the best value offered to The City of Hattiesburg.
- Proposals will be evaluated according to completeness, content, and total cost.
- The City of Hattiesburg may make such reasonable investigations as deemed proper and necessary to determine the ability of the offeror to perform the work/service proposed, and the offeror shall furnish to The City of Hattiesburg all such information and data for this purpose as may be requested.
- The City of Hattiesburg reserves the right to reject any proposal if the evidence submitted by, or investigations of, such offeror fail to satisfy The City of Hattiesburg that such offeror is properly qualified to carry out the obligations of the contract and to complete the work/furnish the item(s) contemplated therein.
- This proposal does not commit The City of Hattiesburg to award a contract or pay costs incurred in the preparation of this proposal.
- At their option, the evaluators may request oral presentations or discussion with any or all offerors for the purpose of clarification or to amplify the materials presented in any part of the proposal. However, all proposals should be complete and reflect the most favorable terms available from the offeror.
- The City of Hattiesburg reserves the right to accept any offer or to reject all offers with or without cause.

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	✓		
1.2	Gasoline Engine	✓		
1.3	Transmission: Automatic	✓		
1.4	Independent Front and Rear Suspensions Systems	✓		
1.5	Cloth seats	✓		
1.6	Interior Color black, gray or tan.	✓		
1.7	Carpet Floor Covering	✓		
1.8	Color: White Preferred (<i>Others may be considered</i>)	✓		
1.9	Power Windows and Locks	✓		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	✓		
1.11	A minimum of two key sets is required per vehicle.	✓		
1.12	Air conditioning is required.	✓		
1.13	Full size spare		✓	Compact
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	✓		
1.15	All vehicles provided under this bid should be new from the factory	✓		
1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	✓		

Make/Model CHEVROLET / Equinox Year 2025

Engine Size: 1.5L Turbo 4cyl Color: White

Lead Time: Fall

➤ Please include Factory Sticker information with unpriced proposal

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	✓		
1.2	Gasoline Engine	✓		
1.3	Transmission: Automatic	✓		
1.4	Independent Front and Rear Suspensions Systems	✓		
1.5	Cloth seats	✓		
1.6	Interior Color black, gray or tan.	✓		
1.7	Carpet Floor Covering	✓		
1.8	Color: White Preferred (<i>Others may be considered</i>)	✓		
1.9	Power Windows and Locks	✓		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	✓		
1.11	A minimum of two key sets is required per vehicle.	✓		
1.12	Air conditioning is required.	✓		
1.13	Full size spare		✓	Compact
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	✓		
1.15	All vehicles provided under this bid should be new from the factory	✓		
1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	✓		

Make/Model CHEVROLET / Trailblazer Year 2025

Engine Size: 1.2L 4 Cylinder Color: White

Lead Time: Fall

➤ Please include Factory Sticker information with unpriced proposal

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	✓		
1.2	Gasoline Engine	✓		
1.3	Transmission: Automatic	✓		
1.4	Independent Front and Rear Suspensions Systems	✓		
1.5	Cloth seats	✓		
1.6	Interior Color black, gray or tan.	✓		
1.7	Carpet Floor Covering	✓		
1.8	Color: White Preferred (<i>Others may be considered</i>)	✓		
1.9	Power Windows and Locks	✓		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	✓		
1.11	A minimum of two key sets is required per vehicle.	✓		
1.12	Air conditioning is required.	✓		
1.13	Full size spare		✓	Compact
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	✓		
1.15	All vehicles provided under this bid should be new from the factory	✓		
1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	✓		

Make/Model CHEVROLET / Traverse Year 2025

Engine Size: 1.2L 360hp Color: White

Lead Time: Fall

➤ Please include Factory Sticker information with unpriced proposal

VENDOR INFORMATION

Company Name MAC HAIK CHEVROLET AND CDJR MADISON

Address 150 AUTOBAHN LOOP

City MADISON State MS Zip 39110

Company Representative STUART PETERS

Title FLEET MNGR

Phone 601-499-8914

Email SPETERS@MACHAIKMS.COM

Date 5/29/24

Scan completed specification response form along with warranty information, brochures to be considered, and PH Bidding Group's Vendor agreement and submit online at <https://www.hattiesburgsbids.com>.

***If your response is approved, you will receive detailed instructions regarding the reverse auction process. Do not provide pricing as part of your specification response. Pricing will only be accepted from approved vendors through the reverse auction process.**

If you will require technical assistance for the submission of the specification response or the reverse auction process, this will require you to either contact PH Bidding Group at 662-407-0193 or cory@phbidding.com at least one day prior to the specification response deadline or the reverse auction date.



Supplier Agreement

INTENT AND CONTACT

This document shall detail the conditions upon which a supplier, contractor, vendor or other individual, business or corporation seeking to do business with any client who has contracted, whether verbally, by resolution or any other means with PH Bidding Group for the use of its reverse auction platform shall be allowed to utilize the PH Bidding Group Reverse Auction Platform located at <https://phbidding.procureport.com/>. Only through completion of this document and unconditional agreement to this agreement in its entirety will you or your assigns, agents or employees or other designees be allowed to utilize this platform to submit pricing to the client(s) of PH Bidding Group.

This Agreement contains provisions for an administrative fee, discussed in Section 16.

PH Bidding Group hereby agrees to all sections contained within which outline its obligations and responsibilities.

PH Bidding Group Contact information is:

PH Bidding Group
605 West Main Street
Tupelo, MS 38804
662.407.0193
cory@phbidding.com

TERMS OF USE

Reverse Auction and Strategic Procurement Software – One Time Use Agreement for Suppliers Only

If you have difficulty in completing this document, email us at cory@phbidding.com or call us direct at 662.407.0193.

By participating in the reverse auction procurement process initiated by PH Bidding Group and its strategic partner(s), you agree that you have accepted this agreement in its entirety, without exception, and that you, your representatives, and assigns agree to the following terms, statements and conditions:

Definitions:

“PH Bidding Group” shall mean the provider of a Reverse Auction Event Platform used in conjunction with Buyers to negotiate pricing on desired service, goods or information.

“You”, “Supplier” or “Suppliers” shall mean anyone signing this agreement that will use or direct the use of PH Bidding Group’ Reverse Auction Event Platform for the purpose of selling services, goods or information to Buyers who retain the services of PH Bidding Group.

“Buyer” shall mean any client or customer of PH Bidding Group who chooses or has chosen in the past to procure through the use of a Reverse Auction Event Platform or information provided by or in conjunction with PH Bidding Group.

“Reverse Auction Event Platform” shall mean the platform accessed within or from or in conjunction with the website address at <https://phbidding.procureport.com/> , which is used by various Buyers to procure services, goods or information.

- 1.) All information related to bids, projects, specifications, and terms of sale to potential clients of PH Bidding Group are based on information received directly from the client, and not necessarily approved by PH Bidding Group. PH Bidding Group makes no warranty concerning information approved by its clients for use in reverse auction events.
- 2.) PH Bidding Group cannot and will not be held liable for delays in reverse auction events, server failures or changes in scheduling for reverse auction events.
- 3.) You acknowledge that PH Bidding Group is merely the conduit through which pricing is achieved for the benefit of our clients, and not an endorsement of our clients’ creditworthiness, ability to perform upon a contract or agreement, nor the proper use of materials, equipment or any other service or goods purchased through the use of our reverse auction software. PH Bidding Group shall not be held liable clients’ failure to perform or award upon a given reverse auction event. All agreements that arise between suppliers and buyers are then the sole responsibility of those two parties, wherein PH Bidding Group shall be indemnified.
- 4.) This agreement shall be good for a one-time use of PH Bidding Group’s reverse auction strategic procurement solution. Only through acceptance of this agreement are you permitted to utilize the bidding platform. In the event that you violate any of the terms of any part of this agreement, PH Bidding Group may, in its sole and absolute discretion, terminate your ability to access the platform. In the event that PH Bidding Group terminates your access to the reverse auction software for any reason, neither you nor your assigns, affiliates, employers, employees or subsidiaries or beneficiaries shall have a claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 5.) PH Bidding Group shall provide basic training and basic instruction concerning operation of the supplier side functions of its reverse auction software, which is operated entirely online. Supplier shall be solely responsible for his or her attendance to this training. PH Bidding Group shall make reasonable efforts to accommodate training to Supplier’s schedule, but Supplier acknowledges that he or she is ultimately solely responsible for attendance. Supplier agrees not to attempt to reverse engineer, model or copy this software.
- 6.) It shall be the supplier’s responsibility to comply fully with terms and conditions set forth by clients of PH Bidding Group, and to ensure that supplier conduct falls within state purchasing laws.
- 7.) It shall be the sole and absolute responsibility of the Supplier to meet all deadlines for specification responses and sample presentations or the attending of any pre-bid conferences or any other functions as may be required from time to time by either PH Bidding Group or the Buyer. Failure to meet any of these deadlines or appointments does not entitle the supplier to an extension of the deadline or a delay in the scheduled date of the reverse auction event.

- 8.) Supplier shall also be solely responsible for his own access to the Internet. If Supplier has no access to the Internet and is unable to locate access on his own, PH Bidding Group may, at its sole and absolute discretion, assist Supplier in locating sufficient Internet access for the purposes of participating in a contemplated Reverse Auction Event. Supplier also agrees that he is solely responsible for using his access to the Internet in a responsible manner in conjunction with this Reverse Auction Event so as not to intentionally interfere with another Supplier's access to the Reverse Auction Event.
- 9.) It shall be the sole and absolute responsibility of the supplier to ensure that it meets all state and federal regulations with respect to product offerings and its ability to offer such items or services.
- 10.) Suppliers agree that any and all information they provide shall be accurate and truthful. PH Bidding Group shall take reasonable precautions deemed necessary in its sole and absolute discretion to protect and safeguard that information but shall not be held liable in the event of a breach of that security. PH Bidding Group does not guarantee either the validity of your information or the safety of the information you provide. In the event your information becomes compromised, PH Bidding Group will issue you a new password.
- 11.) Supplier agrees that he has no right to transfer this one-time use license.
- 12.) Supplier agrees that he shall have no claim against PH Bidding Group for any virus that may infect the hardware or software of the supplier as a direct or indirect result from the use or perceived use of PH Bidding Group' reverse auction software.
- 13.) Supplier agrees that his sole remedy in the event that supplier determines he dislikes the reverse auction process or service is to stop using the service.
- 14.) Supplier agrees that he will neither share nor leak his password to the service for the purpose of allowing competitors of PH Bidding Group to view the reverse auction process or allow unauthorized persons to view a Reverse Auction Event for the purpose of providing information to other unauthorized users, regardless of intent or consequence. In the event of a breach of this section of the agreement, PH Bidding Group may, in its sole and absolute discretion, remove access to the Reverse Auction Event or any other portion of Internet based material from the Supplier.
- 15.) Supplier agrees that in the event of an Internet or server failure on the side of PH Bidding Group, arrangements may be made by PH Bidding Group in conjunction with the buyer for an alternate date for the Reverse Auction Event. Suppliers shall have no claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 16.) An investment of time and financial resources is necessary for the continued operation of Reverse Auction Events run on PH Bidding Group platform. Therefore, a transaction fee based solely upon the final awarded purchase price shall be charged to the supplier. This transaction fee shall be self-assessed by the Supplier, who, by participating or reviewing or viewing PH Bidding Group' Reverse Auction Platform, website or information prepared by or in conjunction with PH Bidding Group, acknowledges receipt of service from PH Bidding Group regardless of the means of the final arrangement of pricing, whether through PH Bidding Group's Reverse Auction Event or other direct negotiations or bids. Supplier agrees that if he or she at any time has used the Reverse Auction platform or any portion or part of the software or Internet platform or website or information provided by or prepared by or in conjunction with PH Bidding Group for purposes of a contemplated bid, the fees described within this agreement as being due to PH Bidding Group shall be due in full in accordance with normal billing procedures set forth herein and are fully earned by PH Bidding Group.

Fees shall be self-assessed by the winning Supplier in the following amount and shall apply to all bids:

4% of the total contract price, including all service agreements, extended warranties and equipment.

Fees shall be paid to PH Bidding Group in the following manner:

All fees, in full, shall be due to PH Bidding Group within 15 calendar days of payment by the purchasing entity to the winning vendor for equipment, materials or other items by the Buyer. Partial payments shall not be accepted, and payments which are not received within 60 calendar days shall immediately accrue interest at the rate of 2% monthly plus a recurring monthly service fee of \$50. Supplier agrees that after 90 (ninety) days of non-payment, Supplier shall be considered in default of this agreement by PH Bidding Group and subject to all necessary and legal means of collection of this debt. In addition, Supplier agrees to pay all fees and lost monies required to collect Suppliers debt to PH Bidding Group. Jurisdiction for all collection efforts shall be Tupelo, Mississippi exclusively.

Suppliers should ensure that their total bid includes all fees due to PH Bidding Group. Supplier agrees that it is his sole and absolute responsibility to include fees due PH Bidding Group with all submitted bids.

Supplier agrees that any and all future orders or transactions arising from the use of PH Bidding Group' Reverse Auction Event Platform shall be subject to the fees listed above and payable based upon the same guidelines. Future orders and transactions shall include but not be limited to, accessories, modifications, or aftermarket equipment.

- 17.) By participating in this Reverse Auction Event or by viewing materials associated with this Reverse Auction Event, Supplier agrees not to attempt circumvention or contemplate circumvention or enter into any agreement that would circumvent this agreement in any way, whether intentional or unintentional which results or may result in avoiding fees due to PH Bidding Group or negotiating directly with Buyer or avoids or attempts to avoid the Reverse Auction Event. These circumvention techniques could include but shall in no way be limited to verbal agreements, bids written on paper delivered by any means or electronic communications, signals, or other means of communication.
- 18.) Supplier agrees that all content provided by PH Bidding Group is considered the sole property of PH Bidding Group. Unauthorized sharing or use of these materials and content is prohibited. Supplier agrees that he will use this content solely for the purpose of participating in a Reverse Auction Event in good faith.
- 19.) PH Bidding Group may alter this agreement at any time. Notice shall be given to Supplier within 24 hours of PH Bidding Group's alteration of this agreement if currently in force either by email, the posting of specific related information within the bid package located within the Reverse Auction Bid platform that will be used by Supplier to gather information on this specific bid, or by certified mail. PH Bidding Group is hereby informing Supplier that our preferred method of notification is by using the Adobe Acrobat protected document format (PDF), delivered by email.
- 20.) This Agreement and all rights of the parties associated with it shall be governed by the laws as set forth within the State of Mississippi. Jurisdiction relating to any matters arising from the use of this agreement shall be the City of Tupelo, Mississippi. If any portion of this agreement is found to be unenforceable, whether due to illegality or misappropriation, the remainder of this agreement and its enforceability shall survive in full and shall be in no way affected. This agreement constitutes the entire agreement between the parties. No other verbal representations, examples, or correspondence, whether electronic, verbal or written, shall survive the signing of this agreement.

Acceptance - This agreement is hereby accepted in its entirety, without exception. I assert under penalty of law, I am the authorized signatory for the following organization, company, group or individual:

Organization, Company, or Individual represented: MAC HAIK CHEVY AND CDJR

Authorized Representative (Printed Name): STUART PETERS

Title of Authorized Representative: FLEET MNGR

BILLING INFORMATION:

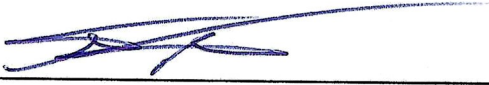
Email Address: SPETERS@MACHAIKMS.COM

Physical Address: 150 AUTOBAHN LOOP MADISON MS 39110

Mailing Address (if different): _____

Office Phone: 601-499-8914

Mobile Phone: 601-832-9422

Signature: 

Date: 4/29/2024

Return this Agreement, with your completed Bid Response Package to PH Bidding Group before the vendor response deadline outlined in the bid advertisement or bid documents. You may scan and submit this agreement with your bid response to the applicable bid management site or you may email the completed, signed pages to cory@phbidding.com. For questions regarding this agreement or the bid item(s), you may contact PH Bidding at 662-407-0193.

If you will require technical assistance for the submission of the specification response or the reverse auction process, this will require you to contact PH Bidding Group at either 662-407-0193 or info@phbidding.com at least one day prior to the specification response deadline or the reverse auction date.



REQUEST FOR UNPRICED PROPOSALS

To provide a

Up to (4) Mid-Size SUVs

**A Reverse Auction Event
For**

CITY OF HATTIESBURG, MS

Hosted By:



Publication Dates: April 11, 2024, and April 18, 2024

Unpriced Responses Due: May 2, 2024, at 10:00 AM

Reverse Auction: March 9, 2024, at 10:00 AM

NOTICE TO BIDDERS

NOTICE TO BIDDERS

NOTICE is hereby given that the Mayor and Council of the City of Hattiesburg, Mississippi will receive bids in the following manner:

Proposals will be accepted until 10:00 a.m. On Thursday, May 2, 2024, by electronic bid submission or in sealed envelopes at the Office of the City Clerk, 200 Forrest Street, Hattiesburg, MS 39401. Vendors must supply prices with their proposal.

A bid form is provided. The bid form should be filled out and uploaded by the date and time stated above.

Specifications and procedures can be downloaded from Plan House at www.hattiesburgsbids.com. All bids must comply with the specifications provided. The City of Hattiesburg reserves the right to amend the specifications, as necessary.

Submissions will be evaluated and vendors submitting acceptable offers will be invited to submit priced bids via reverse auction. Electronic bids and/or reverse auction bids can be submitted at www.hattiesburgsbids.com. For any questions relating to the electronic process, please call PH Bidding at (662) 407-0193.

Qualified bidders will be invited to participate in a reverse auction, which will take place on May 9, 2024, at 10:00 a.m.

Up to Four (4) Small to midsize Sports utility vehicles for the Department of Urban Development.

The above shall be bid upon and delivered as per detailed specifications on file in the Office of the City Clerk, P. O. Box 1898, 200 Forrest Street, Hattiesburg, Mississippi, 39403-1898, (601) 545-4552, which may be obtained upon request.

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 informalities.

PUBLISHED by Order of the Council on this, the 20th day of February 2024.

CITY OF HATTIESBURG, MISSISSIPPI

Publish twice (2)
4/11/24 & 4/18/24

BY: Kermas Eatons/
CITY CLERK

INSTRUCTIONS TO BIDDERS

CITY OF HATTIESBURG Up to (4) Mid Size SUVs

BID SCOPE

The City of Hattiesburg seeks a qualified vendor to provide **Up to (4) Mid Size SUVs** per the specifications provided.

Unpriced responses will be accepted through **May 2, 2024, before 10:00 AM**. Responses will be reviewed, and vendors meeting the minimum specifications will be invited to submit pricing through online **Reverse Auction on May 9, 2024, at 10:00 am**.

Pricing will only be accepted through reverse auction from vendors that have been pre-qualified through the unpriced proposal process.

For any questions relating to the bid documents, website or the electronic bid process, please contact PH Bidding Group at 662-407-0193 or email at cory@phbidding.com.

General Bidder Requirements/Information

1. The City of Hattiesburg reserves the right to reject any and all bids, to waive any informalities in the bid, or award the bid to whomsoever they may choose.
2. The specifications, as stated, are minimum requirements and may be exceeded by the bidder. All bids will be evaluated against the specifications set forth in this bid package.
3. Manufacturer's part or item numbers may be shown only to describe the item and to determine the level of acceptable quality. Other manufacturer's "equivalent" items may be bid. The acceptance of "equivalent" items lies with the Purchasing Department and/or the representatives for The City of Hattiesburg, whose decision shall be final. All items shall be delivered FOB to the location specified on the purchase request in Hattiesburg, Mississippi.
4. All bid prices shall be net, FOB destination, with transportation charges prepaid by vendor.
5. Delivery will be a consideration in the awarding of this bid.
6. The burden of proof of specifications is the responsibility of the bidder.
7. The City of Hattiesburg will reject any and all bids that include an escalation charge or clause.

I. QUESTIONS

Failure to examine any specifications and instructions will be at bidder's risk. All procedural and technical questions, or if the attached specifications are incomplete, not clear, or not standardized, shall be made in writing via email, and addressed to the following:

General questions regarding this request should be directed to:

Kermas Eaton
City Clerk of The City of Hattiesburg
601-545-4522 or taxdept@hattiesburgms.com

For questions regarding obtaining bid documents or regarding the online reverse auction process, prospective bidders may contact:

Cory Dewett
PH Bidding Group
662-407-0193 or info@phbidding.com

No oral explanations by any member of the City of Hattiesburg staff will be binding. Receipt of addenda must be acknowledged in writing on the response form. Submitting vendors shall be responsible for ensuring that they have received any and all addenda.

II. OTHER

THIS IS A MULTI-STEP PROCUREMENT PROJECT TO BE COMPLETED IN TWO SEPARATE PHASES.

- **Phase One** is the solicitation and receipt of unpriced technical proposals for consideration. The deadline for receipt of unpriced responses and technical proposals is **May 2, 2024, at 10:00 AM CST**.
- **Phase Two** is the Reverse Auction Event in which bidders will provide priced bids through an online reverse auction bid process for the items requested, based upon their approved technical proposal. If your unpriced technical proposal is approved as acceptable, you will be invited to enter the Reverse Auction Event on **May 9, 2024, at 10:00 AM**, and given detailed instructions by PH Bidding Group.

III. UNPRICED PROPOSAL SUBMISSION

There are several documents to submit in order to be considered for invitation to participate in the Reverse Auction and possible award on this product. Proposals shall contain all documentation as listed in the instructions to bidders.

It is understood that bidders who submit proposals have read, understood and accepted these specifications as written, and by submitting a proposal, agree to meet the specifications as written. Proposal modifications, alterations or corrections received after the closing time specified shall not be considered. Proposals must remain valid for a minimum of sixty (60) days from the opening date. The City of Hattiesburg is a Tax-Exempt Government Entity.

To be considered, unpriced technical proposals must be signed by an owner or authorized officer or manager of the bidding company. It is the bidder's responsibility to ensure timely and complete proposals are received with all required documentation included. Late and/or incomplete proposals will not be considered. Un-priced Responses shall be submitted at <https://www.hattiesburgsbids.com>

The documents listed below must be included in your proposal. The required method for submitting unpriced responses is via electronic submission at <https://www.hattiesburgsbids.com>.

The un-priced response package should include:

- Specification Response form ensuring that the vendor can meet or exceed requested products
- Standard Warranty information and statement
- Delivery Lead Time
- Brochures or Company information that bidders would like to be considered
- PH Bidding Supplier Agreement

Instructions for Submitting Un-priced Proposals:

Log-in at <https://www.hattiesburgsbids.com> and perform the following steps:

- A. Scan in all required documentation as a pdf file.
- B. On the left side of the webpage, click on "Public bids".
- C. Click on the appropriate bid that you will be participating in.
- D. Click on the "Submit Bid" tab.
 - a. Fill in your profile information (or check for accuracy if auto-populated).

- b. Under the "PDF Attachments section" Drag and drop your pdf file into the box as outlined or click on the "click here" link inside the submission box to find your file.
- c. Under the "Review and Verify" section, click the box agreeing to the terms and conditions.
- d. Click "Submit" when you are ready to submit your file.
- e. You will receive confirmation when your response has been submitted. If you do not receive a response, your submission has not been received. If you have questions about whether the response was received, you can contact cory@phbidding.com or call 662-407-0193.
- E. The bid submission can be redacted at any time prior to the bid opening time.
- F. One submitted and the solicitation period has ended, the City of Hattiesburg will review all solicitations, and all approved bidders will be able to take part in the reverse auction process. *Note: The reverse auction will take place at <https://phbidding.procureport.com>. Separate registration for usage to the reverse auction site is required. If you are approved to participate in the reverse auction, detailed instructions will be sent to you regarding this site and the reverse auction process.*

If you encounter problems or have questions regarding the submission of un-priced responses, please contact PH Bidding Group at 662-407-0193 or info@phbidding.com.

IV. **PROPOSAL OPENING**

Pricing will only be accepted through the Reverse Auction process by vendors that are approved through the multi-step process. Un-priced proposal openings shall be conducted any time after they are received. From that point forward, un-priced proposals will be considered under advisement. The City of Hattiesburg may conduct written or oral discussions with potential bidders. The City of Hattiesburg reserves the right to determine responsive offers or proposals, waive minor informalities in the process, to reject any and all offers or proposals, and to invite priced bids from those companies believed most advantageous to The City of Hattiesburg.

If you are selected to receive an invitation to provide priced bids, complete instructions for participation in the reverse auction and submitting priced bids shall be provided in the invitation.

V. **REVERSE AUCTION**

Vendors submitting their unpriced proposals before the bid deadline and meeting the minimum specifications will be invited to participate in the Online Reverse Auction. The reverse auction will begin on **May 9, 2024, at 10:00 AM CST**. Full instructions regarding registering for the reverse auction will be included in the invitation.

The Online Reverse Auction is an auction event in which bidders submit pricing in a decreasing manner. In PH Bidding Reverse Auctions, all bidders will be able to see their ranking in the bid process and will have the opportunity to lower their bid as often as possible if they see fit.

Note: The reverse auction will take place at <https://phbidding.procureport.com>. Separate registration for usage to the reverse auction site is required. If you are approved to participate in the reverse auction, detailed instructions will be sent to you.

The reverse auction will be set for an initial 30-minute time slot. Bidders can begin entering their bid price and delivery time once the bid has started. Vendors will not be able to see other vendors' pricing. Each vendor will be able to see their bid ranking once their bid is entered. If you are the lowest bidder when your bid is entered, you will see a (1) beside your bid. If you have the second lowest bid, you will see a (2) beside your bid, (3) for third, etc. If you enter your bid and are ranked 1st, you will need to continue

watching to ensure that no bids have been entered that are lower than your bid amount. If a bid is entered that is lower than your bid, you will have an opportunity to enter a lower bid amount. There is an anti-sniping feature as part of this bid. Any bids submitted within the last 3 minutes of the bid will extend the bid time by an additional 3-minute extension and will continue until 3 minutes have gone by without a bid. At that point, the auction will end.

There is no benefit to waiting until the last minute to enter your bid during the reverse auction. You will not be able to see other bids during the auction, only your bid ranking. If you are in first place in bidding and your bid changes to (2), (3), etc., that means that someone has entered a bid that is lower than your bid. At that time, you can change your bid price if you would like.

****PH Bidding Group makes no recommendations on choosing the awarded vendor.**

VI. SPECIFICATION CLARIFICATION

It is the intent of the specifications to obtain a product that will adequately meet the needs of the user while promoting the greatest extent of competition that is practicable. In no way are these specifications intended to exclude vendors that can meet or exceed the intended purposes. Unless specifically stated; brand names, model and part numbers used in this request are used for the sole purpose of setting a desired standard and are not intended to limit or restrict any vendor from offering an equivalent component that the vendor feels best meets the needs of the buyer. It is the responsibility of the prospective bidder to review the entire Bid packet and to notify the buyer if the Specifications are formulated in a manner which would unnecessarily restrict competition. The buyer will decide based on the LOWEST and BEST products offered by the bidding participants.

VII. AWARD CRITERIA

As soon as practical, after opening the Responses, the committee will evaluate each proposal and choose which vendors are approved to participate in the reverse auction (pricing) portion of this bid. After the reverse auction, the committee will determine the lowest and best bid based on equipment offered and pricing, and what is determined to be most advantageous to, or in the best interest of The City of Hattiesburg.

VIII. CLARIFICATION OF PROPOSALS

- Qualified proposals will be evaluated, and acceptance made based on the best value offered to The City of Hattiesburg.
- Proposals will be evaluated according to completeness, content, and total cost.
- The City of Hattiesburg may make such reasonable investigations as deemed proper and necessary to determine the ability of the offeror to perform the work/service proposed, and the offeror shall furnish to The City of Hattiesburg all such information and data for this purpose as may be requested.
- The City of Hattiesburg reserves the right to reject any proposal if the evidence submitted by, or investigations of, such offeror fail to satisfy The City of Hattiesburg that such offeror is properly qualified to carry out the obligations of the contract and to complete the work/furnish the item(s) contemplated therein.
- This proposal does not commit The City of Hattiesburg to award a contract or pay costs incurred in the preparation of this proposal.
- At their option, the evaluators may request oral presentations or discussion with any or all offerors for the purpose of clarification or to amplify the materials presented in any part of the proposal. However, all proposals should be complete and reflect the most favorable terms available from the offeror.
- The City of Hattiesburg reserves the right to accept any offer or to reject all offers with or without cause.

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	✓		AWD
1.2	Gasoline Engine	✓		4 Cylinder
1.3	Transmission: Automatic	✓		CVT
1.4	Independent Front and Rear Suspensions Systems	✓		
1.5	Cloth seats	✓		
1.6	Interior Color black, gray or tan.	✓		Black
1.7	Carpet Floor Covering	✓		
1.8	Color: White Preferred (Others may be considered)	✓		Multiple Options
1.9	Power Windows and Locks	✓		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	✓		
1.11	A minimum of two key sets is required per vehicle.	✓		
1.12	Air conditioning is required.	✓		
1.13	Full size spare		✓	Compact Spare
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	—	—	26 City / 32 Hwy
1.15	All vehicles provided under this bid should be new from the factory	✓		
1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	✓		See attached Warranty Specifications

Make/Model Subaru Outback

Year 2025

Engine Size: 2.5L, 4 cyl

Color: White, other colors available

Lead Time: 7-10 weeks after receipt of Purchase Order

➤ Please include Factory Sticker information with unpriced proposal

VENDOR INFORMATION

Company Name American Vet Works, Inc

Address 14 Mariners Lane

City Northport State NY Zip 11768

Company Representative Thomas Mahoney

Title Procurement Officer

Phone (631) 661-1838

Email tm@amvetworks.com

Date 4/19/24

Scan completed specification response form along with warranty information, brochures to be considered, and PH Bidding Group's Vendor agreement and submit online at <https://www.hattiesburgsbids.com>.

***If your response is approved, you will receive detailed instructions regarding the reverse auction process. Do not provide pricing as part of your specification response. Pricing will only be accepted from approved vendors through the reverse auction process.**

If you will require technical assistance for the submission of the specification response or the reverse auction process, this will require you to either contact PH Bidding Group at 662-407-0193 or cory@phbidding.com at least one day prior to the specification response deadline or the reverse auction date.



Supplier Agreement

INTENT AND CONTACT

This document shall detail the conditions upon which a supplier, contractor, vendor or other individual, business or corporation seeking to do business with any client who has contracted, whether verbally, by resolution or any other means with PH Bidding Group for the use of its reverse auction platform shall be allowed to utilize the PH Bidding Group Reverse Auction Platform located at <https://phbidding.procureport.com/>. Only through completion of this document and unconditional agreement to this agreement in its entirety will you or your assigns, agents or employees or other designees be allowed to utilize this platform to submit pricing to the client(s) of PH Bidding Group.

This Agreement contains provisions for an administrative fee, discussed in Section 16.

PH Bidding Group hereby agrees to all sections contained within which outline its obligations and responsibilities.

PH Bidding Group Contact information is:

PH Bidding Group
605 West Main Street
Tupelo, MS 38804
662.407.0193
cory@phbidding.com

TERMS OF USE

Reverse Auction and Strategic Procurement Software – One Time Use Agreement for Suppliers Only

If you have difficulty in completing this document, email us at cory@phbidding.com or call us direct at 662.407.0193.

By participating in the reverse auction procurement process initiated by PH Bidding Group and its strategic partner(s), you agree that you have accepted this agreement in its entirety, without exception, and that you, your representatives, and assigns agree to the following terms, statements and conditions:

Definitions:

“PH Bidding Group” shall mean the provider of a Reverse Auction Event Platform used in conjunction with Buyers to negotiate pricing on desired service, goods or information.

“You”, “Supplier” or “Suppliers” shall mean anyone signing this agreement that will use or direct the use of PH Bidding Group’ Reverse Auction Event Platform for the purpose of selling services, goods or information to Buyers who retain the services of PH Bidding Group.

“Buyer” shall mean any client or customer of PH Bidding Group who chooses or has chosen in the past to procure through the use of a Reverse Auction Event Platform or information provided by or in conjunction with PH Bidding Group.

“Reverse Auction Event Platform” shall mean the platform accessed within or from or in conjunction with the website address at <https://phbidding.procureport.com/> , which is used by various Buyers to procure services, goods or information.

- 1.) All information related to bids, projects, specifications, and terms of sale to potential clients of PH Bidding Group are based on information received directly from the client, and not necessarily approved by PH Bidding Group. PH Bidding Group makes no warranty concerning information approved by its clients for use in reverse auction events.
- 2.) PH Bidding Group cannot and will not be held liable for delays in reverse auction events, server failures or changes in scheduling for reverse auction events.
- 3.) You acknowledge that PH Bidding Group is merely the conduit through which pricing is achieved for the benefit of our clients, and not an endorsement of our clients’ creditworthiness, ability to perform upon a contract or agreement, nor the proper use of materials, equipment or any other service or goods purchased through the use of our reverse auction software. PH Bidding Group shall not be held liable clients’ failure to perform or award upon a given reverse auction event. All agreements that arise between suppliers and buyers are then the sole responsibility of those two parties, wherein PH Bidding Group shall be indemnified.
- 4.) This agreement shall be good for a one-time use of PH Bidding Group’s reverse auction strategic procurement solution. Only through acceptance of this agreement are you permitted to utilize the bidding platform. In the event that you violate any of the terms of any part of this agreement, PH Bidding Group may, in its sole and absolute discretion, terminate your ability to access the platform. In the event that PH Bidding Group terminates your access to the reverse auction software for any reason, neither you nor your assigns, affiliates, employers, employees or subsidiaries or beneficiaries shall have a claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 5.) PH Bidding Group shall provide basic training and basic instruction concerning operation of the supplier side functions of its reverse auction software, which is operated entirely online. Supplier shall be solely responsible for his or her attendance to this training. PH Bidding Group shall make reasonable efforts to accommodate training to Supplier’s schedule, but Supplier acknowledges that he or she is ultimately solely responsible for attendance. Supplier agrees not to attempt to reverse engineer, model or copy this software.
- 6.) It shall be the supplier’s responsibility to comply fully with terms and conditions set forth by clients of PH Bidding Group, and to ensure that supplier conduct falls within state purchasing laws.
- 7.) It shall be the sole and absolute responsibility of the Supplier to meet all deadlines for specification responses and sample presentations or the attending of any pre-bid conferences or any other functions as may be required from time to time by either PH Bidding Group or the Buyer. Failure to meet any of these deadlines or appointments does not entitle the supplier to an extension of the deadline or a delay in the scheduled date of the reverse auction event.

- 8.) Supplier shall also be solely responsible for his own access to the Internet. If Supplier has no access to the Internet and is unable to locate access on his own, PH Bidding Group may, at its sole and absolute discretion, assist Supplier in locating sufficient Internet access for the purposes of participating in a contemplated Reverse Auction Event. Supplier also agrees that he is solely responsible for using his access to the Internet in a responsible manner in conjunction with this Reverse Auction Event so as not to intentionally interfere with another Supplier's access to the Reverse Auction Event.
- 9.) It shall be the sole and absolute responsibility of the supplier to ensure that it meets all state and federal regulations with respect to product offerings and its ability to offer such items or services.
- 10.) Suppliers agree that any and all information they provide shall be accurate and truthful. PH Bidding Group shall take reasonable precautions deemed necessary in its sole and absolute discretion to protect and safeguard that information but shall not be held liable in the event of a breach of that security. PH Bidding Group does not guarantee either the validity of your information or the safety of the information you provide. In the event your information becomes compromised, PH Bidding Group will issue you a new password.
- 11.) Supplier agrees that he has no right to transfer this one-time use license.
- 12.) Supplier agrees that he shall have no claim against PH Bidding Group for any virus that may infect the hardware or software of the supplier as a direct or indirect result from the use or perceived use of PH Bidding Group' reverse auction software.
- 13.) Supplier agrees that his sole remedy in the event that supplier determines he dislikes the reverse auction process or service is to stop using the service.
- 14.) Supplier agrees that he will neither share nor leak his password to the service for the purpose of allowing competitors of PH Bidding Group to view the reverse auction process or allow unauthorized persons to view a Reverse Auction Event for the purpose of providing information to other unauthorized users, regardless of intent or consequence. In the event of a breach of this section of the agreement, PH Bidding Group may, in its sole and absolute discretion, remove access to the Reverse Auction Event or any other portion of Internet based material from the Supplier.
- 15.) Supplier agrees that in the event of an Internet or server failure on the side of PH Bidding Group, arrangements may be made by PH Bidding Group in conjunction with the buyer for an alternate date for the Reverse Auction Event. Suppliers shall have no claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 16.) An investment of time and financial resources is necessary for the continued operation of Reverse Auction Events run on PH Bidding Group platform. Therefore, a transaction fee based solely upon the final awarded purchase price shall be charged to the supplier. This transaction fee shall be self-assessed by the Supplier, who, by participating or reviewing or viewing PH Bidding Group' Reverse Auction Platform, website or information prepared by or in conjunction with PH Bidding Group, acknowledges receipt of service from PH Bidding Group regardless of the means of the final arrangement of pricing, whether through PH Bidding Group's Reverse Auction Event or other direct negotiations or bids. Supplier agrees that if he or she at any time has used the Reverse Auction platform or any portion or part of the software or Internet platform or website or information provided by or prepared by or in conjunction with PH Bidding Group for purposes of a contemplated bid, the fees described within this agreement as being due to PH Bidding Group shall be due in full in accordance with normal billing procedures set forth herein and are fully earned by PH Bidding Group.

Fees shall be self-assessed by the winning Supplier in the following amount and shall apply to all bids:

4% of the total contract price, including all service agreements, extended warranties and equipment.

Fees shall be paid to PH Bidding Group in the following manner:

All fees, in full, shall be due to PH Bidding Group within 15 calendar days of payment by the purchasing entity to the winning vendor for equipment, materials or other items by the Buyer. Partial payments shall not be accepted, and payments which are not received within 60 calendar days shall immediately accrue interest at the rate of 2% monthly plus a recurring monthly service fee of \$50. Supplier agrees that after 90 (ninety) days of non-payment, Supplier shall be considered in default of this agreement by PH Bidding Group and subject to all necessary and legal means of collection of this debt. In addition, Supplier agrees to pay all fees and lost monies required to collect Suppliers debt to PH Bidding Group. Jurisdiction for all collection efforts shall be Tupelo, Mississippi exclusively.

Suppliers should ensure that their total bid includes all fees due to PH Bidding Group. Supplier agrees that it is his sole and absolute responsibility to include fees due PH Bidding Group with all submitted bids. Supplier agrees that any and all future orders or transactions arising from the use of PH Bidding Group' Reverse Auction Event Platform shall be subject to the fees listed above and payable based upon the same guidelines. Future orders and transactions shall include but not be limited to, accessories, modifications, or aftermarket equipment.

- 17.) By participating in this Reverse Auction Event or by viewing materials associated with this Reverse Auction Event, Supplier agrees not to attempt circumvention or contemplate circumvention or enter into any agreement that would circumvent this agreement in any way, whether intentional or unintentional which results or may result in avoiding fees due to PH Bidding Group or negotiating directly with Buyer or avoids or attempts to avoid the Reverse Auction Event. These circumvention techniques could include but shall in no way be limited to verbal agreements, bids written on paper delivered by any means or electronic communications, signals, or other means of communication.
- 18.) Supplier agrees that all content provided by PH Bidding Group is considered the sole property of PH Bidding Group. Unauthorized sharing or use of these materials and content is prohibited. Supplier agrees that he will use this content solely for the purpose of participating in a Reverse Auction Event in good faith.
- 19.) PH Bidding Group may alter this agreement at any time. Notice shall be given to Supplier within 24 hours of PH Bidding Group's alteration of this agreement if currently in force either by email, the posting of specific related information within the bid package located within the Reverse Auction Bid platform that will be used by Supplier to gather information on this specific bid, or by certified mail. PH Bidding Group is hereby informing Supplier that our preferred method of notification is by using the Adobe Acrobat protected document format (PDF), delivered by email.
- 20.) This Agreement and all rights of the parties associated with it shall be governed by the laws as set forth within the State of Mississippi. Jurisdiction relating to any matters arising from the use of this agreement shall be the City of Tupelo, Mississippi. If any portion of this agreement is found to be unenforceable, whether due to illegality or misappropriation, the remainder of this agreement and its enforceability shall survive in full and shall be in no way affected. This agreement constitutes the entire agreement between the parties. No other verbal representations, examples, or correspondence, whether electronic, verbal or written, shall survive the signing of this agreement.

Acceptance - This agreement is hereby accepted in its entirety, without exception. I assert under penalty of law, I am the authorized signatory for the following organization, company, group or individual:

Organization, Company, or Individual represented: American Vet Works, Inc

Authorized Representative (Printed Name): Thomas Mahoney

Title of Authorized Representative: Procurement Officer

BILLING INFORMATION:

Email Address: tm@amvetworks.com

Physical Address: 14 Mariners Lane

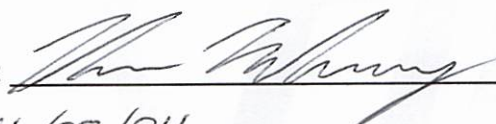
Northport, NY, 11768

Mailing Address (if different): 250 Main St., Rm 102

Northport, NY, 11768

Office Phone: (631) 651-1838

Mobile Phone: (631) 651-1838

Signature: 

Date: 4/25/24

Return this Agreement, with your completed Bid Response Package to PH Bidding Group before the vendor response deadline outlined in the bid advertisement or bid documents. You may scan and submit this agreement with your bid response to the applicable bid management site or you may email the completed, signed pages to cory@phbidding.com. For questions regarding this agreement or the bid item(s), you may contact PH Bidding at 662-407-0193.

If you will require technical assistance for the submission of the specification response or the reverse auction process, this will require you to contact PH Bidding Group at either 662-407-0193 or info@phbidding.com at least one day prior to the specification response deadline or the reverse auction date.



NEW 2025 SUBARU OUTBACK BASE (SDB-01)

REQUEST FOR UNPRICED PROPOSALS | UP TO (4) MID-SIZE SUVS

PHOTO FOR ILLUSTRATIVE PURPOSES ONLY

PLEASE CONTACT ME WITH ANY QUESTIONS
THOMAS MAHONEY | 631 651 1838 | TM@AMVETWORKS.COM



SBA WOSB
Woman Owned Small Business



Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Selected Model and Options

MODEL

CODE	MODEL
SDB	2025 Subaru Outback AWD

COLORS

CODE	DESCRIPTION
	Crystal White Pearl

OPTIONS

DESCRIPTION
Standard Model
Crystal White Pearl
Slate Black, Cloth Upholstery -inc: silver stitching

Options Total

Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Standard Equipment

Mechanical

Engine: 2.5L DOHC 16 Valve 4-Cylinder -inc: Horizontally opposed, auto start-stop, Dual Active Valve Control System (DAVCS) Variable Valve Timing, auto start-stop and Electronic Throttle Control (ETC)

Transmission w/Oil Cooler

Transmission: Lineartronic Continuously Variable -inc: steering wheel paddle-shift control switches, 8-speed manual shift mode and X-MODE: Hill Descent Control (HDC)

Electronic Transfer Case

Full-Time All-Wheel

3.90 Axle Ratio

Battery w/Run Down Protection

150 Amp Alternator

4850# Gvwr 900# Maximum Payload

Gas-Pressurized Shock Absorbers

Front And Rear Anti-Rolls

Electric Power-Assist Speed-Sensing Steering

18.5 Gal. Fuel Tank

Single Stainless Steel Exhaust

Permanent Locking Hubs

Strut Front Suspension w/Coil Springs

Double Wishbone Rear Suspension w/Coil Springs

4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Descent Control, Hill Hold Control and Electric Parking Brake

Brake Actuated Limited Slip Differential

Exterior

Wheels: 17" x 7J Black Aluminum-Alloy -inc: machine finish

Tires: 225/65R17 102H All Season

Steel Spare Wheel

Compact Spare Tire Mounted Inside Under Cargo

Clearcoat Paint

Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent

Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent

Black Bodyside Cladding and Black Wheel Well Trim

Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Exterior

Chrome Side Windows Trim

Body-Colored Door Handles

Black Power Side Mirrors w/Manual Folding

Fixed Rear Window w/Fixed Interval Wiper and Defroster

Light Tinted Glass

Variable Intermittent Wipers

Galvanized Steel/Aluminum Panels

Lip Spoiler

Black Grille w/Metal-Look Accents

Liftgate Rear Cargo Access

Tailgate/Rear Door Lock Included w/Power Door Locks

Roof Rack

Auto On/Off Projector Beam Led Low/High Beam Daytime Running Auto-Leveling Directionally Adaptive Auto High-Beam Headlamps

Front Fog Lamps

Perimeter/Approach Lights

LED Brakelights

Headlights-Automatic Highbeams

Entertainment

AM/FM/HD/Satellite w/Seek-Scan, Clock, Speed Compensated Volume Control and Steering Wheel Controls

Radio: Subaru STARLINK Dual 7.0" Multimedia System -inc: AM/FM stereo, HD Radio, multi-touch gesture high resolution display screen, voice activated controls, Bluetooth audio streaming and hands-free phone connectivity w/SMS text messaging (refer to subaru.com for cell phone compatibility), iPod control capability, SiriusXM (4 months free trial/subscription required after), SiriusXM Travel Link (3 years free trial/subscription required after), smartphone integration for Android Auto, Apple CarPlay and STARLINK cloud applications (refer to subaru.com for app availability), USB audio system update, audio system and Bluetooth steering wheel control switches, 4 speakers, illuminated 3.5mm auxiliary input jack and illuminated USB-A input/charge port

Window Grid And Roof Mount Antenna

3 LCD Monitors In The Front

Interior

Driver Seat

Passenger Seat

60-40 Folding Bench Front Facing Manual Reclining Fold Forward Seatback Rear Seat

Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Interior

Manual Tilt/Telescoping Steering Column

Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Trip Odometer and Trip Computer

Power Rear Windows and Fixed 3rd Row Windows

Front Bucket Seats -inc: 6-way manual driver's seat w/height adjuster (pump lever type), full width lever: seat fore/aft adjustment and 4-way manual front passenger seat w/full width lever: seat fore/aft adjustment, height and tilt adjustable head restraints and whiplash reducing protection

Front Cupholder

Rear Cupholder

Valet Function

Power Fuel Flap Locking Type

Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry, Illuminated Ignition Switch and Panic Button

Remote Releases -Inc: Power Cargo Access

Cruise Control w/Steering Wheel Controls

Adaptive w/Traffic Stop-Go

Voice Activated Automatic Air Conditioning

HVAC -inc: Underseat Ducts

Illuminated Locking Glove Box

Driver Foot Rest

Interior Trim -inc: Cloth/Metal-Look Instrument Panel Insert, Simulated Carbon Fiber Door Panel Insert and Metal-Look Interior Accents

Full Cloth Headliner

Cloth Door Trim Insert

Urethane Gear Shifter Material

Cloth Upholstery -inc: silver stitching

Day-Night Rearview Mirror

Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination, Driver And Passenger Auxiliary Mirror

Full Floor Console w/Covered Storage, Mini Overhead Console w/Storage and 2 12V DC Power Outlets

Front Map Lights

Delay Off Interior Lighting

Full Carpet Floor Covering -inc: Carpet Front And Rear Floor Mats

Carpet Floor Trim and Vinyl/Rubber Mat

Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Interior

Cargo Area Concealed Storage
Cargo Features -inc: Cargo Tray/Organizer
Cargo Space Lights
FOB Controls -inc: Cargo Access
Driver / Passenger And Rear Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks w/Autolock Feature
Redundant Digital Speedometer
Trip Computer
Outside Temp Gauge
Analog Appearance
Seats w/Cloth Back Material
Manual Adjustable Rear Head Restraints
Front Center Armrest w/Storage and Rear Center Armrest
2 Seatback Storage Pockets
Perimeter Alarm
Immobilizer
2 12V DC Power Outlets
Air Filtration

Safety-Mechanical

Lane Centering
Electronic Stability Control (ESC)
ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags
EyeSight Pre-Collision Braking
EyeSight Lane Keep Assist Lane Keeping Assist
EyeSight Lane Keep Assist Lane Departure Warning

Vehicle: [Retail] 2025 Subaru Outback (SDB) AWD ( Complete)

Safety-Interior

- Collision Mitigation-Front
- Driver Monitoring-Alert
- Tire Specific Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags
- Curtain 1st And 2nd Row Airbags
- Airbag Occupancy Sensor
- Driver Knee Airbag and Passenger Cushion Front Airbag
- Rear Child Safety Locks
- Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
- Back-Up Camera w/Washer

WARRANTY

- Basic Years: 3
- Basic Miles/km: 36,000
- Drivetrain Years: 5
- Drivetrain Miles/km: 60,000
- Corrosion Years: 5
- Corrosion Miles/km: Unlimited
- Roadside Assistance Years: 3
- Roadside Assistance Miles/km: 36,000



Vehicles

Build & Price

Shopping Tools

Our Commitment

Owners

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12 Total

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SUVs

Outback



Subaru Accolades

Model

Outback



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☐ SUVs

☐ Crosstrek

☐ Forester

☒ **Outback**

☐ Ascent

☐ Solterra

☐ Cars

☐ Impreza

☐ Legacy

“Even after
driving luxury
SUVs on the
same surfaces,
the Outback's
refined ride
stood out.”

- *MotorTrend*

Outback

TOP SAFETY PICK

The 2024 Subaru
Outback an IIHS
TOP SAFETY PICK
for 16 years running
(2009-2024).



Outback

Pedestrian Front Crash



Outback

The Subaru Outback has the Best

☐ Performance

☐ BRZ

☐ WRX

Accolade Type

☐ Safety

☐ Quality

☐ Value

☐ Loyalty

Prevention

The 2024 Subaru Outback received the highest possible 2023 rating for pedestrian front crash prevention from IIHS.

Resale Value in its class for four years running,

according to Kelley Blue Book's KBB.com².



Outback

Built to Last

Outback

“The Subaru Outback's standard all-wheel drive easily handles

94% of Subaru
Outback vehicles
sold in the last 10
years are still on the
road today, more
than the Toyota
RAV4, Honda CR-V,
or Hyundai Santa Fe¹

**bumpy,
nonpaved
surfaces so
there's no limit
to your family's
exploring.”**

- Edmunds



Outback

**“This is one of
the most
comfortable,**

Outback

**Cost of
Ownership**

**capable,
spacious, and
high-tech
midsize SUVs
on the market
today.”**

- Edmunds

The Subaru Outback
is an IntelliChoice
SmartChoice winner
for Cost of
Ownership seven
times, more times
than Honda CRV,
Toyota RAV4,
Hyundai Santa Fe,
Ford Bronco Sport,
or Toyota 4Runner³.



Outback



Outback

Fuel Costs

The Subaru Outback is an IntelliChoice SmartChoice winner for Fuel Costs⁴.



Outback

5-Star

The 2024 Subaru Outback earned top marks with a 5-Star

Side Impact

The 2024 Subaru Outback received the highest possible 2023 rating in the new side impact test from IIHS.



Outback

**#1 in its
Class**

Overall Vehicle Score
from the National
Highway Traffic
Safety Administration
(NHTSA)⁵.

The 2024 Subaru
Outback is #1 in its
class, according to
MotorTrend⁶.



Explore Subaru

Our vehicles will inspire
drivers like you to become
a Subaru owner for life.
Find out what makes us
more than a car company.

Connect with Us

Get Email Updates

Customer Support

About Subaru

Our Company

Diversity, Equity,
Inclusion & Belonging

Corporate
Responsibility

Company News

Other Subaru Sites

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Subaru Parts Online

Motorsports

Dear Subaru

Subaru Gear

Careers

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* MSRP does not include destination and delivery charges, tax, title, and registration fees. Destination and delivery includes handling and inland freight fees and may vary in some states. Prices, specifications, options, features, and models subject to change without notice. Select colors may be subject to an additional charge. See your retailer for more information.

** EPA-estimated fuel economy. Actual mileage may vary. For Crosstrek Hybrid and Solterra, EPA-estimated MPG equivalent on a full battery charge. Actual mileage will vary.



2024 NISSAN ROGUE S FWD



Scan QR code for general
model information & options

ADVENTURE READY

Standard Equipment Included at No Extra Charge

MECHANICAL & PERFORMANCE

1.5L DOHC 12-Valve Turbocharged Engine
201 hp, 225 lb-ft torque
XTRONIC CVT®
Front and Rear Disc Brakes
Drive Mode Selector

SAFETY & SECURITY

Nissan Advanced Air Bag System
Lower Anchors and Tethers for
Children (LATCH)
Brake Assist
RearView Monitor
Automatic Emergency Braking
with Pedestrian Detection
Blind Spot Warning
Rear Cross Traffic Alert
Lane Departure Warning
High Beam Assist
Rear Automatic Braking
Intelligent Forward Collision
Warning

COMFORT & CONVENIENCE

Cruise Control
Rear Door Alert
Voice Recognition

AUDIO & INFOTAINMENT

NissanConnect®
Apple CarPlay®+
Android Auto™+
SiriusXM®+
8" Color Touch-screen Display

EXTERIOR

17" Alloy Wheels
Intelligent Auto Headlights
LED Low and High Beam Headlights
LED Daytime Running Lights
LED Tail Lamps

Manufacturer's Suggested
Retail Base Price: \$28,420.00

Options Included by Manufacturer
Splash Guards (Set of 4-Black) 250.00
Floor Mats, 1-piece Cargo Area Protector,
Seatback Protector and First Aid Kit 445.00

DESTINATION CHARGES 1,390.00

Total' \$30,505.00

+For more information, see dealer,
owner's manual, or www.NissanUSA.com/
connect/legal
++Optional Equipment Replaces
Standard Where Applicable

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information, Nissan is not responsible for changes, errors or omissions. See actual vehicle and/or verify information in question with
your Nissan dealer.

EPA DOT Fuel Economy and Environment



Gasoline Vehicle

Fuel Economy
33 MPG
combined city/hwy city highway
3.0 gallons per 100 miles

Small SUVs range from 14 to 123 MPG.
The best vehicle rates 140 MPGe.

You **save**
\$1,500
in fuel costs
over 5 years
compared to the
average new vehicle.

Annual fuel cost
\$1,650

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles



Smartphone
QR Code



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★

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

Frontal Crash Driver Passenger ★★★★★
★★★★★

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

Side Crash Front seat Rear seat ★★★★★
★★★★★

Based on the risk of injury in a side impact.

Rollover ★★★★★

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

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

Source: National Highway Traffic Safety Administration (NHTSA)

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

This Vehicle qualifies for Nissan's

Security+Plus Extended Protection Plan

The only service agreement backed by
Nissan Extended Services North America!
Ask your dealer for details, or call 1-800-NISSAN-1
for more information

Dealer:
PETRO NISSAN
6248 U S HIGHWAY 98
HATTIESBURG, MS 39402

VIN: 5N1BT3AA5RC692756
MDL: Z2114-692756 KAD-G
OPT: E-C03B92L92

EXT: GUN METALLIC
INT: CHARCOAL
EMS: 50 STATE EMISSIONS

Transport Method: TRUCK

20240207231656AS2909



SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	X		
1.2	Gasoline Engine	X		
1.3	Transmission: Automatic	X		
1.4	Independent Front and Rear Suspensions Systems	X		
1.5	Cloth seats	X		
1.6	Interior Color black, gray or tan.	X		
1.7	Carpet Floor Covering	X		
1.8	Color: White Preferred (<i>Others may be considered</i>)		X	Gun Metallic (gray)
1.9	Power Windows and Locks	X		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	X		
1.11	A minimum of two key sets is required per vehicle.	X		
1.12	Air conditioning is required.	X		
1.13	Full size spare			Spare tire included
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	X		
1.15	All vehicles provided under this bid should be new from the factory			30 City /37 Highway MPG

1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	X		5 year, 60,000 mile powertrain
------	---	---	--	--------------------------------

Make/Model Year Nissan Rogue 2024

Engine Size:201-hp 1.5-liter VC-Turbo® 3-cylinder

Color: Gun Metallic (gray)

Lead Time: Delivery in 1 day

➤ **Please include Factory Sticker information with unpriced proposal**



2024 NISSAN ROGUE S FWD



Scan QR code for general
model information & options

ADVENTURE READY

Standard Equipment Included at No Extra Charge

MECHANICAL & PERFORMANCE

1.5L DOHC 12-Valve Turbocharged Engine
201 hp, 225 lb-ft torque
XTRONIC CVT®
Front and Rear Disc Brakes
Drive Mode Selector

SAFETY & SECURITY

Nissan Advanced Air Bag System
Lower Anchors and Tethers for
Children (LATCH)
Brake Assist
RearView Monitor
Automatic Emergency Braking
with Pedestrian Detection
Blind Spot Warning
Rear Cross Traffic Alert
Lane Departure Warning
High Beam Assist
Rear Automatic Braking
Intelligent Forward Collision
Warning

COMFORT & CONVENIENCE

Cruise Control
Rear Door Alert
Voice Recognition

AUDIO & INFOTAINMENT

NissanConnect®
Apple CarPlay®+
Android Auto™+
SiriusXM®+
8" Color Touch-screen Display

EXTERIOR

17" Alloy Wheels
Intelligent Auto Headlights
LED Low and High Beam Headlights
LED Daytime Running Lights
LED Tail Lamps

Manufacturer's Suggested
Retail Base Price: \$28,420.00

Options Included by Manufacturer
Splash Guards (Set of 4-Black) 250.00
Floor Mats, 1-piece Cargo Area Protector,
Seatback Protector and First Aid Kit 445.00

DESTINATION CHARGES 1,390.00

Total* \$30,505.00

*For more information, see dealer,
owner's manual, or [www.NissanUSA.com/
connect/legal](http://www.NissanUSA.com/connect/legal)
++Optional Equipment Replaces
Standard Where Applicable

*Does not include dealer installed options and accessories, local taxes or license fees. This label has
been applied pursuant to federal law. Do not remove prior to delivery to the ultimate purchaser.

**Not actual Monroney Label. Provided for informational purposes only. Vehicle features, pricing and other information subject to change,
may vary from actual vehicle content and/or Monroney label description. While Nissan makes reasonable efforts to ensure accuracy of
information, Nissan is not responsible for changes, errors or omissions. See actual vehicle and/or verify information in question with
your Nissan dealer.

EPA DOT Fuel Economy and Environment



Gasoline Vehicle

Fuel Economy
33 MPG
combined city/hwy 30 city 37 highway
3.0 gallons per 100 miles

Small SUVs range from 14 to 123 MPG.
The best vehicle rates 140 MPGe.

You **save**
\$1,500
in fuel costs
over 5 years
compared to the
average new vehicle.

Annual fuel cost
\$1,650

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles

Smartphone
QR Code*



GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★

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

Frontal Crash Driver Passenger ★★★★★
★★★★★

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

Side Crash Front seat Rear seat ★★★★★
★★★★★

Based on the risk of injury in a side impact.

Rollover ★★★★★

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

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

Source: National Highway Traffic Safety Administration (NHTSA)

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

This Vehicle qualifies for Nissan's

Security+Plus Extended Protection Plan

The only service agreement backed by
Nissan Extended Services North America!
Ask your dealer for details, or call 1-800-NISSAN-1
for more information

Dealer:
PETRO NISSAN
6248 U S HIGHWAY 98
HATTIESBURG, MS 39402

VIN: 5N1BT3AA3RC694053
MDL: Z2114-694053 K23-G
OPT: E-C03B92L92

EXT: BRILLIANT SILVE
INT: CHARCOAL
EMS: 50 STATE EMISSIONS

Transport Method: TRUCK

20240209225755AS2909



SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	X		
1.2	Gasoline Engine	X		
1.3	Transmission: Automatic	X		
1.4	Independent Front and Rear Suspensions Systems	X		
1.5	Cloth seats	X		
1.6	Interior Color black, gray or tan.	X		
1.7	Carpet Floor Covering	X		
1.8	Color: White Preferred (<i>Others may be considered</i>)		X	Brilliant Silver (light silver)
1.9	Power Windows and Locks	X		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	X		
1.11	A minimum of two key sets is required per vehicle.	X		
1.12	Air conditioning is required.	X		
1.13	Full size spare			Spare tire included
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	X		30 City /37 Highway MPG
1.15	All vehicles provided under this bid should be new from the factory	X		

1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	X		5 year, 60,000 mile powertrain
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Make/Model Year Nissan Rogue 2024

Engine Size:201-hp 1.5-liter VC-Turbo® 3-cylinder

Color: Brilliant Silver Metallic

Lead Time: Delivery in 1 day

➤ **Please include Factory Sticker information with unpriced proposal**

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	X		
1.2	Gasoline Engine	X		
1.3	Transmission: Automatic	X		
1.4	Independent Front and Rear Suspensions Systems	X		
1.5	Cloth seats	X		
1.6	Interior Color black, gray or tan.	X		
1.7	Carpet Floor Covering	X		
1.8	Color: White Preferred (<i>Others may be considered</i>)	X		White
1.9	Power Windows and Locks	X		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	X		
1.11	A minimum of two key sets is required per vehicle.	X		
1.12	Air conditioning is required.	X		
1.13	Full size spare			Spare tire included
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	X		31 City /36 Highway MPG
1.15	All vehicles provided under this bid should be new from the factory	X		

1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	X		5 year, 60,000 mile powertrain
------	---	---	--	--------------------------------

Make/Model Year - Nissan Kicks 2024

Engine Size: 1.6 L 4 cyl.

Color: Fresh Powder (white)

Lead Time: Delivery in 1 day

➤ **Please include Factory Sticker information with unpriced proposal**



2024 NISSAN KICKS SV CVT



Scan QR code for general
model information & options

MOVE TO YOUR OWN BEAT

Standard Equipment Included at No Extra Charge

MECHANICAL & PERFORMANCE
1.6 L DOHC 16-Valve 4-Cylinder Engine
Xtronic CVT (Continuously Variable Transmission)

SAFETY & SECURITY
Nissan Advanced Air Bag System
Automatic Emergency Braking (AEB)
w/Pedestrian Detection
Forward Collision Warning (FCW)
Rear Automatic Braking (RAB)
Blind Spot Warning (BSW)
Rear Cross Traffic Alert (RCTA)
Lane Departure Warning (LDW)
Haptic Steering Wheel
High Beam Assist (HBA)
Rear Sonar

COMFORT & CONVENIENCE
4 USB Ports (x2 Front: Charge & Data;
x2 Rear: Charge only)
Intelligent Driver Alertness
Intelligent Cruise Control
Nissan Intelligent Key®
7" Advanced Drive Assist Display
Remote Engine Start**
Rear Door Alert
Rear passenger underseat heater ducts
Cloth seat trim
6-way manual driver seat
4-way manual front pass seat
Easy Fill Tire Alert
Hill Start Assist
Electronic Parking Brake
w/ Auto-Hold

AUDIO & INFOTAINMENT
NissanConnect® powered by SiriusXM®+
Apple CarPlay®+
Android Auto™+
8" Color Touchscreen Display Audio
System w/ 6 Speakers
Sirius Eyes Free+
SiriusXM® with Advanced Audio Features+
Wi-Fi Hotspot+

EXTERIOR
17" Alloy Wheels
Intelligent Auto Headlights
Silver Roof Rails
SV Grade Badge

+For more information, see dealer,
see dealer, owner's manual, or
www.NissanUSA.com/connect/legal

++Optional equipment replaces
standard equipment where applicable

**State laws may apply. Review before using

Manufacturer's Suggested
Retail Base Price: \$22,910.00

Options Included by Manufacturer
Splash Guards 250.00
Carpeted Floor Mats with Cargo Mat 245.00

DESTINATION CHARGES 1,390.00

Total* \$24,795.00

*Does not include dealer installed options and accessories, local taxes or license fees. This label has
been applied pursuant to federal law. Do not remove prior to delivery to the ultimate purchaser.

**Not actual Monroney Label. Provided for informational purposes only. Vehicle features, pricing and other information subject to change,
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your Nissan dealer.

EPA DOT Fuel Economy and Environment



Gasoline Vehicle

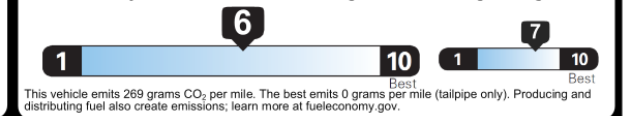
Fuel Economy
33 MPG
combined city/hwy city highway
3.0 gallons per 100 miles

MIDSIZE CARS range from 15 to 132
MPG. The best vehicle rates 140 MPGe.

You **save**
\$1,500
in fuel costs
over 5 years
compared to the
average new vehicle.

Annual fuel cost
\$1,650

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles



Smartphone
QR Code



GOVERNMENT 5-STAR SAFETY RATINGS

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

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

Side Crash ★★★★★
Front seat ★★★★★
Rear seat ★★★★★
Based on the risk of injury in a side impact.

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

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest.
Source: National Highway Traffic Safety Administration (NHTSA)
www.safercar.gov or 1-888-327-4236

This Vehicle qualifies for Nissan's

Security+Plus Extended Protection Plan

The only service agreement backed by
Nissan Extended Services North America!
Ask your dealer for details, or call 1-800-NISSAN-1
for more information

DELIVERY

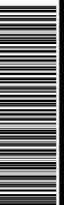
VEHICLE COLORS:
EXT: FRESH POWDER
INT: CHARCOAL

FINAL ASSEMBLY POINT:
AGUAS (ABV.) MEX
TRANSPORT METHOD:
TRUCK

DEALER:
PETRO NISSAN
6248 U S HIGHWAY 98
HATTIESBURG MS
39402

VIN: 3N1CP5CV2RL529028
EMS: 50 STATE EMISSIONS
MDL: 21114-529028 QM1-G
OPT: F-B92L92C03

20240215230917AS2909





2024 NISSAN KICKS SV CVT



Scan QR code for general
model information & options

MOVE TO YOUR OWN BEAT

Standard Equipment Included at No Extra Charge

MECHANICAL & PERFORMANCE
1.6 L DOHC 16-Valve 4-Cylinder Engine
Xtronic CVT (Continuously Variable Transmission)

SAFETY & SECURITY
Nissan Advanced Air Bag System
Automatic Emergency Braking (AEB)
w/Pedestrian Detection
Forward Collision Warning (FCW)
Rear Automatic Braking (RAB)
Blind Spot Warning (BSW)
Rear Cross Traffic Alert (RCTA)
Lane Departure Warning (LDW)
Haptic Steering Wheel
High Beam Assist (HBA)
Rear Sonar

COMFORT & CONVENIENCE
4 USB Ports (x2 Front: Charge & Data;
x2 Rear: Charge only)
Intelligent Driver Alertness
Intelligent Cruise Control
Nissan Intelligent Key®
7" Advanced Drive Assist Display
Remote Engine Start**
Rear Door Alert
Rear passenger underseat heater ducts
Cloth seat trim
6-way manual driver seat
4-way manual front pass seat
Easy Fill Tire Alert
Hill Start Assist
Electronic Parking Brake
w/ Auto-Hold

AUDIO & INFOTAINMENT
NissanConnect® powered by SiriusXM®+
Apple CarPlay®+
Android Auto™+
8" Color Touchscreen Display Audio
System w/ 6 Speakers
Sirius Eyes Free+
SiriusXM® with Advanced Audio Features+
Wi-Fi Hotspot+

EXTERIOR
17" Alloy Wheels
Intelligent Auto Headlights
Silver Roof Rails
SV Grade Badge

+For more information, see dealer,
see dealer, owner's manual, or
www.NissanUSA.com/connect/legal

++Optional equipment replaces
standard equipment where applicable

**State laws may apply. Review before using

Manufacturer's Suggested
Retail Base Price: \$22,910.00

Options Included by Manufacturer
Splash Guards 250.00
Carpeted Floor Mats with Cargo Mat 245.00
USB Charging Cable Set 90.00

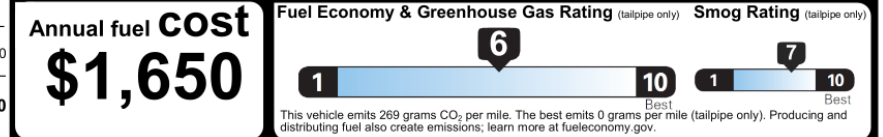
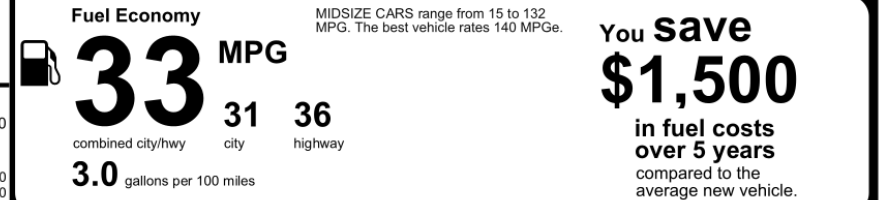
DESTINATION CHARGES 1,390.00

Total* \$24,885.00

*Does not include dealer installed options and accessories, local taxes or license fees. This label has been applied pursuant to federal law. Do not remove prior to delivery to the ultimate purchaser.

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EPA DOT Fuel Economy and Environment Gasoline Vehicle



Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$9,750 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.60 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuel economy.gov

Calculate personalized estimates and compare vehicles



GOVERNMENT 5-STAR SAFETY RATINGS

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

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

Side Crash Front seat Rear seat ★★★★★
Based on the risk of injury in a side impact.

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

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest.
Source: National Highway Traffic Safety Administration (NHTSA)
www.safercar.gov or 1-888-327-4236

This Vehicle qualifies for Nissan's

Security+Plus Extended Protection Plan

The only service agreement backed by
Nissan Extended Services North America!
Ask your dealer for details, or call 1-800-NISSAN-1
for more information

DELIVERY

VEHICLE COLORS:
EXT: FRESH POWDER
INT: CHARCOAL

FINAL ASSEMBLY POINT:
AGUAS (ABV.) MEX
TRANSPORT METHOD:
TRUCK

DEALER:
PETRO NISSAN
6248 U S HIGHWAY 98
HATTIESBURG MS
39402

VIN: 3N1CP5CV7RL537660
EMS: 50 STATE EMISSIONS
MDL: 21114-537660 QM1-G
OPT: F-B92L92C03H92

20240307230934AS2909

SPECIFICATION RESPONSE FORM

Please review each item and indicate whether your offered product complies with the Specifications as listed. If it does not comply with the listed specification, please explain the variance in the blank provided or on an additional sheet.

✓ Please list appropriate information where requested.

Item 1	Mid-Size SUV	Acknowledge		Variance (If Specification not met)
		YES	NO	
1.1	2-wheel Drive Small/Mid-Size SUV	X		
1.2	Gasoline Engine	X		
1.3	Transmission: Automatic	X		
1.4	Independent Front and Rear Suspensions Systems	X		
1.5	Cloth seats	X		
1.6	Interior Color black, gray or tan.	X		
1.7	Carpet Floor Covering	X		
1.8	Color: White Preferred (<i>Others may be considered</i>)	X		White
1.9	Power Windows and Locks	X		
1.10	All vehicles shall be equipped with an AM/FM Radio with Bluetooth capability and at least one cellular phone charging port.	X		
1.11	A minimum of two key sets is required per vehicle.	X		
1.12	Air conditioning is required.	X		
1.13	Full size spare			Spare tire included
1.14	To the extent possible, all vehicles must be the best in class for fuel efficiency.	X		31 City /36 Highway MPG
1.15	All vehicles provided under this bid should be new from the factory	X		

1.16	Minimum 36 Month or 36,000 mile factory warranty (Include warranty information in response)	X		5 year, 60,000 mile powertrain
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Make/Model Year - Nissan Kicks 2024

Engine Size: 122-hp 1.6-liter 4-cylinder

Color: Fresh Powder (white)

Lead Time: Delivery in 1 day

➤ **Please include Factory Sticker information with unpriced proposal**



Supplier Agreement

INTENT AND CONTACT

This document shall detail the conditions upon which a supplier, contractor, vendor or other individual, business or corporation seeking to do business with any client who has contracted, whether verbally, by resolution or any other means with PH Bidding Group for the use of its reverse auction platform shall be allowed to utilize the PH Bidding Group Reverse Auction Platform located at <https://phbidding.procureport.com/>. Only through completion of this document and unconditional agreement to this agreement in its entirety will you or your assigns, agents or employees or other designees be allowed to utilize this platform to submit pricing to the client(s) of PH Bidding Group.

This Agreement contains provisions for an administrative fee, discussed in Section 16.

PH Bidding Group hereby agrees to all sections contained within which outline its obligations and responsibilities.

PH Bidding Group Contact information is:

PH Bidding Group
605 West Main Street
Tupelo, MS 38804
662.407.0193
cory@phbidding.com

TERMS OF USE

Reverse Auction and Strategic Procurement Software – One Time Use Agreement for Suppliers Only

If you have difficulty in completing this document, email us at cory@phbidding.com or call us direct at 662.407.0193.

By participating in the reverse auction procurement process initiated by PH Bidding Group and its strategic partner(s), you agree that you have accepted this agreement in its entirety, without exception, and that you, your representatives, and assigns agree to the following terms, statements and conditions:

Definitions:

“PH Bidding Group” shall mean the provider of a Reverse Auction Event Platform used in conjunction with Buyers to negotiate pricing on desired service, goods or information.

“You”, “Supplier” or “Suppliers” shall mean anyone signing this agreement that will use or direct the use of PH Bidding Group’ Reverse Auction Event Platform for the purpose of selling services, goods or information to Buyers who retain the services of PH Bidding Group.

“Buyer” shall mean any client or customer of PH Bidding Group who chooses or has chosen in the past to procure through the use of a Reverse Auction Event Platform or information provided by or in conjunction with PH Bidding Group.

“Reverse Auction Event Platform” shall mean the platform accessed within or from or in conjunction with the website address at <https://phbidding.procureport.com/> , which is used by various Buyers to procure services, goods or information.

- 1.) All information related to bids, projects, specifications, and terms of sale to potential clients of PH Bidding Group are based on information received directly from the client, and not necessarily approved by PH Bidding Group. PH Bidding Group makes no warranty concerning information approved by its clients for use in reverse auction events.
- 2.) PH Bidding Group cannot and will not be held liable for delays in reverse auction events, server failures or changes in scheduling for reverse auction events.
- 3.) You acknowledge that PH Bidding Group is merely the conduit through which pricing is achieved for the benefit of our clients, and not an endorsement of our clients' creditworthiness, ability to perform upon a contract or agreement, nor the proper use of materials, equipment or any other service or goods purchased through the use of our reverse auction software. PH Bidding Group shall not be held liable clients' failure to perform or award upon a given reverse auction event. All agreements that arise between suppliers and buyers are then the sole responsibility of those two parties, wherein PH Bidding Group shall be indemnified.
- 4.) This agreement shall be good for a one-time use of PH Bidding Group's reverse auction strategic procurement solution. Only through acceptance of this agreement are you permitted to utilize the bidding platform. In the event that you violate any of the terms of any part of this agreement, PH Bidding Group may, in its sole and absolute discretion, terminate your ability to access the platform. In the event that PH Bidding Group terminates your access to the reverse auction software for any reason, neither you nor your assigns, affiliates, employers, employees or subsidiaries or beneficiaries shall have a claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 5.) PH Bidding Group shall provide basic training and basic instruction concerning operation of the supplier side functions of its reverse auction software, which is operated entirely online. Supplier shall be solely responsible for his or her attendance to this training. PH Bidding Group shall make reasonable efforts to accommodate training to Supplier's schedule, but Supplier acknowledges that he or she is ultimately solely responsible for attendance. Supplier agrees not to attempt to reverse engineer, model or copy this software.
- 6.) It shall be the supplier's responsibility to comply fully with terms and conditions set forth by clients of PH Bidding Group, and to ensure that supplier conduct falls within state purchasing laws.
- 7.) It shall be the sole and absolute responsibility of the Supplier to meet all deadlines for specification responses and sample presentations or the attending of any pre-bid conferences or any other functions as may be required from time to time by either PH Bidding Group or the Buyer. Failure to meet any of these deadlines or appointments does not entitle the supplier to an extension of the deadline or a delay in the scheduled date of the reverse auction event.

- 8.) Supplier shall also be solely responsible for his own access to the Internet. If Supplier has no access to the Internet and is unable to locate access on his own, PH Bidding Group may, at its sole and absolute discretion, assist Supplier in locating sufficient Internet access for the purposes of participating in a contemplated Reverse Auction Event. Supplier also agrees that he is solely responsible for using his access to the Internet in a responsible manner in conjunction with this Reverse Auction Event so as not to intentionally interfere with another Supplier's access to the Reverse Auction Event.
- 9.) It shall be the sole and absolute responsibility of the supplier to ensure that it meets all state and federal regulations with respect to product offerings and its ability to offer such items or services.
- 10.) Suppliers agree that any and all information they provide shall be accurate and truthful. PH Bidding Group shall take reasonable precautions deemed necessary in its sole and absolute discretion to protect and safeguard that information but shall not be held liable in the event of a breach of that security. PH Bidding Group does not guarantee either the validity of your information or the safety of the information you provide. In the event your information becomes compromised, PH Bidding Group will issue you a new password.
- 11.) Supplier agrees that he has no right to transfer this one-time use license.
- 12.) Supplier agrees that he shall have no claim against PH Bidding Group for any virus that may infect the hardware or software of the supplier as a direct or indirect result from the use or perceived use of PH Bidding Group' reverse auction software.
- 13.) Supplier agrees that his sole remedy in the event that supplier determines he dislikes the reverse auction process or service is to stop using the service.
- 14.) Supplier agrees that he will neither share nor leak his password to the service for the purpose of allowing competitors of PH Bidding Group to view the reverse auction process or allow unauthorized persons to view a Reverse Auction Event for the purpose of providing information to other unauthorized users, regardless of intent or consequence. In the event of a breach of this section of the agreement, PH Bidding Group may, in its sole and absolute discretion, remove access to the Reverse Auction Event or any other portion of Internet based material from the Supplier.
- 15.) Supplier agrees that in the event of an Internet or server failure on the side of PH Bidding Group, arrangements may be made by PH Bidding Group in conjunction with the buyer for an alternate date for the Reverse Auction Event. Suppliers shall have no claim against PH Bidding Group, its employees, assigns or beneficiaries.
- 16.) An investment of time and financial resources is necessary for the continued operation of Reverse Auction Events run on PH Bidding Group platform. Therefore, a transaction fee based solely upon the final awarded purchase price shall be charged to the supplier. This transaction fee shall be self-assessed by the Supplier, who, by participating or reviewing or viewing PH Bidding Group' Reverse Auction Platform, website or information prepared by or in conjunction with PH Bidding Group, acknowledges receipt of service from PH Bidding Group regardless of the means of the final arrangement of pricing, whether through PH Bidding Group's Reverse Auction Event or other direct negotiations or bids. Supplier agrees that if he or she at any time has used the Reverse Auction platform or any portion or part of the software or Internet platform or website or information provided by or prepared by or in conjunction with PH Bidding Group for purposes of a contemplated bid, the fees described within this agreement as being due to PH Bidding Group shall be due in full in accordance with normal billing procedures set forth herein and are fully earned by PH Bidding Group.

Fees shall be self-assessed by the winning Supplier in the following amount and shall apply to all bids:

4% of the total contract price, including all service agreements, extended warranties and equipment.

Fees shall be paid to PH Bidding Group in the following manner:

All fees, in full, shall be due to PH Bidding Group within 15 calendar days of payment by the purchasing entity to the winning vendor for equipment, materials or other items by the Buyer. Partial payments shall not be accepted, and payments which are not received within 60 calendar days shall immediately accrue interest at the rate of 2% monthly plus a recurring monthly service fee of \$50. Supplier agrees that after 90 (ninety) days of non-payment, Supplier shall be considered in default of this agreement by PH Bidding Group and subject to all necessary and legal means of collection of this debt. In addition, Supplier agrees to pay all fees and lost monies required to collect Suppliers debt to PH Bidding Group. Jurisdiction for all collection efforts shall be Tupelo, Mississippi exclusively.

Suppliers should ensure that their total bid includes all fees due to PH Bidding Group. Supplier agrees that it is his sole and absolute responsibility to include fees due PH Bidding Group with all submitted bids.

Supplier agrees that any and all future orders or transactions arising from the use of PH Bidding Group's Reverse Auction Event Platform shall be subject to the fees listed above and payable based upon the same guidelines. Future orders and transactions shall include but not be limited to, accessories, modifications, or aftermarket equipment.

- 17.) By participating in this Reverse Auction Event or by viewing materials associated with this Reverse Auction Event, Supplier agrees not to attempt circumvention or contemplate circumvention or enter into any agreement that would circumvent this agreement in any way, whether intentional or unintentional which results or may result in avoiding fees due to PH Bidding Group or negotiating directly with Buyer or avoids or attempts to avoid the Reverse Auction Event. These circumvention techniques could include but shall in no way be limited to verbal agreements, bids written on paper delivered by any means or electronic communications, signals, or other means of communication.
- 18.) Supplier agrees that all content provided by PH Bidding Group is considered the sole property of PH Bidding Group. Unauthorized sharing or use of these materials and content is prohibited. Supplier agrees that he will use this content solely for the purpose of participating in a Reverse Auction Event in good faith.
- 19.) PH Bidding Group may alter this agreement at any time. Notice shall be given to Supplier within 24 hours of PH Bidding Group's alteration of this agreement if currently in force either by email, the posting of specific related information within the bid package located within the Reverse Auction Bid platform that will be used by Supplier to gather information on this specific bid, or by certified mail. PH Bidding Group is hereby informing Supplier that our preferred method of notification is by using the Adobe Acrobat protected document format (PDF), delivered by email.
- 20.) This Agreement and all rights of the parties associated with it shall be governed by the laws as set forth within the State of Mississippi. Jurisdiction relating to any matters arising from the use of this agreement shall be the City of Tupelo, Mississippi. If any portion of this agreement is found to be unenforceable, whether due to illegality or misappropriation, the remainder of this agreement and its enforceability shall survive in full and shall be in no way affected. This agreement constitutes the entire agreement between the parties. No other verbal representations, examples, or correspondence, whether electronic, verbal or written, shall survive the signing of this agreement.

Acceptance - This agreement is hereby accepted in its entirety, without exception. I assert under penalty of law, I am the authorized signatory for the following organization, company, group or individual:

Organization, Company, or Individual represented:

Petro Nissan

Authorized Representative (Printed Name):

Logan Durette

Title of Authorized Representative:

Sales Manager

BILLING INFORMATION:

Email Address:

Ldurette@petronissan.com

Physical Address:

6248 Highway 98 West

Hattiesburg, MS 39402

Mailing Address (if different):

" "

" "

Office Phone:

601-606-5988

Mobile Phone:

601-606-5988

Signature:



Date:

5-1-2024

Return this Agreement, with your completed Bid Response Package to PH Bidding Group before the vendor response deadline outlined in the bid advertisement or bid documents. You may scan and submit this agreement with your bid response to the applicable bid management site or you may email the completed, signed pages to cory@phbidding.com. For questions regarding this agreement or the bid item(s), you may contact PH Bidding at 662-407-0193.

If you will require technical assistance for the submission of the specification response or the reverse auction process, this will require you to contact PH Bidding Group at either 662-407-0193 or info@phbidding.com at least one day prior to the specification response deadline or the reverse auction date.

2023 MODEL YEAR

Jeep® RENEGADE LATITUDE 4X4

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT MANUFACTURED FOR SALE OR REGISTRATION OUTSIDE OF THE UNITED STATES.

MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

▶

Base Price: \$27,850

◀

JEEP RENEGADE LATITUDE 4X4
Exterior Color: Slate Blue Pearl-Coat Exterior Paint
Interior Color: Black Interior Color
Interior: Cloth Bucket Seats
Engine: 1.3L I4 Turbo MAir DI Engine w/ Engine Stop/Start
Transmission: 9-Speed 948TE Automatic Transmission
STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)
FUNCTIONAL/SAFETY FEATURES

- Advanced Multistage Front Air Bags
- Supplemental Side-Curtain Front and Rear Air Bags
- Supplemental Front Seat-Mounted Side Air Bags
- Driver Inflatable Knee-Bolster Air Bag
- Jeep Wave Membership (Retail Sales/50 States Only)
- Lane-Departure Warning Plus
- Forward-Collision Warning Plus
- Blind-Spot and Cross-Path Detection
- ParkView® Rear Back-Up Camera
- Anti-Lock 4-Wheel Disc Brakes
- Selec-Terrain® System
- All-Speed Traction Control
- Tire Pressure Monitoring Display
- Electric Park Brake
- Electronic Stability Control
- Electronic Roll Mitigation
- Speed Control
- Push-Button Start
- Electric Power Steering
- Capless Fuel-Fill
- Daytime Running Lamp System
- Hill-Start Assist
- Rear Window Wiper / Washer
- Security Alarm

- INTERIOR FEATURES
- Uconnect® 4C NAV with 8.4-Inch Touch Screen Display
 - GPS Navigation
 - Apple CarPlay®
 - Cluster with 3.5-Inch TFT Monochrome Display
 - HD™ Radio
 - Integrated Voice Command
 - SiriusXM® with 6-Month Radio Sub Call 800-643-2112
 - SiriusXM® Traffic Plus with 5-Year Subscription
 - SiriusXM® Travel Link with 5-Year Subscription

- SiriusXM Guardian™ Connected Services w/1-Yr Trial
 - 6 Speakers
 - A/C with Dual-Zone Auto Temperature Control
 - Steering-Wheel-Mounted Audio Controls
 - Rear 60/40 Folding Seat
 - Cloth Bucket Seats
 - All-Season Floor Mats
- EXTERIOR FEATURES
- 17-Inch x 7.0-Inch Aluminum Wheels
 - Exterior Mirrors with Heating Element
 - Tire Service Kit
 - Halogen Headlamps
- OPTIONAL EQUIPMENT** (May Replace Standard Equipment)
- Slate Blue Pearl-Coat Exterior Paint \$595
 - Customer Preferred Package 22B**

Destination Charge \$1,595

▶

TOTAL PRICE: * \$30,040

◀

WARRANTY COVERAGE
5-year or 60,000-mile Powertrain Limited Warranty.
3-year or 36,000-mile Basic Limited Warranty.
Ask Dealer for a copy of the limited warranties or see your owner's manual for details.

5 YEAR / 60,000 MILE
POWERTRAIN WARRANTY

Assembly Point/Port of Entry: HOUSTON, TEXAS, U.S.A. S.L. SHIP TO: SOLD TO:
VIN: ZAC-NJDB1XPP-P34579 L4-VON: 3292 0627-0



THIS LABEL IS ADDED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REMOVED OR ALTERED PRIOR TO DELIVERY TO THE ULTIMATE PURCHASER.
* STATE AND/OR LOCAL TAXES IF ANY, LICENSE AND TITLE FEES AND DEALER SUPPLIED AND INSTALLED OPTIONS AND ACCESSORIES ARE NOT INCLUDED IN THIS PRICE. DISCOUNT, IF ANY, IS BASED ON PRICE OF OPTIONS IF PURCHASED SEPARATELY.

For more information visit: www.jeep.com or call 1-877-IAM-JEEP FCA US LLC

EPA DOT

Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

These estimates reflect new EPA methods beginning with 2017 models.

26 MPG **23** city **29** highway
combined city/hwy

3.8 gallons per 100 miles

You spend

\$500

in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost

\$1,700

Fuel Economy & Greenhouse Gas Rating (tailpipe only)

Smog Rating (tailpipe only)

1 5 10 Best

1 6 10 Best

This vehicle emits 347 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also creates emissions; learn more at fuelconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and cost \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuelconomy.gov

Calculate personalized estimates and compare vehicles

Smartphone QR Code

GOVERNMENT 5-STAR SAFETY RATINGS

This vehicle has not been rated by the government for overall vehicle score, frontal crash, side crash, or rollover risk.

Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:
U.S./CANADIAN PARTS CONTENT: 14%
MAJOR SOURCES OF FOREIGN PARTS CONTENT:
ITALY : 63%
NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.
FOR THIS VEHICLE:
FINAL ASSEMBLY POINT:
MELFI, ITALY
COUNTRY OF ORIGIN:
ENGINE: POLAND
TRANSMISSION: UNITED STATES

MOPAR®

VEHICLE PROTECTION
A PRODUCT OF FCA US LLC

Ask for Mopar Vehicle Protection for your vehicle. We Built It. We Back It.

2023 MODEL YEAR

Jeep® RENEGADE LATITUDE 4X4

THIS VEHICLE IS MANUFACTURED TO MEET SPECIFIC UNITED STATES REQUIREMENTS. THIS VEHICLE IS NOT MANUFACTURED FOR SALE OR REGISTRATION OUTSIDE OF THE UNITED STATES.

MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

▶

Base Price: \$27,850◀

JEEP RENEGADE LATITUDE 4X4
Exterior Color: Black Clear-Coat Exterior Paint
Interior Color: Black Interior Color
Interior: Cloth Bucket Seats
Engine: 1.3L I4 Turbo MAir DI Engine w/ Engine Stop/Start
Transmission: 9-Speed 948TE Automatic Transmission
STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)
FUNCTIONAL/SAFETY FEATURES

- Advanced Multistage Front Air Bags
- Supplemental Side-Curtain Front and Rear Air Bags
- Supplemental Front Seat-Mounted Side Air Bags
- Driver Inflatable Knee-Bolster Air Bag
- Jeep Wave Membership (Retail Sales/50 States Only)
- Lane-Departure Warning Plus
- Forward-Collision Warning Plus
- Blind-Spot and Cross-Path Detection
- ParkView® Rear Back-Up Camera
- Anti-Lock 4-Wheel Disc Brakes
- Selec-Terrain® System
- All-Speed Traction Control
- Tire Pressure Monitoring Display
- Electric Park Brake
- Electronic Stability Control
- Electronic Roll Mitigation
- Speed Control
- Push-Button Start
- Electric Power Steering
- Capless Fuel-Fill
- Daytime Running Lamp System
- Hill-Start Assist
- Rear Window Wiper / Washer
- Security Alarm

- INTERIOR FEATURES
- Uconnect® 4C NAV with 8.4-Inch Touch Screen Display
 - GPS Navigation
 - Apple CarPlay®
 - Cluster with 3.5-Inch TFT Monochrome Display
 - HD™ Radio
 - Integrated Voice Command
 - SiriusXM® with 6-Month Radio Sub Call 800-643-2112
 - SiriusXM® Traffic Plus with 5-Year Subscription
 - SiriusXM® Travel Link with 5-Year Subscription

- SiriusXM Guardian™ Connected Services w/ 1-Yr Trial
- 6 Speakers
- A/C with Dual-Zone Auto Temperature Control
- Steering-Wheel-Mounted Audio Controls
- Rear 60/40 Folding Seat
- Cloth Bucket Seats
- All-Season Floor Mats
- EXTERIOR FEATURES
- 17-Inch x 7.0-Inch Aluminum Wheels
- Exterior Mirrors with Heating Element
- Tire Service Kit
- Halogen Headlamps
- OPTIONAL EQUIPMENT** (May Replace Standard Equipment)
- Black Clear-Coat Exterior Paint \$595
- Customer Preferred Package 22B**

Destination Charge \$1,595

▶

TOTAL PRICE: * \$30,040◀

WARRANTY COVERAGE
5-year or 60,000-mile Powertrain Limited Warranty.
3-year or 36,000-mile Basic Limited Warranty.
Ask Dealer for a copy of the limited warranties or see your owner's manual for details.

5 YEAR / 60,000 MILE
POWERTRAIN WARRANTY

Assembly Point/Port of Entry: HOUSTON, TEXAS, U.S.A. S.L. SHIP TO: SOLD TO:

VIN: ZAC-NJDB1XPP-P57456 L4-VON: 2626 0906-0



THIS LABEL IS ADDED TO THIS VEHICLE TO COMPLY WITH FEDERAL LAW. THE LABEL CANNOT BE REMOVED OR ALTERED PRIOR TO DELIVERY TO THE ULTIMATE PURCHASER.

* STATE AND/OR LOCAL TAXES IF ANY, LICENSE AND TITLE FEES AND DEALER SUPPLIED AND INSTALLED OPTIONS AND ACCESSORIES ARE NOT INCLUDED IN THIS PRICE. DISCOUNT, IF ANY, IS BASED ON PRICE OF OPTIONS IF PURCHASED SEPARATELY.

For more information visit: www.jeep.com
or call 1-877-IAM-JEEP

FCA US LLC

EPA
DOT

Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

These estimates reflect new EPA methods beginning with 2017 models.

26 MPG

combined city/hwy

23 city

29 highway

3.8 gallons per 100 miles

You spend

\$500

in fuel costs over 5 years compared to the average new vehicle.

Annual fuel Cost

\$1,700

Fuel Economy & Greenhouse Gas Rating (tailpipe only)

Smog Rating (tailpipe only)

1 5 10

Best

This vehicle emits 347 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also creates emissions; learn more at fuel economy.gov.

1 6 10

Best

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and cost \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuel economy.gov

Calculate personalized estimates and compare vehicles

Smartphone QR Code

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

★★★★★

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

Frontal Crash

Driver Passenger

★★★★★

★★★★★

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

Side Crash

Front seat Rear seat

★★★★★

★★★

Based on the risk of injury in a side impact.

Rollover

★★★

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

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

FOR VEHICLES IN THIS CARLINE:

U.S./CANADIAN PARTS CONTENT: 14%

MAJOR SOURCES OF FOREIGN PARTS CONTENT:

ITALY : 63%

NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.

FOR THIS VEHICLE:

FINAL ASSEMBLY POINT:

MELFI, ITALY

COUNTRY OF ORIGIN:

ENGINE: POLAND

TRANSMISSION: UNITED STATES

MOPAR®

VEHICLE PROTECTION

A PRODUCT OF FCA US LLC

Ask for Mopar Vehicle Protection for your vehicle. We Built It. We Back It.

The safety ratings above are based on Federal Government tests of particular vehicles equipped with certain features and options. The performance of this vehicle may differ.

2023 MODEL YEAR

Jeep[®] RENEGADE LATITUDE 4X4

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MANUFACTURER'S SUGGESTED RETAIL PRICE OF THIS MODEL INCLUDING DEALER PREPARATION

▶

Base Price: \$27,850

◀

JEEP RENEGADE LATITUDE 4X4
Exterior Color: Black Clear-Coat Exterior Paint
Interior Color: Black Interior Color
Interior: Cloth Bucket Seats
Engine: 1.3L I4 Turbo MAir DI Engine w/ Engine Stop/Start
Transmission: 9-Speed 948TE Automatic Transmission
STANDARD EQUIPMENT (UNLESS REPLACED BY OPTIONAL EQUIPMENT)
FUNCTIONAL/SAFETY FEATURES

Advanced Multistage Front Air Bags
Supplemental Side-Curtain Front and Rear Air Bags
Supplemental Front Seat-Mounted Side Air Bags
Driver Inflatable Knee-Bolster Air Bag
Jeep Wave Membership (Retail Sales/50 States Only)
Lane-Departure Warning Plus
Forward-Collision Warning Plus
Blind-Spot and Cross-Path Detection
ParkView® Rear Back-Up Camera
Anti-Lock 4-Wheel Disc Brakes
Selec-Terrain® System
All-Speed Traction Control
Tire Pressure Monitoring Display
Electric Park Brake
Electronic Stability Control
Electronic Roll Mitigation
Speed Control
Push-Button Start
Electric Power Steering
Capless Fuel-Fill
Daytime Running Lamp System
Hill-Start Assist
Rear Window Wiper / Washer
Security Alarm

INTERIOR FEATURES
Uconnect® 4C NAV with 8.4-Inch Touch Screen Display
GPS Navigation
Apple CarPlay®
Cluster with 3.5-Inch TFT Monochrome Display
HD™ Radio
Integrated Voice Command
SiriusXM® with 6-Month Radio Sub Call 800-643-2112
SiriusXM® Traffic Plus with 5-Year Subscription
SiriusXM® Travel Link with 5-Year Subscription

SiriusXM Guardian™ Connected Services w/ 1-Yr Trial
6 Speakers
A/C with Dual-Zone Auto Temperature Control
Steering-Wheel-Mounted Audio Controls
Rear 60/40 Folding Seat
Cloth Bucket Seats
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17-Inch x 7.0-Inch Aluminum Wheels
Exterior Mirrors with Heating Element
Tire Service Kit
Halogen Headlamps

OPTIONAL EQUIPMENT (May Replace Standard Equipment)
Black Clear-Coat Exterior Paint \$595
Customer Preferred Package 22B

Destination Charge \$1,595

▶

TOTAL PRICE: * \$30,040

◀

WARRANTY COVERAGE
5-year or 60,000-mile Powertrain Limited Warranty.
3-year or 36,000-mile Basic Limited Warranty.
Ask Dealer for a copy of the limited warranties or see your owner's manual for details.

5^{YEAR} / 60,000^{MILE}
POWERTRAIN WARRANTY

Assembly Point/Port of Entry: HOUSTON, TEXAS, U.S.A. S.L. SHIP TO: SOLD TO:
VIN: ZAC-NJDB1XPP-P57098 L4-VON: 2813 0905-0



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For more information visit: www.jeep.com
or call 1-877-IAM-JEEP

FCA US LLC

EPA
DOT

Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

These estimates reflect new EPA methods beginning with 2017 models.

26 MPG
combined city/hwy

23 city 29 highway

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in fuel costs over 5 years compared to the average new vehicle.

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Fuel Economy & Greenhouse Gas Rating (tailpipe only)

Smog Rating (tailpipe only)

1 5 10 Best

1 6 10 Best

This vehicle emits 347 grams CO2 per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also creates emissions; learn more at fuel economy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and cost \$8,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.95 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fuel economy.gov

Calculate personalized estimates and compare vehicles

Smartphone QR Code

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

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

Frontal Crash

Driver Passenger

★★★★★

★★★★★

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

Side Crash

Front seat Rear seat

★★★★★

★★★

Based on the risk of injury in a side impact.

Rollover

★★★

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

Star ratings range from 1 to 5 stars (★★★★★) with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA) www.safercar.gov or 1-888-327-4236

PARTS CONTENT INFORMATION

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U.S./CANADIAN PARTS CONTENT: 14%
MAJOR SOURCES OF FOREIGN PARTS CONTENT:
ITALY : 63%
NOTE: PARTS CONTENT DOES NOT INCLUDE FINAL ASSEMBLY, DISTRIBUTION, OR OTHER NON-PARTS COSTS.
FOR THIS VEHICLE:
FINAL ASSEMBLY POINT:
MELFI, ITALY
COUNTRY OF ORIGIN:
ENGINE: POLAND
TRANSMISSION: UNITED STATES

MOPAR®

VEHICLE PROTECTION
A PRODUCT OF FCA US LLC

Ask for Mopar Vehicle Protection for your vehicle. We Built It. We Back It.

The safety ratings above are based on Federal Government tests of particular vehicles equipped with certain features and options. The performance of this vehicle may differ.

RETAIL BUYER'S ORDER
THIS IS NOT A BINDING CONTRACT

PINE BELT CDJR

6905 US HWY 98 W
HATTIESBURG, MS 39402
(601) 544-2430



Date	05/01/2024
Stock No.	5NT2686
Salesperson	N/A
County	LAMAR

Buyer(s) CITY OF HATTIESBURG

e-mail

Address 200 FORREST STREET

City HATTIESBURG

State MS

Zip 39401

Home Phone:

Work Phone:

Cell Phone: N/A

Enter my order for: Year 2023

Make: JEEP

Model: RENEGADE

Series BVJM74

Color:

Body:

V.I.N. No. ZACNJB1XPPP34579

Mileage: 4540

Engine Size 1.3L

Gas ☐

Diesel ☐

4x4 ☐

AWD ☐

2WD ☐

TRADE INFORMATION

Make _____ Model _____ Yr. _____
Mileage _____ Body _____ Cyl. _____ Color _____
VIN # _____

Pay-Off Information

Lienholder _____
Lienholder Phone _____
Address _____
Account No. _____
Payoff Good Until _____
Payoff Quote By _____
Payoff Amount _____
Trade Allowance _____

I warrant that the balance owed on my trade-in is correct as stated in this purchase agreement that there are no liens other than those listed in this purchase agreement, and that if the actual amount is greater, I will reimburse Pine Belt CDJR. within 48 hours after notification. I understand that if the amount is less, Pine Belt CDJR. will reimburse the difference to me.

I warrant my trade-in(s) ☐ HAS ☐ HAS NOT been Wrecked, Damaged Reconstructed, Rebuilt, Damaged by Flood, and does not have a Salvage or Reconstructed title.

I also warrant that the emission control equipment is intact and operational I have not removed or altered said equipment while in my possession, nor do I have any knowledge of anyone else doing so.

Buyers Signature _____

There is no warranty, expressed or implied, made by either the manufacturer or selling dealer on new factory vehicles except the warranties set forth in your manufacturer owner's manual. Mississippi's Implied Warranty Law may give this buyer additional rights.

DISCLAIMER OF WARRANTIES: The Seller, Pine Belt CDJR. hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and Pine Belt CDJR. neither assumes nor authorizes any other person to assume for it any liability in connection with this sale.

Seller specifically disclaims any warranty or obligation for the proper operation of any emission control equipment or the prior removal of same from the vehicle Buyer shall be solely responsible for compliance with any present or future laws or regulations affecting emissions of the vehicle.

The undersigned further warrants and agrees that Pine Belt CDJR, Inc. shall not be liable for any consequential damages, including but not limited to damages for inconvenience, annoyance and mental anguish.

All expressed warranties, if any, by a manufacturer or supplier are theirs, not the dealers, unless otherwise provided in writing and furnished to the buyer by the dealer.

MSRP	30,040.00
PRICE AS ADVERTISED	23,500.00
DEALER INSTALLED ACCESSORIES	
TOTAL	23,500.00
TRADE ALLOWANCE	N/A
SUBTOTAL	23,500.00
State Sales Tax 0.0 %	N/A
Title Fee	10.00
DOCUMENT FEE *	390.00
Sub-Total	23,900.00
REBATES	N/A
TRADE PAYOFF	N/A
CASH DOWN PAYMENT	N/A
EXTENDED SERVICE PLAN	
Balance Due	23,900.00

THIS NEW VEHICLE RETAIL PURCHASE AGREEMENT

Is an offer to purchase the vehicle described herein on the terms specified herein and in the documents signed herewith. This agreement is not enforceable except upon the acceptance of PINE BELT CDJR. The buyer agrees that THERE ARE NO REPRESENTATIONS, WARRANTIES, OR CONDITIONS except those which are written on any contract document and signed herewith. The Buyer agrees that all prior negotiated and verbal agreements and representations are merged into this instrument and the documents signed herewith and any representations, warranties, or agreements not contained within such documents are void and unenforceable. Purchaser acknowledges that the dealer profits from selling and providing goods and services including financing credit insurance, warranties, service or repair agreements, accessories, and other items. Any charge included in any agreement signed herewith may include a profit margin to the selling dealer, I WARRANT THAT I AM 18 YEARS OF AGE OR OLDER.

X

Buyers Signature	
Buyer DR Lic #	N/A
Co-Buyer DR Lic #	

State

State

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I HAVE READ AND REVIEWED THE ABOVE AND AGREE TO THE CONTENTS OF THIS BUYER'S ORDER

X
BUYER'S SIGNATURE

05/01/2024

DATE

ACCEPTED BY

DEALER OR HIS AUTHORIZED REPRESENTATIVE

RETAIL BUYER'S ORDER
THIS IS NOT A BINDING CONTRACT

PINE BELT CDJR

6905 US HWY 98 W
HATTIESBURG, MS 39402
(601) 544-2430



Date	05/01/2024
Stock No.	5NT3054
Salesperson	N/A
County	LAMAR

Buyer(s) CITY OF HATTIESBURG e-mail _____
Address 200 FORREST STREET City HATTIESBURG State MS Zip 39401
Home Phone: _____ Work Phone: _____ Cell Phone: N/A
Enter my order for: Year 2023 Make: JEEP Model: RENEGADE
Series BVJM74 Color: _____ Body: _____
V.I.N. No. ZACNJDB11PPP58267 Mileage: 4210
Engine Size 1.3L Gas ☐ Diesel ☐ 4x4 ☐ AWD ☐ 2WD ☐

TRADE INFORMATION

Make _____ Model _____ Yr. _____
Mileage _____ Body _____ Cyl. _____ Color _____
VIN # _____

Pay-Off Information

Lienholder _____
Lienholder Phone _____
Address _____
Account No. _____
Payoff Good Until _____
Payoff Quote By _____
Payoff Amount _____
Trade Allowance _____

I warrant that the balance owed on my trade-in is correct as stated in this purchase agreement that there are no liens other than those listed in this purchase agreement, and that if the actual amount is greater, I will reimburse Pine Belt CDJR, within 48 hours after notification. I understand that if the amount is less, Pine Belt CDJR, will reimburse the difference to me.

I warrant my trade-in(s) ☐ HAS ☐ HAS NOT been Wrecked, Damaged Reconstructed, Rebuilt, Damaged by Flood, and does not have a Salvage or Reconstructed title.

I also warrant that the emission control equipment is intact and operational I have not removed or altered said equipment while in my possession, nor do I have any knowledge of anyone else doing so.

Buyers Signature _____

There is no warranty, expressed or implied, made by either the manufacturer or selling dealer on new factory vehicles except the warranties set forth in your manufacturer owner's manual. Mississippi's Implied Warranty Law may give this buyer additional rights.

DISCLAIMER OF WARRANTIES: The Seller, Pine Belt CDJR, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and Pine Belt CDJR, neither assumes nor authorizes any other person to assume for it any liability in connection with this sale.

Seller specifically disclaims any warranty or obligation for the proper operation of any emission control equipment or the prior removal of same from the vehicle Buyer shall be solely responsible for compliance with any present or future laws or regulations affecting emissions of the vehicle.

The undersigned further warrants and agrees that Pine Belt CDJR, Inc. shall not be liable for any consequential damages, including but not limited to damages for inconvenience, annoyance and mental anguish.

All expressed warranties, if any, by a manufacturer or supplier are theirs, not the dealers, unless otherwise provided in writing and furnished to the buyer by the dealer.

MSRP	30,040.00
PRICE AS ADVERTISED	23,500.00
DEALER INSTALLED ACCESSORIES	
TOTAL	23,500.00
TRADE ALLOWANCE	N/A
SUBTOTAL	23,500.00
State Sales Tax <u>0.0</u> %	N/A
Title Fee	10.00
DOCUMENT FEE *	390.00
Sub-Total	23,900.00
REBATES	N/A
TRADE PAYOFF	N/A
CASH DOWN PAYMENT	N/A
EXTENDED SERVICE PLAN	
Balance Due	23,900.00

THIS NEW VEHICLE RETAIL PURCHASE AGREEMENT

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X

Buyers Signature

Buyer DR Lic #	N/A	State	
Co-Buyer DR Lic #		State	

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I HAVE READ AND REVIEWED THE ABOVE AND AGREE TO THE CONTENTS OF THIS BUYER'S ORDER

X
BUYER'S SIGNATURE

05/01/2024
DATE

ACCEPTED BY
DEALER OR HIS AUTHORIZED REPRESENTATIVE

RETAIL BUYER'S ORDER

THIS IS NOT A BINDING CONTRACT

PINE BELT CDJR

6905 US HWY 98 W
HATTIESBURG, MS 39402
(601) 544-2430



Date	05/01/2024
Stock No.	5NT3039
Salesperson	N/A
County	LAMAR

Buyer(s) CITY OF HATTIESBURG e-mail _____

Address 200 FORREST STREET City HATTIESBURG State MS Zip 39401

Home Phone: _____ Work Phone: _____ Cell Phone: N/A

Enter my order for: Year 2023 Make: JEEP Model: RENEGADE

Series BVJM74 Color: _____ Body: _____

V.I.N. No. ZACNJDB1XPPP57456 Mileage: 4620

Engine Size 1.3L Gas ☐ Diesel ☐ 4x4 ☐ AWD ☐ 2WD ☐

TRADE INFORMATION

Make _____ Model _____ Yr. _____

Mileage _____ Body _____ Cyl. _____ Color _____

VIN # _____

Pay-Off Information

Lienholder _____

Lienholder Phone _____

Address _____

Account No. _____

Payoff Good Until _____

Payoff Quote By _____

Payoff Amount _____

Trade Allowance _____

I warrant that the balance owed on my trade-in is correct as stated in this purchase agreement that there are no liens other than those listed in this purchase agreement, and that if the actual amount is greater, I will reimburse Pine Belt CDJR, within 48 hours after notification. I understand that if the amount is less, Pine Belt CDJR, will reimburse the difference to me.

I warrant my trade-in(s) ☐ HAS ☐ HAS NOT been Wrecked, Damaged Reconstructed, Rebuilt, Damaged by Flood, and does not have a Salvage or Reconstructed title.

I also warrant that the emission control equipment is intact and operational I have not removed or altered said equipment while in my possession, nor do I have any knowledge of anyone else doing so.

Buyers Signature _____

There is no warranty, expressed or implied, made by either the manufacturer or selling dealer on new factory vehicles except the warranties set forth in your manufacturer owner's manual. Mississippi's Implied Warranty Law may give this buyer additional rights.

DISCLAIMER OF WARRANTIES: The Seller, Pine Belt CDJR, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and Pine Belt CDJR, neither assumes nor authorizes any other person to assume for it any liability in connection with this sale.

Seller specifically disclaims any warranty or obligation for the proper operation of any emission control equipment or the prior removal of same from the vehicle Buyer shall be solely responsible for compliance with any present or future laws or regulations affecting emissions of the vehicle.

The undersigned further warrants and agrees that Pine Belt CDJR, Inc. shall not be liable for any consequential damages, including but not limited to damages for inconvenience, annoyance and mental anguish.

All expressed warranties, if any, by a manufacturer or supplier are theirs, not the dealers, unless otherwise provided in writing and furnished to the buyer by the dealer.

MSRP	30,040.00
PRICE AS ADVERTISED	23,500.00
DEALER INSTALLED ACCESSORIES	
TOTAL	23,500.00
TRADE ALLOWANCE	N/A
SUBTOTAL	23,500.00
State Sales Tax 0.0 %	N/A
Title Fee	10.00
DOCUMENT FEE *	390.00
Sub-Total	23,900.00
REBATES	N/A
TRADE PAYOFF	N/A
CASH DOWN PAYMENT	N/A
EXTENDED SERVICE PLAN	
Balance Due	23,900.00

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X

Buyers Signature

Buyer DR Lic #	N/A	State	
Co-Buyer DR Lic #		State	

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I HAVE READ AND REVIEWED THE ABOVE AND AGREE TO THE CONTENTS OF THIS BUYER'S ORDER

X
BUYER'S SIGNATURE _____ DATE 05/01/2024

ACCEPTED BY _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE

RETAIL BUYER'S ORDER

THIS IS NOT A BINDING CONTRACT

PINE BELT CDJR

6905 US HWY 98 W
HATTIESBURG, MS 39402
(601) 544-2430



Date	05/01/2024
Stock No.	5NT3037
Salesperson	N/A
County	LAMAR

Buyer(s) **CITY OF HATTIESBURG**

e-mail

Address **200 FORREST STREET**

City **HATTIESBURG**

State **MS**

Zip **39401**

Home Phone:

Work Phone:

Cell Phone: **N/A**

Enter my order for: Year **2023**

Make: **JEEP**

Model: **RENEGADE**

Series **BVJM74**

Color:

Body: **WAGON 4 DR.**

V.I.N. No. **ZACNJDB1XPPP57098**

Mileage: **13**

Engine Size **1.3L**

Gas ☐

Diesel ☐

4x4 ☐

AWD ☐

2WD ☐

TRADE INFORMATION

Make _____ Model _____ Yr. _____
Mileage _____ Body _____ Cyl. _____ Color _____
VIN # _____

Pay-Off Information

Lienholder _____
Lienholder Phone _____
Address _____
Account No. _____
Payoff Good Until _____
Payoff Quote By _____
Payoff Amount _____
Trade Allowance _____

MSRP	30,040	00
PRICE AS ADVERTISED	23,500	00
DEALER INSTALLED ACCESSORIES		
TOTAL	23,500	00
TRADE ALLOWANCE	N/A	
SUBTOTAL	23,500	00
State Sales Tax 0.0 %	N/A	
Title Fee	10	00
DOCUMENT FEE *	390	00
Sub-Total	23,900	00
REBATES	N/A	
TRADE PAYOFF	N/A	
CASH DOWN PAYMENT	N/A	
EXTENDED SERVICE PLAN		
Balance Due	23,900	00

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I warrant my trade-in(s) ☐ HAS ☐ HAS NOT been Wrecked, Damaged Reconstructed, Rebuilt, Damaged by Flood, and does not have a Salvage or Reconstructed title.

I also warrant that the emission control equipment is intact and operational I have not removed or altered said equipment while in my possession, nor do I have any knowledge of anyone else doing so.

Buyers Signature _____

There is no warranty, expressed or implied, made by either the manufacturer or selling dealer on new factory vehicles except the warranties set forth in your manufacturer owner's manual. Mississippi's Implied Warranty Law may give this buyer additional rights.

DISCLAIMER OF WARRANTIES: The Seller, Pine Belt CDJR, hereby expressly disclaims all warranties, either expressed or implied, including any implied warranty of MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, and Pine Belt CDJR, neither assumes nor authorizes any other person to assume for it any liability in connection with this sale.

Seller specifically disclaims any warranty or obligation for the proper operation of any emission control equipment or the prior removal of same from the vehicle Buyer shall be solely responsible for compliance with any present or future laws or regulations affecting emissions of the vehicle.

The undersigned further warrants and agrees that Pine Belt CDJR, Inc. shall not be liable for any consequential damages, including but not limited to damages for inconvenience, annoyance and mental anguish.

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X

Buyers Signature

Buyer DR Lic #	N/A	State	
Co-Buyer DR Lic #		State	

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I HAVE READ AND REVIEWED THE ABOVE AND AGREE TO THE CONTENTS OF THIS BUYER'S ORDER

X
BUYER'S SIGNATURE

05/01/2024
DATE

ACCEPTED BY

DEALER OR HIS AUTHORIZED REPRESENTATIVE



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Betsy Mercier, Director of Parks and Recreation
cc:
Date: Tuesday, May 21, 2024
Re: Approve the City's purchase of (4) four grave spaces located in Section 39, Lot # 36, West Half (W 1/2) at Highland Cemetery, Minute Book# 2022, Page 400, in the amount of \$700.00, from Barbara Jean Jones; authorize manual check for the same.
File Number: 2024-158
Minute Book #

Summary

Approve the City's purchase of (4) four grave spaces located in Section 39, Lot # 36, West Half (W 1/2) at Highland Cemetery, Minute Book# 2022, Page 400, in the amount of \$700.00, from Barbara Jean Jones, Authorize manual check for the same.

Recommendation Statement

I am recommending approval of the City's purchase of (4) four grave spaces.

Please place this on the May 21, 2024 City Council meeting for consideration.



MAYOR
Toby Barker

COUNCIL - WARD ONE
Jeffrey George

COUNCIL - WARD TWO
Deborah Denard Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

Date: May 10, 2024

To whom it may concern:

I, Barbara Jean Jones am requesting to sell back 4 grave space (s)

Located at Highland Cemetery, In Section 39 Lot 36 W 1/2 of the — 1/4, to the

City of Hattiesburg, which was purchased on January 03, 2024 at the price

Of \$ 175.⁰⁰ per grave space. Total amount due this request \$ 700.⁰⁰

MB# 2022 Page 400

Sincerely,

Barbara Jean Jones

Mail to:

Will Pick up from
Highland Cemetery - Do NOT mail.

Phone#

678-656-8987

Approved By:
Deborah Banne
05/10/2024

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss., 01-03 2024

SOLD TO:

Mr. Mrs. Miss Barbara Jean Jones

ADDRESS 7476 Sunset Harbour DR, #433 NAVAHO, FL. 32566

desires to purchase the grave space described below, subject to Cemetery regulations.

W $\frac{1}{2}$ - $\frac{1}{4}$ Lot No. 36 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 Tyler Avera
Supt. of City Cemeteries

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

MB 2022-400

Rec'd 2/8/2024

DEED TO CEMETERY LOT HIGHLAND CEMETERY

For and in consideration of the sum of SEVEN HUNDRED AND NO/100 Dollars (\$700.00), 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 Barbara Jean Jones, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Lot 36 West Half (W¹/₂)
Section Number: 39

according to the Cemetery Survey of the City of Hattiesburg, Mississippi known as Highland Cemetery, and containing Four (4) 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 16th day of January, 2024.

ATTEST:

CITY CLERK

(SEAL)



CITY OF HATTIESBURG, MISSISSIPPI

MAYOR

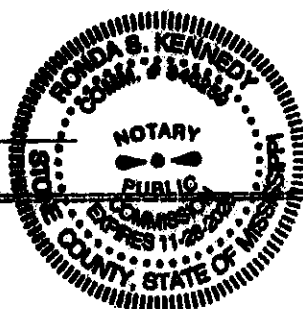
STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally, appeared before me, the undersigned authority in and for said County and State, Toby Barker and Kermas Eaton, Mayor and 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 16th day of January 2024.

My Commission Expires:

11-28-2026



Ronda S. Kennedy
NOTARY PUBLIC



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Betsy Mercier, Director of Parks and Recreation
cc:
Date: Tuesday, May 21, 2024
Re: Approve the City's purchase of (3) Three grave spaces located in Section 21, Lot 104, Northeast Quarter (NE 1/4) , and East Half (E 1/2) of the Northwest Quarter (NW 1/4), at Highland Cemetery, Minute Book# 2006-1, Page 392-409, from Margaret Hamilton; authorize manual check for the same.
File Number: 2024-168
Minute Book #

Summary

Approve the City's purchase of (3) Three grave spaces located in Section 21, Lot 104, Northeast Quarter (NE 1/4) , and East Half (E 1/2) of the Northwest Quarter (NW 1/4), at Highland Cemetery, Minute Book# 2006-1, Page 392-409, from Margaret Hamilton, Authorize manual check for the same.

Recommendation Statement

I am recommending approval of the City's purchase of (3) three grave spaces.

Please place this on the May 21, 2024 City Council meeting for consideration.



MAYOR
Toby Barker

COUNCIL - WARD ONE
Terry Carter

COUNCIL - WARD TWO
Deborah Darnall Delgado

COUNCIL - WARD THREE
Carter Carroll

COUNCIL - WARD FOUR
Dave Ware

COUNCIL - WARD FIVE
Nicholas Brown

Date: 5/13/2024

To whom it may concern:

I, Margaret Hamilton am requesting to sell back 3 grave space(s).

Located at Highland Cemetery, in Section 21 lot 104 — 1/2 of the NE 1/4, to the E 1/2 of the NW 1/4.

City of Hattiesburg, which was purchased on January 11 2006 at the price:

of \$ 175.00 per grave space. Total amount due this request \$ 525.00

MB# 2006 Page 392-409

Sincerely,

Margaret Hamilton sign
here

(Mail to:
Margaret Hamilton
24 Hagford Dr. Lot #4
Pawis, MS 39075
Phone: 601-774-6920

Approved
5/13/2024
Deborah
Baune

CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES

Hattiesburg, Miss.,

1-11-20

SOLD TO:

Mr. Mrs. Miss

MARGARET HAMILTON
166 South 20th Ave Hburg MS 39401

ADDRESS

desired to purchase the grave space described below, subject to Cemetery regulations.

E 1/2 NW 1/4 Lot No. 106

Section No. 21

in Highland Cemetery

Number of grave spaces 3

Price per grave space \$ 175.00

Price Received \$ 525.00

Cash

CITY OF HATTIESBURG, MISSISSIPPI

By

LAMAR HEARD

Supt. of City Cemeteries

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

MB 2006-1/392-409

104-21

DEED TO CEMETERY LOT
HIGHLAND CEMETERY

For and in consideration of the sum of FIVE HUNDRED TWENTY FIVE AND NO/100 Dollars (\$525.00), 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 Margaret Hamilton, 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 Northwest Quarter (NW¼)

and the

Northeast Quarter (NE¼)

Lot Number : 104

Section Number: 21

according to the Cemetery Survey of the City of Hattiesburg,
Mississippi known as Highland Cemetery, and containing
three (3) 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 7th day of February, 2006.

ATTEST:

Eddie R. Myers
CITY CLERK

CITY OF HATTIESBURG, MISSISSIPPI
Johnny L. DuPree
MAYOR

(SEAL)

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR

Personally appeared before me, the undersigned authority in and for said County and State, Johnny L. DuPree and Eddie R. Myers, 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 7th day of February, 2006.

My Commission Expires:

Notary Public State of Mississippi At Large
My Commission Expires July 24, 2007

Marilyn T. Schmitt
NOTARY PUBLIC



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc:
Date: Tuesday, May 21, 2024
Re: *Approve plans and specifications for the Hattiesburg Firestation # 1 HVAC upgrades; authorize publication of same.*
File Number: 2024-193
Minute Book #

Summary

Approving plans and specifications for Fire station # 1 HVAC upgrade.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.



HATTIESBURG FIRE STATION ONE- HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI

CN 23-4064

DATED 05/06/2024

**PROJECT
MANUAL
SET NO**

SECTION 00 00 01 – INDEX TO SPECIFICATIONS

SECTION NUMBER	SECTION NAME	PAGES
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DIVISION ZERO – PROCUREMENT AND CONTRACTING REQUIREMENTS

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00 00 02	INDEX TO SPECIFICATIONS	2
00 00 02B	MECHANICAL / ELECTRICAL INDEX TO SPECIFICATIONS	1
00 01 07	PROJECT TITLE PAGE	1
00 01 10	SEALS PAGE	1
00 01 15	LIST OF DRAWING SHEETS	1
00 11 13	ADVERTISEMENT FOR BIDS	1
00 21 13	INSTRUCTIONS TO BIDDERS	10
00 42 13	PROPOSAL FORM	3
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01 25 13	PRODUCTS AND SUBSTITUTIONS	6
01 29 00	SCHEDULES, REPORTS, & PAYMENTS	2
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01 42 00	DEFINITIONS AND STANDARDS	4
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08 14 16	FLUSH WOOD DOORS	5
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23 31 10	SHEET METAL DUCTWORK LOW PRESSURE	5
23 33 10	SHEET METAL SPECIALTIES	5
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26 27 26	WIRING DEVICES	3
26 28 18	SAFETY SWITCHES	2
	TOTAL	232

SECTION 00 00 01 – MECHANICAL / ELECTRICAL INDEX TO SPECIFICATIONS

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SECTION 00 01 01 PROJECT TITLE PAGE

PROJECT MANUAL

1.01 Project Information

- A. Project Name: HATTIESBURG FIRE STATION ONE – HVAC UPGRADES
- B. Project Location: HATTIESBURG, MS
- C. Issue Date: 05/06/2024
- D. Project # CN# 23-4064

1.02 Owner Information

- A. CITY OF HATTIESBURG
200 FORREST STREET
HATTIESBURG, MS 39401
601-545-4501

1.03 Architect Information

- A. LANDRY LEWIS GERMANY ARCHITECTS, P.A.
5211 OLD HIGHWAY 11
HATTIESBURG, MS 39402
601-271-7711
WWW.LLGARCH.COM
- B. Copyright 05/06/2024 All rights reserved.

END OF SECTION

SECTION 00 01 07 SEALS PAGE

DESIGN PROFESSIONALS OF RECORD

1.01 Architect:

- A. LANDRY LEWIS GERMANY ARCHITECTS, PA
- B. Responsible for Divisions 01-49 Sections except where indicated as prepared by other design professionals of record below.



1.02 MECHANICAL Engineer / ELECTRICAL Engineer:

- A. I.C. Thomasson Associates, Inc., 215 North First Street, Brookhaven, MS 39601
- B. Responsible for:
 - 1. Division 23 and 26 Sections

C.



END OF SECTION

SECTION 00 01 15 LIST OF DRAWING SHEETS

CONTRACT DRAWINGS

1.01 Drawings consist of the Contract Drawings and other drawings listed on the Table of Contents page of the separately bound drawing set, as modified by subsequent Addenda and Contract modifications:

- A. Titled: HATTIESBURG FIRE STATION ONE – HVAC UPGRADES
- B. Dated: 05/06/2024

1.02 LIST OF DRAWINGS:

- A. Architect:
 - 1. Landry Lewis Germany Architects, P.A., 5211 Old Highway 11, Hattiesburg, MS 39402
 - 2. Responsible for:
 - a. A1.0 General Notes & Project Information
 - b. A1.1 Floor Plans
 - c. A1.2 Reflected Ceiling Plans
 - d. A2.0 Elevation, Section
- B. Mechanical Engineer:
 - 1. I.C. Thomasson Associates, Inc., 215 North First Street, Brookhaven, MS 39601
 - 2. Responsible for
 - a. M0.1 Mechanical Legends
 - b. M1.1 Floor Plans – HVAC
 - c. M2.1 Mechanical Details
 - d. M2.2 Mechanical Details
 - e. M3.1 Mechanical Schedules
- C. Electrical Engineer:
 - 1. I.C. Thomasson Associates, Inc., 215 North First Street, Brookhaven, MS 39601
 - 2. Responsible for:
 - a. E0.1 Electrical Legends
 - b. E1.1 Floor Plans – Electrical
 - c. E2.1 Electrical Details
 - d. E3.1 Electrical Schedules

END OF SECTION

SECTION 00 11 13 ADVERTISEMENT FOR BIDS

At the option of the bidder, sealed bids, in duplicate and/or bids submitted electronically via www.llgarchplans.com will be received by CITY OF HATTIESBURG until 10:00 A.M. on June 25, 2024, at the CITY COUNCIL CHAMBERS AT CITY HALL, 200 FORREST STREET, HATTIESBURG, MS 39401 at which time and place they will be publicly opened and read for construction of the following project:

HATTIESBURG FIRE STATION ONE – HVAC UPGRADES
CN#23-4064

A single bid will be received for the complete project.

Bids may be submitted in person or, for those interested, bids can be electronically submitted at www.llgarchplans.com under the project name. Bid documents are available online for viewing and purchasing at www.llgarchplans.com. Purchased documents are non-refundable. Plan holders and bidders are required to log-in or register for a free account to view and order bid documents and to submit bids electronically. A valid email address is required for registration. Documents are available via paper copy or pdf. Any questions regarding website registration and online orders should be directed to plan house at (601) 336-6378.

The bid bond shall be payable unconditionally to owner. Bids on the project must be received on or before the period scheduled for the project and no bid may be withdrawn after the scheduled closing time for the project, for a period of 45 days.

All bids submitted must comply with requirements of title 31, chapter 3 (§31-3-1 et seq.) Of Mississippi code of 1972 as amended.

Award will be made based on the lowest and best bid received in accordance with title 31, chapter 7 (§31-7-13 et seq.) Of Mississippi code of 1972 as amended. The owner reserves the right to reject any and all bids and to waive informalities.

By: _____

Title: KERMAE EATON, CITY CLERK

Published:

MAY 23, 2024,
MAY 30, 2024

END OF SECTION

SECTION 00 21 13 INSTRUCTIONS TO BIDDERS

FORM OF INSTRUCTIONS TO BIDDERS

- 1.01 SEE AIA A701, INSTRUCTIONS TO BIDDERS following this document.
- 1.02 The instructions in this document amend or supplement the Instructions To Bidders and other provisions of the Bidding and Contract Documents.
- 1.03 RELATED DOCUMENTS
 - 1.03.A. Document 011000 - Summary.
 - 1.03.B. Document 001113 - Advertisement for Bids.
 - 1.03.C. Document 004213 - Proposal Form.
 - 1.03.D. Document 007300 - Supplementary Conditions:

MODIFICATIONS TO FORM OF INSTRUCTION TO BIDDERS

- 2.01 The following modifications to AIA A701, INSTRUCTIONS TO BIDDERS amend or supplement the Instructions To Bidders and other provisions of the Bidding and Contract Documents as follows;
- 2.02 ARTICLE 4 BIDDING PROCEDURES
 - 2.02.A. Add Subsection 4.2.1.1, "Each bid must be accompanied by the bidder's certified check or a bid bond, duly executed by the bidder as principal and having surety thereon, a surety company approved by the Owner and signed by an agent resident of Mississippi, in the amount of five percent (5%) of the bid. All bid bonds must be accompanied by an appropriate Power of Attorney designating the Mississippi Resident Agent."
 - 2.02.B. Add Subsection 4.3.1.1, "Bids shall be submitted as directed in Document 001113 - Advertisement For Bids. Bids may be submitted in person or, for those interested, bids can be electronically submitted at www.llgarchplans.com under the project name."
 - 2.02.C. Add Subsection 4.4.4, "After submission of the bid, but prior to the closing time of the bid opening the bidder may modify their sealed bid by indicating on the outside of the sealed bid envelope a deduction or add to the base bid or to any alternates which may be appropriate. The modification must be initialed by the bidder or bidders authorized representative and include the date and time of the modification. No bid modifications can be made by fax, e-mail or telephone."
- 2.03 ARTICLE 5 CONSIDERATION OF BIDS
 - 2.03.A. Add Subsection 5.3.3, "If the contract is awarded, the Owner shall give the apparent successful Bidder a Notice of Award within forty-five (45) calendar days after the date of the Bid opening."
 - 2.03.B. Add Subsection 5.3.4, "The contractors, if requested by the Owner, shall require all contractors that submit a Bid to submit a Proposed Project Schedule and Schedule of Values to the Architect/Engineer within seventy-two (72) hours of the bid opening. If the contract is bid per the Unit Price Form, then the submission of the Schedule of Values is not required."
 - 2.03.C. Add Subsection 5.3.5, "Where required by law, award will be made based on the Lowest and Best Bid received in accordance with Title 31, Chapter 7 (§31 7 13 et seq.) of

Mississippi Code of 1972 as amended. The Owner reserves the right to reject any and all bids and to waive informalities."

SUPPLEMENTARY INSTRUCTIONS

3.01 LIQUIDATED DAMAGES FOR FAILURE TO ENTER INTO CONTRACT

- 3.01.A. The successful bidder, upon his failure or refusal to execute and deliver the contract and bond required within ten days after he has received notice of the acceptance of his bid, will forfeit to the Owner as liquidated damages the security deposited with his bid.

3.02 PRE-BID CONFERENCE

- 3.02.A. A pre-bid conference may be held on a date and time to be specified by Addendum. Present will be the Architect, Mechanical and Electrical Engineers, representatives of the Owner relative to administration and maintenance. General Contractors as well as Mechanical, Electrical and other sub-contractors are encouraged to attend.

END OF SECTION

AIA® Document A701® – 2018

Instructions to Bidders

for the following Project:
(Name, location, and detailed description)

Hattiesburg Fire Station One – HVAC Upgrades
Hattiesburg, Mississippi 39401
CN 24-4064

THE OWNER:
(Name, legal status, address, and other information)

City of Hattiesburg
200 Forrest Street
Hattiesburg, Mississippi 39401

THE ARCHITECT:
(Name, legal status, address, and other information)

Landry Lewis Germany Architects, P.A.
5211 Old Highway 11
Hattiesburg, Mississippi 39402

TABLE OF ARTICLES

- | | |
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| 1 | DEFINITIONS |
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| 6 | POST-BID INFORMATION |
| 7 | PERFORMANCE BOND AND PAYMENT BOND |
| 8 | ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS |

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.

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612™–2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.

ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- .1 the Bidder has read and understands the Bidding Documents;
- .2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- .3 the Bid complies with the Bidding Documents;
- .4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- .5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- .6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

(Paragraphs deleted)

§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.
(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)

VIA email - shane@llgarch.com

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

(Paragraphs deleted)

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change" or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder's refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

(Insert the form and amount of bid security.)

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

As indicated in the Advertisement/Invitation for Bids

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted.

(Paragraphs deleted)

ARTICLE 5 CONSIDERATION OF BIDS

§ 5.1 Opening of Bids

If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Qualification Statement

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner's Financial Capability

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
- .3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

§ 7.1 Bond Requirements

§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.

(Paragraphs deleted)

§ 7.2 Time of Delivery and Form of Bonds

§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

.2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

.3 AIA Document A201™–2017, General Conditions of the Contract for Construction, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

.4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013.)

.5 Drawings

Number	Title	Date
Section 00 01 15	List of Drawing Sheets	05/06/2024

.6 Specifications

Section	Title	Date
Index 00 00 01	Index to Specifications	05/06/2024

.7 Addenda:

Number	Date	Pages
To be determined		

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017.)

[] The Sustainability Plan:

Title	Date	Pages
-------	------	-------

[] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.9 Other documents listed below:

(List here any additional documents that are intended to form part of the Proposed Contract Documents.)

SECTION 00 42 13 PROPOSAL FORM

PROPOSAL OF (hereinafter called "Bidder"),

Firm Name: _____,

Operating as a _____ (corporation/ partnership/ individual)

Doing (State) Business as _____.

FOR CITY OF HATTIESBURG, (hereinafter called "Owner").

The Bidder, in compliance with your Advertisement for Bids for the construction of THE FOLLOWING PROJECT:

HATTIESBURG FIRE STATION ONE – HVAC UPGRADES

and having examined the plans and specifications with related documents and the site of the proposed work, and being familiar with all of the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the project in accordance with the Contract Documents, within the time set forth herein, and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents of which this proposal is a part.

Bidder hereby agrees to commence work under this contract on or before a date to be specified in a written "Notice to Proceed" from the Architect and to substantially complete the project within THE FOLLOWING consecutive calendar days; _____ (**bidder insert days**).

Bidder acknowledges receipt of the following addenda:

No. _____, No. _____, No. _____

No. _____, No. _____, No. _____

BASE BID: Bidder agrees to perform all of the General, Mechanical, and Electrical Construction, and all other work shown on drawings or specified herein for the sum of:

_____,
\$ _____

Amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

ALTERNATE PROPOSALS: Refer to Section 012300 ALTERNATES. The following alternates which modify the scope of the work per Section 011100 may be selected by the Owner as it determines such to be in its best interest:

Alternate No. 1: LAY-IN CEILINGS per Section 012300

_____,
_____ \$ _____

Amounts shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.

OWNERS RIGHTS:

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding.

BID SECURITY:

Enclosed is a bid bond signed by a Mississippi Agent or certified check payable to the Owner in the sum equal to at least five percent (5%) of the base bid. This sum is to become the property of the Owner in the event the contract, Contract Bond and Certificate of Insurance are not executed within ten (10) days of Notification of Bidder of acceptance of bid. These liquidated damages are for the delay and additional expense to the Owner.

BIDDER QUALIFICATIONS:

I certify that I meet all qualifications specified for this project, and that for Base Bids exceeding \$50,000.00 I possess a Mississippi Certificate of Responsibility valid for this project. Mississippi Certificate of Responsibility Number _____ .

Note: when the bidder is a joint venture, the joint venture Mississippi Certificate of Responsibility Number is _____ .

OR the joint venture member firms and their respective Mississippi Certificate of Responsibility Numbers are _____ .

Bidder certifies that he is: **(initial)**

a Mississippi Resident Contractor _____

OR a Non Resident Contractor _____

When a non resident contractor submits a bid for a Mississippi public project, he shall attach thereto a copy of his resident State's current law pertaining to such State's treatment of non resident contractor as required by Title 31, Chapter 3 - 31-3-21 (3) of the Mississippi Code of 1972 as amended.

ACCEPTANCE

I agree to hold this proposal open for acceptance for 45days after the bid date and certify that
I am authorized to enter my firm into a binding contract if this proposal is accepted.

SIGNATURE

Signed: _____ Date: _____ .

Printed Name: _____ .

Title: _____ .

Firm: _____ .

(Exact name of firm corresponding to Mississippi Certificate of Responsibility Number and
Bid Bond as applicable and as it is to appear in a contract).

Address: _____ .

City/State/Zip: _____ .

Office: (____) _____ Cell: (____) _____

END OF PROPOSAL - END OF SECTION

SECTION 00 50 00 CONTRACT FORMS AND SUPPLEMENTS

PART 1 GENERAL

1.01 AGREEMENT AND CONDITIONS OF THE CONTRACT

- A. The Agreement form is AIA A101.
- B. The General Conditions form is AIA A201.
- C. Power of Attorney: Attorneys in fact who sign contract bonds must file with each bond a certified and effectively dated copy of their Power of Attorney.

1.02 FORMS

- A. Use the following forms for the specified purposes unless otherwise indicated elsewhere in Contract Documents.
- B. Bond Forms:
 - 1. Bid Bond Form: AIA A310.
 - 2. Performance and Payment Bond Form: AIA A312. Bond shall include payment of taxes.
- C. Post-Award Certificates and Other Forms:
 - 1. Schedule of Values Form: AIA G703.
 - 2. Application for Payment Forms: AIA G702 with AIA G703 (for Contractors).
- D. Clarification and Modification Forms:
 - 1. Architect's Supplemental Instructions Form: AIA G710.
 - 2. Construction Change Directive Form: AIA G714.
 - 3. Change Order Form: AIA G701.

1.03 REFERENCE STANDARDS

- A. AIA A101 - Standard Form of Agreement Between Owner and Contractor where the basis of Payment is a Stipulated Sum 2017.
- B. AIA A201 - General Conditions of the Contract for Construction 2017.
- C. AIA A310 - Bid Bond 2010.
- D. AIA A312 - Performance Bond and Payment Bond 2010.
- E. AIA G701 - Change Order 2017.
- F. AIA G702 - Application and Certificate for Payment 1992.
- G. AIA G703 - Continuation Sheet 1992.
- H. AIA G704 – Certificate of Substantial Completion 2017.
- I. AIA G710 - Architect's Supplemental Instructions 2017.
- J. AIA G714 - Construction Change Directive 2017.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 00 72 00 GENERAL CONDITIONS

FORM OF GENERAL CONDITIONS

- 1.01 Document A-201, issued by the American Institute of Architects, 2017 edition, relates to the work of this project and is hereby made part of this Contract, a copy of which follows.
- A. The Contractor is hereby specifically directed, as a condition of the Contract, to obtain the necessary number of copies of Document A 201, to acquaint himself with the Articles contained therein and to notify and apprise all subcontractors, suppliers, and any other parties to the contract or individuals or agencies engaged on the work as to its contents.
 - B. No contractual adjustments shall be due or become exigent as a result of failure on the part of the contractor to fully acquaint himself and all other parties to the contract with the conditions of Document A 201.

RELATED REQUIREMENTS

- 2.01 SECTION 007300 - Supplementary Conditions.
- 2.02 SECTION 014216 - Definitions.

SUPPLEMENTARY CONDITIONS

- 3.01 REFER TO DOCUMENT 007300 - Supplementary Conditions FOR AMENDMENTS TO THESE GENERAL CONDITIONS.

END OF SECTION



AIA® Document A201® – 2017

General Conditions of the Contract for Construction

for the following PROJECT:

(Name and location or address)

Hattiesburg Fire Station One – HVAC Upgrades
Hattiesburg, Mississippi
CN 24-4064

THE OWNER:

(Name, legal status and address)

City of Hattiesburg
200 Forrest Street
Hattiesburg, Mississippi 39404

THE ARCHITECT:

(Name, legal status and address)

Landry Lewis Germany Architects, P.A.
5211 Old Highway 11
Hattiesburg, Mississippi 39402

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2	OWNER
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13	MISCELLANEOUS PROVISIONS

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.

For guidance in modifying this document to include supplementary conditions, see AIA Document A503™, Guide for Supplementary Conditions.

14 TERMINATION OR SUSPENSION OF THE CONTRACT

15 CLAIMS AND DISPUTES



Init.

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User Notes:

(810102889)

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Initial Decision Maker

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document

G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 Evidence of the Owner's Financial Arrangements

§ 2.2.1 Prior to commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

§ 2.2.2 Following commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Contract Documents.

§ 2.2.3 After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.4 Where the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person. However, the Contractor may disclose "confidential" information, after seven (7) days' notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose "confidential" information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.3.6 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and

delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will

specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

§ 3.13 Use of Site

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 Subcontractual Relations

By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 Owner's Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and
- .5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;

- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a Separate Contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents;
- .3 terms of special warranties required by the Contract Documents; or
- .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will

promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall reimburse the Contractor for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Notice of Cancellation or Expiration of Contractor's Required Insurance. Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act

or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 Failure to Purchase Required Property Insurance. If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance. Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

§ 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and

approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate the parties agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all Claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

§ 15.1.7 Waiver of Claims for Consequential Damages

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 Initial Decision

§ 15.2.1 Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both parties waive their rights to binding dispute resolution proceedings with respect to the initial decision.

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 Arbitration

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Contractor under this Agreement.

SECTION 00 73 00 SUPPLEMENTARY CONDITIONS

PART 1 GENERAL

1.01 INTRODUCTION

- A. The following supplements modify the “General Conditions of the Contract for Construction”, AIA Document A201-2017. Where a portion of the General Conditions is modified or deleted by these Supplementary Conditions, the unaltered portions of the General Conditions shall remain in effect.

1.02 ARTICLE 1 GENERAL PROVISIONS

- A. §1.1.7 Instruments of Service
 - 1. Add the following Sections:
 - a. §1.1.7.1 The Project Manual is a volume assembled for the Work which may include the bidding requirements, sample forms, Conditions of the Contract and Specifications.
- B. §1.2 Correlation and Intent of the Contract Documents
 - 1. Add the following Sections after Section 1.2.2:
 - a. §1.2.2.1 In the case of conflicts or discrepancies between Drawings and Division 2-50 of the Specifications or within or among the Contract Documents and not clarified by addendum, the Architect will determine which takes precedence in accordance with Sections 4.2.11, 4.2.12, and 4.2.13. Interpretations will be based on the following priorities:
 - 1) .1 Modifications
 - 2) .2 The Agreement
 - 3) .3 Addenda, with those of later date having precedence over those of earlier date
 - 4) .4 The Supplementary Conditions
 - 5) .5 The General Conditions of the Contract for Construction
 - 6) .6 Division 1 of the Specifications
 - 7) .7 Drawings and Divisions 2-50 of the Specifications
 - 8) .8 Other Documents specifically enumerated in the Agreement as part of the Contract Documents
- C. §1.7 Digital Data Use and Transmission
 - 1. Add the following Sections:
 - a. §1.7.1 Contractor’s Use of Instruments of Service in Electronic Form.
 - b. §1.7.1.1 The Architect may, with the concurrence of the Owner, furnish to the Contractor versions of instruments of Service in electronic form. The Contract Documents executed or identified in accordance with Subparagraphs 1.1.2 and 1.1.7 shall prevail in case of an inconsistency with versions made through electronic operations involving computers.

- c. §1.7.1.2 The Contractor shall not transfer or reuse instruments of Service in electronic form without prior written consent of the Architect.
 - D. Add Section §1.9 Periodic Meetings
 - 1. Add the following Sections:
 - a. §1.9.1 Representatives of the Owner, Contractor and Architect shall meet periodically at mutually agreed-upon intervals for the purpose of establishing procedures to facilitate cooperation, communication and timely responses among the participants.
 - b. §1.9.2 By participating in this arrangement, the parties do not intend to create additional contractual obligations or modify the legal relationships which may otherwise exist.
- 1.03 ARTICLE 2 OWNER
 - A. §2.3 Information and Services Required of the Owner
 - 1. Delete §2.3.6 and substitute the following:
 - a. §2.3.6 The Owner shall furnish the Contractor one set of PDF Contract Documents. Additional contract documents may be provided from on hand copies produced and returned during the bidding process. The Contractor may purchase additional copies or print the pdf documents at his own expense.
- 1.04 ARTICLE 3 CONTRACTOR
 - A. §3.2 Review of Contract Documents and Field Conditions by Contractor
 - 1. Add the following Section:
 - a. §3.2.5 The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for evaluating and responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where the requested information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation. Reimbursements may be funds retained in the Contractor's Application for Payment.
 - B. §3.4 Labor and Materials
 - 1. Add the following after Section 3.4.2:
 - a. §3.4.2.1 After the Contract has been executed, the Owner and the Architect will consider requests for the substitution of products in place of those specified only under the conditions set forth in the General Requirements (Division 1 of the Specifications). By making requests for substitutions, the Contractor:
 - 1) .1 represents that the Contractor has personally investigated the proposed substitute product and determined that it is equal or superior in all aspects to that specified.

- 2) .2 represents that the Contractor will provide the same warranty for the substitution as the Contractor would have provided for the product specified.
 - 3) .3 certifies that the cost data presented is complete and includes all related costs for the substituted product and for Work that must be changed as a result of the substitution, except for the Architect's redesign costs, and waives all claims for additional costs related to the substitution which subsequently become apparent; and
 - 4) .4 shall coordinate the installation of the accepted substitute, making such changes as may be required for the Work to be complete in all respects.
- b. §3.4.2.2 The Owner shall be entitled to reimbursement from the Contractor amounts paid to the Architect for reviewing the Contractor's proposed substitutions and to make agreed-upon changes in the Drawings and Specifications resulting from such Substitutions. Reimbursements may be funds retained in the Contractor's Application for Payment.
- C. §3.8 Allowances
1. Delete §3.8.2.2 and substitute the following:
 - a. §3.8.2.2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; except that if installation is included as part of the allowance in Division 1-50 of the Specifications, the installation and labor costs for greater or lesser quantities of Work shall be determined in accordance with Article 7;
- D. §3.9 Superintendent
1. Delete §3.9.2 and substitute the following:
 - a. §3.9.2 The Contractor, as soon as practicable after award of the Contract, but no later than the preconstruction conference, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.
 2. Delete §3.9.3 and substitute the following:
 - a. §3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.
 3. Add the following Section:
 - a. §3.9.4 The Contractor shall employ a superintendent or an assistant to the superintendent who will perform as a coordinator for mechanical and electrical Work. The coordinator shall be knowledgeable in mechanical and electrical

systems and capable of reading, interpreting and coordinating Drawings, Specifications, and shop drawings pertaining to such systems. The coordinator shall assist the Subcontractors in arranging space conditions to eliminate interference between the mechanical and electrical systems and other Work and shall supervise the preparation of coordination drawings documenting the spatial arrangements for such systems within restricted spaces. The coordinator shall assist in planning and expediting the proper sequence of delivery of mechanical and electrical equipment to the site. Space priorities within restricted areas shall be: (1) mechanical systems, (2) plumbing systems, (3) fire sprinkler piping systems.

E. §3.12 Shop Drawings, Product Data and Samples

1. Add the following Section:

- a. §3.12.11 The Architect's review of Contractor's submittals will be limited to examination of an initial submittal and one (1) resubmittal. The Owner is entitled to obtain reimbursement from the Contractor amounts paid to the Architect for evaluation of additional resubmittals. Reimbursements may be funds retained in the Contractor's Application for Payment.

1.05 ARTICLE 4 ARCHITECT

A. §4.2 Administration of the Contract

1. Add the following after Section 4.2.2:

- a. §4.2.2.1 The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for site visits made necessary by the fault of the Contractor or by defects and deficiencies in the Work. Reimbursements may be funds retained in the Contractor's Application for Payment.

2. Add the following after Section 4.2.14:

- a. §4.2.14.1 Contractor's request for information shall be prepared and submitted in accordance with Division 1 "General Requirements" sections on AIA Document G716-2004. The Architect will return without action requests for information that does not conform to requirements of the Contract Documents.

1.06 ARTICLE 5 SUBCONTRACTORS

A. §5.2 Award of Subcontracts and Other Contracts for Portions of the Work

1. Add the following Section:

- a. §5.2.5 Not later than twenty-one days after the date of commencement of the Work, the Contractor shall furnish in writing to the Owner through the Architect the names of persons or entities proposed as subcontractors, manufacturers, fabricators, material suppliers, equipment suppliers, and systems for the products, identified in the General Requirements (Division 1 of the Specifications).

1.07 ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

A. §6.1 Owner's Right to Perform Construction and to Award Separate Contracts

1. Add the following Section:

- a. §6.1.5 The Contractor, including his subcontractors, shall keep informed of the progress and the detailed work of the Owner or other Contractors and shall immediately notify the Architect of lack of progress or delays by other Contractors which are affecting Contractor's Work. Failure of Contractor to keep informed of the progress of the work of the Owner or other Contractors and / or failure of Contractor to give notice of lack of progress or delays by the Owner or other Contractors shall be deemed to be acceptance by Contractor of the status of progress by other Contractors for the proper coordination and completion of Contractor's Work. If, through acts or neglect on the part of the Contractor, the Owner or any other Contractor or subcontractor shall suffer loss or damage or assert any claims of whatever nature against the Owner, the Contractor shall defend, indemnify and hold harmless the Owner from any such claims or alleged damages, and the Contractor shall resolve such alleged damages or claims directly with the other Contractors or subcontractors.

1.08 ARTICLE 7 CHANGES IN THE WORK

A. §7.1 General

1. Add the following Section:

- a. §7.1.4 The combined overhead and profit included in the total cost to the Owner of a change in the Work shall be based on the following schedule:
 - 1) .1 For the Contractor, the Work performed by the Contractor's own forces, fifteen percent of the cost.
 - 2) .2 For the Contractor, for Work performed by the Contractor's Subcontractors, five percent of the amount due the Subcontractor.
 - 3) .3 For each Subcontractor or Sub-subcontractor involved, for Work performed by that Subcontractor's or Sub-subcontractor's own forces, ten percent of the cost.
 - 4) .4 For each Subcontractor involved, for Work performed by the Subcontractor's Sub-subcontractor, ten percent of the amount due the Sub-subcontractor.
 - 5) .5 Cost to which overhead and profit is to be applied shall be determined in accordance with Subparagraph 7.3.4.
 - 6) .6 In order to facilitate checking of quotations for extras or credits, all proposals, except those so minor that their propriety can be seen by inspection, shall be accompanied by a complete itemization of costs including labor, materials and Subcontracts. Labor and materials shall be itemized in the manner prescribed above. Where major cost items are Subcontracts, they shall be itemized also. In no case will a change involving over Five Hundred Dollars be approved without such itemization.

1.09 ARTICLE 8 TIME

A. §8.2 Progress and Completion

1. Delete §8.2.1 and substitute the following:

- a. §8.2.1 Time limits stated in the Contract Documents are of the essence to the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work and that the Contractor is fully capable of properly completing the work within the Contract time.
- B. §8.3 Delays and Extension of Time
 1. Delete §8.3.1 and substitute the following:
 - a. §8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine. However, to the fullest extent permitted by law, and notwithstanding any other provisions in the Contract Documents, the Owner, and the Architect and their agents and employees shall not be liable for any damage for delay whether for direct or indirect costs, extended home office overhead, idle or inefficient labor or equipment, cost escalations or monetary claims of any nature arising from or attributable to delay by any cause whatsoever. The Contractor's sole and exclusive right and remedy for delay by any cause whatsoever is an extension of the Contract Time but no increase in the Contract Sum.
 2. Delete §8.3.2 and substitute the following:
 - a. §8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15. Any delay, interference, hindrance or disruption, from whatever source or cause, in the progress of the Contractor's Work shall be a basis for an extension of time unless the delay, interference hindrance or disruption is (1) the fault and the responsibility of the Contractor, its subcontractors and suppliers and (2) directly affects the overall completion of the Work as reflected on the critical path of the updated Construction Schedule. The contractor expressly agrees that the Owner shall have the benefit of any float in the construction schedule and delay in construction activities which do not affect the overall completion of the work does not entitle the Contractor to any extension in the Contract Time.
 - 1) .1 Any claims by the Contractor for an increase in Contract Time must follow the procedures and limits a set forth in Article 15 "Claims and Disputes" including, but not limited to the requirement that the Contractor give notice of any claim for extension in Contract Time within twenty-one (21) days after occurrence of the event giving rise to such claim.
 3. Add the following Sections:

- a. §8.3.4 This provision specifies the procedure for the determination of time extensions for unusually severe weather. In order for the Owner and Architect to award a time extension under this clause, the following conditions must be satisfied:
 - 1) .1 The weather experienced at the project site during the contract period must be found to be unusually severe, that is, more severe than the adverse weather anticipated for the project location during the time allotted to achieve Substantial Completion.
 - 2) .2 The unusually severe weather must actually cause a delay in the completion of the project. The delay must be beyond the control and without the fault of negligence of the contractor.
- b. §8.3.5 The schedule of monthly anticipated adverse weather delays is based on National Oceanic and Atmospheric Administration (NOAA) or similar data for the project location and will constitute the base line for weather time evaluations. The Contractor's activity durations for inclusion in the progress schedule must reflect these anticipated adverse weather delays in all weather dependent activities.
- c. §8.3.6 Monthly anticipated adverse weather delay workdays based on five (5) day work week, unless Contractor stipulates a different work schedule prior to Notice to Proceed.
- d. §8.3.7 Upon acknowledgement of the Notice to Proceed (NTP) and continuing throughout the contract, the Contractor shall record on the daily report, the occurrence of adverse weather and resultant impact to normally scheduled work. Actual adverse weather delay days must prevent work on the overall projects' critical activities for 50 percent or more of the contractor's scheduled workday. The number of actual adverse weather days shall include days impacted by adverse weather (even if adverse weather occurred in previous month), be calculated chronologically from the first to the last day of each month and be recorded as full days. If the number of actual adverse weather delay days exceeds the number of days anticipated in paragraph 8.3.5 above, the Owner and the Architect will convert any qualifying delays to calendar days giving full consideration for equivalent fair weather workdays and issue a modification in accordance with the contract.

1.10 ARTICLE 9 PAYMENTS AND COMPLETION

A. §9.3 Applications for Payment

- 1. Delete §9.3.1 and substitute the following:
 - a. §9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents. The form of

Application for Payment, duly notarized, shall be a current authorized edition of AIA Document G702™-1992, Application and Certificate for Payment, supported by a current authorized edition of AIA Document G703™-1992, Continuation Sheet.

2. Add the following after Section 9.3.1.2:
 - a. §9.3.1.3 Until final payment, the Owner will hold retainage in the amount of five percent (5%) and the amount retained by the prime contractor from each payment due the subcontractor shall not exceed the percentage withheld by the owner from the prime contractor. On contracts of which the total amount is Two Hundred Fifty Thousand Dollars (\$250,000.00) or greater, or on any contract with a subcontract, regardless of amount, five percent (5%) shall be retained until the work is at least fifty percent (50%) complete, on schedule and satisfactory in the architect's and/or engineers opinion, at which time fifty percent (50%) of the retainage held to date shall be returned to the prime contractor for distribution to the appropriate subcontractors and suppliers. Provided, however, that future retainage shall be withheld at the rate of two and one-half percent (2 ½ %).
 - b. §9.3.1.4 The full contract retainage may be reinstated if the manner of completion of the work and its progress do not remain satisfactory to the Architect.
 - c. §9.3.1.5 The contractors shall submit with each Application for Payment a monthly certification to the project architect listing subcontractors and payments to those subcontractors paid by funds received from the prior Application for Payment. This certification shall be submitted on a form entitled "Affidavit Certifying Payment To All Subcontractors" and will be provided to the contractor by the architect.

B. §9.8 Substantial Completion

1. Add the following after Section 9.8.3:
 - a. §9.8.3.1 The Architect will perform no more than two (2) inspections to determine whether the Work or a designated portion thereof has attained Substantial Completion in accordance with the Contract Documents. The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for additional inspections. Reimbursements may be funds retained in the Contractor's Application for Payment.

C. §9.10 Final Completion and Final Payment

1. Add the following after Section 9.10.1:
 - a. §9.10.1.1 The Architect will perform no more than two (2) inspections to determine whether the Work or a designated portion thereof has attained Final Completion in accordance with the Contract Documents. The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for additional inspections. Reimbursements may be funds retained in the Contractor's Application for Payment.

D. Add Section §9.11 Liquidated Damages:

1. Add the following Sections:
 - a. §9.11.1 It is hereby understood and mutually agreed, by and between the contractor and the Owner, that the date of beginning, rate of progress, and the time of completion of the work to be done hereunder are essential conditions of this contract, and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the work order.
 - b. §9.11.2 The contractor agrees that said work shall be prosecuted regularly, diligently, and uninterruptedly at such rate of progress as will ensure substantial completion thereof within the time specified. It is expressly understood and agreed by and between the contractor and the Owner, that the time of completion of the work described herein is a reasonable time for the completion of same, taking into consideration the average climactic range and usual industrial conditions, prevailing in this locality.
 - c. §9.11.3 If the said contractor shall neglect, fail or refuse to complete the work within the time herein specified, then the contractor does hereby agree as a part of the consideration for the awarding of this contract to pay to the Owner the amount specified herein, not as a penalty but as liquidated damages for such breach of contract as hereinafter set forth, for each and every calendar day that the contract shall be in default after the time stipulated for completing the work.
 - d. §9.11.4 The said amount is fixed and agreed upon by and between the contractor and the Owner because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the Owner would in such event sustain, and said amount is agreed to be the amount of damages which the Owner would sustain and said amounts shall be retained from time to time by the Owner from current periodical estimates.
 - e. §9.11.5 It is further agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever. Where under the contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due to unforeseeable cause beyond the control and without the fault of the contractor, including, but not restricted to, extreme acts of God, or the public enemy, acts of the Owner, acts of another contractor in the performance of a contract with the Owner, fires, floods, epidemics, and quarantine restrictions: provided; however, that the contractor shall, within seven (7) days from the beginning of such delay, notify the Owner, in writing of the causes of the delay, who shall ascertain the facts and extent of the delay and notify the contractor within a reasonable time of its decision in the matter.
 - f. §9.11.6 The contractor is familiar with the weather in the area; therefore, contractor has considered and computed weather in contractor's calculation of time necessary to complete this contract within the specified calendar days and accordingly agrees that rain, dryness, heat or cold will not be a basis for

extension of the completion date, unless otherwise stipulated in the Contract Documents.

- g. §9.11.7 It is agreed and understood that the project be substantially complete on or before the time set forth on the Contractor's proposal form commencing on a date set forth in a notice to proceed from the Architect to the Contractor. If the said contractor shall neglect, fail or refuse to complete the work within the time specified herein, then the contractor shall pay to the Owner the sum of \$500.00 for each and every calendar day after the time stipulated herein for the substantial completion of the work and the Owner may deduct the said sum of \$500.00 per day from any balance due the contractor, as liquidated damages for loss and default as herein set forth, as herein set forth, which daily sum is agreed to be a reasonable sum for liquidated damages for this project.

1.11 ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

A. §10.2 Safety of Persons and Property

- 1. Add the following after Section 10.2.4:
 - a. §10.2.4.1 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary, the Contractor shall give the Owner reasonable advance notice in writing.

1.12 ARTICLE 11 INSURANCE AND BONDS

A. §11.1 Contractor's Insurance and Bonds

- 1. Add the following after Section 11.1.1:
 - a. §11.1.1.1 The insurance required by Subparagraph 11.1.1 shall be written for not less than the following limits, or greater if required by law:
 - 1) .1 General Liability (Commercial General Liability Including XCU):
 - a) General Aggregate: \$1,000,000 Aggregate.
 - b) Products & Completed Operations: \$1,000,000 Aggregate.
 - c) Personal & Advertising Injury: \$500,000 Per Occurrence.
 - d) Bodily Injury & Property Damage: \$500,000 Per Occurrence.
 - e) Fire Damage Liability: \$50,000 Per Occurrence.
 - f) Medical Expense: \$5,000 Per Person.
 - 2) .2 Owners & Contractors Protective Liability:
 - a) Bodily Injury and Property Damage: \$1,000,000 Aggregate
 - b) Bodily Injury & Property Damage: \$500,000 Per Occurrence
 - 3) .3 Automobile Liability (Owned, Non-owned & Hired Vehicles):
 - a) Contractor Insurance Option Number 1:
 - 1. Bodily Injury and Property Damage (Combined Single Limit):\$500.000 Per Occurrence.
 - b) Contractor Insurance Option Number 2:
 - 1. Bodily Injury: \$250,000 Per Person.,

2. Bodily Injury: \$500,000 Per Accident.,
3. Property Damage: \$100,000 Per Occurrence.
- 4) .4 Excess Liability (Umbrella on projects over \$500,000):
 - a) Bodily Injury & Property Damage (Combined Single Limit):
\$1,000,000 Aggregate
- 5) .5 Workers' Compensation: (As Required by Statute)
- 6) .6 Employers' Liability:
 - a) Accident: \$100,000 Per Occurrence.
 - b) Disease: \$500,000 Policy Limit.
 - c) Disease: \$100,000 Per Employee.
- 7) .7 Property Insurance:
 - a) General Builder's Risk: Equal to Value of Work.
- b. §11.1.1.2 Liability Insurance shall include all major divisions of coverage and be on a comprehensive basis including:
 - 1) .1 Premises Operations (including X, C and U coverages as applicable).
 - 2) .2 Independent Contractors' Protective
 - 3) .3 Products and Completed Operations.
 - 4) .4 Personal Injury Liability with Employment Exclusion deleted
 - 5) .5 Contractual, including specified provision for Contractor's obligation under paragraph 3.18.2 Owned, non-owned and hired motor vehicles.
 - 6) .6 Broad Form Property Damage including Completed Operations.
- c. §11.1.1.3 If the General Liability coverages are provided by a Commercial General Liability Policy on a claims-made basis, the policy date or Retroactive Date shall predate the Contract; the termination date of the policy or applicable extended reporting period shall be earlier than the termination date of coverages required to be maintained after final payment, certified in accordance with Subparagraph 9.10.2.
- d. §11.1.1.4 If this insurance is written on a Commercial General Liability policy form, the certificates shall be ACORD form 25-S, completed and supplemented in accordance with AIA Document G715™-1991, Instruction Sheet and Supplemental Attachment for ACORD Certificate of Insurance 25-S.
- e. §11.1.1.5 Performance Bond and Payment Bond:
 - 1) .1 The Contractor shall furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder. Bonds may be obtained through the Contractor's usual source and the cost thereof shall be included in the Contract Sum. The amount of each bond shall be equal to 100 percent of the Contract Sum.
 - 2) .2 The Contractor shall deliver the required bonds to the Owner not later than three days following the date the Agreement is entered into, or if the Work is to be commenced prior thereto in response to a letter of

intent, the Contractor shall, prior to the commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished.

- 3) .3 The Contractor shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

B. §11.2 Owner's Insurance

1. Delete §11.2.1 and substitute the following:
 - a. §11.2.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.
2. Add the following Sections:
 - a. §11.2.1.1 If the Owner is damaged by the failure of the Contractor to purchase and maintain such insurance without so notifying the Owner in writing, then the Contractor shall bear all reasonable costs attributable thereto.
3. Delete §11.2.2 and substitute the following:
 - a. §11.2.2 Failure to Purchase Required Property Insurance. If the Contractor fails to purchase and maintain the required property insurance, with all the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, The Contractor shall inform the Owner in writing prior to commencement of the Work. Upon receipt of notice from the Contractor, the Owner may delay commencement of the Work and may obtain insurance that will protect the interests of the parties and deduct costs of insurance from contract by change order. If the Owner is damaged by the failure of the Contractor to purchase and maintain such insurance without so notifying the Owner in writing, then the Contractor shall bear all reasonable costs attributable thereto.
4. Delete §11.2.3 and substitute the following:
 - a. §11.2.3 Notice of Cancellation or Expiration of Contractor's Required Property Insurance. The Contractor shall provide written notice of any cancellation or expiration of coverages required at least 30 days prior to any lapse in coverage event. Failure to notify Owner of any lapse in coverage event is the sole responsibility of the Contractor and any damages to the Owner or the Property shall be the Contractor's responsibility to bear all costs. Such notice requirement shall appear on the policy coverages page.
5. Delete §11.4 in its entirety.
6. Delete §11.5 in its entirety.

1.13 ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

A. §12.2 Correction of Work:

1. Add the following after Section 12.2.2.3:
 - a. §12.2.2.4 Upon request by the Owner and prior to the expiration of one year from the date of Substantial Completion, the Architect will conduct, and the Contractor shall attend a meeting with the Owner to review the facility operations and performance.

1.14 ARTICLE 15 CLAIMS AND DISPUTES

A. §15.1.6 Claims for Additional Time

1. Delete §15.1.6.2 and substitute the following:
 - a. §15.1.6.2 Unusually Adverse Weather Delays:
 - 1) .1 The Contractor shall anticipate delays in the progress of the Work, due to adverse weather, during the stipulated Contract Time in the amount of days published in recognized official data. If documented evidence (from recognized official data) indicates weather delays in excess of this amount, then they shall be declared as unusually adverse weather and then the Contractor may be granted an Extension of Time for each Work Day, in excess of the normal days, in which the weather prevented work on the Project Site for fifty (50) percent or more of the Contractor's "Normal Work Day", but only if such prevented work was critical to the timely completion of the project.
 - 2) .2 Contractor's "Normal Workday" shall be defined on the basis of Hours Per Day/Days Per Week as stated by the Contractor at the beginning of the Project. Example: If the Contractor indicates that his "normal" (regular) schedule is a 6-Day Work Week, meaning Monday through Saturday, then a rain on Sunday (since not a scheduled Workday) will not necessarily delay the Work of the Project. However, site conditions, as a result of the rain, could partially or fully prevent scheduled outside work on Monday (and thereafter) thereby making the Contractor eligible to apply for a Weather Delay Extension of Time on the basis of the conditions stated in the paragraph above.
2. Add the following Sections:
 - a. §15.1.6.3 Claims for increase in the Contract Time shall set forth in detail the circumstances that form the basis for the Claim, the date upon which each cause of delay began to affect the progress of the Work, the date upon which each cause of delay ceased to affect the progress of the Work and the number of days' increase in the Contract Time claimed as a consequence of each such cause of delay. The Contractor shall provide such supporting documentation as the Owner may require including, where appropriate, a revised construction schedule indicating all the activities affected by the circumstances forming the basis of the Claim.
 - b. §15.1.6.4 The Contractor shall not be entitled to a separate increase in the Contract Time for each one of the causes of delay which may have concurrent or interrelated effects on the progress of the Work, or for concurrent delays due to the fault of the Contractor.

B. §15.1.7 Waiver of Claims for Consequential Damages

1. Delete §15.1.7 and substitute the following:
 - a. §15.1.7 Waiver of Claims for Consequential Damages. The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. If, before expiration of 30 days from the date of execution for this agreement, the Owner obtains by separate agreement and furnishes to the Contractor a similar mutual waiver of all claims from the Architect against the Contractor for consequential damages which the Architect may incur as a result of any act or omission of the Owner or Contractor, then the waiver of consequential damages by the Owner and Contractor contained in this subparagraph 15.1.7 shall be applicable to claims by the Contractor against the Architect. This mutual waiver includes:
 - 1) .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
 - 2) .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising from the Work.
- C. Delete §15.3 Mediation in its entirety including all subsections.
- D. Delete §15.4 Arbitration in its entirety including all subsections.
- E. Add Section §15.3 Resolution of Claims and Disputes
 1. Add the following Sections:
 - a. §15.3.1 If a Claim has not been resolved after consideration of the foregoing and of further evidence presented by the parties or requested by the Architect, the Architect will notify the parties in writing that the Architect's decision will be made within seven days. After receipt of the Architect's decision, either party may file a claim in court for resolution of the dispute. However, any action or suit filed in court shall only be filed in the Chancery Court of the County of the Owner's principal place of business. In the event a legal action or suit is filed in a court other than the designated court, then the other party shall be entitled to have a case transferred to the designated court and be reimbursed for all attorney's fees and expenses incurred in transferring the case.
 - b. §15.3.2 Attorney's Fees: In the event of default or breach by any party hereto, the non-defaulting party shall have the right to enforce this contract and/or seek damages for its breach in the Courts of the county of the Owner's principal place of business. In addition to such other damages as may be provided herein or as may be proved by the non-defaulting party, the defaulting party shall be liable and responsible for all attorney's fees, court costs, expert witness fees or other out of pocket expenses incurred by the non-defaulting party as a result, directly or indirectly, of the breach or default by the defaulting party.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 10 00 SUMMARY

PART 1 GENERAL

1.01 PROJECT IDENTIFICATION

- A. Project Name: HATTIESBURG FIRE STATION ONE – HVAC UPGRADES
- B. Owner's Name: CITY OF HATTIESBURG
- C. Architect's Name: LANDRY LEWIS GERMANY ARCHITECTS, P.A.
- D. Drawings and Project Manual dated: 05/06/2024

1.02 ABBREVIATED WRITTEN SUMMARY

- A. Briefly, and without force and effect upon contract documents, work of contract can be summarized as follows:
 - 1. The work consists of construction of the following scope of work:
 - a. Removal of the existing city-multi “mini split” type HVAC system in its entirety, including all associated electrical service connections back to the main panels.
 - b. Installation and retrofit of a new ducted HVAC system complete with outside air and recovery systems. This includes new electrical service to all new equipment utilizing the existing service and panels.
 - c. Removal and replacement of acoustical lay-in tile ceilings and grid systems as required.
 - d. Interior renovations consisting of new partitions, doors and frames, and new finishes as required to build new HVAC closets and plenums in existing storage rooms. Patching and repairing of flooring, walls, and ceiling finishes as required.
 - e. Exterior wall patching & repairs as required to eliminate existing outside air systems and install new louvers where indicated.
 - f. Other miscellaneous repair work as required to perform the above work.
- B. Refer to the following Sections for additional information related to the scope of work.
 - 1. Alternates as described in Section 012300 - Alternates are included in the scope of the work.

1.03 OWNER OCCUPANCY

- A. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- B. Schedule the Work to accommodate Owner occupancy.

END OF SECTION

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if the Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
 - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternates into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include, as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation, whether or not indicated as part of alternate.
- B. Execute accepted alternates under the same conditions as other Work of the Contract.
- C. Schedule: A Part 3 "Schedule of Alternates" Article is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

A. Alternate No. 01: LAY-IN CEILINGS.

1. Base Bid: Remove and install new ceilings only as indicated in the finish schedule. Patch & repair existing ceilings at all other areas as indicated on the plans. Refer to keyed notes.
2. Alternate: Remove in their entirety and replace with new ALL lay-in acoustical ceiling tiles and suspended grid within the entire work area (Limits of Work – Admin & Staff Suite as indicated on Key Plans). All existing lights, fixtures, sprinkler heads, fire alarms, and ceiling mounted accessories not indicated to be removed shall be protected from damage, salvaged and re-installed same location. Refer to keyed notes.

END OF SECTION 012300

SECTION 01 25 13 - PRODUCTS AND SUBSTITUTIONS

1PART 1 GENERAL

1.01 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

1.02 DESCRIPTION OF REQUIREMENTS:

- A. Definitions: "Products" is defined to include purchased items for incorporation into the work, regardless of whether specifically purchased for project or taken from Contractor's stock of previously purchased products. "Materials," is defined as products which must be substantially cut, shaped, worked, mixed, finished, refined or otherwise fabricated, processed, installed or applied to form units of work. "Equipment" is defined as products with operational parts, regardless of whether motorized or manually operated, and particularly including products with service connections (wiring, piping, etc.). Definitions in this paragraph are not intended to negate the meaning of other terms used in contract documents, including "specialties," "systems," "structure," "finishes," "accessories," "furnishings," "special construction," and similar terms, which are self-explanatory and have recognized meanings in the construction industry.
- B. Substitutions: The requirements for substitutions do not apply to specified Contractor options on products and construction methods. Revisions to contract documents, where requested by Owner, Architect or Engineer, are "changes" not "substitutions." Requested substitutions during bidding period, which have been accepted prior to Bid Date, are included in contract document and are not subject to requirements for substitutions as specified herein. Contractor's determination of and compliance with governing regulations and orders issued by governing authorities do not constitute "substitutions;" and do not constitute a basis for change orders, except as provided for in contract documents. Otherwise, Contractor's requests for changes in products, materials and methods of construction required by contract documents are considered requests for "substitutions," and are subject to requirements hereof.
- C. Standards: Refer to Division-1 section "Definitions and Standards" for applicability of industry standards to products of project, and for acronyms used in text of specification sections.

1.03 QUALITY ASSURANCE:

- A. Source Limitations: To the greatest extent possible for each unit of work, provide products, materials or equipment of a singular generic kind and from a single source.
- B. Compatibility of Options: Where more than one choice is available as options for Contractor's selection of a product or material, select an option which is compatible with other products and materials already selected (which may have been from among options for those other products and materials). Total compatibility among options is not assured by limitations within contract documents, but must be provided by Contractor. Compatibility is a basic general requirement of product/material selections.

1.04 SUBMITTALS:

- A. Requests for Substitutions: Submit 3 copies, fully identified for product or method being replaced by substitution, including related specification section and drawing number(s), and fully documented to show compliance with requirements for substitutions. Include product data/drawings, description of methods, samples where applicable, Contractor's detailed comparison of significant qualities between specified item and proposed substitution, statement of effect on construction time and coordination with other affected work, cost information or proposal, and Contractor's statement to the effect that proposed substitution will result in overall work equal-to-or-better-than work originally indicated.

1.05 PRODUCT DELIVER-STORAGE-HANDLING:

- A. General: Deliver, handle and store products in accordance with manufacturer's recommendations and by methods and means which will prevent damage, deterioration, and loss including theft. Control delivery schedules to minimize long-term storage of products at site and overcrowding of construction spaces. In particular, provide delivery/installation coordination to ensure minimum holding or storage times for products recognized to be flammable, hazardous, easily damaged, or sensitive to deterioration, theft and other sources of loss.

1.06 WARRANTIES (GUARANTEES):

- A. Categories of Specific Warranties: Warranties on the work are in several categories, including those of General Conditions, and including (but not necessarily limited to) the following specific categories related to individual units of work specified in sections of Divisions 2 through 16 of these specifications:
- B. Special Project Warranty (Guarantee): A warranty specifically written and signed by Contractor for a defined portion of the work; and, where required, countersigned by subcontractor, installer, manufacturer or other entity engaged by Contractor.
- C. Specified Product Warranty: A warranty which is required by contract documents, to be provided for a manufactured product incorporated into the work; regardless of whether manufacturer has published a similar warranty without regard for specific incorporation of product into the work, or has written and executed a special project warranty as a direct result of contract document requirements.
- D. Coincidental Product Warranty: A warranty which is not specifically required by contract documents (other than as specified in this Section); but which is available on a product incorporated into the work, by virtue of the fact that manufacturer of product has published warranty in connection with purchases and uses of product without regard for specific applications except as otherwise limited by terms of warranty.
- E. Refer to individual sections of Divisions 2 through 16 for the determination of units of work which are required to be specifically or individually warranted, and for the specific requirements and terms of those warranties (or guarantees).
- F. General Limitations: It is recognized that specific warranties are intended primarily to protect Owner against failure of the work to perform as required, and against deficient, defective and faulty materials and workmanship, regardless of sources. Except as otherwise indicated, specific warranties do not cover failures in the work which result from: 1) Unusual and abnormal phenomena of the elements, 2) The Owner's misuse, maltreatment or improper maintenance of the work, 3) Vandalism after time of substantial completion, or 4) Insurrection or acts of aggression including war.

- G. Related Damages and Losses: In connection with Contractor's correction of warranted work which has failed, remove and replace other work of project which has been damaged as a result of such failure, or must be removed and replaced to provide access for correction of warranted work.
- H. Consequential Damages: Except as otherwise indicated or required by governing regulation, special project warranties and product warranties are not extended to cover damage to building contents (other than work of Contract) which occurs as a result of failure of warranted work.
- I. Reinstatement of Warranty Period: Except as otherwise indicated, when work covered by a special project warranty or product warranty has failed and has been corrected by replacement or restoration, reinstate warranty by written endorsement for the following time period, starting on date of acceptance of replaced or restored work.
 - 1. A period of time ending upon date original warranty would have expired if there had been no failure.
- J. Replacement Cost, Obligations: Except as otherwise indicated, costs of replacing or restoring failing warranted units or products is Contractor's obligation, without regard for whether Owner has already benefited from use through a portion of anticipated useful service lives.
- K. Rejection of Warranties: Owner reserves the right, at time of substantial completion or thereafter, to reject coincidental product warranties submitted by Contractor, which in opinion of Owner tend to detract from or confuse interpretation of requirements of contract documents.
- L. Contractor's Procurement Obligations: Do not purchase, subcontract for, or allow others to purchase or sub-subcontract for materials or units of work for project where a special project warranty, specified product warranty, certification or similar commitment is required, until it has been determined that entities required to countersign such commitments are willing to do so.

2PART 2 PRODUCTS

2.01 GENERAL PRODUCT COMPLIANCE'S:

- A. General: The compliance requirements, for individual products as indicated in contract documents, are multiple in nature and may include generic, descriptive, proprietary, performance, prescriptive, compliance with standards, compliance with codes, conformance with graphic details and other similar forms and methods of indicating requirements, all of which must be complied with. Also "allowances" and similar provisions of contract documents will have a bearing on selection process.
- B. Procedures for Selecting Products: Contractor's options for selecting products are limited by contract document requirements, and governing regulations, and are not controlled by industry and governing regulations, and are not controlled by industry traditions or procedures experienced by Contractor on previous construction projects. Required procedures include, but are not necessarily limited to, the following for various indicated methods of specifying:

1. Single Product/Manufacturer Name: Provide product indicated, except advise Architect/Engineer before proceeding, where known that named product is not a feasible or acceptable selection.
 2. Two or More Product/Manufacturer Names: Provide one of the named products, at Contractor's option; but excluding products which do not comply with requirements. Do not provide or offer to provide an unnamed product, except where none of named products comply with requirements or are a feasible selection; advise Architect/Engineer before proceeding.
- C. "Or Equal": Where named products in specifications text are accompanied by the term "or equal," or other language of similar effect, comply with those contract document provisions concerning "substitutions" for obtaining Architect's approval (by change order) to provide an unnamed product. "Named", except as otherwise indicated, is defined to mean manufacturer's name for product, as recorded in published product literature, of latest issue as of date of contract documents. Refer requests to use products of a later (or earlier) model to Architect for acceptance before proceeding.
- D. Standards, Codes and Regulations: Where only compliance with an imposed standard, code or regulation is required, selection from among products which comply with requirements including those standards, codes and regulations, is Contractor's option.
- E. Performance Requirements: Provide products which comply with specific performances indicated, and which are recommended by manufacturer (in published product literature or by individual certification) for application indicated. Overall performance of a product is implied where product is specified with only certain specific performance requirements.
- F. Prescriptive Requirements: Provide products which have been produced in accordance with prescriptive requirements, using specified ingredients and components, and complying with specified requirements for mixing, fabricating, curing, finishing, testing and similar operations in manufacturing process.
- G. Visual Matching: Where matching with an established sample is required, final judgment of whether a product proposed by Contractor matches sample satisfactorily is Architect's judgment. Where no product within specified cost category is available, which matches sample satisfactorily and complies with requirements, comply with contract document provisions concerning, "substitutions" and "change orders" for selection of a matching product outside established cost category or, of a product not complying with requirements.
- H. Visual Selection: Except as otherwise indicated, where specified product requirements include "...as selected from manufacturer's standard colors, patterns, textures..." or words of similar effect, the selection of manufacturer and basic product (complying with requirements) is Contractor's option, and subsequent selection of color, pattern and texture is Architect's selection. Where specified product requirements include "...as selected from standard colors, patterns, textures available within the industry...", or words to that effect, selection of product (complying with requirements, and within established cost category) is Architect's selection, including designation of manufacturer where necessary to obtain desired color, pattern or texture.

2.02 SUBSTITUTIONS:

- A. Conditions: Contractor's request for substitution will be received and considered when extensive revisions to contract documents are not required and changes are in keeping with

general intent of contract documents; when timely, fully documented and properly submitted; and when one or more of following conditions is satisfied, all as judged by Architect. Otherwise, requests will be returned without action except to record non-compliance with these requirements.

1. Where request is directly related to an "or equal" clause or other language of same effect in contract documents.
 2. Where required product, material or method cannot be provided within Contract Time, but not as a result of Contractor's failure to pursue the work promptly or to coordinate various activities properly.
 3. Where required product, material or method cannot be provided in a manner which is compatible with other materials of the work, or cannot be properly coordinated therewith, or cannot be warranted as required, or cannot be used without adversely affecting Owner's insurance coverage on completed work, or will encounter other substantial non-compliance's which are not possible to otherwise overcome except by making requested substitution, which Contractor thereby certifies to overcome such non-compatibility, non-coordination, non-warranty, non-insurability or other non-compliance as claimed.
 4. Where required product, material or method cannot receive required approval by a governing authority, and requested substitution can be so approved.
 5. Where substantial advantage is offered Owner, in terms of cost, time, energy conservation or other valuable considerations, after deducting offsetting responsibilities Owner may be required to bear, including additional compensation to Architect for redesign and evaluation services, increased cost of other work by Owner or separate contractors, and similar considerations.
- B. Work-Related Submittals: Contractor's submittal of (and Architect's acceptance of) shop drawings, product data or samples which relate to work not complying with requirements of contract documents, does not constitute an acceptable or valid request for a substitution, nor approval thereof.

2.03 GENERAL PRODUCT REQUIREMENTS:

- A. General: Provide products which comply with requirements, and which are undamaged and unused at time of installation, and which are complete with accessories, trim, finish, safety guards and other devices and details needed for a complete installation and for intended use and effect.
- B. Standard Products: Where available, provide standard products of types which have been produced and used previously and successfully on other projects and in similar applications.
- C. Continued Availability: Where additional amounts of a product, by nature of its application, are likely to be needed by Owner at a later date for maintenance and repair or replacement work, provide a standard, domestically produced product which is likely to be available to Owner at such later date.
- D. Nameplates: Except as otherwise indicated for required approval labels, and operating data, do not permanently attach or imprint manufacturer's or producer's nameplates or trademarks on exposed surfaces of products which will be exposed to view either in occupied spaces or on exterior of the work.

- E. Labels: Locate required labels and stamps on a concealed surface or, where required for observation after installation, on an accessible surface which, in occupied spaces, is not conspicuous.
- F. Equipment Nameplates: Provide permanent nameplate on each item of service-connected or power operated equipment. Indicate manufacturer, product name, model number, serial number, capacity, speed, ratings and similar essential operating data. Locate nameplates on an easily accessed surface which, in occupied spaces, is not conspicuous.

3PART 3 EXECUTION (NOT APPLICABLE)

END OF SECTION

SECTION 01 29 00 - SCHEDULES, REPORTS, PAYMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-I Specification sections, apply to work of this section.

1.2 PROGRESS SCHEDULE:

- A. Bar-Chart Schedule: Not more than 14 days after date established for "Notice to Proceed", submit a bar-chart type progress schedule indicating a time bar for each major category or unit of work to be performed at site, properly sequenced and intermeshed and showing completion of the work sufficiently in advance of date established for "substantial completion of the work".
- B. Distribution: Following initial submittal to and response by Architect, print and distribute progress schedule to Architect, Engineers, Owner, separate contractors (if any), principal subcontractors and suppliers or fabricators, and others with a need-to-know schedule-compliance requirement. Distribute and post subsequent updated issues to same entities, when revisions are made; except delete entities from distribution when they have completed assigned work and are no longer involved in performance of scheduled work.

1.3 SCHEDULE OF VALUES:

- A. General: Prepare schedule of values, as required by General Conditions. Provide breakdown of Contract Sum in sufficient detail to facilitate continued evaluation of payment requests and progress reports. Break down principal subcontract amounts into several line items. Round off to nearest whole dollar, but with total equal to Contract Sum. Submit copy of schedule of values to Architect and Engineers.
- B. Time Coordination: In coordination of initial submittals and other administrative "start up" activities, submit schedule of values to Architect at earliest feasible date, but in no case later than 7 days before initial payment request is to be submitted.
- C. Listing: Arrange schedule with columns to indicate generic name of item, change orders (numbers) which have affected value, dollar value of item, and percentage of Contract Sum (to nearest one-hundredth percent and adjusted to total 100 percent).

1.4 PAYMENT REQUESTS:

- A. General: Except as otherwise indicated, sequence of progress payments is to be regular, and each must be consistent with previous applications and payments. It is recognized that certain applications involve extra requirements, including initial application, application at times of substantial completion, and final payment application.

- B. Application Transmittal: Submit 3 executed copies of each payment application, each copy of which is completed with waivers of lien and similar attachments. Transmit each copy with a transmittal form listing those attachments, and recording appropriate information related to application in a manner acceptable to Architect. Transmit to Architect by means ensuring receipt within 24 hours.
- C. Payment Application Times: The "period" for each progress payment is from the twenty-sixth (26th) of the month to the twenty-fifth (25th). Payment shall be made by the tenth (10th).
- D. Application Preparation: Except as otherwise indicated, complete every entry provided for on the form, including notarization and execution by authorized persons. Incomplete applications will be returned by Architect without action. Entries must match current data of schedule of values and progress schedule and report. Listing must include amounts of change orders issued prior to last day of the "period of construction" covered by application.
- E. Waivers of Lien: For each payment application, submit waivers of lien to the owner.
- F. Extension of Time: See also Supplementary Conditions §8.3 Delays and Extension of Time
 - 1. Requests for Time: The Contractor must submit each month with the application for payment, a separate letter stating the dates for which an extension of time shall be considered. Failure to provide this letter shall result in rejection of the payment application.
 - 2. Supporting Evidence: The Contractor shall include with each request evidence to the satisfaction of the Architect of justifiable cause for delays. This shall include for each specific date and time; the affected trades, a description of cause with supporting documentation such as weather reports, site condition reports, photos, and other appropriate correspondence or documentation. Weather delays for work to be performed inside of the building shall not be allowed after the building reaches the enclosure stage unless Contractor can furnish evidence to the satisfaction of the Architect that such an extension would be justified.
 - 3. Approval: The Architect shall acknowledge periodic receipt of any request and evidence provided by the Contractor without affecting the terms of the Contract. Acknowledgement of receipt shall not imply acceptance or approval of the request. The final determination as to the granting of an extension of time will be in the sole discretion of Architect/Owner and awarded only upon execution of an appropriate Change Order.
- G. Application at Time of Substantial Completion:
 - 1. See Section 01 77 00 - Project Closeout.
- H. Final Payment Application:
 - 1. See Section 0 177 00 - Project Closeout.

PART 2 - PRODUCTS (not applicable)

PART 3 - EXECUTION (not applicable)

END OF SECTION

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. Submittal schedule requirements.
 - 2. Administrative and procedural requirements for submittals.
- B. Related Requirements: Individual submittal requirements specified for each unit of work are in addition to those identified in this section. Refer to other Division 00 and 01 sections and contract documents for administrative submittal requirements.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

1.4 SUBMITTAL SCHEDULE

- A. Submittal Schedule: Submit, as an action submittal, a list of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.

1.5 SUBMITTAL FORMATS

- A. Submittal Information: Include the following information in each submittal:
 - 1. Project name.
 - 2. Date.

3. Name of Architect, Contractor, subcontractor, manufacturers & suppliers.
 4. Name of firm or entity that prepared submittal.
 5. Unique submittal number, including revision identifier.
 6. Category and type of submittal, purpose, and description.
 7. Specification Section references. Include paragraph number, as appropriate.
 8. Drawing number and detail references, as appropriate.
 9. Indication of full or partial submittal.
 10. Location(s) where product is to be installed, as appropriate.
 11. Warranty and guarantee information for each product, material, installation, etc.
 12. Other necessary identification.
 13. Remarks.
 14. Signature of transmitter.
- B. Options: Identify options requiring selection by Architect.
- C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.
- D. Paper Submittals:
1. Action Submittals: Submit three copies of each submittal unless otherwise indicated. Architect will retain one copy and return remaining copies.
 2. Informational Submittals: Submit two copies of each submittal unless otherwise indicated. Architect will not return copies.
 3. Transmittal for Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using AIA Document G810 or equivalent transmittal form.
- E. Electronic Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

1.6 SUBMITTAL PROCEDURES

- A. Prepare and submit submittals required by individual Specification Section. Types of submittals are indicated in individual Specification Sections. Architect may request additional submittals as needed.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
 4. Coordinate transmittal of submittals for related parts of the Work specified in different Sections, so processing will not be delayed because of need to review submittals concurrently for coordination.

- a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 15 days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
- D. Color & Finish Selections: Submittals requiring the Architect to approve finishes, textures, or color selections may be partially approved at the discretion of the Architect. No color selections will be made until all shop drawings, product samples, etc. have been received for all related portions of the work. No extension of the Contract Time will be authorized because of failure to provide color selections enough in advance of the Work to permit processing, including resubmittals.
- E. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block, and clearly indicate extent of revision.
 3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.
- F. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- G. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

1.7 SUBMITTAL REQUIREMENTS

- A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
 2. Mark each copy of each submittal to show which products and options are applicable.
 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.

- b. Manufacturer's product specifications.
 - c. Standard color charts.
 - d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
 - 4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams that show factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 - 5. Submit Product Data before Shop Drawings, and before or concurrently with Samples.
- B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data unless submittal based on Architect's digital data drawing files is otherwise permitted.
- 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.
 - 2. Paper Sheet Size: Except for templates, patterns, and similar full-size Drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 24 by 36 inches.
 - 3. BIM Incorporation: Where required, develop and incorporate Shop Drawing files into BIM established for Project.
- C. Samples: Submit Samples for review of type, color, pattern, and texture for a check of these characteristics with other materials.
- 1. Transmit Samples that contain multiple, related components, such as accessories together in one submittal package.
 - 2. Identification: Permanently attach label on unexposed side of Samples that includes the following:
 - a. Project name and submittal number.
 - b. Generic description of Sample.
 - c. Product name and name of manufacturer.
 - d. Sample source.

- e. Number and title of applicable Specification Section.
 - f. Specification paragraph number and generic name of each item.
- 3. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
- 4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units, showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit one full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected. Provide additional sets where required by individual specification section.
- 5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
 - a. Number of Samples: Submit two sets of Samples. Architect will retain one Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record Sample.
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
 - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- D. Product Schedule: Where required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
 - 1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
 - 2. Manufacturer and product name, and model number if applicable.
 - 3. Number and name of room or space.
 - 4. Location within room or space.
- E. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- F. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of

assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.

G. Certificates:

1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
2. Installer Certificates: Submit written statements on manufacturer's letterhead, certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead, certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
4. Material Certificates: Submit written statements on manufacturer's letterhead, certifying that material complies with requirements in the Contract Documents.
5. Product Certificates: Submit written statements on manufacturer's letterhead, certifying that product complies with requirements in the Contract Documents.
6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of AWS B2.1/B2.1M on AWS forms. Include names of firms and personnel certified.

H. Test and Research Reports:

1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for substrate preparation and primers required.
2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
 - a. Name of evaluation organization.
 - b. Date of evaluation.
 - c. Time period when report is in effect.
 - d. Product and manufacturers' names.

- e. Description of product.
- f. Test procedures and results.
- g. Limitations of use.

1.8 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
 - 1. If criteria indicated are insufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.
- C. BIM Incorporation: Where required, incorporate delegated-design drawing and data files into BIM established for Project.
 - 1. Prepare delegated-design drawings in the following format: Same digital data software program, version, and operating system as original Drawings.

1.9 CONTRACTOR'S REVIEW

- A. Action Submittals and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Contractor's Approval: Indicate Contractor's approval for each submittal. Include name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
 - 1. **Architect will reject submittals received from Contractor that do not have Contractor's review and approval.**

1.10 ARCHITECT'S REVIEW

- A. Action Submittals: Architect will review each submittal and return indicating via markup the appropriate action as follows;
 - 1. Marked "Approved": Final unrestricted release. Work may proceed, provided it complies with contract documents.

2. Marked “Approved as Noted”: Final but restricted release. Work may proceed, provided it complies with the notations and corrections indicated on submittal and with the contract documents.
 3. Marked “Returned for Resubmittal”: Do not proceed with work. Revise in accordance with notations thereon and resubmit without delay. Do not allow submittals to be used in connection with performance of the work.
 4. Marked “No Action Required”: Other action. Where submittal is returned for other reasons, with Architect explanation included.
- B. Informational Submittals: Architect will review each submittal and will not return it or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Architect will return without review or discard submittals received from sources other than Contractor.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013300

SECTION 01 42 00 - DEFINITIONS AND STANDARDS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

1.2 DEFINITIONS:

- A. General Explanation: A substantial amount of specification language constitutes definitions for terms found in other contract documents, including drawings which must be recognized as diagrammatic in nature and not completely descriptive of requirements indicated thereon. Certain terms used in the contract documents are defined generally in this article. Definitions and explanations of this section are not necessarily either complete or exclusive, but are general for the work to extent not stated more explicitly in another provision of contract documents.
- B. General Requirements: The provisions or requirements of Division-1 sections. General Requirements apply to entire work of Contract and, where so indicated, to other elements which are included in the project.
- C. Indicated: The term "Indicated" is a cross-reference to graphics, notes or schedules on drawings, to other paragraphs or schedules in the specifications, and to similar means of recording requirements in contract documents. Where terms such as "shown", "noted", "scheduled", and "specified" are used in lieu of "indicated", it is for purpose of helping reader locate cross-reference, and no limitation of location is intended except as specifically noted.
- D. Directed, Requested, Etc.: Where not otherwise explained, terms such as "directed", "requested", "authorized", "selected", "approved", "required", "accepted", and "permitted" mean "directed by Architect/Engineer", "requested by Architect/Engineer", etc. However, no such implied meaning will be interpreted to extend Architect's responsibility into Contractor's area of construction supervision.
- E. Approve: Where used in conjunction with Architect's response to submittals, requests, applications, inquiries, reports and claims by Contractor, the meaning of term "approved" will be held to limitations of Architect's responsibilities and duties as specified in General and Supplementary Conditions. In no case will "approval" by Architect be interpreted as a release of Contractor from responsibilities to fulfill requirements of contract documents.
- F. Project Site: The space available to Contractor for performance of the work, either exclusively or in conjunction with others performing other work as part of the project. The extent of project site is shown on drawings, and may or may not be identical with description of land upon which project is to be built.
- G. Furnish: Except as otherwise defined in greater detail, term "furnish" is used to mean supply and deliver to project site, ready for unloading, unpacking, assembly, installation, etc., as applicable in each instance.

- H. Install: Except as otherwise defined in greater detail, term "install" is used to describe operations at project site including unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing protecting, cleaning and similar operations, as applicable in each instance.
- I. Provide: Except as otherwise defined in greater detail, term "provide" means furnish and install, complete and ready for intended use, as applicable in each instance.
- J. Installer: The entity (person or firm) engaged by Contractor or its subcontractor or subcontractor for performance of a particular unit of work at project site, including installation, erection, application and similar required operations. It is a general requirement that such entities (Installers) be expert in operations they are engaged to perform.
- K. Testing Laboratory: An independent entity engaged to perform specific inspections or tests of the work, either at project site or elsewhere; and to report and (if required) interpret results of those inspections or tests.

1.3 SPECIFICATION EXPLANATIONS:

- A. Overlapping and Conflicting Requirements: Where compliance with 2 or more industry standards or sets of requirements is specified, and overlapping of those different standards or requirements establishes different or conflicting minimums or levels of quality, most stringent requirement (which is generally recognized to be also most costly) is intended and will be enforced, unless specifically detailed language written into contract documents (not by way of reference to an industry standard) clearly indicates that a less stringent requirement is to be fulfilled. Refer apparently-equal-but-different requirements, and uncertainties as to which level of quality is more stringent, to Architect for a decision before proceeding.
- B. Contractor's Options: Except for overlapping or conflicting requirements, where more than one set of requirements are specified for a particular unit of work, option is intended to be Contractor's regardless of whether specifically indicated as such.
- C. Minimum Quality/Quantity: In every instance, quality level or quantity shown or specified is intended as minimum for the work to be performed or provided. Except as otherwise specifically indicated, actual work may either comply exactly with that minimum (within specified tolerances), or may exceed that minimum within reasonable limits. In complying with requirements, indicated numeric values are either minimums or maximums as noted or as appropriate for context of requirements. Refer instances of uncertainty to Architect for decision before proceeding.
- D. Specialists; Assignments: In certain instances, specification text requires (or at least implies) that specific work be assigned to specialists or expert entities, who must be engaged for performance of those units of work. These must be recognized as special requirements over which Contractor has no choice or option. These assignments must not be confused with (and are not intended to interfere with) normal application of regulations, union jurisdictions and similar conventions. One purpose of such assignments is to establish which party or entity involved in a specific unit of work is recognized as "expert" for indicated construction processes or operations. Nevertheless, final responsibility for fulfillment of entire set of requirements remains with Contractor.

- E. Trades: Except as otherwise indicated, the use of titles such as "carpentry" in specification text, implies neither that the work must be performed by an accredited or unionized tradespeople of corresponding generic name (such as "carpenter"), nor that specified requirements apply exclusively to work by tradespeople of that corresponding generic name.
- F. Abbreviations: The language of specifications and other contract documents is of the abbreviated type in certain instances, and implies words and meanings which will be appropriately interpreted. Actual word abbreviations of a self-explanatory nature have been included in texts. Specific abbreviations have been established, principally for lengthy technical terminology and primarily in conjunction with coordination of specification requirements with notations on drawings and in schedules. Trade association names and titles of general standards are frequently abbreviated. Singular words will be interpreted as plural and plural words will be interpreted as singular where applicable and where full context of the contract documents so indicates.

1.4 DRAWING SYMBOLS:

- A. General: Except as otherwise indicated, graphic symbols used on drawings are those symbols recognized in the construction industry for purposes indicated. Where not otherwise noted, symbols are defined by "Architectural Graphic Standards", published by John Wiley & Sons, Inc., eighth edition.
- B. M/E Drawings: Graphic symbols used on mechanical/electrical drawings are generally aligned with symbols recommended by ASHRAE, supplemented by more specific symbols were appropriate as recommended by other recognized technical associations including ASME, ASPE, IEEE, and similar organizations. Refer instances of uncertainty to Architect/Engineer for clarification before proceeding.

1.5 INDUSTRY STANDARDS:

- A. General Applicability of Standards: Applicable standards of construction industry have same force and effect (and are made a part of contract documents by reference) as if copied directly into contract documents, or as if published copies were bound herewith.
- B. Referenced standards (referenced directly in contract documents or by governing regulations) have precedence over non-referenced standards which are recognized in industry for applicability to work.
- C. Non-referenced standards recognized in the construction industry are hereby defined, except as otherwise limited in contract documents, to have direct applicability to the work,
- D. and will be so enforced for performance of the work.
- E. Publication Dates: Except as otherwise indicated, where compliance with an industry standard is required, comply with standard in effect as of date of contract documents.
- F. Copies of Standards: Provide where needed for proper performance of the work; obtain directly from publication sources.

- G. Abbreviations and Names: Where acronyms or abbreviations are used in specifications or other contract documents, they are defined to mean the industry recognized name of trade association, standards generating organization, governing authority or other entity applicable to context of text provision. Refer to "Encyclopedia of Associations," published by Gale Research Co., available in large libraries.

1.6 GOVERNING REGULATIONS/AUTHORITIES:

- A. General: The procedure followed by Architect has been to contact governing authorities where necessary to obtain information needed for the purpose of preparing contract documents; recognizing that such information may or may not be of significance in relation to Contractor's responsibilities for performing the work. Contact governing authorities directly for necessary information and decision having a bearing on the performance of the work including but not limited to facilities to protect the public during construction.

PART 2 - PRODUCTS (not applicable)

PART 3 - EXECUTION (not applicable)

END OF SECTION

SECTION 01 45 29 - QUALITY CONTROL SERVICES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF REQUIREMENTS:

- A. General: Required inspection and testing services are intended to assist in the determination of probable compliance of the work with requirements specified or indicated. These required services do not relieve the Contractor of responsibility for compliance with these requirements or for compliance with requirements of the contract documents.
- B. Definitions: The requirements of this section relate primarily to customized fabrication and installation procedures, not to the production of standard products. Quality control services include inspections and tests and related actions including reports, performed by independent agencies and governing authorities, as well as directly by the Contractor. These services do not include Contract enforcement activities performed directly by the Architect.
- C. Specific quality control requirements for individual units of work are specified in the _____ sections of these specifications that specify the individual element of the work. These requirements, including inspections and tests, cover both production of standard products, and fabrication of customized work. These requirements also cover quality control of the installation procedures.
- D. Inspections, tests and related actions specified in this section and elsewhere in the contract documents are not intended to limit the Contractor's own quality control procedures which facilitate overall compliance with requirements of the contract documents.
- E. Requirements for the Contractor to provide quality; control services as required by the Architect, the Owner, governing authorities or other authorized entities are not limited by the provisions of this section.

1.3 RESPONSIBILITIES:

- A. Contractor Responsibilities: Except where they are specifically indicated as being the Owner's responsibility, or where they are to be provided by another identified entity, inspections, tests and similar quality control services are the Contractor's responsibility these services also include those specified to be performed by an independent agency and not directly by the Contractor. Costs for these services shall be included in the Contract Sum. The Contractor shall employ and pay an independent agency, testing laboratory or other qualified firm to perform quality control services specified.
- B. The Owner will engage and pay for the services of an independent agency to perform inspections and tests that are specified as the Owner's responsibility.

- C. Retest Responsibility: Where results of required inspections, tests or similar services prove unsatisfactory and do not indicate compliance of related work with the requirements of the contract documents, then retests are the responsibility of the Contractor regardless of whether the original test was the Contractor's responsibility. Retesting of work revise or replaced by the Contractor is the Contractor's responsibility, where required tests were performed on original work.
- D. Responsibility for Associated Services: The Contractor is required to cooperate with the independent agencies performing required inspections, tests and similar services. Provide such auxiliary services as are reasonably requested. Notify the testing agency sufficiently in advance of operations to permit assignment of personnel. These auxiliary services include but are not necessarily limited to the following:
 - 1. Providing access to the work.
 - 2. Taking samples or assistance with taking samples.
 - 3. Delivery of samples to test laboratories.
 - 4. Security and protection of samples and test equipment at the project site.
- E. Coordination: The Contractor and each independent agency engaged to perform inspections, tests and similar services for the project shall coordinate the sequence of their activities so as to accommodate required services with a minimum of delay in the progress of the work. In addition the Contractor and each independent testing agency shall coordinate their work so as to avoid the necessity of removing and replacing work to accommodate inspections and tests. The Contractor is responsible for scheduling times for inspections, tests, taking of samples and similar activities. Qualification for Service Agencies: Except as otherwise indicate, engage inspection and test service agencies, including independent testing laboratories, which are prequalified as complying with "Recommended Requirements for Independent Laboratory Qualification" by the American Council of Independent Laboratories, and which are recognized in the industry as specialized in the types of inspections and tests to be performed.

1.4 SUBMITTALS:

- A. General: Refer to Division-1 section on "Submittals" for the general requirements on submittals. Submit a certified written report of each inspection, test or similar service, directly to the Architect/Engineer, in duplicate, unless the Contractor is responsible for the service. If the Contractor is responsible for the service, submit a certified written report of each inspection, test or similar service through the Contractor, in duplicate. Submit additional copies of each written report directly to the governing authority, when the authority so directs.
- B. Report Data: Written reports of each inspection, test or similar service shall include, but not be limited to the following:
 - 1. Name of testing agency or test laboratory.
 - 2. Dates and locations of samples and tests or inspections.
 - 3. Names of individuals making the inspection or test.
 - 4. Designation of the work and test method.
 - 5. Complete inspection or test data.
 - 6. Test results.
 - 7. Interpretations of test results.
 - 8. Notation of significant ambient conditions at the time of sample-taking and testing.

9. Comments or professional opinion as to whether inspected or tested work complies with requirements of the contract documents.
10. Recommendations on retesting, if applicable.

PART 2 - PRODUCTS (Not Applicable).

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION:

- A. General: Upon completion of inspection, testing, sample-taking and similar services performed on the work, repair damaged work and restore substrates and finishes to eliminate deficiencies, including deficiencies in the visual qualities of exposed finishes. Protect work exposed by or for quality control service activities, and protect repaired work. Repair and protection is the Contractor's responsibility, regardless of the assignment of responsibility for inspection, testing or similar services.

END OF SECTION

SECTION 01 50 00 - TEMPORARY FACILITIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division-1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF REQUIREMENTS:

- A. Definitions: Specific administrative and procedural minimum actions are specified in this section, as extensions of provisions in General Conditions and other contract documents. These requirements have been included for special purposes as indicated. Nothing in this section is intended to limit types and amounts of temporary work required, and no omission from this section will be recognized as an indication by Architect that such temporary activity is not required for successful completion of the work and compliance with requirements of contract documents. Provisions of this section are applicable to, but not by way of limitation, utility services, construction facilities, security/protection provisions, and support facilities.

1.3 QUALITY ASSURANCE:

- A. General: In addition to compliance with governing regulations and rules/recommendations of franchised utility companies, comply with specific requirements indicated and with applicable local industry standards for construction work (published recommendations by local consensus "building councils").
- B. ANSI Standards: Comply with applicable provisions of ANSI A10- Series standards on construction safety, including A10.3, A10.4, A10.5, A10.6, A10.7, A10.8, A10.9, A10.10, A10.11, A10.12, A10.13, A10.14, A10.15, A10.17, A10.18, A10.20, and A10.22. NFPA Code: Comply with NFPA Code 241 "Building Construction and Demolition Operations."

1.4 JOB CONDITIONS:

- A. General: Establish and initiate use of each temporary facility at time first reasonably required for proper performance of the work. Terminate use and remove facilities at earliest reasonable time, when no longer needed or when permanent facilities have, with authorized use, replaced the need.
- B. Conditions of Use: Install, operate, maintain and protect temporary facilities in a manner and at locations which will be safe, non-hazardous, sanitary and protective of persons and property, and free of deleterious effects.

PART 2 - PRODUCTS AND EXECUTION

2.1 TEMPORARY UTILITY SERVICES:

- A. The types of services required include, but not by way of limitation, water, sewerage, surface drainage, electrical power and telephones. Where possible and reasonable, connect to existing franchised utilities for required services; and comply with service companies' recommendations on materials and methods, or engage service companies to install services. Locate and relocate services (as necessary) to minimize interference with construction operations.
1. Electrical Power: Tie into existing building system if possible.
 - a. Utility cost shall be paid by owner.
 2. Potable Water: Tie into existing buildings system if possible.
 - a. Utility cost shall be paid by owner.
 3. Gas and other utilities: Tie into utilities as indicated on the plans for permanent connections.
 - a. Utility cost shall be paid by the owner.

2.2 TEMPORARY CONSTRUCTION FACILITIES:

A. GENERAL

1. The types of temporary construction facilities required include, but not by way of limitation, water distribution, drainage, dewatering equipment, enclosure of work, heat, ventilation, electrical power distribution, lighting, hoisting facilities, stairs, ladders, and roads. Provide facilities reasonably required to perform construction operations properly and adequately.

B. WATER DISTRIBUTION:

1. Mechanical contractor shall pipe to each floor level and provide hose lengths sufficient to reach entire area of construction work, not less than 3/4" hose size. Prevent freezing of water distribution by either prompt drainage after each use, or by suitable protection. Maintain 30 psi minimum water pressure at hose outlets.

C. ENCLOSURE

1. Before the building is enclosed and at any time work is performed outside the building enclosure, each contractor shall provide all heating, equipment, fuel, labor, supervision and maintenance necessary to protect his work and material against injury from the elements, including but not limited to dampness and cold. Each contractor shall provide approved temporary heating devices, electrical power, adequate and proper fuel, enclosures, etc., required for performing the work of his trades.
2. The general contractor shall enclose the building as soon as possible after starting construction and notify all contractors in writing when enclosure is completed. The building shall be considered enclosed when the walls have been constructed, a watertight roof has been applied and all doors, windows and other openings have been closed in an approved manner with permanent and/or temporary closures which provide in the opinion

of the Architect a sufficient number of operating window units for the escape of construction moisture.

D. CONSTRUCTION HEAT

1. Construction heat shall be all heat, whether furnished by temporary heating units or by the permanent heating system, necessary to heat the building enclosure prior to the Owner's assumption of responsibility for the building heat.

E. RESPONSIBILITY

1. After enclosure, the general contractor will be fully responsible for providing construction heat until the building is accepted for occupancy by the Owner.

F. PERMANENT HEATING AND VENTILATION SYSTEM

1. The mechanical contractor shall furnish permanent heating and ventilating systems to heat and ventilate all building areas using heat and air from the permanent systems when available.
2. The electrical contractor shall furnish the electrical service, wiring and equipment necessary to utilize the permanent and temporary heating and ventilating systems, completing same concurrently with mechanical work.
3. The electrical contractor shall pay the costs for making electrical connections to heating or ventilating equipment or controls for temporary use other than to permanently located equipment.
4. Operate the heating and air supply systems used during construction to provide proper temperature and relative humidity for the work of each contractor. Maintain minimum temperature and humidity conditions as follows:
5. Maintain a minimum temperature of 50 degrees at all times in the spaces involved during the placing, setting, and curing of concrete, plaster, ceramic tile, or similar materials. Supply heat in a manner that will prevent the rapid drying of materials. Supply air for drying of materials.
6. Before delivery of materials and during the installation of finished woodwork, applying paint or varnish finishes, or applying impervious membranes or fabrics such as vinyl, maintain a minimum temperature of 70 degrees. Before installation dry the structure out by heat and ventilation to such an extent that moisture contained within partitions, walls, floors, or other structures will not adversely affect the installation or application of finished materials. Maintain a temperature of not less than 70 degrees in spaces where composition flooring is being laid and has been laid for the duration of the contract.
7. At a date established in substantial completion certificate or beneficial occupancy, whichever is earlier, the Owner will assume responsibility for providing heat to all parts of the building and all contractors will be relieved of their duties to furnish construction heat.

G. TEMPORARY POWER AND LIGHTING SYSTEM

1. The electrical contractor will provide a temporary light and power system within the building for the use of each contractor as specified herein.
2. Electrical Power: The electrical contractor will provide and maintain weatherproof, grounded, power distribution system sufficient to accommodate construction operations requiring power, use of power tools, electrical heating, lighting, and start-up testing of permanent electric-powered equipment prior to its permanent connection to electrical system. Provide overload protection. Locate multiple outlets (not less than 4-gang), spaced so that entire area of construction can be reached by power tools on a single extension cord of 100' maximum length.
3. Lighting: The electrical contractor will provide and maintain sufficient temporary lighting to ensure proper workmanship everywhere; by combined use of daylight, general lighting, and portable plug-in task lighting. Provide general lighting with local switching which will enable energy conservation during periods of varying activity (work-in-progress, traffic only, security check, lock-up, etc.).
4. Provide uniformly spaced general lighting equivalent to not less than one 200-watt incandescent lamp per 1000 square feet of floor area, and one 100-watt lamp per fifty feet of corridor.
5. Additional Power or Lighting: Contractor requiring any additional temporary lighting and power shall arrange to have the electrical contractor make a proper connection to the temporary system and provide facilities to suit their requirements to the extent possible and be responsible for the cost and maintenance thereof.
6. Portable Tools: Each contractor shall be responsible for maintaining portable tools and appliances operated from the temporary light and power system with suitable cords and plugs in good condition and with non-current-carrying parts grounded through a grounding conductor.
7. Maintenance and Repair: The temporary light and power system shall be used under the direction of the electrical contractor to the extent that in the event of heavy loading, he shall designate where loads may be connected so as to prevent overloading of circuits. Each contractor shall coordinate his use of temporary power so that the demand does not exceed the service available.
8. The repair of any damage to the system, including replacement of blown fuses, resulting from misuse or from connecting faulty equipment into the system, shall be paid for by each contractor responsible for the damage. Although the temporary light and power system is furnished for the use of each contractor, the components and materials furnished by the electrical contractor shall remain his property and any costs attributed to loss or damage to same shall be reimbursed by each contractor whose employees are found to be responsible for said loss and damage.
9. Each contractor requiring power for loads larger than those defined available and for electric welders shall make his own arrangements for these facilities and pay the energy costs for same. Remove such facilities immediately after work is completed.

H. PERMANENT ELECTRICAL SERVICE

1. In accordance with the job progress and conditions, the electrical contractor will make the permanent electrical service and distribution system for the building available for use for testing and adjusting of equipment and for operation of the required heating and ventilating equipment that is installed in permanent position. Enclosures and partitions must be in place around the major items of electrical equipment before such equipment may be energized.

I. CONSTRUCTION AIDS

1. Scaffolding and staging shall be provided by contractor for both interior and exterior work as required. Furnish, install and maintain scaffolding in accordance with requirements of all laws and regulations in effect.

J. LIFTING DEVICES AND HOISTING FACILITIES

1. Contractor shall provide lifting devices necessary for the proper and efficient movement of materials; provide operating personnel for equipment as required. Equipment shall be provided with safety devices as required by local and state codes.

K. ACCESS PROVISIONS

1. Provide ramps, stairs, ladders and similar temporary access elements as reasonably required to perform the work and facilitate its inspection during installation. Comply with reasonable requests of governing authorities performing inspections.

2.3 SECURITY/PROTECTION PROVISIONS:

- A. The types of temporary security and protection provisions required include, but not by way of limitation, fire protection, barricades, warning signs/lights, site enclosure fence, building enclosure/lockup, personnel security, theft prevention program and similar provisions intended to minimize property losses, personal injuries and claims for damages at project site. Provide security/protection services and systems in coordination with activities and in a manner to achieve 24-hour, 7-day-per-week effectiveness.

B. SECURITY

1. The Owner will not be responsible for the safety of contractor's work, material and/or equipment.

C. FIRE EXTINGUISHERS

1. Provide types, sizes, numbers and locations as would be reasonably effective in extinguishing fires during early stages, by personnel at project site. Provide Type A extinguishers at locations of low-potential for either electrical or grease-oil-flammable liquids fires; provide Type ABC dry chemical extinguishers at other locations; comply with recommendations of NFPA No. 10. Post warning and quick-instructions at each extinguisher location, and instruct all personnel at project site, at time of their first arrival, on proper use of extinguishers and other available facilities at project site. Post local fire department call number on each telephone instrument at project site.

D. SITE ENCLOSURE FENCE

1. At earliest reasonable date enclose project site, or portion thereof determined by Contractor to be sufficient to contain entire construction activity.
2. At minimum, the Contractor shall provide the following site enclosure:
 - a. A barrier of 4' high orange poly-mesh with posts & tension wires as required to maintain the 4' barrier height to designate Contractor only access areas on site if no other provisions are provided.
 - b. Contractor shall provide 6' high chain link fencing or other secure enclosure as required to restrict public access to stored materials and equipment, at the contractor's discretion. The Contractor shall remain solely responsible for site security and safety to and from the general public at all times. Contractor shall take additional precautions as required to secure materials, equipment, etc.
3. Contractor shall not permanently damage existing concrete or asphalt paving with site fencing or other provisions. Where site enclosure fencing is installed in existing concrete or asphalt paving the Contractor shall patch/repair as required upon removal and prior to final application for payment.

2.4 BUILDING ENCLOSURE AND LOCKUP

- A. At earliest possible date, secure building against unauthorized entrance at times when personnel are not working. Provide secure temporary enclosures at ground floor and other locations of possible entry, with locked entrances.
- B. The general contractor shall be responsible for the complete water tightness of the building and maintaining the building in a dry condition until acceptance. The general contractor shall be responsible for any damage from water, as well as for damage, collapse or failure of any part of the building caused by excess water undermining or creating pressures on the structure. Each contractor shall be responsible for damages caused by their subcontractors.

2.5 TEMPORARY SUPPORT FACILITIES:

- A. The types of temporary support facilities required include, but not by way of limitation, field offices, storage sheds, fabrication sheds, sanitary facilities, drinking water, first aid facilities, telephones, thermometer, project identification signs, clean-up facilities, waste disposal service, rodent/pest control and similar miscellaneous general services, all as may be reasonably required for proficient performance of the work and accommodation of personnel at the site including Owner's and Architect's personnel. Discontinue and remove temporary support facilities, and make incidental similar use of permanent work of the project, only when and in manner authorized by Architect; and, if not otherwise indicated, immediately before time of substantial completion. Locate temporary support facilities for convenience of users, and for minimum interference with construction activities.
- B. Material Storage: The contractor and each subcontractor shall make suitable provisions for his own office and for the storage of his materials and provide such temporary weatherproof sheds as may be necessary for the protection of his materials. The foregoing structures and equipment shall remain the property of such contractor and upon completion of the work the structures shall be removed from the site.

- C. Sanitary Facilities: At general contractor's option, provide either piped (wet) toilet facilities or self-contained toilet units of type acceptable to governing authorities, adequate (at all stages of construction) for use of personnel at project site. Provide separate facilities for male and female personnel when both sexes are working (in any capacity) at project site.
 - 1. Use of owners' facilities are not allowed.
- D. Drinking Water: General contractor shall provide dispenser-type, cold drinking water units; adequate in number and locations for personnel at project site. Furnish paper cups and waste receptacles.
- E. Repair of Damaged Items: The contractor who installed the temporary facilities is responsible for maintaining said facilities; however, misuse, damage or destruction of another contractor's or subcontractor's facilities shall be paid for by the contractor whose employees were responsible for said loss or damage. If responsible party is unknown, the cost to correct or replace shall be prorated to all contractors and subcontractors on the job at the time of such damage.

END OF SECTION

SECTION 01 77 00 - PROJECT CLOSEOUT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF REQUIREMENTS:

- A. Definitions: Closeout is hereby defined to include general requirements near end of Contract Time in preparation for final acceptance, final payment, normal termination of contract, occupancy by Owner and similar actions evidencing completion of the work. Specific requirements for individual units of work are specified in sections of Divisions 2 through 16. Time of closeout is directly related to "Substantial Completion"; and therefore, may be either a single time period for entire work which have been certified as substantially complete at different dates. That time variation (if any) shall be applicable to other provisions of this section.
- B. Final payment will not be approved until all close-out documentation have been received.

1.3 SUBSTANTIAL COMPLETION:

- A. The contractor shall have completed the following:
 - 1. Deliver tools, spare parts, extra stocks of materials, and similar physical items to Owner.
 - 2. Make final change-over of locks and transmit keys to Owner and advise Owner's personnel of change-over in security provisions.
 - 3. Complete start-up testing of systems, and instructions of Owner's operating/maintenance personnel. Discontinue (or change over) and remove from project site temporary facilities and services along with construction tools and facilities, mock-ups, and similar elements.
- B. Inspection Procedures: Upon receipt of contractor's request, Architect will either proceed with inspection or advise contractor of prerequisites not fulfilled. Following initial inspection, Architect will either prepare certificate of substantial completion, or advise contractor of work which must be performed prior to issuance of certificate; and repeat inspection when requested and assured that work has been substantially completed. Results of completed inspection will form initial "punch-list" for final acceptance.

1.4 FINAL ACCEPTANCE:

- A. General: Prior to requesting Architect's final inspection for certification of final acceptance and final payment as required by General Conditions, complete the following and list known exceptions (if any) in request:

- B. Submit final payment request with final releases and supporting documentation not previously submitted and accepted, include certificates of insurance for products and completed operations where required.

1.5 FORM OF CLOSE-OUT DOCUMENTS:

- A. Contractor shall submit all required documents in one initial complete package. Partial submittals will be returned to the Contractor.
- B. Prior to Final Payment the Contractor shall provide the closeout documents in PDF format on USB drive or downloadable zip file. File organization shall be as follows:
 - 1. Contact the Architect for a copy of the folder structure required for submissions.
 - 2. Refer to below Section 1.6 Required Close-out Documents for list of required documents.
 - 3. Each Sub-section A – M shall be provided its own named folder on the drive.
 - 4. Each item listed within Sub-section A – M shall be contained in the appropriate folder, named appropriately.
- C. If hard copies are required, documents must be provided in duplicate in two separate and identical binders. (Operation and Maintenance Manuals may be in a separate binder if necessary)
 - 1. Each item shall be tabbed.
 - 2. Each item shall be numbered with the item number listed below.
 - 3. Package shall include all as-built drawings and specifications, operation manuals, maintenance manuals and all items listed below.

1.6 REQUIRED CLOSE-OUT DOCUMENTS:

- A. Submit copies of original Contract, Bonds, Certificate of Insurance, all Change Orders, Certificate of Substantial Completion with punch list. (Two required - photocopies acceptable)
- B. AIA Document G702 Application and Certificate for Payment, for the final request for payment, (Three notarized originals required)
- C. AIA Document G707 Consent of Surety to Final Payment, completed in full by bonding company with Power of Attorney. (Two notarized originals required)
- D. AIA Document G706 Contractor's Affidavit of Payment of Debts and Claims. (Two notarized originals required)
- E. AIA Document G706A Contractor's Affidavit of Release of Liens. (Two notarized originals required)
- F. Notice of Substantial Completion with an attached punch list. (Two copies required)
- G. Notarized Letter from the General Contractor with the following Statements exactly as shown: (Two notarized originals required)
 - 1. "We hereby certify that all bills for labor and materials incorporated into the above captioned project under our contract, have been paid and that the Owner is released from any and all claims and/or damages under this contract."

2. “We hereby certify that the Project has been constructed in accordance with the contract documents.”
3. "We hereby certify that all material incorporated in this project are non-asbestos containing materials".

H. Guarantee of Work: (Two notarized originals required)

1. Sworn statement that all work is guaranteed against defects in materials and workmanship for one year from date of owner's acceptance, except where specified for longer periods.
2. All guarantees and warranties shall be obtained in the Owner's name.
3. Word the Guarantee as follows: (All four paragraphs)

"We hereby guarantee all work performed by us on the above captioned project to be free from defective materials and workmanship for a period of one year or such longer period of time as may be called for in the contract documents for such portions of the work.

Within the guaranty period, if repairs or changes are requested in connection with guaranteed work which, in the opinion of the Owner, are rendered necessary as a result of the use of materials, equipment or workmanship which are inferior, defective or not in accordance with the terms of the contract, the Contractor shall promptly, upon receipt of notice from and without expense to the Owner, place in satisfactory condition in every particular, all such guaranteed work, correct all defects therein and make good all damages to the building, site, equipment or contents thereof which, in the opinion of the Owner, is the result of the use of materials, equipment or workmanship which are inferior, defective or not in accordance with the terms of the contract; and make good any work or materials or the equipment and contents of said buildings or site disturbed in fulfilling any such guaranty.

If after notice, the Contractor fails to proceed promptly to comply with the terms of the guaranty, the Owner may have the defects corrected and the Contractor and his Sureties shall be liable for all expense incurred.

All special guarantees applicable to definite parts of the work stipulated in the project manual or other papers forming part of the contract shall be subject to the terms of this paragraph during the first year of the life of such special guaranty."

I. As Built Record Drawings:

1. Maintain one complete set of contract document drawings for recording substantial deviations from the work originally shown. The mechanical and electrical contractors shall maintain a separate set of documents at all times, throughout the project. If items are discovered which are uncharted or unknown, record such item and location for future referenced by the owner. Locate deviation by dimension and or scale for site and building work from known, visible and obvious point of reference. Note all items changed by addendum and change orders.
2. The Contractor shall keep in reserve one complete set of plans for use as the “As Built Drawings”. All deviations from the original plans, shall be flagged with a “cloud”

and noted and dimensioned if necessary. Each drawing shall be noted as “As Built Drawing”

3. In addition, the Contractor shall scan the “As Built Drawings” to disc in PDF format and provide one disc to the Architect for transmittal to the owner.

J. As Built Record Specifications

1. Maintain one copy of specifications, including addenda, change orders and similar modifications issued in printed form during construction, and mark-up variations (of substance) in actual work in comparison with text of specifications and modification as issued. Give particular attention to substitutions, selection of options, and similar information on work where it is concealed or cannot otherwise be readily discerned at a later date by direct observation. Note related record drawing information and product data, where applicable. Upon completion of mark-up, submit to Architect for Owner's records.

K. Record Product Data (Shop Drawings, Brochures, Submittals, etc.):

1. Maintain two copies of each product data submittal, and mark-up significant variations in actual work in comparison with submitted information, include both variations in product as delivered to site, and variations from manufacturer's instructions and recommendations for installation. Give particular attention to concealed products and portions of the work which cannot otherwise be readily discerned at a later date by direct observation. Note related change orders and mark-up of record drawings and specifications. Upon completion of mark-up, submit complete set to Architect for Owner's records.

L. Maintenance Manuals:

1. Organize maintenance-and-operating manual information into suitable sets of manageable size, and bind into individual binders properly identified and indexed (thumb-tabbed), include emergency instructions, spare parts listing, copies of warranties, wiring diagrams, recommended "turn-around" cycles, inspection procedures, shop drawings, product data, and similar applicable information. Bind each manual of each set in a heavy-duty 2", three-ring vinyl-covered binder, and include pocket folders for folded sheet information. Mark identification on both front and spine of each binder.

M. Permits, Licenses and Certificates

1. For the Owner's records, submit copies of building and other permits, licenses, certifications, city/county inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, and similar documents, correspondence and records established in conjunction with compliance with standards and regulations bearing upon performance of the work. (Two required - photo copies acceptable)

PART 2 - PRODUCTS (not applicable)

PART 3 - EXECUTION

3.1 CLOSEOUT PROCEDURES:

- A. General Operating/Maintenance Instructions: Arrange for each installer of work requiring continuing maintenance or operation to meet with Owner's personnel at project site to provide basic instruction needed for proper operation and maintenance of entire work, include instructions by manufacturer's representatives where installers are not expert in the required procedures. Review maintenance manuals, record documentation, tools, spare parts and materials, lubricants, fuels, identification system, control sequences, hazards, cleaning and similar procedures and facilities. For operational equipment, demonstrate start-up, shut-down, emergency operations, noise and vibration adjustments, safety, economy/efficiency adjustments, energy effectiveness, and similar operations. Review maintenance and operations in relation with applicable warranties, guarantee from manufacturers and serviced guarantee, agreements to maintain, bonds, and similar continuing commitments.

3.2 FINAL CLEANING:

- A. General: Special cleaning for specific units of work is specified in sections of Divisions 2 through 16. General cleaning during progress of work is specified in General Conditions and as temporary services in "Temporary Facilities" section of this Division. Provide final cleaning of the work at time indicated consisting of cleaning each surface or unit of work to normal "clean" condition expected for a first-class building cleaning and maintenance program. Comply with manufacturer's instructions for cleaning operations. The following are examples, but not by way of limitation, of cleaning levels required:
 - 1. Remove labels which are not required as permanent labels.
 - 2. Clean transparent materials, including mirrors and window/door glass to a polished condition removing substances which are noticeable as vision-obscuring materials. Replace broken glass and damaged transparent materials.
 - 3. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of dust, stains, films and similar noticeable distracting substances. Except as otherwise indicated, avoid disturbance of natural weathering of exterior surfaces. Restore reflective surfaces to original reflective condition.
 - 4. Wipe surfaces of mechanical and electrical equipment clean, and similar equipment; remove excess lubrication and other substances.
 - 5. Remove debris and surface dust from limited-access spaces including roofs, plenums, shafts, trenches, manholes, attics and similar spaces.
 - 6. Clean concrete floors in non-occupied spaces broom clean.
 - 7. Vacuum clean carpeted surfaces and similar soft surfaces.
 - 8. Clean plumbing fixtures to a sanitary condition, free of stains including those resulting from water exposure.
 - 9. Clean food service equipment to a condition of sanitation ready and acceptable for intended food service use.

10. Clean light fixtures and lamps so as to function with full efficiency.
11. Clean project site (yard and grounds), including landscape development areas of litter and foreign substances. Sweep paved areas to a broom-clean condition; remove stains, petro-chemical spills and other foreign deposits. Rake ground which are neither planted nor paved to a smooth, even-textured surface.
12. Pest Control: Engage an experienced exterminator to make a final inspection of project and to rid project of rodents, insects, and other pests.
13. Removal of Protection: Except as otherwise indicated or requested by Architect, remove temporary protection devices and facilities which were installed during course of the work to protect previously completed work during remainder of construction period.
14. Compliances: Comply with safety standards and governing regulations for cleaning operations. Do not burn waste materials at site, or bury debris or excess materials on Owner's property, or discharge volatile or other harmful or dangerous materials into drainage systems; remove waste materials from site and dispose of in a lawful manner.
15. Where extra materials of value remaining after completion of associated work have become Owner's property, dispose of these to Owner's best advantage as directed.

END OF SECTION

SECTION 02 41 19- SELECTIVE DEMOLITION (RENOVATION)

PART 1 - PART 1 - GENERAL:

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK:

- A. Extent of selective demolition work is indicated on drawings.
- B. Types of Selective Demolition Work: Demolition requires the selective removal and subsequent offsite disposal of the following:
 - 1. Portions of building structure indicated on drawings and as required to accommodate new construction.
 - 2. Removal of interior partitions as indicated on drawings.
 - 3. Removal of doors and frames indicated.
 - 4. Removal of built-in cabinets indicated.
 - 5. Removal and protection of existing fixtures and equipment.
 - 6. Cutting non-structural concrete floors and masonry walls for underground piping and ducts, and for above grade piping, ducts, and conduit is included with the work of the respective mechanical and electrical Divisions 15 and 16 specification sections.
 - 7. Related work specified elsewhere.
 - 8. Remodeling construction work and patching is included within the respective sections of specifications, including removal of materials for reuse and incorporated into remodeling or new construction.
 - 9. Relocation of pipes, conduits, ducts, other mechanical and electrical work are specified by respective trades.

1.3 SUBMITTALS:

- A. Schedule: Submit schedule indicating proposed methods and sequence of operations for selective demolition work to Owner's representative for review prior to commencement of work, include coordination for shut-off, capping, and continuation of utility services as required, together with details for dust and noise control protection.

1. Provide detailed sequence of demolition and removal work to ensure uninterrupted progress of Owner's on-site operations.
2. Coordinate with Owner's continuing occupation of portions of existing building with Owner's partial occupancy of completed new addition, and with Owner's reduced usage during summer months.

1.4 JOB CONDITIONS:

- A. Occupancy: Owner will be continuously occupying areas of the building immediately adjacent to areas of selective demolition. Conduct selective demolition work in manner that will minimize need for disruption of Owner's normal operations. Provide minimum of seventy-two hours advance notice to Owner of demolition activities which will severely impact Owner's normal operations.
- B. Condition of Structures: Owner assumes no responsibility for actual condition of items or structures to be demolished.
 1. Conditions existing at time of commencement of contract will be maintained by Owner insofar as practicable; however, variations within structure may occur by Owner's removal and salvage operations prior to start of selective demolition work.
- C. Partial Demolition and Removal: Items indicated to be removed but of salable value to contractor may be removed from structure as work progresses. Transport salvaged items from site as they are removed.
 1. Storage or sale of removed items on site will not be permitted.
- D. Protections: Provide temporary barricades and other forms of protection as required to protect Owner's personnel and general public from injury due to selective demolition work.
 1. Provide protective measures as required to provide free and safe passage of Owner's personnel and general public to and from occupied portions of building.
 2. Erect temporary covered passageways as required by authorities having jurisdiction.
 3. Provide interior and exterior shoring, bracing, or support to prevent movement, settlement, or collapse of structure or element to be demolished, and adjacent facilities or work to remain.
 4. Protect from damage existing finish work that is to remain in place and becomes exposed during demolition operations.
 5. Protect floors with suitable coverings when necessary.
 6. Construct temporary insulated solid dustproof partitions where required to separate areas where noisy and extensive dirt or dust operations are performed. Equip partitions with dustproof doors and security locks if required.

7. Provide temporary weather protection during interval between demolition and removal of existing construction to insure that no water leakage or damage occurs to structure or interior areas of existing building.
8. Remove protections at completion of work.
- E. Damages: Promptly repair damages caused to adjacent facilities by demolition work at no cost to Owner.
- F. Traffic: Conduct selective demolition operations and debris removal in a manner to ensure minimum interference with roads, streets, walks, and other adjacent occupied or used facilities.
 1. Do not close, block or otherwise obstruct streets, walks or other occupied or used facilities without written permission from authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
- G. Explosives: Use of explosives will not be permitted.
- H. Utility Service: Maintain existing utilities indicated to remain, keep in service, and protect against damage during demolition operations.
 1. Do not interrupt existing utilities serving occupied or used facilities, except when authorized in writing by authorities having jurisdiction. Provide temporary services during interruptions to existing utilities as acceptable to governing authorities.
- I. Environmental Controls: Use water sprinkling, temporary enclosures, and other suitable methods to limit dust and dirt rising and scattering in air to lowest practical level. Comply with governing regulations pertaining to environmental protection.
 1. Do not use water when it may create hazardous or objectionable conditions such as ice, flooding, and pollution.

PART 2 - PART 2 - PRODUCTS (Not Applicable)

PART 3 - PART 3 - EXECUTION

3.1 INSPECTION:

- A. Prior to commencement of selective demolition work, inspect areas in which work will be performed. Photograph existing conditions to structure surfaces, equipment or to surrounding properties which could be misconstrued as damage resulting from selective demolition work; file with Owner's representative prior to starting work

3.2 PREPARATION:

- A. Provide interior and exterior shoring, bracing, or support to prevent movement, settlement or collapse of structures to be demolished and adjacent facilities to remain.

SELECTIVE DEMOLITION (RENOVATION)

1. Cease operations and notify the Owner's representative immediately if safety of structure appears to be endangered. Take precautions to support structure until determination is made for continuing operations.
- B. Cover and protect furniture, equipment and fixtures to remain from soiling or damage when demolition work is performed in rooms or areas from which such items have not been removed.
- C. Erect and maintain dustproof partitions and closures as required to prevent spread of dust or fumes to occupied portions of the building.
 1. Where selective demolition occurs immediately adjacent to occupied portions of the building, construct dustproof partitions of minimum 4" studs, 5/8" drywall (joints taped) on occupied side, 1/2" fire-retardant plywood on demolition side, and fill partition cavity with sound-deadening insulation.
 2. Provide weatherproof closures for exterior openings resulting from demolition work.
 3. Locate, identify, stub off and disconnect utility services that are not indicated to remain.
 4. Provide by-pass connections as necessary to maintain continuity of service to occupied areas of building. Provide minimum of seventy-two hours advance notice to Owner if shut-down of service is necessary during change-over.

3.3 DEMOLITION:

- A. Perform selective demolition work in a systematic manner. Use such methods as required to complete work indicated on drawings in accordance with demolition schedule and governing regulations.
- B. Demolish concrete and masonry in small sections. Cut concrete and masonry at junctures with construction to remain using power-driven masonry saw or hand tools; do not use power-driven impact tools.
- C. Locate demolition equipment throughout structure and promptly remove debris to avoid imposing excessive loads on supporting walls, floors or framing.
- D. Provide services for effective air and water pollution controls as required by local authorities having jurisdiction.
- E. For interior slabs on grade, use removal methods that will not crack or structurally disturb adjacent slabs or partitions. Use power saw where possible.
- F. If anticipated mechanical, electrical or structural elements which conflict with intended function or design are encountered, investigate and measure both nature and extent of the conflict. Submit report to Owner's representative in written, accurate detail. Pending receipt of directive from Owner's representative rearrange selective demolition schedule as necessary to continue overall job progress without delay.

3.4 SALVAGE MATERIALS:

- A. Salvage Items: Where indicated on drawings as "salvage", carefully remove indicated items, clean, store and reinstall same location unless otherwise noted. Items marked "salvage" which are not to be reinstalled shall be turned over to the Owner, with Contractor to obtain receipt.

3.5 DISPOSAL OF DEMOLISHED MATERIALS:

- A. Remove debris, rubbish and other materials resulting from demolition operations from building site. Transport and legally dispose of materials off site.
- B. If hazardous materials are encountered during demolition operations, comply with applicable regulations, laws, and ordinances concerning removal, handling and protection against exposure or environmental pollution.
- C. Burning of removed materials is not permitted on project site.
- D. Upon completion of demolition work, remove tools, equipment and demolished materials from site. Remove protections and leave interior areas broom clean.
- E. Repair demolition performed in excess of that required. Return structures and surfaces to remain to condition existing prior to commencement of selective demolition work. Repair adjacent construction or surfaces soiled or damaged by selective demolition work.

END OF SECTION

SECTION 08 11 12 - STEEL DOOR FRAMES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK:

- A. Extent of steel doors frames is indicated and scheduled on drawings.
- B. Finish hardware is specified elsewhere in Division 8.

1.3 QUALITY ASSURANCE:

- A. Provide doors frames complying with Steel Door Institute "Recommended Specifications: Standard Steel Doors and Frames" (SDI-100) and as herein specified.
- B. Fire-Rated Door Assemblies: Where fire-rated door assemblies are indicated or required, provide fire-rated door and frame assemblies that comply with NFPA 80 "Standard for Fire Doors and Windows", and have been tested, listed, and labeled in accordance with ASTM E 152 "Standard Methods of Fire Tests of Door Assemblies" by a nationally recognized independent testing and inspection agency acceptable to authorities having jurisdiction.

1.4 SUBMITTALS:

- A. Product Data: Submit manufacturer's technical product data substantiating that products comply with requirements.
- B. Shop Drawings: Submit for fabrication and installation of steel doors frames. Include details of each frame type, elevations of opening types, conditions at opening, details of construction, location and installation requirements of finish hardware and reinforcements, and details of joints and connections. Show Anchorage and accessory items.
 - 1. Provide schedule of doors frames using same reference numbers for details and openings as those on contract drawings. Indicate coordinate of glazing frames and stops with glass an glazing requirements.

1.5 DELIVERY, STORAGE AND HANDLING:

- A. Deliver hollow metal work cartoned or crated to provide protection during transit and job storage.

- B. Inspect hollow metal work upon delivery for damage. Minor damages may be repaired provided refinished items are equal in all respects to new work and acceptable to Architect; otherwise, remove and replace damaged items as directed.
- C. Store door frames at building site under cover. Place units on minimum 4" high wood blocking. Avoid use of non-vented plastic or canvas shelters which could create humidity chamber.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS:

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering steel door frames which may be incorporated in the work include; but are not limited to, the following:
 - 1. Amweld/Div. American Welding & Mfg. Co.
 - 2. Ceco Corp.
 - 3. Curries Mfg., Inc.
 - 4. Fenestra Corp.
 - 5. Steelcraft/Div. American Standard Co.
 - 6. Republic Doors and Frames

2.2 MATERIALS:

- A. Hot-Rolled Steel Sheets and Strip: Commercial quality carbon steel, pickled and oiled, complying with ASTM A 569 and ASTM A 568.
- B. Cold-Rolled Steel Sheets: Commercial quality carbon steel, complying with ASTM A 366 and ASTM A 568.
- C. Galvanized Steel Sheets: Zinc-coated carbon steel sheets of commercial quality, complying with ASTM A 526, with ASTM A 525, G60 zinc coating, mill phosphatized.
- D. Supports and Anchors: Fabricate of not less than 18-gage galvanized sheet steel.
- E. Inserts, Bolts and Fasteners: Manufacturer's standard units, except hot-dip galvanized items to be built into exterior walls, complying with ASTM A 153, Class C or D as applicable.
- F. Shop Applied Paint:
- G. Primer: Rust-inhibitive enamel or paint, either air-drying or baking, suitable as a base for specified finish paints.

2.3 FABRICATION, GENERAL:

- A. Fabricate steel door frame units to be rigid, neat in appearance and free from defects, warp or buckle. Wherever practicable, fit and assemble units in manufacturer's plant. Clearly identify

work that cannot be permanently factory-assembled before shipment, to assure proper assembly at project site. Comply with SDI-100 requirements as follows:

- B. Finish Hardware Preparation: Prepare door frames to receive mortised and concealed finish hardware in accordance with final Finish Hardware Schedule and templates provided by hardware supplier. Comply with applicable requirements of ANSI A 115 series specifications for door frame preparation for hardware.
- C. Reinforce door frames to receive surface-applied hardware. Drilling and tapping for surface-applied finish hardware may be done at project site.
- D. Locate finish hardware as shown on final shop drawings or, if not shown, in accordance with "Recommended Locations for Builder's Hardware," published by Door and Hardware Institute.
- E. Shop Painting:
 - 1. Clean, treat, and paint exposed surfaces of steel door and frame units, including galvanized surfaces.
 - 2. Clean steel surfaces of mill scale, rust, oil, grease, dirt, and other foreign materials before application of paint.
 - 3. Apply shop coat of prime paint of even consistency to provide a uniformly finished surface ready to receive finish paint.

2.4 STEEL FRAMES:

- A. Provide metal frames for doors, transoms, sidelights, borrowed lights, and other openings, of types and styles as shown on drawings and schedules. Conceal fastenings, unless otherwise indicated. Fabricate frames of minimum 16-gage cold-rolled furniture steel unless otherwise indicated.
 - 1. Fabricate frames with mitered and continuous welded corners.
- B. Door Silencers: Except on weather-stripped frames, drill stops to receive three silencers on strike jambs of single-swing frames and two silencers on heads of double-swing frames.
- C. Plaster Guards: Provide 26 gage steel plaster guards or mortar boxes, welded to frame, at back of finish hardware cutouts at all locations.

PART 3 - EXECUTION

3.1 INSTALLATION:

- A. General: Install steel door frames, and accessories in accordance with final shop drawings, manufacturer's data, and as herein specified.
- B. Placing Frames: Comply with provisions of SDI-105 "Recommended Erection Instructions for Steel Frames", unless otherwise indicated.

1. Except for frames located at in-place concrete or masonry and at drywall installations, place frames prior to construction of enclosing walls and ceilings. Set frames accurately in position, plumbed, aligned, and braced securely until permanent anchors are set. After wall construction is completed, remove temporary braces and spreaders leaving surfaces smooth and undamaged.
2. In metal stud partitions, install at least three wall anchors per jamb at hinge and strike levels. In closed steel stud partitions, attach wall anchors to studs with tapping screws.

3.2 ADJUST AND CLEAN:

- A. Prime Coat Touch-Up: Immediately after erection, sand smooth any rusted or damaged areas of prime coat and apply touch-up of compatible air-drying primer.
- B. Final Adjustments: Check and readjust operating finish hardware items, leaving steel doors and frames undamaged and in complete and proper operating condition.

END OF SECTION

SECTION 08 14 16 - FLUSH WOOD DOORS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work specified in this section.

1.2 DESCRIPTION OF WORK:

- A. Extent and location of each type of wood door is shown on drawings and in schedules.
- B. Types of doors required include the following:
- C. Solid core flush wood doors with veneer faces.
- D. Shop finishing of wood doors is included in this section.
- E. Factory fitting to frames (pre-fitting) and factory preparation for hardware (pre-machining) for wood doors is included in this section.

1.3 QUALITY ASSURANCE:

- A. Manufacturer: Obtain doors from a single manufacturer to ensure uniformity in quality of appearance and construction, unless otherwise indicated.

1.4 REFERENCES:

- A. Comply with the applicable requirements of the following standards unless otherwise indicated:
- B. NWWDA - National Wood Window and Door Association". Designations for grade and core construction under types of doors refer to this standard.
- C. SUBMITTALS:
- D. Product Data: Submit door manufacturer's product data, specifications and installation instructions for each type of wood door.
- E. Include details of core and edge construction, trim for openings and louvers (if any) and similar components.
- F. Include finishing specifications for doors to receive factory applied shop finish.
- G. Include certifications as may be required to show compliance with specifications.

- H. Shop Drawings: Submit shop drawings indicating location and size of each door, elevation of each kind of door, details of construction, location and extent of hardware blocking, fire ratings, requirements for factory finishing and other pertinent data.
- I. Samples: Submit samples for the following:
 - 1. Transparent Finished Doors: Submit veneer sheet from each available flitch to be used for face veneers. Also submit strips of solid wood 3" x 1'0" of species to be used for exposed edges, trim and other solid wood components.
 - 2. Shop-Finished Doors: Submit samples, 1'0" square, showing fully completed shop finish on same veneer and edge construction which will be used on shop finished doors.
- J. Specific Product Warranty: Submit written agreement in door manufacturer's standard form signed by manufacturer, installer and contractor, agreeing to repair or replace defective doors which have warped (bow, cup or twist) or which show telegraphing of core construction below in face veneers, or do not conform to tolerance limitations of NWMA.
- K. Warranty shall be in effect during following period of time after date of substantial completion.
 - 1. Solid Core Flush Doors:
 - a. Lifetime.

1.5 PRODUCT DELIVERY, STORAGE AND HANDLING:

- A. Protect wood doors during transit, storage and handling to prevent damage, soiling and deterioration. Comply with the "On Site Care" recommendations of NWMA pamphlet "Care and Finishing of Wood Doors" and with manufacturer's instructions, and as otherwise indicated.
- B. Package doors at factory prior to shipping using method indicated below:
 - 1. Cartoning.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS:

- 1. Manufacturer: Subject to compliance with requirements, provide products of one of the following:
- 2. Algoma Hardwoods Inc.
- 3. Eggers Hardwood Products Corp.
- 4. Chappell Door Company.
- 5. Weyerhaeuser Company.
- 6. Buell Door Company
- 7. Graham Manufacturing Company

2.2 MATERIALS AND COMPONENTS:

- A. General: Provide wood doors complying with applicable requirements of referenced standards for kinds and types of doors indicated and as specified.

- B. Door Construction: Manufacturer's standard five ply bonded core.
- C. Exposed Surfaces: Provide kind shown or scheduled and as further specified. Provide same exposed surface material on both faces of each door, unless otherwise indicated.

2.3 GENERAL FABRICATION REQUIREMENTS:

- A. Openings: Cut and trim openings through doors and panels as shown. Comply with applicable requirements of referenced standards for kind(s) of doors required.
- B. Light Openings: Factory cut openings. Trim openings for non-fire rated doors with solid wood moldings and fire rated doors with steel frame.

2.4 INTERIOR FLUSH WOOD DOORS:

- A. Solid Core Doors for Transparent Finish:
 - 1. Faces: Plain Sliced Red Oak.
 - 2. Veneer Face Assembly - Book
 - 3. Grade: Premium.
 - 4. Core Construction: PC (Particleboard core).
- B. Fire-Rated Solid Core Doors:
 - 1. Faces and NWWDA Grade: Provide faces and grade to match non rated doors in same area of building, unless otherwise indicated.
 - 2. Core Construction: Manufacturer's standard core construction as required to provide fire resistance rating indicated.
 - 3. Edge Construction: Provide manufacturer's standard laminated edge construction for improved screw holding capability and split resistance over edges composed of a single layer of treated lumber.

2.5 SHOP-PRIMING:

- A. Before delivery of doors to project site, shop prime as follows:
- B. Paint Finish: Prime exposed portion of wood doors shown or scheduled for paint finish with one coat of wood primer specified in Division 9 "Painting" sections of these specifications.

2.6 SHOP FINISH:

- A. Pre-finish wood doors at factory or finish shop.
- B. All doors scheduled to receive transparent finish shall be "prefinished", at factory.
- C. Comply with recommendations of AWI for factory finishing of doors, including final sanding immediately before application of finishing materials.
- D. Provide finishes complying with door manufacturer's applicable standard finish specifications.

- E. Finish on Doors: Stain from Manufacturers Standard Colors then factory finish.

2.7 PREFITTING AND PREPARATION FOR HARDWARE:

- A. Pre-fit and pre-machine wood doors at factory.
- B. Comply with tolerance requirements of AWI for pre-fitting. Machine doors for hardware requiring cutting of doors. Comply with final hardware schedules and door frame shop drawings and with hardware templates and other essential information required to ensure proper fit of doors and hardware.
- C. Take accurate field measurements of hardware mortises in metal frames to verify dimensions and alignment before proceeding with machining in factory.

PART 3 - EXECUTION

3.1 INSPECTION:

- A. Installer must examine door frames and verify that frames are correct type and have been installed as required for proper hanging of corresponding doors and notify contractor in writing of conditions detrimental to proper and timely installation of wood doors. Do not proceed with installation until unsatisfactory conditions have been corrected in a manner acceptable to installer.
- B. INSTALLATION:
 - 1. Condition doors to average prevailing humidity in installation area prior to hanging.
 - 2. Hardware: For installation see Division 8 "Builders Hardware" section of these specifications.
 - 3. Manufacturer's Instructions: Install wood doors in accordance with manufacturer's instructions and as shown.
 - a. Install fire rated doors in corresponding fire rated frames in accordance with requirements of NFPA No. 80.
 - 4. Pre-fit Doors: Fit to frames and machine for hardware as required for proper fit and uniform clearance at each edge.
 - 5. Prepare Doors: Fit to frames and prepare for hardware as required for proper fit and uniform clearance at each edge.
 - 6. Clearance:
 - a. For non-rated doors provide clearances of 1/8" at jambs and heads; 1/16" at meeting stiles for pairs of doors; and 1/2" from bottom of door to top of decorative floor finish or covering. Where threshold is shown or scheduled, provide 1/4" clearance from bottom of door to top of threshold.
 - b. For fire rated doors, provide clearances complying with NFPA 80.
 - 7. Shop-Finished Doors: Restore finish on edges of shop finished doors before installation, if fitting or machining is required at the job site.
 - 8. Job Site Finished Doors: See painting sections in Division 9 of these specifications for requirements for finishing wood doors.

3.2 ADJUST AND CLEAN:

- A. Operation: Rehang or replace doors which do not swing or operate freely as directed by Architect.
- B. Finished Doors: Refinish or replace doors damaged during installation as directed by Architect.
- C. Protection and Completed Work: Advise contractor of proper procedures required for protection of installed wood doors from damage or deterioration until acceptance of work.

END OF SECTION

SECTION 08 71 00 - DOOR HARDWARE

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to the work of this section.

1.2 DESCRIPTION OF WORK:

- A. Definition: "Builders Hardware" includes items known commercially as builders hardware which are required for swing, sliding and folding doors. Types of items in this section include (but are not necessarily limited to):

1. Hinges
2. Lock cylinders and keys
3. Lock and latch sets
4. Exit devices
5. Push/pull units
6. Closers
7. Miscellaneous door control devices
8. Door trim units
9. Protection plates

1.3 QUALITY ASSURANCE:

- A. Manufacturer: Obtain each kind of hardware (latch and lock sets, hinges, closers, etc.) from only one manufacturer, although several may be indicated as offering products complying with requirements.
- B. Supplier: A recognized builders' hardware supplier who has been furnishing hardware in the project's vicinity for a period of not less than two years, and who is, or employs an experienced hardware consultant who is available at reasonable times during the course of the work for consultation about project's hardware requirements to Owner, Architect and Contractor.

1.4 SUBMITTALS:

- A. Product Data: Submit manufacturers' technical information for each item of hardware, include whatever information may be necessary to show compliance with requirements, and include instructions for installation and for maintenance of operating parts and finish.
- B. Hardware Schedule: Submit final hardware in manner indicated below. Hardware schedules are intended for coordination of work.
- C. Final Hardware Schedule Content: Based on builders' hardware indicated, organize hardware schedule into "hardware sets" indicating complete designations of every item required for each door or opening, include the following information:
 - 1. Type, style, function, size and finish of each hardware item.
 - 2. Name and manufacturer of each item.
 - 3. Fastenings and other pertinent information.
 - 4. Location of hardware set cross-referenced to indications on drawings both on floor plans and in door and frame schedule.
 - 5. Explanation of all abbreviations, symbols, codes, etc., contained in schedule.
 - 6. Mounting locations for hardware.
 - 7. Door and frame sizes and materials.
 - 8. Keying information.
- D. Keying Schedule: Submit separate detailed schedule indicating clearly how the Owner's final instructions on keying of locks has been fulfilled.

1.5 PRODUCT HANDLING:

- A. Packaging of hardware on a set by set basis is the responsibility of the supplier. Identify all hardware items by heading or item number to correspond with schedule.
- B. Inventory hardware jointly with representatives of the hardware supplier and the hardware installer until each is satisfied that the count is correct.
- C. Provide secure lock-up for hardware delivered to the project, but not yet installed. Control, handling and installation of hardware items which are not immediately replaceable, so that the completion of the work will not be delayed by hardware losses, both before and after installation.

1.6 JOB CONDITIONS:

- A. Coordination: Coordinate hardware with other work. Tag each item or package separately with identification related to the final hardware schedule, and include basic installation instructions in the package. Furnish hardware items of proper design for use on doors and frames of the

thicknesses, profile, swing, security and similar requirements indicated, as necessary for proper installation and function. Deliver individually packaged hardware items at the proper times to the proper locations (shop or project site) for installation.

PART 2 - PRODUCTS

2.1 SCHEDULED HARDWARE:

- A. Requirements for design, grade, function, finish, size and other distinctive qualities of each type of builders' hardware is indicated in the Hardware Schedule at the end of this section. Products are identified by using hardware designation numbers of the following:
 - 1. Manufacturer's Product Designations: One or more manufacturers are listed for each hardware type required. Provide either the product designated or the comparable product of one of another manufacturer which comply with requirements including those specified elsewhere in this section.

2.2 MATERIALS AND FABRICATION:

- A. General:
- B. Hand of door: The drawings show the direction of slide, swing or hand of each door leaf. Furnish each item of hardware for proper installation and operation of the door movement as shown.
- C. Fasteners: Manufacture hardware to conform to published templates generally prepared for machine screw installation. Do not provide hardware which has been prepared for self-tapping sheet metal screws, except as specifically indicated.
- D. Furnish screws for installation with each hardware item. Provide Phillips flat-head screws except as otherwise indicated. Finish exposed (exposed under any condition) screws to match the hardware finish or, if exposed in surfaces of other work, to match the finish of such other work as closely as possible, including "prepared for paint" in surfaces to receive painted finish.
- E. Provide concealed fasteners for hardware units which are exposed when the door is closed, except to the extent no standard units of the type specified are available with concealed fasteners. Do not use through bolts for installation where the bolt head or the nut on the opposite face is exposed in other work, except where it is not feasible to adequately reinforce the work.
- F. Tools for Maintenance: Furnish a complete set of specialized tools as needed for Owner's continued adjustment, maintenance, and removal and replacement of builders' hardware.

2.3 HINGES, BUTTS AND PIVOTS:

- A. Templates: Except for hinges and pivots to be installed entirely (both leaves) into wood doors and frames, provide only template-produced units.

2.4 LOCK CYLINDERS AND KEYING:

- A. General: Supplier will meet with Owner to finalize keying requirements and obtain final instructions in writing.
- B. Review the keying system with the Owner and provide the type required (master, grandmaster or great-grandmaster), or integrated with Owner's existing system.
- C. Equip locks with manufacturer's special six-pin tumbler cylinder with construction master key feature which permits voiding of construction keys without cylinder removal.
- D. Metals: Construct lock cylinder parts from brass/bronze, stainless steel or nickel silver.
- E. Comply with Owner's instructions for master keying and, except as otherwise indicated, provide individual change key for each lock which is not designated to be keyed alike with a group of related locks.
- F. Key Material: Provide keys of nickel silver only.
- G. Key Quantity: Furnish three change keys for each lock; five master keys for each master system; and five grandmaster keys for each grandmaster system.
 - 1. Deliver keys to Owner.

2.5 LOCKS, LATCHES AND BOLTS:

- A. Strikes: Provide manufacturer's standard wrought box strike for each latch or lock bolt with curved lip extended to protect frame; finished to match hardware set.

PART 3 - EXECUTION

3.1 INSTALLATION:

- A. Mount hardware units at heights indicated in "Recommended Locations for Builders Hardware for Standard Steel Doors and Frames" by the Door and Hardware Institute, except as specifically indicated or required to comply with governing regulations, and except as may be otherwise directed by Architect.
- B. Install each hardware item in compliance with the manufacturer's instructions and recommendations. Wherever cutting and fitting is required to install hardware onto or into surfaces which are later to be painted or finished in another way, coordinate removal, storage and reinstallation or application of surface protections with finishing work specified in the Division 9 sections. Do not install surface-mounted items until finishes have been completed on the substrate.
- C. Set units level, plumb and true to line and location. Adjust and reinforce the attachment substrate as necessary for proper installation and operation.

- D. Drill and countersink units which are not factory-prepared for anchorage fasteners. Space fasteners and anchors in accordance with industry standards.

3.2 ADJUST AND CLEAN:

- A. Adjust and clean each operating item of hardware and each door to ensure proper operation or function of every unit. Replace units which cannot be adjusted to operate freely and smoothly as intended for the application made.
- B. Final Adjustment: Wherever hardware installation is made more than one month prior to acceptance or occupancy of a space or area, return to the work during the week prior to acceptance or occupancy, and make final check and adjustment of all hardware items in such space or area. Clean operating items as necessary to restore proper function and finish of hardware and doors. Adjust door control devices to compensate for final operation of heating and ventilating equipment.
- C. Instruct Owner's personnel in proper adjustment and maintenance of hardware and hardware finishes during the final adjustment of hardware.

3.3 FINISH:

- A. Generally shall be as indicated below unless otherwise noted in the schedule.

<u>BHMA</u>	<u>FINISH</u>	<u>DESCRIPTION</u>
630	US32D	Satin Stainless Steel

- B. KEYING: Grandmaster key all locks to existing GMK system and key to existing on new master key systems under grandmaster as directed by the Architect and Owner. Allow for six (6) new master keys under GMK. Provide four (4) master keys for each new master key set. No additional grandmaster keys are required.

3.4 SCHEDULE OF HARDWARE

HARDWARE SET 1.0
DOOR 105

3 Hinge, Full Mortise	TA2714 4-1/2" x 4-1/2"	US26D	MK
1 Storeroom Lock	AUE3 8805FL TA	626	YA
1 Door Stop	409 / 446 as required	US26D	RO
3 Silencer	608		RO

END OF SECTION

SECTION 09 21 16 – GYPSUM DRYWALL ASSEMBLIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.

1.2 WORK INCLUDED

- A. Gypsum drywall applied to metal stud framing and furring support system.
- B. Drywall finishing (joint tape and compound treatment).

1.3 QUALITY ASSURANCE

- A. Gypsum Board Terminology Standard: GA 505 by Gypsum Association.
- B. Single-Source Responsibility: Obtain gypsum board products from a single manufacturer, or from manufacturers recommended by the prime manufacturer of gypsum boards.

1.4 SUBMITTALS

- A. Product Data: Submit manufacturer's product specifications and installation instructions for each gypsum drywall component, including other data as may be required to show compliance with these specifications.

1.5 DELIVERY, STORAGE AND HANDLING

- A. Deliver materials in original packages, containers or bundles bearing brand name and identification of manufacturer or supplier.
- B. Store materials inside under cover and in manner to keep them dry, protected from weather, direct sunlight, surface contamination, corrosion and damage from construction traffic and other causes. Neatly stack gypsum boards flat to prevent sagging.
- C. Handle gypsum boards to prevent damage to edges, ends or surfaces. Protect metal corner beads and trim from being bent or damaged.

1.6 PROJECT CONDITIONS

- A. Environmental Requirements, General: Comply with requirements of referenced gypsum board application standards and recommendations of gypsum board manufacturer, for environmental conditions before, during and after application of gypsum board.
- B. Cold Weather Protection: When ambient outdoor temperatures are below 55 deg F (13 deg C) maintain continuous, uniform, comfortable building working temperatures of not less than 55 deg F (13 deg C) for a minimum period of 48 hours prior to, during and following application of gypsum board and joint treatment materials or bonding adhesives.
- C. Ventilation: Ventilate building spaces as required to remove water in excess of that required for drying of joint treatment material immediately after its application. Avoid drafts during dry, hot weather to prevent too rapid drying.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products which may be incorporated in the work include, but are not limited to, the following:
- B. Metal Support Materials:
 - 1. Super Stud Building Products, Inc.
 - 2. ClarkDietrich Building Systems
 - 3. Marino\Ware
- C. Gypsum Boards and Related Products
 - 1. American Gypsum Co.
 - 2. Flintkote Products,
 - 3. Genstar Building Materials Co.
 - 4. Georgia Pacific Corp.
 - 5. National Gypsum Co./Gold Bond Building Products Div.,
 - 6. United States Gypsum Co.

2.2 WALL/PARTITION SUPPORT MATERIALS:

- A. Studs: Meeting requirements of ASTM C645; C-channel, roll-formed from hot-dipped galvanized steel; complying with ASTM A1003 and ASTM A653 G40 or equivalent corrosion

resistant coating. (A40 Galvannealed products are unacceptable per ASTM C 645). 20 ga. thickness of base metal unless otherwise indicated. Each door and window frame jamb reinforced with two 20 ga. studs.

1. Subject to compliance with requirements, provide ClarkDietrich ProStud Framing [20 gauge-equivalent]. ProStud Fire rated partitions to be installed in accordance with UL V450 or UL V438 or UL U419.
 2. Depth of Section: 3-5/8", except 6" or 8" where indicated.
 3. Runners: Match studs; type recommended by stud manufacturer for floor and ceiling support of studs and for vertical abutment of drywall work at other work.
- B. Headers and Jambs: Manufacturer's proprietary shape used to form header beams and jambs, columns or posts, of web depths indicated, unpunched, with stiffened flanges and as follows:
1. Subject to compliance with requirements, provide one of the following:
 2. ClarkDietrich Metal Framing: Heavy Duty Studs - HDS and Header Bracket - HDSC
 3. Brady Innovations ProX Header®
- C. Channel Bridging and Bracing: U-Channel Assembly; Base metal thickness of .0538 inch (1.37mm) and minimum ½ inch (12.7mm) wide flanges. Subject to compliance with requirements, provide one of the following:
1. ClarkDietrich Metal Framing: Spazzer® 9200 Bridging and Bracing Bar
 2. U-Channel Assembly: [3/4 inches] [1-1/2 inches] [2 inches]
 3. ClarkDietrich Metal Framing; EasyClip™ U-Series™ Clip Angle or equivalent.

2.3 GYPSUM BOARD

- A. Gypsum Wallboard ASTM C 36, of types, edge configuration and thickness indicated below in maximum lengths available to minimize end to end butt joints.
1. Type: Type X throughout unless otherwise noted.
 2. Edges: Tapered and featured (rounded or beveled) for prefilling.
 3. Thickness: 5/8", unless otherwise indicated.

2.4 TRIM ACCESSORIES

- A. General: Provide manufacturer's standard trim accessories of types indicated for drywall work, formed of galvanized steel unless otherwise indicated, with either knurled and perforated or expanded flanges for nailing or stapling, and beaded for concealment of flanges in joint compound. Provide corner beads, L type edge trim

beads, U type edge trim beads, special L kerf type edge trim beads, and one-piece control joint beads.

2.5 JOINT TREATMENT MATERIALS

- A. General: ASTM C 475; type recommended by the manufacturer for the application indicated, except as otherwise indicated. Include molding at locations where gypsum board abuts dissimilar materials.
- B. Exterior Joint Compound: Special chemical hardening type for exterior application.
- C. Joint Tape: Paper reinforcing tape.
- D. Joint Compound: Ready mixed vinyl type for interior use.
- E. Grade: Two separate grades; one specifically for bedding tapes and filling depressions and one for topping and sanding.
- F. Product: Subject to compliance with requirements, provide Sheetrock Brand W/R Compound; United States Gypsum Co.

2.6 MISCELLANEOUS MATERIALS

- A. General: Provide auxiliary materials for gypsum drywall work of the type and grade recommended by the manufacturer of the gypsum board.
- B. Laminating Adhesive: Special adhesive or joint compound specifically recommended for laminating gypsum boards.
- C. Gypsum Board Screws: Comply with ASTM C 646.
- D. Gypsum Board Nails: Comply with ASTM C 514.
- E. Sound Attenuation Blankets: FS HH I 251, Type I; semi rigid mineral fiber blanket without membrane, Class 25 flame spread, and thicknesses as indicated.

PART 3 - EXECUTION

- 3.1 GENERAL: Metal Support Installation Standard: Comply with ASTM C 754. Ultra Steel Fire Rated Partitions to be installed in accordance with UL V450 or UL V438 or UL U419.
 - 1. Do not bridge building expansion joints with support system, frame both sides of joints with furring and other support as indicated.

3.2 WALL/PARTITION SUPPORT SYSTEMS

- A. Install supplementary framing, blocking and bracing at terminations in the work and for support of fixtures, equipment services, heavy trim, grab bars, toilet accessories, furnishings, and similar work to comply with details indicated or if not otherwise indicated, to comply with applicable published recommendations of gypsum board manufacturer, or if not available, of "Gypsum Construction Handbook" published by United States Gypsum Co.
- B. Extend partition stud system through ceilings and elsewhere as indicated to the structural support or substrate above the ceiling.
- C. Frame door openings to comply with details indicated or if not otherwise indicated, to comply with applicable published recommendations of gypsum board manufacturer, or if not available, of "Gypsum Construction Handbook" published by United States Gypsum Co. Attach vertical studs at jambs with screws either directly to frames or to jambs anchor clips on door frames. Install runner track section at head and secure to jamb studs.
- D. Extend vertical jamb studs through ceilings and attach to underside of floor or roof structure above, unless otherwise indicated.
- E. Frame openings other than door openings in same manner as required for door openings. Install framing below sills of openings to match framing required above door heads.
- F. Erect sound attenuation blanket vertically between studs and hold in place until gypsum board is installed.
- G. Erect fiberglass batt insulation vertically between studs and hold in place until gypsum board is installed.

3.3 GYPSUM BOARD APPLICATION AND FINISHING STANDARDS

- A. ASTM C 840 and GA 216
- B. Locate exposed end butt joints as far from center of walls and ceilings as possible, and stagger not less than 1'-4" in alternate courses of board.
- C. Install wall/partition boards vertically to avoid end butt joints wherever possible.
- D. Install exposed gypsum board with face side out. Do not install imperfect, damaged or damp boards. Butt boards together for a light contact at edges and ends with not more than 1/16" open space between boards. Do not force into place.
- E. Locate edge joints over supports or where intermediate supports or gypsum board back blocking is provided behind end joints. Position boards so that like edges abut, tapered edges against tapered edges and mill cut or field cut ends against mill cut or field cut ends. Do not place tapered edges against cut edges or ends. Stagger vertical joints over different studs on opposite sides of partitions.
- F. Attach gypsum board to supplementary framing and blocking provided for additional support at openings and cutouts.

- G. Form control joints and expansion joints with space between edges of boards, prepared to receive trim accessories.
- H. Space fasteners in gypsum boards in accordance with referenced standards and manufacturer's recommendations, except as otherwise indicated.
- I. Cover both faces of steel stud partition framing with gypsum board in concealed spaces (above ceiling, etc.), where partitions are to extend to deck above.

3.4 METHODS OF GYPSUM DRYWALL APPLICATION

- A. On partitions/walls apply gypsum board vertically (parallel), unless otherwise indicated, and provide sheet lengths which will minimize end joints.
- B. Single-Layer Application:
 - 1. Install gypsum wallboard:
 - a. On ceiling apply gypsum board prior to wall/partition board application to the greatest extent possible.
 - b. On partitions/walls apply gypsum board vertically (parallel), unless otherwise indicated, and provide sheet lengths which will minimize end joints.
- C. Single-Layer Fastening Methods:
 - 1. Apply gypsum boards to supports as follows: Fasten at 16" o.c., in field and 16" o.c. on edges.

3.5 INSTALLATION OF DRYWALL TRIM ACCESSORIES

- A. Use screws to anchor trim accessory flanges trim to the studs.
- B. Install metal corner beads at external corners of drywall work.
- C. Attach corner beads at 16" o.c. with screws on both legs.
- D. Install metal edge trim whenever edge of gypsum board would otherwise be exposed or semi exposed. Provide type with face flange to receive joint compound. Install L type trim where work is tightly abutted to other work. Install U type trim where edge is exposed, revealed, gasketed, or sealant filled (including expansion joints).

3.6 FINISHING OF DRYWALL

- A. General: Apply treatment at all gypsum board joints (both directions), flanges of trim accessories, penetrations, fasteners heads, surface defects and elsewhere as required to prepare work for decoration whether decoration is specified or not. Prefill open joints and rounded or beveled edges, if any, using type of compound recommended by manufacturer.
- B. Apply joint tape at joints between gypsum boards, except where trim accessories are indicated.

- C. Apply joint compound in three coats (not including prefill of openings in base) and sand between last two coats and after last coat.
- D. In areas not to be tiled, treat fastener heads and embed tape as indicated above using water resistant joint compound but finish with two coats of joint compound used for regular gypsum board work.
- E. Partial Finishing: Omit third coat (if specified) and sanding on concealed drywall work which is indicated for drywall finishing or which requires finishing to achieve fire resistance rating, sound rating or to act as smoke barrier.
- F. Refer to sections on painting, coatings and wall coverings in Division 9 for decorative finishes to be applied to drywall work.

3.7 PROTECTION OF WORK

- A. Provide final protection and maintain conditions, in a manner suitable to Installer, which ensures gypsum drywall work being without damage or deterioration at time of substantial completion.

END OF SECTION

SECTION 09 51 23- ACOUSTICAL CEILINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.

1.2 DESCRIPTION OF WORK:

- A. Extent of each type of acoustical ceiling is shown and scheduled on drawings. Types of acoustical ceilings specified in this section include the following: Acoustical panel ceilings, exposed suspension.

1.3 QUALITY ASSURANCE:

- A. Installer: Firm with not less than three years of successful experience in installation of acoustical ceilings similar to requirements for this project and which is acceptable to manufacturer of acoustical units as shown by current written statement from manufacturer.
- B. Fire Performance Characteristics: Provide acoustical ceiling components that are identical to those tested for the following fire performance characteristics according to ASTM test method indicated by UL or other testing and inspecting agency acceptable to authorities having jurisdiction. Identify acoustical ceiling components with appropriate marking of applicable testing and inspecting agency.
- C. Surface Burning Characteristics: As follows, tested per ASTM E 84.
- D. Flame Spread: 25 or less.
- E. Smoke Developed: 50 or less.
- F. Coordination of Work: Coordinate layout and installation of acoustical ceiling units and suspension system components with other work supported by or penetrating through, ceilings, including light fixtures, HVAC equipment.

1.4 SUBMITTALS:

- A. Product Data: Manufacturer's product specifications and installation instructions for each acoustical ceiling material required and for each suspension system including certified laboratory test reports and other data as required to show compliance with these specifications.
- B. Samples: Set of 6" x 4" square samples for each acoustical unit required showing full range of exposed color and texture to be expected in completed work and one set of 12" long samples of each exposed runner and molding.

1.5 DELIVERY, STORAGE AND HANDLING:

- A. Deliver acoustical ceiling units to project site in original, unopened packages and store them in a fully enclosed space where they will be protected against damage from moisture, direct sunlight, surface contamination or other causes.
- B. Before installing acoustical ceiling units, permit them to reach room temperature and a stabilized moisture content.
- C. Handle acoustical ceiling units carefully to avoid chipping edges or damaging units in any way.

1.6 JOB CONDITIONS:

- A. Space Enclosure: Do not install interior acoustical ceilings until space enclosed and weatherproof, and until wet-work in space completed and nominally dry, and until work above ceilings completed, and until ambient conditions of temperature and humidity will be continuously maintained at values near those indicated for final occupancy.

PART 2 - PRODUCTS

2.1 ACOUSTICAL CEILING UNITS, GENERAL:

- A. Standard for Acoustical Ceiling Units: Provide manufacturer's standard units of configuration indicated which are prepared for mounting method designated and which comply with FS SS-S-118 requirements including those indicated by reference to type, form, pattern, grade (NRC or NIC' as applicable), light reflectance coefficient (LR), edge detail, and joint detail (if any).
- B. Colors, Textures, and Patterns: Provide products as selected by Architect from manufacturer's standard colors, surface textures, and patterns available for acoustical ceiling units and exposed metal suspension system members of quality designated.

2.2 ACOUSTICAL PANELS:

- A. Non-Fire Rated Mineral Composition with Standard Washable Painted Finish: (Indicated on the Drawings as Type 1)
 - 1. Armstrong Fine Fissured #1728: Square edge, white, 24" x 24" x 5/8".
 - 2. Available Products: Subject to compliance with requirements, products which may be incorporated in the work are limited to the following manufacturers:
 - a. Armstrong World Industries, Inc.
 - b. United States Gypsum Co.
 - c. Celotex
 - 3. Armstrong Fine Fissured #1831: Square edge, white, 24" x 24" x 5/8".

2.3 EXPOSED METAL DIRECT-HUNG SUSPENSION SYSTEMS:

- A. Standard for Metal Suspension Systems: Provide metal suspension systems of type, structural classification and finish indicated which comply with applicable ASTM C 635 requirements.
- B. Non-Fire Rated Double Web Steel Suspension System: (Indicated on the Drawings as Type 1)
 - 1. Structural Classification: Intermediate duty system. ASTM C 635.
 - 2. Available Products: Subject to compliance with requirements, products which may be incorporated in the work are limited to the following manufacturers:
 - a. Armstrong World Industries
 - b. Chicago Metallic Corp.
 - c. Celotex
 - d. Donn Corp.
 - 3. Finish:
 - a. Painted, white.

2.4 METAL SUSPENSION SYSTEMS, GENERAL:

- A. Finishes and Colors: Provide manufacturer's standard finish for type of system indicated, unless otherwise required. For exposed suspension members and accessories with painted finish, white.
- B. Attachment Devices: Size for five times design load indicated in ASTM C 635, Table I, Direct Hung.
- C. Concrete Inserts: Inserts formed from hot-dipped galvanized sheet steel and designed for attachment to concrete forms and for embedment in concrete with holes or loops for attachment at hanger wires.
- D. Hanger Wire: Galvanized carbon steel wire, ASTM A 641, soft temper, prestretched, Class 1 coating, sized so that stress at three times hanger design load (ASTM C 635, Table I, Direct Hung), will be less than yield stress of wire, but provide not less than 12 gauge.
- E. Edge Moldings and Trim: Metal manufacturer's standard molding for edges and penetrations of ceiling which fits with type of edge detail and suspension system indicated.
- F. Edge Molding Trim: Metal or extruded plastic provide manufacturer's standard molding for edges, external corners and penetrations of ceiling which fits with type of edge detail and suspension system specified herein.

PART 3 - EXECUTION

3.1 PREPARATION:

- A. Measure each ceiling area and establish layout of acoustical units to balance border widths at opposite edges of each ceiling. Avoid use of less-than-half width units at borders, and comply with reflected ceiling plans wherever possible.

3.2 INSTALLATION:

- A. General: Install materials in accordance with manufacturer's printed instructions, and to comply with governing regulations, fire resistance rating requirements as indicated, and industry standards applicable to work.
- B. Install suspension systems to comply with ASTM C 636 with hangers supported only from building structural members. Locate hangers near each end and spaced 4'-0" along each carrying channel or direct-hung runner, unless otherwise indicated, leveling to tolerance of 1/8" in 12'-0". Provide hanger at each corner of lay-in light fixtures when light fixtures exceed normal design weight.
- C. Secure wire hangers by looping and wire-tying, either directly to structures or to inserts, eye-screws, or other devices which are secure and appropriate for substrate, and which will not deteriorate or fail with age or elevated temperatures.
- D. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum which are not part of supporting structural or ceiling suspension system. Splay hangers only where required to miss obstructions and offset resulting horizontal force by bracing, countersplaying or other equally effective means.
- E. Install edge moldings at perimeter of acoustical ceiling area and at locations where necessary to conceal edges of acoustical units.
- F. Screw-attach moldings to substrate at intervals not over 16" o.c. and not more than 3" from ends, leveling with ceiling suspension system to tolerance of 1/8" in 12'-0". Miter corners accurately and connect securely.
- G. Miter external corners at all exterior corners of wall mold.
- H. Install acoustical panels in coordination with suspension system, with edges concealed by support of suspension members. Scribe and cut panels to fit accurately at borders and at penetrations.

3.3 ADJUST AND CLEAN:

- A. Clean exposed surfaces of acoustical ceilings, including trim, edge moldings, and suspension members; comply with manufacturer's instructions for cleaning and touch-up of minor finish damage. Remove and replace work which cannot be successfully cleaned and repair to permanently eliminate evidence of damage.

3.4 EXTRA STOCK:

- A. Deliver stock of maintenance material to Owner. Furnish maintenance material matching products installed, packaged with protective covering for storage and identified with appropriate labels.
- B. Acoustical Ceiling Units: Furnish quantity of full size units equal to 2.0% of amount installed.

END OF SECTION

SECTION 09 90 00 - PAINTING

PART 1 - PART 1 - GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to the work specified in this section.

1.2 DESCRIPTION OF WORK:

- A. Extent of painting work is shown on drawings and schedules, and as herein specified.
- B. The work includes the painting or finishing of materials at both the interior and exterior of the building.
- C. Examine other sections of these specifications, as well as the mechanical and electrical specifications for the various other trades, and become familiar with all their provisions regarding painting. All surfaces that are left unpainted by the requirements of other sections or other specifications shall be painted or finished as a part of this section.
- D. "Paint" as used herein means all coating systems materials, including primers, emulsions, enamels, stains, sealers and fillers, and other applied materials whether used as prime, intermediate or finish coats.
- E. Paint exposed surfaces whether or not colors are designated in "schedules", except where natural finish of material is specifically noted as a surface not to be painted. Where items or surfaces are not specifically mentioned, paint same as adjacent similar materials or areas. If color or finish is not designated, Architect will select these from standard colors available for materials systems specified.
- F. Following categories of work are not included as part of field-applied finish work, or are included in other sections of these specifications:
 - 1. Shop Priming: Unless otherwise specified, shop priming of ferrous metal items is included under various sections for structural steel, miscellaneous metal, hollow metal work, and similar items.
 - 2. Pre-Finished Items: Unless otherwise indicated, do not include painting when factory-finishing or installer finishing is specified for such items as (but not limited to) metal toilet enclosures, prefabricated partition systems, acoustic materials, architectural woodwork and casework, finished mechanical and electrical equipment including light fixtures, switchgear and distribution cabinets, entrance frames, doors and equipment.
 - 3. Concealed Surfaces: Unless otherwise indicated, painting is not required on surfaces such as walls or ceilings in concealed areas and generally inaccessible areas, foundation spaces, furred areas, pipe spaces, duct shafts and above ceilings.

4. Finished Metal Surfaces: Metal surfaces of anodized aluminum, stainless steel, chromium plate, copper, bronze and similar finished materials will not require finish painting, unless otherwise indicated.
5. Operating Parts and Labels: Moving parts of operating units, mechanical and electrical parts, such as valve and damper operators, linkages, sinkages, sensing devices, motor and fan shafts will not require finish painting, unless otherwise indicated.
6. Do not paint over any code-required labels, such as Underwriters' Laboratories and Factory Mutual, or any equipment identification, performance rating, name, or nomenclature plates.

1.3 SUBMITTALS:

- A. Product Data: Submit manufacturer's technical information including paint label analysis and application instructions for each material proposed for use. If paint is to be other than Sherwin Williams, submit a schedule of paint equivalent to that specified.
- B. Samples: Submit samples for Architect's review of color and texture only. Provide a listing of material and application for each coat of each finish sample.
- C. On actual wall surfaces and other interior building components, duplicate painted finishes of prepared samples. On at least 100 sq. ft. of surface as directed, provide full-coat finish samples until required sheen, color and texture is obtained; simulate finished lighting conditions for review of in-place work.
- D. Coating Maintenance Manual: Upon conclusion of the project, the Contractor or paint manufacturer/supplier shall furnish a coating maintenance manual, such as Sherwin-Williams "Custodian Project Color and Product Information" report or equal. Manual shall include an Area Summary with finish schedule, Area Detail designating where each product/color/finish was used, product data pages, Material Safety Data Sheets, care and cleaning instructions, touch-up procedures, and color samples of each color and finish used.

1.4 DELIVERY AND STORAGE:

- A. Deliver materials to job site in original, new and unopened packages and containers bearing manufacturer's name and label, and following information:
 1. Name or title of material.
 2. Manufacturer's name.
 3. Thinning instructions.
 4. Application instructions.
 5. Color name and number.

1.5 JOB CONDITIONS:

- A. Do not apply paint in snow, rain, fog or mist; or when relative humidity exceeds 85%; or to damp or wet surfaces; unless otherwise permitted by paint manufacturer's printed instructions.

- B. Painting may be continued during inclement weather if areas and surfaces to be painted are enclosed and heated within temperature limits specified by paint manufacturer during application and drying periods.

PART 2 - PRODUCTS

2.1 COLORS AND FINISHES:

- A. Prior to beginning work, Architect will furnish color chips for surfaces to be painted.
 - 1. Use representative colors when preparing samples for review.
 - 2. Final acceptance of colors will be from samples applied on the job.
- B. Color Pigments: Pure, non-fading, applicable types to suit substrates and service indicated.
 - 1. Lead content in pigment, if any, is limited to contain not more than 0.5% lead, as lead metal based on the total non-volatile (dry-film) of paint by weight.
 - 2. This limitation is extended to interior surfaces and those exterior surfaces, such as stairs, decks, porches, railings, windows, and doors which are readily accessible to children under seven years of age.
- C. Paint Coordination: Provide finish coats which are compatible with prime paints used. Review other sections of these specifications in which prime paints are to be provided to ensure compatibility of total coatings system for various substrates. Upon request from other trades, furnish information on characteristics of finish materials proposed for use to ensure compatible prime coats are used. Provide barrier coats over incompatible primers or remove and reprime as required. Notify Architect in writing of any anticipated problems using specified coating systems with substrates primed by others.

2.2 MATERIAL QUALITY:

- A. Proprietary names used to designate colors or materials are not intended to imply that products of named manufacturers are required to exclusion of equivalent products of other manufacturers except paint for existing building.
- B. Provide undercoat paint produced by same manufacturer as finish coats. Use only thinners approved by paint manufacturer, and use only within recommended limits.
- C. Manufacturers:
- D. Provide products from one of the following companies:
 - 1. Sherwin Williams
 - 2. PPG Industries
 - 3. Farrell-Calhoun Paint
 - 4. Benjamin Moore

- E. Mixing required shall be done with a mechanical mixer and materials shall be thoroughly mixed. No materials shall be reduced or changed in any way except as specified. Any material that has partially set will be discarded.
- F. Colors will be selected by the Architect.

2.3 EXTERIOR FINISHES

References below are for Sherwin Williams products.

- A. PATCHING & REPAIRS OF EXISTING STUCCO:
 - 1. One (1) coat Loxon Exterior Masonry Primer A24W8300.
 - 2. Two (2) coats Loxon Self-cleaning Acrylic LX13.

2.4 INTERIOR FINISHES:

- A. GYPSUM BOARD AND PLASTER – NORMAL WEAR:
 - 1. All areas except ceilings noted on Finish Schedule as “PAINT” shall be given:
 - a. One (1) coat Pro-Mar 200 0 VOC Latex Wall Primer B28W2600.
 - b. Two (2) coats Pro-Mar 200 0 VOC Latex Eg-Shell B20-2600 Series
- B. GYPSUM BOARD AND PLASTER – FOR HEAVY WEAR:
 - 1. All areas noted on Finish Schedule as "EPOXY" shall be given:
 - a. One (1) coat Pro-Mar 200 0 VOC Latex Wall Primer B28W2600.
 - b. Two (2) coats Pro Industrial Pre-Catalyzed Water Based Epoxy K45 Eg-Shell.
- C. MISCELLANEOUS WOOD, TRIM, DOORS AND CABINETS - TRANSPARENT FINISH:
 - 1. All woodwork indicated to be transparent finish shall be given
 - a. One coat of Sherwin Williams Minwax Performance Series Tintable Wood Stain, on exposed faces and then given:
 - b. Two (2) coats Sherwin Williams Minwax Performance Series Fast-Dry Varnish
- D. MISCELLANEOUS WOOD TRIM, DOORS AND CABINETS - OPAQUE FINISH:
 - 1. All woodwork to be Opaque Finish shall be given:
 - a. One (1) coat Premium Wall and Wood Primer B28W8111
 - b. Two (2) coats Pro-Mar 200 Acrylic Alkyd Semi-Gloss B34-8250 Series.
- E. INTERIOR METAL:
 - 1. All pipe, rails, electrical panels, access panels, ladders, and all other ferrous metal shall be given:
 - a. One (1) coat Kem Kromik Rust Inhibitive Primer B50Z Series.
 - b. Two (2) coats Pro Industrial Water Based Urethane Alkyd B53 Series
 - 1) B53-1150 Semi Gloss
 - 2. All interior hollow metal doors and frames shall be given:
 - a. One (1) coat Kem Kromik Rust Inhibitive Primer B50Z Series.
 - b. Two (2) coats Pro Industrial Water Based Urethane Alkyd B53 Series
 - 1) B53-1150 Semi Gloss

PART 3 - PART 3 - EXECUTION

3.1 INSPECTION:

- A. Applicator must examine areas and conditions under which painting work is to be applied and notify Contractor in writing of conditions detrimental to proper and timely completion of work. Do not proceed with work until unsatisfactory conditions have been corrected in a manner acceptable to applicator.
- B. Starting of painting work will be construed as applicator's acceptance of surfaces and conditions within any particular area.
- C. Do not paint over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions otherwise detrimental to formation of a durable paint film.

3.2 SURFACE PREPARATION:

- A. General: Perform preparation and cleaning procedures in accordance with paint manufacturer's instructions and as herein specified, for each particular substrate condition.
- B. All caulking shall have a suitable primer applied and two coats of paint to match adjoining surfaces to which caulking is applied.
- C. Where item has been previously shop primed, all surface imperfections and rust spots will be sanded and all abrasions and scratches shall be touched-up with rust-inhibitive primer.
- D. All undercoats of paint and enamel shall be tinted to the approximate shade of the final coat.

E. CEMENTITIOUS MATERIALS

- 1. Prepare cementitious surfaces of concrete and cement plaster to be painted by removing efflorescence, chalk, dust, dirt, grease, oils, and by roughing as required to remove glaze.
- 2. Determine alkalinity and moisture content of surfaces to be painted by performing appropriate tests. If surfaces are found to be sufficiently alkaline to cause blistering and burning of finish paint, correct this condition before application of paint. Do not paint over surfaces where moisture content exceeds that permitted in manufacturer's printed directions.
- 3. Suction spots or "hot spots" in cement shall be touched-up before applying the finish coat.
- 4. Voids and air holes in concrete to be painted shall be spackled or filled with plastic patch.
- 5. Clean concrete floor surfaces scheduled to be painted with a commercial solution of muriatic acid, or other etching cleaner. Flush floor with clean water to neutralize acid, and allow to dry before painting.

F. WOOD

1. Clean wood surfaces to be painted of dirt, oil, or other foreign substances with scrapers, mineral spirits, and sandpaper, as required. Sandpaper smooth those finished surfaces exposed to view, and dust off. Scrape and clean small, dry, seasoned knots and apply a thin coat of white shellac or other recommended knot sealer, before application of priming coat. After priming, fill holes and imperfections in finish surfaces with putty or plastic wood-filler. Sandpaper smooth when dried.
2. Prime, stain, or seal wood required to be job-painted immediately upon delivery to job. Both sides of all cabinet doors shall be finished to match the face of the cabinet. Interior of cabinet and inside of wood drawers shall be given one coat of sealer. Prime edges, ends, faces, undersides, and backsides of such wood, including cabinets, counters, cases, paneling.
3. BACK PRIME all wood trim, casings, molding, etc., interior and exterior.
 - a. When transparent finish is required, use spar varnish for backpriming.
4. Tops, bottoms, and cutouts of all doors shall be finished to match the door.
5. Hardwood to be finished shall be sanded smooth and surface cleaned before first coat and between coats with fine sandpaper and shall be wiped with a tack rag after each sanding.

G. FERROUS METALS:

1. Clean ferrous surfaces, which are not galvanized or shop-coated, of oil, grease, dirt, loose mill scale and other foreign substances by solvent or mechanical cleaning.
2. Touch-up shop-applied prime coats wherever damaged or bare where required by other sections of these specifications. Clean and touch-up with same type shop primer.

H. GALVANIZED SURFACES

1. Clean free of oil and surface contaminants with non-petroleum based solvent.

I. TO BE REPAINTED OR REFINISHED – GENERAL REQUIREMENTS

1. Remove all loose, blistered, scaled or crazed finish to bare base material surface. Wash surfaces with T.S.P. and water or other solution as required.
2. Prevent impaired bond or bleed through by removing any accumulated film of wax, oil grease, smoke or other foreign matter.
3. After washing, rinse with potable water and allow to thoroughly dry.
4. On existing high gloss or semi-gloss interior work receiving gloss finishes, wash and rinse as noted above, then wipe with liquid de-glosser or other acceptable preparation material.
5. Remove hardware, hardware accessories, machined surfaces, plates, lighting fixtures, and similar items in place and not to be finish-painted, or provide surface-applied protection prior to surface preparation and painting operations. Remove, if necessary, for complete painting of items and adjacent surfaces. Following completion of painting of each space or area, reinstall removed items.

6. Clean surfaces to be painted before applying paint or surface treatments. Remove oil and grease prior to mechanical cleaning. Program cleaning and painting so that contaminants from cleaning process will not fall onto wet, newly-painted surfaces.
7. When recommended by paint manufacturer for surface being painted, provide primer or undercoat whether specified or not.
8. All necessary puttying of nail holes, cracks, etc., shall be done after the first coat with putty of color to match that of the finish.

J. EXISTING INTERIOR WOOD

1. Sandpaper smooth or use liquid de-glosser to remove gloss and provide a “tooth” for finish boding. Prime bare spots with specified primer for new work. Putty, glaze or spackle cracks and other Irregularities; color filler material to match stain or transparent finishes.

K. EXISTING GYPSUM WALLBOARD, CONCRETE AND MASONRY:

1. Fill minor isolated defects and damaged areas in previously painted surfaces with vinyl base spackle. Apply texture on minor work repaired under this Section as required to match existing adjacent surfaces. Using specified primer-sealer, prime all bare and newly textured surfaces scheduled to receive paint.

L. EXISTING PAINTED FERROUS METAL:

1. Sand rough edges of bare areas to Featheredge to adjacent sound paint. Remove rust and loose paint to bare metal; solvent wash, then apply prime paint.

3.3 MATERIALS PREPARATION:

- A. Mix and prepare painting materials in accordance with manufacturer's directions.
- B. Store materials not in actual use in tightly covered containers. Maintain containers used in storage, mixing and application of paint in a clean condition, free of foreign materials and residue.
- C. Stir materials before application to produce a mixture of uniform density, and stir as required during application. Do not stir surface film into material. Remove film and, if necessary, strain material before using.

3.4 APPLICATION:

- A. General: Apply paint in accordance with manufacturer's directions. Use applicators and techniques best suited for substrate and type of material being applied and as follows:
 1. Apply additional coats when undercoats, stains or other conditions show through final coat of paint, until paint film is of uniform finish, color and appearance. Give special attention to insure that surfaces, including edges, corners, crevices, welds, and exposed fasteners receive a dry film thickness equivalent to that of flat surfaces.

- B. Scheduling Painting: Apply first-coat material to surfaces that have been cleaned, pretreated or otherwise prepared for painting as soon as practicable after preparation and before subsequent surface deterioration.
- C. Allow sufficient time between successive coatings to permit proper drying. Do not recoat until paint has dried to where it feels firm, does not deform or feel sticky under moderate thumb pressure, and application of another coat of paint does not cause lifting or loss of adhesion of the undercoat.
- D. MINIMUM COATING THICKNESS:
 - 1. Apply materials at not less than manufacturer's recommended spreading rate, to establish a total dry film thickness as indicated or, if not indicated, as recommended by coating manufacturer.
- E. MECHANICAL AND ELECTRICAL WORK:
 - 1. Painting of mechanical and electrical work is limited to those items exposed in mechanical equipment rooms and in occupied spaces.
 - 2. Mechanical items to be painted include, but are not limited to, the following in finished areas:
 - a. Mechanical equipment and supports.
 - b. Accessory items.
 - 3. Electrical items to be painted include, but are not limited to, the following:
 - a. Panels in finished areas.
- F. PRIME COATS
 - 1. Apply prime coat of material which is required to be painted or finished, and which has not been prime coated by others.
 - 2. Recoat primed and sealed surfaces where there is evidence of suction spots or unsealed areas in first coat to assure a finish coat with no burn-through or other defects due to insufficient sealing.
- G. PIGMENTED (OPAQUE PAINTED) FINISHES:
 - 1. Completely cover to provide an opaque, smooth surface of uniform finish, color, appearance and coverage. Cloudiness, spotting, holidays, laps, brush marks, runs, sags, ropiness or other surface imperfections will not be acceptable.
- H. TRANSPARENT FINISHES:
 - 1. Apply stain using a blending method to achieve an even and uniform color across varying grains and natural color changes in the wood. Use multiple coats to produce glass-smooth surface film of even luster. Provide a finish free of laps, cloudiness, color irregularity, runs, brush marks, orange peel, nail holes, or other surface imperfections.
- I. COMPLETED WORK:

1. Match approved samples for color, texture and coverage. Remove, refinish or repaint work not in compliance with specified requirements.

3.5 CLEAN-UP AND PROTECTION:

- A. Clean-Up: During progress of work, remove from site discarded paint materials, rubbish, cans and rags at end of each work day.
- B. Protection: Protect work of other trades, whether to be painted or not, against damage by painting and finishing work. Correct any damage by cleaning, repairing or replacing, and repainting as acceptable to Architect.
- C. Provide "Wet Paint" signs as required to protect newly-painted finishes. Remove temporary protective wrappings provided by others for protection of their work after completion of painting operations.
- D. At the completion of work of other trades, touch-up and restore all damaged or defaced painted surfaces.

END OF SECTION

SECTION 23 01 00 - GENERAL PROVISIONS OF HVAC SYSTEMS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide all labor, materials, tools, and services for a complete installation of equipment and systems contained in contract documents.
- B. Principal features of work included are:
 - 1. Heating, ventilating, and air-conditioning system replacement
 - 2. Control system including line and low voltage control wiring and conduit.
 - 3. Demolition of existing equipment, ductwork, and piping.

1.2 RELATED WORK

- A. Electrical power and interlock and control wiring and conduit.
- B. Field painting of equipment, ductwork, and piping.

1.3 GENERAL

- A. The contract documents form a guide for a complete system. Provide all items necessary to provide a complete system but not specifically mentioned, such as hangers, transitions, offsets, and drains.
- B. Layouts indicated on drawings are diagrammatical only. Coordinate exact location of equipment, ductwork, and piping to eliminate conflict with other divisions. Designer reserves right to make reasonable changes in location of equipment, ductwork, and piping prior to construction.
- C. Should Contractor find during progress of work that in his judgment existing conditions make desirable a modification, report such item promptly to Designer for instructions. Do not make deviations from contract documents without review of Designer.
- D. Supervise all work with a competent mechanic specifically qualified in mechanical discipline.

1.4 PERMITS

- A. Secure and pay for permits, licenses, and inspections for work under this division.

1.5 CODES

- A. Comply with all pertinent local, state, and national codes. Refer to Division 01.

1.6 STANDARDS

- A. Comply with all pertinent standards. This list is provided as a convenience to Contractor and is not to be considered all inclusive.
 - 1. Sheet Metal and Air-Conditioning Contractors National Association (SMACNA).
 - 2. American Gas Association (AGA).
 - 3. Air Moving and Conditioning Association (AMCA).
 - 4. Air-Conditioning, Heating and Refrigeration Institute (AHRI).
 - 5. American Society of Mechanical Engineers (ASME).

1.7 SUBMITTALS

- A. Submit for review complete brochures and shop drawings for materials and equipment proposed in accordance with Division 01.
 - 1. Brochures: Submit complete descriptions, illustrations and specification data for materials and equipment proposed. Clearly indicate proposed items when other items are shown on same sheet. Submit samples on request and/or set up for inspection. Samples will be returned to Contractor.
 - 2. Submittals shall be submitted in line-by-line format. Each submittal shall be provided with a cover letter and supporting documentation indicating how the submittal meets each line of the referenced specification section. All discrepancies between the construction documents and the submitted product shall be clearly identified for engineer evaluation.
 - 3. If a product other than the basis of design is rejected by the engineer for any reason, the Contractor shall provide the basis of design product at no additional cost to the Owner.
 - 4. Shop Drawings:
 - a. Control systems.
 - b. Complete equipment, ductwork, and piping systems in equipment rooms.
 - c. Complete equipment, ductwork, and piping systems in entire building.
 - d. Underground steam distribution and chilled water system.
 - e. Owner furnished equipment rough-in layouts.
 - f. Kitchen hood and grease exhaust ductwork systems.
 - g. Firestop systems.

1.8 PROJECT MAINTENANCE MANUALS

- A. Prior to final acceptance of project, provide Owner with bound maintenance manuals in accordance with Division 01.

1.9 PROJECT TECHNICAL INSTRUCTION

- A. Prior to final inspection of project, provide technical instruction to Owner as follows:
 - 1. Field Instruction: Provide explanation of how systems and equipment are to operate during each season and during emergencies.

2. Field Demonstration: Demonstrate operation and routine maintenance for systems and equipment.
3. Video: Provide digital video of all field instruction and demonstration to Owner at completion.

1.10 PROTECTION

- A. Protect all materials and equipment in accordance with Division 01.
- B. The contractor must take appropriate precautions, during construction, to prevent unnecessary dust and debris from getting into air and water handling systems by covering equipment, controls and open-ended ducts and pipes as the installation progresses.

1.11 CONSTRUCTION RECORD DOCUMENT

- A. Provide construction record documents in accordance with Division 01. Keep at the project one set of drawings and daily record changes at the time they are made. Give drawings to Owner at project completion.

1.12 EXISTING SERVICES

- A. Maintain existing services in operation during construction. Coordinate and schedule all service interruptions with Owner.

1.13 OWNER NOTIFICATION

- A. Notify Owner two weeks prior to activation of central chilled water and steam service to project.

PART 2 - PRODUCTS

2.1 MATERIALS AND EQUIPMENT

- A. Provide materials and equipment of domestic manufacture bearing the U.L. label when such label is available.

PART 3 - EXECUTION

3.1 COORDINATION

- A. Coordinate work in accordance with Division 01. Coordinate locations of equipment, ductwork, and piping to eliminate conflict with other divisions.

- B. Carefully examine contract documents to be thoroughly familiar with items which require plumbing or mechanical connections and coordination.
- C. Provide proper chases and openings. Place sleeves and supports prior to pouring concrete or installation of masonry.

3.2 CUTTING AND PATCHING

- A. Repair or replace routine damage caused by cutting in performance of contract.
- B. Correct unnecessary damage caused due to installation of mechanical work.
- C. Perform repairs with materials that match existing in accordance with the appropriate section of these specifications.

3.3 FLASHING, COUNTERFLASHING, AND SEALING

- A. Flash, counterflash, and seal ductwork and piping at penetrations of roofs and outside walls.

3.4 CONNECTION TO EQUIPMENT

- A. Rough-in and connect to sterilizers, lab equipment, kitchen equipment, and Owner furnished equipment and provide a shutoff valve and union at each connection. Provide steam strainer and steam trap for steam equipment. Operating valves and/or controls for this equipment will be provided as an integral part of the equipment. Do not rough-in until shop drawings showing rough-in locations have been reviewed by Designer.

3.5 FOUNDATIONS AND PADS

- A. Provide foundations, pads, and bases required for equipment. Concrete to be in accordance with concrete division of specifications.
- B. Coordinate proper sizes and locations of foundations, pads, bases, anchors, supports, and other items to be built into structure.

3.6 IDENTIFICATION

- A. Identify exposed or accessible piping with stenciling contents indicating pipe contents and direction of flow on piping not more than 20 feet apart, at valves, at access panels, and at least once above each space.
- B. Contractors option to identify exposed or accessible piping with snap-on or strap-on type markers. Color code markers in accordance with ANSI. Indicate pipe contents and direction of flow on marker. Install markers on piping not more than 20 feet apart, at valves, at access panels, and at least once above each space.
- C. Include design operating pressures in psig for steam and compressed air services.

- D. Control compressed air and buried lines need not be marked.
- E. Identify all mechanical equipment with engraved brass, aluminum, or stainless-steel nameplates or tags. Use equipment names and numbers appearing in schedules on drawings. Fasten nameplates to equipment using screws. Glue or adhesive is not acceptable. Fasten tags to equipment using brass, aluminum or stainless-steel chains.
- F. Frame and mount control diagrams and sequences in each equipment room. Use non-fading black and white prints encased in aluminum frame with plexiglass cover.

3.7 CLEANING

- A. Thoroughly clean ductwork and equipment casings before fans and filters are operated.
- B. Repair damaged factory finishes covering all bare places and scratches.

3.8 TESTING

- A. Test all installed equipment and systems and demonstrate proper operation. Correct and retest work found defective when tested.
- B. Thoroughly check piping system for leaks. Do not add any leak-stop compounds to the system. Make repairs to piping system with new materials. Peening, doping, or caulking of joints or holes is not acceptable.
- C. Conduct air or smoke test if in opinion of Designer reasonable cause exists to suspect leakage or low-quality workmanship.
- D. Vibration Tests:
 - 1. Test vibration isolation system in accordance with methods and procedures described in the Testing, Adjusting, and Balancing Chapter in the latest edition of ASHRAE Applications Handbook.
 - 2. Verify all vibration isolation systems are free floating and not short circuited by any connection between equipment and building structure.
 - 3. Operate mechanical systems and verify visually and audibly that there is no excessive vibration or noise generated by the system.

3.9 SYSTEM TESTING, ADJUSTING, AND BALANCING (TAB)

- A. Procure services of an independent testing, adjusting, and balancing agency to test, adjust, and balance mechanical systems. Submit TAB agency for review. Provide references of at least five completed projects of similar size and scope. TAB agency to be certified member of Associated Air Balance Council (AABC) or National Environmental Balancing Bureau (NEBB).
- B. Begin TAB after system has been completed and is in full working order. Place mechanical systems into operation and continue operation during each working day of TAB. Work

performed by TAB agency to be under direct supervision of qualified TAB technician. Accurately calibrate and maintain in good working order instruments used in performance of TAB.

C. Air System Testing, Adjusting, and Balancing:

1. Verify proper fan rotation.
2. Adjust fan RPM to design requirements.
3. Record rated and actual motor full load amps.
4. Make pitot tube traverse of main ducts and obtain design CFM at fans.
5. Record system suction and discharge static pressures.
6. Adjust system for design CFM supply air.
7. Adjust system for design CFM return air.
8. Adjust system for design CFM outside air.
9. Adjust system for design CFM exhaust air.
10. Verify maximum and minimum supply cfm for each air terminal unit and adjust as required to design cfm.
11. Adjust each air device to within 10% of design cfm. Adjust air devices to minimize drafts and noise. Identify each air device location and area served.
12. After adjustment of air terminal units and air devices, recheck fan cfm, static pressures, and motor full load amps.
13. Record design, initial, and final readings for each fan, air terminal unit and air device.
14. As recommended by TAB agency, Contractor to make changes in fan drives and add balancing dampers at no additional cost to provide proper balance.

D. Perform work, record data, and submit complete TAB report to Designer for review upon completion.

E. Designer may request a recheck or resetting of any item listed in report. Provide tests Designer may request.

F. Designer will accept job on basis of tests and inspections. A representative of TAB agency and control system manufacturer is to be in attendance to assist final inspection. Furnish necessary mechanics to operate system, make any necessary adjustments, and assist with final inspection. In addition to requirements of Division 01, complete the following before requesting a final inspection.

1. Work required under this division of specifications.
2. System testing, adjusting, and balancing.
3. Furnish required project maintenance manuals. and control diagrams and sequences.

END OF SECTION

SECTION 23 05 13 - ELECTRIC MOTORS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide and install electric motors for mechanical and plumbing equipment.

1.2 SUBMITTALS

- A. Submittal data is NOT required for products under this section as separate items. It is assumed they will be reviewed with appropriate equipment submittal.

PART 2 - PRODUCTS

2.1 MOTORS

- A. Electric motors shall be new NEMA Standard, sized and designed to operate at full load and full speed continuously without causing noise, vibration, and temperature rise in excess of their rating.
- B. Motors on belt driven equipment shall have slide rails with adjusting screws for belt tension adjustment. Motors exposed to the weather shall be weather protected.
- C. High efficiency electric motors shall be provided for all motors 3 horsepower and greater. Any motor used with a variable speed motor controller shall be high efficiency type and VFD compatible.
- D. High efficiency motors shall have efficiency and losses determined in accordance with the latest revisions of IEEE Standard 112. Polyphase squirrel-cage motors rated 1 through 125 horsepower shall be tested by dynamometer method B. The efficiency shall be determined using segregated losses in which stray load loss is obtained from a linear regression analysis to reduce the effect of random errors in the test measurements. Guaranteed minimum full load efficiency shall be as follows:

MINIMUM NOMINAL FULL-LOAD EFFICIENCY (%)		
Number of Poles	Open Motors	Enclosed Motors
	4	4
Synchronous Speed (RPM)	1750	1750
Motor Horsepower		
3	86.5	87.5
5	87.5	87.5
7.5	88.5	89.5
10	89.5	89.5
15	91.0	91.0
20	91.0	91.0
25	91.7	92.4
30	92.4	92.4
40 – 75	93.0	93.0
100 above	94.1	94.5
Refer to Latest Edition of ASHRAE 90.1 for other motor rpm and efficiencies.		

- E. Motor sound power levels shall not be greater than recommended in NEMA M61-12.49.
- F. Motors shall be provided with drive shafts long enough to extend completely through belt sheaves.
- G. Motor characteristics shall be as follows:
 - 1. 120V/1/60 Hz: Capacitor start, open drip-proof type, ball bearing, rated 40 degrees C. continuous rise.
 - 2. 208V/460V/3/60 Hz: NEMA Design B, normal starting torque, single speed, squirrel cage type, open drip-proof, rated 40 degrees C. continuous rise, with ball bearings rated for B-10 life of 100,000 hours and fitted with grease fittings and relief ports. Provide motors with aluminum end brackets with steel inserts in bearing cavities.

PART 3 - PRODUCTS

3.1 INSTALLATION

- A. Arrange and set motors.
- B. Line up motors on direct drive equipment using dial type gauges.
- C. Electrical Contractor to make connections and test motor for proper rotation/phasing.

3.2 ADJUSTMENTS

- A. All motors together with driven equipment shall be statically and dynamically balanced by equipment supplier, start-up representative, or this contractor using approved balancing equipment. Fan vibration should be limited to manufacturers' recommendations, but should not exceed 2 mils in any case.

END OF SECTION

SECTION 23 05 49 - BASIC MATERIALS AND METHODS FOR HVAC

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Work required under this section of the specifications consists of basic materials and methods applicable to work under Division 23.

PART 2 - PRODUCTS

2.1 VIBRATION ISOLATION

- A. Isolate equipment as shown on drawings and as specified herein with factory-fabricated vibration isolators in accordance with recommendations in the latest edition of ASHRAE Applications Handbook. Isolators shall be manufactured by Kinetics, Mason Industries, or approved substitute. Provide isolators by a single manufacturer. Provide isolators of proper sizes and weight loading to meet the requirements. Provide isolators as follows:

1. Floor-mounted free standing spring isolators, Kinetics Model FDS.
2. Floor-mounted fiberglass or neoprene rubber pads, Kinetics Model KIP.
3. Spring and rubber hangers, Kinetics Model SFH or SRH.
4. Concrete inertia base, Kinetics Model CIB, and floor-mounted spring isolators, Kinetics Model FDS.

2.2 FLEXIBLE PIPE CONNECTIONS

- A. Provide double sphere, neoprene flexible pipe connectors with flanged or union connections as manufactured by Metraflex or approved substitute in the following locations:

1. Piping connections to pumps.
2. Piping connections to air handling units.
3. Piping connections to chillers.
4. Piping connections to cooling towers.

2.3 V-BELT DRIVES

- A. Provide all fan drives with V-belts rated for 150% of nameplate motor horsepower. Provide adjustable pitch motor sheaves for motor sizes through 20 hp. For motor sizes 25 hp and larger provide fixed pitch motor sheaves after balancing to within plus 5% of design air quantity. Select motor sheaves so centerline does not extend past end of motor shaft and such that motor bearing grease fitting and relief port is not obstructed.
- B. Provide belt guards for all belt driven equipment. Provide expanded metal cover with access to driven shaft for tachometer.

2.4 FOUNDATIONS AND PADS

- A. Provide foundations, pads, and bases required for equipment. Concrete to be in accordance with concrete division of specifications.
- B. Coordinate proper sizes and locations of foundations, pads, bases, louvers, anchors, supports, and other items to be built into structure.

2.5 FASTENINGS TO STRUCTURES

- A. Provide structural fastening devices for equipment, materials, piping and ductwork. Devices to be concrete inserts, expansion shields and lag bolts, and through bolts-washers-nuts. All bolted devices to use jamb nuts. Inserts to be continuous type as manufactured by Unistrut or approved substitute. Install per manufacturer's published installation instructions in lengths to suit specific application, complete with spring nuts, end caps, and plastic-coated filler to prevent concrete seepage.
- B. Use of power drive "shot pins" is permitted only for ducts 20" in width and smaller and single pipes 1" and smaller.

2.6 ACCESS PANELS

- A. Provide ceiling and wall access panels for installation by other Divisions. Coordinate locations so panels will provide proper access to equipment served. Notify Designer of proposed wall or ceiling access panel locations prior to installation of such panels. Minimum size: 24" x 24".
- B. Panels shall be manufactured by Bilco or approved substitute. Provide panels with minimum 16 gauge steel construction with screwdriver operated locks and primer finish.
- C. Provide fire-rated panels for installation in fire-rated partitions.

2.7 ROOF CURBS

- A. Provide prefabricated metal roof curbs at all roof ductwork and piping penetrations and for support of all roof-mounted equipment, fans and ductwork. Construct curbs according to National Roof Contractor's Association guidelines. Prefabricated metal roof curbs shall be manufactured by ThyCurb, Custom Curb, or approved substitute.
- B. Construct curbs with minimum 18 gauge galvanized steel (14 gauge for curbs with any side longer than 4'-0" and for all curbs supporting equipment) with fully mitered and welded corners, [3" integral cant,] [raised 3" integral cant for roof deck insulation,] integral base plate, internal reinforcing with 1" x 1" x 1/8" steel angle for curbs with any side longer than 3'-0", factory installed 1-1/2" thick, 3-pound density fiberglass insulation and factory installed pressure treated wood nailer. Minimum height of curb shall be [8"] [12"] above finished roof surface. (Consult architectural plans for roof type and thickness.) Curbs for kitchen hood exhaust fan shall be height necessary to provide 40" minimum height from finished roof surface to fan discharge. Construct curbs to match slope of roof and provide a level top surface for mounting of mechanical equipment.

C. Curb types shall be as follows:

1. Fan and duct penetration curbs with standard curb construction as described above - ThyCurb Model TC.
2. Equipment and ductwork support curbs with minimum 18 gauge galvanized steel shell, base plate and counterflashing, wood nailer, and internal bulkhead reinforcement - ThyCurb Model TEMS.
3. Pipe penetration curbs with standard curb construction as described above and insulated metal piping cover - ThyCurb Model TC with Model TP-2 piping cover.
4. Sound attenuating curbs with standard curb construction as described above, minimum 16" height, and sound absorbing baffles to provide minimum noise reduction of 14 dB (A) in the 100 to 4000 Hz frequency range - ThyCurb Model TC-VB. Construct sound absorbing baffles of minimum 1" thick, 3 pound density fiberglass with minimum 22-gauge galvanized steel end caps on entering and leaving air ends.

D. Install curbs in strict accordance with manufacturer's published installation instructions and as detailed on the drawings. Coordinate proper curb size, construction, and base prior to fabrication.

2.8 ROOF PIPE SUPPORTS

- A. Support horizontal piping across roof with Miro Industries Roof Pillow Block Pipestands or ThyCurb or Custom Curb Pipe Support Curbs.

PART 3 - EXECUTION - NOT APPLICABLE

END OF SECTION

SECTION 23 05 93 - TESTING, ADJUSTING, AND BALANCING

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Perform test and balance work by a Test and Balance Agency which is engaged solely in full time test and balance work, is a member of the Associated Air Balance Council (AABC), National Environmental Balancing Bureau (NEBB) or approved equal and is selected and employed by the contractor.
- B. Perform test and balance in accordance with AABC or NEBB Standards.
- C. Contract to the Test and Balance Agency shall be issued by the contractor. Coordination with the agency at the job site shall be the responsibility of the contractor in order to ensure proper scheduling and operation of the systems. All correspondence (reports, letters and communications) between any parties shall have copies sent directly to the designer and contractor.
- D. The TAB agency shall review construction plans and specifications. If any discrepancies are noted which would hinder balancing, notify the designer with copy to the contractor. Make inspections of the job during construction for proper installation of the system(s) and of balancing aids in the system(s). Any discrepancies noted shall be brought to the attention of the contractor and designer. The number of inspections vary with the size and complexity of the job and shall be adequate for the purpose intended. Report ALL job visits in writing - MANDATORY.

1.2 RESPONSIBILITIES OF PROJECT CONTRACTOR

- A. The contractor shall:
 - 1. Provide approved Test and Balance Agency with copy of plans and specifications upon issue of construction documents.
 - 2. Have the building and HVAC systems in operational readiness for TAB work to begin.
 - 3. Correct prompt deficiencies of materials and workmanship identified as delaying completion of TAB work.
 - 4. Be responsible for any added costs to the owner resulting from his failure to have the building and HVAC systems ready or from his failure to correct deficiencies promptly.
- B. Complete operational readiness of the building requires that construction status of the building shall permit closing of doors, windows, ceilings installed, etc., to obtain projected operating conditions.
- C. Complete operational readiness of the air conditioning systems requires that the following be accomplished:
 - 1. Air Distribution Systems:

- a. Verify installation conforms to design. All supply, return and exhaust ducts terminated and pressure tested for leakage as required by specifications.
 - b. All volume, control, fire and smoke dampers properly located and functional. All dampers shall be fully open. MVD gradients and spin damper handles should be exposed through insulation. Dampers serving requirements of minimum and maximum outside, return and relief air shall provide tight closure and full opening, smooth and free operation.
 - c. All supply, return, exhaust and transfer grilles, registers, diffusers, pressure independent dampers and filters installed.
 - d. Air handling systems, units and associated apparatus, such as heating and cooling coils, filter sections, access doors, etc., shall be sealed to eliminate bypass or leakage of air.
 - e. All fans operating at full load and verified for freedom from vibration, proper fan rotation and belt tension; heater elements in motor starters to be of proper size and rating. Check motor amperage and verify that it is under nameplate rating.
 2. Automatic Controls:
 - a. Verify that all control components are installed and functional in accordance with project requirements, including all electrical interlocks, damper sequences, temperature resets, and safeties.
 - b. Verify that pressure controllers are calibrated and control variable speed motor controllers as required to maintain a stable pressure.
 - c. All controlling instruments calibrated and set for designed operating conditions.
 3. Notification of System Readiness: After completion of the work above, the contractor shall notify the TAB firm and designer certifying that the work has been accomplished and that the building and HVAC systems are in readiness for testing, adjusting, and balancing.
- D. As part of this project contract, the contractor shall make any changes in the sheaves, belts and dampers required for correct balance as required by the TAB firm.
- E. The contractor shall provide and coordinate services of qualified, responsible contractors, suppliers and personnel as required to correct, repair, or replace any and all deficient items or conditions found during the testing, adjusting and balancing period.
- F. In order that all systems may be properly tested, balanced, and adjusted, the contractor shall operate systems at his expense for the length of time necessary to properly verify their completion and readiness for TAB.
- G. Project schedules shall provide sufficient time to permit the completion of TAB services prior to owner occupancy.
- H. The plans and specifications have indicated valves, dampers and miscellaneous adjustment devices for the purpose of adjustment to obtain optimum operating conditions, and it will be the responsibility of the contractor to install these devices in a manner that will leave them accessible and readily adjustable. Should any such device not be readily accessible, the contractor shall provide access as requested by the TAB firm. Also, any malfunction encountered by TAB personnel shall be reported to the contractor and designer and corrected by the contractor immediately so the balancing work can proceed.

1.3 QUALIFICATIONS OF THE TAB CONTRACTOR

- A. The firm shall submit six (6) completed projects of like size and scope. Provide references for each project.
- B. The test and balance firm shall submit a resume for the individual proposed to directly supervise the project. The supervisory personnel for the test and balance firm shall be certified test and balance engineers. All project managers and technicians shall be permanent, full-time employees of the agency.
- C. The test and balance firm shall submit a list of its calibrated instrumentation to perform the work.

1.4 DOCUMENTS

- A. The contractor shall furnish to the TAB firm electronic copied (PDF) of the following:
 - 1. Mechanical specifications.
 - 2. Mechanical drawings.
 - 3. All pertinent addenda and change orders.
 - 4. Control submittal drawings.
 - 5. Approved submittal data on equipment installed, and related changes as required to accomplish the TAB test procedures outlined below.

PART 2 - PRODUCTS – NOT APPLICABLE

PART 3 - EXECUTION

3.1 RESPONSIBILITIES OF THE TAB FIRM

- A. The TAB personnel shall check, adjust, and balance the components of the HVAC system which will result in minimum noise, specified temperature, and air flow conditions in the conditioned spaces of the building while the equipment of the system is operating economically. This is intended to be accomplished after the system components are installed and operating as provided for in the contract documents.

3.2 LIAISON AND EARLY INSPECTION

- A. The personnel on the job shall act as liaison between the owner, designer and contractor. They shall inspect the installation of piping systems, ductwork systems, control systems, and other component parts of the HVAC systems during the construction stage to verify proper arrangement and adequate provisions for the testing and balancing.

- B. During the balancing process, as abnormalities and malfunctions of equipment or components are discovered by the TAB personnel, the contractor shall be advised in writing so that the condition can be corrected by the contractor. The TAB firm shall suggest solutions to noted problems. Data from malfunctioning equipment shall not be recorded in the final TAB report.

3.3 THE TAB REPORT

- A. TAB activities shall culminate in a report to be provided in an electronic copy (PDF) to the designer. The intent of the final report is to provide a reference of actual operating conditions for the owner's operating personnel.
- B. All measurements and recorded readings (of air, water, electricity, etc.) that appear in the reports must be done on-site by permanently employed technicians or engineers of the firm.
- C. All comment sheets (punch lists) shall be signed by the contractor to acknowledge receipt. Any outstanding items at the time of completion shall be included in the report.
- D. The report shall be certified and approved by the firm's test and balance engineer. The report shall be recorded on standard forms.

3.4 ACTUAL TESTING AND BALANCING PROCEDURES

- A. Airside:
 - 1. Supply Air:
 - a. Fans checked for rotation, amperage, static pressure, etc.
 - b. Main supply duct pitot tube traverse and adjustment of fan speed to produce design cfm while maintaining minimum system static pressure for proper terminal box operation.
 - 2. Return Air:
 - a. Fans checked for rotation, amperage, static pressure, etc.
 - b. With supply system in the maximum mode, traverse and adjust return fan to design cfm.
 - c. With supply system in the maximum mode, proportion return inlets to within 10% of design cfm.
 - 3. Outside Air:
 - a. Fans checked for rotation, amperage, static pressure, etc.
 - b. With supply system in the maximum mode, traverse and adjust minimum outside air damper and/or fan to design cfm.
 - 4. Exhaust Air:
 - a. Fans checked for rotation, amperage, static pressure, etc.

- b. With supply system in the maximum mode, traverse and adjust exhaust fan to design cfm.
 - c. Proportion exhaust inlets to within 10% of design cfm.
 - 5. Diffusers, Registers, and Grilles:
 - a. Balance each supply, return and exhaust air outlet within 10% of design cfm.
 - b. Check and/or adjust pressure relationships so that each positive pressure and each negative pressure area is at least 10% positive or negative as appropriate.
 - 6. After completion, take total air-handling system static profile and record all final statics, amperages, rpm, cfm, etc.
- B. Controls:
- 1. Thermostats and Controllers:
 - a. Check for proper control of split system equipment, valves, dampers, exhaust fans, etc.
 - b. Set at design set point.
- C. Capacity and Performance Test:
- 1. Cooling Coils (Air Handling Unit):
 - a. Test, set and record pressure drop and flow through each coil.
 - b. Measure entering and leaving dry and wet bulb air temperatures with glass stem, mercury thermometers accurate to 1/2 degrees F.
 - c. Record final temperatures, BTU/HR..
 - d. Convert actual test conditions to design conditions to insure design coil capacities at design temperatures.
 - 2. Heating Coils (Air Handling Unit):
 - a. Measure entering and leaving dry and wet bulb air temperatures with glass stem, mercury thermometers accurate to 1/2 degrees F.
 - b. Measure volts and amps of electric heat and all stages or select outputs for SCR controlled electric heaters.
 - c. Record final temperatures, BTU/HR. volts and amps.
 - d. Convert actual test conditions to design conditions to insure design coil capacities at design temperatures.
 - 3. Thermostat Calibration:
 - a. Measure and record dry and wet bulb temperatures at each thermostat.
 - b. Report any thermostat which is not controlling with +/-1-1/2-degree F.
 - 4. Control Temperature Readouts:
 - a. Test actual temperature next to sensor (if possible) and compare to readout.
 - b. Report any sensor which is not within +/-1-1/2 degrees F.

3.5 REPORTS

- A. Problems Encountered: Any items not installed, improperly installed or not functioning properly shall be reported to the contractor.
- B. Final Report:
 - 1. Any unresolved problems shall be reported in a general remarks section in front of the test and balance report.
 - 2. Any unusual operations or pertinent remarks which may aid the maintenance personnel or ease the reading of the report shall be made in the general remarks section of the report.
 - 3. All operating data and final tests shall be reported in the final report. This data shall include, but not necessarily be limited to the scope of work outlined above.
 - 4. TAB contractor shall compile an Excel spreadsheet for all terminal boxes, listing each box by its unique identification number, the inlet flow area established by the box manufacturer, the manufacturer's gain factor for the box, final TAB calibrated gain factor for the box if field calibrated, and the ratio of the calibrated gain factor to the manufacturer's gain factor.

3.6 CALLBACK

- A. Test and Balance Agency shall retest any unresolved problems noted in the final report. The revised results shall be forwarded after completion of test.
- B. At the discretion of the designer before final acceptance of the TAB report, the report data shall be verified one time on the job site by selection of random check points in the presence of the designer. Representatives of the testing firm shall be present and provide the necessary equipment for test data verifications.
- C. The firm shall be responsible for testing, adjusting, balancing, and reporting on the performance of all fans, dampers, air distribution devices, pumps and heat exchangers, the flow through all coils, pumps and heat exchangers, and the power consumption of all motors. The contractors and the suppliers of the equipment installed shall cooperate with the balancing agency to provide all necessary data on the design and proper application of the system components and shall furnish all labor and material required to eliminate any deficiency.
- D. Make one (1) inspection within ninety (90) days after occupancy of the building to insure that satisfactory conditions are being maintained.

3.7 OPPOSED SEASON TESTING

- A. This service allows for testing of equipment that, due to extreme weather conditions, cannot be accurately tested at the time of the initial balance. If a project is balanced during the summer, the opposed season testing is performed during the winter months and vice versa.

- B. During the opposed season testing, any necessary modifications to the initial adjustment required to produce optimum operation of the system components shall be made to produce the proper seasonal conditions in each conditioned space. At the time of opposite season testing, the designer and owner shall be given timely notification before any readings or adjustments are made so that he may participate.

END OF SECTION

SECTION 23 07 10 - INSULATION

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Contractor shall provide all necessary labor, materials, tools, and equipment to perform work required on the drawings and specified herein.
- B. Certain equipment and/or systems to be factory insulated by manufacturer. Factory insulation materials to be as specified in applicable sections of the specifications.
- C. All pipe fittings, valves, in insulated pipe systems to be insulated.
- D. Thermal resistance "R" values used herein are expressed in units of "Hour, Degrees F., Sq. Ft./BTU per Inch of Thickness" on a flat surface at a mean temperature of 75 degrees F.
- E. "Contractor's Option" referred to in Materials below indicates optional materials which may be used as equals.

1.2 DEFINITIONS

- A. "Exposed" equipment, ducts, and piping are areas which will be visible without removing ceilings or opening access panels.
- B. Outdoors is considered exposed to the weather.
- C. Underground is buried, whereas in a trench below grade is considered concealed.

1.3 CERTIFICATION/QUALITY ASSURANCE

- A. Products shall meet applicable national, state, and local building codes and be U.L. (or other recognized testing lab) listed for intended service.
- B. All insulations, jackets, adhesives, coatings, sealers, and tapes shall have a flame spread rating of 25 or less and smoke development rating of 50 or less when tested in accordance with ASTM E-84, NFPA 225, U.L. 723, and further must meet the requirements of NFPA 90-A and applicable building, plumbing, and mechanical codes.
- C. All insulation materials shall be delivered and stored in manufacturers' containers and kept free from dirt, water, chemical, and mechanical damage.
- D. Insulation shall be applied in a workmanlike manner by experienced, qualified tradesmen.
- E. Insulation shall not be applied until all pressure testing has been completed, inspected, and released for insulation application.

- F. Surfaces shall be clean and dry.
- G. Insulation joints shall be butted firmly together and all jackets and tapes shall be smoothly and securely installed.
- H. Insulation for duct, pipe, and equipment for above grade exposed to weather outside building shall be certified as being self-extinguishing for 1" thickness in less than 53 seconds when tested in accordance with ASTM D-1692.

1.4 APPLICABLE CODES AND STANDARDS

- A. ASTM E-84.
- B. U.L. 723.
- C. NFPA 90-A.
- D. State of MS Energy Code.

PART 2 - PRODUCTS

2.1 MATERIALS FOR PIPE AND EQUIPMENT

- A. Materials for Pipe and Equipment: Provide factory pre-molded or shop or site mitered segment type insulation for pipe, pipe fittings, and valves. Fitting insulation to be of same thickness and material as adjoining pipe insulation. All insulation and related materials such as tape and mastic to meet applicable building code requirements for fire and smoke development.
 - 1. Flexible Tubular: Provide 25/50 rated, closed-cell, flexible tubular rubber type pipe insulation. Product to have continuous operational temperature limit of 200 degrees F. and a minimum "R" value of 3.7 per inch ($K=0.27$) at 75 degrees F mean temperature. Product to be Armstrong AP Armaflex or approved equal pipe insulation. Use flexible tubular for the following services:
 - a. Moisture condensate drains: 1" thick.
 - b. Horizontal runs of waste lines carrying cold condensate from air conditioning equipment: 1" thick.
 - c. Refrigerant suction lines for split systems: 1" thick.
 - d. Provide multiple layers as required to obtain minimum thickness.
 - e. All refrigerant lines for Variable Refrigerant Flow (VRF) systems: 1" thick.

2.2 MATERIALS FOR DUCTS

- 1. Unlined outside air ductwork concealed from view: 2" thick.
- 2. Unlined heating and/or cooling supply and return air ductwork located in attic: 2-1/2" thick.
- 3. Lined heating and/or cooling supply and return air ductwork located in attic: 2" thick.

- B. Board Type Duct Insulation: Provide minimum 3 pound per cubic foot density, semi-rigid fiberglass duct insulation with FSKL aluminum foil vapor barrier facing. Insulation shall have a minimum 'R' value of 3.8 per inch ($K=0.26$) at 75 degrees F mean temperature. Product to be Manville "800 series Spin-Glas" or equivalent by CertainTeed, Knauf, or Owens-Corning. Use board type duct insulation for the following services:
1. Unlined exposed heating and/or cooling supply air ducts: 1-1/2" thick.
 2. Unlined exposed outside air ducts: 1-1/2" thick.
 3. Unlined exposed return ducts: 1-1/2" thick.
 4. Unlined exposed supply, return and outside air ducts within equipment rooms or located in unconditioned space: 1-1/2" thick.
 5. Apparatus casing: 1-1/2" thick.
 6. Unlined supply air and return air ducts outside exposed to weather: 2" thick.
 7. Unlined air-handling plenums within equipment rooms: 1-1/2" thick.
 8. Side access filter housings: 1-1/2" thick.

2.3 MATERIALS FOR FITTINGS, VALVES, AND SPECIAL COVERINGS

- A. Provide coverings and finishes for specific items hereinafter specified.
1. Use pre-molded insulation fabricated by the manufacturer of insulation material or shop or site mitered segment type insulation for: All pipe fittings, elbows, tees, valves, and couplings.
 2. Contractor's option to provide factory pre-molded one-piece PVC insulated fitting covers, precut fiberglass insulation inserts, and necessary installation materials for all pipe fittings. Materials to be equal to Manville Zeston white, U.V. resistant, 25/50 rated, 20 mil thickness insulated PVC fitting covers and insulation inserts.
- B. Fabricate and install readily removable insulation caps to facilitate service and maintenance accessibility to all strainers including suction diffusers in systems operating below 60 degrees F.
- C. For any service when above grade exposed-to-the-weather outside building, cover straight pipe insulation with 0.016" thick aluminum jacket equivalent to ITW or RPR and cover valves and fittings with .024" thick aluminum factory formed covers equivalent to Childers Ell-Jacs.
- D. For any service when above grade exposed-to-the-weather outside building cover pipe insulation with 20 mil thick white, U.V. resistant, 25/50 rated PVC jacketing equivalent to Manville Zeston PVC jacketing and fitting covers. All joints to be made with solvent welding adhesive equivalent to Manville Perma-Weld to create a permanent chemical bond between the PVC members.
- E. For any service, when below grade direct buried, cover straight pipe and fitting insulation with equivalent of Pittsburgh Corning "Pittwrap", Foster C.I. Wrap 50 or "Pittwrap SS11" jacketing. Valves in systems operating above 60 degrees F. and installed in valve boxes shall not be insulated; however, the valves shall be painted with a rust resistant product equivalent to Rustoleum.
- F. For flexible tubular pipe and fitting insulation when exposed-to-view inside building or exposed to the weather, finish with two coats of paint, custom color blended to match surrounding surfaces.

- G. Stop all duct coverings, including jacket and insulation, at fire and smoke dampered penetrations of partitions. "Fan-Out" or extend jacketed insulation at least 2" beyond angle frames of dampers and secure insulation to partition. Maintain vapor barrier. Where insulated duct access door is not used, install covering over damper access panel so as to be readily removable and identifiable.
- H. Treat insulated pipe and duct surfaces in equipment rooms and where exposed to normal view, so surfaces may be painted with water base latex paint. Use of mastics, adhesives, or jacketing which cause "bleeding" is prohibited.

2.4 INSTALLATION OF DUCT COVERING

- A. Apply jacketed blanket type fiberglass covering to ducts pulled snug but not so tight as to compress corners more than 1/4". Use insulation having 2" tab, or cut insulation long enough to allow for "peel off" of insulation from jacket to effect a minimum overlap of 2". Secure 2" jacket laps using equivalent of Foster 85-75 or CP-82 adhesive and staple lap with flare type staples on 2" centers. Cover standing seams, stiffeners, and braces with same insulation blanket, using 2" jacket lap and staple lap as hereinbefore outlined. Cover and seal all staples with Foster 30/80 AF, fire resistant vapor barrier coating reinforced with glass cloth.
- B. For duct 24" or wider, mechanically fasten insulation to duct bottom, using weld pins or nylon "stick-clip" base plates having self-locking coated metal or nylon discs. Locate fasteners on not over 12" centers laterally and longitudinally. Seal pins as above.
- C. For ducts more than 20" deep, mechanically fasten insulation to duct sides, using one row of pins, plates, or discs located on not over 12" centers longitudinally and equidistant laterally between duct top and bottom. For ducts over 24" deep, apply fasteners as before only using minimum of two rows.
- D. Apply jacketed board type fiberglass covering to ducts using weld pins or nylon "stick-clip" base plates having self-locking coated metal or nylon discs. Locate fasteners on not over 12" centers laterally and longitudinally. If insulation is grooved to fit around corners, in order to eliminate as many joints as possible, pin as required to hold insulation tight to duct, especially on bottom of duct. Seal pins and joints with Foster 30-80 AF reinforced with glass mesh.
- E. Cover all joints, rips, tears, punctures, disc heads, staples, or breaks in vapor barrier jacket with 4" wide woven glass fabric tape embedded in Foster 30-80 AF fire resistant vapor barrier coating. PRESSURE SENSITIVE TAPE NOT ALLOWED.
- F. Prior to application of flexible sheet insulation, thoroughly clean all metal surfaces, making sure that all dirt, scale, loose paint, plaster, and oil have been removed and that surfaces are dry. If surface has been primed, test a 2 square foot section using adhesive equivalent to Armstrong 520, Foster 85-75 or Childers CP-82 in order to determine whether solvent in adhesive will loosen or lift the primer. If primer is loosened, then remove it. When testing proves acceptable, adhere insulation with smooth side out, using thin but adequate coating of same adhesive. Follow manufacturers' instructions. Coat all butt edges of each sheet. Stagger all joints. Insulate all standing seams or flanges with same thickness of insulating material as that used on main surface. Seal all butt joints, miter joints, and torn or damaged insulation with adhesive.

2.5 INSTALLATION OF PIPE AND EQUIPMENT COVERING

- A. Where fiberglass or flexible tubular insulation is used on piping sized 2" and larger, insert a section of foamglass insulation at hanger or support points between pipe and metal shield for full length of shield to prevent crushing of insulation. Insulation thickness to be same as adjoining insulation. Where insulation passes through pipe hangers and across trapeze supports, 12" long metal saddles shall be used. On cold pipe, vapor barrier should be carried through the hanger and sealed.
- B. Apply flexible tubular insulation to pipe and fittings using the slip-on method with all joints tightly fitted and sealed with Armstrong 520, Foster 85-75, Childres CP-82 adhesive or approved equal. Seal butt joints, miter joints and torn or damaged insulation with adhesive.
- C. Prior to application of flexible sheet insulation, thoroughly clean all metal surfaces, making sure that all dirt, scale, loose paint, plaster, and oil have been removed and that surfaces are dry. If surface has been primed, test a 2 square foot section using adhesive equivalent to Armstrong No. 520, Foster 85-75, Childres CP-82 in order to determine whether solvent in adhesive will loosen or lift the primer. If primer is loosened, then remove it. When testing proves acceptable, adhere insulation with smooth side out, using thin but adequate coating of same adhesive. Follow manufacturers' instructions. Coat all butt edges of each sheet. Stagger all joints. Insulate all standing seams or flanges with same thickness of insulation material as that used on main surface.
- D. Apply PVC insulated fitting covers and precut insulation inserts as follows:
 - 1. Installation for cold systems:
 - a. Position, tuck, and fold the fiberglass insulation insert as described above in steps (a) and (b) for hot systems.
 - b. Apply a vapor barrier mastic around the edges of the adjoining pipe insulation. Apply the mastic along the inside of the fitting cover throat overlap seam.
 - c. Place the fitting cover over the insulation, lapping the mastic-covered edge over the other side of the throat seam.
 - d. Apply color-matched, pressure-sensitive tape over the circumferential joints. The tape should extend over the adjacent pipe insulation and overlap itself by at least 2" on the downward side of the lap.

END OF SECTION

SECTION 23 23 00 - REFRIGERANT PIPING SYSTEM

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Refrigeration piping, valves and fittings to connect split system heat pump and DOAS systems.

1.2 SAFETY CODE

- A. Comply with the requirements of ANSI B9.1, Code for Refrigerant Systems.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Piping: Type "L" ACR hard copper, ASTM B88.
- B. Fittings: Wrought copper.
- C. Solder: Silver solder, or phos-copper solder having a melting point of 1125 degrees F. or higher.

2.2 EQUIPMENT

- A. Service Valves: Henry valves or equal. Provide packed type receiver, purge, and gauge valves with valve stem seal cap ports.
 - 1. Valves up to 5/8" O.D.: Henry Figure 516 or equal, diaphragm type.
 - 2. Valves larger than 5/8" O.D.: Henry Figure 203 or equal.
- B. Solenoid Valves: Manufactured by Sporlan Co., or equal, suitable for the type of refrigerant used, and of a type permitting manual lifting of stem for emergency operation. Size valves for pressure drop of 3 pounds at design flow.
- C. Refrigerant Filter Dehydrator: Sporlan Co. Reversible Heat Pump Filter-Drier or equal sealed core type of size recommended by manufacturer for maximum design tonnage. For systems 20 nominal tons and larger, provide replaceable core filter driers.
- D. Moisture Indicator: Sporlan Co. See-All type SA-125 or equal.
- E. Pipe Supports:
 - 1. Pipes subject to vibration: Isolation type brackets.
 - 2. Pipes not subject to vibration: Grinnel No. CT-95 or equal.
 - 3. Riser clamps: Grinnel CT-121 or equal.
- F. Escutcheons: Chrome plated escutcheons sized for pipe.

- G. Insulation: Insulate piping as specified in Section 23 07 10.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Make solder joints with carbon dioxide or nitrogen passing through joints being soldered. Ensure a clean, tight system. Pull a clean rag through each piece of tubing after cutting or reaming.
- B. Install pipe and hangers in accordance with hanger manufacturers' printed instructions.
- C. Provide escutcheons at all visible wall penetrations in finished areas.

3.2 LEAK TESTING

- A. Test for leaks by use of carbon dioxide or nitrogen and a liquid soapsuds solution. Correct leaks found.
- B. Evacuate system to 20" vacuum and charge with refrigerant until a pressure of 15 psig is reached. Then test for leaks using a Halide leak detector. Correct leaks found.
- C. Pressurize system, with carbon dioxide or nitrogen, to 300 psig on the high side, and 200 psig on the low side, and test for leaks. Correct leaks found.

3.3 SYSTEM DEHYDRATION

- A. Dehydrate system by "Double Dehydration" method.
- B. Use a suitable vacuum pump. Evacuate system to a vacuum of 0.2" Hg absolute and operate pump for eight hours when that pressure is reached.
- C. After eight hours, admit dry nitrogen directly to the system, and then evacuate system to a vacuum of 0.2" Hg absolute and operate pump for four hours.

3.4 CHARGING SYSTEM

- A. When system dehydration is complete and all leaks are corrected, charge system with refrigerant.

END OF SECTION

SECTION 23 29 23 - VARIABLE FREQUENCY MOTOR CONTROLLER

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Furnish complete variable frequency motor controllers (VSMC) as specified herein for the fans and pumps designated. All standard and optional features shall be included within the VSMC enclosure unless otherwise specified.
- B. Provide VSMCs for split system air handlers in accordance with this section. All VSMCs provided to be supplied by the AHU manufacturer.

1.2 QUALITY ASSURANCE

- A. To ensure quality and minimize infantile failures at the job site, the VSMC shall be burned in at an ambient of 40 degrees Celsius minimum for at least 120 hours. The VSMC shall be operating a dynamometer and the load and speed shall be cycled during the test. All optional and special features shall be functionally tested at the factory for proper operation.

1.3 WARRANTY

- A. The VSMC shall be warranted by the manufacturer for a period of 36 months from date of start-up. The warranty shall include parts, labor, travel costs, and living expenses incurred by the manufacturer to provide factory authorized on-site service.

PART 2 - PRODUCTS

2.1 GENERAL REQUIREMENTS

- A. VSMC to be as manufactured by ABB, Danfoss-Graham, York/Toshiba, or approved equal.
- B. The VSMC shall convert 3-phase, 60-Hz utility power to adjustable voltage and frequency, 3-phase, AC power for stepless motor speed control from 5% to 100% of the motor's Hz speed. Input voltage shall be as indicated on the equipment schedules on drawings.
- C. Convertor Section: Full wave diode bridge rectifier.
- D. Invertor Section: Transistorized sine coded pulse width modulated (PWM) type for stepless motor speed control.
- E. Silicon-controlled rectifiers (SCRs) or GTOs shall not be used in the circuitry.
- F. The VSMC maximum output current rating shall be 110 percent of the motor nameplate full load current.

- G. The VSMC and options shall be tested to ANSI/UL Standard 508. The complete drive including all options shall be listed by a nationally recognized testing agency such as U.L. or ETL.
- H. The VSMC and options shall comply with the applicable requirements of the latest standards of ANSI, IEEE, and the National Electrical Code. The VSMCs full load amp rating shall meet or exceed NEC Table 430-150.
- I. The VSMC shall not emit either conducted or radiated RFI in excess of the limitations set forth in the FCC Rules and Regulations, Part 15, Subpart J, for class A computing devices. The VFD shall have an FCC compliance label. Provide RFI filters if required.
- J. The increase in audible motor noise with the VSMC operating shall not exceed 3 decibels.

2.2 BASIC FEATURES

- A. The VSMC shall include the following basic features:
 - 1. The VSMC shall be housed in the air handler.
 - 2. The following operator controls shall be located on the front of the enclosure:
 - a. Hand/Off/Auto selector switch to start and stop the motor. In the auto position, the drive will start/stop from a remote contact closure.
 - b. Auto/Manual selector switch. In the auto position, motor speed is determined by the follower signal. In the manual position, motor speed is determined by the manual speed potentiometer.
 - c. Manual speed potentiometer.
 - d. Power on pilot light to indicate that the AFC is being supplied by the power line.
 - e. Fault pilot light to indicate that the AFC has tripped on a fault condition.
 - f. Digital meter to indicate percent speed and percent load.
 - 3. Two sets of form C, dry contacts to indicate when the VSMC is in the run mode.
 - 4. One set of form C, dry contacts to indicate when the VSMC is in the fault mode.
 - 5. When input power returns to normal following a fault trip for under-voltage, over-voltage, or phase loss, the VSMC shall automatically restart. The VSMC shall not automatically restart following fault trips due to overload or over-current.
 - 6. The VSMC shall include a door interlocked, padlockable, input power disconnect switch.
 - 7. Speed Control: The output frequency may be adjusted in proportion to any one of the following:
 - a. 0-10 VDC Analog Signal.
 - b. 0-5 VDC Analog Signal.
 - c. 4-20 MA DC Analog Signal.
 - d. 3-15 psig Pneumatic Signal.
 - 8. Coordinate with controls supplier for exact input signal and type to provide proper input follower (i.e., grounded or floating).

2.3 PROTECTIVE FEATURES

- A. The VSMC shall include the following protective features:
1. Current limiting semiconductor fuses for the power input.
 2. Separate overload relay for each motor controlled.
 3. Protection against input power under-voltage, over-voltage, and phase loss.
 4. Protection against output current overload and over-current.
 5. Protection against over-temperature within the VSMC enclosure.
 6. Protection against over-voltage on the DC bus.
 7. In the event of a power loss, shutdown without component failure. Upon return of power, automatically return drive to normal operation, if the start is in the "ON" condition, being able to restart into a rotating motor regaining positive speed control without shutdown or component failure.
 8. In the event of a phase-to-phase short circuit, shutdown safely without component failure.
 9. In the event that an input or output power contactor is opened or closed while the drive is activated, no damage to the VSMC shall result.
 10. Any disconnect switches between the VSMC and the motor shall include an auxiliary contact interlocked to the VSMC fault trip circuit. In the event that a disconnect switch is opened while the drive is running, the drive shall shut down.
 11. DC bus discharge circuit for protection of service personnel.
 12. Insensitive to incoming power phase sequence.

2.4 ADJUSTMENTS

- A. The VSMC shall include the following adjustments available via potentiometers inside the enclosure:
1. Maximum speed, adjustable 50-100% base speed.
 2. Minimum speed, adjustable 0-50% base speed.
 3. Acceleration time, adjustable 2-60 seconds.
 4. Deceleration time, adjustable 2-60 seconds with override circuit to prevent nuisance trips if deceleration time is set too short.
 5. Current limit, adjustable 0-110%.

2.5 SERVICE CONDITIONS

- A. The VSMC shall be designed to operate within the following service conditions:
1. Ambient temperature, 0-40 degrees C.
 2. 0-95% relative humidity, non-condensing.
 3. Elevation to 3300 feet without derating.
 4. AC line voltage variation, -5% to 10% of nominal.

2.6 SPECIAL FEATURES

- A. The following special features shall be included in the VSMC enclosure. The unit shall maintain its U.L. or ETL listing.

1. A motor starter shall be included in the bypass circuitry for constant speed motor control when the VSMC is taken out of service. Manual bypass shall provide all the circuitry necessary to transfer the motor from the VSMC to the power line, or from the line to the controller while the motor is at zero speed. The bypass circuitry shall be mounted in a separate section of the VSMC enclosure. Two motor contactors, electrically interlocked, shall be utilized. One contactor is to be between the controller and the motor. The other contactor is to be between the bypass power line and the motor providing across-the-line starting for motors 50 hp and less, and part-winding or "soft start" starting for motors greater than 50 hp. Motor overload protection is to be provided in both the controller mode and the bypass mode. The bypass section door shall include a "drive/line" switch, "on/off-reset" switch, and a "load transferred to line" pilot light.
2. The VSMC shall include a main fused disconnect switch or circuit breaker to provide a means of disconnecting all power to both the bypass circuitry and the controller. The disconnect switch or circuit breaker shall be door interlocked and padlockable. The fuses or circuit breaker shall be sized to provide short circuit protection for the motor when in the bypass mode per the NEC.
3. A second disconnect switch, circuit breaker, or contactors shall be provided to disconnect input power to the controller but not the bypass circuitry. This disconnect will allow troubleshooting and testing of the VSMC, both energized and de-energized while operating in the bypass mode.
4. Plug-in test meter shall provide a quick means for monitoring the different signals within the VSMC for start-up and troubleshooting. Where the meter is capable of operating with different horsepower VSMCs, only one meter needs to be supplied.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. The manufacturer of the VSMC equipment shall provide a competent, factory trained service technician to supervise the installation, start-up and testing of the VSMC.
- B. Install VSMCs in locations shown on the drawings in strict accordance with the manufacturer's published installation instructions.
- C. Contractor shall provide such materials and assistance as required by the manufacturer's representative.
- D. Division 26 shall provide necessary electrical connections.
- E. Contractor shall provide coordination of the necessary controls not provided by the VSMC manufacturer.

3.2 START-UP, TESTING, DEMONSTRATION

- A. The manufacturer's factory-trained service technician, assisted by contractor, shall verify correct installation, start-up equipment, and test it as a unit and a part of the system it serves. Verify by adjustments, tests, etc., that the equipment is functioning as specified. Provide three copies of test data to the Owner. As a minimum, check the following items:

1. Motor voltage and frequency.
2. Control input and automatic start/stop.
3. Calibration and adjustment for minimum and maximum speed setpoints and acceleration and deceleration rates.
4. Wire terminations.

END OF SECTION

SECTION 23 31 10 - SHEET METAL DUCTWORK - LOW PRESSURE

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Low pressure ductwork refers to systems operating at 2.00" w.g. total static pressure with velocities up to 2000 FPM. It is the intent of this specification to provide an installed duct system which will supply the air quantities indicated by the plans and have the lowest possible friction loss with the least possible leakage loss. Friction loss for each system shall not exceed that which is indicated in the A.C. unit schedule as external static pressure or in the fan schedule as static pressure and shall include the losses of all accessories. Friction losses shall be minimized by reduction in the number of offsets and elbows by pre-planning the duct system installation and coordination with other trades to prevent interferences. Access to all accessories requiring maintenance, service and inspection shall be maintained. Radius elbows are preferred for all turns to minimize friction, noise and vibration; and, especially, for sections having large volume or higher velocities and sections which may have turbulences.
- B. The contractor shall provide and/or construct all materials, ductwork, joints, transitions, splitters, dampers, access doors, etc., as set forth in these specifications necessary to install the Low-Pressure Sheet Metal Ductwork required by the Mechanical Drawings.
- C. Low pressure ductwork shall be constructed to meet the following pressure class:
 - 1. Supply ductwork downstream of terminal units: 1.0" pressure class.
 - 2. Supply and return duct connections to fan coil units or single zone air systems (ESP ≤ 1.0): 1.0" pressure class.
 - 3. Supply and return duct connections to fan coil units or single zone air systems (ESP > 1.0 , ≤ 2.0): 2.0" pressure class.
 - 4. Exhaust and return ductwork (Fan ESP ≤ 2.0): 2.0" pressure class.

1.2 QUALITY CONTROL AND REGULATORY STANDARDS

- A. SMACNA Manual: Sheet Metal Tradesman is to have access on the construction site to the Latest Edition of SMACNA "HVAC Duct Construction Standards", (Metal and Flexible). The Manual is referred to in specifications for required construction methods and details. Contractor shall comply with provisions of the SMACNA Manual and more stringent requirements of this specification.
- B. Quality control involves not only the general performance requirements for all air ducts, but also quality workmanship which includes layout preplanning so that offsets, rises, falls, elbows, fittings, etc., are minimized or eliminated. General performance requirements for all ducts include:
 - 1. Dimensional stability (shape deformation and strength).
 - 2. Containment of the air being conveyed (leakage control).
 - 3. Vibration (fatigue and appearance).

4. Noise (generation, transmission or attenuation).
 5. Exposure (to damage, weather, temperature extremes, flexure cycles, wind, corrosive atmospheres, biological contamination, flow interruption or reversal, underground or other encasement conditions, combustion, or other in-service conditions).
 6. Support (alignment and position retention).
 7. Thermal conductivity (heat gain or loss and condensation control).
- C. Provide galvanized duct materials which meet applicable requirements of SMACNA manual and local and state codes, whichever is the most stringent.
- D. Support ductwork in accordance with applicable requirements of SMACNA manual, local and state codes, and details on plans, whichever is the most stringent.
- E. Emboss fittings with material gauge, manufacturer, and type material.
- F. Materials used as sealers, liners, pre-insulated jackets and flexible ducts shall comply with a flame spread rating of 25 or less and a smoke developed rating of not over 50.
- G. Joint sealer shall meet the requirements of UL181A or UL181B as applicable.
- H. Duct sealant classification: Seal all transverse joints, longitudinal joints and duct wall penetrations in accordance with SMACNA Class A.

1.3 SUBMITTALS AND SHOP DRAWINGS

- A. Submit material/product data to designer for approval ONLY when it deviates from products specified in Part 2 herein.
- B. The General Contractor shall be responsible for coordination between trades. Non-critical piping and conduit shall give way to ducts.

PART 2 - PRODUCTS

2.1 MATERIAL

- A. Sheet Metal, Angles, Bar Slips, Hangers, and Straps: Galvanized steel.
- B. Screws: Cadmium plated.
- C. Joint Sealer: Manufactured by Hardcast, Inc., Two-Stage Sealant Process.
1. Stage 1: Apply fiber DT tape.
 2. Stage 2: Brush on RTA-50 sealant over fiber tape.

2.2 FABRICATION

- A. Provide a rectangular or round duct where required on drawings of prime quality galvanized steel sheets, thickness and reinforcement as required by the following schedule, SMACNA, or local and state codes, whichever is more stringent. When fabricating low pressure ductwork, largest duct dimension governs the entire duct and complete joint.

DUCTWORK GAUGE AND REINFORCEMENT SCHEDULE				
MAXIMUM DUCT DIMENSION (IN.)	DUCT GAUGE	SLIP GAUGE	STANDINGS	REINFORCEMENT
Up thru 18	24	24	- -	- -
19 - 30	24	24	1 x 24 ga.	No
31 - 42	22	22	1 x 24 ga.	No
43 - 54	22	22	1-1/2 x 20 ga.	1-3/8 x 1/8 Band Iron
55 - 60	20	20	1-1/2 x 20 ga.	1-3/8 x 1/8 Band Iron
61 - 84	20	20	1-1/2 x 18 ga.	1-1/2 x 1-1/2 x 1/8 Angle
85 - 96	18	20	1-1/2 x 18 ga.	1-1/2 x 1-1/2 x 3/16 Angle
Over 96	18	20	2 x 18 ga.	2 x 2 x 1/4 Angle

- B. Duct dimensions shown on drawings indicate inside clear dimensions. Make allowances in sheet metal size for duct requiring internal duct liner to provide "inside clear" dimensions.
- C. In addition to the requirements above, add supplemental bracing as necessary to prevent sagging, drumming, and vibration.
- D. Round prefabricated 26 gauge slip joint duct may be used on exhaust and return duct 12" and smaller and for runout duct to boxes, diffusers, registers, and grilles.
- Secure duct sections and fittings with sheet metal screws.
 - Make connections of round duct to rectangular duct using "spin-in" collars with manual volume damper.
 - Transverse and longitudinal slip joints shall be sealed with approved sealer.
- E. Provide transverse joints of "s" and drive construction at least every eight feet on duct whose larger side is less than 18". Seal all transverse joints with joint sealant material.
- F. Provide transverse joints, or equivalent supplemental angle reinforcing on 4-foot centers on duct whose larger side is greater than 18". At the contractor's option, duct mate or equal joint system may be substituted for "s" and drive construction. Seal all transverse joints with joint sealant material.
- G. Longitudinal seams shall be Pittsburgh Lock or grooved seams closed tightly and evenly. Button punch snap lock longitudinal seam construction shall not be allowed. Seal longitudinal joints which prove to leak with joint sealant material.
- H. Cross break ductwork over 10" dimension, either side.
- I. Do not exceed 20-degree angle of slope for increase-in-area transitions.

- J. Do not exceed 20-degree angle of slope for decrease-in-area transitions.
- K. Do not exceed 30 degrees on the entering side or 45 degrees on the leaving side for angle of transitions at connections to equipment without the use of approved vanes. 20-degree angle is preferred and should be used space permitting.
- L. Provide Ells fabricated to one of the following specifications in order of preference (SMACNA Figures 4-2 through 4-4 and Figure 4-9 and Chart 4-1):
 - 1. Unvaned elbow with the throat radius equal to 3/4 of the width of the duct and with a full heel radius.
 - 2. Six-inch throat radius with full radius, single thickness vanes and full heel radius. Maximum unsupported length of vanes shall be 36". Vanes shall be securely fastened to runners. All vanes shall be secure and stable in installed operating position. Construct vane edges to project tangents parallel to duct sides.
 - 3. Square elbows with single thickness turning vanes. Maximum unsupported length of vanes shall be 36". Vanes shall be securely fastened to runners. All vanes shall be secure and stable in installed operating position. Construct vane edges to project tangents parallel to duct sides.
 - 4. Radius elbows are the preferred fitting. Square elbows are to be used only when available space prevents the use of radius elbows.
- M. Provide offsets as necessary in accordance with SMACNA Figure 4-7.
- N. Make branch connections and tees in one of the following manners:
 - 1. Converging radius elbow with MVD. (SMACNA Figure 4-5).
 - 2. 45-degree entry with MVD. (SMACNA Figure 4-6).
 - 3. Round spin-in fitting with MVD.
- O. Space duct joints to avoid cutting them for branch take offs and outlet collars.

PART 3 - EXECUTION

3.1 INSTALLATION, APPLICATION, ERECTION

- A. Support ductwork on each side of the duct with suitable sheared strips of galvanized metal or 1" x 1/8" galvanized steel band iron hangers.
- B. Attach hangers to the ductwork using sheet metal screws.
- C. Secure hangers to concrete structure with approved anchor shields and to steel structure by means of C-clamps.
- D. Space hangers approximately eight feet along the duct.
- E. Obstructions shall not be located within ducts.
- F. Do not exceed 45 degrees for easement transition angle.

- G. Seal all transverse joints with approved sealer in accordance with manufacturers' directions. Also, seal longitudinal joints which prove to leak.
- H. Insulation: Where drawings and insulating specifications indicate that ducts are to be insulated make provisions for neat insulation finish around damper operating quadrants, splitter adjusting clamps, access doors, and similar operating devices. Metal collar equivalent in depth to insulation thickness and of suitable size to which insulation may be finished to be mounted on duct.
- I. Counterflashing: Counterflash all ducts where they pierce the roof.
- J. Pitot Ports: Pitot ports for measuring airflow to be located in each main duct at the downstream end of the straightest run of the main and before the first branch take-off. Pitot ports to be formed by drilling 7/16" holes in the duct, lined up perpendicular to airflow on maximum 8" centers and at least three to a duct, evenly spaced. Holes to be plugged with plastic plugs. Provide access to these for future rebalancing.

3.2 CLEANING

- A. Clean ductwork thoroughly to assure all foreign matter, dirt, etc. is removed.

END OF SECTION

SECTION 23 33 10 - SHEET METAL SPECIALTIES

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Specialties to be submitted and approved before starting installation.
- B. Items to be installed approximately as shown on drawings taking into account differences in mechanical equipment submitted and that shown on contract documents. Each item to be installed so that it is readily accessible for maintenance, repair, and/or setting and balancing.
- C. Diffusers, registers, and grilles to have ratings certified by Air Diffusion Council and tested per ADC Equipment Test Code 1062R2 and ASHRAE Standard 36B-63.
- D. Refer to drawings for diffuser, register, and grille sizes and number of airflow directions.

PART 2 - PRODUCTS

2.1 FIRE DAMPERS

- A. Fire dampers to be U.L. listed in accordance with UL-555. Fire dampers to be held in an open position with a 165-degree F fusible link and arranged to lock in position on closure.
- B. Fire dampers for rectangular duct to be type "B" (Blades out of air stream) and for round duct to be Type "C" (Blades and frame out of air stream). Fire dampers located behind sidewall registers and grilles and others specifically indicated on drawings to be Type "A" (Frame and Blades in air stream). Fire dampers to be multi-leaf type with spring closing for horizontal mounting and weighted gravity closing for vertical mounting. Dampers to be steel construction with rust resistant finish and provided with a factory-installed mounting sleeve suitable for structure. Mount per manufacturer's published U.L. approved installation instructions. Manufacturer models which provide square to round or round oval transitions are acceptable.
- C. See Architectural drawings for hour-rating of walls and/or floors. Dampers to be compatible with hour ratings.
- D. Fire dampers to be Ruskin Model IBD2 Curtain Type Static Fire Dampers.

2.2 COMBINATION SMOKE/FIRE DAMPERS

- A. Dampers to be Ruskin Model FSD36 with crimped type blades for low-pressure duct systems.

2.3 SMOKE DAMPERS

- A. Smoke dampers to be U.L. listed in accordance with UL-555S as Minimum Leakage Category II and Elevated Temperature Category B (350 degrees F).
- B. Dampers to be steel construction with rust resistant finish and provided with factory installed mounting sleeve suitable for structure. Mount damper per manufacturer's published U.L. approved installation instructions.
- C. Dampers to be Ruskin Model SD60 with crimped type blades for low-pressure duct systems.

2.4 DAMPERS

- A. Automatic Control Dampers:
 - 1. Automatic control dampers to be low-leak, galvanized steel or aluminum construction parallel blade type, Ruskin Model CD36, Arrow Series 395, or approved equal.
 - 2. Dampers to be complete with minimum 4" deep, 16-gauge hat-shaped channel frame, minimum 16-gauge blades on maximum 6" centers, 1/2" diameter shafts, and corrosion resistant bearings.
 - 3. Dampers to have extruded vinyl blade seals and stainless steel or aluminum flexible metal compression type jamb seals to limit leakage to a maximum of 1/2% (maximum of 5.4 cfm/sq. ft. leakage for 48" x 48" size damper) when tested in accordance with AMCA Standard 500.
 - 4. Motor actuator to be oil immersed gear train, 120-volt line voltage type with spring return to closed position on power interruption. Provide Honeywell Model M445/845, Barber-Colman MA-5210/5330 or approved equal complete with damper linkages.
- B. Manual Volume Dampers (MVD): Manual volume dampers to be hand-operated type dampers constructed of galvanized steel, minimum 22-gauge for duct widths 18" and less, minimum 16-gauge for duct widths greater than 18". Dampers for ducts to 12" height and 12" diameter to be single blade carried on a 3/8" round steel rod mounted inside of duct without frame and fitted with locking type quadrant and brass end bearing plate accurately drilled and secured to duct. Dampers for ducts greater than 12" height to be multi-blade type, 12" maximum blade width up to 30" blade length and 10" maximum blade width over 30" blade length. Blades to be mounted on frame with brass sleeve bearings interconnected for operation from one locking type hand quadrant. Round pivot rods to have section faced flat to receive locking setscrew in locking quadrant. Refer to SMACNA manual Figures 2-14 and 2-15.
 - 1. For manual damper locations above a rigid or non-accessible ceiling or where damper access is limited, a remote damper operator shall be used. Damper operator to be self-locking worm gear designed for 3/8" damper shaft. Shaft extension to be 3/8" square rod with coupler. Remote operator to be provided with wrench operated shaft adjustment, position indication and lock nut. Where straight shaft extension cannot be used due to accessibility, a flexible cable operator with compatible damper operator and regulator may be utilized. Damper operator, shaft and regulator shall be designed for minimum 35 in-lb torque.

2.5 SQUARE CEILING DIFFUSERS

- A. Provide Titus TDC or approved equal round or square neck, louvered face ceiling diffusers at all locations designated by schedule on drawings. Diffusers to be all aluminum construction. Frame to be flush mount for diffusers in "hard" ceilings and lay-in T-bar mount for diffusers in lay-in ceilings. Finish to be baked-on, off-white enamel.

2.6 SIDEWALL SUPPLY REGISTERS

- A. Provide Titus 1707 or approved equal at all locations designated by SAR. Registers to be all aluminum construction complete with removable and rotating fixed horizontal blade core and attached rear set of individually adjustable vertical blades. Finish to be baked-on, off-white enamel. Border to be curved, Titus Type C.

2.7 SIDEWALL RETURN REGISTERS

- A. Provide Titus 1700 or approved equal at all locations designated by RAR. Registers to be all aluminum construction complete with removable and rotating fixed horizontal blade core. Finish to be baked-on, off-white enamel. Border to be curved, Titus Type "C".

2.8 CEILING RETURN & EXHAUST REGISTERS

- A. Provide Titus Model 50-F or approved equal at locations designated by schedule on drawings. Registers to be complete with 1/2" cube egg-crate aluminum grid. Finish to be baked-on, off-white enamel. Border to be flush mounted frame style.

2.9 CEILING FILTER GRILLE

- A. Provide Titus 50-FF or approved equal filter grille at all locations indicated on drawings. Grilles to be complete with 1/2" cube eggcrate aluminum grid, hinged face and frame to hold 1" thick filter. Finish to be baked-on, off-white enamel. Border to be lay-in style for T-bar lay-in ceilings and surface style for rigid ceilings or exposed application. Filters to be 1" thick, 30 percent medium-efficiency Farr 30/30 or approved equal disposable type.

2.10 AIR LOUVERS

- A. Air louvers shall be stationary horizontal, wind driven rain, extruded aluminum blades equal to Greenheck model EHH-601. The louvers shall be AMCA Certified. Louvers to be have minimum 0.081" thick aluminum frame and blades. Louver depth to be 6" with blades on approximate 2" spacing. Blade construction to be horizontal rain resistant style. Finish shall be integral color anodized color selected by Architect. Manufacturer will submit metal color chip to Architect as part of the submittal approval. Louver shall be rated at: the beginning point of water penetration (0.01 oz. of water (penetration) per sq. ft. of louver free area is above 1,250 fpm, minimum 46% free area, 0.21" S.P. resistance at 1,000 fpm. Provided 1/2" mesh expanded aluminum screen with removable frame mounted on inside face of louver. Provide minimum 10-year finish warranty.

2.11 BRICK VENTS

- A. Brick vents to be constructed of heavy extruded aluminum frames and blades. Blades to be supported on vertical aluminum rods. Vent to include continuous overhanging weather-guard visor at top of frame to prevent water from running down wall into face of vent. Vent to include continuous overhanging weather-guard sill at bottom of frame to drain water out and away from wall below. Bottom frame member to include integral water stop. Finish shall be primer, suitable for painting. Provide extruded aluminum birdscreen mounted on inside face of vent.

2.12 DOOR GRILLES

- A. Door grilles to be Titus T-700 steel construction with channel border for wood door construction and with flanged and auxiliary borders for metal door construction. Finish to be prime coated steel. Deliver door grilles to the Millwork Tradesman to install.

2.13 FLEXIBLE CONNECTORS

- A. Install UL listed flexible duct connectors between duct and fan/equipment connections. Flexible duct connectors to be made of 28-ounce, heavy glass fabric double coated with neoprene.

2.14 FLEXIBLE DUCT

- A. Seal off the insulation jacket at its ends and at joints with mastic, Hardcast, or similar material. Replace flexible duct if jacket is punctured.
- B. Flexible duct is NOT to be used for runouts where it must pass through walls or through smoke or fire partitions. Flexible duct is not to be used in exposed application. Flexible duct lengths shall not exceed 6 feet at each connection.
- C. No bends shall be made in flexible duct with the center line radius less than one and one-half duct diameter and only one bend may occur per 6-foot length of duct material.

2.15 DUCT ACCESS DOORS

- A. Duct access doors to be provided for access to all coils, fire, fire/smoke, and smoke dampers, automatic and backdraft dampers, duct smoke detectors, static pressure and air volume sensing devices, and other equipment installed in ducts and at other points indicated on drawings.
- B. Access door construction and airtightness must be suitable for the duct pressure class used (low, medium, or high).
- C. Access doors to be double-panel, galvanized steel construction with minimum 1" rigid insulation between panels. Access doors in exhaust duct and unlined return duct may be uninsulated single panel, galvanized steel construction. Doors to mount in rigid frame constructed of formed galvanized steel. Angle iron bracing to be used as required to provide rigid assembly. Doors to hinge on one side with door latch on opposite side.

- D. Access doors in ductwork shall fully comply with Figure 7-2, 7-3 and 7-2M of SMACNA manual. Casing access doors shall fully comply with Figure 9-15 and 9-16 of SMACNA manual. Minimum size shall be 12" x 12" per NFPA 80.
- E. Doors to close against gasket seal.
- F. Access doors for fire dampers, fire/smoke dampers, and smoke dampers shall be permanently identified on the exterior by a label having letters not less than 0.5 inches in height reading: "Fire Damper" "Fire/Smoke Damper" or "Smoke Damper" as required by 2012 International Mechanical Code.

2.16 PERFORATED PLATE

- A. Construct plate of 1/16" thick galvanized steel with 1/2" diameter holes staggered 5/8" center to center, with minimum free area of 70 percent. Anchor plate to the sheet metal with angle iron as required.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Installation to be in accordance with manufacturers' published installation instructions as well as applicable sections of SMACNA manual.
- B. Provide all screws, bolts, nuts, and inserts required for attaching sheet metal specialty items to ducts, walls, floors and ceilings.

END OF SECTION

SECTION 23 75 10 PACKAGED 100 PERCENT OUTSIDE AIR AC UNITS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide Split System 100 percent outside air, air conditioning units as manufactured by Lennox, or equal by Addison, Trane or Valent.

1.2 QUALITY ASSURANCE

- A. Unit cooling capacity shall be in accordance with and tested to AHRI Standard 210/240 or 360.
- B. Units up to 20 tons capacity shall carry the AHRI compliance label.
- C. Units shall be safety certified in accordance with UL Standard UL465 and ANSI Standard Z21.47.
- D. Unit shall be safety certified by an accredited testing laboratory. Unit nameplate shall carry the label of the certification agency.
- E. Unit shall be shipped completely assembled by the manufacturer including all standard items and accessory items.
- F. Unit shall be 100 percent run tested by the manufacturer with a copy of the run test report shipped with the unit.

PART 2 - PRODUCTS

2.1 EQUIPMENT

- A. Unit Construction:
 - 1. Unit shall be completely factory assembled, piped, wired and shipped in one piece.
 - 2. Unit shall be specifically designed for outdoor application with a fully weatherproof cabinet.
 - 3. Unit shall be designed for mounting on a slab-on-grade mounted curb.
 - 4. Cabinet shall be constructed entirely of G90 galvanized steel with the exterior constructed of 18 gauge or heavier material.
 - 5. The unit roof shall be cross broken and/or sloped to assure drainage.
 - 6. Access to compressor(s), controls, filters, fan(s), heating section, and other items needing periodic checking or maintenance shall be through hinged access doors with a quarter turn latch (door fastening screws are not acceptable).
 - 7. Air side service access doors shall be fully gasketed with rain break overhangs. Air side access doors shall have an internal metal liner to protect the door insulation.

8. Unit exterior shall be painted with 2-part polyurethane paint over a wash primer and a paint grip type galvanized steel.
9. The interior side of all exterior panels shall be entirely insulated with 1" thick, one pound density, neoprene coated, fiberglass insulation.
10. Unit shall be provided with interior insulation liners to provide double wall construction.
11. Insulate base on units not mounted on a curb.
12. All openings through the base pan of the unit shall have upturned flanges of at least 1/2" in height around the opening through the base pan.
13. Unit shall have decals and tags to indicate unit lifting rigging, service areas, and caution areas.
14. Wiring diagrams shall be both "point-to-point" and "ladder" diagrams. Wiring diagrams shall also be laminated in plastic and permanently fixed to the control compartment door.
15. Wiring shall be color coded and marked with identification on each end.

B. Fans:

1. Fan(s) shall be entirely self-contained on a slide deck for service and removal from the cabinet.
2. All motors 1 horsepower and larger shall have belt-driven fans. All motors less than 1 horsepower shall have direct-driven fans. Belt-driven fan(s) shall have backward inclined airfoil blades. Adjustable v-belt drive shall be provided with a minimum rating of 140 percent of the motor nameplate brake horsepower when the adjustable pulley is at the minimum RPM. Direct-driven fan(s) shall have forward curved blades.
3. Fans, drives, and motors shall be dynamically balanced.

C. Condensing Section:

1. The condensing section shall be equipped with direct-drive, vertical discharge condenser fan(s).
2. The condenser coil shall be sloped at least 30 degrees from horizontal to protect the coil from damage. If condenser coil is not sloped for protection, louvered coil guards shall be provided.
3. Condenser coil(s) shall be copper tubes with aluminum fins mechanically bonded to the tubes.
4. Condenser coil(s) to be sized for a minimum of 10 degrees sub-cooling.

D. Evaporator Coil:

1. Evaporator coil shall be minimum 6 rows.
2. Evaporator coil(s) shall be copper tubes with aluminum fins mechanically bonded to the tubes.
3. Evaporator coil(s) shall have galvanized steel end casings.
4. Evaporator coil(s) shall have equalizing type vertical tube distributors with a top suction connection.
5. Evaporator coil(s) for multi-compressor units shall be circuited with one circuit and expansion valve per compressor.
6. Unit shall be provided with stainless steel drain pan.

E. Refrigeration System:

1. Compressor(s) shall be of the hermetic scroll type with internal thermal overload protection.
2. All units over 7-ton capacity shall be multiple stage and shall have a minimum of two stages of capacity control.
3. Compressor(s) shall be mounted in an isolated compartment to permit operation of the unit without affecting airflow when the compressor compartment is open.
4. Compressor(s) shall be isolated from the base pan and supply air to avoid any transmission of noise from the compressor into the building area.
5. System shall be equipped with thermostatic expansion valve type refrigerant flow control.
6. System shall be equipped with automatic reset low pressure and manual reset high pressure refrigerant controls.
7. Unit shall be equipped with Schrader type service fittings on both the high side and low pressure sides of the system.
8. Unit shall be equipped with refrigerant liquid line filter driers.
9. Unit shall be fully factory charged with refrigerant R-410.
10. 5-year compressor warranty shall be provided.
11. Unit shall be provided with 35-degree F low ambient control.
12. Unit shall be provided with hot gas bypass on each refrigerant circuit.
13. All circuits shall be equipped with liquid line sight glass.

F. Dehumidification: Unit shall be provided with factory-mounted minimum 15-degree F hot gas reheat coil piped to the lead refrigerant system and all necessary refrigerant piping, valves, and controls.

G. Filters:

1. Unit shall be provided with 2" thick, 30 percent medium-efficiency pleated, throwaway supply air filters.
2. Provide clogged filter switch.
3. Provide filter gauge.

H. Electrical:

1. Unit shall be provided with a factory installed and wired internal non-fused disconnect switch.

I. Controls:

1. Provide terminals for connection to controls provided under separate controls section.
2. Provide unit mounted make-up air programmable microprocessor controller with On-Off hot gas reheat to control discharge air temperature and humidity conditions based on outside air temperature and humidity conditions. Provide with discharge air temperature sensor and outside air temperature and humidity sensors.
3. Provide unit mounted make-up air programmable microprocessor controller with proportional hot gas reheat to control discharge air temperature and humidity conditions based on outside air temperature and humidity conditions. Provide with discharge air temperature sensor and outside air temperature and humidity sensors. Provide space/return air temperature reset.

4. Provide one hand-held service tool with keypad and LCD display to communicate with unit programmable controller and allow user to view any temperature or output condition and change any setpoint for any unit. Turn service tool over to Owner at project completion. Start up and verify unit controls and system manager are operating properly.
5. Provide one system manager with keypad and LCD display to communicate with unit programmable controller and allow user to view any temperature or output condition and change any setpoint for any unit. Locate system manager on wall in space indicated on drawings. Connect system manager to each unit controller with 2-conductor twisted pair with shield (Beldon #82760 or equal) per manufacturers' published installation instructions. Start up and verify unit controls and system manager are operating properly.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install unit in accordance with manufacturers' published installation instructions.
- B. Manufacturers' representative service technician to provide start-up supervision for each unit.
- C. Duct connections to units to allow for straight and smooth airflow. Connections to unit to be made with flexible duct connections.
- D. Drain lines to be trapped and run full size from drain pan connection to discharge as indicated on plans.

END OF SECTION

SECTION 23 81 40 - AIR-COOLED SPLIT SYSTEM HEAT PUMP

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. System to consist of fan-coil indoor unit in combination with direct-expansion air-to-air electric heat pump outdoor unit. Both indoor and outdoor unit to be UL listed and AHRI certified.
- B. Manufacturers to review the allowable space for the indoor and outdoor units considering service access, filter access, airflow clearances, and refrigerant and condensate piping to ensure adequate clearance exists for their units prior to submitting bid. Contractor shall not be allowed an extra should the low bidder prove to have unacceptable clearance.

PART 2 - PRODUCTS

2.1 INDOOR UNIT

- A. Indoor unit cabinet to be constructed of heavy gauge galvanized steel internally insulated with 1" thickness, minimum 3/4 lb. density fiberglass insulation. Indoor unit cabinet to be phosphatized and finished with baked-on enamel paint.
- B. Construct coil with aluminum plate fins mechanically bonded to copper tubing with brazed joints. Coil to be 3-row minimum.
- C. Drain pan to be welded galvanized steel and insulated.
- D. Fan to be statically and dynamically balanced, forward curved centrifugal type. Fan motor to be variable speed, permanently lubricated and include internal overload protection. Provide fans with drive necessary to satisfy static pressure requirements.
- E. Provide permanent type filter, clean and unused at the time building is turned over to Owner. Provide one spare set of filters to Owner at job completion.
- F. Provide auxiliary electric resistance heater.

2.2 OUTDOOR UNIT

- A. Outdoor unit to contain variable speed compressor with crankcase heater, automatically reversible oil pump, suction line accumulator, and internal and external motor protection.
- B. Outdoor unit fan to be vertical discharge propeller type direct driven by factory-lubricated motor.
- C. Outdoor unit coil to be constructed of aluminum fins mechanically bonded to copper tubing with brazed joints.

2.3 CONTROLS AND PROTECTIVE DEVICES

- A. Controls to include a high pressure switch, low pressure switch and pressure relief device. Compressor motor to have thermal and current sensitive overload devices. Outdoor unit to incorporate positive acting timer to prevent compressor short cycling. Device shall prevent compressor from restarting for a 5-minute period. Automatic defrost control to sense frost accumulation and defrost when necessary. A 24-volt transformer to be factory installed and wired on outdoor units for external control circuit.
- B. System control accessories shall include the following:
 - 1. Start capacitor and relay.
 - 2. Communicating automatic changeover heating/cooling thermostat with display for fault conditions, EEPROM storage of all local configurations, 100 alarm codes with display of last 10 codes for troubleshooting.
 - 3. Relative humidity sensor and dehumidification optimization routines.
 - 4. Head pressure control for cooling operation down to 0 degrees F outdoor temperature.

2.4 SYSTEM ACCESSORIES SHALL INCLUDE THE FOLLOWING

- A. Solid brass service valves.
- B. Bi-flow liquid line filter drier.
- C. Outdoor unit coil guard (louvered unit casing).

2.5 WARRANTY

- A. Provide unit with minimum 5-year compressor warranty.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Locate indoor and outdoor unit where shown on drawings.
- B. Install indoor fan-coil unit on neoprene or fiberglass pad vibration isolators and attach to system duct with flexible connectors.
- C. Locate outdoor unit so as to provide recommended airflow, service and maintenance clearance and mount on a 4-inch high (4 inch above grade) concrete pad.

END OF SECTION

SECTION 26 01 00 - GENERAL PROVISIONS FOR ELECTRICAL SYSTEMS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Power service to HVAC equipment and disconnects.
- B. Electrical control systems and interlock wiring.

1.2 RELATED WORK

- A. Foundations and pads required for equipment furnished under this division of the specifications.
- B. Field painting, except such painting as is required to maintain shop coat painting and factory finish painting.
- C. Electrical control systems and interlock wiring as required by mechanical drawings, specifications or manufacturer's schematics.
- D. Flashing of conduits into roofing and outside walls.
- E. Heating, ventilating, and air conditioning equipment.

1.3 QUALITY ASSURANCE

- A. Comply with applicable local, state and federal codes.
- B. Comply with applicable requirements of recognized industry associations which promulgate standards for the various trades.
- C. Employ only qualified journeymen for this work. Employ a competent qualified electrician to supervise the work.

1.4 STANDARDS

- A. Perform work specified in Division 26 in accordance with standards listed below including amendments or revisions. When these specifications are more stringent, they take precedence. In case of conflict, obtain a decision from the Designer.
- B. National Fire Codes (NFPA) including, but not limited to following:
 - 1. NFPA-70 - National Electrical Code. 2020 Edition.
 - 2. NFPA-72 - National Fire Alarm Code. 2019 Edition.
 - 3. NFPA-101 - Life Safety Code. 2021 Edition.

C. Applicable Codes:

1. International Building Code. 2021 Edition.
2. International Fire Code. 2021 Edition
3. ANSI Handicapped Code - A117.1. 2017 Edition.
4. IEEE 1584 – Guide for Performing ARC – Flash Hazard Calculations.

D. Should any work be construed as being contrary to or not conforming to aforementioned codes, such alleged confliction to be brought to attention of **Architect** in writing ten (10) days prior to bid date for review so that such point in question may be resolved. All work to be installed in strict conformity with applicable codes without additional cost to Owner.

E. Contractor to submit and/or file with proper authorities all necessary specifications and drawings as required by governing authorities.

1.5 SUBMITTALS

A. Submit individual submittals for each item or piece of equipment. Assign a separate submittal number and transmittal to each item. Do **NOT** group items or equipment together in one submittal, they will be rejected and returned without review.

B. Within fifteen (15) days after contract has been awarded, Contractor to submit to Designer for review a complete list of materials, equipment, and accessories proposed for use, listing the item and manufacturer's name only.

C. Based upon aforementioned approved listing, Contractor to submit One (1) electronic PDF copy of COMPLETE BROCHURES AND SHOP DRAWINGS OF ALL MATERIALS, FIXTURES, AND EQUIPMENT that he proposes to use giving the names of manufacturers, trade name and specific catalog numbers.

D. Brochures to be submitted in time to allow fifteen (15) days from date of receipt in Engineer's office before final approval or disapproval is required to meet construction schedule. Submittals to bear Contractor's stamp of approval evidencing he has examined and checked same and information contained therein is in accordance with contract requirements, and any deviations to be clearly marked. Approval of shop drawings not to be construed as permitting departure from the contractual documents.

E. Above-mentioned brochures to be submitted and approved before any materials are ordered.

F. In the event that within time stated above contractor fails to submit complete list of materials, equipment and accessories in proper form, the Designer reserves the right to select a full line of materials, fixtures, and equipment, which shall be binding upon Contractor for these materials, fixtures, and equipment as the case may be and which shall be used in his work.

G. Brochures: Submit complete descriptions, illustrations, specification data, etc. of all materials, fittings, devices, fixtures, special systems, etc., including the following:

1. Wiring devices and plates.
2. Disconnect switches.

- H. Proposed items to be clearly indicated when other items are shown on same sheet. When proposing items other than those specified, brochures to contain both specified item sheets and proposed item sheets for ease of comparison. On request from Designer, samples shall be submitted and/or set up, as directed, for inspection and approval. Samples will be returned to Contractor.

1.6 OPERATING AND MAINTENANCE MANUALS

- A. Prior to final acceptance of the project, furnish to Owner complete bound sets of operation and maintenance manuals of instructions for operation and maintenance of all pieces of equipment and systems provided under this division of specifications.
- B. Manuals to also include all submittal data on all materials and equipment. Clearly indicate items provided on this project. A list giving name and address of nearest supply house carrying spare parts and name of Installation Contractor to be given to Owner.
- C. Verbally instruct Owner's representatives. Contractor to obtain letter signed by the owner's representative indicating that the in-service training has been completed.
- D. Three sets of the following data are required:
 - 1. Operating and maintenance instructions.
 - 2. Spare parts lists.
 - 3. Copies of approved submittal data.
- E. Arrange each set of data in an orderly way and bind each set in a separate 3-ring, hard-cover binder.
- F. As soon as data accumulates, prepare one of the sets and deliver to the Owner's Representative, continuously updating this set as additional data is obtained.
- G. At completion of work, submit two complete sets of data to the Owner's Representative for distribution to the proper parties.

1.7 DELIVERY AND STORAGE

- A. Insofar as possible, deliver items in manufacturers' original unopened packaging. Where this is not practical, cover items with protective materials, to keep them from being damaged. Use care in loading, transporting, unloading, and storage to keep items from being damaged.
- B. Store items in a clean dry place and protect from damage.
- C. All damaged painted surfaces of equipment to be touched up to match original paint.

1.8 RECORD DRAWINGS

- A. Keep a set of blue-line prints at the job site exclusively for recording deviations from the drawings.

- B. Record locations and depths of buried and concealed conduits from fixed easily identifiable objects, such as building walls. Where conduits are concealed in walls, indicate distances off of building corners or other building features not likely to be disturbed by future alterations.
- C. Mark deviations in colored pencils so that work of various systems can be easily identified.
- D. When work is completed, record all deviations on clean sepia copies of drawings.
- E. Submit three sepia copies of completed "record drawings" to Owner's Representative for distribution.

PART 2 - PRODUCTS

2.1 MATERIALS AND EQUIPMENT

- A. All materials and equipment used in carrying out these specifications to be American made unless approved otherwise by the Owner and to be new and have UL listing, or listing by other recognized testing laboratory when such listings are available. Specifications and drawings indicate name, type, and catalog numbers of materials and equipment to be used as "standards" shall not be construed as limiting competition. Contractor may at his option, use materials and equipment when, in the judgment of the Designer, they are equivalent to that specified.

PART 3 - EXECUTION

3.1 COORDINATION

- A. Intent:
 - 1. These sections of specifications and drawings form a complete set of documents for the electrical work of this project. Neither is complete without the other. Any item mentioned in one shall be as binding as though mentioned in both.
 - 2. The intent of these specifications and drawings is to form a guide for a complete electrical installation. Where an item is reasonably necessary for a complete system but not specifically mentioned, such as pull boxes, fittings, expansion fittings, support hangers, etc., provide same without additional cost to Owner.
 - 3. Electrical layouts indicated on drawings are diagrammatical only. Exact location of outlets to be governed by project conditions. The Designer reserves the right to make any reasonable changes (approximately 6 feet) in location of junction boxes, or equipment prior to roughing-in of such without additional cost to Owner.
- B. Deviations:
 - 1. No deviations from specifications and drawings to be made without full knowledge and consent of Designer.
 - 2. Should Contractor find during progress of work that existing conditions make desirable a modification of the requirements of any particular item, report such item promptly to Designer for his decision and instructions.

- C. Insofar as it is possible to determine in advance, leave proper chases and openings. Place all outlets, anchors, sleeves, and supports prior to pouring concrete or installation of masonry work. Should contractor neglect doing this, any cutting and/or patching required to be done is at this contractor's expense.
- D. Visit site and be informed of conditions under which work must be performed. No subsequent allowance will be made because of error or failure to obtain necessary information to completely estimate and perform work involved.
- E. Designer to be mediating authority in all design related deviations and disputes arising on the project.
- F. Coordinate to assure that proper points of service transformer locations, voltage characteristics and capacity of service are in accordance with contract drawings.

3.2 CUTTING AND PATCHING

- A. Repair or replace routine damage caused by cutting in performance of this contract.
- B. Correct unnecessary damage caused due to installation of electrical work, brought about through carelessness or lack of coordination.
- C. Holes cut through existing floor slabs to be core drilled with drill designed for this purpose. All openings, sleeves and holes in slabs between floors to be properly sealed, fireproofed and water proofed.
- D. Repairs to be performed with materials which match existing materials and to be installed in accordance with appropriate sections of these specifications.

3.3 TRENCHING, EXCAVATION, BACKFILLING, AND REPAIRS

- A. Provide trenching, excavation, and backfilling necessary for performance of electrical work.
- B. Trenching and excavation to be unclassified. No extra will be paid in event that rock is encountered.
- C. Backfilling to be carefully done using only clean earth thoroughly tamped and compacted below and above embedded items.

3.4 FOUNDATIONS AND PADS

- A. Provide foundations and pads required for equipment provided under this division of specifications. Coordinate proper size and location of foundations, pads, anchor bolts, and other items to be built into structure.
- B. Concrete to be in accordance with concrete division of these specifications.

3.5 TESTS

- A. On completion of work, installation to be entirely free from grounds, short circuits, and open circuits. Perform a thorough operational test in presence of Owner or his representative. Balance all circuits so that feeders to panels be not more than 10% out of balance between phases with all available load energized and operating. Furnish all labor, materials and instruments for above tests.
- B. Furnish Owner, as a part of closing file, a copy of such tests including identification of each circuit and readings recorded, also the main service ground test as described in Section 26 05 26 of these specifications. Test information to be furnished to Owner includes ampere readings of all panels and major circuit breakers, insulation resistance reading of motors and transformers.
- C. Prior to final observation and acceptance, test, leave in satisfactory operating condition all electrical systems and equipment including but not limited to the following:
 - 1. Electrical distribution system.
 - 2. Ground fault protection system.
 - 3. Electric safety devices.

3.6 INSPECTION FEES AND PERMITS

- A. Obtain and pay for all necessary permits and inspection fees required for electrical installation.

3.7 IDENTIFICATION OF EQUIPMENT

- A. Properly identify all starters, contactors, relays, safety switches and panels with permanently attached black (normal power) or red (essential systems) phenolic plates with 1/4" white engraved lettering on the face of each attached, with two sheet metal screws. Starters and relays connected by the electrical tradesman to be identified by him whether furnished by him or others.

3.8 DEMOLITION

- A. Contractor shall visit the site before submitting a bid to acquaint himself with existing conditions.
- B. Work in existing buildings shall be scheduled well in advance with the Owner. Work shall be performed at such times and under such conditions as suit the convenience of the Owner. Plan the work to minimize disruption of formal operations.
- C. In renovated areas, remove wiring devices, fixtures, components, electrical equipment, conductors, boxes, and conduits not required to remain in service when this project is complete.
- D. Remove existing conduit and wire from areas to be remodeled, back to panelboard, cabinet or junction box.

- E. Where a circuit is interrupted by removal of a device or fixture from that circuit, the contractor shall install wire, conduit, etc., as required to restore service to the remaining devices and fixtures on that circuit.
- F. Lighting fixtures, wiring devices, panelboards, and conductors removed shall be offered to the Owner. If he chooses to retain these items or a part of these items, turn those chosen over to him. Items rejected by the Owner shall be removed from the project site by the contractor.

3.9 OBSERVATIONS

- A. When field observation services are a part of the project scope, Engineer's office will provide periodic observation of the progress of work specified herein. Purpose of the observation is to ensure compliance of Contractor's work with specifications and drawings. Engineer's office will also observe tests required of Contractor as called for in other sections of specifications.
- B. Specifications and drawings represent work to be done in view of total project requirements. Final location of conduits, fixtures, panels, switchboards, etc., to eliminate possible conflict with other trades is responsibility of Contractor. Contractor to provide all supervision required for his personnel to ensure that installation is made in accordance with specifications and drawings and all safety rules and regulations are observed. In event of conflicts of work on project with other trades, Contractor to make every reasonable effort to resolve conflict through meetings and discussions with other parties involved, by preparation of drawings or other appropriate action. Only after this has been done shall the Engineer's assistance be requested.
- C. When Engineer is requested to visit project to aid in resolution of conflicts or for witnessing tests, he shall be given a minimum of 48 hours' notice prior to time his presence is required at job site.

3.10 WARRANTY-GUARANTEE

- A. Designer reserves right to accept or reject any part of installation which does not successfully meet requirements as set out in these specifications.
- B. Contractor shall and hereby does guarantee all work installed under this division shall be free from defects in workmanship and materials for a period of one year from date of final acceptance, whichever is earliest. The above parties further agree that they will repair and replace any defective material or workmanship which becomes defective within the terms of this warranty guarantee.

END OF SECTION

SECTION 26 05 19 - CONDUCTORS 600 VOLT AND BELOW

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide a complete system of conductors for lighting, power, and controls throughout building.
- B. Refer to drawings for sizes of conductors.

PART 2 - PRODUCTS

2.1 CONDUCTORS - POWER AND LIGHTING

- A. Provide 98% conductivity copper conductors with 600-volt insulation.
- B. Interior conductors shall be Type THHN-2/THWN-2 insulation.
- C. 600-volt insulation for conductors installed in underground raceways shall have XLP (cross-linked polyethylene) insulation, Type XHHW-2.
- D. For feeder and branch circuit conductors No. 12 AWG and No. 10 AWG, provide solid type.
- E. For all control and motor circuits, and all conductors No. 8 AWG and larger, provide stranded type.
- F. Conductors shall be manufactured by Triangle, Phelps Dodge, Southwire, or approved substitute.
- G. Provide white or gray colored neutral conductors; provide black or color-coded phase conductors.
- H. Provide No. 14 AWG stranded type THHN fixture conductors, for conductors entering fixtures and in stems of pendant fixtures.
- I. Provide type THHN stranded conductors, 90° C for conductors running through continuous rows of fluorescent fixtures.

2.2 CONDUCTORS - CONTROLS

- A. Single Conductor
 - 1. Class B stranded soft-drawn copper with 600-volt thermoplastic insulation.
 - 2. Size 14 AWG.
 - 3. Type THHN/THWN.
- B. Multiconductor

1. 600 Volt insulated Type TC
2. 16 AWG stranded (7x24) copper
3. PVC insulation – unshielded
4. 90° C rating

2.3 CONDUCTORS - INSTRUMENTATION

- A. Type TC, Class B concentrically stranded copper with 300-volt PVC insulation.
- B. Single twisted pair of triad shielded cables as required.
- C. Overall foil shield with stranded, tinned copper drain wire.
- D. Separate communication wire for calibration.
- E. Size 16 or 18 AWG.
- F. Temperature Rating: 105°C.

2.4 CONDUCTORS - THERMOCOUPLE

- A. Solid thermocouple extension wire with 300-volt PVC insulation (nominal 16 mils).
- B. Color coded per ANSI - MC96.1 - 1982.
- C. Single twisted pair, one conductor identified, with overall aluminum/mylar shield with a tinned copper drain wire.
- D. PVC insulated copper communications wire.
- E. Size 16 AWG for runs over 100 feet - otherwise 20 AWG.
- F. Temperature Rating: 105° C.

2.5 DATA CONNECTIONS

- A. Ethernet shall be CAT-6 manufacturer's rated cable.
 1. Industrial Ethernet cable with 300-volt PVC jacket
 2. RJ-45 Compatible
 3. Gigabit Ethernet, Ethernet I/P compliant
 4. Temperature Rating: 75° C.
- B. Ethernet Fiber Optic cable shall be multimode with the following features.
 1. Fiber Type: OM3 50/125 (µm) Micron multimode.
 2. 12 strand fiber unless specifically detailed on plans.
 3. Gigabit Ethernet compatible. TIA/EIA 455 certified for crush and impact resistance.
 4. 300-volt PVC insulated.

5. Temperature Rating: 70° C.
- C. Serial RS-485 cable shall be 22 gauge twisted, shielded pairs (2-pair).
1. 100% foil covered.
 2. 65% braid.
 3. 120-ohm characteristic impedance.
 4. 11 pF/ft conductor to conductor and 20.9 pF/ft conductor & shield.
 5. 300-volt, 60°C PVC jacket.
- D. Allen-Bradley DH+ cable.
1. Twinax shielded cable.
 2. Nominal characteristic impedance: 78 ohms
 3. Nominal inductance: 0.13 μ H/Ft
 4. Nominal capacitance: 19.7 pF/Ft conductor to conductor.
 5. Outer jacket: 300-volt PVC for dry installation and Polyethylene for wet applications.
 6. Temperature Rating: 80° C.
- E. ControlNet cable
1. RG-6/U Coax with 18 AWG solid copper conductor
 2. Quad shielded with 100 % coverage
 3. Nominal characteristic impedance: 75 ohms
 4. Nominal inductance: 0.093 μ H/Ft
 5. Nominal capacitance: 16.3 pF/Ft conductor to shield.
 6. Outer jacket: PVC for dry installation and PVDF for wet applications.
 7. Temperature Rating: 75° C
- F. ODVA DeviceNet (Thicknet) Cable
1. Multiconductor cable with stranded conductors.
 2. 15 & 18 AWG tinned conductors for bus power and data.
 3. 65% coverage braided shield
 4. Impedance per pair: 120 ohms
 5. Nominal capacitance: 12 pF/Ft (18 AWG pair)
 6. 600-volt PVC outer jacket
 7. Temperature Rating: 75° C.
- G. ODVA DeviceNet (Thinnet) Cable
1. Multiconductor cable with stranded conductors.
 2. 22& 24 AWG tinned conductors for bus power and data.
 3. 65% coverage braided shield
 4. Impedance per pair: 120 ohms
 5. Nominal capacitance: 12 pF/Ft (18 AWG pair)
 6. 600-volt PVC outer jacket
 7. Temperature Rating: 75° C.
 8. Rated for NEC Class II application.
- H. Foundation Fieldbus or PROFIBUS Cable

1. 18 AWG stranded tinned copper twisted conductors
2. 100 % overall aluminum foil-polyester shield with drain wire
3. Inductance: 0.19 μ H/Ft
4. Impedence: 100 ohms at 0.03125 MHz
5. Nominal Capacitance: 24 pF/Ft conductor to conductor
6. 300-volt PVC outer jacket
7. Temperature RATING: 105° C

2.6 ACCEPTABLE MANUFACTURERS AND TYPES - CONTROLS, INSTRUMENTATION, DATA CONNECTIONS AND THERMOCOUPLE

- A. Use Belden or approved substitute.
- B. Control Wiring: Belden 27090A multiconductor cable
- C. Instrumentation: Twisted Pair – Belden 1032A or Belden 3076F cable.
- D. Instrumentation: Twisted Triad – Belden 1031A cable.
- E. Thermocouple Extension: Belden 311xA series cable where x = thermocouple type.
- F. Ethernet Cable: Belden 7953A DataTuff Cat-6 shielded cable
- G. Ethernet Fiber: Belden I100655 Fiber – TrayOptic fiber cable.
- H. RS – 485 Cable: Belden 3107A cable
- I. ControlNet Cable: Belden 3092A or 3093A for underground and wet locations
- J. DH+ Cable: Belden 9463 or Belden 9463DB for underground locations
- K. DeviceNet: Belden 9880 (Thicknet) or 9907 (Thinnet)
- L. Foundation Fieldbus and PROFIBUS Cable: Belden 1327A (2 – Pair) for connection from control cabinet to segment protector and Belden 3076F (1 – Pair) for instrument drop connection.

2.7 TRAY CABLE

- A. Description: Control or power cable for use in cable trays and raceways. THWN-2 insulated copper conductors for use in areas with ambient temperatures above 30° Fahrenheit. XHHW-2 insulated copper conductors for use in areas with ambient temperatures at or below 30° Fahrenheit.
- B. Type TC Cable.
- C. Meets UL 1581 for CT use.
- D. Meets UL 1277 for direct burial and sunlight resistance.
- E. Color coded per ICEA-S-58-679 Method 1 for control cable.

- F. Color coded per ICEA-S-58-679 Method 4 for power cables.
- G. Insulated voltage rating: 600V.

2.8 VARIABLE FREQUENCY DRIVE (VFD) CABLES

- A. 1000-volt insulation, flexible motor supply cable.
- B. 3/Conductor stranded copper with full size ground wire.
- C. Tinned copper braid shield.
- D. Full size with drain wire.
- E. XLPE insulation.
- F. PVC Jacket.
- G. Rated for cable tray use where installed in cable tray.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install pull boxes in circuits or feeders over 100' long.
- B. All conductors shall be continuous from origin to panel or equipment termination without splices where possible. Where splices and taps are necessary or are required, they shall be made in splice boxes with suitable connectors.
- C. Make all splices or connections only at outlet, pull or junction boxes.
- D. Use pulling compound to pull conductors except conductors from isolation transformers.
- E. Install instrument and data connection conductor in separate raceways from all other conductors. Separate control wiring from power wiring in separate raceways. Separation distances shall be as specified by control system manufacturer or as listed in IEEE Standard 518, whichever is greater.
- F. Bend radius on conductors shall be less than the limitations listed by the cable manufacturer.
- G. Deliver all conductors to job site new and in original wrapping, package or reel.
- H. All conductors and connections shall test free of grounds, shorts, and opens.
- I. For 20-amp, 120-volt branch circuits, provide No. 10 wire in lieu of No. 12 wire for any branch circuit in excess of 90 linear feet to prevent excessive voltage drop. Where branch circuit exceeds 175 linear feet, use No. 8 wire.

- J. Use Ideal wing nuts, Scotchlok Type Y, R, G, or B, or approved equivalent connectors for fixture connections at outlet boxes.
- K. Make feeder taps and joints with OZ type T, PT, PM or PTS, or approved equivalent clamp connectors as manufactured by Kupler, or with approved compression sleeves. Wrap connectors with No. 10 electro-seal or approved equivalent plastic filler and vinyl tape.
- L. Leave a minimum of 8" slack wire in every outlet box whether it be in use or left for future use.
- M. Color code conductors as follows:

CONDUCTOR COLOR CODE	
	120/208 Volt
Phase A	Black
Phase B	Red
Phase C	Blue
Neutral	White
Ground	Green

- N. If the above conflicts with existing color coding, match existing.
- O. Use factory color coded conductors where commercially available. If not, use black wire and band with color tape.

END OF SECTION

SECTION 26 05 26 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. The entire system of raceways and equipment to be grounded in accordance with Article No. 250 of latest edition of National Electrical Code and any local regulation or governmental governing authority.

PART 2 - PRODUCTS

2.1 GROUND CLAMPS

- A. OZ Electrical Manufacturing Company, Steel City, Appleton, or approved substitute.
- B. Feeder circuits to panels, motor control centers, etc., shall have a separate green grounding conductor in conduit sized in accordance with Table 250.122 of N.E.C.
- C. All branch circuits shall have a separate green grounding conductor installed in same conduit as phase and neutral conductor from panel ground bus to device. The grounding conductor shall be sized in accordance with Table 250.122 of N.E.C.
- D. Ground all electrically operated equipment utilizing separate code size grounding conductors run in feeder conduits or contained within outer jacket enclosing the circuit conductors contained in flexible cords.
- E. Flexible conduit will not be approved as achieving continuity of ground. All flexible conduit shall have a jumper wire sized to ampacity of branch breaker and shall be connected to conduit system on both ends; this applies to fixtures, motors, controls, etc.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Effectively bond all grounding conductors to grounding electrodes, equipment enclosures and ground buses.
- B. Provide a shunt path around main water meter by bonding around both sides of meter to assure continuity.
- C. Locate all grounding attachments away from areas subject to physical damage. Provide protective covering as required.

- D. Clean all non-conductive surfaces on equipment to be grounded, to assure good electrical continuity.
- E. Ground on main service shall be tested to obtain no greater than 10 ohms using 3-Point Fall of potential test. Test data shall be submitted to Engineer for review and such test data shall become a part of the final brochure.

END OF SECTION

SECTION 26 05 29 - SUPPORTING DEVICES AND HANGERS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide a system of supporting devices and hangers to ensure secure support or bracing for conduit, electrical equipment, including safety switches, fixtures, panelboards, outlet boxes, junction boxes, cabinets, etc.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Provide appropriate supporting devices and hangers as manufactured by Erico Products, Inc., Steel City, Rayco, or approved substitute:
 - 1. Vertical flange clamps (beam clamps).
 - 2. "Z" purlin clips.
 - 3. Conduit clips.
 - 4. Universal clamps (Beam clamps).
 - 5. Beam clamps (set screw type).
 - 6. Combination push-in conduit clips.
 - 7. Combination conduit hanger clamps.
 - 8. Flexible conduit clips.
 - 9. Special combination conduit clips.
 - 10. One hole steel straps.
 - 11. Minerallac conduit hangers.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Secure conduits to within 3' of each outlet box, junction box, cabinet, fitting, etc., and at intervals not to exceed ten feet (10') for EMT and IMC conduit and in accordance with Table 344.30 (B) (2) for Rigid Steel conduit.
- B. Install clamps secured to structure for feeder and other conduits routed against the structure. Use drop rods and hangers or racks to support conduits run apart from the structure.
- C. Furnish and install suitable angle iron, channel iron or steel metal framing with accessories to support or brace electrical equipment including safety switches, fixtures, panelboards, outlet boxes, etc.

- D. Paint all supporting metal not otherwise protected, with rust inhibiting primer and then with a finish coat if appropriate to match the surrounding metal surfaces. (Prepainted or galvanized support material is not required to be painted or repainted.)
- E. Use of chains, perforated iron, bailing wire, or tie wire for supporting conduit runs will not be permitted.
- F. For support of low voltage wiring not required to be in conduit, Contractor shall bundle cables together in a neat manner using approved nylon tie wraps. Bundled cables shall be supported with "J" hooks on telephone type bridle rings, a minimum of 6 feet on centers. Contractor shall clearly identify all differing types of cables being run and tag them with tape tags reading **"telephone", "data", etc.**, for the appropriate system cables. Identification tape shall be provided at minimum intervals of 25 feet on center and within each building space.

END OF SECTION

SECTION 26 05 34 - RACEWAYS AND CONDUIT SYSTEMS

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide a complete conduit system with associated couplings, connectors, and fittings.
- B. Conduits shall be mechanically and electrically continuous from outlet to outlet and from outlets to cabinets, pull or junction boxes.

1.2 SUBMITTALS

- A. Submittal for products furnished under this section is not required.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. IMC, RGS and EMT conduit shall be hot dip galvanized, or electrogalvanized steel by Allied, Wheatland Tube, Republic Conduit, Western Tube, or approved substitute.
- B. Erickson couplings for IMC and RGS, shall be used where neither length of conduit can be rotated.
- C. IMC/RGS conduit connectors from 1/2" to 4" trade sizes shall use compression type.
- D. EMT conduit connectors from 1/2" to 2" trade sizes shall use set screw type. EMT conduit connectors from 2-1/2" to 4" trade sizes shall use two set screw type.
- E. Weatherproof hub shall be complete with sealing "O" ring or sealing locknuts.
- F. Provide polyvinyl chloride (PVC) conduit, Type 40, and associated couplings, connectors, and fittings. PVC conduit shall be UL listed and 90 degrees C UL rated.

2.2 ELECTRICAL METALLIC TUBING (EMT)

- A. Use Electric Metallic Tubing (EMT) for:
 - 1. Branch circuits installed overhead, both exposed and concealed, installed more than 6 feet above finished floor.
 - 2. Branch circuits originating from isolated panels (O.R., Cystoscopy, or Delivery).

2.3 INTERMEDIATE METAL CONDUIT (IMC)

- A. Use Intermediate Metal Conduit (IMC) for:
1. Panelboard feeders.
 2. Branch circuits installed in hazardous areas.
 3. Branch circuits and feeders installed in concrete slabs at ground floor.
 4. Branch circuits installed exposed below 6 feet above finished floor.
 5. Branch circuits installed in wet locations.
 6. Pendant drops.

2.4 RIGID GALVANIZED STEEL (RGS)

- A. Conduit Use:
1. Interior and exterior exposed primary service conduit.
 2. Interior and exterior exposed secondary service conduit.
 3. Exterior exposed branch circuits.

2.5 POLYVINYL CHLORIDE (PVC)

- A. Use PVC for:
1. Service entrance conduits for power encased in concrete.
 2. Service entrance conduits for telephone.
 3. Exterior feeders encased in concrete.
 4. Exterior underground branch circuits.
- B. PVC conduit shall not be used for feeders or branch circuits inside the building.

2.6 FLEXIBLE METAL CONDUIT

- A. Provide a flexible metal conduit system for the termination points at equipment that may possibly vibrate such as motors, welders, etc. The length shall not exceed 6 feet.
- B. Conduit shall be electrically continuous from outlet or conduit end to the utilization equipment.
- C. The total length of flexible conduit in any circuit shall not exceed 6 feet.
- D. Where exposed to continuous or intermittent moisture, conduit shall be liquid tight flexible type, U.L. Type EF.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Minimum size of conduits shall be 1/2 inch.

- B. Conduit joints shall be cut square, threaded, reamed smooth, and drawn up tight so conduit ends will butt in couplings, connectors, and fittings.
- C. Make bends or offsets with standard ells or field bends with an approved bender.
- D. Run conduits concealed in floor slabs, below slabs, or in walls in direct line with long sweep bends or offsets. Run exposed conduits and conduits run above lay-in ceilings parallel to and at right angles to building lines. Group multiple conduit runs in banks.
- E. Secure conduits to all boxes and cabinets with two locknuts and bushings so system will be electrically continuous from service to all outlets.
- F. Cap ends of conduits to prevent entrance of water and other foreign material during construction.
- G. Complete conduit systems before pulling conductors.
- H. Provide cable supports in conduits rising vertically in accordance with the National Electrical Code, Article 300-19.
- I. Provide nylon pull cord in all empty conduits. Steel wire not acceptable as pull wire.
- J. Conduits which pass through floor slabs (except ground floor) shall be sealed with concrete grout. Seal around conduits or other wiring materials passing through partitions, which extend to the underside of the slab above, and those passing through smoke partitions and fire-rated walls. Refer to appropriate details on architectural and mechanical drawings.
- K. Conduits which enter crawl space, tunnels, and basements from outside the building shall be grouted-in to prevent entry of gases, vapors, insects, or rodents to these spaces from street mains.
- L. Conduit not serving elevator equipment shall not be permitted to pass through elevator shafts or elevator equipment rooms.
- M. Where IMC or RGS conduit is installed in a cabinet, junction box, pull box, or auxiliary gutter, conductors shall be protected by an insulated bushing. Locknuts shall be installed on conduit outside and inside enclosure.
- N. In areas where enclosed and gasketed fixtures and weatherproof devices are specified, where rigid conduit enters a sheet metal enclosure, junction box and outlet box, and not terminated in a threaded hub, a steel, or malleable iron nylon insulated hub, complete with recessed sealing "O" ring or sealing locknut shall be used.
- O. Where conduits stub up in conduit space beneath switchgear and do not connect directly to equipment enclosures, use malleable iron nylon insulated ground bushing with a lay-in lug design complete with bonding screw, Raco 1212-1296.
- P. Provide seal-off fitting in all conduits entering hazardous areas and any conduits entering a cold temperature area such as freezers and dry refrigerators.

- Q. In concrete slabs, block up conduit from forms and securely fasten in place. All conduits in slabs shall have a minimum of 1-1/2 inches concrete coverage above and below.
- R. Encase in 4 inches of 1:2:4 mix concrete on all sides all feeder conduits laid below ground outside building foundation line.
- S. Where conduits running overhead pass through building expansion joints they shall be connected by flexible metal conduit of same size with sufficient slack to allow conduits on either side of expansion joint to move a minimum of 3 inches in any direction. Provide supports as required on each side of expansion joint, all in accordance with seismic requirements of specific area.
- T. Conduits for feeders and branch circuits shall be terminated directly into panelboard enclosure without the use of pull boxes, junction boxes, wireways, or auxiliary gutters, unless the panelboard enclosure does not provide sufficient surface area for all conduits. Where such cases exist, the contractor shall notify the Designer. In no case will splices in such boxes, wireways, etc., be permitted.
- U. Failure to route conduit through building without interfering with other equipment and construction shall not constitute a reason for an extra charge. Equipment, conduit, and fixtures shall fit into available spaces in building and shall not be introduced into building at such times and manner as to cause damage to structure. Equipment requiring servicing shall be readily accessible.
- V. No conduit shall be installed in elevated slabs.

3.2 EMT

- A. Do not use electric metallic tubing in cinder concrete or cinder fill where subject to permanent moisture unless protected on all sides by a layer of noncinder concrete at least 2 inches thick or unless the EMT is at least 18 inches under the fill. Use of set-screw fitting is not acceptable in concrete or in fill under slab.

3.3 PVC

- A. Use threaded fittings for all connectors and adapters.
- B. Provide code sized ground conductors in all power conduit runs.
- C. Provide 1/4-inch nylon pull rope in all primary power and incoming telephone service entrance conduits.
- D. Encase all PVC conduit in reinforced concrete with a minimum of 4-inch encasement on all sides except exterior branch circuits.
- E. No PVC shall emerge from the ground or the concrete slab or encasement. PVC shall convert to galvanized rigid metal prior to its emergence.
- F. Make bends with standard ells or with an approved heat bender.

3.4 FLEXIBLE METAL CONDUIT

- A. Flexible metal conduits shall be 1/2 inch minimum size.
- B. Where fittings for liquidtight flexible conduit are brought into an enclosure with a knock-out, a gasket assembly, consisting of one piece "O" ring, with Buna-N sealing material, Raco Series 3500, shall be installed on outside of box. Fittings shall be made of either steel or malleable iron only and shall have insulated throats or insulated bushings.
- C. In dry locations, where final connections to motors and other equipment may be made with flexible metal conduit, fittings shall be of steel or malleable iron only with insulated throats or insulated bushings and shall be of wedge and screw type having an angular wedge fitting between convolutions of conduit.
- D. An additional copper ground wire shall be installed inside of flexible conduit and bonded at each end to assure continuity of ground to lighting fixtures, controls, and other utilization equipment.
- E. All recessed lighting fixtures shall be connected with flexible metallic conduit from outlet box to fixture. Rigid conduit connections to lighting fixtures are not acceptable.
- F. Install liquidtight flexible conduit in such a manner as to prevent liquids from running on the surface toward fittings.
- G. Allow sufficient slack conduit to reduce the effect of vibration.

END OF SECTION

SECTION 26 27 26 - WIRING DEVICES

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide switches, receptacles, device plates, and other wiring devices as indicated on drawings.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

- A. Acceptable manufacturers include Leviton, Hubbell, Eagle, Arrowhart, Pass and Seymour, and Bryant. Leviton numbers are used for clarity.

2.2 SWITCHES

- A. 20-Amp, 120/277 VAC:
 - 1. Single pole: Leviton No. 1221-2W.
 - 2. Three-way: Leviton No. 1223-2W
 - 3. Single pole, weatherproof: Leviton No. 1221-2W with Steel City No. SW1-C weatherproof plate.
 - 4. Single pole with pilot light (120 VAC): Leviton No. 1221-PLC.
 - 5. Momentary contact switch: Leviton No. 1257.
- B. Dimmers shall be universal (LED/CFL/MLV/Incandescent) slide dimmers equal to Leviton DSM10-1LZ.

2.3 RECEPTACLES

- A. 20-Amp, 125-VAC, NEMA 5-20R:
 - 1. Duplex type: Leviton No. 5362-W (white).
 - 2. Ground fault circuit interrupter: Leviton No. MGFN2-W (white).
 - 3. GFCI Duplex type, heavy-duty industrial grade, Weather and Tamper-Resistant: Leviton G5362-WTW (White).
 - 4. Weatherproof "In Use", extra-duty type cover: Leviton 5980-UCL.
 - 5. Duplex type, heavy-duty industrial grade, Weather and Tamper-Resistant: Leviton TWR20-W (White).
 - 6. Tamper resistant type: Leviton 5362-SGW (white).
 - 7. Duplex isolated ground type: Leviton 5362-IGW (white).

2.4 MISCELLANEOUS DEVICES

- A. Twist lock receptacle: Hubbell No. 23000-HG series or approved substitute.
- B. Flush dryer receptacle, 30-amp, 125/250 VAC: Leviton No. 5207 with No. 84028 plate.
- C. Flush range receptacle, 50-amp, 125/250 VAC: Leviton No. 5206 with No. 84028 plate.
- D. Clock outlet: Leviton No. 5261CH.

2.5 DEVICE PLATES

- A. Provide Leviton Series 84 stainless steel Leviton Series 80 nylon plates (white), red for emergency circuits, or approved substitute. Provide cast alloy or stamped metal plates on all exposed switches and receptacles.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Mounting:
 - 1. Mount all switches 46" above the finished floor to centerline of switch unless noted otherwise.
 - 2. Mount all receptacles 18" above the finished floor to centerline of receptacle unless noted otherwise.
 - 3. Mount weatherproof receptacles vertically.
 - 4. Work devices to nearest block course using proper type outlet boxes as specified under **Section 26 05 37**. Check architectural and furniture drawings for counter (desk, special booth etc.) locations. Mount devices above work counters. Verify other special mounting conditions and locate devices as required.
- B. Polarity: Properly wire all convenience outlets so that the hot wire, the neutral wire and the ground wire connect to the proper terminal on all receptacles.
- C. Grounding: Install all receptacles in boxes specified under **Section 26 05 37** and install a No. 12 green ground wire from device grounding terminal back to the grounding bus in the panelboard and bond to outlet box.
- D. Receptacles shown on the drawings as "special mounting height" shall be installed at mounting height as indicated on drawings. Where no mounting height is given and receptacles are above counters (or casework), they shall be mounted with centers 4" above top of counter. If the counter has a backsplash, receptacles shall be mounted with centers 4" above top of backsplash. Where special mounting height receptacles are not above counters and no mounting height is indicated, receptacle mounting heights shall match adjacent light switches or above counter receptacles. The Contractor shall coordinate the installation of all special mounting height receptacles with architectural design.

- E. Install device plates in full contact with wall surface. Plates shall not project out from the wall.
- F. Install device plates in full contact with surface-mounted box. Plates shall not project out from the edge of the box.
- G. Receptacle plates for all receptacles in critical patient care areas shall be labeled to indicate the appropriate panel designations and circuit number. Plates shall be labeled by engraving on the plate or with other approved method. Use of laminated tape such as Dymotape is not acceptable.

END OF SECTION

SECTION 26 28 18 - SAFETY SWITCHES

PART 1 - GENERAL

1.1 WORK INCLUDED

- A. Provide horsepower-rated, quick-make, quick-break, safety switches provided with the number of poles and fuses as required.

PART 2 - PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS/EQUIPMENT

- A. Safety switches shall be as manufactured by General Electric, Square D Company, Cutler-Hammer, or approved substitute.
- B. For 208- and 240-volt circuits, use general-duty type switches with Class R fuse clips. For 480-volt circuits, use heavy-duty type switches with Class R fuse clips.
- C. Switches shall have arc shields, shall be of enclosed construction and fusible or non-fusible as indicated. Switches shall be rated for either 250-volt AC or 600-volt AC service as required.
- D. Safety switches for all part-winding or two-speed motors requiring remote disconnect to be similar to Square D Series HLL-660, six-pole.
- E. Switches shall have Electrical Interlock Kit with one normally open and one normally closed contact.
- F. All switches shall be capable of interrupting locked rotor current of motor which it serves.
- G. Enclosures to be NEMA-1 for interior use and NEMA-3R for exterior use unless noted otherwise.
- H. Provide dual-element Bussman type FRN (250 volt) or type FRS (600 volt) fuses for any fusible safety switch serving a motor circuit.
- I. For non-motor loads, provide dual element Bussman type LPN (250 volt) or type LPS (600 volt).

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Provide non-fusible switches at remote motor locations (raintight where required) as indicated on drawings.

- B. Provide fusible disconnects at package A/C units, fused as specified on unit nameplate.
- C. Mount switches to walls or adjacent to equipment enclosures using unistruts with a minimum of four bolts using toggle anchors for masonry construction, Phillips "Red Head" anchors for poured concrete construction and bolts, jumbo washers, lock washers and nuts for equipment enclosure mounting.
- D. All safety switches to be identified with Bakelite nameplates.

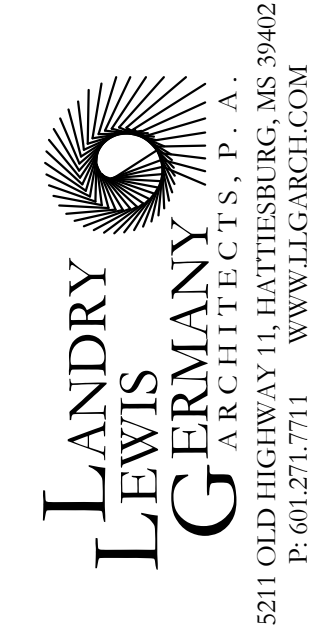
END OF SECTION

HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES
CITY OF HATTIESBURG
CN#23-4064

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M1.1	FLOOR PLANS - HVAC
M2.1	MECHANICAL DETAILS
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E2.1	ELECTRICAL DETAILS
E3.1	ELECTRICAL SCHEDULES

HATTIESBURG FIRE STATION ONE - HVAC
UPGRADES



CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI

SET NO. _____
CN#23-4064
05/06/2024





A1.0

1 | OVERALL SITE PLAN
1" = 60'-0"

KEYED DEMOLITION NOTES:

- 01 DEMOLISH EXISTING SHELVES AS REQUIRED.
- 02 DEMOLISH EXISTING PARTITION AS REQUIRED TO INSTALL NEW WORK.
- 03 REMOVE AND SALVAGE FOR RE-USE EXISTING DOOR AND FRAME.

GENERAL WORK NOTES:

1. WHERE WALLS ARE MODIFIED OR ADDED, PATCH / REPAIR EXISTING VCT TILE AND BASE WITH NEW TO MATCH EXISTING AS CLOSE AS POSSIBLE IN SIZE AND FINISH. AN EXACT MATCH MAY NOT BE AVAILABLE.
2. PATCH / REPAIR GYPSUM WALLS INSIDE NEW HVAC 104 AND STORAGE 105 WHERE EXISTING SHELVES MUST BE DEMOLISHED.
3. NEW PARTITIONS SHALL BE 3-5/8" METAL STUDS WITH ONE LAYER OF 5/8" GYP. BD. PAINTED FINISH EACH FACE. INSTALL BATT INSULATION FULL HEIGHT. EXTEND WALL TO MIN. 16" ABOVE ADJACENT CEILING HEIGHT. ADJUST WALL CONSTRUCTION AS NECESSARY TO MATCH EXISTING CONDITIONS SUCH THAT TRANSITION BETWEEN NEW AND EXISTING FINISHES ARE SMOOTH AND UNDETECTABLE.
4. *OAU* INDICATES OUTDOOR AIR UNIT LOCATION SHOWN FOR COORDINATION PURPOSES ONLY. REFER TO MECHANICAL.

FINISH SCHEDULE

ROOM NAME	ROOM NO.	FLOOR	BASE	WALLS	CEILING	CLG HGT	REMARKS
STOR.	101	EX.	RB	PAINT	2X2 LAT	9' - 0"	A
HVAC	102	EX.	-	-	-	-	-
CORR.	103	EX.	EX.	EX.	2X2 LAT	9' - 0"	A
HVAC	104	EX.	-	-	-	-	-
STOR.	105	EX.	RB	PAINT	2X2 LAT	9' - 0"	A
DAY ROOM	107	EX.	EX.	PAINT	2X2 LAT	10' - 0"	A
CORR.	108	EX.	EX.	EX.	2X2 LAT	9' - 0"	A
BC QTRS	109	EX.	EX.	EX.	2X2 LAT	9' - 0"	A
TLT.	110	EX.	EX.	EX.	2X2 LAT	9' - 0"	A
BC QTRS	111	EX.	EX.	EX.	2X2 LAT	9' - 0"	A

FINISH SCHEDULE GENERAL NOTES:

1. EX INDICATES EXISTING FINISH TO REMAIN. PROTECT FROM DAMAGE AND PATCH / REPAIR TO MATCH EXISTING AS REQUIRED.
2. RB INDICATES NEW RUBBER BASE.
3. 2X2 LAT INDICATES NEW LAY-IN ACOUSTICAL TILE CEILING AND GRID AS SPECIFIED.
4. PAINT INDICATES ROOMS TO BE PAINTED IN THEIR ENTIRETY INCLUDING INTERIOR WALLS AND DOOR FRAMES TO MATCH EXISTING.
5. ADD ALTERNATE 01 - REFER TO REFLECTED CEILING PLANS. ALL ROOMS WITH EXISTING LAY-IN CIELINGS TO RECIEVE NEW LAY-IN TILE AND GRID AS SPECIFIED.

REMARKS AS INDICATED IN FINISH SCHEDULE -

- A. INSTALL MIN. 6" ACOUSTIC BATT INSULATION ABOVE ALL NEW LAT CEILINGS.

OPENING SCHEDULE

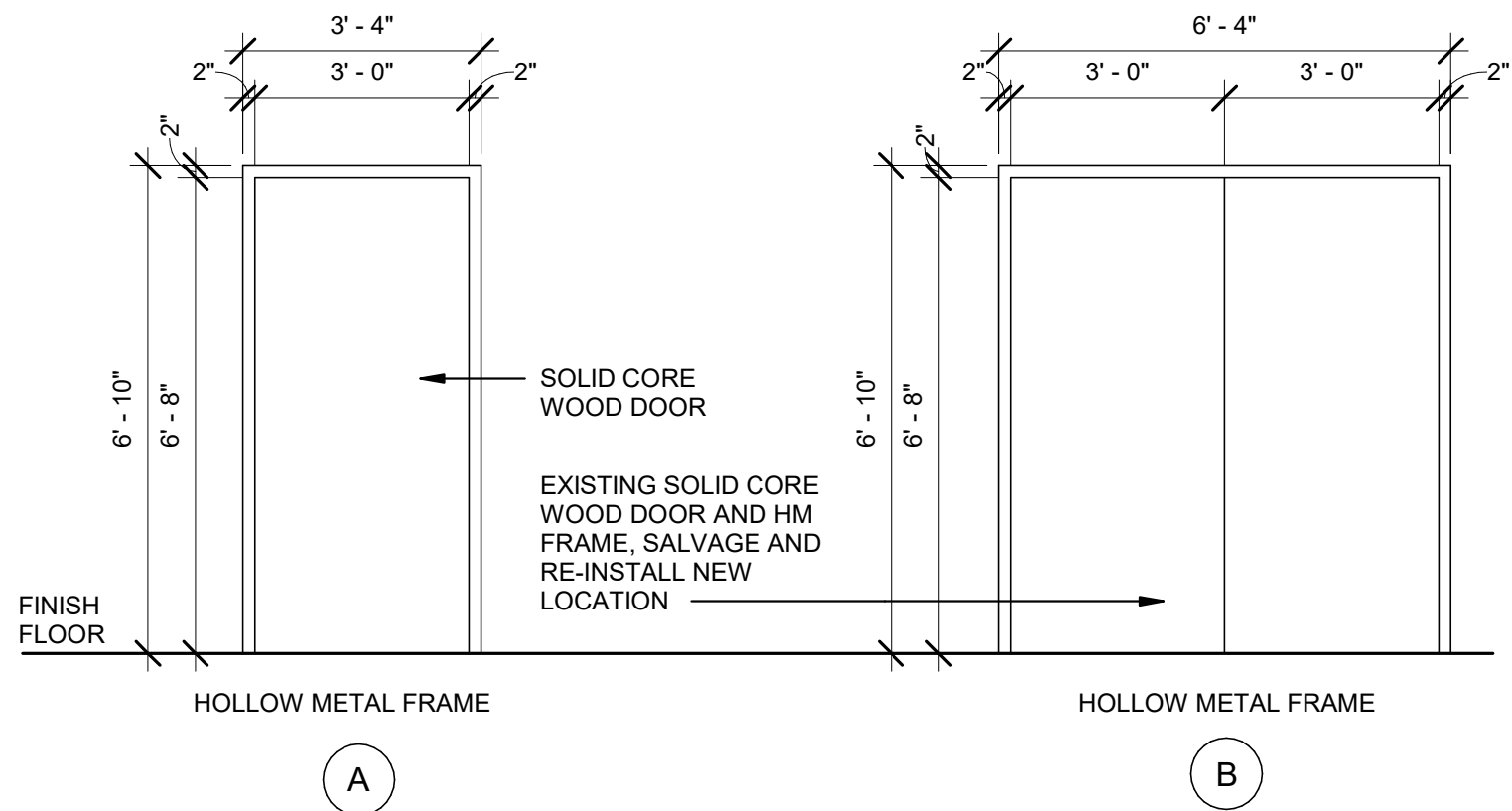
NO.	TYPE	DOOR		FRAME		HDW SET NO	FIRE RATING	REMARKS
		SIZE						
		W	H	MAT.	FIN.	MAT.	FIN.	
102	A	6' - 0"	6' - 8"	EX.	EX.	EX.	PAINT	NONE
104	A	6' - 0"	6' - 8"	EX.	EX.	EX.	PAINT	NONE
105	B	3' - 0"	6' - 8"	WD	STAIN	16GA	PAINT	1.0

OPENING SCHEDULE GENERAL NOTES:

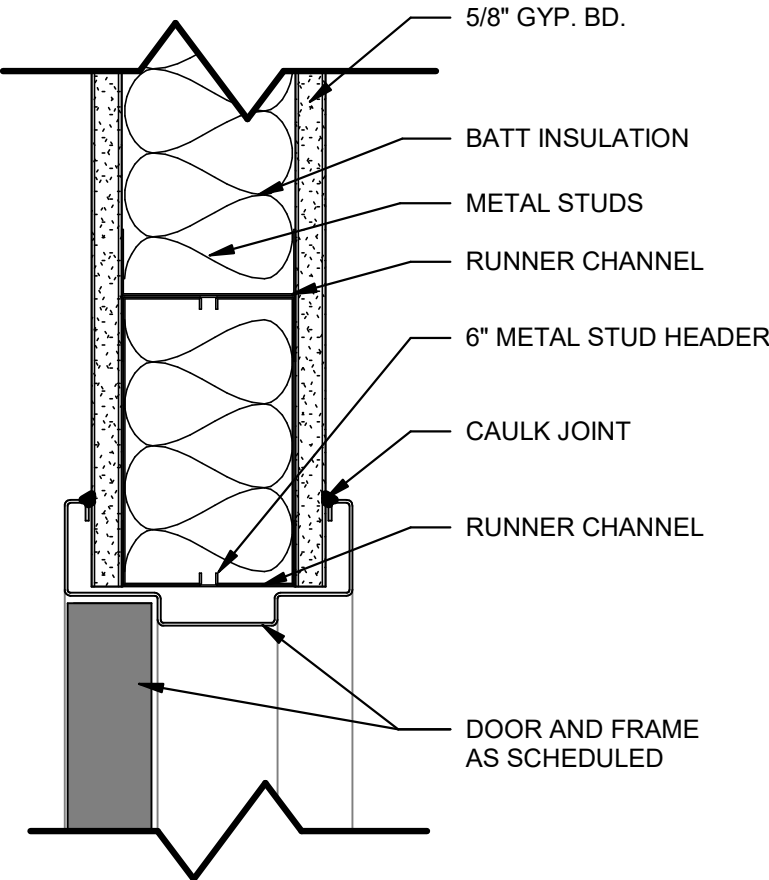
1. WD INDICATES SOLID CORE WOOD DOOR AS SPECIFIED.
2. 16GA INDICATES HOLLOW METAL FRAME AS SPECIFIED, GAUGE INDICATED.
3. STAIN INDICATES TRANSPARENT FINISH AS SPECIFIED.

REMARKS AS INDICATED IN OPENING SCHEDULE -

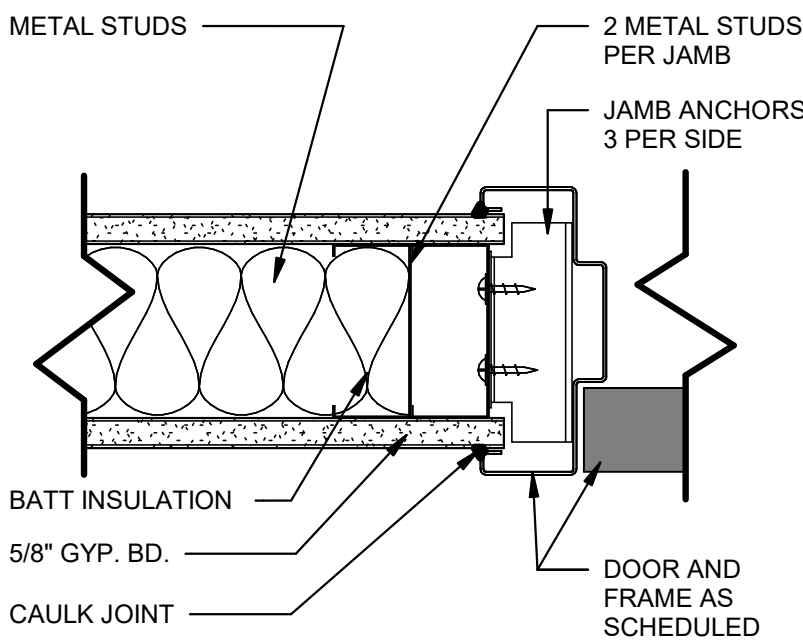
- A. EXISTING 6'-0" X 6'-8" WOOD DOOR IN HOLLOW METAL FRAME TO BE SALVAGED AND RE-INSTALLED IN NEW LOCATION. REFER TO KEYED DEMOLITION NOTES. PROTECT FROM DAMAGE. PAINT FRAME IN NEW LOCATION. SALVAGE AND RE-INSTALL HARDWARE.



3 OPENING TYPES
3/8" = 1'-0"



4 DETAIL
3" = 1'-0"



5 DETAIL
3" = 1'-0"

DRAWN

SG

CHECKED

SG

FINAL DATE

05/06/2024

REVISION SCHEDULE

REV #

REV DATE

KEY PLAN



LANDRY
LEWIS
GERMANY
ARCHITECTS, P. A.
3211 OLD HIGHWAY 11, HATTIESBURG, MS 39402
P: 601.271.2711 WWW.LLGARCH.COM
CREATING LANDMARKS SINCE 1910...

SHEET TITLE
FLOOR PLANS

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



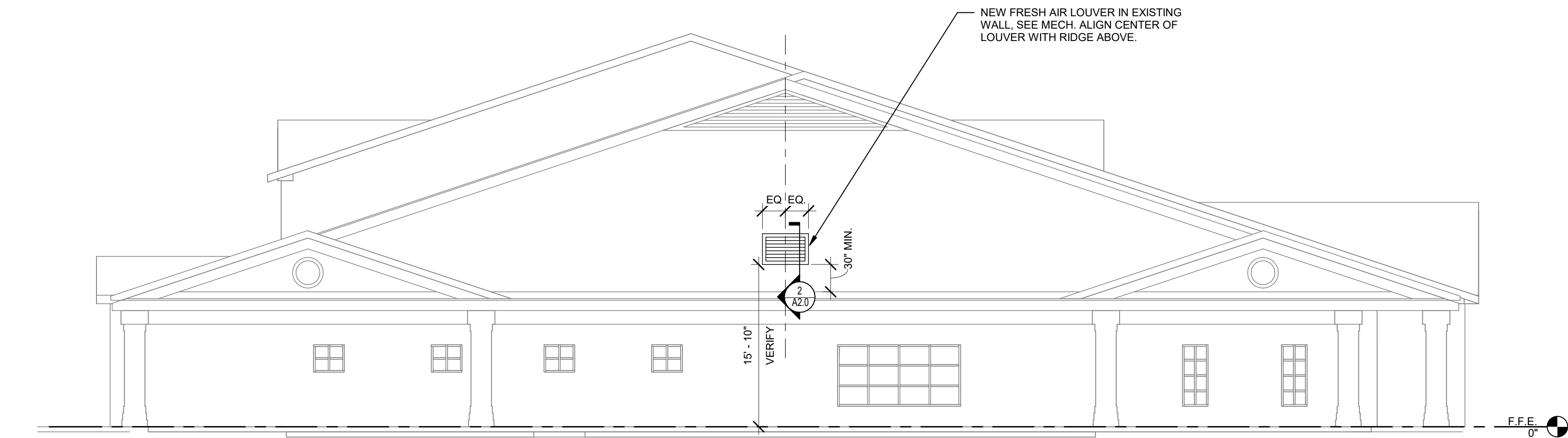
CN#23-4064

SHEET NUMBER

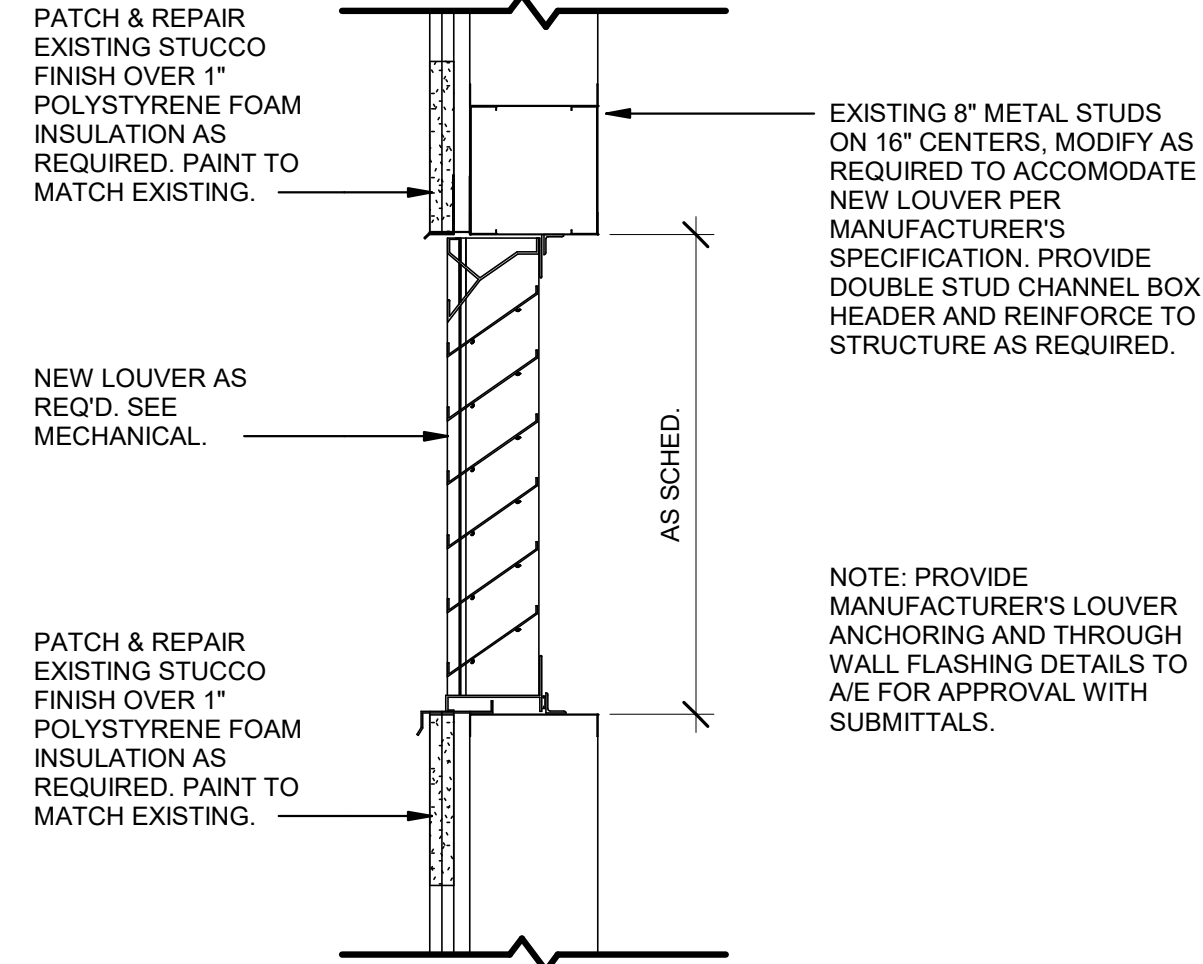
A1.1

1 DEMOLITION PLAN
1/8" = 1'-0"

2 NEW FLOOR PLAN
1/8" = 1'-0"

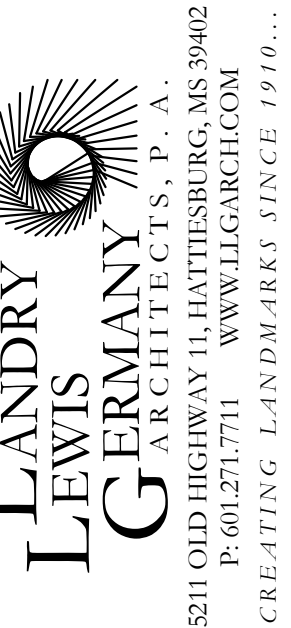


1 | RIGHT SIDE ELEVATION
1/8" = 1'-0"



2 | PARTIAL WALL SECTION
1" = 1'-0"

DRAWN	
SG	
CHECKED	
SG	
FINAL DATE	
05/06/2024	
REVISION SCHEDULE	
REV #	REV DATE



SHEET TITLE
ELEVATION, SECTION

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES
CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

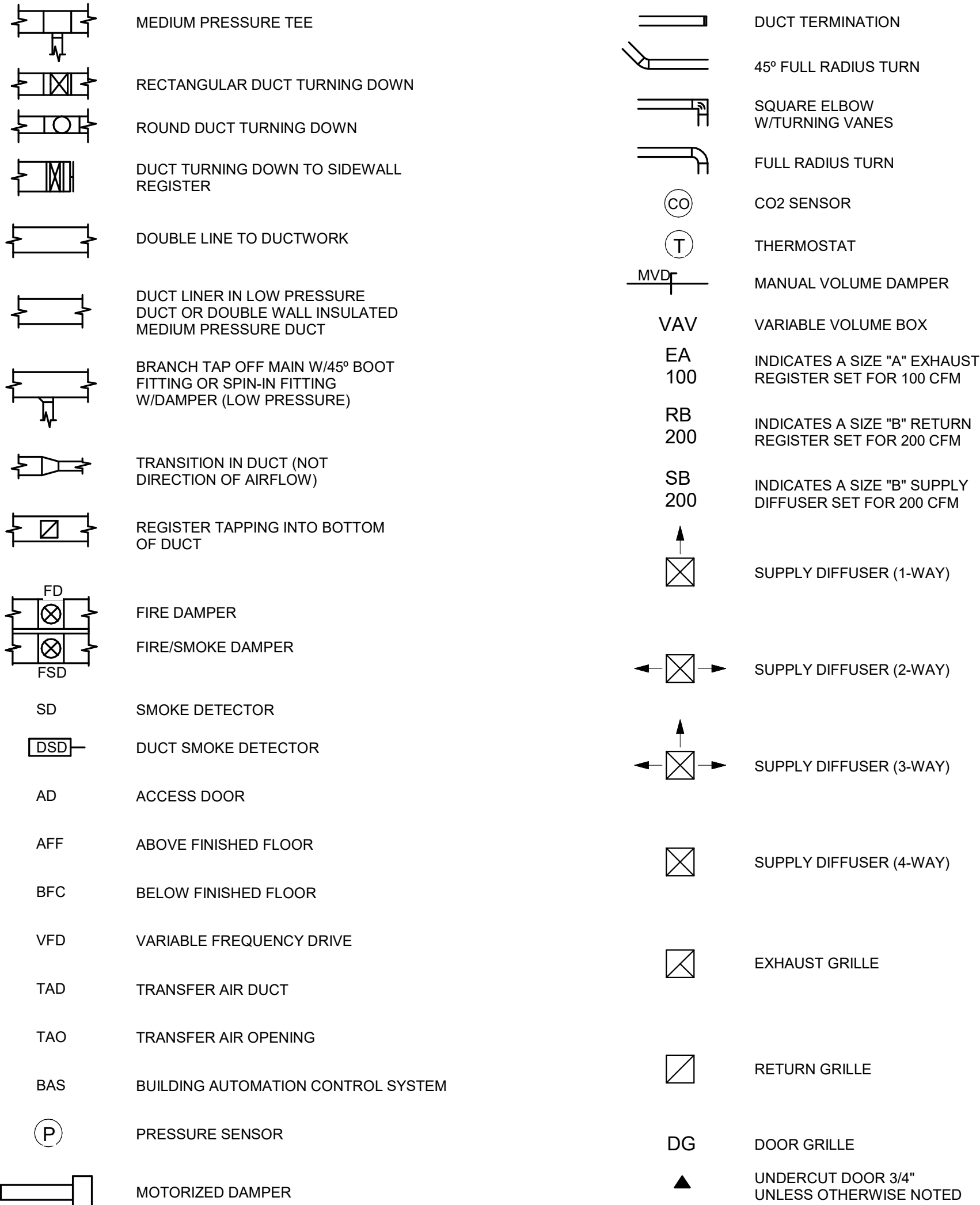
SHEET NUMBER

A2.0

MECHANICAL GENERAL NOTES:

- ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE INTERNATIONAL MECHANICAL CODE AND ALL LOCAL CODES. DRAWINGS ARE DIAGRAMMATIC AND INDICATE GENERAL ARRANGEMENT OF SYSTEMS. DRAWINGS SHALL NOT BE SCALED.
- CONTRACTOR SHALL ROUTE NEW DUCTWORK AND PIPING TO AVOID CONFLICTS AND INTERFERENCES WITH LIGHTING FIXTURES, PIPING, LARGER CONDUIT, AND OTHER CRAFT WORK. FINAL COORDINATION WITH OTHER TRADES IS THE RESPONSIBILITY OF THE CONTRACTOR.
- DUCTWORK SHALL BE ROUTED WITH SIZES AS SHOWN ON THE PLANS UNLESS AN EQUIVALENT SIZE IS APPROVED BY THE ENGINEER. DO NOT ROUTE ANY PIPING OR DUCTWORK DIRECTLY OVER ELECTRICAL PANELS AND EQUIPMENT, ELEVATOR EQUIPMENT AND CONTROLS, OR TELECOMMUNICATIONS EQUIPMENT. SEE ELECTRICAL AND TELECOMMUNICATION DRAWINGS FOR EXACT EQUIPMENT LOCATIONS.
- LOCATIONS OF AIR DISTRIBUTION DEVICES (DIFFUSERS, GRILLES, REGISTERS) ARE APPROXIMATE ONLY. SEE ARCHITECTURAL DRAWINGS FOR EXACT LOCATIONS OF ALL AIR DISTRIBUTION DEVICES (WALL AND CEILING).
- ALL DUCTWORK SHOWN SHALL BE ROUTED ABOVE CEILING UNLESS NOTED OTHERWISE.
- ALL EXPOSED DUCTWORK, PIPING, AND EQUIPMENT IN FINISHED SPACES TO BE INSTALLED AS HIGH AS POSSIBLE ABOVE FINISHED FLOOR AND SHALL BE PREPARED WITH PAINT GRIP SUITABLE FOR PAINTING.
- ALL AIR DISTRIBUTION SYSTEM(S) SHALL BE TESTED AND BALANCED IN ACCORDANCE WITH A.A.B.C. OR N.E.B.B. REQUIREMENTS. A CERTIFIED AIR BALANCE REPORT SHALL BE PREPARED PRIOR TO PROJECT CLOSEOUT.
- ALL DUCTWORK SHALL BE EXTERNALLY INSULATED UNLESS NOTED OTHERWISE. SEE SPECIFICATIONS FOR REQUIREMENTS.
- DUCT RUNOUT SIZES TO DIFFUSERS, GRILLES, AND REGISTERS TO BE AS SCHEDULED UNLESS NOTED OTHERWISE ON THE PLANS. CONTRACTOR TO PROVIDE A TRANSITION AT NECK OF EACH AIR DISTRIBUTION DEVICE AS REQUIRED.
- DUCT RUNOUT SIZES TO VAV TERMINAL BOXES TO BE AS SCHEDULED UNLESS NOTED OTHERWISE ON THE PLANS. CONTRACTOR TO PROVIDE A TRANSITION FROM PLAN INDICATED RUN-OUT SIZE. SEE DETAIL FOR BOX CONNECTION.
- PROVIDE FIRE DAMPERS AT ALL DUCT PENETRATIONS THROUGH FLOOR SLABS AND FIRE RATED WALLS.
- PROVIDE FIRE AND SMOKE DAMPERS AT ALL DUCT PENETRATIONS THROUGH SHAFT ENCLOSURES.
- REFER TO THE IBC AND NFPA FOR CAULKING REQUIREMENTS AROUND FIRE AND FIRE/SMOKE DAMPERS.
- FIRESTOP ALL PIPING PENETRATIONS THROUGH RATED WALLS AND FLOORS.
- PROVIDE 4" HIGH CONCRETE PAD FOR ALL FLOOR-MOUNTED EQUIPMENT.
- MANUAL VOLUME DAMPERS SHALL BE PROVIDED AT ALL RUNOUTS TO SUPPLY AIR DIFFUSERS, RETURN AIR REGISTERS, EXHAUST AIR REGISTERS, DIVISIONS IN DUCTWORK (SUPPLY, RETURN AND EXHAUST), AND ELSEWHERE NOTED ON PLANS AND IN SPECIFICATIONS FOR BALANCING SYSTEM. DAMPERS IN REGISTERS, GRILLES, AND DIFFUSERS ARE PROVIDED FOR FINAL ADJUSTMENTS DURING TEST AND BALANCING. DO NOT RELY ON DISTRIBUTION DEVICE DAMPERS FOR SYSTEM BALANCING.
- PROVIDE "YOUNG" REMOTE VOLUME REGULATOR FOR ALL DAMPERS LOCATED ABOVE INACCESSIBLE CEILINGS. REFER TO ARCHITECTURAL DRAWINGS FOR CEILING TYPES.
- CONTRACTOR SHALL FURNISH AND INSTALL ACCESS PANELS IN WALLS AND NON-ACCESSIBLE CEILINGS WHERE SERVICE OR ADJUSTMENT TO MECHANICAL, PLUMBING OR ELECTRICAL EQUIPMENT IS REQUIRED. PROVIDE DUCT ACCESS DOORS FOR ALL FIRE AND FIRE/SMOKE DAMPERS, REHEAT COILS, DUCT MOUNTED SMOKE DETECTORS, AND ELSEWHERE WHERE SERVICE OR ADJUSTMENT TO MECHANICAL, PLUMBING OR ELECTRICAL EQUIPMENT IS REQUIRED. CONTRACTOR SHALL FURNISH AND INSTALL ACCESS PANELS IN WALLS AND NON-ACCESSIBLE CEILINGS TO ENSURE DUCT ACCESS DOORS ARE ACCESSIBLE.
- PROVIDE CANVAS, FLAME RETARDANT FLEXIBLE DUCT CONNECTORS AT ALL CONNECTIONS OF FANS TO DUCTWORK.
- PROVIDE A MINIMUM SEPARATION OF 10'-0" BETWEEN FRESH AIR INTAKES AND ANY MECHANICAL EXHAUST, PLUMBING VENTS, OR OTHER VENT OUTLETS.
- ALL OUTSIDE AIR INTAKES ON ROOF SHALL HAVE A MINIMUM VERTICAL CLEARANCE OF 1'-0" FROM THE ROOF SURFACE. PROVIDE DUCTWORK OR CURB EXTENSIONS AS NECESSARY TO PROVIDE CLEARANCE.
- FOR AIR HANDLERS WITH DESIGN AIRFLOW ABOVE 2,000 CFM, INSTALL SMOKE DETECTORS IN RETURN AIR DUCTWORK (PRIOR TO DILUTION OF OUTSIDE AIR) AND SUPPLY AIR DUCTWORK. DUCT MOUNTED SMOKE DETECTORS TO BE FURNISHED AND WIRED BY ELECTRICAL CONTRACTOR AND INSTALLED BY MECHANICAL CONTRACTOR.
- PROVIDE LOCKABLE COVERS FOR THERMOSTATS LOCATED IN PUBLIC SPACES.
- PROVIDE SEALED ROOF CURBS FOR ALL DUCTWORK AND PIPING PENETRATIONS THROUGH THE ROOF.
- DUCT CONNECTIONS TO LOUVERS SHALL BE SLOPED TOWARD THE EXTERIOR.
- MECHANICAL EQUIPMENT AND PIPING INSTALLED ON ROOF SHALL BE SECURED TO MEET IBC WIND LOADING REQUIREMENTS.
- MECHANICAL EQUIPMENT SHALL NOT BE INSTALLED IN A LOCATION WHERE SUBJECT TO MECHANICAL DAMAGE UNLESS PROTECTED BY APPROVED BARRIERS.

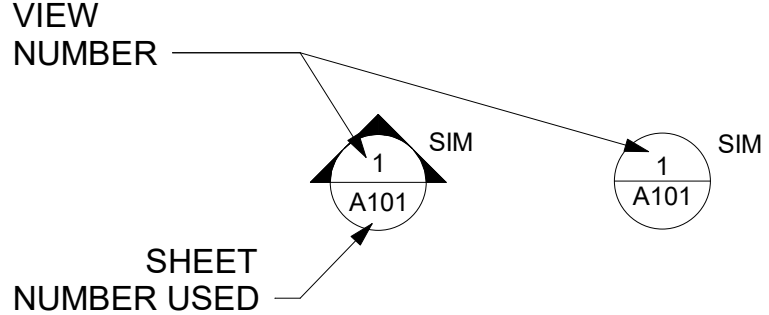
LEGEND



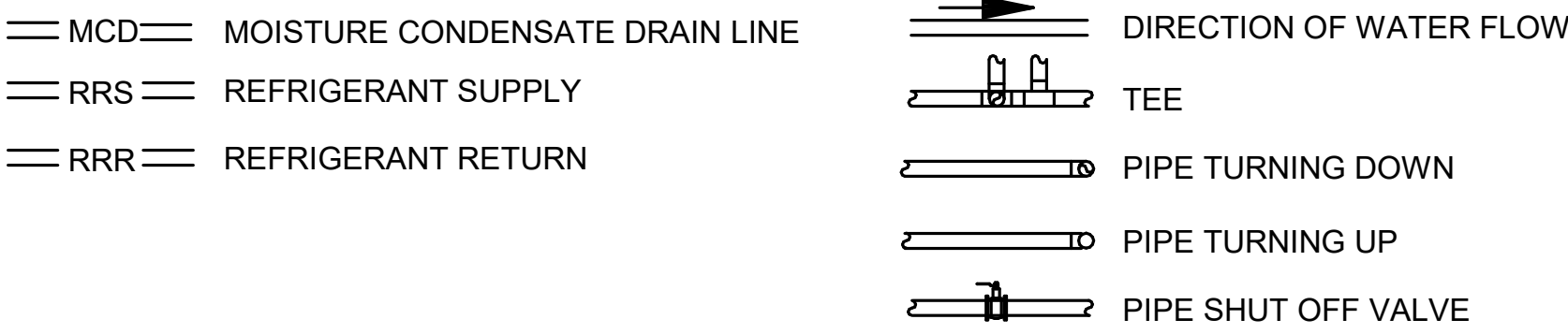
MECHANICAL DEMOLITION NOTES:

- DASHED LINES ON DEMO PLANS REPRESENT MECHANICAL EQUIPMENT, DUCTWORK, AIR DISTRIBUTION DEVICES, PIPING, VALVES, CONTROL WIRING, THERMOSTATS, HANGERS, SUPPORTS, ETC. TO BE REMOVED. PERMANENTLY SEAL AND CAP SERVICES NEXT TO MAIN SERVICE LINES ABOVE CEILINGS, IN WALLS, OR BELOW FLOORS AS REQUIRED.
- THE CONTRACTOR SHALL NOT CONSIDER DEMOLITION AND ALTERATION NOTES TO BE ALL-INCLUSIVE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSPECT AND ASSESS EACH AREA AND TO FULFILL THE INTENT OF THE DESIGN INDICATED BY THE CONTRACT DOCUMENTS. CONTRACTOR SHALL COORDINATE MECHANICAL DEMOLITION DRAWINGS AND NOTES WITH ARCHITECTURAL DRAWINGS AND NOTES.
- EXISTING CONDITIONS AND LOCATIONS OF EQUIPMENT, DUCTWORK, PIPING, ETC. SHALL BE FIELD VERIFIED PRIOR TO COMMENCING WORK. CONDITIONS SHOWN ARE BASED ON EXISTING DRAWINGS AND MAY NOT BE EXACT. REFERENCE EXISTING AS-BUILT DRAWINGS FOR ADDITIONAL INFORMATION. REPORT ANY DISCREPANCIES BETWEEN PLANS AND ACTUAL FIELD CONDITIONS TO ARCHITECT, ENGINEER, AND OWNER PRIOR TO THE COMMENCEMENT OF DEMOLITION WORK.
- CONTRACTOR SHALL REVIEW ALL ITEMS TO BE DEMOLISHED WITH OWNER TO IDENTIFY ANY ITEMS TO BE SALVAGED PRIOR TO START OF DEMOLITION.
- REPAIR/ REPLACE EXISTING EQUIPMENT, MATERIALS, AND SURFACES NOT SCHEDULED OR NOTED TO BE DEMOLISHED THAT ARE DAMAGED DURING CONSTRUCTION. MAKE ANY AND ALL SUCH REPAIRS AND REPLACEMENTS TO RESTORE THE DAMAGED ITEMS TO THEIR ORIGINAL CONDITIONS AT THE TIME OF DAMAGE, TO THE SATISFACTION OF AND AT NO ADDITIONAL COST TO THE OWNER.
- CONTRACTOR SHALL MEASURE AIR FLOW QUANTITIES FOR EACH EXHAUST FAN INLET AND AIR HANDLING UNIT PRIOR TO DEMOLITION WORK AND SUBMIT TO ARCHITECT, ENGINEER, AND OWNER FOR REVIEW. TRAVERSES AND OTHER REQUESTED AIRFLOW READINGS ARE MINIMUM REQUIREMENTS. PROVIDE ADDITIONAL READINGS AS REQUIRED TO VERIFY THAT EXISTING AREAS TO REMAIN ARE RETURNED TO PRE-RENOVATION AIR FLOW QUANTITIES AND RENOVATION AREAS ARE PROVIDED WITH AIR FLOW QUANTITIES AS INDICATED ON THE PLANS.
- CAP AND SEAL AIR TIGHT ALL POINTS AT WHICH DUCTWORK IS REMOVED FROM DUCTWORK THAT WILL REMAIN. RE-INSULATE REMAINING DUCTWORK TO MAINTAIN VAPOR BARRIER.
- DURING CONSTRUCTION, PROVIDE TEMPORARY ROLL FILTER MEDIA UPSTREAM OF PRE-FILTERS IN AIR HANDLING UNITS SERVING THE RENOVATION AREA. UPON COMPLETION OF PROJECT, INSTALL A COMPLETE CHANGE OF FILTERS IN UNIT.
- CONTRACTOR SHALL COORDINATE INTERRUPTIONS OF EXISTING SERVICES WITH THE OWNER PRIOR TO COMMENCING WORK.
- EXISTING PIPING AND DUCTWORK TO REMAIN SHALL BE REPLACED AND/OR REROUTED AS REQUIRED TO ALLOW INSTALLATION OF NEW PIPING, DUCTWORK, CEILINGS, ETC. SEE ARCHITECTURAL PLANS FOR NEW CEILING HEIGHTS.

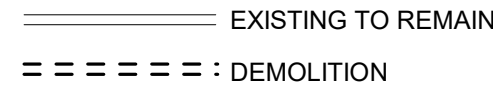
VIEW NAME LEGEND



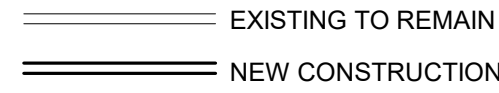
PIPING LEGEND



HVAC LEGEND



HVAC LEGEND



Sheet List - Mechanical

Sheet Number	Sheet Name	Drawn By	Checked By
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M1.1	FLOOR PLANS - HVAC	TKP	TP/MK
M2.1	MECHANICAL DETAILS	TKP	TP/MK
M2.2	MECHANICAL DETAILS	TKP	TP/MK
M3.1	MECHANICAL SCHEDULES	TKP	TP/MK



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TKP

CHECKED

TP/MK

FINAL DATE

05/06/2024

REVISION SCHEDULE

REV # REV DATE

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SHEET TITLE
MECHANICAL LEGENDS

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

M0.1

DEMO NOTES:

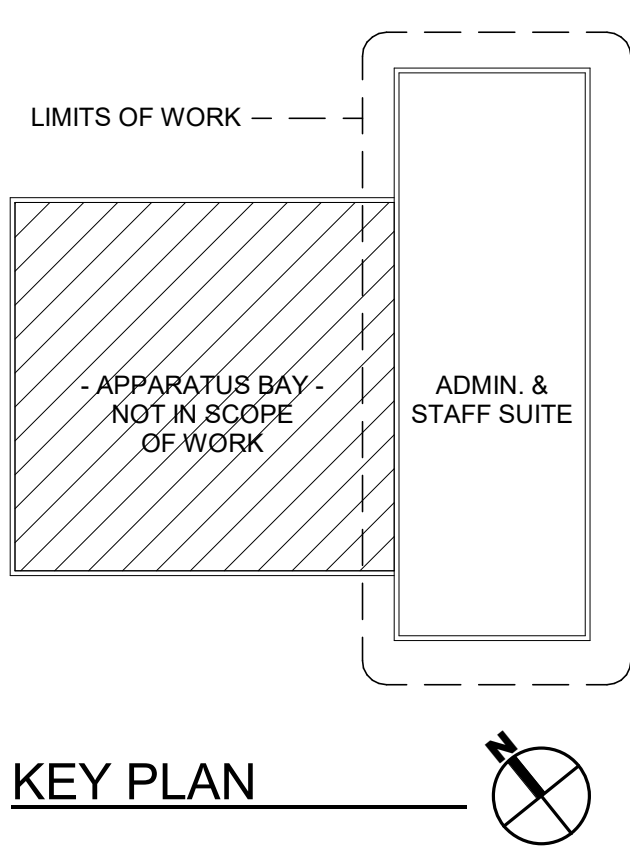
1. VRF CEILING CASSETTE AND ASSOCIATED PIPING, DUCTWORK, ETC. SHALL BE REMOVED IN ITS ENTIRETY
2. VRF BRANCH CONTROLLER AND ASSOCIATED PIPING, ETC. SHALL BE REMOVED IN ITS ENTIRETY.
3. EXISTING VRF HEAT PUMP AND PIPING, CONTROLS, ETC. SHALL BE REMOVED IN ITS ENTIRETY.
4. EXHAUST FAN AND ALL ASSOCIATED DUCTWORK, WALL LOUVER, ETC. SHALL REMAIN.
5. EXHAUST HOOD AND ALL ATTACHED DUCTWORK, EXHAUST AND SUPPLY FANS, ETC. SHALL REMAIN.
6. VRF DUCTED AIR HANDLER SHALL BE REMOVED.
7. EXISTING OA INTAKE LOUVER SHALL REMAIN. CAP OA INTAKE DUCT JUST INSIDE EXTERIOR WALL. ALL DOWNSTREAM DUCTWORK AND EQUIPMENT SHALL BE REMOVED.

Duct Color Fill Legend

- Supply Air
- Return Air
- Exhaust Air
- Outdoor Air

KEYED NOTES:

1. PLACE OUTDOOR HEAT PUMPS WITH REGARD TO MANUFACTURER SERVICING AND OPERATION CLEARANCE REQUIREMENTS.
2. PROVIDE NON-COMBUSTIBLE RETURN AIR PLENUM INSIDE CLOSET PER DETAIL. SEPARATION BETWEEN AIR HANDLERS SHALL BE PROVIDED BY PARTITIONS WITHIN PLENUM.
3. OA DUCT DOWN FOR CONNECTION TO RA PLENUM. PROVIDE GREENHECK ABD (OR EQUAL) AUTOMATIC BALANCING DAMPER. SEE SPLIT SYSTEM HEAT PUMP SCHEDULE FOR OA BALANCING REQUIREMENTS.
4. ROUTE VRF REFRIGERANT PIPING (HIGH PRESSURE GAS, LOW PRESSURE GAS, AND LIQUID PIPE) JUST ABOVE GRADE BEFORE BUILDING ENTRY. CONTINUE ABOVE CEILING FOR CONNECTION TO HEAT RECOVERY BOX (HRB). SIZE ALL REFRIGERANT PIPING PER MANUFACTURER RECOMMENDATION.
5. ROUTE REFRIGERANT PIPING JUST ABOVE GRADE BEFORE BUILDING ENTRY. CONTINUE ABOVE CEILING FOR CONNECTION TO AIR HANDLER (AH).
6. CONNECT VRF REFRIGERANT PIPING FROM OUTDOOR HEAT PUMP OAU-1.
7. ROUTE REFRIGERANT PIPING FROM HRB-1 FOR CONNECTION TO AHU-1 AND RHC-1.
8. ROUTE CONDENSATE PIPING TO CONDENSATE PUMP LOCATED IN CLOSET.
9. CONTINUE CONDENSATE PIPING FOR CONNECTION TO EXISTING 2" WASTE LINE DROPPING IN WALL.

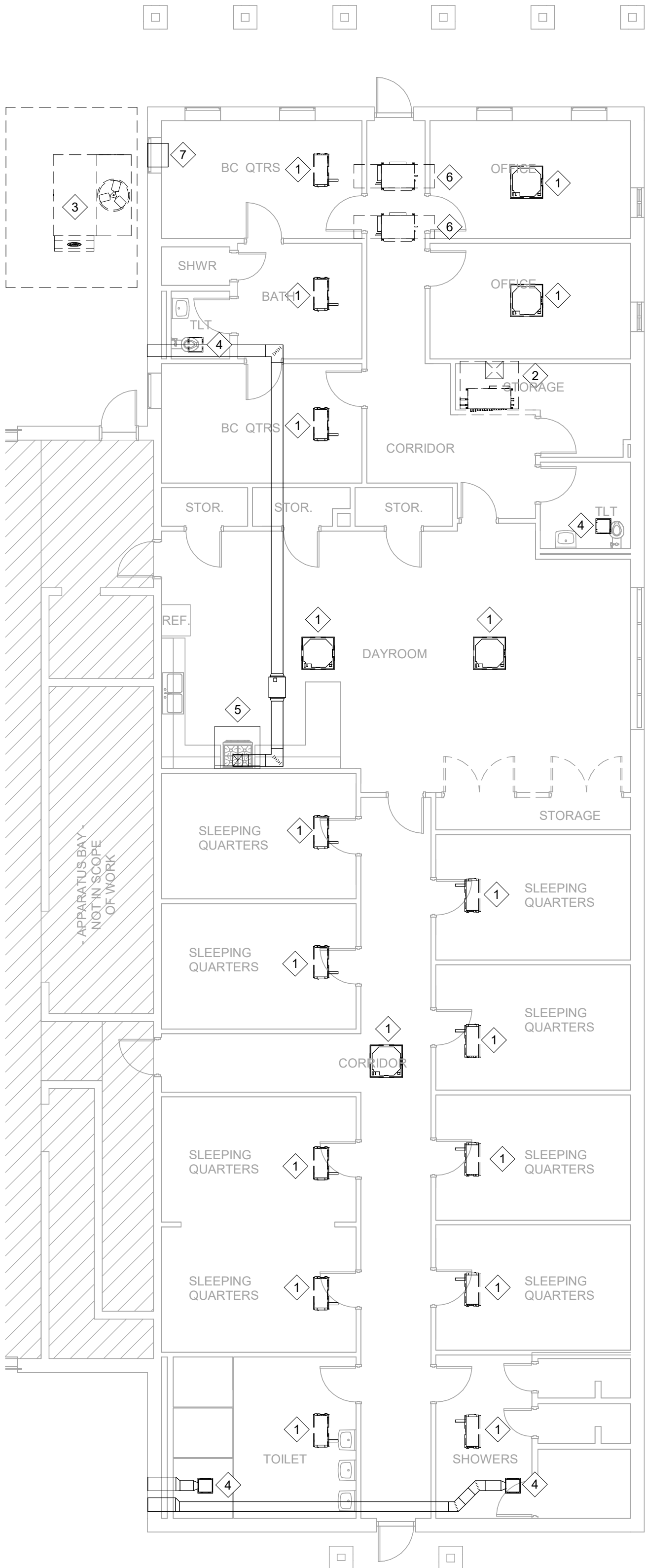


ICT

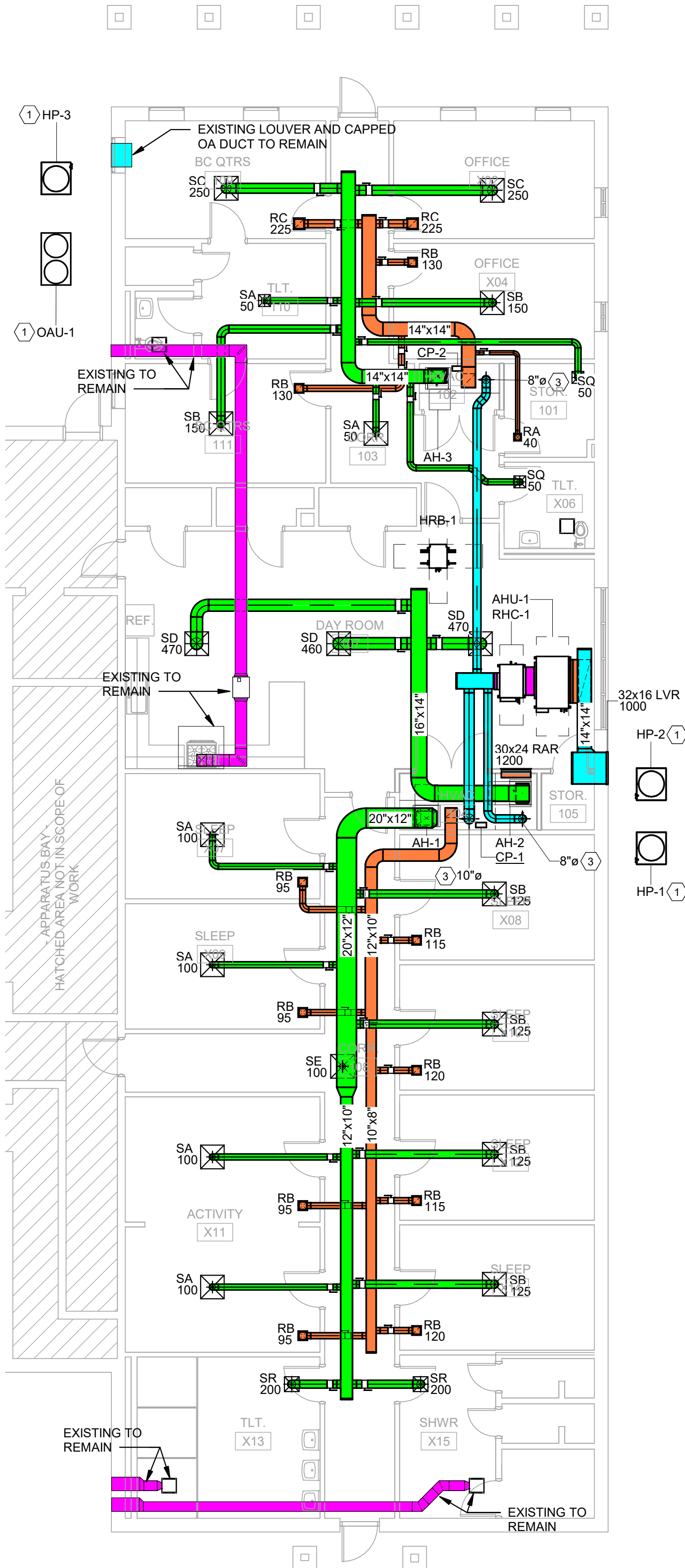
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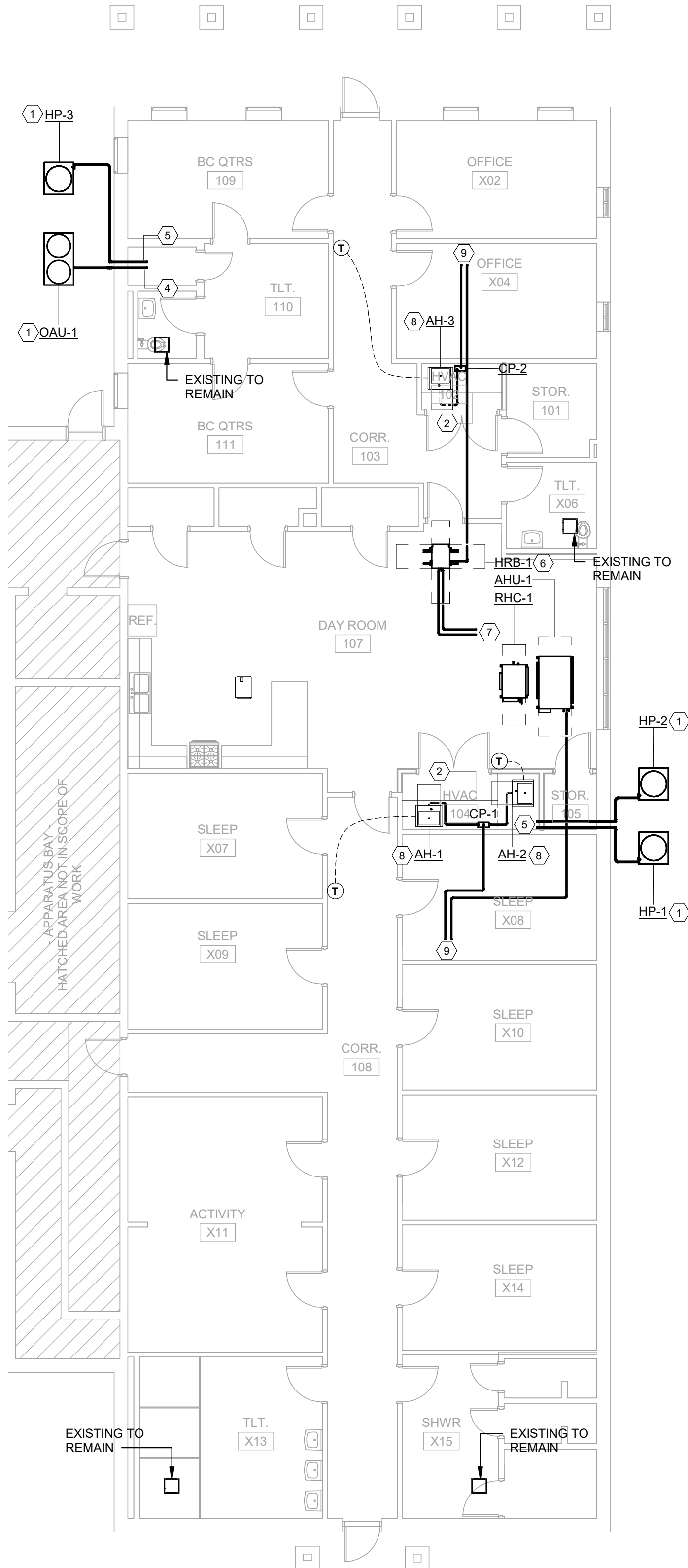
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1 DEMOLITION PLAN - HVAC
1/8" = 1'-0"



2 NEW FLOOR PLAN - HVAC
1/8" = 1'-0"



3 NEW FLOOR PLAN - HVAC PIPING
1/8" = 1'-0"

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FLOOR PLANS - HVAC

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES
CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

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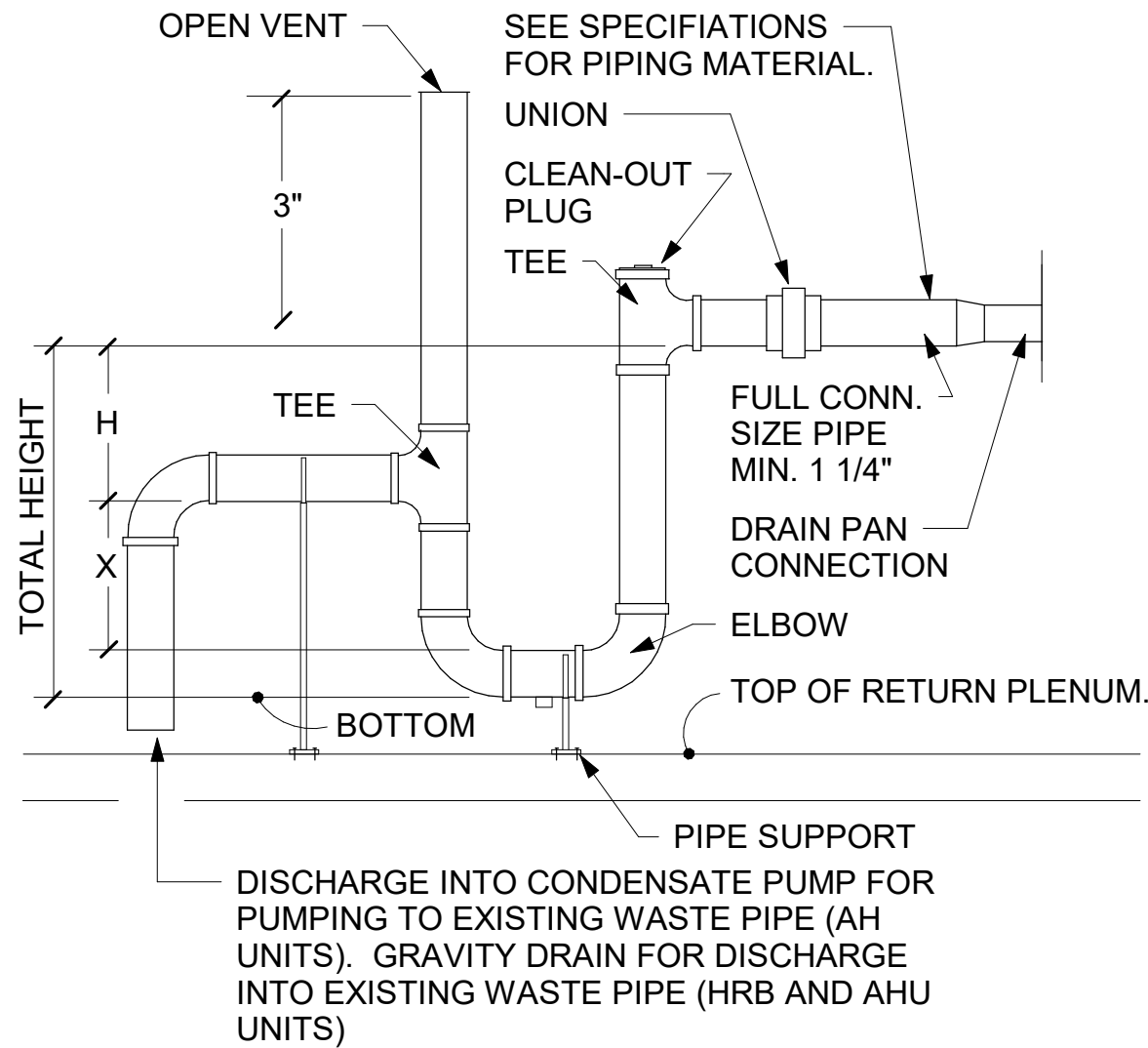
M1.1

MOISTURE CONDENSATE DRAIN PIPING SIZING								
PIPE SIZE (INCH)	3/4"	1"	1-1/4"	1-1/2"	2"	3"	4"	5"
TONS	2	5	30	50	170	300	430	675

MOISTURE CONDENSATE DRAIN PIPING
SIZING DETAIL

No Scale

1



NOTE:
1. SLOPE DRAIN LINE MINIMUM OF 1/8" PER FOOT TO DRAIN.
2. TOTAL HEIGHT = X + H + PIPE O.D. + 2" (INSULATION)/

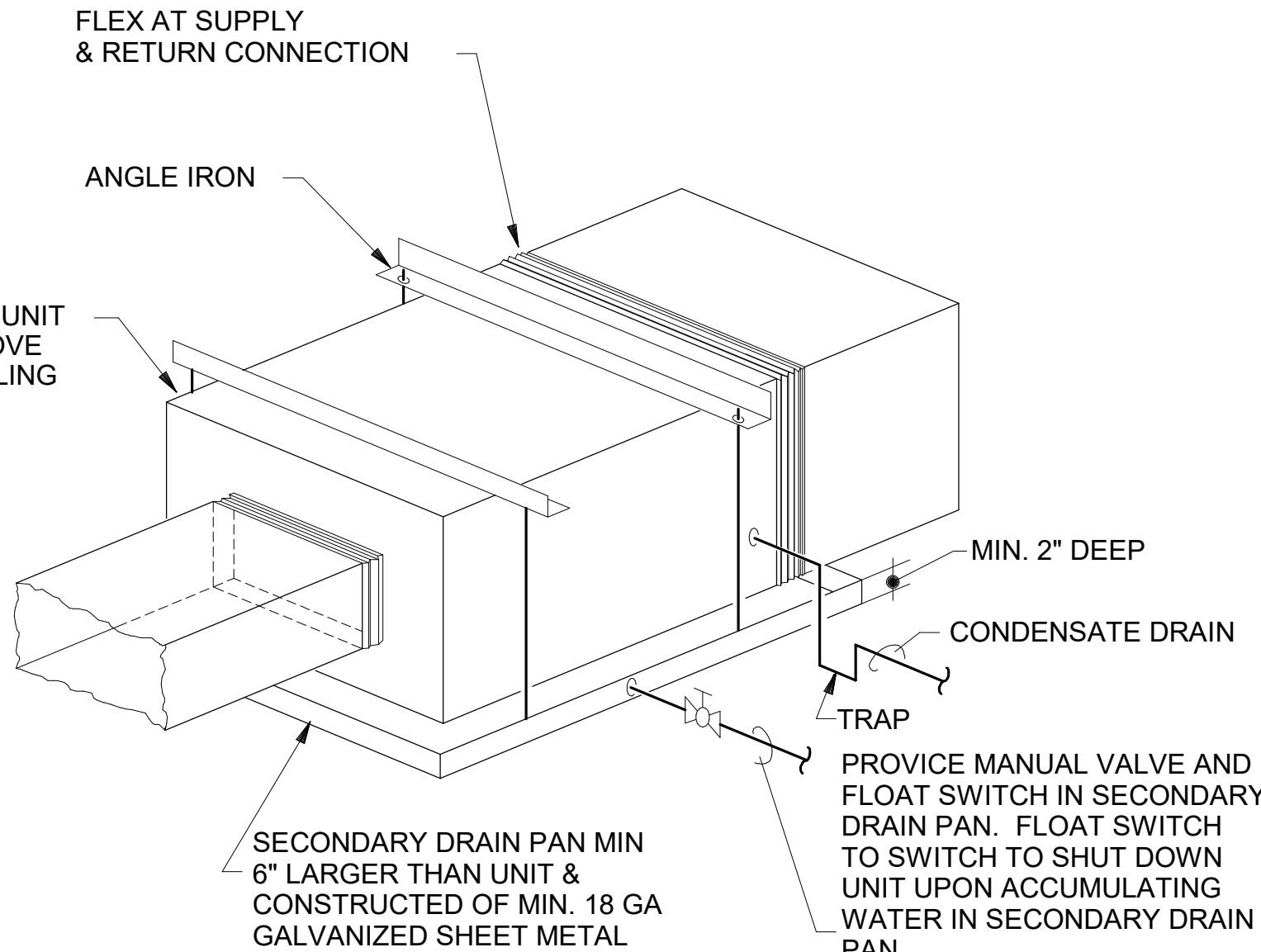
FOR DRAW THRU UNITS:
H = NEGATIVE STATIC PRESSURE + 1.0"
X = 0.5 * H (MINIMUM)

FOR BLOW THRU UNITS:
H = 0.5" (MINIMUM)
X = POSITIVE STATIC PRESSURE + 0.5"

CONDENSATE DRAIN TRAP

No Scale

2



SECONDARY DRAIN PAN DETAIL

No Scale

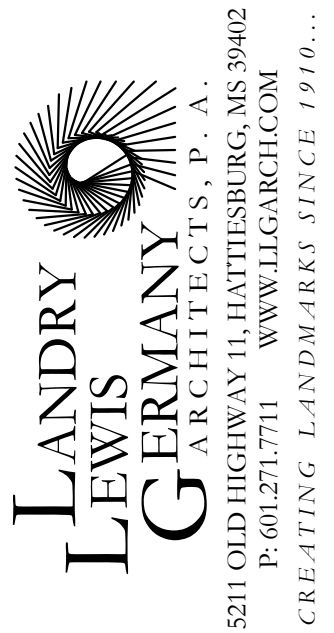
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MECHANICAL DETAILS

PROJECT
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HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

M2.2

LOUVERED-FACE CEILING DIFFUSER SCHEDULE

TAG	MANUFACTURER	MODEL	ADAPTER/ NECK SIZE	FACE SIZE	MAX CFM	MAX NC	MAX SP	THROW	RUNOUT SIZE
SA	TITUS	TDCAA	6"Ø / 6"x6"	12"x12"	100	25	0.1	4-WAY	6"Ø/8"x6"
SB	TITUS	TDCAA	8"Ø / 9"x9"	15"x15"	200	25	0.1	4-WAY	8"Ø/10"x6"
SC	TITUS	TDCAA	10"Ø / 12"x12"	15"x15"	400	25	0.1	4-WAY	10"Ø/12"x8"
SD	TITUS	TDCAA	12"Ø / 15"x15"	24"x24"	600	25	0.1	4-WAY	12"Ø/14"x8"
SE	TITUS	TDCAA	6"Ø / 6"x6"	12"x12"	100	25	0.1	3-WAY	6"Ø/8"x6"
SF	TITUS	TDCAA	8"Ø / 9"x9"	15"x15"	200	25	0.1	3-WAY	8"Ø/10"x6"
SG	TITUS	TDCAA	10"Ø / 12"x12"	15"x15"	400	25	0.1	3-WAY	10"Ø/12"x8"
SH	TITUS	TDCAA	12"Ø / 15"x15"	24"x24"	600	25	0.1	3-WAY	12"Ø/14"x8"
SI	TITUS	TDCAA	6"Ø / 6"x6"	12"x12"	100	25	0.1	2-WAY	6"Ø/8"x6"
SJ	TITUS	TDCAA	8"Ø / 9"x9"	15"x15"	200	25	0.1	2-WAY	8"Ø/10"x6"
SK	TITUS	TDCAA	10"Ø / 12"x12"	15"x15"	400	25	0.1	2-WAY	10"Ø/12"x8"
SL	TITUS	TDCAA	12"Ø / 15"x15"	24"x24"	600	25	0.1	2-WAY	12"Ø/14"x8"
SM	TITUS	TDCAA	6"Ø / 6"x6"	12"x12"	100	25	0.1	1-WAY	6"Ø/8"x6"
SN	TITUS	TDCAA	8"Ø / 9"x9"	15"x15"	200	25	0.1	1-WAY	8"Ø/10"x6"
SO	TITUS	TDCAA	10"Ø / 12"x12"	15"x15"	400	25	0.1	1-WAY	10"Ø/12"x8"
SP	TITUS	TDCAA	12"Ø / 15"x15"	24"x24"	600	25	0.1	1-WAY	12"Ø/14"x8"
SQ	TITUS	TDCAA	6"Ø / 6"x6"	12"x12"	100	25	0.1	2-W CORNER	6"Ø/8"x6"
SR	TITUS	TDCAA	8"Ø / 9"x9"	15"x15"	200	25	0.1	2-W CORNER	8"Ø/10"x6"
SS	TITUS	TDCAA	10"Ø / 12"x12"	15"x15"	400	25	0.1	2-W CORNER	10"Ø/12"x8"
ST	TITUS	TDCAA	12"Ø / 15"x15"	24"x24"	600	25	0.1	2-W CORNER	12"Ø/14"x8"

REMARKS:
1. CONTRACTOR SHALL USE 24"x24" FACE FOR MOUNTING IN ACOUSTICAL TILE CEILING.
2. USE DUCT SPIN-IN FITTING AND MANUAL VOLUME DAMPER EQUAL TO GENFLEX MODEL SM-2DEL. PROVIDE OPPOSED BLADE CONTROL AT FACE OF REGISTER WHERE DAMPER IS NOT ACCESSIBLE.
3. ANY THROW PATTERN INDICATED ON HVAC DRAWING SHALL TAKE PRECEDENCE OVER CONTRADICTIONS THAT MAY EXIST ON THIS SCHEDULE.

EGG-CRATE RETURN & EXHAUST REGISTERS

SYMBOL	MANUFACTURER	MODEL	ADAPTER/ NECK SIZE	FACE SIZE	MAX CFM	MAX SP	MAX NC	RUNOUT SIZE
RA / EA	TITUS	50F	6" SQ.	8"x8"	75	0.03	20	6"Ø/8"x6"
RB / EB	TITUS	50F	8" SQ.	10"x10"	200	0.03	20	8"Ø/10"x6"
RC / EC	TITUS	50F	10" SQ.	12"x12"	300	0.03	20	10"Ø/12"x8"
RD / ED	TITUS	50F	12" SQ.	14"x14"	500	0.03	20	12"Ø/14"x8"
RE / EE	TITUS	50F	14" SQ.	18"x18"	700	0.03	20	14"Ø/16"x8"
RF / EF	TITUS	50F	18" SQ.	20"x20"	1200	0.03	20	16"Ø/24"x10"
RG / EG	TITUS	50F	22" SQ.	24"x24"	1800	0.03	20	18"Ø/24"x12"

REMARKS:
1. CONTRACTOR TO USE DUCT SPIN-IN FITTING WITH MANUAL VOLUME DAMPER EQUAL TO GENFLEX MODEL SM-2DEL (OR APPROVED EQUAL) FOR CIRCULAR DUCT AND STANDARD SIDE TAKE OFF WITH MANUAL VOLUMED DAMPER FOR RECTANGULAR RUNOUTS.
2. PROVIDE OPPOSED BLADE CONTROL AT FACE FOR REGISTER WHERE DAMPER IS NOT ACCESSIBLE.
3. CONTRACTOR SHALL USE 24"x24" FACE FOR MOUNTING IN ACOUSTICAL TILE CEILING.

HEAT PUMP SPLIT SYSTEM UNIT SCHEDULE

HEAT PUMP UNIT			
HEAT PUMP MARK #	HP-1	HP-2	HP-3
AREA SERVED			
MANUFACTURER	LENNOX	LENNOX	LENNOX
MODEL	EL18XPV-048	EL18XPV-048	EL18XPV-036
E.A.T. DB/WB °F	80/67	80/67	80/67
O.A.D.B. °F	95	95	95
COOLING CAPACITY BTUH	45,500	45,500	34,200
SENSIBLE CAPACITY BTUH	34,100	34,100	25,900
HEATING CAPACITY BTUH (47°F)	46,000	46,000	31,800
ELECTRICAL SERVICE	208/60/1	208/60/1	208/60/1
MCA	26	26	21
MOCP	40	40	30
COMPRESSOR RLA	---	---	---
OUTDOOR FAN FLA	---	---	---
INDOOR UNIT			
INDOOR UNIT MARK #	AH-1	AH-2	AH-3
MODEL	CBA25UHV-048	CBA25UHB-048	CBA25UHV-036
TOTAL CFM	1,400	1,400	1,000
O.A. CFM	550	200	250
E.S.P. IN H2O	0.5	0.5	0.6
T.S.P. IN H2O	0.5	0.5	0.6
MIN HP.	1	1	0.5
ELECTRICAL SERVICE	208/60/1	208/60/1	208/60/1
MCA	50	50	42
MOCP	50	50	45
ELECTRIC HEATER			
TOTAL KW	12	12	8
NO. STEPS	1	1	1
VOLTAGE	208/60/1	208/60/1	208/60/1
ACCESSORIES			
FILTER TYPE	THROWAWAY	THROWAWAY	THROWAWAY
MIN. OPER. TEMP.-°F	30	30	30
COND. PRESS CONTROL	YES	YES	YES
REMARKS	ALL	ALL	ALL

REMARKS
1. PROVIDE ALL OUTDOOR UNITS WITH HAIL GUARDS.
2. PROVIDE ALL UNITS WITH PROGRAMMABLE THERMOSTATS.
3. PROVIDE SMOKE DETECTORS FOR SUPPLY AND RETURN DUCTWORK AT 2000 CFM AND ABOVE.
4. PROVIDE UNIT MOUNTED DISCONNECT.

DUCTED VRF SPLIT SYSTEM SCHEDULE

HEAT PUMP UNIT		
HEAT PUMP MARK #	OAU-1	
QUANTITY	1	
MANUFACTURER	LENNOX	
MODEL	VRB072H4M-3Y	
AREA SERVED	SLEEPING QUARTERS & OFFICE SPACES	
E.A.T. DB/WB °F	80 / 67	
O.A.D.B. °F	95	
MIN. OPER. TEMP. °F	91.4	
COND. PRESS CONTROL	YES	
COOLING CAPACITY BTUH	64,815	
HEATING CAPACITY BTUH @47° F	76,067	
ELECTRICAL SERVICE	208/60/3	
MCA	39	
MOCP	45	
HEADER MODEL	V8IDBP06	
INDOOR UNIT		
INDOOR UNIT MARK #	AHU-1	RHC-1
MODEL	VOSB072H4	VRHCVOS01-3P
SUPPLY AIR CFM	1000	1000
OUTSIDE AIR CFM	1000	1000
COOLING CAPACITY BTUH	72,000	
HEATING CAPACITY BTUH	47,000	13,491
ELECTRICAL SERVICE	208/60/1	208/60/1
MCA	5	2.5
MOCP	15	15
CONTROLLER	V0STAT51P-3	---
ACCESSORIES		
FILTER TYPE	THROWAWAY	---
REMARKS	ALL	ALL

REMARKS
1. MECHANICAL CONTRACTOR TO PROVIDE WIRING BASED ON MANUFACTURERS RECOMMENDATIONS
2. ALSO SEE "HEAT RECOVERY BOX SCHEDULE"

CONDENSATE PUMP

DESIGNATION	CP-1	CP-2
SERVES	AH-1 & 2	AH-3
MANUFACTURER	LITTLE GIANT	LITTLE GIANT
MODEL NO.	VCMA-15ULS	VCMA-15ULS
SHUT-OFF HEAT (FT)	15	15
MAX LIFT (FT)	14.5	14.5
MAX FLOW RATE (GPM)	1.08	1.08
MIN. MOTOR (HP)	0.02	0.02
VOLTAGE/PHASE	115/1	115/1
TANK CAPACITY (GAL.)	0.5	0.5
SUCTION TYPE	SCREENED	SCREENED

REMARKS:
1. PROVIDE CV-15 CHECK VALVE

HEAT RECOVERY BOX SCHEDULE

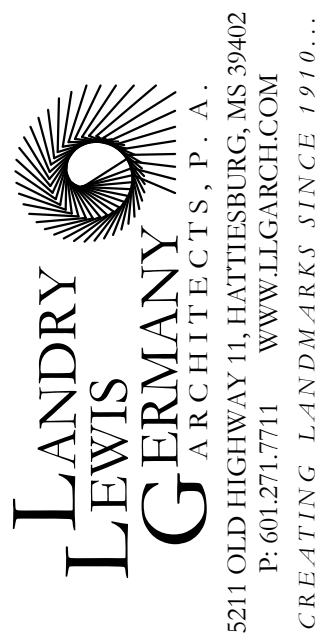
HEAT PUMP UNIT	
HEAT PUMP MARK #	HRB-1
QUANTITY	1
MANUFACTURER	LENNOX
MODEL	V8MSBB04-3P
SYSTEM SERVED	OAU-1
NUMBER OF PORTS	4
MAX NO. OF UNITS PER PORT	5
MAX NO. OF BOX UNITS	20
MAX CAPACITY PER PORT, BTUH	54,000
MAX BOX CAPACITY, BTUH	168,000
ELECTRICAL SERVICE	208/60/1
MCA	0.38
MOCP	15
DIMENSIONS IN., H x W x D	12-3/4 x 53-1/4 x 27-1/2
OPERATING WEIGHT, LBS	100
REMARKS	

REMARKS



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05/06/2024	
<u>REVISION SCHEDULE</u>	
<u>REV #</u>	<u>REV DATE</u>



MECHANICAL SCHEDULES

HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064
SHEET NUMBER
M3.1



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REVISION SCHEDULE

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REV DATE

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CREATING LANDMARKS SINCE 1910...

SHEET TITLE
ELECTRICAL LEGENDS

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES
CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

E0.1

ELECTRICAL LEGEND

SYMBOL	DESCRIPTION	MOUNTING HEIGHT TO CENTERLINE UNO	SYMBOL	DESCRIPTION	MOUNTING HEIGHT TO CENTERLINE UNO
FIRE ALARM SYSTEM					
	FLASHING LIGHT	80"		CONDUIT CONCEALED IN WALL OR CEILING.	
	CHIME/FLASHING LIGHT COMBINATION	80"		CONDUIT CONCEALED IN FLOOR	
	MANUAL PULL STATION	46"		CONDUIT EXPOSED ON WALL OR CEILING.	
	SMOKE DETECTOR	CEILING		HOMERUN CONDUIT	
	DUCT-SMOKE DETECTOR (DAMPER) OR (EXHAUST)	CEILING		CONDUIT TURNING UP	
	AUTOMATIC HEAT DETECTOR (RATE OF RISE TYPE)	CEILING		CONDUIT TURNING DOWN	
	SYSTEM CONNECTED SMOKE DETECTOR FOR FIREMAN'S RECALL	CEILING		SURFACE MOUNTED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	FIRE SMOKE DAMPER	CEILING		SURFACE MOUNTED FIXTURE ON EMERGENCY BRANCH CIRCUIT	
	SMOKE DOOR HOLDER	6'-0"		RECESSED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	TAMPER SWITCH	CEILING		RECESSED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT	
	FLOW SWITCH	CEILING		SURFACE MOUNTED WALL LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	FLASHING LIGHT/HORN SIGNAL STATION	80"		SURFACE MOUNTED WALL LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT	
	FLASHING LIGHT SPEAKER SIGNAL STATION	80"		RECESSED WALL LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	CONTROL PANEL	CEILING		RECESSED MOUNTED WALL LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT	
	REMOTE ANNUNCIATOR	CEILING		SURFACE/SUSPENDED MOUNTED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	DOOR CONTACTOR	CEILING		SURFACE/SUSPENDED MOUNTED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT	
MISCELLANEOUS					
	REMOTE GENERATOR ANNUNCIATOR	CEILING		RECESSED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT	
	CARD READER	CEILING		RECESSED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT	
	ELECTRIC DOOR STRIKE	CEILING		EXIT LIGHT, CEILING MOUNTED	
	MAGNETIC DOOR STRIKE	CEILING		EXIT LIGHT, WALL MOUNTED	
	REQUEST TO EXIT MOTION DETECTOR	CEILING		TWO HEAD BATTERY POWERED EMERGENCY EGRESS LIGHT	
	REQUEST TO EXIT PUSH DETECTOR	CEILING		REMOTE EMERGENCY BATTERY PACK	
	DATA DUPLEX	18"		"5" LIGHTING FIXTURE TYPE DESIGNATION-SEE LIGHTING FIXTURE SCHEDULE	
	ABOVE COUNTER DATA DUPLEX	46"		AREA OR STREET LIGHT FIXTURE	
	WIRELESS ACCESS POINT	CEILING		AREA OR STREET LIGHT FIXTURE	
	TELEPHONE OUTLET	18"		DISCONNECT SWITCH, NON-FUSIBLE	
	TELEPHONE DATA OUTLET	18"		DISCONNECT SWITCH, FUSIBLE	
	PHOTOCELL	CEILING		DISCONNECT SWITCH, NON-FUSIBLE RT DENOTES NEMA-3R	
	AUDIO/VISUAL CONNECTION	CEILING		DISCONNECT SWITCH, FUSIBLE RT DENOTES NEMA-3R	
	TV	CEILING		MOTOR CONNECTION WITH APPROXIMATE HORSE-POWER SHOWN	
	EMERGENCY POWER OFF SWITCH	CEILING		SOLENOID VALVE	
	KEYPAD	CEILING		PRESSURE SWITCH	
	TWO-WAY VOICE COMMUNICATION MASTER STATION	CEILING		RELAY	
	TWO-WAY VOICE COMMUNICATION REMOTE STATION	CEILING		TRANSFORMER	
ABBREVIATIONS					
	ABOVE FINISHED FLOOR			JUNCTION BOX - NOT WALL MOUNTED	
	ABOVE FINISHED GRADE			JUNCTION BOX - WALL MOUNTED	
	MOUNT ABOVE COUNTER			PUSH BUTTON	
	ABOVE CEILING			HAND HOLE	
	CEILING			MAN HOLE	
	ELECTRIC WATER COOLER			ENCLOSED CIRCUIT BREAKER	
	EMERGENCY			POWER POLE	
	EXISTING			CEILING MOUNTED DUAL TECHNOLOGY OCCUPANCY SENSOR	
	ROOM WIZARD			SINGLE POLE SWITCH-(WHITE)	46"
	FURNISHED BY OTHERS, INSTALLED BY ELECTRICAL CONTRACTOR			TWO POLE SWITCH-(WHITE)	46"
	GROUND			THREE-WAY SWITCH-(WHITE)	46"
	RELOCATED			FOUR WAY SWITCH-(WHITE)	46"
	UNLESS OTHERWISE NOTED			SINGLE POLE DIMMER SWITCH	46"
	WATER HEATER			WALL MOUNTED OCCUPANCY SENSOR SWITCH (WHITE)	46"
	WEATHER PROOF, NEMA 3R			THREE-WAY DIMMER SWITCH	46"
SYMBOLS GENERAL NOTES:					
A. ALL MOUNTING HEIGHTS GIVEN IN THE LEGEND, SCHEDULES, PLANS, AND DRAWING NOTES ARE TO THE CENTERLINE OF THE DEVICE, UNLESS OTHERWISE NOTED.					
B. INSTALL ALL SWITCHES AT A CENTERLINE HEIGHT OF 46" A.F.F. UNLESS OTHERWISE NOTED. WHERE SWITCHES OR RECEPTACLES ARE MOUNTED ABOVE CASEWORK OR MILLWORK, LOCATE AT A HEIGHT OF 3'-8" MAX. ABOVE FINISH FLOOR OR 3" ABOVE BACKSPASH TO CENTERLINE.					
C. SEE ARCHITECTURAL MOUNTING HEIGHTS.					
D. ADDITIONAL SYMBOLS MAY BE SHOWN OR DENOTED ON OTHER SHEETS.					
E. ALL SYMBOLS, NOTES, AND ABBREVIATIONS SHOWN ON THE LEGEND ARE NOT NECESSARILY USED IN THIS SET OF CONTRACT DOCUMENTS.					
F. NUMERICAL SUBSCRIPT ADJACENT TO DEVICE FIXTURE, EQUIPMENT OR JUNCTION BOX SYMBOL ON THE DRAWINGS DENOTES THE PANELBOARD CIRCUIT NUMBER TO WHICH DEVICE, FIXTURE, EQUIPMENT OR WIRING IN JUNCTION BOX IS CONNECTED.					
	CONDUIT CONCEALED IN WALL OR CEILING.			SINGLE POLE SWITCH, WEATHERPROOF	46"
	CONDUIT CONCEALED IN FLOOR			20A 120V. DUPLEX RECEPTACLE	18"
	CONDUIT EXPOSED ON WALL OR CEILING.			20A 120V. DUPLEX RECEPTACLE ABOVE COUNTER	AS SPECIFIED
	HOMERUN CONDUIT			20A 120V. DUPLEX RECEPTACLE ABOVE COUNTER ON EMERGENCY BRANCH CIRCUIT (RED)	AS SPECIFIED
	CONDUIT TURNING UP			20A 120V. DUPLEX RECEPTACLE FOR TV POWER	AS NOTED
	CONDUIT TURNING DOWN			* 6" TO CENTERLINE BELOW FINISH CEILING	*
	SURFACE MOUNTED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			20A 120V. QUADRAPLEX RECEPTACLE	18"
	SURFACE MOUNTED FIXTURE ON EMERGENCY BRANCH CIRCUIT			SINGLE RECEPTACLE, AMPERAGE, VOLTAGE, NEMA CONFIGURATION AS REQUIRED BY EQUIP. SUPPLIER OR AS NOTED	18"
	RECESSED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			20A 120V. QUADRAPLEX RECEPTACLE ABOVE COUNTER	AS SPECIFIED
	RECESSED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT			20A 120V. QUADRAPLEX RECEPTACLE ABOVE COUNTER ON EMERGENCY BRANCH CIRCUIT	AS SPECIFIED
	SURFACE MOUNTED WALL LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			20A GROUND FAULT TYPE RECEPTACLE	AS SPECIFIED
	SURFACE MOUNTED WALL LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT			20A GROUND FAULT RECEPTACLE WEATHERPROOF	AS SPECIFIED
	RECESSED WALL LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			TWO GANG FLOOR BOX WITH ONE DUPLEX RECEPTACLE AND ONE DATA OUTLET	FLOOR BOX
	RECESSED MOUNTED WALL LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT			TWO GANG FLOOR BOX WITH ONE QUAD 20A RECEPTACLE AND ONE DATA OUTLET	FLOOR BOX
	SURFACE/SUSPENDED MOUNTED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			TWO GANG FLOOR BOX WITH ONE HARD CONNECTION 20A RECEPTACLE, & ONE DATA OUTLET	FLOOR BOX
	SURFACE/SUSPENDED MOUNTED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT			THREE GANG FLOOR BOX WITH TWO DUPLEX 20A RECEPTACLES, & ONE TELEPHONE OUTLET	FLOOR BOX
	RECESSED LIGHT FIXTURE ON NORMAL BRANCH CIRCUIT			THREE GANG FLOOR BOX WITH ONE QUAD 20A RECEPTACLE AND ONE DATA OUTLET AND ONE AV CONNECTION	
	RECESSED LIGHT FIXTURE ON EMERGENCY BRANCH CIRCUIT			THREE GANG FLOOR BOX WITH ONE DUPLEX 20A RECEPTACLE AND ONE DATA OUTLET AND ONE AV CONNECTION	
	EXIT LIGHT, CEILING MOUNTED			THREE GANG FLOOR BOX WITH ONE HARDWARE CONNECTION AND ONE DATA OUTLET AND ONE AV CONNECTION	
	EXIT LIGHT, WALL MOUNTED			WALL MOUNTED FURNITURE BASE POWER FEED	
	TWO HEAD BATTERY POWERED EMERGENCY EGRESS LIGHT			POWER DISTRIBUTION MODULE	
	REMOTE EMERGENCY BATTERY PACK			ACCESS FLOOR MODULE	
	"5" LIGHTING FIXTURE TYPE DESIGNATION-SEE LIGHTING FIXTURE SCHEDULE			20A DUPLEX RECEPTACLE AND SINGLE POLE SWITCH UNDER COMMON PLATE	
	AREA OR STREET LIGHT FIXTURE			20A 120V. DUPLEX USB TYPE	18"
	AREA OR STREET LIGHT FIXTURE			20A DUPLEX RECEPTACLE, ISOLATED GROUNDING, INSTALL ABOVE COUNTER	18"
	DISCONNECT SWITCH, NON-FUSIBLE			20A DUPLEX RECEPTACLE, ISOLATED GROUNDING, INSTALL ABOVE COUNTER	46"
	DISCONNECT SWITCH, FUSIBLE			20A QUADRAPLEX RECEPTACLE, ISOLATED GROUNDING	18"
	DISCONNECT SWITCH, NON-FUSIBLE RT DENOTES NEMA-3R			20A WEATHERPROOF DUPLEX RECEPTACLE	
	DISCONNECT SWITCH, FUSIBLE RT DENOTES NEMA-3R			120V DUPLEX RECEPTACLE, CEILING MOUNTED	CEILING
	MOTOR CONNECTION WITH APPROXIMATE HORSE-POWER SHOWN			FLOOR BOX WITH (1) SINGLE RECEPTACLE - AMPERAGE, VOLTAGE, NEMA CONFIGURATION AS REQUIRED BY EQUIP. SUPPLIER OR AS NOTED	FLOOR BOX
	SOLENOID VALVE			FLOOR BOX WITH (1) DUPLEX RECEPTACLE	FLOOR BOX
	PRESSURE SWITCH			FLOOR BOX WITH (1) QUADRUPLEX RECEPTACLE	FLOOR BOX
	RELAY			WIREMOLD #3000 WITH HUBBELL 5352 DUPLEX 20A RECEPTACLES 24" ON CENTER	46"
	TRANSFORMER			PLUGMOLD #2000 WITH 20A DUPLEX RECEPTACLES 24" ON CENTER	46"
	JUNCTION BOX - NOT WALL MOUNTED			PUSHPAD FOR AUTOMATIC DOORS (F.B.O.)	
	JUNCTION BOX - WALL MOUNTED				
	PUSH BUTTON				
	HAND HOLE				
	MAN HOLE				
	ENCLOSED CIRCUIT BREAKER				
	POWER POLE				
	CEILING MOUNTED DUAL TECHNOLOGY OCCUPANCY SENSOR				
	SINGLE POLE SWITCH-(WHITE)				
	TWO POLE SWITCH-(WHITE)				
	THREE-WAY SWITCH-(WHITE)				
	FOUR WAY SWITCH-(WHITE)				
	SINGLE POLE DIMMER SWITCH				
	WALL MOUNTED OCCUPANCY SENSOR SWITCH (WHITE)				
	THREE-WAY DIMMER SWITCH				
	THERMAL MOTOR SWITCH-(FBE)				
	THERMAL MOTOR SWITCH, WEATHERPROOF-(FBE)				
	THERMAL MOTOR SWITCH, WITH PILOT LIGHT (FBE)				
	LOW VOLTAGE SWITCH				
	POWER PACK				
	EMERGENCY LIGHTING CONTROLLER - FUNCTIONAL DEVICES ESRB				
	SINGLE POLE SWITCH, WEATHERPROOF				
	20A 120V. DUPLEX RECEPTACLE				
	20A 120V. DUPLEX RECEPTACLE ABOVE COUNTER				
	20A 120V. DUPLEX RECEPTACLE ABOVE COUNTER ON EMERGENCY BRANCH CIRCUIT (RED)				
	20A 120V. DUPLEX RECEPTACLE FOR TV POWER				
	* 6" TO CENTERLINE BELOW FINISH CEILING				
	20A 120V. QUADRAPLEX RECEPTACLE				
	SINGLE RECEPTACLE, AMPERAGE, VOLTAGE, NEMA CONFIGURATION AS REQUIRED BY EQUIP. SUPPLIER OR AS NOTED				
	20A 120V. QUADRAPLEX RECEPTACLE ABOVE COUNTER				
	20A 120V. QUADRAPLEX RECEPTACLE ABOVE COUNTER ON EMERGENCY BRANCH CIRCUIT				
	20A GROUND FAULT TYPE RECEPTACLE				
	20A GROUND FAULT RECEPTACLE WEATHERPROOF				
	TWO GANG FLOOR BOX WITH ONE DUPLEX RECEPTACLE AND ONE DATA OUTLET				
	TWO GANG FLOOR BOX WITH ONE QUAD 20A RECEPTACLE AND ONE DATA OUTLET				
	TWO GANG FLOOR BOX WITH ONE HARD CONNECTION 20A RECEPTACLE, & ONE DATA OUTLET				
	THREE GANG FLOOR BOX WITH TWO DUPLEX 20A RECEPTACLES, & ONE TELEPHONE OUTLET				
	THREE GANG FLOOR BOX WITH ONE QUAD 20A RECEPTACLE AND ONE DATA OUTLET AND ONE AV CONNECTION				
	THREE GANG FLOOR BOX WITH ONE DUPLEX 20A RECEPTACLE AND ONE DATA OUTLET AND ONE AV CONNECTION				
	THREE GANG FLOOR BOX WITH ONE HARDWARE CONNECTION AND ONE DATA OUTLET AND ONE AV CONNECTION				
	WALL MOUNTED FURNITURE BASE POWER FEED				
	POWER DISTRIBUTION MODULE				
	ACCESS FLOOR MODULE				
	20A DUPLEX RECEPTACLE AND SINGLE POLE SWITCH UNDER COMMON PLATE				
	20A 120V. DUPLEX USB TYPE				
	20A DUPLEX RECEPTACLE, ISOLATED GROUNDING, INSTALL ABOVE COUNTER				
	20A DUPLEX RECEPTACLE, ISOLATED GROUNDING, INSTALL ABOVE COUNTER				
	20A QUADRAPLEX RECEPTACLE, ISOLATED GROUNDING				
	20A WEATHERPROOF DUPLEX RECEPTACLE				
	120V DUPLEX RECEPTACLE, CEILING MOUNTED				
	FLOOR BOX WITH (1) SINGLE RECEPTACLE - AMPERAGE, VOLTAGE, NEMA CONFIGURATION AS REQUIRED BY EQUIP. SUPPLIER OR AS NOTED				
	FLOOR BOX WITH (1) DUPLEX RECEPTACLE				
	FLOOR BOX WITH (1) QUADRUPLEX RECEPTACLE				
	WIREMOLD #3000 WITH HUBBELL 5352 DUPLEX 20A RECEPTACLES 24" ON CENTER				
	PLUGMOLD #2000 WITH 20A DUPLEX RECEPTACLES 24" ON CENTER				
	PUSHPAD FOR AUTOMATIC DOORS (F.B.O.)				

POWER GENERAL NOTES:

- UNLESS OTHERWISE NOTED, 120V, 20A/1P BREAKERS SHALL UTILIZE #12 AWG CONDUCTORS. EXCEPTION: WHERE BRANCH CIRCUIT IS IN EXCESS OF 125 LINEAR FEET, CONDUCTORS SHALL BE #10 AWG. EQUIPMENT GROUNDING CONDUCTOR SHALL MATCH PHASE CONDUCTOR FOR 20A/1P CIRCUITS.
- BRANCH CIRCUIT CONDUCTORS SIZED TO PREVENT VOLTAGE DROP MAY BE REDUCED IN SIZE AS LOAD SUPPLIED BY REMAINING CIRCUIT DECREASES. VOLTAGE DROP SHALL NOT EXCEED THREE PERCENT AT THE FARTHEST BRANCH CIRCUITS.
- MULTIWIRE BRANCH CIRCUITS SHALL BE INSTALLED PER ARTICLE 210.4 OF THE NEC. EACH MULTIWIRE CIRCUIT SHALL BE PROVIDED WITH A MEANS THAT WILL SIMULTANEOUSLY DISCONNECT ALL UNGROUNDED CONDUCTORS AT THE POINT WHERE THE BRANCH CIRCUIT ORIGINATES. I.E. BREAKER HANDLE-TIE.
- DEVICES INDICATED ON THIS DRAWINGS ARE DIAGRAMMATICAL ONLY. CONTRACTOR SHALL REFER TO ARCHITECTURAL ELEVATIONS FOR LOCATIONS OF OUTLETS, DEVICES, ETC. PRIOR TO ROUGH-IN.
- CONTRACTOR TO UPDATE PANEL DIRECTORY UPON COMPLETION. NEW AND REUSED CIRCUITS ARE TO BE DISTINGUISHED FROM EXISTING AND NOT RE-USED CIRCUITS BY THE USE OF A BOLD TYPE FONT.
- EXTEND RELOCATED MECHANICAL EQUIPMENT CONNECTIONS AS REQUIRED. COORDINATE WITH MECHANICAL CONTRACTOR.
- MECHANICAL EQUIPMENT PANEL CIRCUIT NUMBERS ARE BASED ON EXISTING PANEL SCHEDULES
- INDICATES MECHANICAL EQUIPMENT ELECTRICAL REQUIREMENTS PER POWER CONNECTION SCHEDULE, SEE SHEET E3.1.

DEMOLITION NOTES:

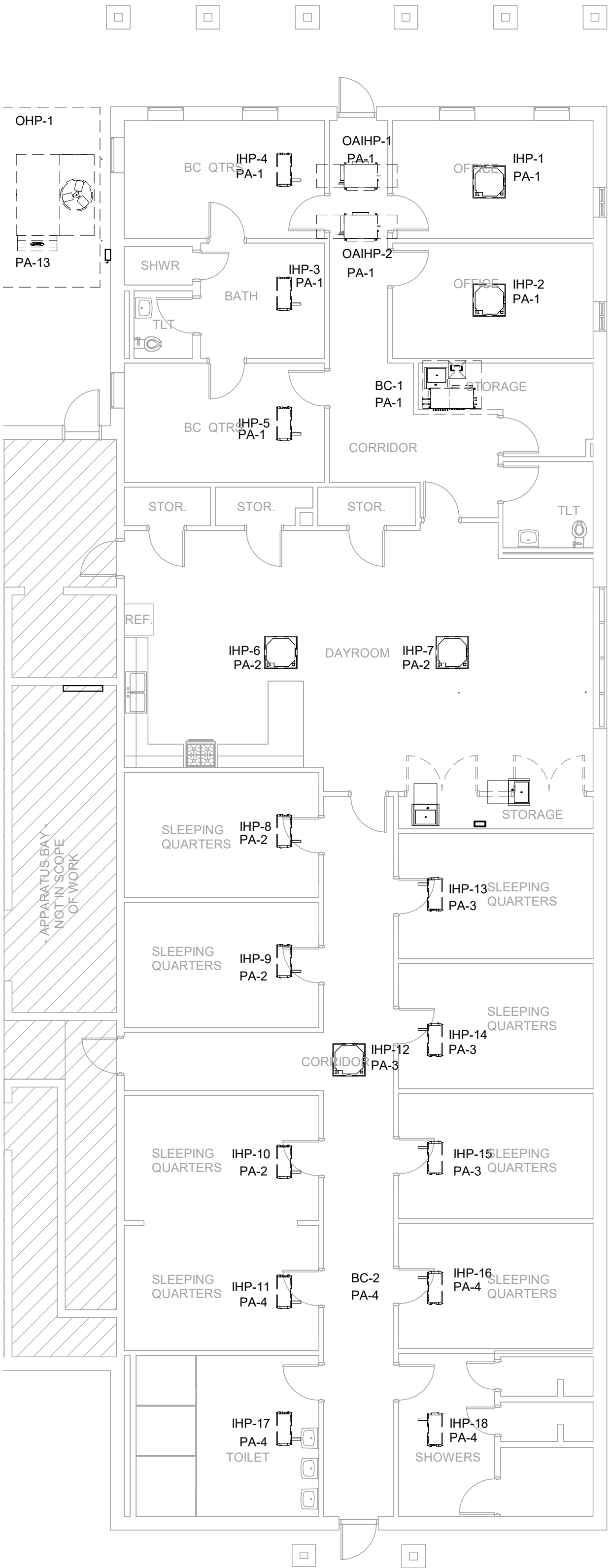
- CONTRACTOR TO REFER TO ELECTRICAL LEGEND FOR DESCRIPTION OF EXISTING ELECTRICAL ITEMS SHOWN ON DEMOLITION DRAWINGS.
- CONTRACTOR TO REMOVE ALL EX

DEMO NOTES:

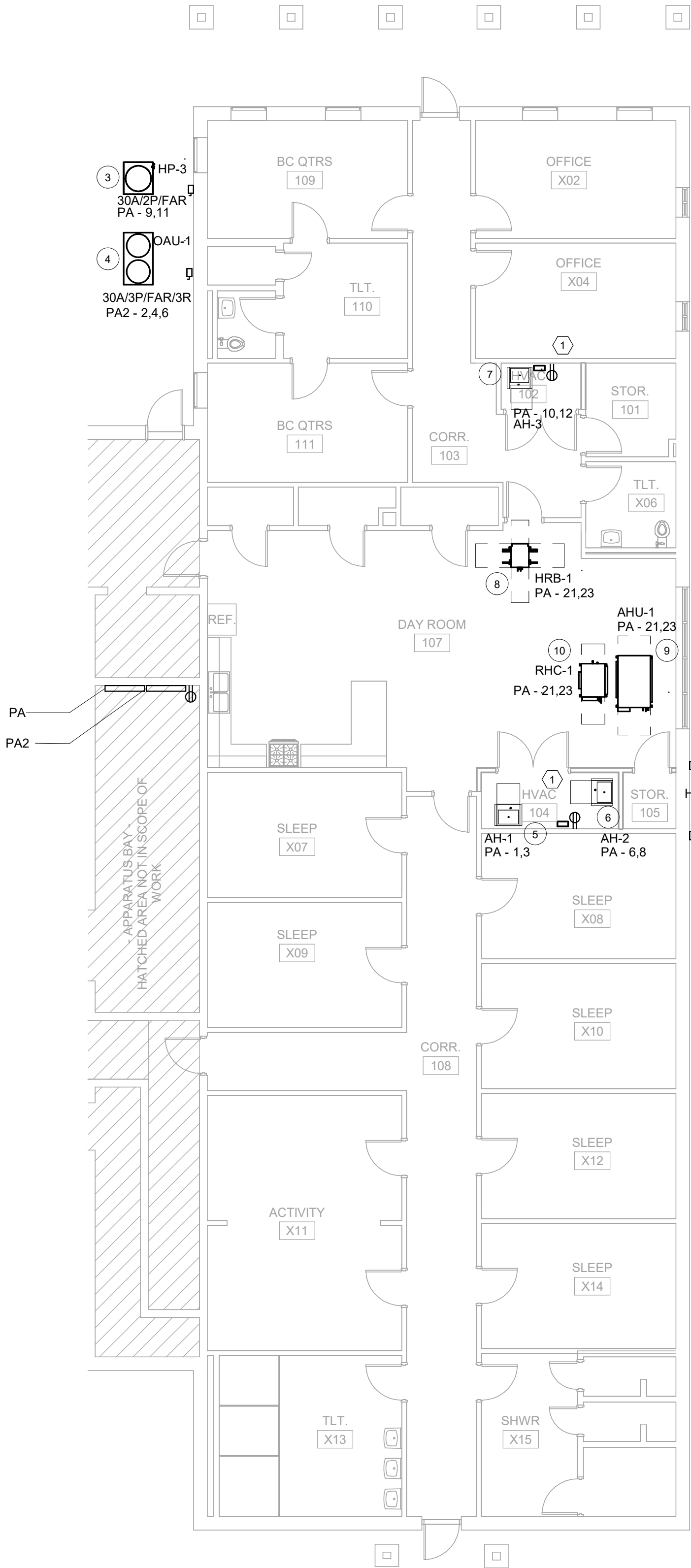
1. ELECTRICALLY DISCONNECT MECHANICAL EQUIPMENT BACK TO SOURCE INCLUDING CONDUIT AND CABLING AND MAKE SAFE.
2. ELECTRICAL CONTRACTOR TO VERIFY PANEL CIRCUIT NUMBER BEFORE DE-ENERGIZING AND DISCONNECTING MECHANICAL EQUIPMENT.
3. ELECTRICAL DISCONNECTS FEEDING MECHANICAL EQUIPMENT BEING REPLACED TO BE REMOVED. PROVIDE NEW ELECTRICAL DISCONNECTING MEANS FOR ALL NEW MECHANICAL EQUIPMENT.

POWER KEYED NOTES:

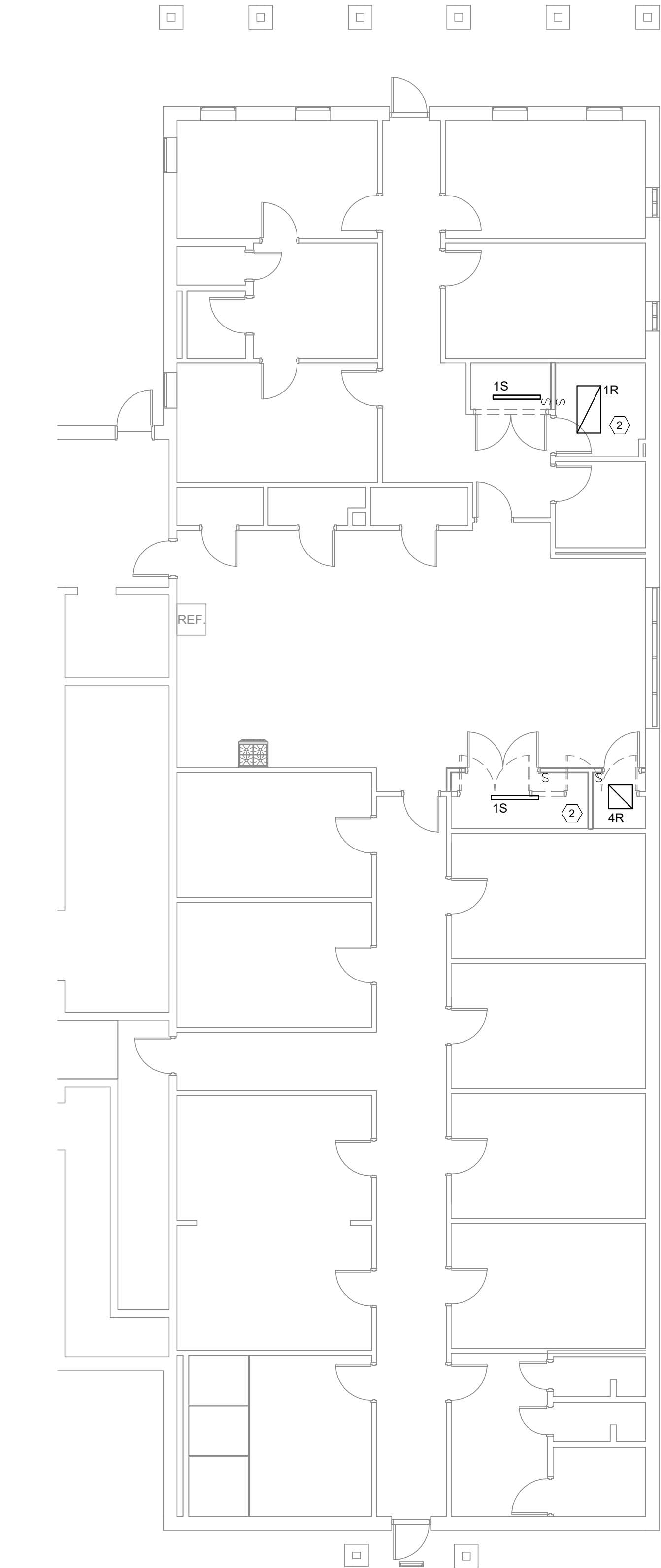
1. ELECTRICAL CONTRACTOR TO ADD RECEPTACLE IN HVAC CLOSET FOR CONDENSATE PUMP. CIRCUIT RECEPTACLE TO NEAREST RECEPTACLE CIRCUIT.
2. ELECTRICAL CONTRACTOR TO CIRCUIT NEW LIGHT FIXTURES TO EXISTING LIGHTING CIRCUIT.



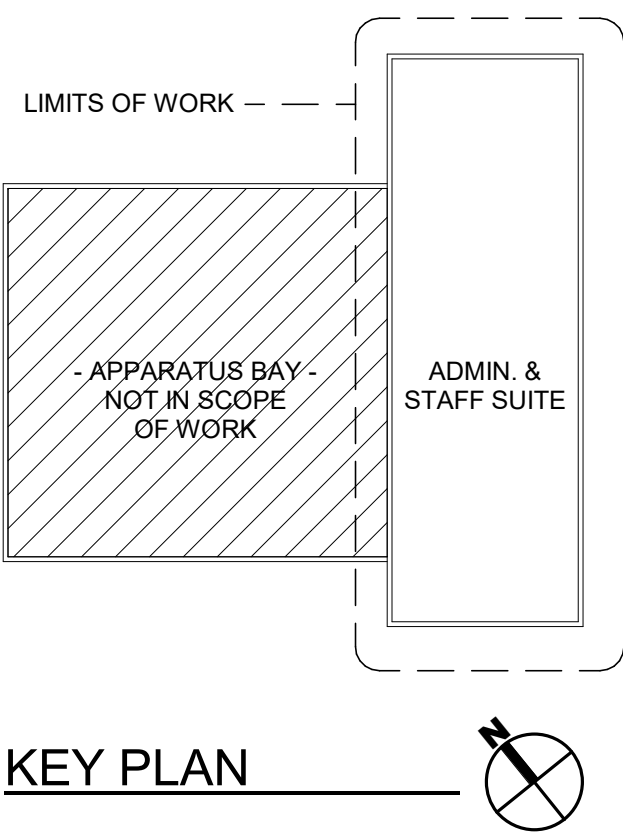
1 DEMOLITION PLAN - ELECTRICAL
1/8" = 1'-0"



3 NEW FLOOR PLAN - POWER
1/8" = 1'-0"



2 NEW FLOOR PLAN - LIGHTING
1/8" = 1'-0"



KEY PLAN



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SHEET TITLE
FLOOR PLANS - ELECTRICAL

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

E1.1



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SHEET TITLE
ELECTRICAL DETAILS

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES
CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

E2.1

EQUIPMENT DISCONNECT SIZE AND IDENTIFICATION DETAIL No Scale	1	TYPICAL BRANCH CIRCUIT WIRING No Scale	2	FIXTURE HANGING DETAIL No Scale	3

SCHEDULE NOTES:

1. ELECTRICAL CONTRACTOR TO PROVIDE NEW BREAKERS FOR ALL NEW MECHANICAL EQUIPMENT.

Branch Panel: PA

Location:
Supply From:
Mounting: Surface
Enclosure: Type 1

Volts: 120/208 Wye
Phases: 3
Wires: 4

A.I.C. Rating: 10,000
Mains Type: MCB
Mains Rating: 400 A
MCB Rating: 400 A

Notes:
EXISTING

CKT	Circuit Description	Demand Code	TRIP	P	A		B		C		P	TRIP	Demand Code	Circuit Description	CKT
1	AH-1 (NEW)	HVAC	80 A	2	5907	2163		5907	2163		2	40 A	HVAC	HP-2 (NEW)	2
3	--	--	--	--							--	--	--	--	4
5	HP-1 (NEW)	HVAC;...	40 A	2					2163	5907	2	80 A	HVAC	AH-2 (NEW)	6
7	--	--	--	--	2163	5907					--	--	--	--	8
9	HP-3 (NEW)	HVAC;...	30 A	2			1747	3411			2	45 A	HVAC	AH-3 (NEW)	10
11	--	--	--	--					1747	3411	--	--	--	--	12
13	TRUCK BAY DOOR 4 (EXISTING)	--	20 A	1	0	0					1	20 A	--	TRUCK BAY DOOR 8 (EXISTING)	14
15	TRUCK BAY DOOR 2 (EXISTING)	--	20 A	1				0	0		1	20 A	--	TRUCK BAY DOOR 6 (EXISTING)	16
17	TRUCK BAY DOOR 3 (EXISTING)	--	20 A	1					0	0	1	20 A	--	TRUCK BAY DOOR 7 (EXISTING)	18
19	TRUCK BAY DOOR 1 (EXISTING)	--	20 A	1	0	0					1	20 A	--	TRUCK BAY DOOR 5 (EXISTING)	20
21	HRB-1,RHC-1,AHU-1	HVAC	20 A	2			697	0			1	20 A	--	Spare	22
23	--	--	--	--					697	0	1	20 A	--	Spare	24
25	Spare	--	20 A	1	0	0					1	20 A	--	Spare	26
27	Spare	--	20 A	1			0	0			1	20 A	--	GENERATOR BATTERY CHARGER (EXISTING)	28
29	FIRE PANEL (EXISTING)	--	20 A	1					0	0	1	20 A	--	Spare	30
Total Load:					16140 VA		13925 VA		13925 VA						
Total Amps:					135 A		116 A		116 A						

Legend:

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
HVAC	43990 VA	100.00%	43990 VA	Total Conn. Load:	43990 VA
Power	0 VA	0.00%	0 VA	Total Est. Demand:	43990 VA
				Total Conn. Current:	122 A
				Total Est. Demand Current:	122 A

Notes:

Branch Panel: PA2

Location:
Supply From:
Mounting: Surface
Enclosure: Type 1

Volts: 120/208 Wye
Phases: 3
Wires: 4

A.I.C. Rating: 10,000
Mains Type: MCB
Mains Rating: 400 A
MCB Rating: 400 A

Notes:
EXISTING

CKT	Circuit Description	Demand Code	TRIP	P	A		B		C		P	TRIP	Demand Code	Circuit Description	CKT
1	TELEPHONE RECPT. (EXISTING)	--	20 A	1	0	4259					3	45 A	HVAC	OAU-1	2
3	RECPT. ROOM 134 (EXISTING)	--	20 A	1			0	4259			--	--	--	--	4
5	RECPT ROOM 133 (EXISTING)	--	20 A	1					0	4259	--	--	--	--	6
7	WATER HEATER (EXISTING)	--	20 A	1	0	--					1	--	--	Space	8
9	GENERATR BLOCK HEATER (EXISTING)	--	--	1			--	--			1	--	--	Space	10
11	GENERATOR RECPT. (EXISTING)	--	20 A	1					0	--	1	--	--	Space	12
13	SPARE CIRCUIT GENERATOR (EXISTING)	--	20 A	1	0	--					1	--	--	Space	14
15	SPARE CIRCUIT AIRMATION (EXISTING)	--	20 A	1			0	--			1	--	--	Space	16
17	AIRMATION 1 (EXISTING)	--	20 A	1					0	--	1	--	--	Space	18
19	--	--	20 A	1	0	--					1	--	--	Space	20
21	AIRMATION 2 (EXISTING)	--	20 A	1			0	--			1	--	--	Space	22
23	--	--	20 A	1					0	--	1	--	--	Space	24
25	Spare	--	20 A	1	0	--					1	--	--	Space	26
27	Spare	--	20 A	1			0	--			1	--	--	Space	28
29	Spare	--	20 A	1					0	--	1	--	--	Space	30
Total Load:					4259 VA		4259 VA		4259 VA						
Total Amps:					35 A		35 A		35 A						

Legend:

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
HVAC	12778 VA	100.00%	12778 VA	Total Conn. Load:	12778 VA
				Total Est. Demand:	12778 VA
				Total Conn. Current:	35 A
				Total Est. Demand Current:	35 A

Notes:

FIRE STATION HATTIESBURG - POWER CONNECTION SCHEDULE

MARK	EQUIPMENT	LOAD					BRANCH CIRCUIT	DISC. SW/FUSE	REMARKS
		VOLTS	PHASE	KW	HP	FLA			
①	HP-1	208	1			20.80	2#10,1#10G,3/4"C	60A/2P/40AF/N3R	1,2,3,7,12
②	HP-2	208	1			20.80	2#10,1#10G,3/4"C	60A/2P/40AF/N3R	1,2,3,7,12
③	HP-3	208	1			16.80	2#10,1#10G, 3/4"C	30A/2P/30AF/N3R	1,2,3,7,12
④	OAU-1	208	3			35.47	3#8,1#10G,3/4"C	60A/3P/45AF/N3R	1,2,3,7,12
⑤	AH-1	208	1			56.80	2#3,1#8G,1 1/4"C	DIVISION 23	1,4,7,12
⑥	AH-2	208	1			56.80	2#3,1#8G,1/4"C	DIVISION 23	1,4,7,12
⑦	AH-3	208	1			32.80	2#6,1#10G, 3/4"C	DIVISION 23	1,4,7,12
⑧	HRB-1	208	1			0.30	2#12,1#12G,3/4"C	SWITCH	1,4,5,7,12
⑨	AHU-1	208	1			4.40	2#12,1#12G,3/4"C	DIVISION 23	1,4,5,7,12
⑩	RHC-1	208	1			2.00	2#12,1#12G,3/4"C	SWITCH	1,4,5,7,12

REMARKS:

- CIRCUIT TO INCLUDE ONE (1) GREEN GROUNDING CONDUCTOR SIZED PER BRANCH CIRCUIT SIZE UNLESS SHOWN TO BE SIZED DIFFERENTLY. ALL CONDUCTORS TYPE THW.
- DUAL ELEMENT TYPE FUSE AND SWITCH OF PROPER VOLTAGE. IF FUSE SIZE NOT SHOWN, UNIT TO BE UNFUSED.
- FINAL CONNECTION USING LIQUID TIGHT FLEXIBLE CONDUIT.
- FINAL CONNECTION USING FLEXIBLE CONDUIT.
- MOUNT ABOVE CEILING.
- WALL MOUNTED.
- VERIFY ALL ELECTRICAL REQUIREMENTS WITH MANUFACTURER'S SHOP DRAWINGS
- DISCONNECT SWITCH INTEGRAL WITH UNIT.
- EACH FAN TO BE PROTECTED SEPARATELY.
- USE RECEPTACLE IN ACCORDANCE WITH NEC TO INSTALL THIS DEVICE.
- MOUNT DISCONNECT ON SIDE OF UNIT.
- REFER TO WIRING DEVICES SECTION OF DIVISION 23 SPECS FOR SWITCHING REQUIREMENTS
- FEED INDOOR UNITS FROM OUTDOOR UNITS.
- FINAL CONNECTION TO ROOM LIGHTING SWITCH LEG CIRCUIT

Lighting Fixture Schedule

Type	Manufactur er	Model	Description	Apparent Load
1R	METALUX	24FP4740C	2X4 LAY IN	29 VA
1S	METALUX	4LBLED-LD4-10-SYMF-UN V-L840-CD1-U	4FT STRIP LIGHT	35 VA
4R	LUMARK	22FP3240C	2X2 LAY IN	29 VA



I.C. Thomasson Associates, Inc.

CONSULTING ENGINEERS
104 East Cherokee Street
BROOKHAVEN, MS 39601
PHONE (601) 823-0037
FAX (601) 823-0039
www.ictthomasson.com
ICT Project No. 240261

DRAWN

CAB

CHECKED

CWTF

FINAL DATE

05/06/2024

REVISION SCHEDULE

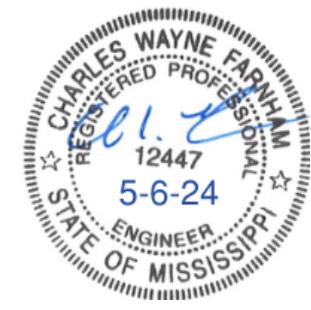
REV # REV DATE

LANDRY
LEWIS
GERMANY
ARCHITECTS, P.A.
5211 OLD HIGHWAY 11, HATTIESBURG, MS 39402
P: 601.271.7711 WWW.LLGARCH.COM
CREATING LANDMARKS SINCE 1910...

SHEET TITLE
ELECTRICAL SCHEDULES

PROJECT
HATTIESBURG FIRE STATION ONE -
HVAC UPGRADES

CITY OF HATTIESBURG
HATTIESBURG, MISSISSIPPI



CN#23-4064

SHEET NUMBER

E3.1



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Betsy Mercier, Director of Parks and Recreation
cc:
Date: Tuesday, May 21, 2024
Re: Approve the purchase of grave spaces per attached, Memo's, Receipts, and Deeds.
File Number: 2024-157
Minute Book #

Summary

Approve the purchase of grave spaces per attached, Memo's, Receipts, and Deeds.

Recommendation Statement

I am recommending approval for the sale of grave spaces.

Please place this on the May 21, 2024 City Council meeting for consideration.

To: CITY COUNCIL

From: Deborah Bourne, Division Manager of Cemeteries

James Noble

(1) Space \$ 175.00

South Half (S ½) of the Southwest Quarter (SW ¼)

Lot 1, Section 39, Highland Cemetery

Regina Henderson

(2) Spaces \$ 350.00

Southwest Quarter (SW ¼)

Lot 28, Section 39, Highland Cemetery

Rosa L. Tudela & Antonio Rodriguez

(1) Space \$ 175.00

North Half (N ½) of the Northwest Quarter (NW ¼)

Lot 38, Section 39, Highland Cemetery

Karen Talbert

(1) Space \$ 175.00

North Half (N ½) of the Southeast Quarter (SE ¼)

Lot 29, Section 36, Highland Cemetery

Christian Talbert

(1) Space \$ 175.00

South Half (S ½) of the Northeast Quarter (NE ¼)

Lot 29, Section 36, Highland Cemetery

Thomas E. & Jolene Strickland

(2) Spaces \$ 350.00

Northeast Quarter (NE ¼)

Lot 23, Section 39, Highland Cemetery

Emily Floyd

(1) Space \$ 175.00

North Half (N ½) of the Northwest Quarter (NW ¼)

Lot 68, Section 38, Highland Cemetery

Ayden Jordan

(1) Space \$ 37.50

Infant Space # 21

Lot 3, Section 1, South Hill Cemetery

Paulette Hollingsworth

(2) Spaces \$ 350.00

Southwest Quarter (SW ¼)

Lot 73, Section 39, Highland Cemetery

Rosetta Taite

(1) Space \$ 175.00

North Half (N ½) of the Southwest Quarter (SW ¼)

Lot 21, Section 36, Highland Cemetery

Arits J. Smith

(1) Space \$ 175.00

North Half (N ½) of the Northeast Quarter (NE ¼)

Lot 100, Section 38, Highland Cemetery

Janie Walker

(1) Space \$ 175.00

North Half (N ½) of the Northeast Quarter (NE ¼)

Lot 118, Section 39, Highland Cemetery

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05/07/ 2024

SOLD TO:

Mr. Mrs. Miss Karen Talbert

ADDRESS 97 Hinton DR Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

N 1/2 SE 1/4 Lot No. 29 Section No. 36 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

Debit Card

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05/07/ 2024

SOLD TO:

Mr. Mrs. Miss Christian Talbert

ADDRESS 97 Hinton DR. Hattiesburg, MS 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

S 1/2 NE 1/4 Lot No. 29 Section No. 36 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

Debit Card

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05/07/ 2024

SOLD TO:

Mr. Mrs. Miss Thomas E. & Jolene Strickland

ADDRESS 21 Country Park Circle, Petal, MS 39465

desires to purchase the grave space described below, subject to Cemetery regulations.

NE 1/4 Lot No. 23 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

Ch#

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05-06- 2021

SOLD TO:

Mr. Mrs. Miss Emily Floyd

ADDRESS 58 South Kings Mill Hattiesburg, MS 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

N 1/2 NW 1/4 Lot No. 608 Section No. 38 in Highland Cemetery

Number of grave spaces 1 Price per grave space \$ 175.00

Price Received \$ 175.00

CK # 4442

CITY OF HATTIESBURG, MISSISSIPPI

By Tyler Averca
Supt. of City Cemeteries

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05/08/ 2024

SOLD TO:

Mr. Mrs. Miss Ayden Jordan

ADDRESS 907 Alverado DR, Long Beach, MS 39560

desires to purchase the grave space described below, subject to Cemetery regulations.

Infant Space # 21
1/2 1/4 Lot No. 3 Section No. 1 in South Hill Cemetery

Number of grave spaces 1 Price per grave space \$ 45.00

Price Received \$ 39.50 21

Debt Card

CITY OF HATTIESBURG, MISSISSIPPI

By Deborah Bourne
Supt. of City Cemeteries

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05-09- 2024

SOLD TO:

Mr. Mrs. Miss Paulette Hollingsworth

ADDRESS 106 Hyland Drive Petal, MS 39465

desires to purchase the grave space described below, subject to Cemetery regulations.

SW 1/4 Lot No. 73 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

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 04/29/ 20 24

SOLD TO:

Mr. Mrs. Miss James Noble

ADDRESS 10 Medical Blvd, Hattiesburg, ms. 39401

desires to purchase the grave space described below, subject to Cemetery regulations.

S 1/2 SW 1/4 Lot No. 1 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 Debrah Brune
Supt. of City Cemeteries

Uc# 00332
(Bedford Care)

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05-06- 20 24

SOLD TO:

Mr. Mrs. Miss Regina Henderson

ADDRESS 120 Strong RD Hattiesburg, MS 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

SW 1/2 SW 1/4 Lot No. 28 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 Tyler Avera
Supt. of City Cemeteries

Credit Card

**CITY OF HATTIESBURG
PURCHASE OF CEMETERY GRAVE SPACES**

Hattiesburg, Miss., 05-06- 20 24

SOLD TO:

Mr. Mrs. Miss Rosa L. Tudela Rodriguez - Antonio Rodriguez

ADDRESS 602 5th 34th Ave Hattiesburg, MS 39402

desires to purchase the grave space described below, subject to Cemetery regulations.

N 1/2 NW 1/4 Lot No. 38 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 Tyler Avera

Debit Card

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

CORRECTED DEED

**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, Regina Henderson, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Southwest Quarter (SW¼)

Lot Number 28 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 21st day May, 2024

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 21st day of May, 2024

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

CORRECTED DEED

**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 E. & Jolene Strickland, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Northeast Quarter (NE¼)

Lot Number 23 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 21st day May, 2024

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 21st day of May, 2024

My Commission Expires:

NOTARY PUBLIC

STATE OF MISSISSIPPI
COUNTY OF FORREST/LAMAR
CITY OF HATTIESBURG
HATTIESBURG, MS

CORRECTED DEED

**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, Paulette Hollingsworth, subject to the reservations and restrictions hereinafter set out and subject to rules and regulations now or hereafter adopted, the following described grave spaces:

Southwest Quarter (SW¼)

Lot Number 73 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 21st day May, 2024

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 21st day of May, 2024

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 Rosetta Taite, 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 (SE¼)
Lot Number 21 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 21st day of May, 2024.

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 21st day of May, 2024.

My Commission Expires:

NOTARY PUBLIC



Memorandum

To: Mayor Toby Barker and Members of City Council
From: Kermas Eaton, City Clerk
cc:
Date: Tuesday, May 21, 2024
Re: Approve claims docket for the period ending May 17, 2024.
File Number: 2024-185
Minute Book #

Summary

Approval of claims docket.

Recommendation Statement

I recommend approval of this item.

Please place this on the May 21, 2024 City Council meeting for consideration.

05/15/2024 17:02
6050LHANSON

|City of Hattiesburg, MS
|A/P CASH DISBURSEMENTS JOURNAL

|P 50
|apcshdsb

JOURNAL ENTRIES TO BE CREATED

FUND	DUE TO	DUE FR
001 General Fund		1,384,141.73
002 PARKS & RECREATION FUND		75,862.77
005 HATT.MUNICIPAL FIRE PROTECTION		4,822.40
009 WATER & SEWER OPERATION/MAINT.		336,991.42
011 WATER & SEWER FUND		35,712.60
019 POLICE FORFEITURES FUND		215.04
039 AIRPORT IMPROVEMENT FUND		16,396.41
072 MUNICIPAL ROAD & BRIDGE		204,392.90
073 MASS TRANSIT FUND		26,225.24
075 WATER&SEWER CONSTRUCTION FUND		539,670.31
077 COMMUNITY CENTERS' FUND		12,161.97
082 COMMUNITY DEVELOP. BLOCK GRANT		92.00
801 CLAIMS FUND		
	2,636,684.79	
	-----	-----
TOTAL	2,636,684.79	2,636,684.79

** END OF REPORT - Generated by LISA HANSON **

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8																				
ACCOUNT/VENDOR				INVOICE				PO		YEAR/PR			TYP S		WARRANT		CHECK		DESCRIPTION	
001000				BALANCE SHEET																
001000 0520LB								D/F LIBRARY												
002158 AT&T				8183270010594 3/1/24 0				2024 8			INV P		256.72 051724		302785		AT&T LONG DISTANCE			
												ACCOUNT TOTAL		256.72						
001000 060100				GAS/LUBRICANT-CITY BARN																
003497 MAPLES GAS COMPANY				278420		2402838		2024 7		INV P		15,933.84 051724		302934		GAS/FUEL STATION				
003497 MAPLES GAS COMPANY				279354		2403048		2024 7		INV P		22,678.96 051724		302934		GAS/FUEL STATION				
003497 MAPLES GAS COMPANY				280318		2403236		2024 8		INV P		17,446.99 051724		302934		GAS/FUEL STATION				
												56,059.79								
049752 PIGOTT OIL COMPANY				DR-7623-240415122652				2402839		2024 7		INV P		6,296.77 051724		302989		DIESEL/FUEL STATION		
049752 PIGOTT OIL COMPANY				SI-4397		2403160		2024 8		INV P		23,982.64 051724		302989		DIESEL/FUEL STATION				
												30,279.41								
												ACCOUNT TOTAL		86,339.20						
001000 122000				DAMAGE DEPOSITS																
050729 HOSKIN, JAZAMINE				REFUND 5/5/24				0		2024 8			INV P		175.00 051724		302899		REFUND FOR EVENT AT	
												ACCOUNT TOTAL		175.00						
												ORG 001000 TOTAL		86,770.92						
001001				REVENUES																
001001 332000				POLICE FINES																
004271 SOUTHERN FINANCIAL S				CMCHAT 4/16-5/2/24		0		2024 8		INV P		57.81 051724		303049		REMIT POLICE COLLEC				
004271 SOUTHERN FINANCIAL S				CMCHAT 4/4-4/15/24		0		2024 7		INV P		59.75 051724		303045		POLICE FINES COLLEC				
004271 SOUTHERN FINANCIAL S				CMCHAT2 3/19-4/15/24		0		2024 7		INV P		10.00 051724		303046		POLICE FINES COLLEC				
004271 SOUTHERN FINANCIAL S				CMCHAT2 4/16-5/2/24		0		2024 8		INV P		43.20 051724		303048		REMIT POLICE FINES				
004271 SOUTHERN FINANCIAL S				CMCHAT3 4/16-5/2/24		0		2024 8		INV P		1,522.74 051724		303050		REMIT POLICE FINE C				
004271 SOUTHERN FINANCIAL S				CMCHAT3 4/4-4/15/24		0		2024 7		INV P		1,221.01 051724		303047		POLICE FINES COLLEC				
												2,914.51								
												ACCOUNT TOTAL		2,914.51						
												ORG 001001 TOTAL		2,914.51						
001003				CITY COUNCIL																
001003 501000				OTHER EXPENDABLE OFF.SPL																
004017 REGIONS CARDHOLDER S				1286-04/30/24		0		2024 8		INV P		147.28 051724		303011		1286-04/30/24 REGIO				
												ACCOUNT TOTAL		147.28						
001003 604900				OTHER PROFESSIONAL SERV.																
049949 BUSINESS INFORMATION				98824		0		2024 7		INV P		925.00 051724		302805		COUNCIL-BISDIGITAL				
												ACCOUNT TOTAL		925.00						

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001003	606000								TELEPHONE AND TELEGRAPH
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	40.52 051724	302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287289913717X050524	0	2024	8	INV P	40.23 051724	302788	MB2016-287/WIRELESS
002160	AT&T MOBILITY	287290252011X050524	0	2024	8	INV P	90.20 051724	302788	MB2016-287/WIRELESS
							170.95		
ACCOUNT TOTAL							170.95		
001003	611001								TRAVEL EXP-WARD 1
004017	REGIONS CARDHOLDER S	1286-04/30/24	0	2024	8	INV P	1,700.00 051724	303011	1286-04/30/24 REGIO
ACCOUNT TOTAL							1,700.00		
001003	611002								TRAVEL EXP-WARD 2
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024	8	INV P	545.18 051724	303011	2080-04/30/24 REGIO
ACCOUNT TOTAL							545.18		
001003	684502								REG FEE/TUITION-WARD 2
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024	8	INV P	595.00 051724	303011	2080-04/30/24 REGIO
ACCOUNT TOTAL							595.00		
001003	6845CL								REG FEE/TUITION-CLERK
004017	REGIONS CARDHOLDER S	5548-04/30/24	0	2024	8	INV P	240.00 051724	303011	5548-04/30/24 REGIO
ACCOUNT TOTAL							240.00		
001003	6845DC								REG FEE/TUITION-DEPCLERK
004017	REGIONS CARDHOLDER S	5548-04/30/24	0	2024	8	INV P	240.00 051724	303011	5548-04/30/24 REGIO
ACCOUNT TOTAL							240.00		
ORG 001003 TOTAL							4,563.41		
001015									CITY COURT
001015	501000								OTHER EXPENDABLE OFF.SPL
003810	OFFICE PRODUCTS PLUS	1056490-0	2403128	2024	8	INV P	314.91 051724	302980	COURT OFFICE SUPPLI
ACCOUNT TOTAL							314.91		
001015	510000								CLEANING/JANITORIAL SPLY
003810	OFFICE PRODUCTS PLUS	1055764.0	2403021	2024	8	INV P	387.97 051724	302980	COURT CLEANING SUPP
003810	OFFICE PRODUCTS PLUS	1056092-0	2403062	2024	8	INV P	85.66 051724	302980	ADDITIONAL COURT CL
							473.63		
ACCOUNT TOTAL							473.63		
001015	559100								OTHER OPER.MATLS-FULL R

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION
003810	OFFICE PRODUCTS PLUS	1056308-0	2403096	2024	8	INV P	195.60	051724	302980	BLUE, RED, YELLOW I
ACCOUNT TOTAL							195.60			
001015	604800			OTHER PROF.-VICTIM'S ADV.GRANT						
002564	COURT PROGRAMS INC	6146545	0	2024	8	INV P	810.00	051724	302841	GR#1H79TI081923-01C
002564	COURT PROGRAMS INC	6195606	0	2024	8	INV P	1,215.00	051724	302841	GR#1H79TI081923-01C
							2,025.00			
003917	PINE BELT MENTAL HEA	2024-04	0	2024	8	INV P	25,405.24	051724	302992	COURT BHC PINE BELT
ACCOUNT TOTAL							27,430.24			
001015	604900			OTHER PROFESSIONAL SERV.						
002564	COURT PROGRAMS INC	116	0	2024	8	INV P	8,263.00	051724	302841	APR 2024 COURT ANKL
003940	POLK-PAYTON, GAY ATT #35		0	2024	7	INV P	3,437.50	051724	302996	PROTEM JUDGES HOURS
050404	PRECIOUS TATE JASPER 0006		2400976	2024	8	INV P	1,275.00	051724	303000	CLEANING OF MUNICIP
ACCOUNT TOTAL							12,975.50			
001015	604901			OTHER PROF-TECHNOLOGY						
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV P	144.00	051724	303011	4341-04/30/24 REGI
ACCOUNT TOTAL							144.00			
001015	606000			TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	462.48	051724	302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287289913717X050524	0	2024	8	INV P	40.23	051724	302788	MB2016-287/WIRELESS
002160	AT&T MOBILITY	287290252011X050524	0	2024	8	INV P	44.23	051724	302788	MB2016-287/WIRELESS
							546.94			
ACCOUNT TOTAL							546.94			
001015	611000			TRAVEL EXPENSE						
002604	CURRY, WES	102110T	0	2024	8	INV P	1,170.43	051724	302846	WES CURRY CASH ADV/
003574	MCSWAIN, PHILLIP	102100T	0	2024	8	INV P	1,357.77	051724	302938	CASH ADV PMCSWAIN M
ACCOUNT TOTAL							2,528.20			
001015	630000			GAS						
004321	SPIRE	G2024-3 MAY	0	2024	8	INV P	40.00	051724	303059	SPIRE-(MILMUT GAS)
ACCOUNT TOTAL							40.00			
001015	684500			REGISTRATION FEE/TUITION						
003694	MS MUNICIPAL LEAGUE	38498636	0	2024	8	INV P	325.00	051724	302950	MML ANNUAL CONFEREN

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL									325.00		
ORG 001015 TOTAL									44,974.02		
MAYOR/ADMIN.											
001020	501000					OTHER EXPENDABLE OFF.SPL					
004017	REGIONS	CARDHOLDER	S	4524-04/30/24	0	2024	8	INV P	17.11	051724	303011 4524-04/30/24 REGIO
ACCOUNT TOTAL									17.11		
GAS AND OIL											
001020	525000					2024 8 INV P					
004017	REGIONS	CARDHOLDER	S	4524-04/30/24	0	2024	8	INV P	11.30	051724	303011 4524-04/30/24 REGIO
ACCOUNT TOTAL									11.30		
MTR VEHICLE REP. PTS/SPL											
001020	570000					2024 8 INV P					
002160	AT&T MOBILITY			287308925627x050524	0	2024	8	INV P	47.20	051724	302788 MB2016-287/WIRELESS
002679	DOSSETT GMC CADILLAC			GCCS211293	2403257	2024	8	INV P	448.41	051724	302856 UNIT # 21751 - WATE
004017	REGIONS	CARDHOLDER	S	2080-04/30/24	0	2024	8	INV P	60.45	051724	303011 2080-04/30/24 REGIO
ACCOUNT TOTAL									556.06		
TELEPHONE AND TELEGRAPH											
001020	606000					2024 8 INV P					
002160	AT&T MOBILITY			287273578351x050824	0	2024	8	INV P	67.89	051724	302788 MB#2016-287/WIRELES
002160	AT&T MOBILITY			287289913717x050524	0	2024	8	INV P	99.31	051724	302788 MB2016-287/WIRELESS
002160	AT&T MOBILITY			287290252011x050524	0	2024	8	INV P	147.25	051724	302788 MB2016-287/WIRELESS
									314.45		
ACCOUNT TOTAL									314.45		
TRAVEL EXPENSE											
001020	611000					2024 8 INV P					
004017	REGIONS	CARDHOLDER	S	2080-04/30/24	0	2024	8	INV P	352.21	051724	303011 2080-04/30/24 REGIO
004017	REGIONS	CARDHOLDER	S	4524-04/30/24	0	2024	8	INV P	637.95	051724	303011 4524-04/30/24 REGIO
									990.16		
ACCOUNT TOTAL									990.16		
ADVERTISING											
001020	615000					2024 8 INV P					
003031	HATTIESBURG ALLIANCE			2024HAPA	0	2024	8	INV P	28,000.00	051724	302893 HAPA ANNUAL PROMOTI
ACCOUNT TOTAL									28,000.00		
ORG 001020 TOTAL									29,889.08		
MUNICIPAL CLERK											
001040	606000					2024 8 INV P					
002160	AT&T MOBILITY			287273578351x050824	0	2024	8	INV P	37.05	051724	302788 MB#2016-287/WIRELES
002160	AT&T MOBILITY			287290252011x050524	0	2024	8	INV P	18.04	051724	302788 MB2016-287/WIRELESS

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION		
							55.09					
ACCOUNT TOTAL							55.09					
001040	615000			ADVERTISING								
003141	HUB CITY SPOKES	103696	0	2024	8	INV P	363.72	051724	302901	LEGAL NOTICES,HPC J		
ACCOUNT TOTAL							363.72					
001040	684500			REGISTRATION FEE/TUITION								
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024	8	INV P	248.00	051724	303011	2080-04/30/24 REGIO		
ACCOUNT TOTAL							248.00					
ORG 001040 TOTAL							666.81					
001045				PURCHASING DIV.								
001045	501000			OTHER EXPENDABLE OFF.SPL								
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024	8	INV P	196.87	051724	303011	2080-04/30/24 REGIO		
ACCOUNT TOTAL							196.87					
ORG 001045 TOTAL							196.87					
001080				HUMAN RESOURCES								
001080	611000			TRAVEL EXPENSE								
004660	WILLIAMS, KIMBERLY	49973	0	2024	8	INV P	1,498.12	051724	303091	TRAVEL ADVANCE TYLE		
ACCOUNT TOTAL							1,498.12					
ORG 001080 TOTAL							1,498.12					
001090				URBAN DEVELOPMT								
001090	604900			OTHER PROFESSIONAL SERV.								
047055	INTERPRETERS & TRANS	201147 URBDEV	0	2024	8	INV P	19.69	051724	302909	INTERPRETING SERVIC		
ACCOUNT TOTAL							19.69					
001090	606000			TELEPHONE AND TELEGRAPH								
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	59.57	051724	302788	MB#2016-287/WIRELES		
ACCOUNT TOTAL							59.57					
001090	611000			TRAVEL EXPENSE								
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024	8	INV P	1,795.12	051724	303011	2080-04/30/24 REGIO		
ACCOUNT TOTAL							1,795.12					
001090	620000			PRINTING								
002796	FASTSIGNS OF HATTIES	2153-12647	2402970	2024	8	INV P	390.00	051724	302870	PUBLIC HEARING SIGN		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
ACCOUNT TOTAL							390.00			
001090	641000			OFFICE EQUIPMENT RENT						
004050	RICOH CORP	38589662	0	2024	8	INV P	232.90	051724	303018	COPIER FEE NOV 2023
ACCOUNT TOTAL							232.90			
001090	684500			REGISTRATION FEE/TUITION						
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV P	599.00	051724	303011	4341-04/30/24 REGI
ACCOUNT TOTAL							599.00			
ORG 001090 TOTAL							3,096.28			
001091	INFO TECHNOLOGY			PAPER						
001091	500300			PAPER						
003772	NEWELL PAPER COMPANY	4167917	2402978	2024	8	INV P	285.32	051724	302971	PAPER SUPPLIES - IT
ACCOUNT TOTAL							285.32			
001091	508000			COMPUTER SUPPLIES						
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV P	1,176.26	051724	303011	4341-04/30/24 REGI
ACCOUNT TOTAL							1,176.26			
001091	606000			TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287289913717X050524	0	2024	8	INV P	132.63	051724	302788	MB2016-287/WIRELESS
002160	AT&T MOBILITY	287290252011X050524	0	2024	8	INV P	52.17	051724	302788	MB2016-287/WIRELESS
							184.80			
ACCOUNT TOTAL							184.80			
001091	606800			NETWORK						
002384	C SPIRE (MEGAGATE)	205876-90	0	2024	8	INV P	658.74	051724	302809	NETWORK/INTERET - M
002384	C SPIRE (MEGAGATE)	3000667134-33	0	2024	8	INV P	775.00	051724	302809	NETWORK/INTERET - M
002384	C SPIRE (MEGAGATE)	683013-79	0	2024	8	INV P	8,500.84	051724	302809	NETWORK/INTERET - M
							9,934.58			
003912	PILEUM CORPORATION	P106426	0	2024	8	INV P	2,965.00	051724	302990	BILLABLE TIME - IT
003912	PILEUM CORPORATION	p107561	0	2024	8	INV P	2,000.00	051724	302990	ANNUAL H3 PENETATIO
003912	PILEUM CORPORATION	P107635	0	2024	8	INV P	3,025.00	051724	302990	BILLABLE TIME - IT
							7,990.00			
ACCOUNT TOTAL							17,924.58			
001091	636500			OFFICE EQUIPMENT R&M						
003583	METRIX SOLUTIONS	M106137	0	2024	8	INV P	2,064.50	051724	302940	OFFICE 365 LICENSES
004050	RICOH CORP	5069373363	0	2024	8	INV P	122.90	051724	303018	CHARGES FOR PRODUCT

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL							2,187.40		
001091	732700								
002613	DAKTECH COMPUTERS	347402	2403055	2024 8	INV	P	5,694.00	051724	302847 COMPUTERS - VARIOUS
ACCOUNT TOTAL							5,694.00		
ORG 001091 TOTAL							27,452.36		
001092	GEN.GOV'T.BLDG								
001092	561000								
003543	MCELHANEY PLUMBING I	302346	2403053	2024 7	INV	P	19.95	051724	302937 FARM FLOAT SWITCH F
003543	MCELHANEY PLUMBING I	302580	2403169	2024 8	INV	P	358.80	051724	302937 WATER HEATER/BITES/
							378.75		
ACCOUNT TOTAL							378.75		
001092	565000								
004176	SHERWIN-WILLIAMS COM	7042-4	2403270	2024 8	INV	P	40.93	051724	303037 PM 200 0 SG EXTRA-P
ACCOUNT TOTAL							40.93		
001092	630000								
004321	SPIRE	G2024-3 MAY	0	2024 8	INV	P	1,034.96	051724	303059 SPIRE-(MILMUT GAS)
ACCOUNT TOTAL							1,034.96		
001092	630500								
003700	MS POWER COMPANY	E2024-30 APR	0	2024 8	INV	P	1,387.44	051724	302953 MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-9 MAY	0	2024 8	INV	P	322.35	051724	302960 MISSISSIPPI POWER-V
							1,709.79		
ACCOUNT TOTAL							1,709.79		
001092	635000								
002672	DOLEAC ELECTRIC CO I	YMCA-X124	2402410	2024 8	INV	P	605.00	051724	302855 FURNISH & INSTALL A
003341	KONE INC	0871246171	0	2024 8	INV	P	3,103.20	051724	302926 ELEVATOR MAINTENANC
ACCOUNT TOTAL							3,708.20		
001092	644900								
002273	BLOOMS GARDEN SHOP	12175	2403076	2024 8	INV	P	107.00	051724	302795 WREATH RENTALS/PLAN
002720	EDWARDS PROPERTY MGM	6/2024	0	2024 8	INV	P	1,100.00	051724	302859 DRIVER LICENSE RENE
ACCOUNT TOTAL							1,207.00		
ORG 001092 TOTAL							8,079.63		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001093				INTERMODAL FAC O&M							
001093	510000			CLEANING/JANITORIAL SPLY							
004634	WHEELER'S JANITORIAL	1636683		2403159	2024	8	INV	P	647.68	051724	303089 JANITORIAL SUPPLIES
				ACCOUNT TOTAL					647.68		
001093	635000			BUILDING R&M							
004234	SMITH, JIM SERVICES	i93568		0	2024	8	INV	P	4,966.95	051724	303043 COMM.RM AC CIRCUIT
				ACCOUNT TOTAL					4,966.95		
				ORG 001093				TOTAL	5,614.63		
001094				METRPLTN PLANG.							
001094	500300			PAPER							
004017	REGIONS CARDHOLDER S	2080-04/30/24		0	2024	8	INV	P	150.84	051724	303011 2080-04/30/24 REGIO
				ACCOUNT TOTAL					150.84		
001094	684500			REGISTRATION FEE/TUITION							
004017	REGIONS CARDHOLDER S	2080-04/30/24		0	2024	8	INV	P	255.00	051724	303011 2080-04/30/24 REGIO
				ACCOUNT TOTAL					255.00		
				ORG 001094				TOTAL	405.84		
001095				G/G INS.OTH SER							
001095	602500			LEGAL							
002377	BUTLER, SNOW, O'MARA, S	10425673		0	2024	8	INV	P	1,375.00	051724	302806 ARPA ADMIN LEGAL CO
003944	POPE & POPE, PA	2432		0	2024	8	INV	P	3,110.30	051724	302997 ANNEXATION LAWSUIT
003944	POPE & POPE, PA	2433		0	2024	8	INV	P	3,993.62	051724	302997 COLONY CONSTRUCTION
003944	POPE & POPE, PA	2434		0	2024	8	INV	P	3,850.00	051724	302997 THE COTTAGES - DENN
003944	POPE & POPE, PA	2435		0	2024	8	INV	P	750.00	051724	302997 THE COTTAGES - DENN
003944	POPE & POPE, PA	2436		0	2024	8	INV	P	1,550.00	051724	302997 C-SPIRE ISSUES
003944	POPE & POPE, PA	2437		0	2024	8	INV	P	3,604.80	051724	302997 HATTIESBURG MARKETP
003944	POPE & POPE, PA	2438		0	2024	8	INV	P	7,496.21	051724	302997 GENERAL OUT OF POCK
									24,354.93		
047351	LOWREY & FORTNER PA	20227406		0	2024	8	INV	P	1,000.00	051724	302933 HATTIESBURG POLICE
050662	CAREY R VARNADO	1006		0	2024	8	INV	P	500.00	051724	302812 MONTHLY RETAINER AT
				ACCOUNT TOTAL					27,229.93		
001095	602701			MEDICAL ANALYSIS-EMP CLINIC							
002037	AB SUPPORT SERVICES	3B2018		2400345	2024	8	INV	P	466.00	051724	302771 TWO-QUOTE JANITORIA
002523	COMCAST CABLEVISION	APR 30-MAY 29		0	2024	8	INV	P	211.09	051724	302835 COMCAST- CITY EMPLO

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
003576	MEDICAL ANALYSIS-GHV	11145	0	2024	8	INV	P		29,683.44	051724	302939 3/24 EMPLOYEE CLINI
ACCOUNT TOTAL									30,360.53		
001095	604900	OTHER PROFESSIONAL SERV.									
003433	LOCAL IMPACT ANALYTI	03062024-3	2402202	2024	8	INV	P		5,000.00	051724	302932 RAISE GRANT/HDMI HA
004197	SHOWS DEARMAN & WAIT	24142	0	2024	7	INV	P		1,495.00	051724	303038 806 W 5TH ST TREE D
004482	TYLER TECHNOLOGIES IN	045-465057	2402456	2024	8	INV	P		3,000.00	051724	303079 TRS - MANPOWER REPO
ACCOUNT TOTAL									9,495.00		
001095	606000	TELEPHONE AND TELEGRAPH									
002158	AT&T	8183270010594	3/1/24	0	2024	8	INV	P	5,477.72	051724	302785 AT&T LONG DISTANCE
002158	AT&T	L2024-05.04		0	2024	8	INV	P	155.16	051724	302783 AT&T BLUE LIGHTS-LO
002158	AT&T	L2024-4/20/24		0	2024	7	INV	P	51.87	051724	302783 AT&T BLUE LIGHTS-LO
									5,684.75		
002159	AT&T LONG DISTANCE S	0280052164	0	2024	8	INV	P		30.41	051724	302787 ONE NET SERVICE
047050	C SPIRE (IP)	L2024-5/1/24	0	2024	8	INV	P		6,861.55	051724	302810 CSPIRE-03/28-04/26
ACCOUNT TOTAL									12,576.71		
001095	625500	PUBLIC LIAB/PROPERTY DAM									
004308	SOUTHGROUP (HATTIESB	248038	0	2024	8	INV	P		1,367.44	051724	303058 COM.UMBRELLA POLICY
004308	SOUTHGROUP (HATTIESB	248039	0	2024	8	INV	P		697.13	051724	303058 GEN. LIABILITY POLI
									2,064.57		
ACCOUNT TOTAL									2,064.57		
ORG 001095 TOTAL									81,726.74		
001096	FED PROG ADMIN										
001096	502000	MINOR OFFICE EQUIP/FURN.									
002613	DAKTECH COMPUTERS	347402	2403055	2024	8	INV	P		949.00	051724	302847 COMPUTERS - VARIOUS
ACCOUNT TOTAL									949.00		
ORG 001096 TOTAL									949.00		
001100	POLICE/PUB.SFTY										
001100	500300	PAPER									
003810	OFFICE PRODUCTS PLUS	1056465-0	2403118	2024	8	INV	P		508.90	051724	302980 CHAIR FOR ALLEN & O
ACCOUNT TOTAL									508.90		
001100	501000	OTHER EXPENDABLE OFF.SPL									
002294	BOURNE BROTHERS PRIN	92441	2403074	2024	8	INV	P		125.00	051724	302796 OFFICER EQUIPMENT R

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR			TYP	S	WARRANT	CHECK	DESCRIPTION
003810	OFFICE	PRODUCTS	PLUS	1056465-0	2403118	2024	8	INV	P		294.31	051724	302980 CHAIR FOR ALLEN & O
003810	OFFICE	PRODUCTS	PLUS	1056465-1	2403118	2024	8	INV	P		89.77	051724	302980 CHAIR FOR ALLEN & O
											384.08		
004017	REGIONS	CARDHOLDER	S	4341-04/30/24	0	2024	8	INV	P		43.26	051724	303011 4341-04/30/24 REGI
ACCOUNT TOTAL											552.34		
001100	502000	MINOR OFFICE EQUIP/FURN.											
003810	OFFICE	PRODUCTS	PLUS	1056465-0	2403118	2024	8	INV	P		356.47	051724	302980 CHAIR FOR ALLEN & O
ACCOUNT TOTAL											356.47		
001100	525000	GAS AND OIL											
049764	GPM	EMPIRE-FLASHMARK	93058	4/2024	0	2024	8	INV	P		66.08	051724	302889 MISC MINIT MART CHA
049764	GPM	EMPIRE-FLASHMARK	93059	4/24	0	2024	8	INV	P		801.07	051724	302888 FLASHMARKET CHARGES
											867.15		
ACCOUNT TOTAL											867.15		
001100	535000	UNIFORMS, BADGES, ETC.											
002879	GALL'S	LLC		027373583	2401847	2024	8	INV	P		122.76	051724	302884 JACKET FOR CHIEF AN
002879	GALL'S	LLC		027641452	2402765	2024	8	INV	P		959.01	051724	302884 EQUIPMENT FOR STOCK
											1,081.77		
003588	MID SOUTH	UNIFORM &		648906	2400874	2024	8	INV	P		719.42	051724	302942 JUSTIN ROPER BOOTS
003590	MIDSOUTH	SOLUTIONS		217793	2400853	2024	7	INV	P		920.00	051724	302943 BOOTS FOR STOCK-HPD
ACCOUNT TOTAL											2,721.19		
001100	535500	WEARING APPAREL											
002769	EXPRESS	PRESS		53578	2401220	2024	8	INV	P		388.93	051724	302867 SHIRTS FOR OTHER DE
002879	GALL'S	LLC		026135309	2304151	2024	8	INV	P		86.22	051724	302884 RAIN GEAR FOR CROSS
002879	GALL'S	LLC		027530007	2402592	2024	8	INV	P		336.96	051724	302884 CLOTHING ALLOWANCE
											423.18		
004017	REGIONS	CARDHOLDER	S	1286-04/30/24	0	2024	8	INV	P		274.97	051724	303011 1286-04/30/24 REGIO
004017	REGIONS	CARDHOLDER	S	2080-04/30/24	0	2024	8	INV	P		842.00	051724	303011 2080-04/30/24 REGIO
004017	REGIONS	CARDHOLDER	S	4341-04/30/24	0	2024	8	INV	P		1,369.94	051724	303011 4341-04/30/24 REGI
004017	REGIONS	CARDHOLDER	S	5548-04/30/24	0	2024	8	INV	P		181.89	051724	303011 5548-04/30/24 REGIO
											2,668.80		
ACCOUNT TOTAL											3,480.91		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION	
001100	559000			OTHER OPERATING MATL/SPLY							
002175	B & H PHOTO-VIDEO	223788130	2402973	2024	8	INV P	436.17	051724	302791	ID CAMERA FOR RECOR	
004017	REGIONS CARDHOLDER S	1286-04/30/24	0	2024	8	INV P	406.00	051724	303011	1286-04/30/24 REGIO	
ACCOUNT TOTAL							842.17				
001100	5594MC			OTHER OPER - VICTIM ADVOC MC							
003982	PSA WORLDWIDE, LLC	155474	2402758	2024	8	INV P	3,771.46	051724	303002	DOMESTIC VIOLENCE I	
ACCOUNT TOTAL							3,771.46				
001100	570000			MTR	VEHICLE	REP.	PTS/SPL				
002060	ADVANCE AUTO PARTS	5604411770294	2403034	2024	8	INV P	842.49	051724	302773	PARTS FOR SHOP AND	
002060	ADVANCE AUTO PARTS	5604412970488	2403191	2024	8	INV P	1,118.28	051724	302773	PARTS FOR VARIOUS U	
							1,960.77				
003861	PATTERSON AUTO ELECT	82264	2403059	2024	8	INV P	150.00	051724	302984	PART FOR UNIT# 1676	
003861	PATTERSON AUTO ELECT	82347	2403058	2024	8	INV P	150.00	051724	302984	PARTS FOR UNIT# 177	
							300.00				
003915	PINE BELT CDJR, INC	85525	2400090	2024	8	INV P	498.24	051724	302991	FILTERS FOR STOCK -	
003915	PINE BELT CDJR, INC	87493	2400475	2024	8	INV P	417.36	051724	302991	PARTS FOR SHOP-HPD	
003915	PINE BELT CDJR, INC	88937	2401453	2024	8	INV P	131.20	051724	302991	PART FOR UNIT# 2215	
003915	PINE BELT CDJR, INC	89540	2401848	2024	8	INV P	64.56	051724	302991	PARTS FOR UNIT# 183	
003915	PINE BELT CDJR, INC	89899	2401987	2024	8	INV P	518.40	051724	302991	PARTS FOR UNIT# 193	
003915	PINE BELT CDJR, INC	90429	2402479	2024	8	INV P	565.28	051724	302991	PARTS FOR STOCK-HPD	
							2,195.04				
ACCOUNT TOTAL							4,455.81				
001100	604900			OTHER PROFESSIONAL SERV.							
004008	RAYNER, JACK	111129	0	2024	8	INV P	300.00	051724	303007	LATERAL POLYGRAPH-H	
047011	JANI-KING OF SOUTH E	SEM05240192	2400899	2024	8	INV P	2,889.00	051724	302911	CLEANING SAFETY COM	
050384	FOUR SEASONS ORNAMEN	2624	0	2024	8	INV P	1,400.00	051724	302882	LAWN SPRAY SERVICES	
050384	FOUR SEASONS ORNAMEN	2662	0	2024	8	INV P	800.00	051724	302882	LAWN SPRAY SERVICES	
050384	FOUR SEASONS ORNAMEN	2807	0	2024	8	INV P	900.00	051724	302882	LAWN SPRAY SERVICES	
							3,100.00				
ACCOUNT TOTAL							6,289.00				
001100	604921			NOLA EXPENSE							
002672	DOLEAC ELECTRIC CO I	H28784	2402834	2024	8	INV P	4,790.00	051724	302855	INSTALLATION FOR MO	
ACCOUNT TOTAL							4,790.00				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION		
001100	606000			TELEPHONE AND TELEGRAPH								
002158	AT&T	0563152379001 4/24	0	2024	7	INV P	46.23	051724	302784	POLICE	DISPATCH	LON
002158	AT&T	L2024-28 APR	0	2024	8	INV P	202.00	051724	302783	AT&T A	PARKER-DEPT	
002158	AT&T	M3182220010593 4/24	0	2024	8	INV P	739.14	051724	302786	POLICE	PRI	
							987.37					
002160	AT&T MOBILITY	287273578351x050824	0	2024	8	INV P	621.99	051724	302788	MB#2016-287/WIRELES		
002160	AT&T MOBILITY	287289913717x050524	0	2024	8	INV P	7,998.66	051724	302788	MB2016-287/WIRELESS		
002160	AT&T MOBILITY	287290252011x050524	0	2024	8	INV P	28.48	051724	302788	MB2016-287/WIRELESS		
							8,649.13					
048026	SOUTHERN BILLING	39102	0	2024	8	INV P	148.40	051724	303044	METRO	PHONE	SERVIC
ACCOUNT TOTAL							9,784.90					
001100	611000			TRAVEL EXPENSE								
004017	REGIONS CARDHOLDER S	1286-04/30/24	0	2024	8	INV P	554.36	051724	303011	1286-04/30/24	REGIO	
004017	REGIONS CARDHOLDER S	5548-04/30/24	0	2024	8	INV P	1,557.14	051724	303011	5548-04/30/24	REGIO	
							2,111.50					
004210	SIMS, JULIUS HARDY	101940T/SIMS	0	2024	7	INV P	684.14	051724	303041	TRAVEL	ADVANCE	FOR
050725	JUSTIN LADNER	101910T/LADNER	0	2024	7	INV P	557.00	051724	302922	TRAVEL	ADVANCE	FOR
ACCOUNT TOTAL							3,352.64					
001100	612000			FREIGHT								
002879	GALL'S LLC	026135309	2304151	2024	8	INV P	13.50	051724	302884	RAIN GEAR	FOR	CROSS
002879	GALL'S LLC	027641452	2402765	2024	8	INV P	10.52	051724	302884	EQUIPMENT	FOR	STOCK
							24.02					
003588	MID SOUTH UNIFORM &	648906	2400874	2024	8	INV P	18.45	051724	302942	JUSTIN	ROPER	BOOTS
047052	DANA SAFETY	891618	2401461	2024	8	INV P	94.87	051724	302848	BALLISTIC	SHIELDS	A
050567	STOP STICK,LTD	0032881-IN	2401939	2024	8	INV P	242.00	051724	303065	STOP	STICK	KIT WITH
ACCOUNT TOTAL							379.34					
001100	626500			AUTOMOBILE INSURANCE								
004134	SCOTT, CLYDE C INSUR	50175	0	2024	8	INV P	24,024.00	051724	303031	MOTORCYCLE	INSURANC	
ACCOUNT TOTAL							24,024.00					
001100	630000			GAS								
004321	SPIRE	G2024-9 MAY	0	2024	8	INV P	1,583.78	051724	303059	SPIRE-VARIOUS	DEPTS	
ACCOUNT TOTAL							1,583.78					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
001100	630500			ELECTRICITY						
003700	MS POWER COMPANY	E2024-30 APR	0	2024	8	INV P	2,988.89	051724	302953	MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-9 MAY	0	2024	8	INV P	2,136.88	051724	302960	MISSISSIPPI POWER-V
							5,125.77			
				ACCOUNT TOTAL			5,125.77			
001100	635000			BUILDING R&M						
047025	POWERS OF MISSISSIPP	225161	0	2024	8	INV P	696.67	051724	302999	REPAIR TO PUBLIC SA
047025	POWERS OF MISSISSIPP	225244	0	2024	8	INV P	1,276.67	051724	302999	REPAIR TO PUBLIC SA
047025	POWERS OF MISSISSIPP	227103	0	2024	8	INV P	580.00	051724	302999	REPAIR TO PUBLIC SA
047025	POWERS OF MISSISSIPP	228206	0	2024	8	INV P	4,312.50	051724	302999	SERVICE AGREEMENT C
							6,865.84			
				ACCOUNT TOTAL			6,865.84			
001100	639800			TOW IN CHARGES						
003389	LARRY'S WRECKER SERV	12585	0	2024	8	INV P	70.00	051724	302929	TOWING OF UNIT# 166
003389	LARRY'S WRECKER SERV	13129	0	2024	8	INV P	70.00	051724	302929	TOWING OF UNIT# 177
003389	LARRY'S WRECKER SERV	13131A	0	2024	8	INV P	70.00	051724	302929	TOWING OF UNIT# 197
							210.00			
				ACCOUNT TOTAL			210.00			
001100	641700			MOTORCYCLE RENT						
048971	ENTERPRISE FM TRUST	FBN5033571	0	2024	8	INV P	10,733.60	051724	302864	MB# 2022-221 LEASE
				ACCOUNT TOTAL			10,733.60			
001100	732300			EQUIP-BYRNE '23						
050567	STOP STICK,LTD	0032881-IN	2401939	2024	8	INV P	6,032.50	051724	303065	STOP STICK KIT WITH
				ACCOUNT TOTAL			6,032.50			
001100	739900			OTHER EQUIPMENT						
047052	DANA SAFETY	891618	2401461	2024	8	INV P	6,196.13	051724	302848	BALLISTIC SHIELDS A
050567	STOP STICK,LTD	0032881-IN A	2401940	2024	8	INV P	4,417.50	051724	303065	STOP STICK KIT WITH
				ACCOUNT TOTAL			10,613.63			
001100	740000			AUTOMOBILES						
049655	KIRK AUTO WORLD INC	H0228	2402020	2024	7	INV P	38,030.00	051724	302925	PURCHASE (7) CARS/M
049655	KIRK AUTO WORLD INC	H0262	2402020	2024	7	INV P	38,050.00	051724	302925	PURCHASE (7) CARS/M
							76,080.00			
				ACCOUNT TOTAL			76,080.00			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8				ACCOUNT/VENDOR				INVOICE				PO				YEAR/PR				TYP S				WARRANT				CHECK				DESCRIPTION			
												ORG 001100				TOTAL				183,421.40															
001131												JOINT P&F TRNG.																							
001131 501000												OTHER EXPENDABLE OFF.SPL																							
003810				OFFICE PRODUCTS PLUS				1055801-0				2403031				2024 7 INV P				304.94				051724				302980 OFFICE SUPPLIES							
003921				PINE BELT TROPHY				PBTA/51424				0				2024 8 INV P				66.75				051724				302994 CLASS 43 GRADUATION							
004017				REGIONS CARDHOLDER S				4341-04/30/24				0				2024 8 INV P				107.96				051724				303011 4341-04/30/24 REGI							
048019				IN THE LINE OF DUTY				1961-E				2403143				2024 8 INV P				100.00				051724				302905 TRAINING DVD							
												ACCOUNT TOTAL				579.65																			
001131 508000												COMPUTER SUPPLIES																							
002613				DAKTECH COMPUTERS				347402				2403055				2024 8 INV P				2,847.00				051724				302847 COMPUTERS - VARIOUS							
												ACCOUNT TOTAL				2,847.00																			
001131 511500												FOOD																							
049589				MS ANNS CATERING				1638				2403179				2024 8 INV P				2,010.00				051724				302946 RECRUIT CLASS 43 GR							
												ACCOUNT TOTAL				2,010.00																			
001131 512000												MEDICAL SUPPLIES																							
003810				OFFICE PRODUCTS PLUS				1055801-0				2403031				2024 7 INV P				105.76				051724				302980 OFFICE SUPPLIES							
												ACCOUNT TOTAL				105.76																			
001131 5462FR												MINOR EQUIPMENT-FIRE																							
004273				SOUTHERN GAS & SUPPL				0930029-00				2403241				2024 8 INV P				35.00				051724				303051 WELDING RODS							
												ACCOUNT TOTAL				35.00																			
001131 559000												OTHER OPERATING MATL/SPLY																							
003963				PRECISION DELTA CORP				30416				2402997				2024 8 INV P				667.72				051724				303001 AMMUNITION							
												ACCOUNT TOTAL				667.72																			
001131 570000												MTR VEHICLE REP. PTS/SPL																							
003746				NAPA AUTO PARTS				672815				2403026				2024 7 INV P				520.48				051724				302969 NAPA BATTERIES							
												ACCOUNT TOTAL				520.48																			
001131 599000												OTHER REPAIR/MAINT. SPL.																							
002169				AUTOMOTIVE GLASS SPE				W261613				0				2024 7 INV P				375.00				051724				302790 WINDSHIELD REPAIR T							
												ACCOUNT TOTAL				375.00																			
001131 607000												POSTAGE																							
004484				U P S STORE, THE (HA				155				0				2024 8 INV P				27.38				051724				303080 FREIGHT FOR TRAININ							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL							27.38		
001131 6110FR				MINOR EQUIPMENT-FIRE					
004689 YAWN, JAMES	YAWN/10201	0	2024 8	INV	P	236.00	051724	303097	YAWN TRAVEL-PEARL,M
049967 ALEX LININGER	LININGER/10202	0	2024 8	INV	P	472.00	051724	302775	LININGER TRAVEL-PEA
049984 DAVID HOLLBROOK	HOLBROOK/10203	0	2024 8	INV	P	472.00	051724	302849	HOLBROOK TRAVEL-PEA
050730 MICHAEL WHEELOCK	WHEELOCK/10200	0	2024 8	INV	P	236.00	051724	302941	WHEELOCK TRAVEL-PEA
ACCOUNT TOTAL							1,416.00		
001131 630000				GAS					
004321 SPIRE	G2024-3 MAY	0	2024 8	INV	P	156.64	051724	303059	SPIRE-(MILMUT GAS)
ACCOUNT TOTAL							156.64		
001131 630500				ELECTRICITY					
003700 MS POWER COMPANY	E2024-9 MAY	0	2024 8	INV	P	1,275.81	051724	302960	MISSISSIPPI POWER-V
ACCOUNT TOTAL							1,275.81		
001131 638200				MINOR EQUIPMENT R&M					
004057 RJ YOUNG COMPANY	INV6894753	0	2024 7	INV	P	312.05	051724	303019	ACADEMY COPIER CONT
004499 UNDERWOOD OUTDOOR PO 131107		2403195	2024 8	INV	P	194.98	051724	303082	LAWN MOWER R & M
ACCOUNT TOTAL							507.03		
001131 684000				DUES AND MEMBERSHIPS					
004017 REGIONS CARDHOLDER S 5548-04/30/24		0	2024 8	INV	P	465.00	051724	303011	5548-04/30/24 REGIO
ACCOUNT TOTAL							465.00		
ORG 001131 TOTAL							10,988.47		
FIRE DIVISION									
001160				CLEANING/JANITORIAL SPLY					
001160 510000									
002471 CINTAS CORPORATION # 4177580358		0	2024 8	INV	P	162.94	051724	302817	HFD STATION 9 JANIT
002471 CINTAS CORPORATION # 4180457886		0	2024 8	INV	P	120.78	051724	302818	HFD STATION 9 JANIT
002471 CINTAS CORPORATION # 4183298106		0	2024 8	INV	P	162.94	051724	302817	HFD STATION 9 JANIT
002471 CINTAS CORPORATION # 4186179760		0	2024 8	INV	P	124.63	051724	302818	HFD STATION 9 JANIT
							571.29		
048909 BRADY COMPANIES, LLC 8839523		2403087	2024 8	INV	P	742.56	051724	302798	HFD CLEANING & JANI
ACCOUNT TOTAL							1,313.85		
001160 511000				HOUSEHOLD SUPPLIES					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8															
ACCOUNT/VENDOR				INVOICE		PO	YEAR/PR			TYP	S	WARRANT		CHECK	DESCRIPTION
004017	REGIONS	CARDHOLDER	S	2080-04/30/24	0	2024	8	INV	P			498.00	051724	303011	2080-04/30/24 REGIO
004017	REGIONS	CARDHOLDER	S	6566-04/30/24	0	2024	8	INV	P			429.00	051724	303011	6566-04/30/24 REGIO
												927.00			
ACCOUNT TOTAL												927.00			
001160	525000				GAS AND OIL										
049764	GPM	EMPIRE-FLASHMARK	93058	4/2024	0	2024	8	INV	P			196.40	051724	302889	MISC MINIT MART CHA
049764	GPM	EMPIRE-FLASHMARK	93059	4/24	0	2024	8	INV	P			13.36	051724	302888	FLASHMARKET CHARGES
												209.76			
ACCOUNT TOTAL												209.76			
001160	525700				DIESEL FUEL										
049764	GPM	EMPIRE-FLASHMARK	93059	4/24	0	2024	8	INV	P			820.98	051724	302888	FLASHMARKET CHARGES
ACCOUNT TOTAL												820.98			
001160	535000				UNIFORMS, BADGES, ETC.										
002733	EMERGENCY EQUIPMENT		501437		2402360	2024	8	INV	P			7,300.00	051724	302860	FIREFIGHTING EQUIPM
004445	TOP NOTCH EMBROIDERY		1977		2402631	2024	8	INV	P			256.00	051724	303073	HFD UNIFORM SHIRTS
050056	AMAZON CAPITAL		1KYH-MQKK-3JWF		2403047	2024	8	INV	P			323.30	051724	302779	HFD BOOTS FOR PERSO
ACCOUNT TOTAL												7,879.30			
001160	546200				MINOR FIRE FIGHTING EQUIP.										
002812	FIRE STORE(WITMER AS		INV463595		2402204	2024	8	INV	P			534.97	051724	302873	HFD FIREFIGHTING EQ
003744	NAFECO-NORTH AMERICA		1273353		2402159	2024	8	INV	P			2,441.10	051724	302968	LION REDZONE PARTIC
ACCOUNT TOTAL												2,976.07			
001160	560000				BUILDING MATERIALS & SPL										
050056	AMAZON CAPITAL		1KYH-MQKK-3JWF		2403047	2024	8	INV	P			290.52	051724	302779	HFD BOOTS FOR PERSO
ACCOUNT TOTAL												290.52			
001160	570000				MTR VEHICLE REP. PTS/SPL										
002160	AT&T MOBILITY		287308925627X050524	0		2024	8	INV	P			354.00	051724	302788	MB2016-287/WIRELESS
002700	EAGLE TIRE AND SERVI		INV081802		2403131	2024	8	INV	P			429.44	051724	302857	HFD BC 10 UNIT #198
002700	EAGLE TIRE AND SERVI		INV082042		2403267	2024	8	INV	P			622.00	051724	302857	HFD I1 UNIT #18557
												1,051.44			
003898	PHILLIPS CAR CARE CE		00412		2402751	2024	8	INV	P			141.00	051724	302987	HFD BC20 UNIT #2009
004465	TRUCKPRO LLC		039-0725020		2403168	2024	8	INV	P			68.89	051724	303077	HFD ENGINE 6 UNIT #

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION
050718	BRELAND BRIAN	BC10	2402953	2024 8	INV	P	6,562.00	051724	302799	HFD BC10 UNIT#19835
ACCOUNT TOTAL							8,177.33			
001160	602700			MEDICAL						
004276	SOUTHERN MEDICAL CAR	28776	0	2024 8	INV	P	1,765.00	051724	303052	HFD FIRE RECRUIT PR
ACCOUNT TOTAL							1,765.00			
001160	606000			TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287273578351X050824	0	2024 8	INV	P	59.57	051724	302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287290217384X050524	0	2024 8	INV	P	1,486.65	051724	302788	MB2016-287/WIRELESS
							1,546.22			
ACCOUNT TOTAL							1,546.22			
001160	612000			FREIGHT						
002812	FIRE STORE(WITMER AS	INV463595	2402204	2024 8	INV	P	179.99	051724	302873	HFD FIREFIGHTING EQ
050056	AMAZON CAPITAL	1KYH-MQKK-3JWF	2403047	2024 8	INV	P	88.30	051724	302779	HFD BOOTS FOR PERSO
ACCOUNT TOTAL							268.29			
001160	630000			GAS						
004321	SPIRE	G2024-26 APR	0	2024 8	INV	P	255.98	051724	303059	SPIRE-(MILMUT GAS)-
004321	SPIRE	G2024-3 MAY	0	2024 8	INV	P	150.44	051724	303059	SPIRE-(MILMUT GAS)
004321	SPIRE	G2024-9 MAY	0	2024 8	INV	P	68.85	051724	303059	SPIRE-VARIOUS DEPTS
							475.27			
ACCOUNT TOTAL							475.27			
001160	630500			ELECTRICITY						
003700	MS POWER COMPANY	E2024-30 APR	0	2024 8	INV	P	1,255.02	051724	302953	MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-9 MAY	0	2024 8	INV	P	400.85	051724	302960	MISSISSIPPI POWER-V
							1,655.87			
003873	PEARL RIVER VALLEY E	2024-24 APR	0	2024 8	INV	P	1,418.06	051724	302985	PEARL RIVER VALLEY
004282	SOUTHERN PINE ELECTR	E2024-04.17	0	2024 8	INV	P	124.35	051724	303054	SOUTHERN PINE ELECT
004282	SOUTHERN PINE ELECTR	E2024-5/5	0	2024 8	INV	P	1,067.73	051724	303054	SOUTHERN PINE ELECT
							1,192.08			
ACCOUNT TOTAL							4,266.01			
001160	635000			BUILDING R&M						
002905	GILLILANDS ELECTRONI	14277	2402862	2024 8	INV	P	4,549.81	051724	302887	HFD NEW ADMIN OFFIC

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
004176	SHERWIN-WILLIAMS COM	5447-7	2402704	2024	8	INV	P			88.11 051724	303037	HFD NEW ADMIN OFFIC
				ACCOUNT TOTAL						4,637.92		
001160	638200			MINOR EQUIPMENT R&M								
002083	ALLBRITTON CHAIN SAW	17584	2402981	2024	8	INV	P			29.49 051724	302776	HFD STATION 1 SAW R
				ACCOUNT TOTAL						29.49		
001160	638400			MOTOR VEHICLE EQ. R&M								
003898	PHILLIPS CAR CARE CE	00412	2402751	2024	8	INV	P			150.00 051724	302987	HFD BC20 UNIT #2009
				ACCOUNT TOTAL						150.00		
001160	639800			TOW IN CHARGES								
003253	JOHNNY'S WRECKER SER	48785	0	2024	8	INV	P			400.00 051724	302917	HFD EMERGENCY TOW R
				ACCOUNT TOTAL						400.00		
001160	642500			CYLINDER RENT								
002071	AIRGAS USA LLC (NORD	5507544144	0	2024	8	INV	P			50.18 051724	302774	HFD MEDICAL OXYGEN
004273	SOUTHERN GAS & SUPPL	38514393	0	2024	8	INV	P			144.71 051724	303051	HFD MEDICAL OXYGEN
				ACCOUNT TOTAL						194.89		
001160	729500			OTHER IMPROVEMENTS								
004176	SHERWIN-WILLIAMS COM	6193-1	2402285	2024	8	INV	P			18,974.64 051724	303037	HFD NEW ADMIN FLOOR
				ACCOUNT TOTAL						18,974.64		
				ORG 001160 TOTAL						55,302.54		
001180				LAND DEVEL.ADM.								
001180	501000			OTHER EXPENDABLE OFF.SPL								
004017	REGIONS CARDHOLDER S	1286-04/30/24	0	2024	8	INV	P			48.27 051724	303011	1286-04/30/24 REGIO
				ACCOUNT TOTAL						48.27		
001180	546000			MINOR EQUIPMENT								
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV	P			119.91 051724	303011	4341-04/30/24 REGI
				ACCOUNT TOTAL						119.91		
001180	570000			MTR VEHICLE REP. PTS/SPL								
002160	AT&T MOBILITY	287308925627X050524	0	2024	8	INV	P			212.40 051724	302788	MB2016-287/WIRELESS
				ACCOUNT TOTAL						212.40		
001180	601300			DEMOLITION								
003718	MSP ENTERPRISES, LLC	042924-1	0	2024	7	INV	P			12,182.16 051724	302965	DEMO - 906 SHORT CO

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP S		WARRANT		CHECK	DESCRIPTION	
050102	JORDAN WILLIAM	050224-515	COLUMBIA	0	2024	8	INV P		2,020.00	051724		302921	ADD-ON WORK FOR 515
050102	JORDAN WILLIAM	050424 515	COLUMBIA	2304836	2024	8	INV P		32,079.00	051724		302921	2 QUOTE FOR DEMO OF
									34,099.00				
ACCOUNT TOTAL									46,281.16				
001180	601600			TITLE OPINIONS									
004076	ROGERS, KEVIN	05-07-2024		0	2024	8	INV P		2,500.00	051724		303022	TITLE OPINIONS - 05
ACCOUNT TOTAL									2,500.00				
001180	601800			LOT CLEARING									
004417	TERRY'S BACKHOE AND	1948		0	2024	7	INV P		769.50	051724		303069	LOT CLEARING - 3002
ACCOUNT TOTAL									769.50				
001180	602300			ABSTRACTING & RECORDING									
002847	FORREST COUNTY CHANC	178CODE		0	2024	8	INV P		234.00	051724		302877	FILING FEES - MARCH
002847	FORREST COUNTY CHANC	181CODE		0	2024	8	INV P		156.00	051724		302877	FILING FEES - APRIL
									390.00				
ACCOUNT TOTAL									390.00				
001180	606000			TELEPHONE AND TELEGRAPH									
002160	AT&T MOBILITY	287273578351X050824		0	2024	8	INV P		1,189.89	051724		302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287290252011X050524		0	2024	8	INV P		394.91	051724		302788	MB2016-287/WIRELESS
									1,584.80				
ACCOUNT TOTAL									1,584.80				
001180	620000			PRINTING									
004057	RJ YOUNG COMPANY	INV6921603		0	2024	8	INV P		264.23	051724		303019	AAA71330 - BUILDING
ACCOUNT TOTAL									264.23				
001180	638400			MOTOR VEHICLE EQ. R&M									
004514	UNIVERSITY TIRE & SE	INV235045		2403112	2024	8	INV P		270.14	051724		303083	TWO TIRES & WIPER B
048827	CARQUEST	14758-36582		2402986	2024	7	INV P		458.45	051724		302813	WINDOW MOTORS & RAD
ACCOUNT TOTAL									728.59				
001180	684500			REGISTRATION FEE/TUITION									
004017	REGIONS CARDHOLDER S	2080-04/30/24		0	2024	8	INV P		1,095.00	051724		303011	2080-04/30/24 REGIO
ACCOUNT TOTAL									1,095.00				
ORG 001180 TOTAL									53,993.86				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
TRAFFIC MAINT.									
001191	570000			MTR VEHICLE REP. PTS/SPL					
002160	AT&T MOBILITY	287308925627X050524	0	2024 8	INV	P	94.40 051724	302788	MB2016-287/WIRELESS
ACCOUNT TOTAL							94.40		
TELEPHONE AND TELEGRAPH									
001191	606000			2024 8	INV	P	186.21 051724	302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287273578351X050824	0						
ACCOUNT TOTAL							186.21		
GAS									
001191	630000			2024 8	INV	P	45.08 051724	303059	SPIRE-VARIOUS DEPTS
004321	SPIRE	G2024-9 MAY	0						
ACCOUNT TOTAL							45.08		
UNIFORM RENT									
001191	643000			2024 7	INV	P	25.00 051724	302820	TRAFFIC UNIFORM SC
002471	CINTAS CORPORATION # 4190938175		0	2024 8	INV	P	25.00 051724	302820	TRAFFIC UNIFORM S
002471	CINTAS CORPORATION # 4191654766		0	2024 8	INV	P	25.00 051724	302819	TRAFFIC UNIFORM S
002471	CINTAS CORPORATION # 4192377521		0				75.00		
ACCOUNT TOTAL							75.00		
MOP-MAT-RAG RENT									
001191	643500			2024 7	INV	P	8.56 051724	302820	TRAFFIC MATS SC/8
002471	CINTAS CORPORATION # 4190937734		0	2024 8	INV	P	8.56 051724	302820	TRAFFIC MATS SC/8
002471	CINTAS CORPORATION # 4191654303		0	2024 8	INV	P	8.56 051724	302820	TRAFFIC MATS SC/8
002471	CINTAS CORPORATION # 4192376991		0				25.68		
ACCOUNT TOTAL							25.68		
CUSTODIAL SERVICE									
001191	687000			2024 8	INV	P	540.90 051724	303033	TWO-QUOTE JANITORIA
050419	SCRUB HUB LLC	5	2401114						
ACCOUNT TOTAL							540.90		
ORG 001191 TOTAL							967.27		
STREET DIV.									
OTHER EXPENDABLE OFF.SPL									
001201	501000			2024 8	INV	P	43.74 051724	303060	OFFICE SUPPLIES/PUB
004327	STANDARD OFFICE SUPP H28496-00		2403202						
ACCOUNT TOTAL							43.74		
CLEANING/JANITORIAL SPLY									
001201	510000			2024 8	INV	P	262.50 051724	302904	PAPER TOWEL ROOLS
050811	IMPERIAL DADE	16666736	2403189						
ACCOUNT TOTAL							262.50		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
001201	540000										ASPHALT & ASPHALT PROD.
004586	WARREN PAVING INC	91195	2403012	2024	8	INV	P		484.98	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91226	2403012	2024	8	INV	P		320.84	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91238	2403012	2024	8	INV	P		384.82	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91289	2403012	2024	8	INV	P		151.15	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91333	2403012	2024	8	INV	P		354.23	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91528	2403012	2024	8	INV	P		218.84	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91596	2403012	2024	8	INV	P		110.35	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91715	2403012	2024	8	INV	P		262.42	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91858	2403012	2024	8	INV	P		138.17	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91872	2403012	2024	8	INV	P		103.86	051724	303084 ASPHALT FOR PUBLIC
004586	WARREN PAVING INC	91911	2403012	2024	8	INV	P		162.28	051724	303084 ASPHALT FOR PUBLIC
									2,691.94		
									ACCOUNT TOTAL	2,691.94	
001201	540500										CONCRETE, CEMENT, ETC.
003134	HOVER GRAVEL CO	17159	2402663	2024	8	INV	P		929.75	051724	302900 TOPSOIL/CLAY GRAVEL
004586	WARREN PAVING INC	91398	2403116	2024	8	INV	P		4,814.50	051724	303084 610 LIMESTONE
									ACCOUNT TOTAL	5,744.25	
001201	541500										SAND, CLAY, GRVL, FILL DIRT
003134	HOVER GRAVEL CO	17159	2402663	2024	8	INV	P		764.25	051724	302900 TOPSOIL/CLAY GRAVEL
									ACCOUNT TOTAL	764.25	
001201	545000										HAND TOOLS
003987	PUCKETT RENTS	1040226-0001	2403003	2024	8	INV	P		820.44	051724	303003 HAND TOOLS/STREET C
									ACCOUNT TOTAL	820.44	
001201	559000										OTHER OPERATING MATL/SPLY
003681	MS FIRE & SAFETY OF	91608	0	2024	8	INV	P		689.00	051724	302948 SERVICE & CERTIFICA
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV	P		506.34	051724	303011 4341-04/30/24 REGI
									ACCOUNT TOTAL	1,195.34	
001201	570000										MTR VEHICLE REP. PTS/SPL
002160	AT&T MOBILITY	287308925627X050524	0	2024	8	INV	P		1,085.60	051724	302788 MB2016-287/WIRELESS
002166	AUTO ARMATURE SERVIC	02871	2403002	2024	7	INV	P		179.95	051724	302789 UNIT 16239 BATTERY
002166	AUTO ARMATURE SERVIC	02872	2402966	2024	7	INV	P		359.90	051724	302789 UNITS 7526 & 13174
002166	AUTO ARMATURE SERVIC	02878	2402966	2024	7	INV	P		379.90	051724	302789 UNITS 7526 & 13174
									919.75		
004297	SOUTHERN TIRE MART (	2520151896	2403007	2024	8	INV	P		808.76	051724	303056 TIRES/UNIT #22230

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION	
004354	STRIBLING EQUIPMENT	CE00622275301	2403139	2024	8	INV	P	228.34	051724	303066	CONDENSER/UNIT #200
048827	CARQUEST	14758-36581	2402951	2024	8	INV	P	39.40	051724	302813	PARTS/UNIT 14146
048827	CARQUEST	14758-36600	2403001	2024	7	INV	P	98.56	051724	302813	UNITS 17017 & 17018
048827	CARQUEST	14758-36672	2403046	2024	7	INV	P	84.66	051724	302813	UNIT 13175 REPAIR
048827	CARQUEST	14758-36819	2403123	2024	8	INV	P	317.01	051724	302813	REPAIR PARTS/UNIT 1
048827	CARQUEST	14758-36921	2403158	2024	8	INV	P	296.36	051724	302813	PARTS/UNIT 20051
048827	CARQUEST	14758-37133	2403056	2024	8	INV	P	91.08	051724	302813	UNITS 16722 & 17018
								927.07			
ACCOUNT TOTAL								3,969.52			
001201	575500	AGRICLTR REPAIR PTS/SPL									
002304	BRACKMAN MOWER WAREH	51330	2402932	2024	8	INV	P	499.98	051724	302797	LAWNMOWER PART AND
ACCOUNT TOTAL								499.98			
001201	604900	OTHER PROFESSIONAL SERV.									
002460	CHEMPRO SERVICES	19958	2403184	2024	8	INV	P	15,750.00	051724	302816	HERBICIDE - FILE NU
047034	BUGZ LAWN CARE	24	0	2024	8	INV	P	1,200.00	051724	302802	LANDSCAPE MAINTENCE
ACCOUNT TOTAL								16,950.00			
001201	612000	FREIGHT									
002836	FLUIDS INC.	15949	2403084	2024	8	INV	P	270.06	051724	302874	CHEMICALS/MOSQUITO
004354	STRIBLING EQUIPMENT	CE00622275301	2403139	2024	8	INV	P	18.75	051724	303066	CONDENSER/UNIT #200
ACCOUNT TOTAL								288.81			
001201	636099	LONG RANGE PAVING PLAN									
047056	WARREN PAVING INC	2402541.1	2402541	2024	8	INV	P	24,970.08	051724	303085	PAVING S. 26TH AVEN
ACCOUNT TOTAL								24,970.08			
001201	638400	MOTOR VEHICLE EQ. R&M									
002367	BURROUGHS DIESEL INC	819971	0	2024	8	INV	P	2,216.00	051724	302804	REPAINT DUMP BODY O
002852	FORREST CTY TAX COLL	CHG TITLE UNIT 15142	0	2024	8	INV	P	10.00	051724	302879	TITLE UNIT #15142/V
003615	JOHN DEERE FINANCIAL	W90291	0	2024	8	INV	P	476.08	051724	302916	UNIT 21690 SERVICE
003712	MS STATE/TAX COMM/TA	NEW TAG UNIT # 22265	0	2024	8	INV	P	12.00	051724	302964	NEW TAG UNIT 22265/
004297	SOUTHERN TIRE MART (	2520151398	2402917	2024	8	INV	P	980.00	051724	303056	SERVICE CALL AND TR
004354	STRIBLING EQUIPMENT	rs00024060:01	2402119	2024	8	INV	P	2,059.82	051724	303066	UNIT 17898 & 20152
ACCOUNT TOTAL								5,753.90			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8				ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION	
001201	638700					AGRICULTURAL EQ. R&M										
002304	BRACKMAN MOWER WAREH	51726		2403114	2024	8	INV P		129.00	051724		302797	UNIT 18707 REPAIR			
003615	JOHN DEERE FINANCIAL	W90097		2402938	2024	7	INV P		2,405.01	051724		302916	REPAIRS/UNIT 21690			
ACCOUNT TOTAL									2,534.01							
001201	639900					OTHER REPAIRS AND MAINT.										
003380	LANCASTER'S MACHINE	25690		2402982	2024	7	INV P		1,580.00	051724		302928	TRAILER REPAIR			
ACCOUNT TOTAL									1,580.00							
001201	643000					UNIFORM RENT										
002471	CINTAS CORPORATION #	4190937820		0	2024	7	INV P		44.76	051724		302819	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4190937904		0	2024	7	INV P		35.92	051724		302819	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4190938088		0	2024	7	INV P		159.64	051724		302817	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4190938181		0	2024	7	INV P		73.58	051724		302818	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4190938219		0	2024	7	INV P		30.22	051724		302819	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4191654468		0	2024	8	INV P		44.76	051724		302819	SC8200044758-G S &			
002471	CINTAS CORPORATION #	4191654479		0	2024	8	INV P		35.92	051724		302819	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4191654751		0	2024	8	INV P		73.58	051724		302818	SC8200044758- STREE			
002471	CINTAS CORPORATION #	4191654779		0	2024	8	INV P		30.22	051724		302819	SC8200044758- MOP-			
002471	CINTAS CORPORATION #	4191654922		0	2024	8	INV P		262.97	051724		302817	SC8200044758- HEALT			
002471	CINTAS CORPORATION #	4192377154		0	2024	8	INV P		25.38	051724		302819	SC8200044758- P.W.			
002471	CINTAS CORPORATION #	4192377458		0	2024	8	INV P		225.25	051724		302817	SC8200044758- G. S.			
002471	CINTAS CORPORATION #	4192377468		0	2024	8	INV P		136.47	051724		302818	SC8200044758- HEALT			
002471	CINTAS CORPORATION #	4192377531		0	2024	8	INV P		48.83	051724		302819	SC8200044758 -STREE			
002471	CINTAS CORPORATION #	4192377633		0	2024	8	INV P		30.22	051724		302819	SC8200044758- MOP/M			
									1,257.72							
ACCOUNT TOTAL									1,257.72							
001201	743000					HEAVY TRUCKS										
002367	BURROUGHS DIESEL INC	103911		2303531	2024	8	INV P		175,000.00	051724		302804	TANDEM DRUCK TRUCK			
ACCOUNT TOTAL									175,000.00							
ORG 001201 TOTAL									244,326.48							
001202							STREET LIGHTS									
001202	630500					ELECTRICITY										
003700	MS POWER COMPANY	E2024-1 MAY		0	2024	8	INV P		50.15	051724		302951	MISSISSIPPI POWER-2			
003700	MS POWER COMPANY	E2024-2 MAY 2024		0	2024	8	INV P		50.15	051724		302959	MISSISSIPPI POWER-8			
003700	MS POWER COMPANY	E2024-2 MAY 24		0	2024	8	INV P		106.43	051724		302963	MISSISSIPPI POWER-9			
003700	MS POWER COMPANY	E2024-24 APR		0	2024	7	INV P		95.27	051724		302952	MISSISSIPPI POWER-1			
003700	MS POWER COMPANY	E2024-26 APR		0	2024	8	INV P		151.53	051724		302954	MISSISSIPPI POWER-V			
003700	MS POWER COMPANY	E2024-29 APR		0	2024	8	INV P		175.63	051724		302955	MISSISSIPPI POWER-V			
003700	MS POWER COMPANY	E2024-29 APR 2024		0	2024	8	INV P		102.80	051724		302962	MISSISSIPPI POWER-1			
003700	MS POWER COMPANY	E2024-3 MAY		0	2024	8	INV P		50.15	051724		302958	MISSISSIPPI POWER-1			
003700	MS POWER COMPANY	E2024-30 APR		0	2024	8	INV P		3,322.13	051724		302953	MISSISSIPPI POWER-V			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION	
003700	MS POWER COMPANY	E2024-9 MAY	0	2024 8	INV	P		2,328.95 051724	302960	MISSISSIPPI POWER-V	
								6,433.19			
003873	PEARL RIVER VALLEY E	2024 05.08.24	0	2024 8	INV	P		511.18 051724	302985	PEARL RIVER VALLEY	
003873	PEARL RIVER VALLEY E	2024-05.06.2024	0	2024 8	INV	P		1,329.07 051724	302985	PEARL RIVER VALLEY	
003873	PEARL RIVER VALLEY E	2024-22 apr	0	2024 7	INV	P		101.70 051724	302985	PEARL RIVER VALLEY	
003873	PEARL RIVER VALLEY E	2024-24 APR	0	2024 8	INV	P		202.16 051724	302985	PEARL RIVER VALLEY	
003873	PEARL RIVER VALLEY E	2024-25 APR	0	2024 8	INV	P		265.79 051724	302985	PEARL RIVER VALLEY	
003873	PEARL RIVER VALLEY E	2024-4/24	0	2024 8	INV	P		2,769.30 051724	302985	PEARL RIVER VALLEY	
								5,179.20			
004282	SOUTHERN PINE ELECTR	E2024-5/5	0	2024 8	INV	P		2,069.88 051724	303054	SOUTHERN PINE ELECT	
				ACCOUNT TOTAL				13,682.27			
				ORG 001202 TOTAL				13,682.27			
001203				ENGR/PUBLIC SER							
001203	501000			OTHER EXPENDABLE OFF.SPL							
004017	REGIONS CARDHOLDER S	2080-04/30/24	0	2024 8	INV	P		107.41 051724	303011	2080-04/30/24 REGIO	
				ACCOUNT TOTAL				107.41			
001203	570000			MTR VEHICLE REP. PTS/SPL							
002160	AT&T MOBILITY	287308925627X050524	0	2024 8	INV	P		47.20 051724	302788	MB2016-287/WIRELESS	
				ACCOUNT TOTAL				47.20			
001203	601500			ENGINEERING							
004197	SHOWS DEARMAN & WAIT	24133	0	2024 7	INV	P		3,705.00 051724	303038	MB 2012-1/34 EPA RE	
				ACCOUNT TOTAL				3,705.00			
001203	604900			OTHER PROFESSIONAL SERV.							
002847	FORREST COUNTY CHANC	178	0	2024 8	INV	P		26.00 051724	302877	EASEMENT RECORDING	
002850	FORREST CTY SOIL & W	1ST INSTALLMENT 2024	0	2024 8	INV	P		22,500.00 051724	302878	MB 2008-5/567 INSTA	
				ACCOUNT TOTAL				22,526.00			
001203	606000			TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X050824	0	2024 8	INV	P		129.57 051724	302788	MB#2016-287/WIRELES	
002160	AT&T MOBILITY	287289913717X050524	0	2024 8	INV	P		152.07 051724	302788	MB2016-287/WIRELESS	
002160	AT&T MOBILITY	287290252011X050524	0	2024 8	INV	P		36.08 051724	302788	MB2016-287/WIRELESS	
								317.72			
				ACCOUNT TOTAL				317.72			
001203	613000			MESSENGER/EXPRESS SERV.							

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR			INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION		
002798	FEDERAL EXPRESS	8-444-32366		0	2024	8	INV P	84.32	051724		302871	FEDEX PACKAGES TO D	
002798	FEDERAL EXPRESS	8-451-47935		0	2024	8	INV P	48.53	051724		302871	FEDEX PACKAGE TO MD	
002798	FEDERAL EXPRESS	9-669-88505		0	2024	8	INV P	7.96	051724		302871	FEDEX LATE FEE	
002798	FEDERAL EXPRESS	9-672-83286		0	2024	8	INV P	6.75	051724		302871	FEDERAL EXPRESS LAT	
002798	FEDERAL EXPRESS	9-673-26778		0	2024	8	INV P	3.84	051724		302871	FEDERAL EXPRESS LAT	
								151.40					
ACCOUNT TOTAL								151.40					
001203	630000				GAS								
004321	SPIRE	G2024-3 MAY		0	2024	8	INV P	51.36	051724		303059	SPIRE-(MILMUT GAS)	
ACCOUNT TOTAL								51.36					
001203	641000				OFFICE EQUIPMENT RENT								
004057	RJ YOUNG COMPANY	INV6892729		0	2024	8	INV P	298.44	051724		303019	MB 2022-316 COPIER	
004057	RJ YOUNG COMPANY	INV6894177		0	2024	8	INV P	52.66	051724		303019	MB 2022-377 PLOTTER	
								351.10					
ACCOUNT TOTAL								351.10					
001203	687000				CUSTODIAL SERVICE								
050419	SCRUB HUB LLC	5		2401114	2024	8	INV P	540.90	051724		303033	TWO-QUOTE JANITORIA	
ACCOUNT TOTAL								540.90					
ORG 001203 TOTAL								27,798.09					
001204	SHOP DIVISION												
001204	525000				GAS AND OIL								
004592	WASTE OIL COLLECTORS	0027798		2403079	2024	8	INV P	310.00	051724		303087	PICK UP OF USED OI	
ACCOUNT TOTAL								310.00					
001204	559000				OTHER OPERATING MATL/SPLY								
002795	FASTENAL COMPANY	MSHAT241842		2402950	2024	8	INV P	109.35	051724		302869	RAGS/PW SHOP	
ACCOUNT TOTAL								109.35					
001204	570000				MTR VEHICLE REP. PTS/SPL								
002166	AUTO ARMATURE SERVIC	02888		2403070	2024	8	INV P	449.90	051724		302789	BATTERIES FOR UNIT#	
048827	CARQUEST	14758-36776		2403102	2024	8	INV P	76.54	051724		302813	WINDOW MOTOR/UNIT#1	
ACCOUNT TOTAL								526.44					
001204	630000				GAS								
004321	SPIRE	G2024-3 MAY		0	2024	8	INV P	935.69	051724		303059	SPIRE-(MILMUT GAS)	
ACCOUNT TOTAL								935.69					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
001204	630500					ELECTRICITY				
003700	MS POWER COMPANY	E2024-9	MAY	0		2024 8 INV P	1,403.53	051724	302960	MISSISSIPPI POWER-V
ACCOUNT TOTAL							1,403.53			
001204	642500					CYLINDER RENT				
002071	AIRGAS USA LLC (NORD 5503877317			0		2024 8 INV P	527.45	051724	302774	CYLINDER RENT/PW SH
002071	AIRGAS USA LLC (NORD 5507544142			0		2024 8 INV P	594.70	051724	302774	CYLINDER RENTAL/PW
							1,122.15			
ACCOUNT TOTAL							1,122.15			
001204	643000					UNIFORM RENT				
002471	CINTAS CORPORATION # 4190938055			0		2024 7 INV P	69.18	051724	302818	UNIFORM RENTAL/PW S
002471	CINTAS CORPORATION # 4191654646			0		2024 8 INV P	69.18	051724	302818	UNIFORM RENTAL/SC#8
002471	CINTAS CORPORATION # 4192377347			0		2024 8 INV P	71.93	051724	302818	UNIFORM RENTAL/PW S
							210.29			
ACCOUNT TOTAL							210.29			
ORG 001204 TOTAL							4,617.45			
001205	G O & F S DIV.									
001205	604900					OTHER PROFESSIONAL SERV.				
003186	INSTALLATION PLUS 1047			0		2024 7 INV P	75.75	051724	302906	MONTHLY MONITORING
003186	INSTALLATION PLUS 1119			0		2024 8 INV P	75.00	051724	302906	MONTHLY MONITORING
							150.75			
003677	MS DEPARTMENT OF ENV UST-00034034			0		2024 8 INV P	300.00	051724	302947	ANNUAL TANK FEE
ACCOUNT TOTAL							450.75			
ORG 001205 TOTAL							450.75			
001206	DRAINAGE DIV.									
001206	604900					OTHER PROFESSIONAL SERV.				
047725	HI-FI CRUISIN 129852			2402528		2024 7 INV P	3,960.00	051724	302897	UNIT 22230 - PLEASE
ACCOUNT TOTAL							3,960.00			
001206	606000					TELEPHONE AND TELEGRAPH				
002160	AT&T MOBILITY 287290252011x050524			0		2024 8 INV P	550.46	051724	302788	MB2016-287/WIRELESS
ACCOUNT TOTAL							550.46			
001206	729500					OTHER IMPROVEMENTS				
004197	SHOWS DEARMAN & WAIT 24138			0		2024 7 INV P	13,500.00	051724	303038	MB 2012-1/34 DRAIN
004197	SHOWS DEARMAN & WAIT 24144			0		2024 7 INV P	3,265.00	051724	303038	MB 2012-1/34 DRAIN

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP	S	WARRANT		CHECK	DESCRIPTION	
004197	SHOWS DEARMAN & WAIT	24145		0	2024	7	INV	P	4,440.00	051724	303038	MB 2012-1/34 706 S	
									21,205.00				
					ACCOUNT TOTAL				21,205.00				
					ORG 001206		TOTAL		25,715.46				
001207					CONSTRUCTION								
001207	535500				WEARING APPAREL								
004012	RED BUD SUPPLY INC	187302		0	2024	8	INV	P	92.73	051724	303009	LIME REFL RAINCOAT,	
					ACCOUNT TOTAL				92.73				
001207	546000				MINOR EQUIPMENT								
004017	REGIONS CARDHOLDER S	4341-04/30/24		0	2024	8	INV	P	982.02	051724	303011	4341-04/30/24 REGI	
					ACCOUNT TOTAL				982.02				
001207	559000				OTHER OPERATING MATL/SPLY								
002714	ECONOMY SUPPLY CO	121955		2403126	2024	8	INV	P	85.90	051724	302858	TOOLS FOR CARPENTER	
003034	HATTIESBURG HYDRAULI	105268		2403122	2024	8	INV	P	60.98	051724	302894	REPLACEMENT HOSE/PR	
003543	MCELHANEY PLUMBING I	302373		2403117	2024	8	INV	P	9.95	051724	302937	KEYS MADE FOR CONST	
003543	MCELHANEY PLUMBING I	302690		2403215	2024	8	INV	P	20.85	051724	302937	PB BLASTER/CONST	
003543	MCELHANEY PLUMBING I	302809		2403256	2024	8	INV	P	25.90	051724	302937	COUPLERS FOR PRESSU	
									56.70				
004176	SHERWIN-WILLIAMS COM	7164-4		2403108	2024	8	INV	P	7.98	051724	303037	TIPS FOR PRESSURE W	
048827	CARQUEST	14758-37121		2403186	2024	8	INV	P	109.99	051724	302813	PRESSURE WAND FOR U	
					ACCOUNT TOTAL				321.55				
001207	561000				PLUMBING SUPPLIES								
002060	ADVANCE AUTO PARTS	5604412338728		2403107	2024	8	INV	P	35.98	051724	302773	RATCHET FOR PRESSUR	
003543	MCELHANEY PLUMBING I	302516		2403109	2024	8	INV	P	67.89	051724	302937	MATERIAL FOR PRESSU	
					ACCOUNT TOTAL				103.87				
001207	565000				PAINT AND PAINTING SPLY.								
004176	SHERWIN-WILLIAMS COM	7373-1		2403163	2024	8	INV	P	184.15	051724	303037	PAINT SUPPLIES TO C	
					ACCOUNT TOTAL				184.15				
001207	570000				MTR VEHICLE REP. PTS/SPL								
004514	UNIVERSITY TIRE & SE	INV234913		2403040	2024	8	INV	P	242.00	051724	303083	TIRES FOR UNIT#1910	
004514	UNIVERSITY TIRE & SE	INV234914		2403042	2024	8	INV	P	560.00	051724	303083	TIRES FOR UNIT#1860	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
									802.00		
ACCOUNT TOTAL									802.00		
001207	604900					OTHER PROFESSIONAL SERV.					
003191	INTERFACE SECURITY S	20687084		0	2024	8	INV	P	51.31	051724	302908 SECURITY SYSTEM FOR
004057	RJ YOUNG COMPANY	INV6789725		0	2024	8	INV	P	421.72	051724	303019 CANON/CANON/IR ADV
ACCOUNT TOTAL									473.03		
001207	606000					TELEPHONE AND TELEGRAPH					
002160	AT&T MOBILITY	287273578351X050824		0	2024	8	INV	P	59.57	051724	302788 MB#2016-287/WIRELES
ACCOUNT TOTAL									59.57		
001207	639100					DOWNTOWN LIGHTS R&M					
002672	DOLEAC ELECTRIC CO I	H28783		2402860	2024	8	INV	P	3,890.00	051724	302855 STERNBERG POLE LIGH
ACCOUNT TOTAL									3,890.00		
001207	642500					CYLINDER RENT					
002071	AIRGAS USA LLC (NORD	5507544143		0	2024	8	INV	P	276.52	051724	302774 CYLINDER RENTAL/CON
ACCOUNT TOTAL									276.52		
001207	643000					UNIFORM RENT					
002471	CINTAS CORPORATION #	4190937935		0	2024	7	INV	P	162.68	051724	302817 UNIFORM RENTAL/CONS
002471	CINTAS CORPORATION #	4191654514		0	2024	8	INV	P	87.93	051724	302818 UNIFORM RENTAL/SC#8
002471	CINTAS CORPORATION #	4192377247		0	2024	8	INV	P	87.93	051724	302818 UNIFORM RENTAL/CONS
									338.54		
ACCOUNT TOTAL									338.54		
ORG 001207 TOTAL									7,523.98		
001220	SANITATION DIV.										
001220	511000					HOUSEHOLD SUPPLIES					
002472	CINTAS FIRST AID J71	5210607394		0	2024	8	INV	P	59.26	051724	302821 FIRST AID KIT REFIL
ACCOUNT TOTAL									59.26		
001220	570000					MTR VEHICLE REP. PTS/SPL					
002160	AT&T MOBILITY	287308925627X050524		0	2024	8	INV	P	3,894.60	051724	302788 MB2016-287/WIRELESS
002739	EMPIRE TRUCK SALES	CE00622524:01		2402906	2024	7	INV	P	309.35	051724	302862 UNIT 21727 FILTERS
004120	SANSOM EQUIPMENT CO	P06234		2402740	2024	7	INV	P	1,070.87	051724	303028 ALL GARBAGE TRUCKS
ACCOUNT TOTAL									5,274.82		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION		
001220	604900			OTHER PROFESSIONAL SERV.								
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	123.14	051724	302788	MB#2016-287/WIRELES		
002160	AT&T MOBILITY	287290252011X050524	0	2024	8	INV P	385.74	051724	302788	MB2016-287/WIRELESS		
							508.88					
002522	COMCAST	04222024	0	2024	8	INV P	7.32	051724	302834	COMCAST CABLE/SANI/		
ACCOUNT TOTAL							516.20					
001220	630500			ELECTRICITY								
003700	MS POWER COMPANY	E2024-9 MAY	0	2024	8	INV P	576.62	051724	302960	MISSISSIPPI POWER-V		
003700	MS POWER COMPANY	E2024-MAY 1	0	2024	8	INV P	50.15	051724	302956	MISSISSIPPI POWER-2		
							626.77					
ACCOUNT TOTAL							626.77					
001220	638400			MOTOR VEHICLE EQ. R&M								
002252	BIG IRON DIESEL REPA	B10388	2403063	2024	8	INV P	5,197.01	051724	302794	BREAKDOWN & REPAIRS		
002739	EMPIRE TRUCK SALES	CE006222765:01	2403135	2024	8	INV P	1,647.63	051724	302862	UNIT 20074 FAN DRIV		
002739	EMPIRE TRUCK SALES	CE006223017:01	2403219	2024	8	INV P	166.48	051724	302862	UNIT 19948 PDM- PN		
002739	EMPIRE TRUCK SALES	CE00622930:01	2403216	2024	8	INV P	78.20	051724	302862	UNIT 19755 PLUMBIN		
002739	EMPIRE TRUCK SALES	RE006039388:01	2402914	2024	7	INV P	42,191.27	051724	302862	UNIT 19947 TEAR DOW		
002739	EMPIRE TRUCK SALES	RE006039428:01	2403134	2024	8	INV P	2,430.99	051724	302862	REPAIRS TO UNIT 200		
002739	EMPIRE TRUCK SALES	RE006039428:02	2403151	2024	8	INV P	673.09	051724	302862	UNIT20073 A/C REPAI		
002739	EMPIRE TRUCK SALES	RE006039462:01	2403240	2024	8	INV P	853.69	051724	302862	UNIT 19947 REAR LOA		
							48,041.35					
004139	SCOTTS HYDRAULIC SER	59206	2402963	2024	7	INV P	3,745.57	051724	303032	REPAIRS TO UNIT 158		
ACCOUNT TOTAL							56,983.93					
001220	643000			UNIFORM RENT								
002471	CINTAS CORPORATION #	4190938626	0	2024	7	INV P	295.15	051724	302817	CINTAS UNIFORMS SC		
002471	CINTAS CORPORATION #	4191654350	0	2024	8	INV P	53.98	051724	302819	CINTAS MAT RENTAL S		
002471	CINTAS CORPORATION #	4191655292	0	2024	8	INV P	252.53	051724	302817	CINTAS UNIFORMS SC		
002471	CINTAS CORPORATION #	4192377054	0	2024	8	INV P	53.98	051724	302819	MOPS & MATS SC 8200		
002471	CINTAS CORPORATION #	4192377651	0	2024	8	INV P	233.51	051724	302817	UNIFORMS SC 8200447		
							889.15					
ACCOUNT TOTAL							889.15					
001220	643500			MOP-MAT-RAG RENT								
002471	CINTAS CORPORATION #	4190937769	0	2024	7	INV P	53.98	051724	302819	CINTAS MATS SC 8200		
ACCOUNT TOTAL							53.98					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
001220	688000			TIPPING FEES						
002007	98 WASTE LLC	6013	0	2024	8	INV P	25,760.00	051724	302770	MB FILE#2024-150 SA
002007	98 WASTE LLC	6014	0	2024	8	INV P	1,560.00	051724	302770	MB FILE# 2024-150 P
002007	98 WASTE LLC	6055	0	2024	8	INV P	8,008.00	051724	302770	MB FILE # 2024-150
							35,328.00			
003798	NORTHGATE LAND & TIM	1285	0	2024	7	INV P	199.50	051724	302972	RED DIRT FOR 906 SH
003920	PINE BELT REGIONAL S	7763	0	2024	8	INV P	43,737.50	051724	302993	MB 2022-253 SANIT R
004591	WASTE MANAGEMENT OF	0014041-2625-0	0	2024	8	INV P	4,166.21	051724	303086	SANITATION RUBBISH
ACCOUNT TOTAL							83,431.21			
001220	688600			HAZARDOUS WASTE GRANT EXPENSES						
004281	SOUTHERN ON SITE STO	109631	0	2024	8	INV P	480.00	051724	303053	UNIT RENTALS FOR RI
ACCOUNT TOTAL							480.00			
001220	689000			RECYCLING FEES						
004030	REPUBLIC SERVICES IN	0991-000359713	2402247	2024	8	INV P	6,314.31	051724	303017	RECYCLING-REPUBLIC
ACCOUNT TOTAL							6,314.31			
001220	699900			SERVICES NOT SPECIFIED						
004401	TAYLOR RENTAL CENTER	1-351443-03	0	2024	8	INV P	392.50	051724	303068	TENT RENTAL 20X 20
ACCOUNT TOTAL							392.50			
001220	739900			OTHER EQUIPMENT						
004120	SANSOM EQUIPMENT CO	E00462	2403099	2024	8	INV P	235,000.00	051724	303028	PURCHASE OF 28 CY G
ACCOUNT TOTAL							235,000.00			
ORG 001220 TOTAL							390,022.13			
001250				HEALTH DIVISION						
001250	513000			CHEMICALS						
002483	CLARKE	005108447	2403072	2024	8	INV P	4,000.00	051724	302828	CHEMICALS/MOSQUITO
002836	FLUIDS INC.	15949	2403084	2024	8	INV P	2,436.19	051724	302874	CHEMICALS/MOSQUITO
ACCOUNT TOTAL							6,436.19			
001250	559000			OTHER OPERATING MATL/SPLY						
002483	CLARKE	005108448	2403072	2024	8	INV P	210.00	051724	302828	CHEMICALS/MOSQUITO
ACCOUNT TOTAL							210.00			
001250	570000			MTR VEHICLE REP. PTS/SPL						
002484	CLARKE MOSQUITO CONT	005108047	2402608	2024	8	INV P	122.67	051724	302829	WIRING HARNESS TO R

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
					ACCOUNT TOTAL				122.67			
001250	575500											
				AGRICLTR	REPAIR	PTS/SPL						
002083	ALLBRITTON	CHAIN	SAW	102725	2402771	2024	7	INV	P	92.97	051724	302776 WEED EATER STRAPS
002083	ALLBRITTON	CHAIN	SAW	103060	2402977	2024	7	INV	P	236.23	051724	302776 HARNESS QUOTE #2045
002083	ALLBRITTON	CHAIN	SAW	103456	2403198	2024	8	INV	P	352.00	051724	302776 WEED EATER STRING
										681.20		
002304	BRACKMAN	MOWER	WAREH	51330	2402932	2024	8	INV	P	596.00	051724	302797 LAWNMOWER PART AND
002304	BRACKMAN	MOWER	WAREH	51725	2403174	2024	8	INV	P	276.00	051724	302797 DRIVE PULLIES FOR A
002304	BRACKMAN	MOWER	WAREH	52098	2403269	2024	8	INV	P	384.00	051724	302797 BLADES FOR MOWERS
										1,256.00		
					ACCOUNT TOTAL				1,937.20			
					ORG 001250 TOTAL				8,706.06			
ECONOMIC DEV.												
001402												
001402	604900			OTHER PROFESSIONAL SERV.								
050410	COMFORTS OF HOME		2810	2401244	2024	8	INV	P	51,379.80	051724	302836 PORTABLE RESTROOM -	
					ACCOUNT TOTAL				51,379.80			
001402	790100			MISCELANEOUS CAP PROJECTS								
004176	SHERWIN-WILLIAMS	COM	0844-2	0	2024	8	INV	P	1,287.87	051724	303037 ARTS CENTER MURAL P	
004176	SHERWIN-WILLIAMS	COM	0862-4	0	2024	8	INV	P	196.71	051724	303037 ARTS CENTER MURAL P	
004176	SHERWIN-WILLIAMS	COM	8463-5	0	2024	8	INV	P	695.68	051724	303037 ARTS CENTER MURAL P	
										2,180.26		
					ACCOUNT TOTAL				2,180.26			
					ORG 001402 TOTAL				53,560.06			
AIRPORT DIV.												
001551												
001551	630000			GAS								
004321	SPIRE		G2024-3 MAY	0	2024	8	INV	P	35.05	051724	303059 SPIRE-(MILMUT GAS)	
					ACCOUNT TOTAL				35.05			
001551	630500			ELECTRICITY								
003700	MS POWER COMPANY		E2024-9 MAY	0	2024	8	INV	P	1,425.34	051724	302960 MISSISSIPPI POWER-V	
					ACCOUNT TOTAL				1,425.34			
					ORG 001551 TOTAL				1,460.39			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR			INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION	
001553				CEMETERY DIV								
001553	501000				OTHER EXPENDABLE	OFF.SPL						
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024	8	INV	P	81.97	051724	303011	4341-04/30/24	REGI
048766	OFFICE DEPOT	312002612001	0	2024	8	INV	P	169.37	051724	302979	REFERENCE PO# 02303	
ACCOUNT TOTAL								251.34				
001553	510000				CLEANING/JANITORIAL	SPLY						
004012	RED BUD SUPPLY INC	187326	2402979	2024	8	INV	P	303.80	051724	303009	JANITORIAL SUPPLIES	
ACCOUNT TOTAL								303.80				
001553	525000				GAS AND OIL							
049764	GPM EMPIRE-FLASHMARK	93058 4/2024	0	2024	8	INV	P	110.69	051724	302889	MISC MINIT MART CHA	
ACCOUNT TOTAL								110.69				
001553	540500				CONCRETE, CEMENT, ETC.							
002499	COBURN'S SUPPLY CO I	606241934	2402828	2024	8	INV	P	35.04	051724	302832	CONCRETE, CEMENT ,	
ACCOUNT TOTAL								35.04				
001553	546000				MINOR EQUIPMENT							
004012	RED BUD SUPPLY INC	187326	2402979	2024	8	INV	P	196.15	051724	303009	JANITORIAL SUPPLIES	
ACCOUNT TOTAL								196.15				
001553	570000				MTR VEHICLE REP.	PTS/SPL						
002160	AT&T MOBILITY	287308925627X050524	0	2024	8	INV	P	259.60	051724	302788	MB2016-287/WIRELESS	
ACCOUNT TOTAL								259.60				
001553	575500				AGRICLTRL REPAIR	PTS/SPL						
002083	ALLBRITTON CHAIN SAW	103487	2403101	2024	8	INV	P	239.21	051724	302776	AGRICLTRL PARTS & S	
ACCOUNT TOTAL								239.21				
001553	606000				TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV	P	58.57	051724	302788	MB#2016-287/WIRELES	
ACCOUNT TOTAL								58.57				
001553	612000				FREIGHT							
004012	RED BUD SUPPLY INC	187326	2402979	2024	8	INV	P	75.00	051724	303009	JANITORIAL SUPPLIES	
ACCOUNT TOTAL								75.00				
001553	630000				GAS							
004321	SPIRE	G2024-3 MAY	0	2024	8	INV	P	66.41	051724	303059	SPIRE-(MILMUT GAS)	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
						ACCOUNT TOTAL			66.41		
001553	630500					ELECTRICITY					
003873	PEARL RIVER VALLEY E	2024-4/24			0	2024	8	INV P	38.60	051724	302985 PEARL RIVER VALLEY
						ACCOUNT TOTAL			38.60		
001553	639400					DISINFECT./EXTERMINATION					
003040	HAVARD PEST CONTROL	2284402			0	2024	8	INV P	315.00	051724	302895 HAVARD PEST CONTROL
						ACCOUNT TOTAL			315.00		
001553	643000					UNIFORM RENT					
002471	CINTAS CORPORATION #	4189512515			0	2024	7	INV P	176.56	051724	302817 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4190227039			0	2024	7	INV P	69.03	051724	302818 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4190941552			0	2024	7	INV P	72.20	051724	302818 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4191658195			0	2024	8	INV P	356.02	051724	302817 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4192381175			0	2024	8	INV P	83.52	051724	302818 ST. CONT# 820004475
									757.33		
						ACCOUNT TOTAL			757.33		
001553	643500					MOP-MAT-RAG RENT					
002471	CINTAS CORPORATION #	4190941489			0	2024	7	INV P	33.37	051724	302819 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4191657974			0	2024	8	INV P	33.37	051724	302819 ST. CONT# 820004475
002471	CINTAS CORPORATION #	4192381112			0	2024	8	INV P	33.37	051724	302819 ST. CONT# 820004475
									100.11		
						ACCOUNT TOTAL			100.11		
					ORG 001553	TOTAL			2,806.85		
FUND 001 General Fund						TOTAL:			1,384,141.73		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION
002300					PKS/REC-RECREATION MAINT. DIV.							
002300 501000					OTHER EXPENDABLE OFF.SPL							
002471	CINTAS CORPORATION #	5210607400		0	2024	8	INV	P	257.86	051724	302817	PR GROUNDS SUPPLY R
004017	REGIONS CARDHOLDER S	4341-04/30/24		0	2024	8	INV	P	127.52	051724	303011	4341-04/30/24 REGI
ACCOUNT TOTAL									385.38			
002300 510000					CLEANING/JANITORIAL SPLY							
003810	OFFICE PRODUCTS PLUS	1055427-1		2402954	2024	7	INV	P	60.84	051724	302980	PR GROUNDS-JANITORI
003810	OFFICE PRODUCTS PLUS	10554270		2402954	2024	7	INV	P	1,396.77	051724	302980	PR GROUNDS-JANITORI
003810	OFFICE PRODUCTS PLUS	10554272-2		2402954	2024	7	INV	P	167.39	051724	302980	PR GROUNDS-JANITORI
									1,625.00			
048909	BRADY COMPANIES, LLC	8870899		2403130	2024	8	INV	P	238.24	051724	302798	PR GROUNDS-CLEANING
ACCOUNT TOTAL									1,863.24			
002300 513000					CHEMICALS							
003772	NEWELL PAPER COMPANY	4167738		2402972	2024	8	INV	P	595.20	051724	302971	P&R GROUNDS-WASP SP
048554	TWO RIVERS OUTDOORS	1013117		2402971	2024	8	INV	P	239.40	051724	303078	P&R GROUNDS-SNAKE A
048850	RED RIVER SPECIALTIE	837303		2402430	2024	8	INV	P	2,445.80	051724	303010	PR CHEMICALS HERBIC
048850	RED RIVER SPECIALTIE	837310		2402430	2024	8	INV	P	284.00	051724	303010	PR CHEMICALS HERBIC
									2,729.80			
049595	SITEONE LANDSCAPE	140380510-001		2402915	2024	8	INV	P	634.68	051724	303042	P&R GROUNDS- BALLFI
049595	SITEONE LANDSCAPE	140749271-001		2403044	2024	8	INV	P	457.06	051724	303042	P&R GROUNDS-HERBICI
									1,091.74			
ACCOUNT TOTAL									4,656.14			
002300 525000					GAS AND OIL							
001002	CITY OF HATTIESBURG	FUEL USE2 4/2024		0	2024	8	INV	P	11,220.12	051724	302822	TRF FUEL USAGE 4/1-
049764	GPM EMPIRE-FLASHMARK	93058 4/2024		0	2024	8	INV	P	16.01	051724	302889	MISC MINIT MART CHA
049764	GPM EMPIRE-FLASHMARK	93059 4/24		0	2024	8	INV	P	227.12	051724	302888	FLASHMARKET CHARGES
									243.13			
ACCOUNT TOTAL									11,463.25			
002300 525700					DIESEL FUEL							
001002	CITY OF HATTIESBURG	FUEL USE2 4/2024		0	2024	8	INV	P	107.30	051724	302822	TRF FUEL USAGE 4/1-
ACCOUNT TOTAL									107.30			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002300	535500										
003216	J M H GRAPHICS	42053			2402958	2024	8	INV P	978.00	051724	302910 PR GROUNDS-WORKING
									978.00		
002300	541500										
002359	BURGE EXCAVATING & G	2119			2402916	2024	8	INV P	4,020.00	051724	302803 P&R GROUNDS- SAND
049595	SITEONE LANDSCAPE	140707126001			2403075	2024	8	INV P	1,645.76	051724	303042 PR GROUNDS-LANDSCAP
									5,665.76		
002300	544000										
002049	ADAMS NURSERY	760557			2402273	2024	7	INV P	169.75	051724	302772 P&R GROUNDS- TATUM
002049	ADAMS NURSERY	920586			2403035	2024	8	INV P	50.00	051724	302772 PR GROUNDS-LANDSCAP
									219.75		
003685	MS GRASS NURSERY	4314			2403017	2024	7	INV P	330.00	051724	302949 P&R GROUNDS-GRASS
									549.75		
002300	546000										
002492	CLEMTS HARDWARE	132113			2403125	2024	8	INV P	24.97	051724	302830 PR GROUNDS-SPRAY NO
002492	CLEMTS HARDWARE	132114			2403148	2024	8	INV P	195.96	051724	302830 PR GROUNDS-WATER CO
									220.93		
002714	ECONOMY SUPPLY CO	122119			2403175	2024	8	INV P	76.00	051724	302858 PR GROUNDS-KEYS
003543	MCELHANEY PLUMBING I	302773			2403224	2024	8	INV P	9.95	051724	302937 LIQUID FIRE FOR JAY
									306.88		
002300	551000										
004017	REGIONS CARDHOLDER S	4341-04/30/24			0	2024	8	INV P	2,204.17	051724	303011 4341-04/30/24 REGI
049595	SITEONE LANDSCAPE	139797782-001			2402716	2024	8	INV P	1,590.00	051724	303042 P&R GROUNDS- RECREA
									3,794.17		
002300	559000										
002304	BRACKMAN MOWER WAREH	51205			2403011	2024	7	INV P	31.89	051724	302797 PR GROUNDS-SUPPLIES
002304	BRACKMAN MOWER WAREH	51849			2403172	2024	8	INV P	320.14	051724	302797 PR GROUNDS-MOWER SU
002304	BRACKMAN MOWER WAREH	51994			2403225	2024	8	INV P	112.40	051724	302797 PR GROUNDS-TRAILER
002304	BRACKMAN MOWER WAREH	52067			2403258	2024	8	INV P	18.40	051724	302797 PR GROUNDS-MOWER PA
									482.83		
002492	CLEMTS HARDWARE	132040			2402945	2024	8	INV P	62.18	051724	302830 PR GROUNDS-SUPPLIES
002795	FASTENAL COMPANY	590025498			2403009	2024	8	INV P	11.60	051724	302869 PR GROUNDS-CAP SCRE

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR									
004017 REGIONS CARDHOLDER S	2080-04/30/24		0	2024	8	INV P	-414.59	051724	303011 2080-04/30/24 REGIO
049595 SITEONE LANDSCAPE	140421791001		2402933	2024	7	INV P	1,172.00	051724	303042 PR GROUNDS-SUPPLIES
ACCOUNT TOTAL							1,314.02		
002300 560000						BUILDING MATERIALS & SPL			
002492 CLEMTS HARDWARE	132115		2403261	2024	8	INV P	34.76	051724	302830 PR GROUNDS-CABLE TI
002883 GARNER LUMLEY ELECTR	609152		2403060	2024	8	INV P	244.00	051724	302885 PR GROUNDS-RECREATI
ACCOUNT TOTAL							278.76		
002300 561000						PLUMBING SUPPLIES			
003543 MCELHANEY PLUMBING I	302482		2403106	2024	8	INV P	16.95	051724	302937 PR GROUNDS-SUPPLIES
ACCOUNT TOTAL							16.95		
002300 565000						PAINT AND PAINTING SPL.			
004176 SHERWIN-WILLIAMS COM	73715		2403119	2024	8	INV P	71.59	051724	303037 PR GROUNDS-PAINT SU
050395 INTELLIGENT MARKING	68728		2402713	2024	8	INV P	301.20	051724	302907 P&R GROUNDS- BALLFI
ACCOUNT TOTAL							372.79		
002300 570000						MTR VEHICLE REP. PTS/SPL			
002160 AT&T MOBILITY	287308925627X050524	0		2024	8	INV P	47.20	051724	302788 MB2016-287/WIRELESS
002304 BRACKMAN MOWER WAREH	51509		2403105	2024	8	INV P	796.96	051724	302797 PR GROUNDS-TRUCK SU
002304 BRACKMAN MOWER WAREH	51551		2403157	2024	8	INV P	327.62	051724	302797 PR GROUNDS-MOWER SU
002304 BRACKMAN MOWER WAREH	51602		2403153	2024	8	INV P	196.90	051724	302797 PR GROUNDS-TRUCK MA
002304 BRACKMAN MOWER WAREH	51996		2403234	2024	8	INV P	174.43	051724	302797 PR GROUNDS-MOWER SU
							1,495.91		
003843 PARISH TRACTOR (HATT	P15320		2402786	2024	8	INV P	52.12	051724	302983 PR GROUNDS- TRACTOR
003915 PINE BELT CDJR, INC	541453		2402718	2024	7	INV P	139.40	051724	302991 P&R GROUNDS- TRUCK
004297 SOUTHERN TIRE MART (	2520152588		2403146	2024	8	INV P	300.00	051724	303056 P&R GROUNDS- TRUCK
048827 CARQUEST	14758-36622		2403004	2024	8	INV P	254.45	051724	302813 PR GROUNDS-TRUCK MA
048827 CARQUEST	14758-36623		2403006	2024	8	INV P	16.87	051724	302813 PR GROUNDS-SUPPLIES
048827 CARQUEST	14758-36674		2403039	2024	8	INV P	39.59	051724	302813 PR GROUNDS- TRUCK S
							310.91		
ACCOUNT TOTAL							2,345.54		
002300 575500						AGRICLTRL REPAIR PTS/SPL			
002304 BRACKMAN MOWER WAREH	51198		2403018	2024	7	INV P	340.44	051724	302797 P&R GROUNDS-MOWING

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
004297	SOUTHERN TIRE MART (	2520152588				2403146	2024	8	INV P	18.00	051724	303056 P&R GROUNDS- TRUCK
									ACCOUNT TOTAL	358.44		
002300	599000								OTHER REPAIR/MAINT. SPL.			
002304	BRACKMAN MOWER WAREH	51995				2403231	2024	8	INV P	109.59	051724	302797 PR GROUNDS-TRAILER
									ACCOUNT TOTAL	109.59		
002300	606000								TELEPHONE AND TELEGRAPH			
002160	AT&T MOBILITY	287273578351X050824	0				2024	8	INV P	113.14	051724	302788 MB#2016-287/WIRELES
									ACCOUNT TOTAL	113.14		
002300	611000								TRAVEL EXPENSE			
049517	EMILY GALLASPY	TA 10206	0				2024	8	INV P	123.28	051724	302861 TRAVEL ADVANCE FOR
									ACCOUNT TOTAL	123.28		
002300	612000								FREIGHT			
048850	RED RIVER SPECIALTIE	837303				2402430	2024	8	INV P	146.98	051724	303010 PR CHEMICALS HERBIC
049595	SITEONE LANDSCAPE	139797782-001				2402716	2024	8	INV P	143.00	051724	303042 P&R GROUNDS- RECREA
050395	INTELLIGENT MARKING	68728				2402713	2024	8	INV P	18.00	051724	302907 P&R GROUNDS- BALLFI
									ACCOUNT TOTAL	307.98		
002300	630500								ELECTRICITY			
003700	MS POWER COMPANY	E2024-30 APR	0				2024	8	INV P	51.78	051724	302953 MISSISSIPPI POWER-V
									ACCOUNT TOTAL	51.78		
002300	635700								PLUMBING EQUIPMENT R&M			
003543	MCELHANEY PLUMBING I	302250				2402980	2024	7	INV P	113.83	051724	302937 RESTROOM REPAIRS AT
									ACCOUNT TOTAL	113.83		
002300	638000								FIXED EQUIPMENT R&M			
003543	MCELHANEY PLUMBING I	302250				2402980	2024	7	INV P	249.80	051724	302937 RESTROOM REPAIRS AT
003987	PUCKETT RENTS	1036365-0001				2402975	2024	8	INV P	1,552.05	051724	303003 125' BOOM 4X4 RENTA
									ACCOUNT TOTAL	1,801.85		
002300	638400								MOTOR VEHICLE EQ. R&M			
003915	PINE BELT CDJR, INC	541453				2402718	2024	7	INV P	125.00	051724	302991 P&R GROUNDS- TRUCK
004297	SOUTHERN TIRE MART (	2520152588				2403146	2024	8	INV P	120.00	051724	303056 P&R GROUNDS- TRUCK
									ACCOUNT TOTAL	245.00		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
002300	639600					SIGN PAINTING					
004205	SIGNS FIRST		88578	2403061	2024	8	INV	P	43.19	051724	303039 PR GROUNDS-DOG PARK
ACCOUNT TOTAL									43.19		
002300	643000					UNIFORM RENT					
002471	CINTAS CORPORATION # 4190682625			0	2024	7	INV	P	243.32	051724	302817 PR GROUNDS UNIFORM
002471	CINTAS CORPORATION # 4191362262			0	2024	8	INV	P	243.32	051724	302817 PR GROUNDS UNIFORM
002471	CINTAS CORPORATION # 4192118764			0	2024	8	INV	P	243.32	051724	302817 PR GROUNDS UNIFORM
									729.96		
ACCOUNT TOTAL									729.96		
002300	644900					OTHER RENT					
002471	CINTAS CORPORATION # 4191361777			0	2024	8	INV	P	31.81	051724	302819 PR GROUNDS MAT RENT
002471	CINTAS CORPORATION # 4192118213			0	2024	8	INV	P	31.81	051724	302819 PR GROUNDS MAT RENT
									63.62		
ACCOUNT TOTAL									63.62		
002300	687000					CUSTODIAL SERVICE					
002037	AB SUPPORT SERVICES		3B2018	2400345	2024	8	INV	P	466.00	051724	302771 TWO-QUOTE JANITORIA
ACCOUNT TOTAL									466.00		
002300	699900					SERVICES NOT SPECIFIED					
002071	AIRGAS USA LLC (NORD 5505393678			0	2024	8	INV	P	94.33	051724	302774 PR GROUNDS-CYLINDER
002777	FAGAN TREE AND SPRAY 4252			0	2024	8	INV	P	4,999.00	051724	302868 LABOR ONLY SPRAYING
002777	FAGAN TREE AND SPRAY 4253			0	2024	8	INV	P	4,469.00	051724	302868 LABOR ONLY TREE&CRE
002777	FAGAN TREE AND SPRAY 4254			0	2024	8	INV	P	3,555.00	051724	302868 LABOR ONLY SPRAYING
									13,023.00		
047187	FOUR SEASONS LAWN		17655	0	2024	8	INV	P	650.00	051724	302881 LAWN MAINTENANCE LA
047187	FOUR SEASONS LAWN		17867	0	2024	8	INV	P	500.00	051724	302881 LAWN MAINTENANCE LA
047187	FOUR SEASONS LAWN		18044	0	2024	8	INV	P	530.00	051724	302881 38th ave lawn maint
047187	FOUR SEASONS LAWN		18113	0	2024	8	INV	P	500.00	051724	302881 Hardy St-Labor Only
047187	FOUR SEASONS LAWN		18145	0	2024	8	INV	P	650.00	051724	302881 Lamar Blvd Labor On
047187	FOUR SEASONS LAWN		18246	0	2024	8	INV	P	325.00	051724	302881 Hardy St Zoo Labor
									3,155.00		
050384	FOUR SEASONS ORNAMEN		2926	0	2024	8	INV	P	385.20	051724	302882 HALL AVE LABOR ONLY
050462	SHADE LANDSCAPE		1996	0	2024	8	INV	P	1,000.00	051724	303035 APRIL MONTHLY LANDS
ACCOUNT TOTAL									17,657.53		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8				ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
									ORG 002300	TOTAL		56,283.12			
									PKS/REC-REC.ADMIN/COM.REL.						
002315	513000								CHEMICALS						
002315	513000	004017	REGIONS	CARDHOLDER	S	4341-04/30/24	0	2024	8	INV	P	3,461.41	051724	303011 4341-04/30/24 REGI	
									ACCOUNT TOTAL		3,461.41				
									RECREATIONAL SUPPLIES						
002315	551000	002049	ADAMS	NURSERY		760600	2403064	2024	7	INV	P	40.00	051724	302772 HEALTHY HOBBIES PLA	
003921	PINE	BELT	TROPHY		INV	5124	2403054	2024	8	INV	P	125.00	051724	302994 DODGEBALL/YOUTH TRA	
003937	PLAY	IT	AGAIN	SPORTS	001865		2402999	2024	8	INV	P	156.00	051724	302995 DODGEBALL CHAMPION	
003937	PLAY	IT	AGAIN	SPORTS	001868		2403067	2024	8	INV	P	340.00	051724	302995 YOUTH SPORTS RACQUE	
												496.00			
004017	REGIONS	CARDHOLDER	S	4341-04/30/24	0		2024	8	INV	P	1,654.40	051724	303011 4341-04/30/24 REGI		
									ACCOUNT TOTAL		2,315.40				
									RECREATIONAL SUPP-ARTS CENTER						
002315	551001	004017	REGIONS	CARDHOLDER	S	4341-04/30/24	0	2024	8	INV	P	685.63	051724	303011 4341-04/30/24 REGI	
									ACCOUNT TOTAL		685.63				
									MTR VEHICLE REP. PTS/SPL						
002315	570000	002160	AT&T	MOBILITY		287308925627X050524	0	2024	8	INV	P	495.00	051724	302788 MB2016-287/WIRELESS	
									ACCOUNT TOTAL		495.00				
									OFFICIALS						
002315	603400	004432	THOMPSON,	JESSE		JT42824	0	2024	8	INV	P	50.00	051724	303072 ADULT BASKETBALL GA	
048262	THOMPSON	MARQIEL	O	MARQT	428		0	2024	8	INV	P	50.00	051724	303070 ADULT BASKETBALL GA	
049652	THOMPSON	RAHMIL	J	RAHMT	42824		0	2024	8	INV	P	50.00	051724	303071 ADULT BASKETBALL GA	
									ACCOUNT TOTAL		150.00				
									OTHER PROFESSIONAL SERV.						
002315	604900	002965	GUTHRIE,	JONI	S	JG430510	0	2024	8	INV	P	180.00	051724	302892 SENIOR AEROBICS&DAN	
003313	KETTLEY,	ANNETTE		AKET	42824		0	2024	8	INV	P	20.00	051724	302924 ADULT BASKETBALL TI	
003958	POWELL,	RANDY		RP	42558		0	2024	8	INV	P	150.00	051724	302998 STAFF SUPPORT DODGE	
049972	SAMMY	CURTIS	GRAHAM	0072			0	2024	8	INV	P	2,494.00	051724	303027 SERVICE&REPAIR DAHM	
050100	P.A.S.S.	SECURITY	LL	000812			0	2024	7	INV	P	150.00	051724	302982 SECURITY SERVICES Y	
050100	P.A.S.S.	SECURITY	LL	000813			0	2024	8	INV	P	150.00	051724	302982 SECURITY SERVICES Y	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION	
050100	P.A.S.S. SECURITY LL	000821	0	2024 8	INV	P	100.00	051724	302982	SECURITY SERVICES Y	
							400.00				
ACCOUNT TOTAL							3,244.00				
002315	604919			OTH PROF SERV-ART		CENTER					
047971	BRETT CUMMINS	BC424	0	2024 8	INV	P	500.00	051724	302800	INSTRUCTOR PAY APRI	
ACCOUNT TOTAL							500.00				
002315	606000			TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351x050824	0	2024 8	INV	P	113.14	051724	302788	MB#2016-287/WIRELES	
002160	AT&T MOBILITY	287290252011x050524	0	2024 8	INV	P	247.15	051724	302788	MB2016-287/WIRELESS	
							360.29				
ACCOUNT TOTAL							360.29				
002315	630000			GAS							
004321	SPIRE	G2024-3 MAY	0	2024 8	INV	P	20.00	051724	303059	SPIRE-(MILMUT GAS)	
004321	SPIRE	G2024-9 MAY	0	2024 8	INV	P	25.02	051724	303059	SPIRE-VARIOUS DEPTS	
							45.02				
ACCOUNT TOTAL							45.02				
002315	630500			ELECTRICITY							
003700	MS POWER COMPANY	E2024-1 MAY	0	2024 8	INV	P	169.55	051724	302951	MISSISSIPPI POWER-2	
003700	MS POWER COMPANY	E2024-2 MAY	0	2024 8	INV	P	50.30	051724	302957	MISSISSIPPI POWER-1	
003700	MS POWER COMPANY	E2024-30 APR	0	2024 8	INV	P	2,200.60	051724	302953	MISSISSIPPI POWER-V	
003700	MS POWER COMPANY	E2024-9 MAY	0	2024 8	INV	P	5,881.06	051724	302960	MISSISSIPPI POWER-V	
							8,301.51				
ACCOUNT TOTAL							8,301.51				
002315	684000			DUES AND MEMBERSHIPS							
004017	REGIONS CARDHOLDER S	4341-04/30/24	0	2024 8	INV	P	21.39	051724	303011	4341-04/30/24 REGI	
ACCOUNT TOTAL							21.39				
ORG 002315 TOTAL							19,579.65				
FUND 002 PARKS & RECREATION FUND							TOTAL:	75,862.77			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE			PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
005160		H.M.F.P.FUND-FIRE DIVISION									
005160 729500		OTHER IMPROVEMENTS									
050391	ASSOCIATED CONTRACTO	PAY APP NO 3 FINAL	0	2024	7	INV	P	4,822.40	051724	302782	MB 2022-271 FIRE ST
ACCOUNT TOTAL								4,822.40			
ORG 005160 TOTAL								4,822.40			
FUND 005 HATT.MUNICIPAL FIRE PROTECTION								TOTAL:	4,822.40		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
009660											
009660	502000										
		003721	MULTITECH OFFICE MAC	24041021	2402852	2024	8	INV P	185.85	051724	302966 OFFICE SUPPLIES WAT
		003721	MULTITECH OFFICE MAC	24041316	2402852	2024	8	INV P	131.80	051724	302966 OFFICE SUPPLIES WAT
									317.65		
									ACCOUNT TOTAL	317.65	
009660	525000										
		001002	CITY OF HATTIESBURG	FUEL USE9 4/2024	0						
						2024	8	INV P	1,347.23	051724	302825 TRF FUEL USAGE 4/1-
		049764	GPM EMPIRE-FLASHMARK	93058 4/2024	0						
						2024	8	INV P	52.30	051724	302889 MISC MINIT MART CHA
									ACCOUNT TOTAL	1,399.53	
009660	559000										
		003772	NEWELL PAPER COMPANY	4167590	2402851	2024	8	INV P	488.05	051724	302971 OFFICE SUPPLIES WAT
									ACCOUNT TOTAL	488.05	
009660	570000										
		003861	PATTERSON AUTO ELECT	82333	2403199	2024	8	INV P	997.50	051724	302984 REPAIR TO UNIT 1975
									ACCOUNT TOTAL	997.50	
009660	604900										
		002146	ARNOLD LINE WATER AS	104	0						
						2024	8	INV P	1,250.00	051724	302781 MB 2021-161 PAYMENT
		002181	BADGER METER INC	80158678	0						
						2024	8	INV P	8,877.11	051724	302792 MB 2018-832 BEACON
									ACCOUNT TOTAL	10,127.11	
009660	606000										
		002160	AT&T MOBILITY	287273578351X050824	0						
						2024	8	INV P	206.53	051724	302788 MB#2016-287/WIRELES
		002160	AT&T MOBILITY	287290252011X050524	0						
						2024	8	INV P	40.23	051724	302788 MB2016-287/WIRELESS
									246.76		
									ACCOUNT TOTAL	246.76	
009660	607000										
		004491	U S POSTMASTER-BOX R	POSTBOXFEE	0						
						2024	8	INV P	610.00	051724	303081 U S POST OFFICE BOX
		047562	ENCO UTILITY	INV64707	0						
						2024	8	INV P	1,606.18	051724	302863 MB 2020-303 RT 2 BI
		047562	ENCO UTILITY	INV65412	0						
						2024	8	INV P	2,240.17	051724	302863 MB 2020-303 RT 3 BI
									3,846.35		
									ACCOUNT TOTAL	4,456.35	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION		
009660	620000			PRINTING								
047562	ENCO UTILITY	INV64707	0	2024	8	INV P	568.13	051724	302863	MB	2020-303	RT 2 BI
047562	ENCO UTILITY	INV65412	0	2024	8	INV P	834.94	051724	302863	MB	2020-303	RT 3 BI
							1,403.07					
ACCOUNT TOTAL							1,403.07					
009660	630500			ELECTRICITY								
003700	MS POWER COMPANY	E2024-9 MAY	0	2024	8	INV P	659.28	051724	302960	MISSISSIPPI	POWER-V	
ACCOUNT TOTAL							659.28					
009660	638400			MOTOR VEHICLE EQ. R&M								
003861	PATTERSON AUTO ELECT	82333	2403199	2024	8	INV P	483.80	051724	302984	REPAIR TO UNIT	1975	
ACCOUNT TOTAL							483.80					
009660	643000			UNIFORM RENT								
002471	CINTAS CORPORATION # 4190940409		0	2024	8	INV P	61.97	051724	302819	STATE CONTRACT	8200	
002471	CINTAS CORPORATION # 4191656957		0	2024	8	INV P	71.16	051724	302818	STATE CONTRACT	8200	
002471	CINTAS CORPORATION # 4192379835		0	2024	8	INV P	61.55	051724	302819	STATE CONTRACT	8200	
							194.68					
ACCOUNT TOTAL							194.68					
009660	687000			CUSTODIAL SERVICE								
050419	SCRUB HUB LLC	5	2401114	2024	8	INV P	540.90	051724	303033	TWO-QUOTE	JANITORIA	
ACCOUNT TOTAL							540.90					
ORG 009660 TOTAL							21,314.68					
009672				W&S O&M-WATER TRANSMISSION DIV								
009672	525000			GAS AND OIL								
001002	CITY OF HATTIESBURG	FUEL USE9 4/2024	0	2024	8	INV P	6,062.85	051724	302825	TRF FUEL USAGE	4/1-	
ACCOUNT TOTAL							6,062.85					
009672	525700			DIESEL FUEL								
001002	CITY OF HATTIESBURG	FUEL USE9 4/2024	0	2024	8	INV P	60.00	051724	302825	TRF FUEL USAGE	4/1-	
ACCOUNT TOTAL							60.00					
009672	559000			OTHER OPERATING MATL/SPLY								
048827	CARQUEST	14758-36688	2403051	2024	7	INV P	83.30	051724	302813	REPAIR PARTS FOR UN		
ACCOUNT TOTAL							83.30					
009672	561000			PLUMBING SUPPLIES								
002442	CENTRAL PIPE SUPPLY	S100368102.002	2402609	2024	8	INV P	246.70	051724	302814	WAREHOUSE STOCK FOR		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP	S	WARRANT		CHECK	DESCRIPTION
002559	CORE & MAIN (HD SUPP	U744472		2400750	2024	8	INV	P	357.76	051724	302840	WAREHOUSE STOCK (BR
004284	SOUTHERN PIPE & SUPP	8546055-01		2304940	2024	8	INV	P	448.80	051724	303055	WAREHOUSE STOCK FOR
004284	SOUTHERN PIPE & SUPP	8633130-03		2400225	2024	8	INV	P	888.80	051724	303055	WAREHOUSE STOCK FOR
									1,337.60			
004300	SOUTHERN WATERWORKS	97956		2403233	2024	8	INV	P	3,191.74	051724	303057	WAREHOUSE STOCK FOR
ACCOUNT TOTAL									5,133.80			
009672	638600			CONSTRUCTION EQUIP R&M								
002751	EQUIPMENT INC	154004185		2403229	2024	8	INV	P	167.70	051724	302865	ANTIFREEZE FOR EQUI
003034	HATTIESBURG HYDRAULI	105156		2402990	2024	7	INV	P	361.83	051724	302894	REPAIRS TO UNIT #23
ACCOUNT TOTAL									529.53			
ORG 009672 TOTAL									11,869.48			
009673	W&S O&M-WATER PLANT DIVISION											
009673	513000			CHEMICALS								
002094	ALLIED UNIVERSAL COR	I2933210		2402935	2024	8	INV	P	591.00	051724	302777	150lb CHLORINE FOR
002094	ALLIED UNIVERSAL COR	I2933211		2402935	2024	8	INV	P	1,970.00	051724	302777	150lb CHLORINE FOR
002094	ALLIED UNIVERSAL COR	I2933212		2402935	2024	8	INV	P	1,379.00	051724	302777	150lb CHLORINE FOR
002094	ALLIED UNIVERSAL COR	I2933214		2402888	2024	8	INV	P	7,950.00	051724	302777	CHLORINE FOR WATER
002094	ALLIED UNIVERSAL COR	I2933215		2402888	2024	8	INV	P	10,600.00	051724	302777	CHLORINE FOR WATER
002094	ALLIED UNIVERSAL COR	I2933581		2402935	2024	8	INV	P	788.00	051724	302777	150lb CHLORINE FOR
									23,278.00			
ACCOUNT TOTAL									23,278.00			
009673	525000			GAS AND OIL								
001002	CITY OF HATTIESBURG	FUEL USE9 4/2024		0	2024	8	INV	P	1,442.07	051724	302825	TRF FUEL USAGE 4/1-
ACCOUNT TOTAL									1,442.07			
009673	525700			DIESEL FUEL								
001002	CITY OF HATTIESBURG	FUEL USE9 4/2024		0	2024	8	INV	P	80.19	051724	302825	TRF FUEL USAGE 4/1-
ACCOUNT TOTAL									80.19			
009673	546000			MINOR EQUIPMENT								
047062	COAST CHLORINATOR &	77315		2402295	2024	8	INV	P	200.00	051724	302831	BOOSTER PUMP FOR WA
ACCOUNT TOTAL									200.00			
009673	549500			PUMPING EQUIPMENT PARTS								
047062	COAST CHLORINATOR &	77316		2402342	2024	8	INV	P	13,720.00	051724	302831	TWO QUOTE: CYLINDER

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
ACCOUNT TOTAL							13,720.00			
009673	559000			OTHER OPERATING MATL/SPLY						
048827	CARQUEST	14758-36688	2403051	2024	7	INV P	70.18	051724	302813	REPAIR PARTS FOR UN
ACCOUNT TOTAL							70.18			
009673	561000			PLUMBING SUPPLIES						
003543	MCELHANEY PLUMBING I	302780	2403227	2024	8	INV P	199.00	051724	302937	FAUCET FOR LAB -- W
ACCOUNT TOTAL							199.00			
009673	570000			MTR	VEHICLE	REP. PTS/SPL				
002160	AT&T MOBILITY	287308925627X050524	0	2024	8	INV P	920.40	051724	302788	MB2016-287/WIRELESS
002646	DELK'S TIRE SALES AN	45561	2403095	2024	8	INV P	115.00	051724	302853	TIRE FOR UNIT # 212
002646	DELK'S TIRE SALES AN	45568	2403094	2024	8	INV P	230.00	051724	302853	TIRES FOR UNIT # 20
							345.00			
003861	PATTERSON AUTO ELECT	82344	2403085	2024	8	INV P	266.73	051724	302984	REPAIRS TO UNIT # 2
ACCOUNT TOTAL							1,532.13			
009673	599000			OTHER REPAIR/MAINT. SPL.						
047062	COAST CHLORINATOR &	77315	2402295	2024	8	INV P	2,222.00	051724	302831	BOOSTER PUMP FOR WA
ACCOUNT TOTAL							2,222.00			
009673	604900			OTHER PROFESSIONAL SERV.						
002380	BYRD, WADE J.	BYRD052024	0	2024	8	INV P	3,000.00	051724	302807	OPERATOR OF RECORD,
002471	CINTAS CORPORATION #	4190940622	0	2024	7	INV P	89.85	051724	302818	SC#8200044758: MOPS
003861	PATTERSON AUTO ELECT	82344	2403085	2024	8	INV P	665.00	051724	302984	REPAIRS TO UNIT # 2
003861	PATTERSON AUTO ELECT	82368	2403164	2024	8	INV P	1,422.48	051724	302984	REPAIRS TO UNIT # 1
003861	PATTERSON AUTO ELECT	82370	2403230	2024	8	INV P	2,711.37	051724	302984	REPAIRS TO UNIT # 1
							4,798.85			
047062	COAST CHLORINATOR &	77314	2403043	2024	8	INV P	2,250.00	051724	302831	UP FLOW SATURATOR F
047062	COAST CHLORINATOR &	77315	2402295	2024	8	INV P	650.00	051724	302831	BOOSTER PUMP FOR WA
047062	COAST CHLORINATOR &	77316	2402342	2024	8	INV P	1,500.00	051724	302831	TWO QUOTE: CYLINDER
047062	COAST CHLORINATOR &	77370	0	2024	8	INV P	5,802.00	051724	302831	SERVICE CONTRACT, J
							10,202.00			
ACCOUNT TOTAL							18,090.70			
009673	606000			TELEPHONE AND TELEGRAPH						
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	31.67	051724	302788	MB#2016-287/WIRELES
002160	AT&T MOBILITY	287290252011X050524	0	2024	8	INV P	1,030.80	051724	302788	MB2016-287/WIRELESS

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
							1,062.47		
ACCOUNT TOTAL							1,062.47		
009673	612000			FREIGHT					
047062	COAST CHLORINATOR &	77316	2402342	2024	8	INV P	550.00	051724	302831 TWO QUOTE: CYLINDER
ACCOUNT TOTAL							550.00		
009673	630000			GAS					
004321	SPIRE	G2024-9 MAY	0	2024	8	INV P	22.51	051724	303059 SPIRE-VARIOUS DEPTS
ACCOUNT TOTAL							22.51		
009673	630500			ELECTRICITY					
003700	MS POWER COMPANY	E2024-26 APR	0	2024	8	INV P	837.24	051724	302954 MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-30 APR	0	2024	8	INV P	20,272.95	051724	302953 MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-9 MAY	0	2024	8	INV P	27,320.00	051724	302960 MISSISSIPPI POWER-V
							48,430.19		
003873	PEARL RIVER VALLEY E	2024-05.06.2024	0	2024	8	INV P	9,081.92	051724	302985 PEARL RIVER VALLEY
003873	PEARL RIVER VALLEY E	2024-24 APR	0	2024	8	INV P	106.80	051724	302985 PEARL RIVER VALLEY
003873	PEARL RIVER VALLEY E	2024-4/24	0	2024	8	INV P	33.51	051724	302985 PEARL RIVER VALLEY
							9,222.23		
ACCOUNT TOTAL							57,652.42		
009673	638300			GENERATOR R&M					
002672	DOLEAC ELECTRIC CO I	GHS-X124	2402748	2024	8	INV P	1,280.00	051724	302855 CUMMINS MAG PICKUP
002672	DOLEAC ELECTRIC CO I	TCCS-X324	2402984	2024	7	INV P	590.00	051724	302855 GENERATOR MAIN. TUR
002672	DOLEAC ELECTRIC CO I	WP1-X124	2402747	2024	7	INV P	3,900.00	051724	302855 24VOLT/10AMP CHARGE
							5,770.00		
ACCOUNT TOTAL							5,770.00		
009673	643000			UNIFORM RENT					
002471	CINTAS CORPORATION #	4190940960	0	2024	7	INV P	206.00	051724	302817 SC#8200044758: UNIF
002471	CINTAS CORPORATION #	4191657473	0	2024	8	INV P	298.41	051724	302817 SC#8200044758: UNIF
							504.41		
ACCOUNT TOTAL							504.41		
009673	687000			CUSTODIAL SERVICE					
002037	AB SUPPORT SERVICES	3B2018	2400345	2024	8	INV P	466.00	051724	302771 TWO-QUOTE JANITORIA
ACCOUNT TOTAL							466.00		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
					ORG 009673	TOTAL			126,862.08				
					W&S O&M-SEWER DIVISION								
009676					CHEMICALS								
009676	513000				2402947	2024	8	INV	P	22,146.40	051724	302815 TREATMENT CHEMICALS	
002443	CERTIFIED LABORATORI	8670158											
					ACCOUNT TOTAL			22,146.40					
					GAS AND OIL								
009676	525000				0	2024	8	INV	P	546.65	051724	302825 TRF FUEL USAGE 4/1-	
001002	CITY OF HATTIESBURG	FUEL USE9	4/2024										
					ACCOUNT TOTAL			546.65					
					DIESEL FUEL								
009676	525700				0	2024	8	INV	P	780.00	051724	302825 TRF FUEL USAGE 4/1-	
001002	CITY OF HATTIESBURG	FUEL USE9	4/2024										
					ACCOUNT TOTAL			780.00					
					SAND,CLAY,GRVL,FILL DIRT								
009676	541500				2403137	2024	8	INV	P	2,092.93	051724	303084 610 CRUSH LIMESTONE	
004586	WARREN PAVING INC	91426				2403137	2024	8	INV	P	2,925.93	051724	303084 610 CRUSH LIMESTONE
004586	WARREN PAVING INC	91583				2403137	2024	8	INV	P	3,004.58	051724	303084 610 CRUSH LIMESTONE
004586	WARREN PAVING INC	91681							8,023.44				
					ACCOUNT TOTAL			8,023.44					
					PLUMBING SUPPLIES								
009676	561000				2402898	2024	7	INV	P	2,950.00	051724	302837 WAREHOUSE STOCK FOR	
002543	CONSOLIDATED PIPE &	MS0041916											
					ACCOUNT TOTAL			2,950.00					
					TELEPHONE AND TELEGRAPH								
009676	606000				0	2024	8	INV	P	253.52	051724	302788 MB2016-287/WIRELESS	
002160	AT&T MOBILITY	287290252011X050524											
					ACCOUNT TOTAL			253.52					
					ELECTRICITY								
009676	630500				0	2024	8	INV	P	320.00	051724	302961 MISSISSIPPI POWER-1	
003700	MS POWER COMPANY	E2024-3 APR				0	2024	8	INV	P	816.86	051724	302953 MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-30 APR				0	2024	8	INV	P	3,214.96	051724	302960 MISSISSIPPI POWER-V
003700	MS POWER COMPANY	E2024-9 MAY							4,351.82				
					ACCOUNT TOTAL			5,831.55					
					ELECTRICITY								
004282	SOUTHERN PINE ELECTR	E2024-04.17				0	2024	8	INV	P	44.78	051724	303054 SOUTHERN PINE ELECT
004282	SOUTHERN PINE ELECTR	E2024-4/17				0	2024	8	INV	P	855.93	051724	303054 SOUTHERN PINE ELECT
004282	SOUTHERN PINE ELECTR	E2024-5/5				0	2024	8	INV	P	579.02	051724	303054 SOUTHERN PINE ELECT
					ACCOUNT TOTAL			1,479.73					
					ACCOUNT TOTAL			5,831.55					

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
009676	638600				CONSTRUCTION			EQUIP	R&M			
002083	ALLBRITTON	CHAIN	SAW	103191	2402956	2024	7	INV	P	346.58 051724	302776 MOWER REPAIRS FOR S	
002083	ALLBRITTON	CHAIN	SAW	17356	2402956	2024	7	INV	P	116.49 051724	302776 MOWER REPAIRS FOR S	
002083	ALLBRITTON	CHAIN	SAW	17618	2403078	2024	8	INV	P	425.98 051724	302776 REPAIRS TO ASSET #1	
002083	ALLBRITTON	CHAIN	SAW	17652	2403023	2024	8	INV	P	774.12 051724	302776 REPAIRS TO ASSET #	
002083	ALLBRITTON	CHAIN	SAW	17657	2403228	2024	8	INV	P	69.76 051724	302776 CHOPSAW & MOWER REP	
002083	ALLBRITTON	CHAIN	SAW	17742	2403228	2024	8	INV	P	380.60 051724	302776 CHOPSAW & MOWER REP	
									2,113.53			
ACCOUNT TOTAL									2,113.53			
ORG 009676 TOTAL									42,645.09			
009677					W&S O&M-SEWER LAGOON DIV.							
009677	513000				CHEMICALS							
002094	ALLIED	UNIVERSAL	COR	I2933881	2402960	2024	8	INV	P	3,780.00 051724	302777 CHLORINE & SULFUR D	
002094	ALLIED	UNIVERSAL	COR	I2933882	2402960	2024	8	INV	P	1,890.00 051724	302777 CHLORINE & SULFUR D	
002094	ALLIED	UNIVERSAL	COR	I2934470	2402960	2024	8	INV	P	3,780.00 051724	302777 CHLORINE & SULFUR D	
									9,450.00			
ACCOUNT TOTAL									9,450.00			
009677	525000				GAS AND OIL							
001002	CITY OF HATTIESBURG	FUEL USE9	4/2024	0	2024	8	INV	P	505.95 051724	302825 TRF FUEL USAGE 4/1-		
ACCOUNT TOTAL									505.95			
009677	525700				DIESEL FUEL							
001002	CITY OF HATTIESBURG	FUEL USE9	4/2024	0	2024	8	INV	P	88.20 051724	302825 TRF FUEL USAGE 4/1-		
ACCOUNT TOTAL									88.20			
009677	630500				ELECTRICITY							
003700	MS POWER COMPANY	E2024-30	APR	0	2024	8	INV	P	10,735.37 051724	302953 MISSISSIPPI POWER-V		
003700	MS POWER COMPANY	E2024-9	MAY	0	2024	8	INV	P	38,091.70 051724	302960 MISSISSIPPI POWER-V		
									48,827.07			
003873	PEARL RIVER VALLEY	E	2024-05.06.2024	0	2024	8	INV	P	3,791.00 051724	302985 PEARL RIVER VALLEY		
003873	PEARL RIVER VALLEY	E	2024-22 apr	0	2024	7	INV	P	124.23 051724	302985 PEARL RIVER VALLEY		
003873	PEARL RIVER VALLEY	E	2024-24 APR	0	2024	8	INV	P	2,726.27 051724	302985 PEARL RIVER VALLEY		
003873	PEARL RIVER VALLEY	E	2024-25 APR	0	2024	8	INV	P	42.95 051724	302985 PEARL RIVER VALLEY		
003873	PEARL RIVER VALLEY	E	2024-4/24	0	2024	8	INV	P	30.00 051724	302985 PEARL RIVER VALLEY		
									6,714.45			
ACCOUNT TOTAL									55,541.52			
009677	638000				FIXED EQUIPMENT			R&M				
002094	ALLIED	UNIVERSAL	COR	I2933881	2402960	2024	8	INV	P	13,250.00 051724	302777 CHLORINE & SULFUR D	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
002094	ALLIED UNIVERSAL COR	I2933882	2402960	2024	8	INV	P	5,300.00	051724	302777 CHLORINE & SULFUR D
								18,550.00		
003348	L & A CONTRACTING CO	483-267	0	2024	8	INV	P	50,164.42	051724	302927 MB2024-1088: LAGOON
				ACCOUNT	TOTAL			68,714.42		
			ORG 009677	TOTAL				134,300.09		
	FUND 009	WATER & SEWER OPERATION/MAINT.				TOTAL:		336,991.42		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR									
011000									
011000	114000								
050737	C AND L CONSTRUCTION	50165	0	2024	8	INV P	11.34 051724	302808	DEP REF 4965
050738	JENKINS, JASON	50167	0	2024	8	INV P	11.34 051724	302913	DEP REF 13413
050739	WRIGHT, CLAYTON405	50168	0	2024	8	INV P	11.34 051724	303095	
050740	PICASSO NELSON BRADY	50169	0	2024	8	INV P	11.34 051724	302988	
050741	HIGGS, SUSAN	50170	0	2024	8	INV P	11.34 051724	302898	
050742	LIVING LAVISH MIDTOW	50171	0	2024	8	INV P	26.71 051724	302931	
050743	BASS, DAYNE	50172	0	2024	8	INV P	11.34 051724	302793	
050744	WINBURN, KRISTINA	50173	0	2024	8	INV P	11.34 051724	303092	
050746	EVANS, STEVEN	50175	0	2024	8	INV P	11.34 051724	302866	
050747	WOODS, JONATHAN	50176	0	2024	8	INV P	11.34 051724	303094	
050748	GEEK MY GEAR LLC	50177	0	2024	8	INV P	26.71 051724	302886	
050749	CLARK, WHITNEY	50178	0	2024	8	INV P	28.34 051724	302827	
050750	RYLEE DEVELOPMENT LL	50179	0	2024	8	INV P	28.34 051724	303026	DEP REF 7350
050752	G & C FUNDING LLC	50181	0	2024	8	INV P	11.34 051724	302883	DEP REF 7759
050753	X-FINITY DANCE ACADE	50182	0	2024	8	INV P	26.74 051724	303096	
050754	KENDA C JORDAN	50183	0	2024	8	INV P	11.34 051724	302923	
050755	REALTY REALITY STARS	50185	0	2024	8	INV P	75.00 051724	303008	
050756	SURRELL, PATRICK	50186	0	2024	8	INV P	159.40 051724	303067	
050769	PERKINS, LORI 25	50487	0	2024	8	INV P	9.71 051724	302986	
050772	ROBERTS, CHARLSEY 1	50492	0	2024	8	INV P	11.34 051724	303020	
050773	BRISCOE, SHALUNDA	50493	0	2024	8	INV P	11.34 051724	302801	
050774	FORD, MARLETTA	50494	0	2024	8	INV P	11.34 051724	302876	
050775	ODOM, EMMA	50495	0	2024	8	INV P	11.34 051724	302978	
050776	JONES, JOSEPH M	50496	0	2024	8	INV P	11.34 051724	302920	
050777	TRACE WEST LLC	50497	0	2024	8	INV P	11.34 051724	303075	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
050778	DIAS, PHILIPPE	50498	0	2024 8	INV	P	11.34 051724	302854		
050779	COOK, JOSHUA	50499	0	2024 8	INV	P	11.34 051724	302838		
050780	HUBBARD, ALISHA D.	50500	0	2024 8	INV	P	11.34 051724	302902		
050781	SHEMPER PROPERTIES 2	50501	0	2024 8	INV	P	11.34 051724	303036		
050782	FILLINGANE, JOEY	50502	0	2024 8	INV	P	11.34 051724	302872		
050783	STEEN, CELA	50503	0	2024 8	INV	P	11.34 051724	303061		
050784	REMAX REAL ESTATE PA	50504	0	2024 8	INV	P	11.34 051724	303012	DEP REFUND 9522	
050785	REMAX REAL ESTATE PA	50505	0	2024 8	INV	P	11.34 051724	303013	DEP REF 9447	
050786	COOPER, TAYLOR	50506	0	2024 8	INV	P	11.34 051724	302839		
050787	LITTLE, TRALISA	50507	0	2024 8	INV	P	11.34 051724	302930		
050788	REMAX REAL ESTATE PA	50508	0	2024 8	INV	P	11.34 051724	303014	DEP REF 10965	
050791	FOSTER, CASEY	50511	0	2024 8	INV	P	11.34 051724	302880		
050792	GRAVES, JOSEPH	50512	0	2024 8	INV	P	11.34 051724	302890		
050793	CRINER, ANGELA	50513	0	2024 8	INV	P	5.34 051724	302844		
050794	MAQUEDA, CHERYL	50514	0	2024 8	INV	P	11.34 051724	302935		
050795	JERRY GILDER DDS	50515	0	2024 8	INV	P	15.04 051724	302914		
050796	ROBERTS, WESTON	50516	0	2024 8	INV	P	9.34 051724	303021		
050797	JGNK, LLC	50517	0	2024 8	INV	P	26.71 051724	302915		
050798	RAY, KELLY	50519	0	2024 8	INV	P	185.34 051724	303006		
050799	CADE, ROBERT	50520	0	2024 8	INV	P	51.67 051724	302811		
050800	MCCRAW, CARRIE	50521	0	2024 8	INV	P	11.34 051724	302936		
050801	WOOD, ROBERT	50522	0	2024 8	INV	P	11.34 051724	303093		
050802	ROSEBERRY, RACHEL	50523	0	2024 8	INV	P	11.34 051724	303023		
050803	JOHNSON, LORELEI	50524	0	2024 8	INV	P	11.34 051724	302919		
050804	CROCKER, DEBRA	50525	0	2024 8	INV	P	11.34 051724	302845		
050805	COWAN, BARBARA MOR	50526	0	2024 8	INV	P	11.34 051724	302843		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR									
050806	SIMPSON, KYLE	50527	0	2024	8	INV P	11.34 051724	303040	
050807	REMAX REAL ESTATE PA	50528	0	2024	8	INV P	11.34 051724	303015	DEP REF 10101
050808	REMAX REAL ESTATE PA	50529	0	2024	8	INV P	11.34 051724	303016	DEP REF 5335
050809	COLEMAN, BENJAMIN	50531	0	2024	8	INV P	11.34 051724	302833	
ACCOUNT TOTAL							1,139.33		
011000	128500					RESIDENTIAL GARBAGE			
050745	HUDSON, EDITH	50174	0	2024	8	INV P	252.32 051724	302903	
050768	NORTHGATE RENTAL PRO	50486	0	2024	8	INV P	17.00 051724	302973	
050768	NORTHGATE RENTAL PRO	50489	0	2024	8	INV P	17.00 051724	302974	
050768	NORTHGATE RENTAL PRO	50490	0	2024	8	INV P	17.00 051724	302975	
050768	NORTHGATE RENTAL PRO	50518	0	2024	8	INV P	17.00 051724	302976	
							68.00		
050771	RAWLS, HALLE	50491	0	2024	8	INV P	17.00 051724	303004	
050771	RAWLS, HALLE	50530	0	2024	8	INV P	17.00 051724	303005	
							34.00		
050789	GRIMM, RACHEL	50509	0	2024	8	INV P	87.30 051724	302891	
ACCOUNT TOTAL							441.62		
ORG 011000 TOTAL							1,580.95		
011001						WATER & SEWER REVENUES			
011001	360001					RESIDENTIAL WATER-NO TAX			
050732	DEARCOM HOLDINGS LLC	50157	0	2024	8	INV P	13.29 051724	302850	
050732	DEARCOM HOLDINGS LLC	50158	0	2024	8	INV P	61.71 051724	302851	
050732	DEARCOM HOLDINGS LLC	50159	0	2024	8	INV P	61.71 051724	302852	
							136.71		
050733	ROWELL, MONICA	50160	0	2024	8	INV P	75.00 051724	303025	
050734	WESLEY BRELAND REALT	50161	0	2024	8	INV P	80.62 051724	303088	
050735	SCARBROUGH, KRISTINA	50162	0	2024	8	INV P	5.92 051724	303029	
050735	SCARBROUGH, KRISTINA	50163	0	2024	8	INV P	69.08 051724	303030	
							75.00		
050736	STEWART, RODERICK W	50164	0	2024	8	INV P	210.90 051724	303062	
050736	STEWART, RODERICK W	50166	0	2024	8	INV P	69.88 051724	303063	
050736	STEWART, RODERICK W	50184	0	2024	8	INV P	29.88 051724	303064	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR									
							310.66		
050764 ALLONA MURRY	50405	0	2024	8	INV	P	138.66 051724	302778	
050768 NORTHGATE RENTAL PRO	50486	0	2024	8	INV	P	23.33 051724	302973	
050768 NORTHGATE RENTAL PRO	50489	0	2024	8	INV	P	35.15 051724	302974	
050768 NORTHGATE RENTAL PRO	50490	0	2024	8	INV	P	35.15 051724	302975	
050768 NORTHGATE RENTAL PRO	50518	0	2024	8	INV	P	56.24 051724	302976	
							149.87		
050770 WILLIAMS, JESSICA MO	50488	0	2024	8	INV	P	127.80 051724	303090	
050771 RAWLS, HALLE	50491	0	2024	8	INV	P	23.33 051724	303004	
050771 RAWLS, HALLE	50530	0	2024	8	INV	P	25.61 051724	303005	
							48.94		
050789 GRIMM, RACHEL	50509	0	2024	8	INV	P	11.34 051724	302891	
050810 OVERLOOK APTS/PMI	50532	0	2024	8	INV	P	27,781.74 051724	302981	
							ACCOUNT TOTAL		28,936.34
011001 360002							TAXABLE WATER SALES		
050751 O'CHARLEY'S	50180	0	2024	8	INV	P	401.71 051724	302977	
050765 NEWELL PAPER CO	50406	0	2024	8	INV	P	169.99 051724	302970	
							ACCOUNT TOTAL		571.70
011001 360011							NON-RESIDENTIAL WATER		
050758 ROWAN ATTENDANCE CEN	50258	0	2024	8	INV	P	2,697.22 051724	303024	
050763 TRINITY EPISCOPAL CH	50404	0	2024	8	INV	P	1,500.00 051724	303076	
							ACCOUNT TOTAL		4,197.22
011001 363002							RESIDENTIAL SEWER		
050736 STEWART, RODERICK W	50164	0	2024	8	INV	P	210.90 051724	303062	
050768 NORTHGATE RENTAL PRO	50486	0	2024	8	INV	P	23.33 051724	302973	
050768 NORTHGATE RENTAL PRO	50489	0	2024	8	INV	P	35.15 051724	302974	
050768 NORTHGATE RENTAL PRO	50490	0	2024	8	INV	P	35.15 051724	302975	
050768 NORTHGATE RENTAL PRO	50518	0	2024	8	INV	P	56.24 051724	302976	
							149.87		
050771 RAWLS, HALLE	50491	0	2024	8	INV	P	23.33 051724	303004	
050771 RAWLS, HALLE	50530	0	2024	8	INV	P	23.33 051724	303005	

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8											
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP S	WARRANT		CHECK	DESCRIPTION
								46.66			
050790 MYERS, MELVIN		50510		0	2024	8	INV P	18.96	051724	302967	
ACCOUNT TOTAL								426.39			
ORG 011001 TOTAL								34,131.65			
FUND 011 WATER & SEWER FUND					TOTAL:		35,712.60				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP S		WARRANT		CHECK	DESCRIPTION	
019100				POL.FORFEITURES-POLICE DIV.									
019100 559000				OTHER OPERATING MATL/SPLY									
004017	REGIONS	CARDHOLDER	S	2080-04/30/24	0	2024	8	INV	P	32.10	051724	303011 2080-04/30/24 REGIO	
004017	REGIONS	CARDHOLDER	S	6566-04/30/24	0	2024	8	INV	P	102.66	051724	303011 6566-04/30/24 REGIO	
										134.76			
ACCOUNT TOTAL										134.76			
019100 604900				OTHER PROFESSIONAL SERV.									
004446	TOSHIBA	BUSINESS	SOL	5655239	0	2024	8	INV	P	80.28	051724	303074 MB#2022-514 COMMUNI	
ACCOUNT TOTAL										80.28			
ORG 019100 TOTAL										215.04			
FUND 019 POLICE FORFEITURES FUND										TOTAL:	215.04		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
039551				AIRPORT	IMPR.-	AIRPORT DIV				
039551		729502			AIRPORT	IMP-FAA				
002843	FORD ENGINEERING	SER	221206N	0	2024	8	INV	P	16,396.41	051724 302875 MB 2021-306 TAXIWAY
ACCOUNT TOTAL								16,396.41		
ORG 039551 TOTAL								16,396.41		
FUND 039 AIRPORT IMPROVEMENT FUND						TOTAL:		16,396.41		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION	
072201					MUN.ROAD&BRIDGE-STREET DIV								
072201 636000						STREETS & STRUCTURES R&M							
047056	WARREN	PAVING	INC	2402120.1	2402120	2024	8	INV	P	24,115.34	051724	303085 LAREDO DRIVE MB# 20	
047056	WARREN	PAVING	INC	2402847.1	2402847	2024	8	INV	P	77,973.88	051724	303085 WILLIAMS, JAMES, EL	
										102,089.22			
ACCOUNT TOTAL										102,089.22			
072201 723025					CTRY.CLUB RD. INTERSECTN.								
004197	SHOWS	DEARMAN &	WAIT	24059	0	2024	7	INV	P	1,030.95	051724	303038 MB 2021-171 COUNTRY	
004197	SHOWS	DEARMAN &	WAIT	24151	0	2024	7	INV	P	4,687.73	051724	303038 MB 2021-171 COUNTRY	
										5,718.68			
ACCOUNT TOTAL										5,718.68			
072201 723099					OTHER STREET IMPR.								
047187	FOUR SEASONS	LAWN		17536	2304948	2024	8	INV	P	15,545.00	051724	302881 IRRIGATION REPAIRS	
050757	MORRIS, JOSH			SHADOW RIDGE BOND	0	2024	8	INV	P	81,040.00	051724	302945 REFUND BOND FOR SHA	
ACCOUNT TOTAL										96,585.00			
ORG 072201 TOTAL										204,392.90			
FUND 072 MUNICIPAL ROAD & BRIDGE										TOTAL:	204,392.90		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
073570				MASS TRANSIT-TRANSPORTATION							
073570	510000			CLEANING/JANITORIAL SPLY							
004017	REGIONS	CARDHOLDER S	5548-04/30/24	0		2024	8	INV P	79.34	051724	303011 5548-04/30/24 REGIO
				ACCOUNT TOTAL					79.34		
073570	525000			GAS AND OIL							
001002	CITY OF HATTIESBURG	FUEL USE73	4/2024	0		2024	8	INV P	10,823.28	051724	302823 TRF FUEL USAGE 4/1-
				ACCOUNT TOTAL					10,823.28		
073570	525700			DIESEL FUEL							
001002	CITY OF HATTIESBURG	FUEL USE73	4/2024	0		2024	8	INV P	5,747.18	051724	302823 TRF FUEL USAGE 4/1-
				ACCOUNT TOTAL					5,747.18		
073570	546000			MINOR EQUIPMENT							
004017	REGIONS	CARDHOLDER S	5548-04/30/24	0		2024	8	INV P	650.06	051724	303011 5548-04/30/24 REGIO
				ACCOUNT TOTAL					650.06		
073570	599000			OTHER REPAIR/MAINT. SPL.							
002565	COURTESY MOTORS INC	129446		2403028		2024	8	INV P	60.52	051724	302842 REPLACE SEAT BELT O
				ACCOUNT TOTAL					60.52		
073570	606000			TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X050824	0			2024	8	INV P	452.99	051724	302788 MB#2016-287/WIRELES
002160	AT&T MOBILITY	287290252011X050524	0			2024	8	INV P	477.53	051724	302788 MB2016-287/WIRELESS
									930.52		
				ACCOUNT TOTAL					930.52		
073570	630500			ELECTRICITY							
003700	MS POWER COMPANY	E2024-9 MAY	0			2024	8	INV P	1,057.06	051724	302960 MISSISSIPPI POWER-V
				ACCOUNT TOTAL					1,057.06		
073570	638501			BUS EQUIP R&M-FIXED ROUTE							
002367	BURROUGHS DIESEL INC	51841		2403082		2024	8	INV P	5,200.76	051724	302804 A/C REPAIR ON BUS #
				ACCOUNT TOTAL					5,200.76		
073570	643000			UNIFORM RENT							
002471	CINTAS CORPORATION #	4190940969	0			2024	8	INV P	370.87	051724	302817 HCT UNIFORM RENTALS
002471	CINTAS CORPORATION #	4191657335	0			2024	8	INV P	206.53	051724	302817 HCT UNIFORM RENTALS
002471	CINTAS CORPORATION #	4192381076	0			2024	8	INV P	558.22	051724	302817 HCT UNIFORM RENTALS
									1,135.62		

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8										
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION		
ACCOUNT TOTAL						1,135.62				
073570	687000			CUSTODIAL SERVICE						
050419	SCRUB HUB LLC	5	2401114	2024 8	INV P	540.90	051724	303033	TWO-QUOTE JANITORIA	
ACCOUNT TOTAL						540.90				
ORG 073570				TOTAL		26,225.24				
FUND 073 MASS TRANSIT FUND					TOTAL:	26,225.24				

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
075695										
075695	601500									W&S CONSTR.-CAPITAL PROJECTS
										ENGINEERING
004197	SHOWS DEARMAN & WAIT	24134	0	2024	7	INV P	8,200.00	051724	303038	MB 2018-288-289 INF
004197	SHOWS DEARMAN & WAIT	24136	0	2024	7	INV P	17,690.40	051724	303038	MB 2022-286 UNIFIED
004197	SHOWS DEARMAN & WAIT	24140	0	2024	7	INV P	80,055.00	051724	303038	MB 2022-44 LINCOLN
004197	SHOWS DEARMAN & WAIT	24141	0	2024	7	INV P	1,105.00	051724	303038	MB 2012-1/34 PINE H
							107,050.40			
							ACCOUNT TOTAL			107,050.40
075695	601503									ENGINEERING-MCWI
004197	SHOWS DEARMAN & WAIT	24135	0	2024	7	INV P	18,652.50	051724	303038	MB 2020-137-138 INF
004197	SHOWS DEARMAN & WAIT	24146	0	2024	7	INV P	9,565.00	051724	303038	MB 2021-306 EDWARDS
							28,217.50			
							ACCOUNT TOTAL			28,217.50
075695	724501									ARCADIA SUNSET
004197	SHOWS DEARMAN & WAIT	24139	0	2024	7	INV P	7,200.00	051724	303038	MB 2021-337-338 ARC
047045	JAY BEARDEN CONSTRUC	PAY EST NO 6	0	2024	8	INV P	16,493.71	051724	302912	MB 2022-125 ARCADIA
047045	JAY BEARDEN CONSTRUC	PAY EST NO 7	0	2024	8	INV P	26,180.82	051724	302912	MB 2022-125 ARCADIA
							42,674.53			
							ACCOUNT TOTAL			49,874.53
075695	729569									SRF WTR PLT #1 REHAB-PHASE I
004197	SHOWS DEARMAN & WAIT	24183	0	2024	8	INV P	17,760.00	051724	303038	MB 2017-81 WATER PL
							ACCOUNT TOTAL			17,760.00
075695	729570									SRF WTR PLT #1 REHAB-PHASE I
047349	HEMPHILL CONST	PAY APP NO 4	0	2024	8	INV P	319,540.75	051724	302896	MB 2021-548 WATER P
							ACCOUNT TOTAL			319,540.75
075695	729578									SFR WTR PLT #1 REHAB-PHASE IV
004197	SHOWS DEARMAN & WAIT	24184	0	2024	8	INV P	9,946.13	051724	303038	MB 2021-88 WATER PL
							ACCOUNT TOTAL			9,946.13
075695	729579									SRF WTR PLT #1 REHAB-PHASE V
004197	SHOWS DEARMAN & WAIT	24185	0	2024	8	INV P	7,281.00	051724	303038	MB 2021-88 WATER PL
							ACCOUNT TOTAL			7,281.00
							ORG 075695 TOTAL			539,670.31

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
FUND 075 WATER&SEWER CONSTRUCTION FUND				TOTAL:		539,670.31			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
077001	COMMUNITY CTR REVENUES								
077001	314100	SIGLER CENTER USE FEE							
050729	HOSKIN, JAZAMINE	REFUND 5/5/24	0	2024	8	INV P	225.00	051724	302899 REFUND FOR EVENT AT
ACCOUNT TOTAL							225.00		
ORG 077001 TOTAL							225.00		
077650	COMMUNITY CTR-ADMIN/GENERAL								
077650	510000	CLEANING/JANITORIAL SPLY							
048909	BRADY COMPANIES, LLC	8830179	2402921	2024	8	INV P	94.92	051724	302798 JANITORIAL SUPPLIES
048909	BRADY COMPANIES, LLC	8851213	2402921	2024	8	INV P	114.72	051724	302798 JANITORIAL SUPPLIES
							209.64		
ACCOUNT TOTAL							209.64		
077650	525000	GAS AND OIL							
001002	CITY OF HATTIESBURG	FUEL USE77 4/2024	0	2024	8	INV P	411.86	051724	302824 TRF FUEL USAGE 4/1-
ACCOUNT TOTAL							411.86		
077650	544000	HORT./LANDSCAPING SPLY.							
002049	ADAMS NURSERY	920585	2402996	2024	8	INV P	25.00	051724	302772 LANDSCAPE PLANT MAT
ACCOUNT TOTAL							25.00		
077650	546000	MINOR EQUIPMENT							
002714	ECONOMY SUPPLY CO	121428	2402985	2024	7	INV P	38.65	051724	302858 DOOR STOPPERS FOR C
ACCOUNT TOTAL							38.65		
077650	570000	MTR VEHICLE REP. PTS/SPL							
002160	AT&T MOBILITY	287308925627X050524	0	2024	8	INV P	94.40	051724	302788 MB2016-287/WIRELESS
048827	CARQUEST	14758-37164	2403049	2024	8	INV P	43.96	051724	302813 MATERIAL FOR OIL CH
ACCOUNT TOTAL							138.36		
077650	599000	OTHER REPAIR/MAINT. SPL.							
002101	AMERICAN APPLIANCE &	27036	2403088	2024	8	INV P	37.97	051724	302780 ICE MACHINE REPAIR
ACCOUNT TOTAL							37.97		
077650	606000	TELEPHONE AND TELEGRAPH							
002160	AT&T MOBILITY	287273578351X050824	0	2024	8	INV P	61.47	051724	302788 MB#2016-287/WIRELES
ACCOUNT TOTAL							61.47		
077650	630000	GAS							
004321	SPIRE	G2024-3 MAY	0	2024	8	INV P	2,138.27	051724	303059 SPIRE-(MILMUT GAS)

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8									
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
				ACCOUNT TOTAL		2,138.27			
077650	630500			ELECTRICITY					
003700	MS POWER COMPANY	E2024-30 APR	0	2024	8	INV P	3,535.43	051724	302953 MISSISSIPPI POWER-V
				ACCOUNT TOTAL		3,535.43			
077650	635000			BUILDING R&M					
003256	JOHNSON CONTROLS, IN	40046669	0	2024	7	INV P	717.12	051724	302918 RECURRING CHRGS 05/
				ACCOUNT TOTAL		717.12			
077650	638000			FIXED EQUIPMENT R&M					
003341	KONE INC	871246171	0	2024	8	INV P	3,103.20	051724	302926 ELEVATOR MAINTENANC
				ACCOUNT TOTAL		3,103.20			
077650	639200			CLEANING AND PAINTING					
004156	SERVICEMASTER/PETAL	38352	0	2024	8	INV P	375.00	051724	303034 SERVICE CALL JACKIE
				ACCOUNT TOTAL		375.00			
077650	639400			DISINFECT./EXTERMINATION					
003040	HAVARD PEST CONTROL	2284413	0	2024	8	INV P	520.00	051724	302895 HAVARD PEST CONTROL
				ACCOUNT TOTAL		520.00			
077650	643000			UNIFORM RENT					
002471	CINTAS CORPORATION #	4188076263	0	2024	7	INV P	125.00	051724	302818 UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4188879912	0	2024	7	INV P	125.00	051724	302818 UNIFORM RENTAL COMM
002471	CINTAS CORPORATION #	4189512277	0	2024	7	INV P	125.00	051724	302818 UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4190226738	0	2024	7	INV P	125.00	051724	302818 UNIFORM RENTAL FOR
002471	CINTAS CORPORATION #	4190941362	0	2024	7	INV P	125.00	051724	302818 UNIFORM RENTAL FOR
							625.00		
				ACCOUNT TOTAL		625.00			
ORG 077650				TOTAL		11,936.97			
FUND 077 COMMUNITY CENTERS' FUND				TOTAL:		12,161.97			

INVOICE LIST BY GL ACCOUNT

YEAR/PERIOD: 2024/7 TO 2024/8													
ACCOUNT/VENDOR				INVOICE		PO	YEAR/PR		TYP	S	WARRANT	CHECK	DESCRIPTION
082285						CDBG-ENTITLEMENTS							
082285 502000						MINOR OFFICE EQUIP/FURN.							
003645		MOORE'S LOCK AND KEY		30802	0	2024	8	INV	P	40.00	051724	302944	4 REPLACEMENT KEYS
ACCOUNT TOTAL										40.00			
082285 525000						GAS AND OIL							
001002		CITY OF HATTIESBURG		FUEL USE82	4/2024	0	2024	8	INV	P	52.00	051724	302826 TRF FUEL USAGE 4/1-
ACCOUNT TOTAL										52.00			
ORG 082285 TOTAL										92.00			
FUND 082 COMMUNITY DEVELOP. BLOCK GRANT TOTAL:										92.00			

** END OF REPORT - Generated by LISA HANSON **