

**MEETING OF THE
MAYOR AND BOARD OF ALDERMAN OF THE
CITY OF RIDGELAND, MISSISSIPPI
December 17, 2024
6:00 PM**

INVOCATION

PLEDGE OF ALLEGIANCE

CONSIDERATION OF MINUTES FROM PRIOR BOARD MEETING

December 3, 2024

CONSIDERATION OF MINUTES FROM PRIOR WORK SESSION

December 2, 2024

1. AGENDA ITEMS

2. CONSENT ITEMS

- a) Declare Property Surplus (Recreation & Parks Dept.)
- b) Approve Contract with Pyro Shows for 2025 Balloon Glow
- c) Authorize the Mayor to sign the Supplemental Agreement No. 1 to Task Order No. 5 for Old Agency Road Ditch Improvements
- d) Approve Pay Application No. 1 in the amount of \$158,768.10, Approve Contract Summary Change Order No. 1 (deduction of \$566.25), and Accept Closeout Documents for the Old Agency Road Guardrail Project
- e) Authorize the Mayor to Sign Agreement Amendment No. 3 for \$10,850 to Task Order No. 1 for additional Right-of-way Services for the Purple Creek Drainage Improvements Project
- f) Award the Base Bid and Alternate No. 1 for City-wide Hazard Tree and Limb Removal Project to Deep Roots Construction, LLC in the amount of \$975,550
- g) Accept \$29,171.46 Insurance Check from Sentry Insurance for the damages to the limb truck and approve a Budget Amendment to increase 001-201-635 by \$29,171.46 as well as budget the insurance revenue
- h) Surplus Items - Fire Department
- i) Review and Approve Flock Safety Purchase Agreement (Police Department)
- j) Special Event - Ring in Your Faith (Police Department)
- k) MOU - State Fire Academy (Police Department)
- l) Review and Approve Emergency Purchase of Tyler Technologies Record Management System (Police Department)

- m) Approve Final CE&I Invoice No. 1102125 and Final CE&I Reimbursement Request No. 10 for the East County Line Road Resurfacing Project
- n) Appoint Joann Pearson, Loden Snell, Jerry Barnes, and Angela Bailey to the Ridgeland Election Commission

3. PAYMENT OF CLAIMS

- a) 194948 - 195289 and December 13, 2024 Payroll (\$1,946,528.29)

4. EXECUTIVE SESSION

ADJOURNMENT

INFORMATION FOR MAYOR AND BOARD

December 2024 Sales Tax Report

**MEETING OF THE
MAYOR AND BOARD OF ALDERMAN OF THE
CITY OF RIDGELAND, MISSISSIPPI
December 3, 2024
6:00 PM**

The Mayor opened the December 3, 2024 meeting of the Mayor and Board of Aldermen to order. Present were Alderman Chuck Gautier, Alderman Wesley Hamlin, Alderman Ken Heard, Alderman Kevin Holder, Alderman Brian Ramsey, Alderman D.I. Smith, Alderman Bill Lee, City Attorney John Scanlon, and City Clerk Paula Tierce. The meeting was opened with an invocation by Sarah Hart followed by the pledge of allegiance led by Hallie Dale, who are both members of the Mayor's Youth Council.

The Mayor and Board of Aldermen were provided the City Attorney statement for services through November 22, 2024.

Next came the recognition of Detective Hunter Bridges being selected as Officer of the Month for October 2024. Mayor McGee stated that the Ridgeland Police Department received complaints of drug activity at a residence in Ridgeland, Mississippi. Detective Bridges was able to cultivate confidential informants who had knowledge of the residence. The offender was observed making drug transactions in the street in front of the residence in broad daylight. In October 2024, a search warrant was obtained for the residence and ten pounds of marijuana and other controlled substances, approximately \$2,000 cash, and numerous firearms were seized from the residence. The dealer was arrested and charged with multiple gun and drug charges. Mayor McGee commended Detective Hunter Bridges for a job well done and encouraged him to keep up the good work.

Next came the matter of accepting the Minutes of the November 18, 2024 Work Session and the November 19, 2024 Board of Aldermen meeting. The Minutes were accepted with no corrections noted.

Next came the consideration of the Consent Agenda. Alderman D. I. Smith moved to approve the Consent Agenda as follows:

- a) Authorize Recreation & Parks Department to Advertise for RFP for Concession Stands - Order Attached Hereto as Exhibit "A"

- b) Authorize Recreation & Parks to Advertise for RFP's for Tennis Center - Order Attached Hereto as Exhibit "B"
 - c) Approve Contract with PR Event Management for Century Ride 2025 - Order Attached Hereto as Exhibit "C"
 - d) Approve Conditional Use Permit for Portico Homes, LLC for a Secondary Dwelling Unit at 404 Greenwood Lane - Order Attached Hereto as Exhibit "D"
 - e) Authorize the Mayor to sign the Supplemental Agreement No. 2 of Task Order No. 2 for the design work for Colony Park Boulevard Water and Sewer improvements - Order Attached Hereto as Exhibit "E"
- Authorize the Mayor to sign MCWI Agreement Modifications to 63-1-DW-5.15 and 64-1-DW-5.15 transferring \$62,706.00 in MCWI funds from the Advanced Water Meter Project to the Highland Colony Tank and Well Project - Order Attached Hereto as Exhibit "F"
- g) Approve East County Line Road Resurfacing Improvements Contractor Final Pay Estimate No. 4 - Order Attached Hereto as Exhibit "G"
 - h) Approve East County Line Road Resurfacing Improvements Contractor Final Reimbursement Request No. 2 - Order Attached Hereto as Exhibit "H"
 - i) Approve East County Line Road Resurfacing Improvements Revised CE&I Reimbursement Request No. 7 - Order Attached Hereto as Exhibit "I"
 - j) Approve East County Line Road Resurfacing Improvements Revised CE&I Reimbursement Request No. 8 - Order Attached Hereto as Exhibit "J"
 - k) Approve East County Line Road Resurfacing Improvements CE&I Invoice #1101576 - Order Attached Hereto as Exhibit "K"
 - l) Approve U.S. Highway 51-Lake Harbour Drive Intersection Improvements CE&I Pay Estimate No. 1 - Order Attached Hereto as Exhibit "L"
 - m) Approve Colony Park Boulevard Water & Sewer Improvements Preliminary Engineering Invoice No. 25904 - Order Attached Hereto as Exhibit "M"
 - n) Approve Colony Park Boulevard Water & Sewer Improvements Preliminary Engineering Invoice No. 26256 - Order Attached Hereto as Exhibit "N"
 - o) Approve Street Dedication of Concourse at Colony Park contingent on receipt of Record Drawings - Order Attached Hereto as Exhibit "O"
 - p) Declare Temple, Inc. as the Sole Source provider for Clary Corporation Traffic Uninterruptable Power Systems (UPS) Equipment and authorize the Public Works Department to purchase the quoted materials - Resolution Attached Hereto as Exhibit "P"
 - q) Declare Property Surplus (Police) - Resolution Attached Hereto as Exhibit "Q"
 - r) Approve Contract with PowerDMS Contract - Order Attached Hereto as Exhibit "R"
 - s) Approve Federal Bureau of Investigation Deputation Request - Order Attached Hereto as Exhibit "S"
 - t) Resolution Requesting Introduction and Passage of Legislation for the Promotion, Advertising and Improving of the Attributes of the City of Ridgeland Relating to Tourism, Parks and Recreation Capital Improvements, and Promoting and Enhancing Tourism and

Parks and Recreation Facilities, Events, and Activities in the City of Ridgeland - Resolution Attached Hereto as Exhibit "T"

u) Accept Resignation of Joann Pearson as Ridgeland Election Commission - Order Attached Hereto as Exhibit "U"

v) Sewer Adjustments - Order Attached Hereto as Exhibit "V"

The motion was seconded by Alderman Brian Ramsey and a vote was taken thereon as follows:

Vote: Aye(s): Alderman Chuck Gautier, Alderman Wesley Hamlin, Alderman Ken Heard, Alderman Kevin Holder, Alderman Brian Ramsey, Alderman D.I. Smith, Alderman Bill Lee

Nay(s): None

Abstention(s): None

The Mayor then declared the Motion carried.

Next came the payment of claims numbered 194722 thru 194947 and the November 29, 2024 Payroll (\$2,396,963.24). Alderman Ken Heard moved to approve. The Motion was seconded by Alderman Bill Lee and a vote was taken thereon as follows:

Vote: Aye(s): Alderman Chuck Gautier, Alderman Wesley Hamlin, Alderman Ken Heard, Alderman Kevin Holder, Alderman Brian Ramsey, Alderman D.I. Smith, Alderman Bill Lee

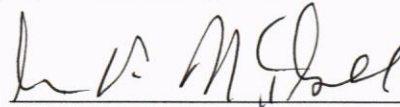
Nay(s): None

Abstention(s): None

The Mayor then declared the Motion carried.

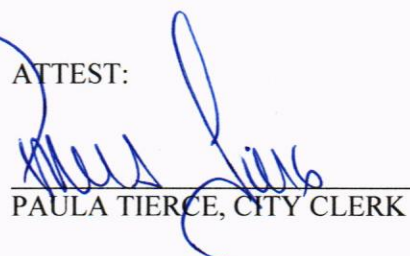
There being no further business before the Board of Aldermen, the Mayor adjourned the meeting at 6:05 p.m.

WITNESS MY SIGNATURE, this the 4th day of December, 2024.



GENE F. MCGEE, MAYOR

ATTEST:



PAULA TIERCE, CITY CLERK



**MINUTES OF THE SPECIAL MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF RIDGELAND
DECEMBER 2, 2024
6:00 P.M.**

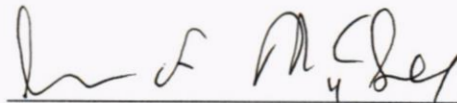
The Mayor opened the special called meeting of the Mayor and Board of Aldermen. Present were Alderman Ken Heard, Alderman D. I. Smith, Alderman Wesley Hamlin, Alderman Bill Lee, Alderman Kevin Holder, Alderman Brian Ramsey, Alderman Chuck Gautier, City Attorney John Scanlon, and City Clerk Paula Tierce.

The City Clerk adjudicated that proper notice was made; a copy of which is attached hereto as Exhibit "A".

The Mayor presented the proposed agenda for the regular meeting scheduled on Tuesday, December 3, 2024. Each item was discussed with no action being taken by the Board of Aldermen.

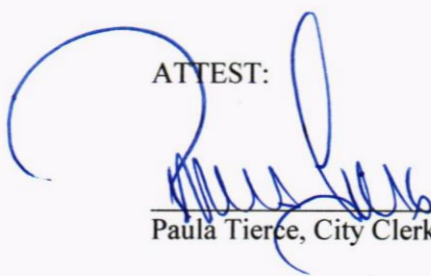
The meeting concluded at 6:30 p.m.

WITNESS MY SIGNATURE, this the 4th day of December, 2024.



GENE F. MCGEE, MAYOR

ATTEST:



Paula Tierce, City Clerk





December 5, 2024

John Sidney North, Parks Director
City of Ridgeland
Recreation and Parks Department
100 W School Street
Ridgeland, MS 39157

Memo: Declare Surplus Property to Sale and Return:

To: Mayor and Board of Aldermen

Requesting to Authorize to Surplus the following items for Return End of Lease:

1. 340-6-00493 Toro Reel Master 5410D
2. 340-6-00494 Toro Reel Master 5410D
3. 340-6-00495 Toro Groundmaster 7200
4. 340-6-00496 Toro Groundmaster 7200
5. 340-6-00497 Toro SandPro 3040
6. 340-6-00498 Toro Multi Puro Spray Rig 5800G
7. 340-6-00499 Toro Groundmaster 4000D

Requesting to Authorize to Surplus the following item for Sale:

340-1-00055 Tycrop Top Dresser

Regards,

John Sidney North,
Parks Director

mailing address: p.o. box 217 • ridgeland, ms 39158
street address: 100 west school street • ridgeland, ms 39157
ph: 601.856.7113 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Paula W. Tierce, phr - city clerk / human resources director

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



MEMO

Date: December 11, 2024

TO: Mayor & Board of Aldermen

FROM: John Sidney North
Director of Recreation & Parks

RE: **Approve Contract with Pyro Shows**

We request that the Mayor & Board of Aldermen approve the attached contract with Pyro Shows. This contract will be for the Fire Works for the Balloon Glow event on June 27, 2025 in the amount of \$16,800.00

Thank you

John Sidney North
Recreation and Parks Director

mailing address: p.o. box 217 • ridgeland, ms 39158
street address: 100 west school street • ridgeland, ms 39157
ph: 601.856.7113 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Paula W. Tierce, phr - city clerk / human resources director

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



PYRO SHOWS, INC.
Contract Agreement

This Agreement made on Nov 26, 2024 by and between PYRO SHOWS, Inc., a Tennessee Corporation, whose address is 115 N. 1st Street, LaFollette, Tennessee, 37766, with a mailing address at P.O. Box 1776, LaFollette, TN 37766 and hereinafter referred to as "PYRO SHOWS" and City of Ridgeland, MS with its principal place of business located at PO Box 217 304 Highway 51 Ridgeland, MS 39158 hereinafter referred to as "Customer".

In consideration of the mutual promises and undertakings set forth herein, receipt of said consideration being acknowledged, the parties hereby agree as follows:

- I. FIREWORKS DISPLAY:** PYRO SHOWS agrees to furnish to Customer a fireworks display, hereinafter referred to as "Show", pursuant to the project/sales order # **25 MS 06-27-Custom-16800-000064** dated **Nov 26, 2024**. The Show will be given on **June 27, 2025**. Rain date/postponement date: **No Rain Date Selected**.
- II. TARIFF PROVISION:** Because our pyrotechnics are products which are primarily imported into the U.S., PYRO SHOWS is legally responsible for payment of any applicable tariffs (a border tax imposed on the buyer) for pyrotechnics. From the date of execution of the contract herein, in the event of additional cost due to increased price of product as imposed by manufacturer and/or tariffs levied for imported products. Available options are as follows: Customer may opt to increase their budget to absorb tariff - OR - Customer may maintain the current budget of their show with a corresponding reduction in the amount of product included in their show. Should Customer elect to defer, modify, or cancel Show, Customer shall notify PYRO SHOWS no less than ninety (90) days prior to Show date to cancel or reduce the size of show.
- III. CANCELLATION:** PYRO SHOWS shall determine what weather conditions prohibit PYRO SHOWS from proceeding with the Show; in which case, PYRO SHOWS agrees to present the Show on the following day or previously agreed upon postponement date. In addition to contracted Show cost, Customer shall remit the actual additional expenses PYRO SHOWS shall incur in presenting the show on subsequent occasion to include labor, lodging, per diem, etc.; in no event shall these additional expenses be less than ten percent (10%) of the contracted price of the Show. In the event the Show must be RESCHEDULED to a mutually agreed upon date other than the previously agreed upon rain date, in addition to contracted Show cost, Customer shall remit the actual additional expenses PYRO SHOWS shall incur in presenting the Show on subsequent occasion to include labor, lodging, per diem etc.; in no event shall these expenses be less than thirty percent (30%) of the contracted price of the Show. Should Customer elect to CANCEL the Show for any reason, Customer must provide PYRO SHOWS with a thirty (30) days' written notice by certified mail, return receipt, to PYRO SHOWS' address as set forth above. Customer agrees that PYRO SHOWS shall incur substantial expense in preparation for the Show and, accordingly, agrees to pay PYRO SHOWS fifty (50%) of the total contract price for the show as liquidated damages for cancellation due to the fault of the Customer.
- IV. SECURITY AREA:** Customer agrees to furnish sufficient space for PYRO SHOWS to properly conduct the Show as determined by NFPA 1123-2014 (hereinafter "Security Area"). Customer agrees to provide adequate security protection to preclude persons unauthorized by PYRO SHOWS from entering the Security Area. For the purposes of the Agreement, "Unauthorized Persons" shall mean anyone other than the employees of PYRO SHOWS or persons specifically designated in writing by the sponsor or the Authority Having Jurisdiction (AHJ), and submitted and approved, to PYRO SHOWS prior to the event. Any expenses for security or stand-by fire protection shall be the responsibility of the Customer.
- V. SITE CLEANUP:** PYRO SHOWS shall be responsible for basic cleanup of the launch area to include policing of the fallout zone for any unexploded ordnance and removal of all large paper debris, wood, wire, foil, racks, mortars and firing equipment used in the setup for the show. Customer shall be responsible for cleanup of debris located in and around fallout zone.
- VI. INDEMNIFICATION AND HOLD HARMLESS:** Customer agrees to hold PYRO SHOWS harmless from any damages caused to Customer which result as a consequence of unauthorized persons entering the Security Area. Furthermore, Customer agrees to defend and indemnify PYRO SHOWS from any and all claims brought against PYRO SHOWS for damages caused wholly or in part by Unauthorized Person who have entered the Security Area.
- VII. AMENDMENT & ASSIGNMENT:** This agreement is deemed personal and confidential to Customer, his heirs, executors and administrators only, and may not be sold, assigned, amended, or transferred without the prior written consent of PYRO SHOWS.



PYRO SHOWS, INC.
Contract Agreement

- VIII. COMPLIANCE WITH THE LAWS AND REGULATIONS:** Promptly upon the execution of this Agreement, Customer shall apply for the approval hereof to any agency, officer or authority of any government if such approval is required by any applicable law, ordinance, code or regulation. Customer agrees to indemnify and hold harmless PYRO SHOWS from against all claims, suits, and causes of action, demands, penalties, losses or damages which may arise or accrue because of the failure or neglect of customer to obtain such approval. This Agreement is made expressly subject to and Customer expressly agrees to comply with and abide by all applicable laws, ordinances, codes and regulations insofar as the same may be applicable to the terms and conditions of this Agreement, including all rules and regulations now existing or that may be promulgated under and in accordance with any such law or laws.
- IX. PERMITS AND LICENSES:** PYRO SHOWS shall process the necessary permits and licenses to enable PYRO SHOWS to perform fully hereunder unless otherwise forbidden by any other applicable statute, rule or otherwise. It is hereby stipulated that this Agreement is to be construed and governed by the laws of the State of Tennessee, and any suit involving this contract shall be brought in the Courts of Campbell County in the State of Tennessee. The Customer hereby submits itself to the jurisdiction of the aforementioned Courts and waives any rights to initiate proceedings against PYRO SHOWS in any other courts or jurisdictions. For Shows that include licensed music accompaniment, Customer agrees to verify with their organization, venue, sponsor, and/or municipality, the permission to simulcast music and agrees to pay any and all fees associated with the broadcast of said music in the public environment of the Show.
- X. LATE PAYMENT:** PYRO SHOWS shall charge, and Customer agrees to pay, one and one half percent (1 1/2%) per month late payment fee for each month until PYRO SHOWS is paid the amount set forth in Paragraph XIV herein. The stated late payment fee shall begin to run from the applicable date(s) established in Section XIV, unless this provision is prohibited by law.
- XI. ADVERTISEMENT AND PROMOTIONS:** Customer agrees that when promoting fireworks performed by PYRO SHOWS, Customer will name PYRO SHOWS as the fireworks provider in promotional advertising media. Customer agrees to allow PYRO SHOWS to use Customer's name as Customer.
- XII. COMPLAINTS:** In the event that Customer has a complaint concerning the Show, or any material or product used in or pursuant to the Show, or of the conduct of the Show by PYRO SHOWS, or any act or omission of PYRO SHOWS or its agents, either directly or indirectly, without limitation, Customer shall make complaint known to PYRO SHOWS in writing by certified mail to PYRO SHOWS' address as set forth above, within ten (10) days after the date of the Show. In the event that Customer fails to register any complaint in the time and in the manner specified, Customer agrees that it shall not claim such complaint as cause for an offset or withhold any payment due to PYRO SHOWS hereunder on account of or because of such complaint or any matter arising from, relating to or a consequence of the complaint. Furthermore, Customer agrees that should PYRO SHOWS have to collect any amount due PYRO SHOWS hereunder which Customer claims as an offset or which is withheld by Customer on account of, or because of, a complaint not registered with PYRO SHOWS in the time and in the manner specified herein, by law or through an Attorney-at-Law, PYRO SHOWS shall be entitled to collect attorneys' fees in the amount of 15% of the amount owing PYRO SHOWS or the maximum amount allowed by law, whichever is greater, along with all cost of collection.
- XIII. INSURANCE:** PYRO SHOWS will provide General Liability Insurance and Automobile Liability in the amount of \$10,000,000.00, combined single limit, covering its activities and services in connection with the show described in this contract. PYRO SHOWS also agrees to include Customer as additional Insured under the terms of this coverage. PYRO SHOWS, INC. will provide a Certificate of Insurance. All entities listed on the certificate will be deemed an additional Insured per this contract.
- XIV. PAYMENT TERMS:** City of Ridgeland, MS shall pay PYRO SHOWS \$ 16,800.00 plus applicable taxes in the amount of \$ 0.00 for a grand total of \$ 16,800.00 according to the terms and conditions set forth for presenting the Show. Customer shall submit a 50% deposit (\$ 8,400.00) upon return of signed contract by **December 26, 2024**. Balance will be due in the PYRO SHOWS office upon Customer's receipt of invoice.
- XV. TAXES:** Customer shall be responsible for all applicable sales taxes.

IMPORTANT: Checks must be made payable to **PYRO SHOWS, INC.** and mailed to P.O. Box 1776, LaFollette, TN 37766.



PYRO SHOWS, INC.
Contract Agreement

All the terms and conditions set forth in any addendum attached to this Agreement are made part of this Agreement and incorporated by reference herein.

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

PYRO SHOWS, INC.

BY: _____ **DATE:** _____
Lansden E. Hill Jr., President and CEO -OR- Michael E. Walden, Vice President

CUSTOMER

BY: _____ **DATE:** _____
Signature Printed Name Title

WARRANTY EXCLUSIONS

EXCEPT AS SPECIFICALLY PROVIDED HEREIN, THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

No representation of affirmation of fact including but not limited to statement regarding capacity, suitability for use, or performance of equipment or products shall be, or be deemed to be, a warranty by PYRO SHOWS for any purpose, nor give rise to any liability or obligation of PYRO SHOWS whatsoever.

IN NO EVENT SHALL PYRO SHOWS BE LIABLE FOR ANY LOSS OF PROFITS OR OTHER ECONOMIC LOSS, INDIRECT, SPECIAL, CONSEQUENTIAL, OR OTHER SIMILAR DAMAGES ARISING OUT OF ANY CLAIMED BREACH OF OBLIGATIONS HEREUNDER.

Exhibit A
Benchmark Engineering & Surveying, LLC.
Task Order Supplemental Agreement

SUPPLEMENTAL AGREEMENT NO. 1 to TASK ORDER NO. 05	 BENCHMARK ENGINEERING & SURVEYING, LLC
Additional Pages Attached: None	
Date of Supplemental Agreement: 12/17/24 Date of Task Order: 11/19/24	
TASK ORDER TO THE GENERAL SERVICES AGREEMENT BETWEEN BENCHMARK ENGINEERING & SURVEYING, LLC. AND CITY OF RIDGELAND	

This **Supplemental Agreement** to **Task Order No. 05** to the General Services Agreement between Benchmark Engineering & Surveying, LLC. and City of Ridgeland dated October 3rd, 2023, is a part of, and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein.

1. Project Name:	Old Agency Rd. Ditch and/or Roadway Improvements (Design, Bidding and Contract Award Services)
2. Project Number:	TBD
3. Project Manager for Client:	Alan Hart, PLA
4. Project Manager for Benchmark:	Lon Burt, PE
5. Method of Compensation:	Lump Sum
6. Cost:	Original Task Order Amount: \$20,500 Supplemental Agreement No. 1 Amount: \$7,850 Revised Total Task Order Amount: \$28,350
7. Scope of Work:	The purpose of this supplemental agreement is for the following: • Design and detailing Sheet pile wall on the north side of Old Agency Rd. from the west end of the existing sheet pile wall to 200' west near the end of the exiting guard rail. • Provide removal and replacement of existing guardrail plans and specifications. • Provide design and details for grading and armoring of the ditch for this 200' +/- section.

8. Schedule of Performance:	TBD
9. Approved Subconsultants:	None
10. Special Provisions:	None

IN WITNESS WHEREOF, the parties hereto have caused this **Supplemental Agreement No. 1 to Task Order 05** to be executed by their duly authorized representatives effective as of the date set forth above.

CITY OF RIDGELAND

BENCHMARK ENGINEERING & SURVEYING, LLC.

By: Gene F. McGee

Title: Mayor



By: Matthew Miller, PE, PLS

Title: Vice-President

December 9, 2024

Mr. Alan Hart, PLA
Public Works Director
City of Ridgeland
100 W. School Street
Ridgeland, MS 39157

RE: Old Agency Guardrail Improvements
Pay Request #1 (Final)

Mr. Hart,

Please see attached Pay Application #1 in the amount of \$158,768.10 as well as Final Summary Change Order No. 1, 1 year warranty letter and supporting close out documents on the above referenced project. We recommend full payment of this pay application in the amount of \$158,768.10.

Please let us know if you need any additional information.

Sincerely,



Lon Burt, P.E.
Project Manager
Benchmark Engineering & Surveying, LLC

Cc: Chris Bryson, P.E. (City Engineer)
Greg Bonds, P.E. (Benchmark)

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: H24089-01F

To

City of Ridgeland

Customer:

304 Highway 51
Ridgeland, MS 39157

Project

H24089- Old Agency Guardrail Repair Project

Via Engineer

Benchmark
660 Katherine Drive, Suite 302
Flowood, MS 39232

Application No.

JB App #1 Final

Period From:

11/11/2024

Period To:

11/17/2024

Distribution to :

☐

Owner

☐

Engineer

☐

Contractor☐

From Contracto

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

Owner:

City of Ridgeland
100 West School Street
Ridgeland, MS 39157

External

B-10532

Contract No.

Contract Date:

5/21/2024

Application Date:

11/21/2024

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$159,334.35
2. Net Change By Change Order	\$0.00
3. Contract Sum To Date	\$159,334.35
4. Work Completed To Date	\$158,768.10
5. Stored Materials Inventory	\$0.00
6. Total Completed and Stored To Date	\$158,768.10
7. Retainage	
a. Maximum Retainage is not in effect.	
b. Securities are not furnished in lieu of Retainage.	\$0.00
c. Retainage on Work Completed to Date 0.00 %	\$0.00
d. Retainage on Stored Materials Inventory 0.00 %	\$0.00
e. Total Calculated Retainage	\$0.00
f. Total Retainage To Be Withheld	\$0.00
8. Total Earned Less Retainage	\$158,768.10
9. Less Previous Certificates For Payments	\$0.00
10. Current Payment Due	\$158,768.10
11. Balance to Finish, Plus Retainage.	\$566.25

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

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

CONTRACTOR:

Hemphill Construction Company, Inc.

By:

Date:

11/21/2024

State of:

Mississippi

County of:

Simpson

Subscribed and sworn to before me this

21st

day of

November 2024

Notary Public:

My Commission expires:

January 29, 2028



ENGINEER'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED **\$158,768.10**

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

ENGINEER:

By:

Date:

12/09/2024

OWNER:

By:

Date:

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

CONTINUATION SHEET

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

Application No. : JB App #1 Final
Application Date : 11/21/24
Period From: 11/11/24
Period To: 11/17/24
External Contract No.: B-10532

Invoice # : H24089-01F

Contract : H24089- Old Agency Guardrail Repair Project

Item No.	Description of Item	Contract U of M	Units	Cost Per Unit	Total Cost Of Contract	Previous Quantity	Current Quantity	To Date Quantity	Previous Cost	Current Cost	Stored Materials	Total Completed and Stored	Balance to Finish	Percent Complete
1	MOBILIZATION	LS	1.00	\$17,600.00	\$17,600.00	0.00	1.00	1.00	\$0.00	\$17,600.00	0.00	\$17,600.00	\$0.00	100.00%
2	TRAFFIC CONTROL	LS	1.00	\$4,730.00	\$4,730.00	0.00	1.00	1.00	\$0.00	\$4,730.00	0.00	\$4,730.00	\$0.00	100.00%
3	REMOVAL OF GUARD RAIL/WOOD FENCE (INCLUDING POSTS/FTGS.)	LF	190.00	\$30.00	\$5,700.00	0.00	6.33	6.33	\$0.00	\$190.00	0.00	\$190.00	\$5,510.00	3.33%
4	GRANULAR MATERIAL	CY	60.00	\$198.75	\$11,925.00	0.00	50.00	50.00	\$0.00	\$9,937.50	0.00	\$9,937.50	\$1,987.50	83.33%
5	GUARD RAIL, CLASS A, TYPE 1, 'W' BEAM (POWDER COATED AMS-STD	LF	450.00	\$234.75	\$105,637.50	0.00	425.00	425.00	\$0.00	\$99,768.75	0.00	\$99,768.75	\$5,868.75	94.44%
6	GUARD RAIL, TERMINAL END SECTION	EA	1.00	\$12,800.00	\$12,800.00	0.00	2.00	2.00	\$0.00	\$25,600.00	0.00	\$25,600.00	\$-12,800.00	200.00%
7	RED-CLEAR REFLECTIVE RAISED PAVEMENT MARKER	EA	23.00	\$40.95	\$941.85	0.00	23.00	23.00	\$0.00	\$941.85	0.00	\$941.85	\$0.00	100.00%
Grand Totals					\$159,334.35				\$0.00	\$158,768.10	\$0.00	\$158,768.10	\$566.25	99.64%

CONTRACT SUMMARY CHANGE ORDER

OWNER: CITY OF RIDGELAND

CONTRACTOR: HEMPHILL CONSTRUCTION CO., INC.

Date: 12/09/24

CHANGE ORDER NUMBER: 1 (FINAL SUMMARY CHANGE ORDER)

PROJECT NAME: OLD AGENCY RD. GUARDRAIL IMPROVEMENTS

ITEM NO.	ITEM DESCRIPTION	REASONING	UNIT	PLAN QUANTITY	FINAL QUANTITY	DIFFERENCE	UNIT COST	TOTAL CONTRACT CHANGE
1	MOBILIZATION	PLAN QUANTITY	LS	100%	100%	0.00%	\$ 17,600.00	\$ -
2	TRAFFIC CONTROL	PLAN QUANTITY	LS	100%	100%	0.00%	\$ 4,730.00	\$ -
3	REMOVAL OF GUARDRAIL/ WOOD FENCE (INC. POST & FTG)	FENCE WAS NOT COMPLETELY IN TACT AT REMOVAL, REQUIRING LESS	LF	190.00	6.3333	-183.67	\$ 30.00	\$ (5,510.00)
4	GRANULAR MATERIAL	DIDN'T NEED FULL PLAN QUANTITY BASED ON FIELD CONDITIONS	CY	60	50.00	(10.00)	\$ 198.75	\$ (1,987.50)
5	GUARD RAIL, CLASS A, TYPE 1, W BEAM, POWDER COATED	OVER ESTIMATED PLAN QUANTITY	LF	450	425.00	(25.00)	\$ 234.75	\$ (5,868.75)
6	GUARD RAIL, TERMINAL END SECTION	REQUIRED 2 DUE TO FIELD CONDITIONS	EA	1	2.00	1.00	\$ 12,800.00	\$ 12,800.00
7	RED-CLEAR REFLECTIVE RAISED PAVEMENT MARKERS	PLAN QUANTITY	EA	23	23.00	-	\$ 40.95	\$ -
ORIGINAL CONTRACT AMOUNT								\$ 159,334.35
CONTRACT CHANGE DUE TO PREVIOUS CHANGE ORDERS								\$ -
REVISED CONTRACT AMOUNT DUE TO PREVIOUS CHANGE ORDERS								\$ 159,334.35
CONTRACT CHANGE (AT FINAL)								\$ (566.25)
FINAL REVISED CONTRACT AMOUNT								\$ 158,768.10
TOTAL CHANGE DUE TO CHANGE ORDER NO. 1 (FINAL SUMMARY CHANGE ORDER)								\$ (566.25)

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

RECOMMENDED BY:



ENGINEER (Signature)

12/09/2024

DATE

ACCEPTED BY:



CONTRACTOR (Signature)

12/9/24

DATE

APPROVED BY:

OWNER (Signature)

DATE

P.O. Drawer 879
Florence, MS 39073-0879



Phone: 601-932-2060
Fax: 601-932-2550

Municipal & Public Works Construction

Heavy & Highway Construction

WARRANTY

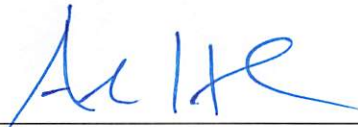
Owner: City of Ridgeland
100 West School Street
Ridgeland, MS 39157

Contractor: Hemphill Construction Company, Inc.
P.O. Drawer 879
Florence, MS 39073

Project: Old Agency Guardrail Repair Project

Completion Date: November 17, 2024

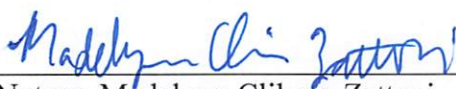
Hemphill Construction Company, Inc. hereby warrants that all labor and materials furnished and work performed by the Hemphill Construction Company, Inc. on the above referenced project are in accordance with the requirements of the contract, including amendments thereto, for a period of one (1) year following the completion date and written acceptance by the Owner. Hemphill Construction shall make good any defects at no expense to the Owner for this period.



Andrew Heard
Project Manager

Subscribed and sworn to me this date:

3rd day of December, 2024.



Notary, Madelynn Cliburn Zattoni

My Commission Expires January 29, 2028.



The difficult we do immediately, the impossible takes a little longer!



AIA[®] Document G706[™] – 1994

Contractor's Affidavit of Payment of Debts and Claims

PROJECT: *(Name and address)*
Old Agency Guardrail Repair Project

ARCHITECT'S PROJECT NUMBER: B-10532

CONTRACT FOR: General Construction

TO OWNER: *(Name and address)*
City of Ridgeland
100 West School Street
Ridgeland, MS 39157

CONTRACT DATED: May 21, 2024

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

STATE OF: Mississippi

COUNTY OF: Simpson

The undersigned hereby certifies that, except as listed below, payment has been made in full and all obligations have otherwise been satisfied for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or Owner's property might in any way be held responsible or encumbered.

EXCEPTIONS: None.

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA Document G707, Consent of Surety, may be used for this purpose.

Indicate Attachment ☒ Yes ☐ No

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA Document G706A).

CONTRACTOR: *(Name and address)*

Hemphill Construction Company, Inc.
P.O. Drawer 879
Florence, MS 39073

BY:

(Signature of authorized representative)

Andrew Heard, Project Manager

(Printed name and title)

Subscribed and sworn to before me on this date:

December 3, 2024

Notary Public:

Madelynn Cliburn Zattoni

My Commission Expires:

January 29, 2028

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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AIA[®] Document G706A[™] – 1994

Contractor's Affidavit of Release of Liens

PROJECT: (Name and address) ARCHITECT'S PROJECT NUMBER: B-10532 OWNER ☐
 Old Agency Guardrail Repair Project CONTRACT FOR: General Construction ARCHITECT ☐
 Project CONTRACTOR ☐
 TO OWNER: (Name and address) CONTRACT DATED: May 21, 2024 SURETY ☐
 City of Ridgeland OTHER ☐
 100 West School Street
 Ridgeland, MS 39157

STATE OF: Mississippi
 COUNTY OF: Simpson

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS: Payment of \$158,768.10 on Pay Application #1 Final.

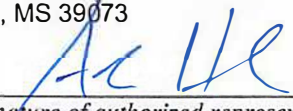
SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR: (Name and address)

Hemphill Construction Company, Inc.
 P.O. Drawer 879
 Florence, MS 39073

BY:


 (Signature of authorized representative)

Andrew Heard, Project Manager

(Printed name and title)

Subscribed and sworn to before me on this date:

December 3, 2024

Notary Public:

Madelynn Cliburn Zatzoni

My Commission Expires:

January 29, 2028



CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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**CONSENT OF
SURETY COMPANY
TO FINAL PAYMENT**

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☒
OTHER

AIA DOCUMENT G707

FEDERAL INSURANCE COMPANY BOND NO. K41873711

PROJECT: Old Agency Road Guardrail Repairs

TO (Owner)
City of Ridgeland
P O Box 217
Ridgeland MS 39158-0217

ARCHITECT'S PROJECT NO.:
CONTRACT FOR: SAME AS ABOVE
CONTRACT DATE: May 14, 2024

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

FEDERAL INSURANCE COMPANY
P O Box 1650
Whitehouse Station NJ 08889-1650

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

Hemphill Construction Company, Inc.
P O Drawer 879
Florence, MS 39073-0879

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve
the Surety Company of any of its obligations to (here insert name and address of Owner)

City of Ridgeland
P O Box 217
Ridgeland MS 39158-0217

, OWNER

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,
the Surety Company has hereunto set its hand this 3 day of December, 2024.

FEDERAL INSURANCE COMPANY

Surety Company



Signature of Authorized Representative

Mary Anne Goodin

Title: Attorney In Fact

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF
DEBTS AND CLAIMS, Current Edition

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ONE PAGE

FORM 15-10-87 (ED. 4-77)



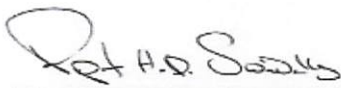
Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, **PACIFIC INDEMNITY COMPANY**, a Wisconsin corporation, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint **Ronald Lee Andrews, Mary Anne Goodin and Susan G. Johnston of Vicksburg, Mississippi**-----

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** have each executed and attested these presents and affixed their corporate seals on this 9th day of April 2024.



Rupert HD Swindells, Assistant Secretary



Warren Eichhorn, Vice President



STATE OF NEW JERSEY

County of Hunterdon

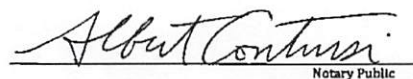
ss.

On this 9th day of April, 2024 before me, a Notary Public of New Jersey, personally came Rupert HD Swindells and Warren Eichhorn, to me known to be Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY**, the companies which executed the foregoing Power of Attorney, and the said Rupert HD Swindells and Warren Eichhorn, being by me duly sworn, severally and each for himself did depose and say that they are Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal



Albert Contursi
NOTARY PUBLIC OF NEW JERSEY
No 50202369
Commission Expires August 22, 2027


Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY** on August 30, 2016; **WESTCHESTER FIRE INSURANCE COMPANY** on December 11, 2006; and **ACE AMERICAN INSURANCE COMPANY** on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

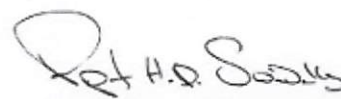
FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Rupert HD Swindells, Assistant Secretary of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** (the "Companies") do hereby certify that

- (i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
- (ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this **December 3, 2024**




Rupert HD Swindells, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:

Telephone (908) 903-3493

Fax (908) 903-3656

e-mail: surety@chubb.com

PROFESSIONAL SERVICES AGREEMENT AMENDMENT #3

PROJECT NAME: **Task Order No.1 - Purple Creek Basin Drainage Improvements**

This Amendment is by and between

City of Ridgeland

P.O. Box 217

Ridgeland, MS 39158-0217

hereafter referred to as the “Client”, and

Waggoner Engineering, Inc. (WEI)

143-A LeFleurs Square

P.O. Box 12227

Jackson, Mississippi 39236-2227

WHEREAS, Client and WEI entered into a General Services Agreement (Agreement) on October 3, 2023 and Task Order No.1 on October 3, 2023, and

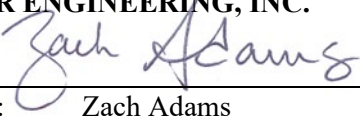
WHEREAS, the City of Ridgeland requested Waggoner Engineering, Inc to provide additional Right of Way Acquisition services.

THEREFORE, both parties mutually agree as follows:

Amend and replace Attachment I Section D — COMPENSATION SCHEDULE, with the attached revised edition.

All other sections of the original Agreement not amended shall remain in full force and in effect for the duration of this amended period.

APPROVED FOR
WAGGONER ENGINEERING, INC.

By: 
Printed Name: Zach Adams
Title: Vice President
Date: December 10, 2024

APPROVED FOR
CITY OF RIDGELAND

By: _____
Printed Name: Gene F. McGee
Title: Mayor, City of Ridgeland
Date: _____

Section B-II

D. COMPENSATION SCHEDULE

Waggoner will perform Design Phase Services, Topographic Surveying, Geotechnical Engineering, and Bidding, Contracting, & Construction Phase Services as outlined in Attachment I Section B, Scope of Work, on a lump sum basis. Permitting, additional services, and other Reimbursables will be billed on an hourly basis as per the rate table in Exhibit B, Billing Rates of the General Services Agreement.

	Current Budget	Revised Budget
Design Phase Services		
H&H Modeling & Conceptual Design	149,500	149,500
Preliminary Design	111,000	111,000
Final Design	139,000	139,000
Special Services		
Topographic Surveying	29,500	29,500
Boundary Surveying & ROW	28,920	39,770
Geotechnical Engineering	0	0
Permitting	28,500	28,500
Freedom Ridge Bidding & Contracting, & Construction Phase Services	228,000	228,000
Purple Creek Bidding & Contracting, & Construction Phase Services	79,500	79,500
Additional Services	Hourly as Requested	Hourly as Requested
TOTAL	\$ 793,920	\$ 804,770

* If the Contractor extends his work beyond the duration anticipated in the Project Schedule (320 Calendar Days), it may be necessary to revise this Professional Services Agreement for these extended Construction Phase services at a rate of \$800 per calendar day.



MEMORANDUM

TO: Mayor Gene F. McGee and Board of Aldermen

FROM: Matthew W. Dodd, PLA, City Landscape Architect

DATE: December 11, 2024

RE: **RECOMMENDATION OF AWARD**
Deep Roots Construction, LLC
City-Wide Dead Tree Removal and Disposal Project
City of Ridgeland, Madison County, Mississippi

We are pleased to submit to you our conclusions and recommendations regarding the bid and award of the City-Wide Dead Tree Removal and Disposal Project. We respectfully recommend the Mayor and Board of Aldermen award the City-Wide Dead Tree Removal and Disposal Project for both the base bid and the add alternate to *Deep Roots Construction, LLC*. for their total bid amount of \$975,550.00.

The City-Wide Dead Tree Removal and Disposal Project bids were opened at City Hall at 10:00 a.m. on Tuesday, December 3, 2024. Three complete bids were submitted which includes both the base bid and the Jessamine Cemetery add-alternate in the amounts of \$975,550.00, \$1,140,600.00, and \$1,804,800 with Deep Roots Construction, LLC submitting the lowest bid.

Following the bid opening, Hemphill Construction, the second lowest bidder, filed a letter of protest to the bid of Deep Roots Construction, LLC, and a copy of said letter is attached to this memo (*Hemphill Protest Letter.pdf*). In summary, the letter states that Hemphill Construction is of the opinion that Deep Roots Construction, LLC does not have the proper contractor license or is qualified to perform the work as specified in the bid documents. Hemphill construction formally objected to the City of Ridgeland considering the bid of Deep Roots Construction, LLC.

In response to the Hemphill Construction protest letter:

1. City staff requested further information from Deep Roots Construction, LLC to respond to the claims and opinions of Hemphill Construction as well as general information requested by City Staff. A letter was emailed to Deep Roots Construction, LLC on December 4, 2024. A copy of said letter is attached to this memo (*MWD letter to Deep Roots Construction, LLC.pdf*).

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Alan Hart - director of public works

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6

Within 2 days, Deep Roots Construction, LLC followed up with the city's information request and provided the additional information regarding the company's state licensure, company formation, sub-contractors, experience, projects, and references. A copy of said response letter and documents is attached to this memo (*DRC Protest Letter Response.pdf*, *DRC LOR 1.pdf*, *DRC LOR 2.pdf*).

Following receipt of the Deep Roots Construction, LLC response letter, the city made phone calls to the references listed in their letter. City staff was able to contact three of the references by phone and all three gave positive feedback concerning Deep Roots Construction and their ability to perform tree and debris removal, most of which were involving power line right-of-way projects.

Based on the feedback from the references as well as city staff's review of the information provided by Deep Roots Construction, LLC, staff is of the opinion that the company does have experience with projects of similar size and scope and would be qualified to perform the city-wide tree removal and disposal project.

2. City staff phoned and emailed (December 5, 2024) the Mississippi State Board of Contractors (MSBOC) to get an opinion on whether or not Deep Roots Construction, LLC held the proper license to perform the scope of work in the city-wide tree removal and disposal project bid documents. A copy of said email and response from MSBOC is attached to the memo (*AH email to MSBOC.pdf*)

In the December 5th response from MSBOC they state "Staff thinks clearing, grubbing & snagging would cover it but if you want an official board interpretation we will have to present it January 8th to the Board since that is the next board meeting."

Based on the response from the Mississippi State Board of Contractors staff, city staff is of the opinion that Deep Roots Construction, LLC does hold the proper license to perform the scope of work included in the city-wide tree removal and disposal project.

During the creation of the Bid Tabulation Certification document, it was discovered that the low bidder, Deep Roots Construction, LLC had not submitted the correct bid form. The bid form had been changed in Addendum #2 which included a line item #8 for stump grinding as well as minor modifications to items #2 thru #8. Deep Roots Construction, LLC had submitted the original "Bid Form" and not "Bid Form – Addendum #2"; however, Deep Roots Construction, LLC did acknowledge receipt of both Addenda.

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Alan Hart - director of public works

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



After researching the State of Mississippi Procurement manual, viewing the bid documents, and internal discussions on the matter, city staff has made the determination that this would be considered a minor informality and that the bid submitted on the incorrect bid form by Deep Roots Construction, LLC would still be valid since the error did not impact the overall base bid. Allowing Deep Roots Construction, LLC to resubmit the base bid on the correct "Bid Form – Addendum #2" to include item #8 would not be contrary to the interest of the city or the fair treatment of the other bidders. This would be an insignificant mistake that could be corrected without prejudice to the other bidders as it does not affect the overall bid amount or impact judgement or comparison between the bidders. The sections of the State of Mississippi Procurement Manual pertaining to this matter are attached to this memo (*MS Procurement Manual.pdf*).

The city notified Deep Roots Construction, LLC of the informality and requested the bid form to be resubmitted on the correct form. Deep Roots Construction, LLC's original bid form as well as their corrected bid form are attached to this memo (*DRC Letter Correcting Bid Form.pdf*, *DRC Bid Form Original.pdf*, *DRC Bid Form Revised.pdf*).

A copy of the Certified Tabulation of Bids is attached, as corrected.

Thank you for your consideration of our request. Please contact me if you have any questions.

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Alan Hart - director of public works

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



P.O. Drawer 879
Florence, MS 39073-0879

Phone: 601-932-2060
Fax: 601-932-2550

Municipal & Public Works Construction

Heavy & Highway Construction

December 3, 2024

City of Ridgeland
100 West School Street
Ridgeland, MS 39157
Matt.dodd@ridgelandms.org

Attn: Mr. Matthew Dodd, PLA
City Landscape Architect

RE: City-Wide Dead Tree Removal and Disposal
City of Ridgeland, MS

Dear Mr. Dodd,

Please be advised that Hemphill Construction Company, Inc. formally protests the bid for the above referenced project that was opened today at 10:00 AM on December 3, 2024, at the City of Ridgeland's Public Works Conference Room. It is our understanding that the apparent low bidder for this referenced project was "Deep Roots Construction, LLC" from Magee, MS. Hemphill Construction Company, Inc. makes claim and strongly objects to any consideration of award being made to this contractor for the following reasons:

- 1) "Deep Roots Construction, LLC" does not have the proper contractor license to perform this type of construction work per the Mississippi State Board of Contractors Rules and Regulations. Based on the Mississippi State License Board, "Deep Roots Construction, LLC" only holds a Major Classification license (26358-MC) in "Electrical" and a Specialty Classification license in "Clearing, Grubbing, Snagging".
- 2) This project consists of a "City-Wide Dead Tree Removal and Disposal" of individual trees along the City of Ridgeland's roadway right of way and City easements. The scope of this project is to remove 1,204 individual dead or poor trees of various sizes and 138 individual trees that had deadwood limbs to be pruned out.
- 3) Based on the contract documents, Contractors that would be qualified to submit a bid for this project would be required to hold a Major Classification license in "Highway, Street, and Bridge Construction" or at a minimum, a Specialty Classification license in "Right of Way Clearing" which involves the clearing, cutting, transportation and removal of logs, trees and other vegetation from the roads, highways, power lines, communication lines, and other utilities.
- 4) The Specialty Classification for "Clearing, Grubbing, Snagging" is work that involves a contractor whose *primary business* includes the ability and expertise to remove and dispose of all trees, brush, shrubs, logs, windfalls, stumps, roots, debris and other

The difficult we do immediately, the impossible takes a little longer!

obstacles in preparation for excavation of a construction site or other uses. To note, Hemphill Construction Company, Inc. is well versed in this type of work due to being licensed in "Highway, Street, and Bridge Construction". Since this project does not include clearing and grubbing for excavation of a construction site or other uses, the Specialty Classification license (26358-MC) that "Deep Roots Construction" has does not qualify him to perform the type of work required for this project per the contract specifications (Section B - Information to Bidder, Item 5, Paragraph B on page B-2). We would also assume the primary business for this company is "Electrical" since they do have a Major Classification for that license. Also, "Deep Roots Construction, LLC" applied and received their license on November 27, 2024, just six (6) days prior to this bid – therefore their experience in large "Right of Way Clearing" contracts (like this project) would have to be very limited without a contractor's license.

- 5) It shall be unlawful for any person who does not hold a proper Certificate of Responsibility (license) issued under this chapter to submit a bid, enter a contract, or otherwise engage in or continue in this state in the business of a contractor, as defined in the chapter (31-3-21)
- 6) Per the Mississippi State Board of Contractors, "The applicant will not be classified or permitted to bid on or perform on types of work not included in his license request." (30-9-802:1.1 3a)

Based upon the above facts, Hemphill Construction Company, Inc. intends to contact the Mississippi State Board of Contractors to have them investigate the above information and have "Deep Roots Construction, LLC" barred from execution of this contract with the Owner. Contractors spend a lot of time and expenses to be sure we are "qualified" with the correct licenses to bid on public contracts as required by Mississippi State Law, therefore, we do not feel that awarding contracts to unqualified contractors solely based on cost is in the best ... "purpose to protect the health, safety, and general welfare of all persons dealing with those who are in engaged in the vocation of contracting and to afford such persons an effective and practical protection against incompetent, inexperienced, unlawful and fraudulent acts of contractors". (30-9-802:1.1 1)

Please review the above information along with the following attachments regarding the "Rules and Regulations of the State Board of Contractors" and respond as soon as possible to the above claim. Hemphill Construction requests that the bid on the above referenced project by an improperly licensed contractor, "Deep Roots Construction, LLC" be rejected and that this contract be awarded to the Lowest and Best Bidder – Hemphill Construction Company, Inc.

Thank you for your time on this matter.

Sincerely,

HEMPHILL CONSTRUCTION CO., INC.



Timothy G. Temple
Vice President / Project Manager

Cc: Richard Rula, President – Hemphill Construction Company, Inc.

Licensed

DEEP ROOTS CONSTRUCTION LLC

26358-MC

Address 5029 SIMPSON HWY 28 W
MAGEE, MS 39111
SIMPSON County

Phone 769-229-4258

Fax

Expiration 11/27/2025

Minority Yes

First Issue 11/27/2024

Status Licensed

Class(es)

Classification	Qualifying Name
CLEARING, GRUBBING, SNAGGING	KENNETH WARREN
ELECTRICAL WORK	AUBREY FINKLEA

Officers

Name	Title
KENNETH WARREN	PRESIDENT
AUBREY FINKLEA	MEMBER
MORGAN JUNGLES WARREN	MANAGER
DEWAYNE MITCHELL	MANAGER

CLASSIFICATIONS

DISCLAIMER: The Mississippi State Board of Contractors (MSBOC) has made every effort to clearly define the classifications of licensure and the scope of work covered. However, any discrepancies or questions regarding the applicability of these definitions are ultimately subject to the final decision of the Board. The Board retains the authority to classify the types of work or projects for which a contractor is deemed qualified and entitled to perform under the license issued in accordance with Miss. Code Ann. §31-3-13(h).

Scroll below to view the classifications of licensure offered by MSBOC. Click on the arrow to see a definition and scope of work. There may be additional requirements by other agencies. As a courtesy, MSBOC has tried to note the classifications that may involve additional requirements. However, it is the contractor's responsibility to keep abreast of law and regulation changes and/or requirements from other agencies.

Holding a major classification entitles the license holder to perform all of the specialty classifications noted within the major classification category. Applicants who do not desire a major classification may choose an unlimited number of specialty classifications. One selection is included with the application fee, but each additional selection requires an additional \$100 fee. Fees are non-refundable. Please contact a licensing agent for questions or additional information.

MAJOR CLASSIFICATION:

HIGHWAY STREET AND BRIDGE CONSTRUCTION (TEST REQUIRED)

A major classification that involves the construction of highways, roads, streets, bridges and other public ways used for vehicular travel, including any drains, tunnels, bridges and other appurtenances to the construction. This classification is the only classification that covers airport runway construction. Holding a major classification entitles the license holder to perform the specialty classifications noted within the respective major classification category.

SPECIALTY CLASSIFICATIONS:

HIGHWAY STREET AND BRIDGE CONSTRUCTION (22)

- ✓ ASPHALT MILLING AND RECYCLING
- ✓ ASPHALT PAVING
- ✓ ATHLETIC FIELDS AND GOLF COURSES
- ✓ BORING AND TUNNELING
- ^ CLEARING, GRUBBING AND SNAGGING

A specialty contractor whose primary business includes the ability and expertise to remove and dispose of all trees, brush, shrubs, logs, windfalls, stumps, roots, debris and other obstacles in preparation for excavation of a construction site or other uses.

- ^ RIGHT OF WAY CLEARING

A specialty classification that involves the clearing, cutting, transportation and removal of logs, trees and other vegetation from roads, highways, power lines, communication lines, and other utilities.

SECTION B
INFORMATION FOR BIDDERS

INFORMATION FOR BIDDERS

1. **Receipt and Opening of Bids:** See copy of Advertisement for Bids bound herewith.
2. **Bids:**
 - A. Shall be made on the forms provided and all applicable blank spaces filled in. Alterations, erasures or changes of any kind must be initialed by the BIDDER and shall not contain any recapitulation of the work to be done. No oral, telephonic or telegraphic proposals will be considered.
 - B. **BIDDERS ARE HEREBY NOTIFIED THAT ANY PROPOSAL ACCOMPANIED BY LETTERS, QUALIFYING IN ANY MANNER, THE CONDITION UNDER WHICH THE PROPOSAL IS TENDERED, WILL BE CONSIDERED AS AN IRREGULAR BID AND SHALL NOT BE CONSIDERED IN MAKING THE AWARD.**
 - C. Bids may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Bids received after the time and date specified shall not be considered.
 - D. Submit **bids (in duplicate)** in an opaque sealed envelope marked as follows:
 1. Bid for construction of:

CITY-WIDE DEAD TREE REMOVAL AND DISPOSAL
 2. Certificate of Responsibility No. _____.
 - E. Any addenda issued during the bidding shall be noted on the Bid Form and shall become a part of the executed Contract.
3. **Method of Bidding:**
 - A. Contract award will be made to the lowest and best bidder offering the low aggregate amount for the base bid item, plus additive or deductive bid alternates applied in the order which is most beneficial to the Owner, and within funds available for the project.
 - B. The Contract will only become effective when signed by the Owner. Prior to the Owner's signature, any and all costs incurred shall be the sole responsibility of the bidder.
 - C. The Owner may negotiate bid price adjustments with the low responsive bidder, including changes in the contract documents, in order to enter a contract for an amount not to exceed the funds allocated if the low bidder is not more than ten percent (10%) above the funds allocated.

- D. The CITY OF RIDGELAND, MISSISSIPPI reserves the right to reject any or all bids and to waive any and all informalities.

4. **Addenda and Interpretations:**

- A. Should a bidder find discrepancies in, or omissions from, the drawings or specifications or should be in doubt as to their written meaning, he should at once notify the Owner, who will send a written instruction or interpretation to all known holders of the documents. The Owner will not be responsible for any oral instructions.
- B. Addenda to specifications or drawings that may be issued before or during the time of bidding shall be included in the bid form and will become a part of the Contract.

5. **Certificate of Responsibility Number:**

- A. Each Contractor submitting a bid must show on the face of the envelope containing the bid, his Mississippi State Certificate of Responsibility Number unless there appears a statement on the face of the envelope that the enclosed bid does not exceed \$50,000.00 with respect to public projects or \$100,000.00 with respect to private projects.

- B. **No bids will be accepted, opened or considered unless the above information is given as specified.**

Sufficient evidence that said certificate of responsibility number has been issued and is in effect at the time of receiving bids, and that Bidder's CR work classification(s) qualifies him to perform the type(s) of work required for this project, must be submitted when required by Owner.

6. **Notice to Nonresident Bidders:**

- A. A nonresident BIDDER domiciled in a state having laws granting preference to local contractors shall be awarded Mississippi public contracts only on the same basis as the nonresident bidder's state awards contracts to Mississippi contractors bidding under similar circumstances; and resident contractors actually domiciled in Mississippi, be they corporate, individuals or partnerships, are to be granted preference over nonresidents in awarding of contracts in the same manner and to the same extent as provided by the laws of the state of domicile of the nonresident.



December 9, 2024

Mr. Timothy G. Temple, VP, Project Manager
Hemphill Construction Company, Inc.
PO Drawer 879
Florence, MS 39073-0879

RE: City-wide Dead Tree and Limb Removal Project
City of Ridgeland
Hemphill Construction Company Protest Letter

Dear Mr. Temple,

The City of Ridgeland understands and appreciates the time you put forth in bidding our project and alerting us to certain items as presented in your protest letter dated December 3, 2024. In direct response to your protest the city performed the following actions:

1. The City of Ridgeland contacted the State Board of Contractors and provided them with a detailed account of the request both verbally and in writing. Included with the investigation was a copy of the Hemphill protest letter as well as a copy of the scope of service. Staff reported back to me in writing that the staff-level determination is that they believe that Deep Roots Construction, LLC is licensed to perform the services as presented. They also advised that, if the City of Ridgeland would like a more formal response from the Board, they meet on January 8, 2024, and our item could be considered. The City of Ridgeland has not made that request.
2. The City of Ridgeland posed numerous questions to the contractor to gain more understanding about their work history and experience, their subcontractors, and their disposal plan. The City received a very prompt response from Deep Roots Construction, LLC.
3. The City has contacted numerous references to further understand the capability of the contractor.

Given the responses we received, city staff feels that the lowest bidder is qualified to perform the services. Unless you have additional information for us to consider, our plan is to recommend the Mayor and Board of Aldermen approve the lowest bidder for the City-wide Hazard Tree and Limb Removal project at the Board Meeting next week. Again, I appreciate your efforts on this project and our long-standing relationship with Hemphill Construction Company, Inc.

Sincerely,

Alan Hart, PLA, Public Works Director

cc: Richard Rula, Hemphill CC, Inc. President

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

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Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



public works

Attn: Kenneth Warren
Deep Roots Construction, LLC
5029 Simpson Highway 28 West
Magee, MS 39111

Dear Kenneth,

I am providing you notice that Hemphill Construction Company has filed the attached Protest Letter regarding the bid presented by your company for the City-wide Tree and Limb Removal project. We will be required to perform due diligence in following up with the claims made in the Protest Letter. Our first step will be to confirm licensure with the MS State Board of Contractors. Secondly, based on some of the claims made and pursuant to Section 18 in the Information to Bidders, we wish investigate the ability of Deep Roots Construction, LLC to perform the work. Please furnish information that supports your position on the following questions:

1. Please clarify the date you achieved Licensure for the type of work proposed in the Contract Documents.
2. Please confirm that Deep Roots Construction, LLC formed on July 31, 2023.
3. Please provide a list of sub-contractors and the percentage of the work to be achieved by Deep Roots Construction, LLC.
4. Please advise of prior related-construction work experience dating back 5 years from December 3, 2024 by Deep Roots Construction, LLC, it's owners, managers, & staff, and the sub-contractors to be used.
5. Please advise of experience in traffic control on city streets.
6. Please advise of experience in removing trees and limbs near above ground utilities.
7. Please provide a list of three references for projects completed by Deep Roots Construction, LLC or principals of Deep Roots Construction, LLC that range in value of \$500,000 to \$1,000,000+. If there are no references that fit, please advise of the same for sub-contractors working on this project.
8. Please provide information about how and where the tree and limb material will be disposed.

Your responses to the questions above may warrant additional questions. You may provide additional information to support your qualifications. Because of the concern for safety, the City of Ridgeland is eager to provide a Notice to Proceed as soon as possible. We would appreciate you providing this information no later than 5pm on Monday, December 9, 2024. If you have any questions, please contact Matt Dodd, City Landscape Architect, matt.dodd@ridgelandms.org, 601-853-2027.

Sincerely,

Matthew Dodd, PLA

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Alan Hart - director of public works

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



Overview of Deep Roots Construction LLC

5029 Simpson Highway 28 West

Magee, MS 39111

(769) 229-4258

drconstruction255@gmail.com

Date of MSBOC license issuance. November 27th, 2024.

Nature of licensure- 1.) Snagging, Grubbing, Clearing 2.) Electrical Construction

Definitions of relevant natures:

Snagging- Removal of snags, stumps, trees, and that alike.

Grubbing- Removal of trees, bushes, and other vegetation in need of removal.

Clearing- **Removal and disposal of trees**, stumps, bushes, underbrush, weeds, and other debris.

The State of Mississippi does not require a contractor to possess a license in traffic control for the purpose of tree removal. Furthermore, due to the protestors (Hemphill Construction) inability to correctly implement traffic control, citizens in Florence MS endure bumper to bumper traffic daily on their Highway 49 project. Deep Roots Construction LLC specializes in ROW clearing in which a mistake is virtually always a fatality. The vegetation and trees we remove is surrounded by up to 500KV of electricity. The founders of our company both have experience in a few of the most high-profile vegetation removal projects in the United States. Video and photos will be available from a few of these projects as well as letter of recommendations. We possess the equipment and knowledge to safely perform the task at hand. With zero accidents recorded we plan to continue our safe work culture while performing our task for the City of Ridgeland. We are more than willing to provide whatever reassurance that may be needed to ensure we are your trusted contractor for this project as well as projects to come. Our company is small and young compared to most competitors, but our experience and dedication is second to none.

Deep Roots Construction LLC date of formation. July 31, 2023

Sub-contractors to be used on the "City wide tree removal-City of Ridgeland MS"

1. Couch Tree Service- 20%
2. Road Pro Safety LLC- 5%

Deep Roots Construction LLC will complete 75% of the work at hand.

List of Owners and Related Experience

Luke Warren- A 12-year lineman for Entergy MS and Southern Pine Electric Power Association. The entirety of Lukes working life has revolved around both overhead utilities and vegetation mitigation. For the previous 2 years Luke has operated his own business in powerline construction, and ROW management. With a Linemans experience comes many skills such as; proper traffic control practices, extensive safety training, damage mitigation, aerial removal platforms (helicopters) and much more. Luke is certified and recognized by the State of MS, Entergy MS, Entergy LA, and Southern Pine Electric Power Association to possess the knowledge and skill to complete the project at hand. Years spent performing similar work. Year of 2012 through current year 2024.

Brian Adcox- An 8-year lineman for B&B Electric and Entergy of MS. For the previous 2 years Brian has worked alongside Luke in the ROW clearing, hauling and land clearing trades. Brian spent 4 of his 8 years as a vegetation specialist for B&B Electric overseeing crews in central MS. Years spent performing similar work. Year of 2016 through current year 2024.

With Mr. Luke and Mr. Brian come 20 years of combined experience in the field of work needed by the City of Ridgeland.

Similar Projects Completed

Hickory Ridge Rd RE-Conduct July 2021- Deep Roots Construction LLC completed 80% of a 1-mile powerline RE-Conduct for Entergy of MS and Linetec Services INC. Hickory Ridge Road is a heavily traveled, narrow 2 lane road in Florence MS. Many obstacles arose during this project including the need for new ROW, road closures and concerned property owners. With the expertise of Mr. Luke and Mr. Brian the project came to a successful conclusion after only 2 months. This project consisted of both strenuous ROW clearing as well as delicate traffic control.

Price of project \$530,000.

Project Contact- Jason Davis 662-648-8246 (Reference 1)

Hurricane Helene Power Restoration and Debris Removal October 2024- Following the destructive path of Helene Deep Roots Construction LLC responded to Satilla EMC's request for assistance in restoring power and clearing ROW. Satilla EMC is made up of 90,289 electric customers. Of the 90,289 customers, 42 remained with power. Deep Roots Construction LLC was not only recognized by the electric provider, Satilla EMC, but also the governor of GA, the mayor of Satilla GA and 3 of the 4 local news organizations for our efforts in assisting with power restoration. Deep Roots Construction LLC cleared over 100 miles of road and powerline ROW, rebuilt over 80 miles of powerline, and returned power to 85% of the customers in need. Deep Roots Construction LLC maintained their own traffic control for 42 days (about 1 and a half months) straight with many powerlines built over 4 lane highway crossings as well as one lane roads due to damages. (Letter of recommendation provided with this project)

Price of Project- \$1,544,300.82

Project Contact- Kevin Taylor 912-253-1204 (Reference 2)

Mutual Assistance- Grays Power Supply INC, Oakland MS

MDOT Pearl River Bridge Grubbing & Clearing March 2022- Before the flood mitigation project took place in Monticello MS, Deep Roots Construction LLC completed the cutting, mulching and removal of approximately 920 trees. This project tested the knowledge of the owners due to the risk of flooding and bank erosion inside of the designated work area. Without accident or loss of time Deep Roots Construction LLC completed 90% of the project alongside B&M Hauling LLC.

Price of Project- \$890,000

Project Contact- Leigh Williams 601-573-8275 (Reference 3)

Mutual Assistance- B&M Hauling LLC, Pelahatchie MS

Disposal of Material from City Wide Tree Removal

A privately owned site in Rankin County will be utilized for a portion of the chips and shavings collected. Larger debris will be disposed of in one of the 3 nearby landfills or donated to nearby farms for future shavings used in livestock enclosures. Deep Roots Construction LLC is a sponsor and supporter of the MS Chapter FFA (Future Farmers of America) as well as a member of the MS Cattleman's Association. Should we learn of either of these organizations in need of lumber, shavings, or mulch then a request to donate will be made to the City of Ridgeland.

Deep Roots Construction LLC

5029 Simpson HWY 28 W
Magee, MS 39111
769-229-4258
Drconstruction255@gmail.com

December 5, 2024

Dear City of Ridgeland:

Deep Roots Construction LLC assisted Satilla REMC in Hazlehurst GA with storm restoration following hurricane Helene. DRC played a vital role in ensuring our customers power could be restored in a safe, timely manner. We highly recommend this company for all powerline construction and right-of-way maintenance.

Sincerely, Kevin Taylor

A handwritten signature in black ink, appearing to read 'Kevin Taylor', with a stylized, flowing script.

Representative Satilla REMC
(912) 253-1204

Dear City of Ridgeland,

Deep Roots Construction LLC gave assistance to our overhead construction group here at T&D Enterprises in Hammond Louisiana following hurricane Milton. Deep Roots Construction LLC was most punctual in their efforts to clear all ROWs allowing new powerline construction to take place. We would recommend this business to take on all ROW and powerline construction projects.

Sincerely, Mason Wade

A handwritten signature in black ink, appearing to read 'Mason Wade', with a stylized, cursive script.

VP Operations, T&D Enterprises

(601) 540-0627

From: [Alan Hart](#)
To: [Matt Dodd](#)
Subject: FW: City of Ridgeland Licensure Question
Date: Thursday, December 5, 2024 12:35:35 PM

Alan Hart, PLA

Director of Public Works

P.O. Box 217 • Ridgeland, MS 39158
100 West School Street • Ridgeland, MS 39157
PH: (601) 853-2027 ext. 2033 • FAX: (601) 853-2019
alan.hart@ridgelandms.org
www.ridgelandms.org



From: Dayna Fikes <dayna@msboc.us>
Sent: Thursday, December 5, 2024 12:31 PM
To: Alan Hart <Alan.Hart@ridgelandms.org>
Subject: RE: City of Ridgeland Licensure Question

Caution! This message was sent from outside your organization.

Staff thinks clearing, grubbing & snagging would cover it but if you want an official board interpretation we will have to present it January 8th to the Board since that is the next board meeting.

Dayna Fikes/ Licensing Director / Mississippi State Board of Contractors
2679 Crane Ridge Drive, Suite C / Jackson, Mississippi 39216
Post Office Box 320279 / Jackson, Mississippi 39232-0279
Phone 601.354.6161 ext. 104 / Facsimile 601.354.6715
dayna@msboc.us / www.msboc.us
<https://www.facebook.com/statecontractorsbd>



GET CONNECTED TO THE BOARD OF CONTRACTORS!

TEXT MSBOC TO 95577 TO GET IMPORTANT NEWS & UPDATES. (STANDARD MSG RATES APPLY)

This message is being sent by an agency for the State of Mississippi and is intended only for the use of the individual to which it is addressed and may contain information that is legally privileged or confidential. If you are

not the intended recipient, you are hereby notified that any distribution or copying of this message is strictly prohibited. If you have received this message in error, please notify the original sender at (601) 354-6161 immediately by telephone or by return e-mail and delete this message from your computer. Thank you.

From: Alan Hart <Alan.Hart@ridgelandms.org>

Sent: Thursday, December 5, 2024 9:07 AM

To: Dayna Fikes <dayna@msboc.us>

Cc: Matt Dodd <Matt.Dodd@Ridgelandms.org>

Subject: City of Ridgeland Licensure Question

Dayna,

Thank you again for taking my call this morning and advising me to submit information that will help the MS State Board of Contractors be able to make a determination.

Background

The City of Ridgeland was impacted by several natural causes that impacted the health of the urban forest in the city resulting in 1,205 dead trees and 137 trees with hazard limbs that need to be removed to avoid injury or loss to life and property. The city hired a Certified Arborist to identify the location of each tree and limb that needs to be removed. The City prepared a set of Bid Documents and advertised the project for Bid. Two addendums were issued to provide clarifications. Bids were received on December 3, 2024 at 10am and were opened at the public meeting. The City received 3 qualified bids. Deep Roots Construction, LLC (26358-MC) was the lowest bidder (\$940,050 base bid + \$35,500 alt 1), and Hemphill Construction Company, Inc. was the second lowest bidder (\$1,016,600 base bid + \$124,000 alt 1).

Protest Letter

Hemphill Construction Company, Inc. sent the City of Ridgeland a formal Protest Letter (attached) challenging the licensure of Deep Roots Construction, LLC for this particular type of work. Hemphill protests that "Clearing, Grubbing, Snagging" Specialty License does not qualify a Contractor to perform the scope of work. Hemphill states that the correct licensure should be "Highway, Street, and Bridge Construction" or "Right of Way Clearing" at a minimum. The different classifications are defined as such:

Clearing, Grubbing and Snagging: A specialty contractor whose primary business includes the ability and expertise to remove and dispose of all trees, brush, shrubs, logs, windfalls, stumps, roots, debris and other obstacles in preparation for excavation of a construction site or other uses.

Highway, Street, and Bridge Construction: A major classification that involves the construction of highways, roads, streets, bridges and other public ways used for vehicular travel, including any drains, tunnels, bridges and other appurtenances to the construction. This classification is the only classification that covers airport runway construction. Holding a major classification entitles the license holder to perform the specialty classifications noted within the respective major classification

category.

Right of Way Clearing: A specialty classification that involves the clearing, cutting, transportation and removal of logs, trees and other vegetation from roads, highways, power lines, communication lines, and other utilities.

Scope of Work

The Scope of Work for the project includes removal and disposal of various city-wide hazard trees and limbs. The Contractor is responsible for Traffic Control. There is no single site location. The listing of trees made available to the Bidders identify trees all over the City of Ridgeland along streets and highways and at other city-owned properties including drainage and utility easements, parks, cemetery, and other municipal properties. A copy of Addendum #1 is attached and includes the Final Specs and Scope of Work. I have also included a copy of the Arborist's Cover Letter. Please let me know if you need the complete Arborist Report showing the location and details of each hazard tree and limb throughout the City of Ridgeland.

Interpretation

I am requesting an interpretation of the intent of the Clearing, Grubbing and Snagging Specialty License, which defines the use as one for "a construction site or other uses". Please advise the City of Ridgeland if you feel that the "Clearing, Grubbing and Snagging" Specialty License is sufficient for this type of work.

Please let me know if you need additional information.

Thanks,

Alan Hart, PLA

Director of Public Works

P.O. Box 217 • Ridgeland, MS 39158

100 West School Street • Ridgeland, MS 39157

PH: (601) 853-2027 ext. 2033 • FAX: (601) 853-2019

alan.hart@ridgelandms.org

www.ridgelandms.org



State of Mississippi



Mississippi Procurement Manual

Mississippi Department of Finance and Administration
Office of Purchasing, Travel and Fleet Management
501 North West Street
701 Woolfolk Building, Suite A
Jackson, MS 39201
Phone: 601-359-3409
Fax: 601-359-3910
Email: Purchasing_and_Travel@dfa.ms.gov
Website: [Purchasing and Travel Home Page](#)

3.104.03 Change of Name

When a contractor requests to change the name in which it holds a contract with the State, the Chief Procurement Officer responsible for the contract shall, upon receipt of a document indicating such change of name (for example, an amendment to the articles of incorporation of the corporation), enter into an agreement with the requesting contractor to effect such a change of name. The agreement changing the name shall specifically indicate that no other terms and conditions of the contract are thereby changed.

3.104.04 Reports

All change of name or novation agreements effected hereunder other than by the Chief Procurement Officer shall be reported to the Chief Procurement Officer within 30 days of the date that the agreement becomes effective.

3.104.05 Actions Affecting More Than One Purchasing Agency

Notwithstanding the provisions of Subsection 3.104.01, No Assignment, Subsection 3.104.02, Recognition of a Successor in Interest; Novation, Subsection 3.104.03, Change of Name, and Subsection 3.104.04, No Assignment, Recognition of a Successor in Interest; Novation, Change of Name, Reports, when a contractor holds contracts with more than one purchasing agency of the State, the novation or change of name agreements herein authorized shall be processed only through the office of the Chief Procurement Officer.

3.105 Method of Source Selection

Unless otherwise authorized by law, all contracts for commodities, equipment and printing shall be negotiated contracts by the OPTFM as set forth in Subsection 2.103.04, Commodities, Equipment and Printing, or shall be awarded by competitive sealed bidding pursuant to Section 3.106, Competitive Sealed Bids, except as provided in:

- (1) Section 3.107, Competitive Sealed Proposals;
- (2) Section 3.108, Purchases less than \$50,000.01;
- (3) Section 3.109, Sole-Source Procurement;
- (4) Section 3.110, Emergency Procurements; and
- (5) Section 3.111, Competitive Selection Procedures for Services.

3.106 Competitive Sealed Bids

- (1) Conditions for Use

Contracts shall be awarded by competitive sealed bidding only after exemption from reverse auction is approved per Section 3.106.22 and except as otherwise provided in Section 3.105, Method of Source Selection.

- (2) Invitation for Bids

An Invitation for Bids shall be issued and shall include a purchase description and all

contractual terms and conditions applicable to the procurement.

(3) Public Notice

Public notice of Invitation for Bids when anticipated expenditure is more than, \$50,000, shall be made in compliance with [Section 31-7-13\(c\), Mississippi Code of 1972, Annotated](#).

(4) Bid Opening

Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the Invitation for Bids. The name of each bidder shall be recorded. The amount of each bid and such other relevant information as may be specified by regulation may be recorded; the record and each bid shall be open to public inspection as provided in Section 1.108, Public Access to Procurement Information.

(5) Bid Acceptance and Bid Evaluation

Bids shall be unconditionally accepted without alteration or correction, except as authorized in these regulations. Bids shall be evaluated based on the requirements set forth in the Invitation for Bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable. The Invitation for Bids shall set forth the evaluation criteria to be used. **No criteria may be used in evaluation that are not set forth in the Invitation for Bids.**

(6) Correction or Withdrawal of Bids; Cancellation of Awards

Correction or withdrawal of inadvertently erroneous bids before or after award, or cancellation of awards or contracts based on such bid mistakes shall be permitted in accordance with regulations promulgated by the Office of Purchasing, Travel and Fleet Management. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the State or fair competition shall be permitted.

Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes shall be supported by a written determination made by the Chief Procurement Officer or head of a purchasing agency with the approval of the Chief Procurement Officer.

(7) Award

The contract shall be awarded with reasonable promptness by written notice to the lowest responsible bidder whose bid meets the requirements and criteria set forth in the Invitation for Bids.

(8) Multi-Step Sealed Bidding

When it is considered impractical to initially prepare a purchase description to support an award based on price, an Invitation for Bids may be issued requesting the submission of unpriced offers to be followed by an Invitation for Bids limited to those bidders whose

shall be available for inspection at any time subsequent to the awarding of the contract affected by those bids. Inspection shall be in compliance with Section 1.108, Public Access to Procurement Information.

3.106.11.3 Confidential Data

The Agency Procurement Officer shall examine the bids to determine the validity of any requests for nondisclosure of trade secrets and other proprietary data identified in writing. If the parties do not agree as to the disclosure of data, the Agency Procurement Officer shall inform the bidders in writing what portions of the bids will be disclosed and that, unless the bidder protests under Chapter 6, Legal and Contractual Remedies, the bids will be so disclosed. The bids shall be open to inspection as set forth in Section 1.108, Public Access to Procurement Information, subject to any continuing prohibition on the disclosure of confidential data.

Commentary

It may be appropriate to establish bid receipt times for commodity contracts no earlier than 2:00 p.m. on Tuesday through Friday and not to set bid receipt for the day after a legal holiday.

3.106.12 Mistakes in Bids

3.106.12.1 General

Correction or withdrawal of a bid because of an inadvertent, nonjudgmental mistake in the bid requires careful consideration to protect the integrity of the competitive bidding system and to assure fairness. If the mistake is attributable to an error in judgment, the bid may not be corrected. Bid correction or withdrawal by reason of a nonjudgmental mistake is permissible but only to the extent it is not contrary to the interest of the State or the fair treatment of other bidders.

3.106.12.2 Mistakes Discovered Before Opening

A bidder may correct mistakes discovered before the time and date set for bid opening by withdrawing or correcting the bid as provided in Subsection 3.106.09, Pre-Opening Modification or Withdrawal of Bids.

3.106.12.3 Confirmation of Bid

When the Agency Procurement Officer knows or has reason to conclude that a mistake has been made, such officer should request the bidder to confirm the bid. Situations in which confirmation should be requested include obvious, apparent errors on the face of the bid or a bid unreasonably lower than the other bids submitted. If the bidder alleges mistake, the bid may be corrected or withdrawn if the conditions set forth in Subsection 3.106.12.4, Mistakes Discovered After Opening but Before Award, Subsection 3.106.12.5, Mistakes Discovered After Award, and 3.106.12.6, Determinations Required, are met.

3.106.12.4 Mistakes Discovered After Opening but Before Award

This subsection sets forth procedures to be applied in three situations described in Subsection 3.106.12.4 (1), Minor Informalities, Subsection 3.106.12.4 (2), Mistakes Where Intended Correct Bid Is Evident, and Subsection 3.202.13.4 (3), Mistakes Where Intended Correct Bid is Not Evident, in which mistakes in bids are discovered after the time and date set for bid opening but before award.

(1) Minor Informalities

Minor informalities are matters of form rather than substance evident from the bid document, or insignificant mistakes that can be waived or corrected without prejudice to other bidders; that is, the effect on price, quantity, quality, delivery, or contractual conditions is negligible. The Agency Procurement Officer shall waive such informalities or allow the bidder to correct them depending on which is in the best interest of the State. Examples include the failure of a bidder to:

- (a) Return the number of signed bids required by the Invitation for Bids;
- (b) Sign the bid, but only if the unsigned bid is accompanied by other material indicating the bidder's intent to be bound;
- (c) Failure to submit literature or samples with bid provided that such literature or samples shall be received prior to any award being made; or
- (d) Acknowledge receipt of an amendment to the Invitation for Bids, but only if:
 - (i) It is clear from the bid that the bidder received the amendment and intended to be bound by its terms; or
 - (ii) The amendment involved had a negligible effect on price, quantity, quality, or delivery.

(2) Mistakes Where Intended Correct Bid Is Evident

If the mistake and the intended correct bid are clearly evident on the bid document, the bid shall be corrected on the intended correct bid and may not be withdrawn. Examples of mistakes that may be clearly evident on the bid document are typographical errors, errors in extending unit prices, and mathematical errors.

(3) Mistakes Where Intended Correct Bid is Not Evident

A bidder may be permitted to withdraw a low bid if:

- (a) A mistake is clearly evident on the bid document, but the intended correct bid is not similarly evident; or
- (b) The bidder submits proof of evidentiary value which clearly and convincingly demonstrates that a mistake was made.

3.106.12.5 Mistakes Discovered After Award

Mistakes shall not be corrected after award of the contract except where the Chief Procurement Officer or the Agency Procurement Officer makes a written determination that it would be

unconscionable not to allow the mistake to be corrected.

3.106.12.6 Determinations Required

When a bid is corrected or withdrawn, or correction or withdrawal is denied, under Subsections 3.106.12.4, Mistakes Discovered After Opening but Before Award, or 3.106.12.5, Mistakes Discovered After Award, the Chief Procurement Officer or the Agency Procurement Officer shall prepare a written determination showing that the relief was granted or denied in accordance with these regulations, except that the Agency Procurement Officer shall approve the determination required under Subsection 3.106.12.4 (1), Minor Informalities.

3.106.13 Bid Evaluation and Award

3.106.13.1 General

The contract is to be awarded to the lowest and best responsible/responsive bidder whose bid meets the requirements and criteria set forth in the Invitation for Bids. See Subsection 3.106.14.2, Award. The Invitation for Bids shall set forth the requirements and criteria which will be used to determine the lowest and best responsible/ responsive bidder. No bid shall be evaluated for any requirement or criterion that is not disclosed in the Invitation for Bids.

3.106.13.2 Responsibility and Responsiveness

Responsibility of prospective contractors is covered by Section 3.113, Responsibility of Bidders and Offerers. Responsiveness of bids is covered by Subsection 3.101.01 (6), Responsive Bidder, which defines responsive bidder as "a person who has submitted a bid which conforms in all material respects to the Invitation for Bids."

3.106.13.3 Product Acceptability

The Invitation for Bids shall set forth any evaluation criterion to be used in determining product acceptability. It may require the submission of bid samples, descriptive literature, technical data, or other material. It may also provide for accomplishing any of the following prior to award:

- (1) Inspection or testing of a product prior to award for such characteristics as quality or workmanship.
- (2) Examination of such elements as appearance, finish, taste, or feel.
- (3) Other examinations to determine whether it conforms with any other purchase description requirements.

The acceptability evaluation is not conducted for the purpose of determining whether one bidder's item is superior to another but only to determine that a bidder's offering is acceptable as set forth in the Invitation for Bids. Any bidder's offering which does not meet the acceptability requirements shall be rejected as non-responsive.

3.106.13.4 Determination of Lowest and Best Bidder

Following determination of product acceptability as set forth in Subsection 3.106.13.3, Product Acceptability, if any is required, bids will be evaluated to determine which bidder offers the lowest cost to the State in accordance with the evaluation criteria set forth in Subsection 3.106.03, Invitation for Bids. Only objectively measurable criteria which are set forth in



Dear City of Ridgeland MS,

We are aware our addendum #2 proposal was not included in our bid packet. We have now submitted the addendum #2 proposal although it does not alter our base bid amount.

Thanks for your time,

A handwritten signature in black ink, appearing to read 'Ken Warren', with a large, sweeping flourish at the end.

Kenneth Warren

Owner

Deep Roots Construction LLC

(769) 229-4258

drconstruction255@gmail.com

BID FORM

CITY-WIDE DEAD TREE REMOVAL AND DISPOSAL

CITY OF RIDGELAND, MISSISSIPPI

NOVEMBER 2024

BASE BID					
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	CITY-WIDE TREE REMOVAL AND DISPOSAL, includes 1,342 trees as indicated on the Arborsist Report and will include: tree removal and/or limb removal, stump grinding, debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$940,050	
2	For tree removal and disposal GREATER than 1,342 (ITEM 1), ADD per EACH , Trees 8" to 12" DBH	EA	1	\$625.00	
3	For tree removal and disposal GREATER than 1,342 (ITEM 1), ADD per EACH , Trees 12.1" to 24" DBH	EA	1	\$650.00	
4	For tree removal and disposal GREATER than 1,342, (ITEM 1) ADD per EACH , Trees 24.1" to 36" DBH	EA	1	\$685.00	
5	For tree removal and disposal GREATER than 1,342, (ITEM 1) ADD per EACH , Trees 36.1" to 48" DBH	EA	1	\$700.00	
6	For tree removal and disposal GREATER than 1,342, (ITEM 1) ADD per EACH , Trees Greater than 48" DBH	EA	1	\$725.00	
7	For limb removal and disposal GREATER than 1,342, (ITEM 1) ADD per EACH	EA	1	\$150.00	
SUBTOTAL BASE BID					\$940,050

ADDITIVE ALTERNATE #1 - JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL					
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
AA-1	JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL, includes 46 additional trees all located in Jessamine Cemetery and will include: tree removal, stump grinding (11), stump and root ball removal (35), debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$35,500.00	
AA-2	For tree removal and disposal with stump grinding GREATER than 46 (ITEM AA-1), ADD per EACH , Trees greater than 24" DBH	EA	1	\$785.00	
AA-3	For tree removal and disposal with stump and root ball removal GREATER than 46 (ITEM AA-1), ADD per EACH , Trees greater than 24" DBH	EA	1	\$815.00	
AA-4	For tree removal and disposal with stump grinding LESS than 46 (ITEM AA-1), DEDUCT per EACH , Trees greater than 24" DBH	EA	1	\$225.00	
AA-5	For tree removal and disposal with stump and root ball removal LESS than 46 (ITEM AA-1), DEDUCT per EACH , Trees greater than 24" DBH	EA	1	\$425.00	
SUBTOTAL ADDITIVE ALTERNATE #1					\$35,500.00

TOTAL BASE BID

\$: 940,050

TOTAL BASE BID + ADDITIVE ALT. #1

\$975,550

RESPECTFULLY SUBMITTED BY: Deep Roots Construction LLC

(CONTRACTOR, PLEASE PRINT)

SIGNATURE



NAME AND TITLE Kenneth Warren Owner

(PLEASE PRINT)

ADDRESS 5029 Simpson Highway 28 West
Magee, MS 3911

PHONE NUMBER 769-229-4258

CERTIFICATE OF RESPONSIBILITY NO. 26358-MC

(SEAL)

IF BY CORPORATION

BID FORM - Addendum #2
CITY-WIDE DEAD TREE REMOVAL AND DISPOSAL
CITY OF RIDGELAND, MISSISSIPPI
NOVEMBER 2024

BASE BID						
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	
1	CITY-WIDE TREE REMOVAL AND DISPOSAL, includes 1,342 trees as indicated on the Arborsist Report and will include: tree removal and/or limb removal, stump grinding, debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$940,050		
2	For tree removal and disposal GREATER than <u>or LESS</u> than 1,342 (ITEM 1), ADD <u>or DEDUCT</u> per EACH, Trees 8" to 12" DBH	EA	1	\$625		
3	For tree removal and disposal GREATER than <u>or LESS</u> than 1,342 (ITEM 1), ADD <u>or DEDUCT</u> per EACH, Trees 12.1" to 24" DBH	EA	1	\$650		
4	For tree removal and disposal GREATER than <u>or LESS</u> than 1,342 (ITEM 1), ADD <u>or DEDUCT</u> per EACH, Trees 24.1" to 36" DBH	EA	1	\$685		
5	For tree removal and disposal GREATER than <u>or LESS</u> than 1,342 (ITEM 1), ADD <u>or DEDUCT</u> per EACH, Trees 36.1" to 48" DBH	EA	1	\$700		
6	For tree removal and disposal GREATER than <u>or LESS</u> than 1,342 (ITEM 1), ADD <u>or DEDUCT</u> per EACH, Trees Greater than 48" DBH	EA	1	\$725		
7	For limb removal and disposal GREATER than <u>or LESS</u> than 1,342, (ITEM 1) ADD <u>or DEDUCT</u> per EACH	EA	1	\$150		
8	For stump grinding GREATER than <u>or LESS</u> than 1,342, (ITEM 1) ADD <u>or DEDUCT</u> per EACH	EA	1	\$255		
SUBTOTAL BASE BID					\$940,050	
ADDITIVE ALTERNATE #1 - JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL						
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	
AA-1	JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL, includes 46 additional trees all located in Jessamine Cemetery and will include: tree removal, stump grinding (11), stump and root ball removal (35), debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$35,500		
AA-2	For tree removal and disposal with stump grinding GREATER than 46 (ITEM AA-1), ADD per EACH, Trees greater than 24" DBH	EA	1	\$785		
AA-3	For tree removal and disposal with stump and root ball removal GREATER than 46 (ITEM AA-1), ADD per EACH, Trees greater than 24" DBH	EA	1	\$815		
AA-4	For tree removal and disposal with stump grinding LESS than 46 (ITEM AA-1), DEDUCT per EACH, Trees greater than 24" DBH	EA	1	\$225		
AA-5	For tree removal and disposal with stump and root ball removal LESS than 46 (ITEM AA-1), DEDUCT per EACH, Trees greater than 24" DBH	EA	1	\$425		
SUBTOTAL ADDITIVE ALTERNATE #1					\$35,500	

		TOTAL BASE BID	\$940,050
		TOTAL BASE BID + ADDITIVE ALT. #1	\$975,550
RESPECTFULLY SUBMITTED BY: Deep Roots Construction LLC			
(CONTRACTOR, PLEASE PRINT)			
SIGNATURE			
NAME AND TITLE	Kenneth Warren		
(PLEASE PRINT)			
ADDRESS	5029 Simpson Highway 28 West		
	Magee, MS 39111		
PHONE NUMBER	769-229-4258		
CERTIFICATE OF RESPONSIBILITY NO.	26358-MC		
(SEAL) IF BY CORPORATION			

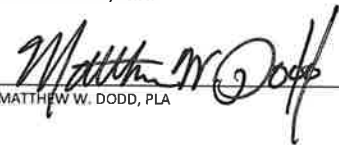
**SUMMARY SHEET
TABULATION OF BIDS
CITY-WIDE DEAD TREE REMOVAL AND DISPOSAL**
CITY OF RIDGELAND, MISSISSIPPI
DECEMBER 3, 2024

BASE BID				DEEP ROOTS CONSTRUCTION, LLC (AS CORRECTED)		HEMPHILL CONSTRUCTION		LOOKS GREAT SERVICES	
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	CITY-WIDE TREE REMOVAL AND DISPOSAL, includes 1,342 trees as indicated on the Arborsist Report and will include: tree removal and/or limb removal, stump grinding, debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$940,050.00	\$940,050.00	\$1,016,600.00	\$1,016,600.00	\$1,749,600.00	\$1,749,600.00
2	For tree removal and disposal GREATER than or LESS than 1,342 (ITEM 1), ADD or DEDUCT per EACH, Trees 8" to 12" DBH	EA	1	\$625.00		\$400.00		\$660.00	
3	For tree removal and disposal GREATER than or LESS than 1,342 (ITEM 1), ADD or DEDUCT per EACH, Trees 12.1" to 24" DBH	EA	1	\$650.00		\$710.00		\$1,440.00	
4	For tree removal and disposal GREATER than or LESS than 1,342 (ITEM 1), ADD or DEDUCT per EACH, Trees 24.1" to 36" DBH	EA	1	\$685.00		\$1,375.00		\$2,160.00	
5	For tree removal and disposal GREATER than or LESS than 1,342 (ITEM 1), ADD or DEDUCT per EACH, Trees 36.1" to 48" DBH	EA	1	\$700.00		\$1,550.00		\$2,880.00	
6	For tree removal and disposal GREATER than or LESS than 1,342 (ITEM 1), ADD or DEDUCT per EACH, Trees Greater than 48" DBH	EA	1	\$725.00		\$1,700.00		\$3,360.00	
7	For limb removal and disposal GREATER than or LESS than 1,342, (ITEM 1) ADD or DEDUCT per EACH	EA	1	\$150.00		\$360.00		\$312.00	
8	For stump grinding GREATER than or LESS than 1,342, (ITEM 1) ADD or DEDUCT per EACH	EA	1	\$255.00		\$120.00		\$330.00	
SUBTOTAL BASE BID					\$940,050.00		\$1,016,600.00		\$1,749,600.00
ADDITIVE ALTERNATE #1 - JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL									
ITEM NO	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
AA-1	JESSAMINE CEMETERY TREE AND STUMP REMOVAL AND DISPOSAL, includes 46 additional trees all located in Jessamine Cemetery and will include: tree removal, stump grinding (11), stump and root ball removal (35), debris clean up and removal, debris hauling, traffic controls, equipment, operators, laborers, fuel, tools, maintenance, insurance fees, permit fees, disposal fees, overhead, licenses, taxes, profit and other operating expenses and incidentals to complete the Owner's scope of work as defined.	LS	1	\$35,500.00	\$35,500.00	\$124,000.00	\$124,000.00	\$55,200.00	\$55,200.00
AA-2	For tree removal and disposal with stump grinding GREATER than 46 (ITEM AA-1), ADD per EACH, Trees greater than 24" DBH	EA	1	\$785.00		\$1,550.00		\$1,200.00	
AA-3	For tree removal and disposal with stump and root ball removal GREATER than 46 (ITEM AA-1), ADD per EACH, Trees greater than 24" DBH	EA	1	\$815.00		\$1,950.00		\$1,440.00	

AA-4	For tree removal and disposal with stump grinding LESS than 46 (ITEM AA-1), DEDUCT per EACH, Trees greater than 24" DBH	EA	1	\$225.00		\$1,550.00		\$1,200.00	
AA-5	For tree removal and disposal with stump and root ball removal LESS than 46 (ITEM AA-1), DEDUCT per EACH, Trees greater than 24" DBH	EA	1	\$425.00		\$1,950.00		\$1,440.00	
SUBTOTAL ADDITIVE ALTERNATE #1					\$35,500.00		\$124,000.00		\$55,200.00
TOTAL BASE BID					\$940,050.00		\$1,016,600.00		\$1,749,600.00
TOTAL BASE BID + ADDITIVE ALT. #1					\$975,550.00		\$1,140,600.00		\$1,804,800.00

THIS IS TO CERTIFY THAT THIS IS A TRUE AND ACCURATE TABULATION OF BIDS FOR THE CITY-WIDE DEAD TREE REMOVAL AND DISPOSAL PROJECT RECEIVED BY THE CITY OF RIDGELAND, MISSISSIPPI AT 10:00 AM CDT ON DECEMBER 3, 2024.

CERTIFIED BY:


MATTHEW W. DODD, PLA



December 10, 2024

MEMORANDUM

TO: Mayor and Board of Aldermen
FROM: Matt Bailey, Fire Chief
SUBJECT: Surplus Equipment

I am requesting the following items to be declared surplus and removed from our inventory, due to not working.

<u>F/A #</u>	<u>DESCRIPTION</u>	<u>SERIAL NUMBER</u>
160-6-00907	Whirl-a-Matic Burnisher/holder	1875269
160-6-01026	Whirl-a-Matic Burnisher/holder	1938356

Your consideration and approval will be greatly appreciated.

mailing address: p o. box 217 • ridgeland, ms 39158
street address: 100 W. School St. • ridgeland, ms 39157
ph: 601.856.7113 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Mathew Bailey – fire chief

board of aldermen: D I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



police department

December 9, 2024

TO: Mayor & Board of Aldermen

FROM: Tony Willridge, Assistant Chief of Police

SUBJECT: Flock Safety Purchase Agreement Review and Approval

Please review for approval the attached Flock Safety purchase agreement. This agreement is for the purchasing and installing of one (1) new Flock Safety camera.

Your consideration and approval will be greatly appreciated.

Attachments (1)

115 west school street • ridgeland, ms 39157
ph: 601.856.2121 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Brian Myers - chief of police
board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6

Flock Safety + MS - Ridgeland PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Cate Carreiro
cate.carreiro@flocksafety.com
4075807479

Created Date: 12/03/2024
Expiration Date: 01/01/2025
Quote Number: Q-114785
PO Number:

flock safety



Budgetary Quote

This document is for informational purposes only. Pricing is subject to change.

Bill To: 115 West School Street Ridgeland, Mississippi 39157

Ship To: 115 West School Street Ridgeland, Mississippi 39157

Billing Company Name: MS - Ridgeland PD

Billing Contact Name:

Billing Email Address:

Billing Phone:

Subscription Term: 24 Months

Payment Terms: Net 30

Retention Period: 30 Days

Billing Frequency: Annual Plan - First Year Invoiced at Signing.

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			\$3,000.00
Flock Safety LPR Products			
Flock Safety Falcon ®	Included	1	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	\$650.00	1	\$650.00

Subtotal Year 1: \$3,650.00

Annual Recurring Subtotal: \$3,000.00

Estimated Tax: \$0.00

Contract Total: \$6,650.00

Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This is not an invoice – this document is a non-binding proposal for informational purposes only. Pricing is subject to change.

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$3,650.00
Annual Recurring after Year 1	\$3,000.00
Contract Total	\$6,650.00

*Tax not included

Product and Services Description

FlockOS Features	Description
Flock Safety Falcon ®	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint ™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
------------------	-------------



police department

December 9, 2024

TO: Mayor & Board of Aldermen

FROM: Tony Willridge, Assistant Chief of Police

GW

SUBJECT: Special Event – Knights of Columbus “Ring in Your Faith”

I have attached a request for a Special Event Permit from Joe Lee on behalf of the Knights of Columbus at St. Francis Catholic Church in Madison, MS. This event is a 10K/5K run that will start at St. Francis Catholic Church and will proceed on Tidewater Lane towards Old Canton Road and then to the multipurpose trail. This event is scheduled for Wednesday, January 1, 2025, from 8:00 a.m. to 9:30 a.m.

Mr. Lee is expecting approximately 175 participants. Arrangements have been made for site set-up and clean-up by volunteers and restroom facilities are on site at St. Francis Catholic Church.

The route will utilize the Multi-Purpose Trail north of Old Canton Road and will not require any overtime. On-duty personnel will conduct periodic checks.

The attached documents include the Special Event Permit Application, Permit to Play On-Premises Music, and race course map. Checks in the amounts of \$100.00 and \$1,000.00 representing the filing fee and bond fee were received with the application.

Your consideration and approval will be greatly appreciated.

115 west school street • ridgeland, ms 39157
ph: 601.856.2121 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Brian Myers - chief of police
board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



CITY OF RIDGELAND
SPECIAL EVENT PERMIT APPLICATION

(Please allow minimum 30 days for approval)



EVENT NAME: RING IN YOUR FAITH 10K/5K
EVENT LOCATION: ST. FRANCIS OF ASSISI CHURCH / 4000 W. TIDEWATER LANE MADISON, MS 39110
EVENT DATE: Beginning JAN. 1, 2025 to Ending JAN. 1, 2025 Multiple Days: ☐ YES ☒ NO
EVENT HOURS: Beginning 8:00 AM to Ending 9:30 AM
TYPE OF EVENT: 10K/5K RACE
EVENT POINT OF CONTACT: JOE LEE CELL NUMBER: 601-668-0572
(This person must remain on scene during the entire event)
NAME OF ORGANIZATION: KNIGHTS OF COLUMBUS 9543
ADDRESS: 4000 W. TIDEWATER LANE CITY/STATE/ZIP: MADISON, MS 39110
ESTIMATED CROWD SIZE: 150-175 NUMBER OF EVENT PERSONNEL: 25
ARRANGEMENTS FOR RESTROOM FACILITIES: ☒ YES ☐ NO LOCATION: ST. FRANCIS OF ASSISI CHURCH
ARRANGEMENTS FOR SITE CLEAN-UP: ☒ YES ☐ NO DETAILS: see typed notes

RECYCLING PROGRAM FOR WASTE

☐ YES ☒ NO DETAILS: see typed notes

The City of Ridgeland will assist organizers in planning and locating recycle bins for recyclable waste through local companies. Event organizers are encouraged to maintain the City of Ridgeland's vision of a green environment by having your event recycle its waste.

MOBILE FOOD VENDING ☐ YES ☒ NO

In the event organizer will utilize mobile food vending services as part of this special event, complete section below. In accordance with the City of Ridgeland Mobile Food Vending Ordinance, the following vendors have complied with the requirements set forth in ordinance Chapter 22, Article V (Mobile Food Vending) for obtaining a Special Event Mobile Food Vending Permit from the City of Ridgeland.

MOBILE FOOD VENDOR NAME: _____

Photocopy of City of Ridgeland Food Vending Permit (Required): ☐ YES ☐ NO

Photograph(s) of Mobile Food Vehicle or Pushcart (Optional but suggested): ☐ YES-Attached ☐ NO

MOBILE FOOD VENDOR NAME: _____

Photocopy of City of Ridgeland Food Vending Permit (Required): ☐ YES ☐ NO

Photograph(s) of Mobile Food Vehicle or Pushcart (Optional but suggested): ☐ YES-Attached ☐ NO

MOBILE FOOD VENDOR NAME: _____

Photocopy of City of Ridgeland Food Vending Permit (Required): ☐ YES ☒ NO

Photograph(s) of Mobile Food Vehicle or Pushcart (Optional but suggested): ☐ YES-Attached ☐ NO

MOBILE FOOD VENDOR NAME: _____

Photocopy of City of Ridgeland Food Vending Permit (Required): ☐ YES ☐ NO

Photograph(s) of Mobile Food Vehicle or Pushcart (Optional but suggested): ☐ YES-Attached ☐ NO

(If additional Mobile Food Vendors will be present, attach a separate sheet with the above information included)

UNMANNED AIRCRAFT SYSTEM – DRONE USAGE

Will the organizers of this event use the services of an UAS (unmanned aircraft system): ☐ YES ☒ NO

If Yes, who is the operator of the system: _____ Cell Number: _____

If an UAS/Drone will be utilized, a copy of the following required documents must be attached to this application:

Section 333 Exemption or Aircraft Certification

- Certificate of Authorization (COA)
- Aircraft Registration and Markings
- Pilot Certificate

FIRST AID/MEDICAL STATION(s): ☒ YES ☐ NO LOCATION(s): ST-FRANCIS OF ASSISI CHURCH

POLICE/SECURITY PERSONNEL REQUIRED: YES ☒ Police Dept. Assigned ☐ Self-Hired ☐ Not Applicable
see typed notes

ASSISTANCE FROM OTHER CITY DEPARTMENTS: ☐ Fire Department ☐ Public Works/Streets ☐ Recreation/Parks

Applicant Printed Name: JOE LEE Contact Number: 601-668-8572

Applicant Signature: [Signature] Date: NOVEMBER 13, 2024

Application Instructions

- 1). You must present to the Chief of Police or his designee your plan for parking and traffic control. You must state in this plan whether or not police or private security personnel will be needed to direct and handle traffic and parking.
- 2). City of Ridgeland Special Events Ordinance section 10-33(2) requires adequate security be provided at special events. This requirement is one security officer for every 400 people in attendance. A private security company may be used but preference shall be given to the hiring of off duty personnel. The assistance from Ridgeland Police Department for road course races/walks to secure intersections shall not be considered as part of the security requirement. The personnel assigned for traffic control are in addition to any requirement for on-site security personnel required in the ordinance.
- 3). If the event is to have outdoor music, a Permit to Play on Premises Music will be required from the applicant agreeing to comply with the noise ordinance of the City of Ridgeland, MS.
- 4). If there is a need for Police Dept., Fire Dept., Public Works Dept. and/or Rec/Parks Dept. personnel to work in controlling the special event, the applicant will agree to pay this cost from the filing of a bond fee.
- 5). The applicant may be required to post a bond fee in the minimum amount of one thousand dollars (\$1,000.00) with the City Clerk. This is to ensure that the event area is immediately cleaned up after its conclusion, and any City employee who works overtime as a result of the special event, will be compensated from the bond proceeds.
- 6). Submit the above application and information to the Office of the Chief of Police with a non-refundable filing fee of one hundred dollars (\$100.00) along with the above referenced bond fee. This application will be forwarded to the Patrol Division Commander or a designee who will review the application for all required documentation. This application and documentation will be presented to the Ridgeland Board of Aldermen for subsequent approval. Please allow a minimum of 30 days to complete the process and receive approval.

- 7). Event organizers should submit a map outlining the area where an event is to be held. Points of interest (entrance/exit points, first aid stations, etc...) shall be included on this map. If the event is a road race/walk, a map reflecting the proposed course route along with a description of the route shall be included. If any portion of the route will include sections of the Natchez Trace Parkway, you must first obtain approval from the Natchez Trace Chief (phone no. 662-680-4014; Ridgeland office 601-856-7321) and documentation reflecting this approval must be submitted with this application.
- 8). If the event is to be held at Old Trace Park and/or Madison Landing, you must first seek approval from PRVWSD Parks and Recreation (601-856-6319) and obtain a Facility Use Application which must be submitted with this application.
- 9). The number of event personnel will represent the number of people from the organization who will be assisting with the overall operation of the event. This will include any volunteers from the organization.
- 10). The arrangements for restroom facilities as addressed in the Ridgeland Code of Ordinances indicate 1 restroom per 150 people in attendance. These may be portable restrooms or existing restroom structures.
- 11). The event organizer or organization will be responsible for clean-up at the conclusion of the event. The City of Ridgeland encourages organizations to participate in a recycle program for any waste or debris to be discarded.
- 12). The first aid station located on the event site shall be manned by a state certified EMT.
- 13). The number of police/security personnel shall be determined by the expected crowd size. The event organizer may staff the event to satisfy this requirement through off-duty law enforcement personnel. The Ridgeland Police Department will assist the organizers if they choose the police department assigned option, or the event organizers may choose the self-hire option to select their own personnel to comply with the ordinance.
- 14). In accordance with City of Ridgeland Mobile Food Vending Ordinance (Chapter 22, Article V), any special event organizer who utilizes the services of a mobile food truck or pushcart must comply with the requirements under this above referenced section. If you utilize the services of a mobile food vendor, the applicant named on this permit will ensure the requirements under section 22-203 (b) are met and obtain a Special Event Mobile Food Vending Permit from the City of Ridgeland Department of Finance and Administration.

For Police Department Use Only

This application was received by the Ridgeland Police Department on <u>11/13/24</u> <u>RB</u> and has been reviewed by the appropriate personnel. This application has been APPROVED / DENIED by the Chief of Police or Designee. If approved by Ridgeland PD, this application will be submitted for consideration at the Ridgeland Mayor and Board of Alderman meeting to be held on <u>12-17-24</u> .	
Chief of Police or Designee: <u>[Signature]</u>	DATE: <u>12/9/2024</u>
Number of Overtime Officers: <u>0</u>	Estimated OT Cost: _____
Additional Overtime Cost for City Departments: FIRE _____ P/W _____ REC/PARKS _____	



CITY OF RIDGELAND
APPLICATION FOR
PERMIT TO PLAY ON PREMISES MUSIC
(Please allow minimum 30 days for approval)



DATE OF APPLICATION: NOVEMBER 13, 2024
EVENT NAME: RING IN YOUR FAITH 10K/5K
EVENT LOCATION: ST. FRANCIS OF ASSISI CHURCH / 4000 W. TIDEWATER LANE
DESCRIPTION OF ON-PREMISES ACTIVITY: 10K RUN MADISON, MS 39110
5K RUN/WALK (see maps and typed notes)
DATE OF ACTIVITY: Beginning JAN. 1, 2025 to Ending JAN. 1, 2025
HOURS OF ACTIVITY: Beginning 8:00 AM to Ending 9:30 AM
ACTIVITY POINT OF CONTACT: JOE LEE CELL NUMBER: 601-668-8572

(This person must remain on scene during the entire event)

NAME OF ORGANIZATION: KNIGHTS OF COLUMBUS 9543
ADDRESS: 4000 W. TIDEWATER LANE CITY/STATE/ZIP: MADISON, MS 39110

[https://library.municode.com/ms/ridgeland/codes/code of ordinances?nodeId=CO CH46EN ARTIVNO](https://library.municode.com/ms/ridgeland/codes/code%20of%20ordinances?nodeId=CO_CH46EN_ARTIVNO)

Event organizers should become familiar with the City of Ridgeland Noise Ordinance to ensure compliance with law.

PROVIDE FACTS THAT WOULD SHOW THE ACTIVITY FOR WHICH THE PERMIT IS REQUESTED WOULD NOT DISTURB THE
PEACE OF ANY FAMILY OR PERSON WITHIN THE AREA INTO WHICH SOUND SHALL CARRY: see typed notes

THE CHIEF OF POLICE SHALL HAVE THE AUTHORITY TO REVOKE ANY PERMIT ISSUED.

Applicants Signature: Joe Lee Date: NOVEMBER 13, 2024

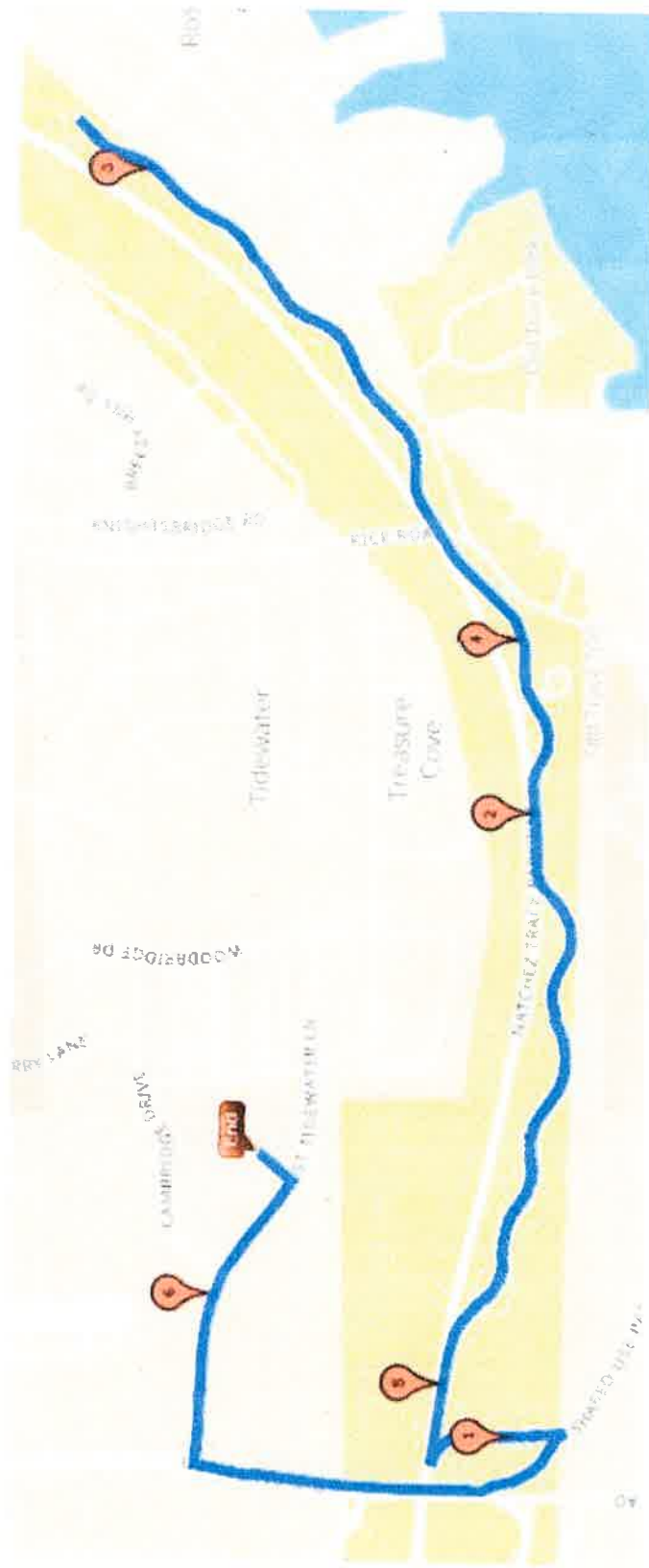
☒ APPROVED
☐ DENIED

Chief of Police or Designee: [Signature]
Date: 12-9-24

In the event a permit is denied, the applicant may appeal the decision to the Mayor and Board of Aldermen. Any such appeal shall be taken not more than ten (10) days from the denial of a permit by giving written notice of the appeal to the Ridgeland City Clerk.

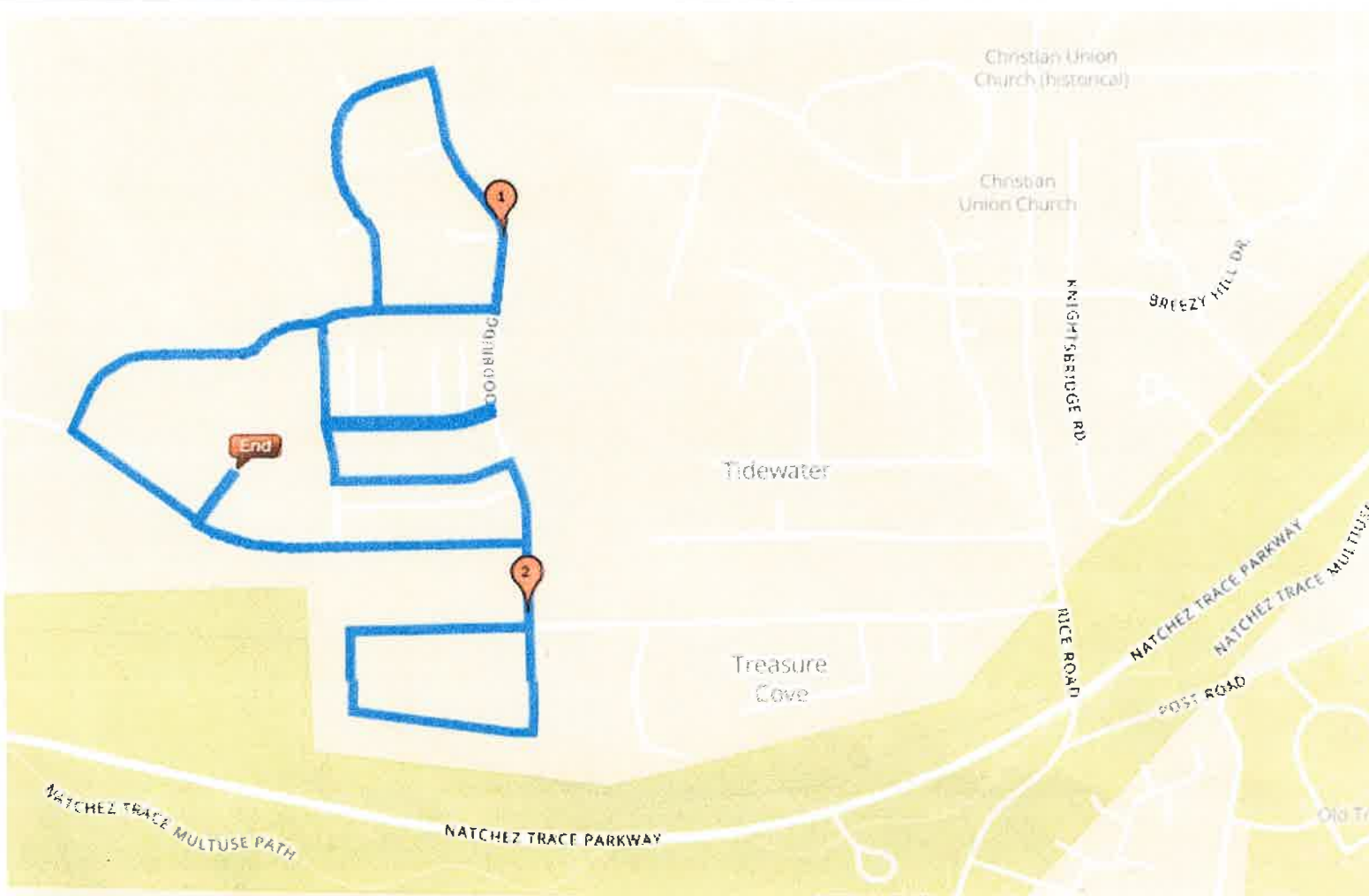
RING IN YOUR FAITH 10K - DIRECTIONS

Leave St. Francis parking lot and turn **RIGHT** on W. Tidewater
Proceed to Old Canton Road and turn **LEFT** 0.4
Proceed to marked turn **LEFT** onto multipurpose trail spur 0.7
Proceed to marked turn **LEFT** onto multipurpose trail spur 0.8
Proceed to marked turn **RIGHT** onto multipurpose trail 0.9
Proceed to marked U-TURN and **WATER STOP** 3.1



Return to marked turn **LEFT** onto multipurpose trail spur 5.3
Return to marked turn **RIGHT** onto multipurpose trail spur 5.4
Return to marked turn **RIGHT** onto Old Canton Road 5.5
Return to W. Tidewater and turn **RIGHT** 5.9
Return to St. Francis and turn **LEFT** into parking lot 6.2

- [illegible]



RING IN YOUR FAITH race / January 1, 2025

NOTES for RPD prepared by Joe Lee, Race Director

This is our fourth race overall, and our third that begins and ends at our church, St. Francis of Assisi, at 4000 W. Tidewater Lane in Madison. The race begins at 8:00 a.m. sharp.

The 5K is a neighborhood run and walk. It begins and ends in the church parking lot. The course map is included and keeps all runners and walkers in the Tidewater neighborhood.

The 10K has included police presence from RPD each year: runners leave St. Francis church, come down Tidewater Lane to the traffic light at Old Canton Road, turn left (south), and run along the sidewalk for approximately 0.25 miles until they reach the spur of the multipurpose trail. They will merge onto the spur, merge left onto the main trail, then turn right as the trail reaches the Natchez Trace and stay on the trail until shortly before the overlook. There will be a water station at the turnaround near the overlook. Runners will then retrace their steps, following the multipurpose trail back to Old Canton Road, turning right (north) and running approximately 0.25 miles to Tidewater Lane, then turn right and return to St. Francis of Assisi Church.

RPD has provided an officer for the intersection between 8:00-9:30. We expect 150-175 total runners and walkers based on participation in the past two years. Of that total, we usually have 60-70 10K runners. The intersection at Tidewater and Old Canton will be busy with runners just after 8:00 as they head down Old Canton to reach the multipurpose trail. The fastest 10K runners, on the way back, will begin reaching the intersection at Tidewater and Old Canton shortly after 8:30, with the rest arriving in the next half hour. Based on results from the past two years, the final 10K runners crossed the intersection at Tidewater and Old Canton before 9:15.

One of our Knights of Columbus team members is an EMT, and he'll be out there all morning. Restroom facilities inside the church will be open all morning. We will serve food to race finishers, but there will not be a mobile truck—all food will be prepared in our church kitchen and served near the finish line on the church grounds. Our team will handle all clean-up.

The water stop on the multipurpose trail will be set up by 7:30 and removed once the final 10K runner has made the turn and started back to the church. The water stop in the Tidewater neighborhood will be set up by 7:30 and removed once the final 5K walkers have passed it. All race registrants, volunteers, and employees of the race timing company will be off the premises before 10:00 that morning.

I am happy to answer questions ... 601-668-8572 (cell)



police department

December 9, 2024

TO: Mayor & Board of Aldermen

FROM: Tony Willridge, Assistant Chief of Police 

SUBJECT: MOU – State Fire Academy

Please review and approve the attached Memorandum of Understanding (MOU) from the State Fire Academy. This MOU will allow our Special Response Team (SRT) to receive vital training at the State Fire Academy facility in Pearl, MS.

Your consideration and approval will be greatly appreciated.

115 west school street • ridgeland, ms 39157
ph: 601.856.2121 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Brian Myers - chief of police
board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6



Kelly Elliott
Executive Director

STATE FIRE ACADEMY

MEMORANDUM OF UNDERSTANDING

REV 7.27.23



Mike Chaney
Insurance Commissioner

Memorandum of Understanding

This Memorandum of Understanding is entered into by and between the Mississippi State Fire Academy (MSFA) and _____
(Hereinafter referred to as Customer).

Date: _____

As allowed by State Law, the customer does hereby release, hold harmless and forever discharge the MSFA and/or the State of Mississippi and all officers, employees, and agents thereof either in their official or individual capacities or by reason of their relationship to the MSFA and/or State of Mississippi, from any and all claims and demands whatsoever which the customer, his/her heirs, representatives, executors, administrators, or any other persons acting on his/her behalf or on the behalf of his/her estate have or may have against the MSFA or State of Mississippi of any or all of the above mentioned persons or their successors, by reason of any and all claims for bodily injury and property damage including loss of use thereof.

Customer further accepts personal responsibility to ensure that said property is not lost or damaged while in his/her possession and agrees to promptly replace or repair the property as found prior to usage in the event of loss or damage.

State of Mississippi
Mississippi State Fire Academy

By:

Authorized Signature (either below)

Kelly Elliott, Executive Director

Barry Burnside, Deputy Director

Paul Ammerman, Deputy Director

Customer

By :

Authorized Signature

Name/Title



police department

December 10, 2024

TO: Mayor & Board of Aldermen

FROM: Tony Willridge, Assistant Chief of Police 

SUBJECT: Tyler Technologies Addendum and Service Agreement

Please review for approval the attached Tyler Technologies Addendum and Service Agreement. This agreement is for the Tyler Technologies Report Management System. This will replace the Ridgeland Police Departments current system.

Your consideration and approval will be greatly appreciated.

Attachments (1)



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date") by and between Tyler Technologies, Inc., a Delaware corporation with offices at 840 West Long Lake Road, Troy, MI 48098 ("Tyler") and the City of Ridgeland, with offices at 304 Highway 51, Ridgeland, MS ("Client").

WHEREAS, Tyler and the Client are parties to a License Agreement with an effective date of April 23, 2015 (the "Agreement"); and

WHEREAS, Tyler and Client now desire to amend the Agreement.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. The items set forth Exhibit 1 to this Amendment are hereby added to the Agreement as of the first day of the first month following Amendment Effective Date for an initial term commencing on such date and continuing for three (3) years. Upon expiration of the initial term, the SaaS Services shall renew automatically for additional one (1) year renewal terms at our then-current rates unless terminated in writing by either party in accordance with the terms of the Agreement. Payment of fees and costs for such items are as follows:
 - a. The annual SaaS Fees and the Embedded Third Party Software fees shall be invoiced at the rates set forth in the Investment Summary commencing on the first day of the first month following the Amendment Effective Date. Such fees for years 2 and 3 shall be invoiced annually in advance at an increase of 3% year over year. Subsequent SaaS Fees will be invoiced at our then-current rates.
 - b. Implementation and other professional services (including training) are billed and invoiced in accordance with the following milestone schedule below. Such services shall be delivered in accordance with the Statement of Work attached hereto as Exhibit 2.

<u>Project Stage</u>	<u>Statement of Work (SOW) Milestone Completion</u>	<u>Invoice Amount</u>
<u>1</u>	<u>Control Point 1: Initiate and Plan</u>	<u>15%</u>
<u>2</u>	<u>Control Point 2: Assess & Define Stage</u>	<u>15%</u>
<u>3</u>	<u>Control Point 3: Prepare Solution Stage</u>	<u>15%</u>
<u>4</u>	<u>Control Point 4: Production Readiness</u>	<u>20%</u>
<u>5</u>	<u>Control Point 5: Production Stage (Go-Live)</u>	<u>15%</u>
<u>6</u>	<u>Control Point 6: Close Stage Completion</u>	<u>20%</u>
	<u>Total</u>	<u>100%</u>

- c. Third Party SaaS Services, (excluding Embedded Third Party Software) fees are invoiced annually, in advance, commencing with availability of the respective Third Party SaaS Services. Pricing for the first year of Third Party SaaS Services is indicated in the Investment Summary. Pricing for subsequent years will be at the respective third party's then-current rates.
 - d. Third Party Hardware shall be invoiced upon delivery.
 - e. Travel expenses shall be invoiced as incurred and only in accordance with our then-current Business Travel Policy.
2. Without limiting the terms of the Agreement, you understand and agree that the Tyler Software set forth in the Investment Summary as subscription or software as a service ("SaaS") do not include perpetual rights. If you do not pay the required annual fee in accordance with the Invoicing and Payment Policy, your right to use the applicable Software will be suspended unless and until payment in full has been made. Tyler Software provided as SaaS is subject to the Tyler SaaS Services Terms and Service Level Agreement found here: <https://www.tylertech.com/terms/tyler-saas-services>.
3. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
4. All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

City of Ridgeland, MS

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Exhibit 1
Amendment Investment Summary

The following Amendment Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Amendment Investment Summary is effective as of the Amendment Effective Date.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



Sales Quotation For:

Stephen Webb
 City of Ridgeland Police Department
 PO Box 875
 Ridgeland MS 39158-0875
 Phone: +1 (601) 856-2121

Quoted By:
 Quote Expiration:
 Quote Name:

Jamie Lund
 12/31/24
 Ridgeland CAD, RMS, RW, EM -
 SaaS -December 2024

Annual / SaaS

Description	Fee	Discount	Annual
Enterprise Public Safety			
Platform			
EPS Platform - Standard	\$ 101,400	\$ 30,420	\$ 70,980
EPS Platform - Mobility	\$ 3,000	\$ 900	\$ 2,100
Computer Aided Dispatch			
Enterprise CAD Combined LE/Fire/EMS	\$ 21,063	\$ 6,319	\$ 14,744
BOLOs	\$ 2,272	\$ 682	\$ 1,590
CAD AVL	\$ 2,651	\$ 795	\$ 1,856
Service Vehicle Rotation (Wrecker, Ambulance)	\$ 2,651	\$ 795	\$ 1,856
Web CAD Monitor	\$ 3,787	\$ 1,136	\$ 2,651
CAD Paging Interface	\$ 2,651	\$ 795	\$ 1,856
E-911 Interface	\$ 2,651	\$ 795	\$ 1,856
CAD NCIC Interface	\$ 4,544	\$ 1,363	\$ 3,181
CAD CFS (xml) Export Interface	\$ 4,544	\$ 1,363	\$ 3,181
Call Creation Interface (supports Flock Safety)	\$ 1,700	\$ 510	\$ 1,190

2024-508499-B9S8H9

CONFIDENTIAL

CAD Data Mart / Includes 2 users	\$ 757	\$ 227	\$ 530
Law Enforcement Records Management System			
Enterprise Law Enforcement Records	\$ 34,080	\$ 10,224	\$ 23,856
Bookings	\$ 1,420	\$ 426	\$ 994
Briefing Notes	\$ 947	\$ 284	\$ 663
Content Manager Core	\$ 3,171	\$ 951	\$ 2,220
Livescan Interface	\$ 2,651	\$ 795	\$ 1,856
NCIC Interface	\$ 8,331	\$ 2,499	\$ 5,832
Report Writing [85]	\$ 14,875	\$ 4,463	\$ 10,412
Law Enforcement Records Management Data Mart / Includes 2 users	\$ 757	\$ 227	\$ 530
Public Safety Analytics (Performance Dashboard, Citizen Connect, Explorer, Analytics)			
Mobile	\$ 15,000	\$ 4,500	\$ 10,500
Enterprise Mobile Server Software			
Law Enforcement Mobile Site License	\$ 24,613	\$ 7,384	\$ 17,229
-Enterprise Law Enforcement Field Mobile	\$ 13,050	\$ 3,915	\$ 9,135
-LE Dispatch/Messaging/State/NCIC	\$ 0	\$ 0	\$ 0
-Drivers License Mag Stripe Reader/Barcode Reader Interface	\$ 0	\$ 0	\$ 0
-Mugshot Image Download	\$ 0	\$ 0	\$ 0
-LE In-Car Mapping / AVL	\$ 0	\$ 0	\$ 0
-LE In-Car Routing	\$ 0	\$ 0	\$ 0
Other			
Data Archive	\$ 1,500	\$ 0	\$ 1,500
Included Workstations	\$ 0	\$ 0	\$ 0
Enforcement Mobile			
License			
Enforcement Mobile Site License	\$ 25,500	\$ 7,650	\$ 17,850
Interface			
Interface: Enterprise Law Enforcement Records	\$ 0	\$ 0	\$ 0
Device Level - Enterprise Public Safety	\$ 0	\$ 0	\$ 0
Interface: CMS - Municipal Justice	\$ 0	\$ 0	\$ 0
Task			
Task: Standard eWarning Form	\$ 0	\$ 0	\$ 0
Task: Electronic Citations/Summons	\$ 0	\$ 0	\$ 0
Task: Tow/Impound Report (custom)	\$ 2,049	\$ 615	\$ 1,434

Task: Code Enforcement \$ 2,049 \$ 615 \$ 1,434

TOTAL \$ 213,016

Services

Description	Quantity	Unit Price	Discount	Total
Enterprise Public Safety				
Project Management	1	\$ 77,760	\$ 0	\$ 77,760
Systems Assurance – Standard	1	\$ 13,050	\$ 0	\$ 13,050
Mobility Implementation	1	\$ 4,000	\$ 0	\$ 4,000
GIS Implementation - Standard	1	\$ 26,100	\$ 0	\$ 26,100
Decision Support Software Service	2	\$ 10,150	\$ 0	\$ 20,300
NCIC Installation	1	\$ 21,025	\$ 0	\$ 21,025
Combined or Fire/EMS CAD Configuration (up to 2 PSAPs)	1	\$ 17,400	\$ 0	\$ 17,400
CAD Training (10 users ea.)	1	\$ 4,350	\$ 0	\$ 4,350
CAD Go-Live Support	1	\$ 13,050	\$ 0	\$ 13,050
Web CAD Monitor Installation	1	\$ 1,160	\$ 0	\$ 1,160
CAD Paging Interface Installation	1	\$ 1,160	\$ 0	\$ 1,160
E-911 Interface Installation	1	\$ 1,160	\$ 0	\$ 1,160
CAD Export Interface Installation Fee	1	\$ 2,320	\$ 0	\$ 2,320
Call Creation Interface Installation Fee	1	\$ 2,320	\$ 0	\$ 2,320
Law Enforcement Records Configuration (up to 5 agencies)	1	\$ 20,880	\$ 0	\$ 20,880
Law Enforcement Records Training	1	\$ 8,700	\$ 0	\$ 8,700
Law Enforcement Records Go-Live Support	1	\$ 8,700	\$ 0	\$ 8,700
IBR Submission	1	\$ 7,250	\$ 0	\$ 7,250
Livescan Interface Installation	1	\$ 4,640	\$ 0	\$ 4,640
Report Writing Implementation Fee	1	\$ 21,750	\$ 0	\$ 21,750
Law Enforcement Mobile Messaging Configuration	1	\$ 4,350	\$ 0	\$ 4,350
Law Enforcement Mobile Messaging Training (includes 10 trainers ea.)	1	\$ 4,350	\$ 0	\$ 4,350
Law Enforcement Mobile Messaging Go-Live	1	\$ 4,350	\$ 0	\$ 4,350
Public Safety Analytics Installation & Remote Training	1	\$ 4,500	\$ 0	\$ 4,500
Enterprise Law Enforcement Additional Modules	1	\$ 4,500	\$ 0	\$ 4,500
Data Archive Conversions				\$ 2,320
Enforcement Mobile				\$ 72,300

Set-Up & Configuration - OS platform - iOS
 Project Management
 Set Up & Configuration
 Training

1	\$ 0	\$ 0	\$ 0
1	\$ 2,500	\$ 0	\$ 2,500
1	\$ 14,500	\$ 0	\$ 14,500
1	\$ 2,000	\$ 0	\$ 2,000

TOTAL

\$ 388,245

Third-Party Hardware, Software and Services

Description	Quantity	Unit Price	Discount	Total	Total Annual
Enterprise Public Safety					
Software					
Embedded Third Party Software	1	\$ 21,000	\$ 0	\$ 21,000	\$ 4,410
Geo-File Maintenance Software (ArcGIS for Desktop Standard) / per Workstation	1	\$ 7,700	\$ 0	\$ 7,700	\$ 0
Hardware					
Lantronix UDS-1100	1	\$ 250	\$ 0	\$ 250	\$ 0
Redundant VPN Appliance Bundle	1	\$ 6,000	\$ 0	\$ 6,000	\$ 0

Enforcement Mobile

Zebra					
LD-R4KN5B / Zebra, ZQ520/RW420, Paper, 36 rolls per case	2	\$ 151	\$ 0	\$ 302	\$ 0
P1063406-030 / Zebra, ZQ520, Vehicle Charger-open ended	40	\$ 45	\$ 0	\$ 1,800	\$ 0
P1063406-146 / Zebra, ZQ500, USB Cable, 12' w/20AWG wires	40	\$ 27	\$ 0	\$ 1,080	\$ 0
ZQ52-BUE0000-00 / Zebra, Printer, ZQ521	40	\$ 630	\$ 0	\$ 25,200	\$ 0

TOTAL

\$ 63,332

\$ 4,410

Summary		One Time Fees	Recurring Fees
Total Tyler Software		\$ 0	\$ 0
Total Annual		\$ 0	\$ 213,016
Total Tyler Services		\$ 388,245	\$ 0
Total Third-Party Hardware, Software, Services		\$ 63,332	\$ 4,410
Estimated Travel		\$ 68,770	\$ 0
Summary Total		\$ 520,347	\$ 217,426

Detailed Breakdown of Conversions (Included in Summary Total)

Description	Quantity	Unit Price	Discount	Total
Enterprise Public Safety				
Conversion				
Data Archive Single Source: CAD (includes Location Alert import into Enterprise CAD)				
	1	\$ 23,000	\$ 0	\$ 23,000
Data Archive Single Source: LERMS (up to 10 modules; includes Active Warrants and On-Hand Property imports into Enterprise LERMS)				
	1	\$ 49,300	\$ 0	\$ 49,300
TOTAL				\$ 72,300

Optional Tyler Annual / SaaS

Description	Fee	Discount	Annual
Enterprise Public Safety			
Law Enforcement Records Management System			
Narcotics	\$ 1,420	\$ 426	\$ 994
Link Analysis	\$ 6,300	\$ 1,890	\$ 4,410
TOTAL			\$ 5,404

Optional Services

Description	Quantity	Unit Price	Discount	Total
Enterprise Public Safety				\$ 5,160
Enterprise Law Enforcement Additional Modules				
Municipal Justice				
Narcotics Implementation	1	\$ 1,160	\$ 0	\$ 1,160
TOTAL				\$ 5,160

Assumptions

For additional information, please visit <https://empower.tylertech.com/enterprise-public-safety-specifications.html>
An unlimited Law Enforcement Mobile Site License is included for the agencies listed on this proposal. Additional training, services, third-party software and hardware may be required depending on modules and units deployed.
A Workstation license is included for 150 workstations.

Enforcement Mobile:

- Windows and iOS configurations



Exhibit 2

Statement of Work

We will deliver the services set forth in the Investment Summary as set forth in the Amendment and, as applicable, as further detailed in this Statement of Work. Except as expressly stated in the Amendment, none of the services we provide you under the Statement of Work are services related to hardware or third-party products. Whenever possible, we will provide services remotely so as to control travel expenses. All service fees and expenses are payable according to the to the Milestone Schedule identified in the Amendment.

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Ridgeland Police Department

SOW from Tyler Technologies, Inc.

12/9/2024

Presented to:
Stephen Webb
115 West School Street
Ridgeland, MS 39157

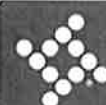
Contact:
Jamie Lund
Email: Jamie.Lund@TylerTech.com
840 West Long Lake Rd., Troy, MI 48098

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Part 1: Executive Summary

1. Project Overview

1.1 Introduction

Tyler Technologies ("Tyler") is the largest and most established provider of integrated software and technology services focused solely on the public sector. Tyler's end-to-end solutions empower public sector entities including local, state, provincial and federal government, to operate more efficiently and connect more transparently with their constituents and with each other. By connecting data and processes across disparate systems, Tyler's solutions transform how clients gain actionable insights that solve problems in their communities.

1.2 Project Goals

This Statement of Work ("SOW") documents the methodology, implementation stages, activities, and roles and responsibilities, and project scope listed in the Investment Summary of the Agreement between Tyler and the RPD (collectively the "Project").

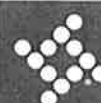
The overall goals of the project are to:

- Successfully implement the contracted scope on time and on budget
- Increase operational efficiencies and empower users to be more productive
- Improve accessibility and responsiveness to external and internal customer needs
- Overcome current challenges and meet future goals
- Providing a single, comprehensive, and integrated solution to manage business functions
- Streamline business processes through automation, integration, and workflows
- Provide a user-friendly user interface to promote system use and productivity
- Eliminate redundant data entry

1.3 Methodology

This is accomplished by the RPD and Tyler working as a partnership and Tyler utilizing its depth of implementation experience. While each Project is unique, all will follow Tyler's six-stage methodology. Each of the six stages is comprised of multiple work packages, and each work package includes a narrative description, objectives, tasks, inputs, outputs/deliverables, assumptions, and a responsibility matrix.

Tailored specifically for Tyler's public sector clients, the project methodology contains Stage Acceptance Control Points throughout each Phase to ensure adherence to scope, budget, timeline controls, effective communications, and quality standards. Clearly defined, the project methodology repeats consistently across Phases, and is scaled to meet the RPD's complexity and organizational needs.



Tyler's Six Stage Project Methodology



The methodology adapts to both single-phase and multiple-phase projects.

To achieve Project success, it is imperative that both the RPD and Tyler commit to including the necessary leadership and governance. During each stage of the Project, it is expected that the RPD and Tyler Project teams work collaboratively to complete tasks. An underlying principle of Tyler's Implementation process is to employ an iterative model where the RPD's business processes are assessed, configured, validated, and refined cyclically in line with the project budget. This approach is used in multiple stages and work packages as illustrated in the graphic below.

Iterative Project Model



The delivery approach is systematic, which reduces variability and mitigates risks to ensure Project success. As illustrated, some stages, along with work packages and tasks, are intended to be overlapping by nature to complete the Project efficiently and effectively.



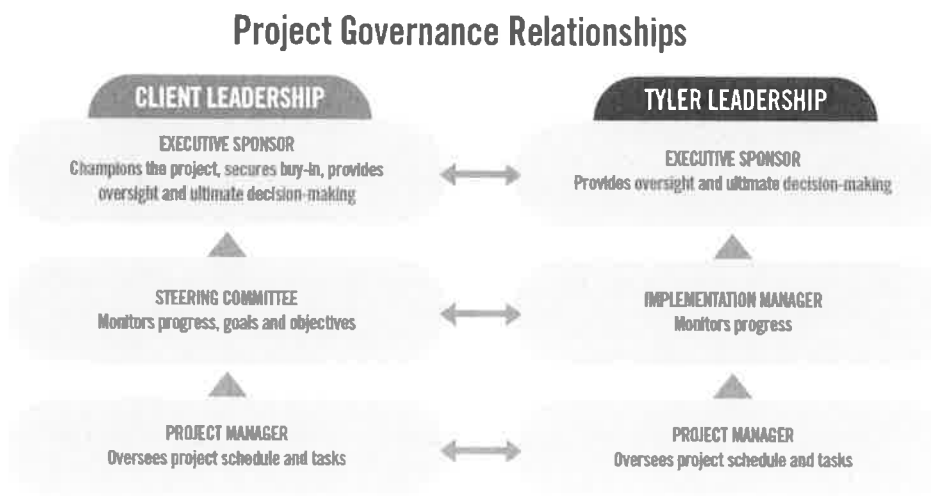
Part 2: Project Foundation

2. Project Governance

Project governance is the management framework within which Project decisions are made. The role of Project governance is to provide a decision-making approach that is logical, robust, and repeatable. This allows organizations to have a structured approach for conducting its daily business in addition to project related activities.

This section outlines the resources required to meet the business needs, objectives, and priorities for the Project, communicate the goals to other Project participants, and provide support and guidance to accomplish these goals. Project governance defines the structure for escalation of issues and risks, Change Control review and authority, and Organizational Change Management activities. Throughout the Statement of Work Tyler has provided RACI Matrices for activities to be completed throughout the implementation which will further outline responsibilities of different roles in each stage. Further refinement of the governance structure, related processes, and specific roles and responsibilities occurs during the Initiate & Plan Stage.

The chart below illustrates an overall team perspective where Tyler and the RPD collaborate to resolve Project challenges according to defined escalation paths. If project managers do not possess authority to determine a solution, resolve an issue, or mitigate a risk, Tyler implementation management and the RPD Steering Committee become the escalation points to triage responses prior to escalation to the RPD and Tyler executive sponsors. As part of the escalation process, each Project governance tier presents recommendations and supporting information to facilitate knowledge transfer and issue resolution. The RPD and Tyler executive sponsors serve as the final escalation point.



3. Project Scope Control

3.1 Managing Scope and Project Change

Project Management governance principles contend that there are three connected constraints on a Project: budget, timeline, and scope. These constraints, known as the “triple constraints” or project management triangle, define budget in terms of financial cost, labor costs, and other resource costs. Scope is defined as the work performed to deliver a product, service or result with the specified features and functions, while time is simply defined as the schedule. The Triple Constraint theory states that if you change one side of the triangle, the other two sides must be correspondingly adjusted. For example, if the scope of the Project is increased, cost and time to complete will also need to increase. The Project and executive teams will need to remain cognizant of these constraints when making impactful decisions to the Project. A simple illustration of this triangle is included here, showing the connection of each item and their relational impact to the overall Scope.



A pillar of any successful project is the ability to properly manage scope while allowing the appropriate level of flexibility to incorporate approved changes. Scope and changes within the project will be managed using the change control process outlined in the following section.

3.2 Change Control

It may become necessary to change the scope of this Project due to unforeseeable circumstances (e.g., new constraints or opportunities are discovered). This Project is being undertaken with the understanding that Project scope, schedule, and/or cost may need to change to produce optimal results for stakeholders. Changes to contractual requirements will follow the change control process specified in the final contract, and as described below.

3.3 Change Request Management

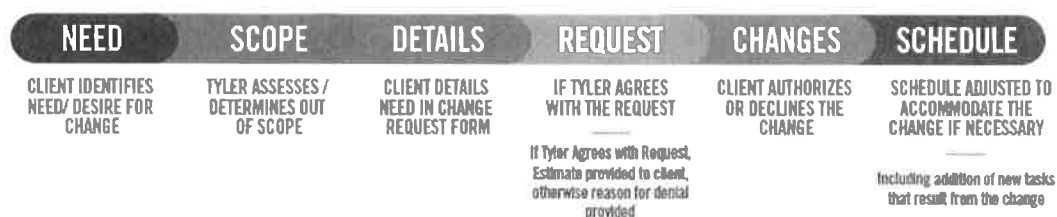
Should the need for a change to Project scope, schedule, and/or cost be identified during the Project, the change will be brought to the attention of the Steering Committee and an assessment of the change will occur. While such changes may result in additional costs and delays relative to the schedule, some changes may result in less cost to the RPD; for example, the RPD may decide it no longer needs a deliverable originally defined in the Project. The Change Request will include the following information:



- The nature of the change.
- A good faith estimate of the additional cost or associated savings to the RPD, if any.
- The timetable for implementing the change.
- The effect on and/or risk to the schedule, resource needs or resource responsibilities.

The RPD will use its good faith efforts to either approve or disapprove any Change Request within ten (10) Business Days (or other period as mutually agreeable between Tyler and the RPD). Any changes to the Project scope, budget, or timeline must be documented and approved in writing using a Change Request form. These changes constitute a formal amendment to the Statement of Work and will supersede any conflicting term in the Statement of Work.

Change Request Process



4. Acceptance Process

The implementation of a Project involves many decisions to be made throughout its lifecycle. Decisions will vary from higher level strategy decisions to smaller, detailed Project level decisions. It is critical to the success of the Project that each RPD office or department designates specific individuals for making decisions on behalf of their offices or departments.

Both Tyler and the RPD will identify representative project managers. These individuals will represent the interests of all stakeholders and serve as the primary contacts between the two organizations.

The coordination of gaining RPD feedback and approval on Project deliverables will be critical to the success of the Project. The RPD project manager will strive to gain deliverable and decision approvals from all authorized RPD representatives. Given that the designated decision-maker for each department may not always be available, there must be a designated proxy for each decision point in the Project. Assignment of each proxy will be the responsibility of the leadership from each RPD department. The proxies will be named individuals that have the authorization to make decisions on behalf of their department.

The following process will be used for accepting Deliverables and Control Points:

- The RPD shall have five (5) business days from the date of delivery, or as otherwise mutually agreed upon by the parties in writing, to accept each Deliverable or Control Point. If the RPD does not provide acceptance or acknowledgement within five (5) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted.
- If the RPD does not agree the Deliverable or Control Point meets requirements, the RPD shall notify Tyler project manager(s), in writing, with reasoning within five (5) business days, or the otherwise agreed-upon timeframe, not to be unreasonably withheld, of receipt of the Deliverable.
- Tyler shall address any deficiencies and redeliver the Deliverable or Control Point. The RPD shall then have two (2) business days from receipt of the redelivered Deliverable or Control Point to accept or again submit written notification of reasons for rejecting the milestone. If the RPD does not provide acceptance within two (2) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted.

5. Roles and Responsibilities

The following defines the roles and responsibilities of each Project resource for the RPD and Tyler. Roles and responsibilities may not follow the organizational chart or position descriptions at the RPD, but are roles defined within the Project. It is common for individual resources on both the Tyler and RPD project teams to fill multiple roles. Similarly, it is common for some roles to be filled by multiple people.

5.1 Tyler Roles & Responsibilities

Tyler assigns a project manager prior to the start of each Phase of the Project (some Projects may only be one Phase in duration). Additional Tyler resources are assigned as the schedule develops and as needs arise.



5.1.1 Tyler Executive Manager

Tyler executive management has indirect involvement with the Project and is part of the Tyler escalation process. This team member offers additional support to the Project team and collaborates with other Tyler department managers as needed to escalate and facilitate implementation Project tasks and decisions.

- Provides clear direction for Tyler staff on executing on the Project Deliverables to align with satisfying the RPD 's overall organizational strategy.
- Authorizes required Project resources.
- Resolves all decisions and/or issues not resolved at the implementation management level as part of the escalation process.
- Acts as the counterpart to the RPD 's executive sponsor.

5.1.2 Tyler Implementation Manager

- Tyler implementation management has indirect involvement with the Project and is part of the Tyler escalation process. The Tyler project managers consult implementation management on issues and outstanding decisions critical to the Project. Implementation management works toward a solution with the Tyler Project Manager or with RPD management as appropriate. Tyler executive management is the escalation point for any issues not resolved at this level.
- Assigns Tyler Project personnel.
- Provides support for the Project team.
- Provides management support for the Project to ensure it is staffed appropriately and staff have necessary resources.
- Monitors Project progress including progress towards agreed upon goals and objectives.

5.1.3 Tyler Project Manager

- The Tyler project manager(s) provides oversight of the Project, coordination of Tyler resources between departments, management of the Project budget and schedule, effective risk, and issue management, and is the primary point of contact for all Project related items. As requested by the RPD, the Tyler Project Manager provides regular updates to the RPD Steering Committee and other Tyler governance members. Tyler Project Manager's role includes responsibilities in the following areas:

5.1.3.1 Contract Management

- Validates contract compliance throughout the Project.
- Ensures Deliverables meet contract requirements.
- Acts as primary point of contact for all contract and invoicing questions.
- Prepares and presents contract milestone sign-offs for acceptance by the RPD project manager(s).
- Coordinates Change Requests, if needed, to ensure proper Scope and budgetary compliance.

5.1.3.2 Planning

- Delivers project planning documents.
- Defines Project tasks and resource requirements.
- Develops initial Project schedule and Project Management Plan.
- Collaborates with the RPD project manager(s) to plan and schedule Project timelines to achieve on-time implementation.



5.1.3.3 Implementation Management

- Tightly manages Scope and budget of Project to ensure Scope changes and budget planned versus actual are transparent and handled effectively and efficiently.
- Establishes and manages a schedule and Tyler resources that properly support the Project Schedule and are also in balance with Scope/budget.
- Establishes risk/issue tracking/reporting process between the RPD and Tyler and takes all necessary steps to proactively mitigate these items or communicate with transparency to the RPD any items that may impact the outcomes of the Project.
- Collaborates with the RPD 's project manager(s) to establish key business drivers and success indicators that will help to govern Project activities and key decisions to ensure a quality outcome of the project.
- Collaborates with the RPD 's project manager(s) to set a routine communication plan that will aide all Project team members, of both the RPD and Tyler, in understanding the goals, objectives, status, and health of the Project.

5.1.3.4 Resource Management

- Acts as liaison between Project team and Tyler manager(s).
- Identifies and coordinates all Tyler resources across all applications, Phases, and activities including development, forms, installation, reports, implementation, and billing.
- Provides direction and support to Project team.
- Manages the appropriate assignment and timely completion of tasks as defined in the Project Schedule, task list, and Go-Live Checklist.
- Assesses team performance and adjusts as necessary.
- Consulted on in Scope 3rd party providers to align activities with ongoing Project tasks.

5.1.4 Tyler Implementation Consultant

- Completes tasks as assigned by the Tyler project manager(s).
- Documents activities for services performed by Tyler.
- Guides the RPD through software validation process following configuration.
- Assists during Go-Live process and provides support until the RPD transitions to Client Services.
- Facilitates training sessions and discussions with the RPD and Tyler staff to ensure adequate discussion of the appropriate agenda topics during the allotted time.
- May provide conversion review and error resolution assistance.

5.1.5 Tyler Sales

- Supports Sales to Implementation knowledge transfer during Initiate & Plan.
- Provides historical information, as needed, throughout implementation.
- Participates in pricing activities if additional licensing and/or services are needed.

5.1.6 Tyler Technical Services

- Maintains Tyler infrastructure requirements and design document(s).
- Involved in system infrastructure planning/review(s).
- Provides first installation of licensed software with initial database on servers.
- Supports and assists the project team with technical/environmental issues/needs.
- Deploys Tyler products.



- Conducts GIS Planning.
- Reviews GIS data and provides feedback to the RPD.
- Loads RPD provided GIS data into the system.

5.2 RPD Roles & Responsibilities

RPD resources will be assigned prior to the start of each Phase of the Project. One person may be assigned to multiple Project roles.

5.2.1 RPD Executive Sponsor

The RPD executive sponsor provides support to the Project by providing strategic direction and communicating key issues about the Project and its overall importance to the organization. When called upon, the executive sponsor also acts as the final authority on all escalated Project issues. The executive sponsor engages in the Project, as needed, to provide necessary support, oversight, guidance, and escalation, but does not participate in day-to-day Project activities. The executive sponsor empowers the RPD steering committee, project manager(s), and functional leads to make critical business decisions for the RPD.

- Champions the project at the executive level to secure buy-in.
- Authorizes required project resources.
- Actively participates in organizational change communications.

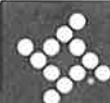
5.2.2 RPD Steering Committee

The RPD steering committee understands and supports the cultural change necessary for the Project and fosters an appreciation for the Project's value throughout the organization. The steering committee oversees the RPD project manager and Project through participation in regular internal meetings. The RPD steering committee remains updated on all Project progress, Project decisions, and achievement of Project milestones. The RPD steering committee also serves as primary level of issue resolution for the Project.

- Works to resolve all decisions and/or issues not resolved at the project manager level as part of the escalation process.
- Attends all scheduled steering committee meetings.
- Provides support for the project team.
- Assists with communicating key project messages throughout the organization.
- Prioritizes the project within the organization.
- Ensures the project staffed appropriately and that staff have necessary resources.
- Monitors project progress including progress towards agreed upon goals and objectives.
- Has the authority to approve or deny changes impacting the following areas:
 - Cost
 - Scope
 - Schedule
 - Project Goals
 - RPD Policies
 - Needs of other client projects

5.2.3 RPD Project Manager

The RPD shall assign project manager(s) prior to the start of this project with overall responsibility and authority to make decisions related to Project Scope, scheduling, and task assignment. The RPD Project



Manager should communicate decisions and commitments to the Tyler project manager(s) in a timely and efficient manner. When the RPD project manager(s) do not have the knowledge or authority to make decisions, he or she engages the necessary resources to participate in discussions and make decisions in a timely fashion to avoid Project delays. The RPD project manager(s) are responsible for reporting to the RPD steering committee and determining appropriate escalation points.

5.2.3.1 Contract Management

- Validates contract compliance throughout the project.
- Ensures that invoicing and Deliverables meet contract requirements.
- Acts as primary point of contact for all contract and invoicing questions. Collaborates on and approves Change Requests, if needed, to ensure proper scope and budgetary compliance.

5.2.3.2 Planning

- Reviews and accepts project planning documents.
- Defines project tasks and resource requirements for the RPD project team.
- Collaborates in the development and approval of the project schedule.
- Collaborates with Tyler project manager(s) to plan and schedule project timelines to achieve on-time implementation.

5.2.3.3 Implementation Management

- Tightly manages project budget and scope.
- Collaborates with Tyler project manager(s) to establish a process and approval matrix to ensure that scope changes and budget (planned versus actual) are transparent and handled effectively and efficiently.
- Collaborates with Tyler project manager to establish and manage a schedule and resource plan that properly supports the project schedule as a whole and is also in balance with scope and budget.
- Collaborates with Tyler project manager(s) to establish risk and issue tracking and reporting process between the RPD and Tyler and takes all necessary steps to proactively mitigate these items or communicate with transparency to Tyler any items that may impact the outcomes of the project.
- Collaborates with Tyler project manager(s) to establish key business drivers and success indicators that will help to govern project activities and key decisions to ensure a quality outcome of the project.
- Routinely communicates with both the RPD staff and Tyler, aiding in the understanding of goals, objectives, current status, and health of the project by all team members.
- Manages the requirements gathering process and ensure timely and quality business requirements are being provided to Tyler.

5.2.3.4 Resource Management

- Acts as liaison between project team and stakeholders.
- Identifies and coordinates all RPD resources across all modules, phases, and activities including data conversions, forms design, hardware and software installation, reports building, and satisfying invoices.
- Provides direction and support to project team.
- Builds partnerships among the various stakeholders, negotiating authority to move the project forward.
- Manages the appropriate assignment and timely completion of tasks as defined.
- Assesses team performance and takes corrective action, if needed.



- Provides guidance to RPD technical teams to ensure appropriate response and collaboration with Tyler Technical Support Teams to ensure timely response and appropriate resolution.
- Owns the relationship with in-Scope 3rd party providers and aligns activities with ongoing project tasks.
- Ensures that users have appropriate access to Tyler project toolsets as required.
- Conducts training on proper use of toolsets.
- Validates completion of required assignments using toolsets.

5.2.4 RPD Functional Leads

- Makes business process change decisions under time sensitive conditions.
- Communicates existing business processes and procedures to Tyler consultants.
- Assists in identifying business process changes that may require escalation.
- Contributes business process expertise for Current & Future State Analysis.
- Identifies and includes additional subject matter experts to participate in Current & Future State Analysis.
- Validates that necessary skills have been retained by end users.
- Provides End Users with dedicated time to complete required homework tasks.
- Acts as an ambassador/champion of change for the new process and provide business process change support.
- Identifies and communicates any additional training needs or scheduling conflicts to the RPD project manager.
- Actively participates in all aspects of the implementation, including, but not limited to, the following key activities:
 - Task completion
 - Stakeholder Meeting
 - Project Management Plan development
 - Schedule development
 - Maintenance and monitoring of risk register
 - Escalation of issues
 - Communication with Tyler project team
 - Coordination of RPD resources
 - Attendance at scheduled sessions
 - Change management activities
 - Modification specification, demonstrations, testing and approval assistance
 - Data analysis assistance
 - Decentralized end user training
 - Process testing
 - Solution Validation

5.2.5 RPD Power Users

- Participate in project activities as required by the project team and project manager(s).
- Provide subject matter expertise on the RPD business processes and requirements.
- Act as subject matter experts and attend Current & Future State Analysis sessions as needed.
- Attend all scheduled training sessions.
- Participate in all required post-training processes as needed throughout project.
- Test all application configuration to ensure it satisfies business process requirements.
- Become application experts.
- Participate in Solution Validation.



- Adopt and support changed procedures.
- Complete all deliverables by the due dates defined in the project schedule.
- Demonstrate competency with Tyler products processing prior to Go-live.
- Provide knowledge transfer to the RPD staff during and after implementation.
- Participate in conversion review and validation.

5.2.6 RPD End Users

- Attend all scheduled training sessions.
- Become proficient in application functions related to job duties.
- Adopt and utilize changed procedures.
- Complete all deliverables by the due dates defined in the project schedule.
- Utilize software to perform job functions at and beyond Go-live.

5.2.7 RPD Technical Lead

- Coordinates updates and releases with Tyler as needed.
- Coordinates the copying of source databases to training/testing databases as needed for training days.
- Coordinates and adds new users, printers and other peripherals as needed.
- Validates that all users understand log-on process and have necessary permission for all training sessions.
- Coordinates interface development for RPD third party interfaces.
- Develops or assists in creating reports as needed.
- Ensures on-site system meets specifications provided by Tyler.
- Assists with software installation as needed.
- Extracts and transmits conversion data and control reports from the RPD's legacy system per the conversion schedule set forth in the project schedule.

5.2.7.1 RPD GIS

- Participates in GIS planning activities.
- Responsible for management and maintenance of RPD GIS infrastructure and data.
- Ensures GIS data/service endpoints are in alignment with Tyler software requirements.
- Provides Tyler implementation team with GIS data/service access information.

5.2.7.2 RPD Upgrade Coordination

- Becomes familiar with the software upgrade process and required steps.
- Becomes familiar with Tyler's releases and updates.
- Utilizes Tyler resources to stay abreast of the latest Tyler releases and updates, as well as the latest helpful tools to manage the RPD's software upgrade process.
- Assists with the software upgrade process during implementation.
- Manages software upgrade activities post-implementation.
- Manages software upgrade plan activities.
- Coordinates software upgrade plan activities with RPD and Tyler resources.
- Communicates changes affecting users and department stakeholders.
- Obtains department stakeholder acceptance to upgrade production environment.



5.2.8 RPD Change Management Lead

- Validates that users receive timely and thorough communication regarding process changes.
- Provides coaching to supervisors to prepare them to support users through the project changes.
- Identifies the impact areas resulting from project activities and develops a plan to address them proactively.
- Identifies areas of resistance and develops a plan to reinforce the change.
- Monitors post-production performance and new process adherence.



Part 3: Project Plan

6. Project Stages

Work Breakdown Structure

The Work Breakdown Structure (WBS) is a hierarchical representation of a Project or Phase broken down into smaller, more manageable components. The top-level components are called “Stages” and the second level components are called “Work Packages”. The work packages, shown below each stage, contain the high-level work to be done. The detailed Project Schedule, developed during Project/Phase Planning and finalized during subsequent stages, lists the tasks to be completed within each work package. Each stage ends with a “Control Point”, confirming the work performed during that stage of the Project has been accepted by the RPD.

Work Breakdown Structure (WBS)

1. Initiate & Plan	2. Assess & Define	3. Prepare Solution	4. Production Readiness	5. Production	6. Close
1.1 Initial Coordination	2.1 Solution Orientation	3.1 Initial System Deployment	4.1 Solution Validation	5.1 Go Live	6.1 Phase Close Out
1.2 Project/Phase Planning	2.2 Current & Future State Analysis	3.2 Configuration	4.2 Go Live Readiness	5.2 Transition to Client Services	6.2 Project Close Out
1.3 Infrastructure Planning	2.3 Modification Analysis	3.3 Process Refinement	4.3 End User Training	5.3 Post Go Live Activities	
1.4 Stakeholder Meeting	2.4 Conversion Assessment	3.4 Conversion Delivery			
1.5 GIS Planning*	2.5 Data Assessment	3.5 Data Delivery			
		3.6 Modifications*			

**Items noted with an asterisk in the graphic above relate to specific products and services. If those products and services are not included in the scope of the contract, these specific work packages will be noted as “This work package is not applicable” in Section 6 of the Statement of Work.*



6.1 Initiate and Plan

The Initiate and Plan stage involves Project initiation, infrastructure, and planning. This stage creates a foundation for the Project by identifying and establishing sequence and timing for each Phase as well as verifying scope for the Project. This stage will be conducted at the onset of the Project, with a few unique items being repeated for the additional Phases as needed.

6.1.1 Initial Coordination

Prior to Project commencement, Tyler management assigns project manager(s). Additional Project resources will be assigned later in the Project as a Project schedule is developed. Tyler provides the RPD with initial Project documents used to gather names of key personnel, their functional role as it pertains to the Project, as well as any blackout dates to consider for future planning. the RPD gathers the information requested by the provided deadline ensuring preliminary planning and scheduling can be conducted moving the Project forward in a timely fashion. Internally, the Tyler Project Manager(s) coordinate with sales to ensure transfer of vital information from the sales process prior to scheduling a Project Planning Meeting with the RPD's team. During this step, Tyler will work with the RPD to establish the date(s) for the Project and Phase Planning session.

Objectives:

- Formally launch the project.
- Establish project governance.
- Define and communicate governance for Tyler.
- Identify RPD project team.

STAGE 1	Initial Coordination														
	Tyler								RPD						
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads
Tyler project team is assigned	A	R	C	I	I	I	I		I		I				
RPD project team is assigned									A	I	R	I	I	I	
Provide initial project documents to the RPD		A	R	C			C		I		I				
Gather preliminary information requested			I						A		R	C		C	
Sales to implementation knowledge transfer		A	R	I	I	I	I				I				



conduct planning session(s)																	
Develop Project Management Plan		A	R						I		C	C	I				
Develop initial project schedule		A	R	I	I	I	I		I	I	C	C	I	I	C		I

Inputs	Contract documents
	Statement of Work
	Guide to Starting Your Project

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Project Management Plan	Delivery of document
	Project Operational Plan	Delivery of document
	Initial Project Schedule	RPD provides acceptance of schedule based on resource availability, project budget, and goals.

Work package assumptions:

- RPD has reviewed and completed the Guide to Starting Your Project document.

6.1.3 Infrastructure Planning

Procuring required hardware and setting it up properly is a critical part of a successful implementation. Tyler will be responsible for building the environments for a hosted/SaaS deployment, unless otherwise identified in the Agreement. . The RPD is responsible for the installation, setup and maintenance of all peripheral devices.

Objectives:

- Ensure the RPD's infrastructure meets Tyler's application requirements.
- Ensure the RPD's infrastructure is scheduled to be in place and available for use on time.

STAGE 1	Infrastructure Planning																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management	Subject Matter Experts	Department Heads	End Users	Technical Leads
Initial Infrastructure Communication		A	R		C		C				C						C



Schedule Environment Availability		A	R				C				I							
-----------------------------------	--	---	---	--	--	--	---	--	--	--	---	--	--	--	--	--	--	--

Inputs	Initial Infrastructure Requirements
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Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Completed Infrastructure Requirements	Delivery of Requirements

6.1.4 Stakeholder Meeting

Communication of the Project planning outcomes to the RPD Project team, executives and other key stakeholders is vital to Project success. The Stakeholder meeting is a strategic activity to inform, engage, gain commitment, and instill confidence in the RPD team. During the meeting, the goals and objectives of the Project will be reviewed along with detail on Project scope, implementation methodology, roles and responsibilities, Project timeline and schedule, and keys to Project success.

Objectives:

- Formally present and communicate the project activities and timeline.
- Communicate project expectations.

STAGE 1	Stakeholder Meeting																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Create Stakeholder Meeting Presentation	I	A	R	I	I				I	I	C		I				
Review Stakeholder Meeting Presentation		I	C						A		R		C				
Perform Stakeholder Meeting Presentation	I	A	R	I	I				I	I	C	I	I	I	I	I	I

Inputs	Agreement
	SOW
	Project Management Plan

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Stakeholder Meeting Presentation	



Work package assumptions:

- None

6.1.5 GIS Planning

GIS data is a core part of many Tyler applications. Other RPD offices/products may also use this data and have different GIS requirements. A key focus of this preparation will be the process for developing the GIS data for use with Tyler applications. This can be an iterative process, so it is important to begin preparation early.

Objectives:

- Identify all RPD GIS data sources and formats.
- Tyler to understand the RPD's GIS needs and practices.
- Ensure the RPD's GIS data meets Tyler product requirements.

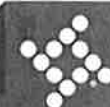
STAGE 1	GIS Preparation																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Initial GIS Planning Meeting		A	R				C				C						C
Determine all GIS Data Sources			I				I		A		R						C
Provide Source GIS Data			I				I		A		R						C
Review GIS Data and Provide Feedback		A	R				C				I						C

Inputs	GIS Requirements Document
--------	---------------------------

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Production Ready Map Data	Meets Tyler GIS Requirements.

Work package assumptions:

- GIS data provided to Tyler is accurate and complete.
- GIS data provided to Tyler is current.
- RPD is responsible for maintaining the GIS data.



6.1.6 Control Point 1: Initiate & Plan Stage Acceptance

Acceptance criteria for this stage includes completion of all criteria listed below.

Note: Advancement to the Assess & Define stage is not dependent upon Tyler's receipt of this stage acceptance.

Initiate & Plan Stage Deliverables:

- Project Management Plan
- Initial Project Schedule

Initiate & Plan stage acceptance criteria:

- All stage deliverables accepted based on acceptance criteria previously defined
- Project governance defined
- Project portal made available to the RPD
- Stakeholder meeting complete
- GIS Data Production Ready
- Completed Infrastructure Requirements and Design Document
- System Passes Infrastructure Audit (as applicable)

6.2 Assess & Define

The Assess & Define stage will provide an opportunity to gather information related to current RPD business processes. This information will be used to identify and define business processes utilized with Tyler software. The RPD collaborates with Tyler providing complete and accurate information to Tyler staff and assisting in analysis, understanding current workflows and business processes.

6.2.1 Solution Orientation

The Solution Orientation provides the Project stakeholders a high-level understanding of the solution functionality prior to beginning the current and future state analysis. The primary goal is to establish a foundation for upcoming conversations regarding the design and configuration of the solution.

Tyler utilizes a variety of tools for the Solution Orientation, focusing on RPD team knowledge transfer such as: eLearning, documentation, or walkthroughs. The RPD team will gain a better understanding of the major processes and focus on data flow, the connection between configuration options and outcome, integration, and terminology that may be unique to Tyler's solution.

Objectives:

- Provide a basic understanding of system functionality.
- Prepare the RPD for current and future state analysis.

STAGE 2	Solution Orientation	
	Tyler	RPD



RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
			A	R							I	I		I	I		I
											A	R		C			C
			A	R							I	I		I	I		I
Provide pre-requisites			A	R							I	I		I	I		I
Complete pre-requisites											A	R		C			C
Conduct orientation			A	R							I	I		I	I		I

Inputs	Solution orientation materials
	Training Plan

6.2.2 Current & Future State Analysis

The Current & Future State Analysis provides the Project stakeholders and Tyler an understanding of process changes that will be achieved with the new system.

The RPD and Tyler will evaluate current state processes, options within the new software, pros and cons of each based on current or desired state and make decisions about the future state configuration and processing. This may occur before or within the same timeframe as the configuration work package. The options within the new software will be limited to the scope of this implementation and will make use of standard Tyler functionality.

The RPD will adopt the existing Tyler solution wherever possible to avoid project schedule and quality risk from over customization of Tyler products. It is the RPD's responsibility to verify that in-scope requirements are being met throughout the implementation if functional requirements are defined as part of the contract. The following guidelines will be followed when evaluating if a modification to the product is required:

- A reasonable business process change is available.
- Functionality exists which satisfies the requirement.
- Configuration of the application satisfies the requirement.
- An in-scope modification satisfies the requirement.

Requirements that are not met will follow the agreed upon change control process and can have impacts on the project schedule, scope, budget, and resource availability.

STAGE 2	Current & Future State Analysis	
	Tyler	RPD



RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
			A	R	I	I	I				C	C	C	C			C
			A	R	C	C	C				C	C	C	C			C
			C	C	C	C	C				A	R	I	C			C
			A	R	C	C	C				I	I	I	I			I
Current State process review			A	R	I	I	I				C	C	C	C			C
Discuss future-state options			A	R	C	C	C				C	C	C	C			C
Make future-state decisions (non-COTS)			C	C	C	C	C				A	R	I	C			C
Document anticipated configuration options required to support future state			A	R	C	C	C				I	I	I	I			I

Inputs	RPD current state documentation
	Solution Orientation completion

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Documentation that describes future-state decisions and configuration options to support future-state decisions.	Delivery of document

Work package assumptions:

- RPD attendees possess sufficient knowledge and authority to make future state decisions.
- The RPD is responsible for any documentation of current state business processes.
- The RPD can effectively communicate current state processes.

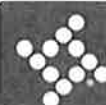
6.2.3 This work package is not applicable.

6.2.4 Conversion Assessment

Data Conversions are a major effort in any software implementation. Tyler's conversion tools facilitate the predictable, repeatable conversion process that is necessary to support a successful transition to the Tyler system. The first step in this process is to perform an assessment of the existing ("legacy") system(s), to better understand the source data, risks, and options available. Once the data has been analyzed, the plan for data conversion is completed and communicated to the appropriate stakeholders.

Objectives:

- Communicate a common understanding of the project goals with respect to data.
- Ensure complete and accurate source data is available for review/transfer.



- Map the data from the source to the Tyler system.
- Document the data conversion/loading approach.

STAGE 2	Data Conversion Assessment														
	Tyler								RPD						
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads
Extract Data from Source Systems			I		C						A				
Review and Scrub Source Data			I	I	I						A	R		C	
Build/Update Data Conversion Plan			R	C	C						C	I	I	I	

Inputs	RPD Source data
	RPD Source data Documentation (if available)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Data Conversion Plan built/updated	RPD Acceptance of Data Conversion Plan, if Applicable

Work package assumptions:

- Tyler will be provided with data from the Legacy system(s) in a mutually agreed upon format.
- Tyler will work with the RPD representatives to identify business rules before writing the conversion.
- RPD subject matter experts and resources most familiar with the current data will be involved in the data conversion planning effort.

6.2.5 This work package is not applicable.

6.2.6 Control Point 2: Assess & Define Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below.

Note: Advancement to the Prepare Solution Stage is dependent upon Tyler's receipt of the Stage Acceptance.

Assess & Define Stage Deliverables:

- Documentation of future state decisions and configuration options to support future state decisions.
- Modification specification document.



- Assess & Define Stage Acceptance Criteria:
- All stage deliverables accepted based on criteria previously defined.
- Solution Orientation is delivered.
- Conversion data extracts are received by Tyler.
- Data conversion plan built.

6.3 Prepare Solution

During the Prepare Solution stage, information gathered during the Initiate & Plan and Assess & Define stages will be used to install and configure the Tyler software solution. Software configuration will be validated by the RPD against future state decisions defined in previous stages and processes refined as needed to ensure business requirements are met.

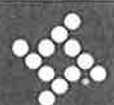
6.3.1 Initial System Deployment

The timely availability of the Tyler Solution is important to a successful Project implementation. The success and timeliness of subsequent work packages are contingent upon the initial system deployment of Tyler Licensed Software on an approved network and infrastructure. Delays in executing this work package can affect the project schedule.

Objectives:

- All licensed software is installed and operational.
- The RPD can access the software.

STAGE 3	Initial System Deployment (Hosted/SaaS)*																
	Tyler							RPD									
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Prepare hosted environment			A				R				I						C
Install Licensed Software for Included Environments			A				R				I						C
Install Licensed Software on RPD Devices (if applicable)			I				C				A						R
Tyler System Administration			A				R				I						C



Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Licensed Software is Installed on the Server(s)	Software is accessible
	Licensed Software is Installed on RPD Devices (if applicable)	Software is accessible
	Installation Checklist/System Document	

- The most current available version of the Tyler Licensed Software will be installed.
- The RPD will provide network access for Tyler modules, printers, and Internet access to all applicable RPD and Tyler Project staff.

The purpose of Configuration is to prepare the software product for validation.

Objectives:

- | STAGE 3 | Configuration | | | | | | | | | | | | | | | | |
|---|-------------------|------------------------|-----------------|---------------------------|--------------|-----------------------|--------------------|-----------------|-------------------|--------------------|-----------------|------------------|-------------------------|------------------------|------------------|-----------|-----------------|
| | Tyler | | | | | | | | RPD | | | | | | | | |
| RACI MATRIX KEY:
R = Responsible
A = Accountable
C = Consulted
I = Informed | Executive Manager | Implementation Manager | Project Manager | Implementation Consultant | Data Experts | Modification Services | Technical Services | Client Services | Executive Sponsor | Steering Committee | Project Manager | Functional Leads | Change Management Leads | Subject Matter Experts | Department Heads | End Users | Technical Leads |
| Conduct configuration training | | | A | R | | | | | | | I | C | | C | | | |
| Complete Tyler configuration tasks (where applicable) | | | A | R | | | | | | | I | I | | I | | | |
| Complete RPD configuration tasks | | | I | C | | | | | | | A | R | | C | | | |

(where applicable)																	
Standard interfaces configuration and training (if applicable)			A	R			C				I	C		C			C
Updates to Solution Validation testing plan			C	C							A	R		C			C

Inputs	Documentation that describes future state decisions and configuration options to support future state decisions.
--------	--

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Configured System	

Work package assumptions:

- Tyler provides guidance for configuration options available within the Tyler software. The RPD is responsible for making decisions when multiple options are available.

6.3.3 Process Refinement

Tyler will educate the RPD users on how to execute processes in the system to prepare them for the validation of the software. The RPD collaborates with Tyler staff iteratively to validate software configuration options to support future state.

Objectives:

- Ensure that the RPD understands future state processes and how to execute the processes in the software.
- Refine each process to meet the business requirements.
- Validate standard interfaces, where applicable.
- Validate forms and reports, where applicable.

STAGE 3	Process Refinement																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Conduct process training			A	R							I	C	I	C			
Confirm process			I	C						A	R	C	I	C			



decisions																			
Test configuration			I	C							A	R		C					
Refine configuration (RPD Responsible)			I	C							A	R		C					
Refine configuration (Tyler Responsible)			A	R							I	I		I					
Validate interface process and results			I	C			C				A	R		C				C	
Update RPD-specific process documentation (if applicable)			I	C							A	R		C					
Updates to Solution Validation testing plan			C	C							A	R		C				C	

Inputs	Initial Configuration
	Documentation that describes future state decisions and configuration options to support future state decisions.
	Solution validation test plan

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated solution validation test plan	
	Completed RPD-specific process documentation (completed by RPD)	

Work package assumptions:

- None

6.3.4 Conversion Delivery

The purpose of this task is to transition the RPD's data from their source ("legacy") system(s) to the Tyler system(s). The data will need to be mapped from the legacy system into the new Tyler system format. A well-executed data conversion is key to a successful cutover to the new system(s).

With guidance from Tyler, the RPD will review specific data elements within the system and identify / report discrepancies. Iteratively, Tyler will collaborate with the RPD to address conversion discrepancies. This process will allow for clean, reconciled data to transfer from the source system(s) to the Tyler system(s). Reference Conversion Appendix for additional detail.

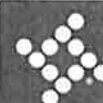




Objectives:

- Data is ready for production (Conversion).

STAGE 3	Data Delivery & Conversion																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Provide data crosswalks/code mapping tool			A	C	R						I	I		I			
Populate data crosswalks/code mapping tool			I	C	C						A	R		C			
Iterations: Conversion Development			A	C	R						I						I
Iterations: Deliver converted data			A		R		I				I						I
Iterations: Proof/Review data and reconcile to source system			C	C	C						A	R		C			C



Inputs		
	Data Conversion Plan	
	Configuration	
Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Code Mapping Complete / Validated	
	Conversion Iterations / Reviews Complete	Conversion complete, verified, and ready for final pass

Work package assumptions:

- The RPD will provide a single file layout per source system as identified in the investment summary.
- The RPD subject matter experts and resources most familiar with the current data will be involved in the data conversion effort.
- The RPD project team will be responsible for completing the code mapping activity, with assistance from Tyler.

6.3.5 This work package is not applicable.

6.3.6 This work package is not applicable.

6.3.7 Control Point 3: Prepare Solution Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below in each Work Package.

Note: Advancement to the Production Readiness Stage is dependent upon Tyler's receipt of the Stage Acceptance.

Prepare Solution Stage Deliverables:

- Licensed software is installed.
- Installation checklist/system document.
- Conversion iterations and reviews complete.

Prepare Solution Stage Acceptance Criteria:

- All stage deliverables accepted based on criteria previously defined.
- Software is configured.
- Solution validation test plan has been reviewed and updated if needed.

6.4 Production Readiness

Activities in the Production Readiness stage will prepare the RPD team for go-live through solution validation, the development of a detailed go-live plan and end user training. A readiness assessment will be conducted with the RPD to review the status of the project and the organizations readiness for go-live.



6.4.1 Solution Validation

Solution Validation is the end-to-end software testing activity to ensure that the RPD verifies all aspects of the Project (hardware, configuration, business processes, etc.) are functioning properly, and validates that all features and functions per the contract have been deployed for system use.

Objectives:

- Validate that the solution performs as indicated in the solution validation plan.
- Ensure the RPD organization is ready to move forward with go-live and training (if applicable).

STAGE 4	Solution Validation																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Update Solution Validation plan			A	R	C						C	C		C			
Update test scripts (as applicable)			C	C	C						A	R		C			
Perform testing			C	C	C						A	R		C			
Document issues from testing			C	C	C						A	R		C			
Perform required follow-up on issues			A	R	C						C	C		C			

Inputs	Solution Validation plan
	Completed work product from prior stages (configuration, business process, etc.)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Solution Validation Report	RPD updates report with testing results

Work package assumptions:

- Designated testing environment has been established.
- Testing includes current phase activities or deliverables only.

6.4.2 Go-Live Readiness

Tyler and the RPD will ensure that all requirements defined in Project planning have been completed and the Go-Live event can occur, as planned. A go-live readiness assessment will be completed identifying risks or



actions items to be addressed to ensure the RPD has considered its ability to successfully Go-Live. Issues and concerns will be discussed, and mitigation options documented. Tyler and the RPD will jointly agree to move forward with transition to production. Expectations for final preparation and critical dates for the weeks leading into and during the Go-Live week will be planned in detail and communicated to Project teams.

Objectives:

- Action plan for go-live established.
- Assess go-live readiness.
- Stakeholders informed of go-live activities.

STAGE 4	Go-Live Readiness																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Perform Readiness Assessment	I	A	R	C	C	I	C	I	I	I	I		I				I
Conduct Go-Live planning session		A	R	C							C	C	C	C	C		C
Order peripheral hardware (if applicable)			I							A	R						C
Confirm procedures for Go-Live issue reporting & resolution		A	R	I	I	I	I				C	C	I	I	I	I	I
Develop Go-Live checklist		A	R	C	C						C	C	I	C			C
Final system infrastructure review (where applicable)			A				R				C						C

Inputs	Future state decisions
	Go-live checklist

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated go-live checklist	Updated Action plan and Checklist for go-live delivered to the RPD

Work package assumptions:

- None



6.4.3 End User Training

End User Training is a critical part of any successful software implementation. Using a training plan previously reviewed and approved, the Project team will organize and initiate the training activities.

Train the Trainer: Tyler provides one occurrence of each scheduled training or implementation topic. RPD users who attended the Tyler sessions may train additional users. Additional Tyler led sessions may be contracted at the applicable rates for training.

Tyler Led: Tyler provides training for all applicable users. One or multiple occurrences of each scheduled training or implementation topic will be covered.

Tyler will provide standard application documentation for the general use of the software. It is not Tyler's responsibility to develop RPD specific business process documentation. RPD-led training labs using RPD specific business process documentation if created by the RPD can be added to the regular training curriculum, enhancing the training experiences of the end users.

Objectives:

- End users are trained on how to use the software prior to go-live.
- The RPD is prepared for on-going training and support of the application.

STAGE 4	End User Training																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Update training plan		A	R	C							C		I		C		
End User training (Tyler-led)		A	R	C							C	C	I	C	C	C	
Train-the-trainer		A	R	C							C	C	I	C			
End User training (RPD-led)			C	C							A	R	I	C	C	C	

Inputs	Training Plan													
	List of End Users and their Roles / Job Duties													
	Configured Tyler System													

Outputs / Deliverables	Acceptance Criteria [only] for Deliverables													
	RPD signoff that training was delivered													



Work package assumptions:

- The RPD project team will work with Tyler to jointly develop a training curriculum that identifies the size, makeup, and subject-area of each of the training classes.
- Tyler will work with the RPD as much as possible to provide end-user training in a manner that minimizes the impact to the daily operations of RPD departments.
- The RPD will be responsible for training new users after go-live (exception—previously planned or regular training offerings by Tyler).

6.4.4 Control Point 4: Production Readiness Stage Acceptance

Acceptance criteria for this stage includes all criteria listed below. Advancement to the Production stage is dependent upon Tyler's receipt of the stage acceptance.

Production Readiness stage deliverables:

- Solution Validation Report.
- Update go-live action plan and/or checklist.
- End user training.

Production Readiness stage acceptance criteria:

- All stage deliverables accepted based on criteria previously defined.
- Go-Live planning session conducted.

6.5 Production

Following end user training the production system will be fully enabled and made ready for daily operational use as of the scheduled date. Tyler and the RPD will follow the comprehensive action plan laid out during Go-Live Readiness to support go-live activities and minimize risk to the Project during go-live. Following go-live, Tyler will work with the RPD to verify that implementation work is concluded, post go-live activities are scheduled, and the transition to Client Services is complete for long-term operations and maintenance of the Tyler software.

6.5.1 Go-Live

Following the action plan for Go-Live, defined in the Production Readiness stage, the RPD and Tyler will complete work assigned to prepare for Go-Live.

The RPD provides final data extract and Reports from the Legacy System for data conversion and Tyler executes final conversion iteration, if applicable. If defined in the action plan, the RPD manually enters any data added to the Legacy System after final data extract into the Tyler system.

Tyler staff collaborates with the RPD during Go-Live activities. The RPD transitions to Tyler software for day-to-day business processing.

Some training topics are better addressed following Go-Live when additional data is available in the system or based on timing of applicable business processes and will be scheduled following Go-Live per the Project Schedule.

Objectives:

- Execute day to day processing in Tyler software.
- RPD data available in Production environment.

STAGE 5	Go-Live																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Provide final source data extract, if applicable			C		C						A						R
Final source data pushed into production environment, if applicable			A	C	R						I	C		C			C
Proof final converted data, if applicable			C	C	C						A	R		C			
Complete Go-Live activities as defined in the Go-Live action plan			C	C	C					A	R	C	I	C			
Provide Go-Live assistance			A	R	C	C		I			C	C	I	C		I	C

Inputs	Comprehensive Action Plan for Go-Live
	Final source data (if applicable)

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Data is available in production environment	RPD confirms data is available in production environment

Work package assumptions:

- The RPD will complete activities documented in the action plan for Go-Live as scheduled.
- External stakeholders will be available to assist in supporting the interfaces associated with the Go-Live live process.
- The RPD business processes required for Go-Live are fully documented and tested.
- The RPD Project team and subject matter experts are the primary point of contact for the end users when reporting issues during Go-Live.
- The RPD Project Team and Power User's provide business process context to the end users during Go-Live.



6.5.2 Transition to Client Services

This work package signals the conclusion of implementation activities for the Phase or Project with the exception of agreed-upon post Go-Live activities. The Tyler project manager(s) schedules a formal transition of the RPD onto the Tyler Client Services team, who provides the RPD with assistance following Go-Live, officially transitioning the RPD to operations and maintenance.

Objectives:

- Ensure no critical issues remain for the project teams to resolve.
- Confirm proper knowledge transfer to the RPD teams for key processes and subject areas.

STAGE 5	Transition to Client Services														
	Tyler								RPD						
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads
Transfer RPD to Client Services and review issue reporting and resolution processes	I	I	A	I	I			R	I	I	C	C		C	
Review long term maintenance and continuous improvement			A					R			C	C		C	

Inputs	Open item/issues List
--------	-----------------------

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Client Services Support Document	

Work package assumptions:

- No material project issues remain without assignment and plan.

6.5.3 Post Go-Live Activities

Some implementation activities are provided post-production due to the timing of business processes, the requirement of actual production data to complete the activities, or the requirement of the system being used in a live production state.

Objectives:



- Schedule activities that are planned for after Go-Live.
- Ensure issues have been resolved or are planned for resolution before phase or project close.

STAGE 5	Post Go-Live Activities																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Schedule contracted activities that are planned for delivery after go-live		A	R	C	C	C	C	I			C	C	I	C			C
Determine resolution plan in preparation for phase or project close out		A	R	C	C	C		I			C	C	I	C			

Inputs	List of post Go-Live activities
--------	---------------------------------

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Updated issues log	

Work package assumptions:

- System is being used in a live production state.

6.5.4 Control Point 5: Production Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below:

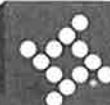
- Advancement to the Close stage is not dependent upon Tyler's receipt of this Stage Acceptance.
- Converted data is available in production environment.

Production Stage Acceptance Criteria:

- All stage deliverables accepted based on criteria previously defined.
- Go-Live activities defined in the Go-Live action plan completed.
- Client services support document is provided.

6.6 Close

The Close stage signifies full implementation of all products purchased and encompassed in the Phase or Project. The RPD transitions to the next cycle of their relationship with Tyler (next Phase of implementation or long-term relationship with Tyler Client Services).



6.6.1 Phase Closeout

This work package represents Phase completion and signals the conclusion of implementation activities for the Phase. The Tyler Client Services team will assume ongoing support of the RPD for systems implemented in the Phase.

Objectives:

- Agreement from Tyler and the RPD teams that activities within this phase are complete.

STAGE 6	Phase Close Out																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Reconcile project budget and status of contract Deliverables	I	A	R						I	I	C						
Hold post phase review meeting		A	R	C	C	C	C				C	C	C	C			C
Release phase-dependent Tyler project resources	A	R	I								I						

Participants	Tyler	RPD
	Project Leadership	Project Manager
	Project Manager	Project Sponsor(s)
	Implementation Consultants	Functional Leads, Power Users, Technical Leads
	Technical Consultants (Conversion, Deployment, Development)	
	Client Services	

Inputs	Contract
	Statement of Work
	Project artifacts

Outputs / Deliverables	Acceptance Criteria [only] for Deliverables
Final action plan (for outstanding items)	
Reconciliation Report	
Post Phase Review	



Work package assumptions:

- Tyler deliverables for the phase have been completed.

6.6.2 Project Closeout

Completion of this work package signifies final acceptance and formal closing of the Project.

At this time the RPD may choose to begin working with Client Services to look at continuous improvement Projects, building on the completed solution.

Objectives:

- Confirm no critical issues remain for the project teams to resolve.
- Determine proper knowledge transfer to the RPD teams for key processes and subject areas has occurred.
- Verify all deliverables included in the Agreement are delivered.

STAGE 6	Project Close Out																
	Tyler								RPD								
RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed	Executive Manager	Implementation Manager	Project Manager	Implementation Consultant	Data Experts	Modification Services	Technical Services	Client Services	Executive Sponsor	Steering Committee	Project Manager	Functional Leads	Change Management Leads	Subject Matter Experts	Department Heads	End Users	Technical Leads
Conduct post project review		A	R	C	C	C	C				C	C	C	C			C
Deliver post project report to RPD and Tyler leadership	I	A	R						I	I	C						
Release Tyler project resources	A	R	I								I						

Inputs	Contract
	Statement of Work

Outputs / Deliverables		Acceptance Criteria [only] for Deliverables
	Post Project Report	RPD acceptance; Completed report indicating all project Deliverables and milestones have been completed

Work package assumptions:

- All project implementation activities have been completed and approved.



- No critical project issues remain that have not been documented and assigned.
- Final project budget has been reconciled and invoiced.
- All Tyler deliverables have been completed.

6.6.3 Control Point 6: Close Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below.

Close Stage Deliverables:

- Post Project Report.

Close Stage Acceptance Criteria:

- Completed report indicating all Project deliverables and milestones have been completed.

7. General Assumptions

Tyler and the RPD will use this SOW as a guide for managing the implementation of the Tyler Project as provided and described in the Agreement. There are a few assumptions which, when acknowledged and adhered to, will support a successful implementation. Assumptions related to specific work packages are documented throughout the SOW. Included here are general assumptions which should be considered throughout the overall implementation process.

7.1 Project

- Project activities will begin after the Agreement has been fully executed.
- The RPD Project Team will complete their necessary assignments in a mutually agreed upon timeframe to meet the scheduled go-live date, as outlined in the Project Schedule.
- Sessions will be scheduled and conducted at a mutually agreeable time.
- Additional services, software modules and modifications not described in the SOW or Agreement will be considered a change to this Project and will require a Change Request Form as previously referenced in the definition of the Change Control Process.
- Tyler will provide a written agenda and notice of any prerequisites to the RPD project manager(s) ten (10) business days or as otherwise mutually agreed upon time frame prior to any scheduled on-site or remote sessions, as applicable.
- Tyler will provide guidance for configuration and processing options available within the Tyler software. If multiple options are presented by Tyler, the RPD is responsible for making decisions based on the options available.
- Implementation of new software may require changes to existing processes, both business and technical, requiring the RPD to make process changes.
- The RPD is responsible for defining, documenting, and implementing their policies that result from any business process changes.

7.2 Organizational Change Management

Unless otherwise contracted by Tyler, RPD is responsible for managing Organizational Change. Impacted RPD resources will need consistent coaching and reassurance from their leadership team to embrace and accept the changes being imposed by the move to new software. An important part of change is ensuring that impacted RPD resources understand the value of the change, and why they are being asked to change.



7.3 Resources and Scheduling

- RPD resources will participate in scheduled activities as assigned in the Project Schedule.
- The RPD team will complete prerequisites prior to applicable scheduled activities. Failure to do so may affect the schedule.
- Tyler and the RPD will provide resources to support the efforts to complete the Project as scheduled and within the constraints of the Project budget.
- Abbreviated timelines and overlapped Phases require sufficient resources to complete all required work as scheduled.
- Changes to the Project Schedule, availability of resources or changes in Scope will be requested through a Change Request. Impacts to the triple constraints (scope, budget, and schedule) will be assessed and documented as part of the change control process.
- The RPD will ensure assigned resources will follow the change control process and possess the required business knowledge to complete their assigned tasks successfully. Should there be a change in resources, the replacement resource should have a comparable level of availability, change control process buy-in, and knowledge.
- The RPD makes timely Project related decisions to achieve scheduled due dates on tasks and prepare for subsequent training sessions. Failure to do so may affect the schedule, as each analysis and implementation session is dependent on the decisions made in prior sessions.
- The RPD will respond to information requests in a comprehensive and timely manner, in accordance with the Project Schedule.
- The RPD will provide adequate meeting space or facilities, including appropriate system connectivity, to the project teams including Tyler team members.
- For on-site visits, Tyler will identify a travel schedule that balances the needs of the project and the employee.

7.4 Data

- Data will be converted as provided and Tyler will not create data that does not exist.
- The RPD is responsible for the quality of legacy data and for cleaning or scrubbing erroneous legacy data.
- Tyler will work closely with the RPD representatives to identify business rules before writing the conversion. The RPD must confirm that all known data mapping from source to target have been identified and documented before Tyler writes the conversion.
- All in-scope source data is in data extract(s).
- Each legacy system data file submitted for conversion includes all associated records in a single approved file layout.
- The RPD will provide the legacy system data extract in the same format for each iteration unless changes are mutually agreed upon in advance. If not, negative impacts to the schedule, budget and resource availability may occur and/or data in the new system may be incorrect.
- The RPD Project Team is responsible for reviewing the converted data and reporting issues during each iteration, with assistance from Tyler.
- The RPD is responsible for providing or entering test data (e.g., data for training, testing interfaces, etc.)



7.5 Facilities

- The RPD will provide dedicated space for Tyler staff to work with RPD resources for both on-site and remote sessions. If Phases overlap, RPD will provide multiple training facilities to allow for independent sessions scheduling without conflict.
- The RPD will provide staff with a location to practice what they have learned without distraction.



8. Glossary

Word or Term	Definition
Acceptance	Confirming that the output or deliverable is suitable and conforms to the agreed upon criteria.
Accountable	The one who ultimately ensures a task or deliverable is completed; the one who ensures the prerequisites of the task are met and who delegates the work to those responsible. [Also see RACI]
Application	A computer program designed to perform a group of coordinated functions, tasks, or activities for the benefit of the user.
Application Programming Interface (API)	A defined set of tools/methods to pass data to and received data from Tyler software products
Agreement	This executed legal contract that defines the products and services to be implemented or performed.
Business Process	The practices, policy, procedure, guidelines, or functionality that the client uses to complete a specific job function.
Business Requirements Document	A specification document used to describe Client requirements for contracted software modifications.
Change Request	A form used as part of the Change Control process whereby changes in the scope of work, timeline, resources, and/or budget are documented and agreed upon by participating parties.
Change Management	Guides how we prepare, equip and support individuals to successfully adopt change in order to drive organizational success & outcomes
Code Mapping [where applicable]	An activity that occurs during the data conversion process whereby users equate data (field level) values from the old system to the values available in the new system. These may be one to one or many to one. Example: Old System [Field = eye color] [values = BL, Blu, Blue] maps to New Tyler System [Field = Eye Color] [value = Blue].
Consulted	Those whose opinions are sought, typically subject matter experts, and with whom there is two-way communication. [Also see RACI]
Control Point	This activity occurs at the end of each stage and serves as a formal and intentional opportunity to review stage deliverables and required acceptance criteria for the stage have been met.
Data Mapping [where applicable]	The activity determining and documenting where data from the legacy system will be placed in the new system; this typically involves prior data analysis to understand how the data is currently used in the legacy system and how it will be used in the new system.



Deliverable	A verifiable document or service produced as part of the Project, as defined in the work packages.
Go-Live	The point in time when the Client is using the Tyler software to conduct daily operations in Production.
Informed	Those who are kept up-to-date on progress, often only on completion of the task or deliverable, and with whom there is just one-way communication. [Also see RACI]
Infrastructure	The composite hardware, network resources and services required for the existence, operation, and management of the Tyler software.
Interface	A connection to and potential exchange of data with an external system or application. Interfaces may be one way, with data leaving the Tyler system to another system or data entering Tyler from another system, or they may be bi-directional with data both leaving and entering Tyler and another system.
Integration	A standard exchange or sharing of common data within the Tyler system or between Tyler applications
Legacy System	The software from which a client is converting.
Modification	Custom enhancement of Tyler's existing software to provide features or functions to meet individual client requirements documented within the scope of the Agreement.
On-site	Indicates the work location is at one or more of the client's physical office or work environments.
Organizational Change	The process of changing an organization's strategies, processes, procedures, technologies, and culture, as well as the effect of such changes on the organization.
Output	A product, result or service generated by a process.
Peripheral devices	An auxiliary device that connects to and works with the computer in some way. Some examples: scanner, digital camera, printer.
Phase	A portion of the Project in which specific set of related applications are typically implemented. Phases each have an independent start, Go-Live and closure dates but use the same Implementation Plans as other Phases of the Project. Phases may overlap or be sequential and may have different Tyler resources assigned.
Project	The delivery of the software and services per the agreement and the Statement of Work. A Project may be broken down into multiple Phases.



RACI	A matrix describing the level of participation by various roles in completing tasks or Deliverables for a Project or process. Individuals or groups are assigned one and only one of the following roles for a given task: Responsible (R), Accountable (A), Consulted (C), or Informed (I).
Remote	Indicates the work location is at one or more of Tyler's physical offices or work environments.
Responsible	Those who ensure a task is completed, either by themselves or delegating to another resource. [Also see RACI]
Scope	Products and services that are included in the Agreement.
Solution	The implementation of the contracted software product(s) resulting in the connected system allowing users to meet Project goals and gain anticipated efficiencies.
Stage	The top-level components of the WBS. Each Stage is repeated for individual Phases of the Project.
Standard	Software functionality that is included in the base software (off-the-shelf) package; is not customized or modified.
Statement of Work (SOW)	Document which will provide supporting detail to the Agreement defining Project-specific activities, services, and Deliverables.
System	The collective group of software and hardware that is used by the organization to conduct business.
Test Scripts	The steps or sequence of steps that will be used to validate or confirm a piece of functionality, configuration, enhancement, or Use Case Scenario.
Training Plan	Document(s) that indicate how and when users of the system will be trained relevant to their role in the implementation or use of the system.
Validation (or to validate)	The process of testing and approving that a specific Deliverable, process, program, or product is working as expected.
Work Breakdown Structure (WBS)	A hierarchical representation of a Project or Phase broken down into smaller, more manageable components.
Work Package	A group of related tasks within a project.



Part 4: Appendices

9. Conversion

9.1 Enterprise Public Safety Data Archive Appendix

Conversion assistance will be provided to help convert the data files specified in the Investment Summary. If additional files are identified after contract execution, estimates will be provided to the RPD prior to Tyler beginning work on those newly identified files.

9.1.1 General

1. A Data Conversion Assessment to verify the scope of the conversion project will be conducted. A Data Conversion Plan will be generated based on this assessment. A revised cost estimate for the data conversion may be provided at the conclusion of the assessment. The RPD may elect to cancel or proceed with the conversion effort based on the revised estimate.
2. No data cleansing, consolidation of records, or editing of data will be part of the data conversion effort. Any data cleansing, removal of duplicate records, or editing must take place by the RPD prior to providing the data to Tyler.

9.1.2 Tyler Technologies Responsibilities

1. Tyler will create and provide the RPD with a Data Conversion Plan for signoff prior to beginning development work on the data conversion. No conversion programming by Tyler will commence until this document is approved.
2. Tyler will provide the data conversion programs to load the RPD data to the Tyler Data Archive for the specified files that contain 500 or more records.
3. As provided in the approved Data Conversion Plan, a schedule of on-site trips to the RPD location in order to conduct the following:
 - a. Data Conversion Plan, and
 - b. Assistance for Testing and Training
 - c. * The RPD will be responsible for travel expenses as set forth in the Payment Terms.
4. Tyler will provide the RPD up to five (5) test iterations of converted data. One test iteration consists of:
 - a. Loading of data into the Data Archive
 - b. The RPD reviews test and responds in writing to Tyler issues revealed during testing and confirmation of known issues resolved
 - c. Tyler corrects or otherwise respond to issues discovered and reported by the RPD,
 - d. Tyler will conduct internal testing to verify corrections, and



- e. Both parties planning for the next test iteration and/or the live implementation
- 5. Tyler will provide warranty coverage for any conversion—procedure-related issue reported by the RPD to Tyler within thirty (30) days after the conversion is run in the live database.

9.1.3 RPD Responsibilities

- 3. The RPD will extract data from the legacy system to submit to Tyler. Data will be submitted to Tyler in one or more of the following formats:
 - a. AS/400 files (SAV files),
 - b. Microsoft SQL Server database,
 - c. Microsoft Access database,
 - d. Microsoft Excel spreadsheet,
 - e. An ASCII—format delimited text file (including embedded column headings and text delimiters), or
 - f. An ASCII-format fixed-width file (along with structured column definitions in an electronic format suitable for parsing, such as a spreadsheet or document table).

Data may be delivered using any common media or data-delivery format such as 1/4—inch tape (AS400), Ultrium 1 Tape (AS/400), CD, DVD, USB device, hard drive, or FTP server.

In the event that the RPD requests data extraction assistance from Tyler, data extraction services shall be billed at then-current rates, according to the Agreement.

- 4. The RPD will respond to each test iteration in writing, on a form provided by Tyler, either:
 - a. Indicating acceptance that the Data Conversion Process is ready for the final conversion, or
 - b. Indicating a list of changes that need to be applied to the Data Conversion Process for the next test iteration.

Up to five (5) test iterations are provided as part of the Data Conversion Process. After the fifth (5th) test iteration, the RPD shall pay our then-current flat fee for each additional test iteration. The RPD will promptly review each test iteration once delivered. Prompt review by the RPD will reduce the likelihood that a need for additional test iteration(s) may arise due to an extended delay between delivery of a test iteration and its review.

- 5. A data dictionary (data descriptors) containing all data elements must be provided to Tyler for each file submitted with the media.
- 6. As provided in the Data Conversion Plan, the RPD will provide a dedicated resource in each application area to focus on conversion testing. This includes dedicating a support person(s) whenever our staff is on site regarding conversions. Roughly a one-to-one ratio exists for the RPD's commitment and Tyler's commitment. Understanding that thorough and timely testing of the converted data by the RPD personnel is a key part of a successful data conversion.

The RPD agrees to promptly review and signoff on both the Data Conversion Plan, and on the final conversions after appropriate review.



10. Additional Appendices

10.1 Enforcement Mobile Appendix

10.1.1 Items included in Project

CMS - Tyler ERP Pro

RMS - Enterprise Public Safety

Device Level - Enterprise Public Safety

10.1.2 Enforcement Mobile Key Project Assumptions

- The RPD and Tyler shall review their responsibilities before work begins to ensure that Services can be satisfactorily completed.
- The RPD will provide Tyler with access to its equipment, systems, and personnel to the extent needed to complete the defined Services.
- The RPD will provide work space for Tyler Services for work completed on RPD premises.
- Tyler shall initially implement the most current version of the Tyler software at the time of the contract signing. During the implementation, Tyler will provide newer releases of the software that meet or exceed the version available at contract signing.
- The RPD will maintain primary responsibility for the scheduling of RPD employees and facilities in support of project activities.
- The RPD shall provide Tyler with network access for remote installation and testing through industry standards such as Virtual Private Network (VPN) or other secure access methods.
- The RPD will allow users unauthenticated access the following web addresses to ensure adequate access to system resources:
 - 72.32.135.120 (syncsvc.Enforcement Mobiletech.com) (ports 80 and 443)
 - 72.32.135.125 (syncsvc2.Enforcement Mobiletech.com) (ports 80 and 443)
 - 98.129.131.213 (Reports2014.Enforcement Mobiletech.com) (ports 80 and 443)
 - 72.32.135.124 (www.Enforcement Mobiletech.com) (ports 80 and 443)
 - 72.32.135.122 (my.Enforcement Mobiletech.com) (ports 80 and 443)
 - 207.182.213.55 (Enforcement Mobilesupport.tylertech.com) (ports 80 and 443)
- The RPD will provide/purchase/acquire the appropriate hardware, software and infrastructure assets to support all purchased Tyler software products in both support/testing and production environments.
- The RPD is responsible for proper site preparation, hardware, software, and network configuration in accordance with Tyler specifications.
- The RPD has, or will provide, access licenses and documentation of existing system to any 3rd party system software which Tyler will be required to read, write or exchange data.
- The RPD has, or will provide, a development/testing environment for data conversion and interface testing as they are developed by Tyler.
- Tyler shall be responsible for implementing a functioning version of the application software (assuming the RPD has installed the proper hardware, software, and networking devices).
- All deliverables and timelines assigned to the RPD will be held to the same standards of delivery as those assigned to Tyler Technologies.



- Installation of Hardware required in County Vehicles shall be completed by the participating agencies Personnel and facilities. They may decide to purchase mounts on their own or opt to purchase from Tyler.
- The RPD will deploy initially on 85 MDT's and 1 PDA.
- Deployment of the Tyler Enforcement Mobile ECS for the RPD will utilize the existing Tyler hosted server environment.
- All RPD personnel involved in the Project will participate fully in the training provided by Tyler Technologies.
- Setup of 3rd party hardware (printers) will be handled by the participating agency staff and Tyler will provide the initial documentation/training. (If necessary)
- If an Interface to any CMS / RMS / Device systems are included in this Phase of the project, it should be reflected in the contract, and will include the synchronization of tables/files.

10.1.3 Out of Scope

- **Custom interfaces.** Custom interfaces involve the development of a standard, repeatable process for transferring information into or out of the Tyler software. These interfaces may take the form of a user-initiated import/export program, an API, or a web service. There are no custom interfaces included in the scope of the agreement unless detailed in the included Investment Summary.
- **Custom reports.** Custom reports involve the development of new reports that are not offered as part of the standard reporting package and modifications to existing reports. There are no custom reports included in the scope of the agreement unless detailed in the Investment Summary.
- **Undocumented requirements.** Undocumented requirements include requirements not specified in this Statement of Work and associated attachments.
- **Post System Acknowledgement Configuration.** System Acknowledgement requirements are met at the completion of End User Training and User Acceptance Testing stage. Any changes requested of the Tyler implementation team to alter the configuration, post acknowledgement of these milestones, must be documented through a Change Order and may incur additional time and/or costs. The RPD may have access to built-in configuration tools, so, when available, is free to reconfigure or create a new configuration as required or desired. If assistance using these tools is required, additional change orders may apply.

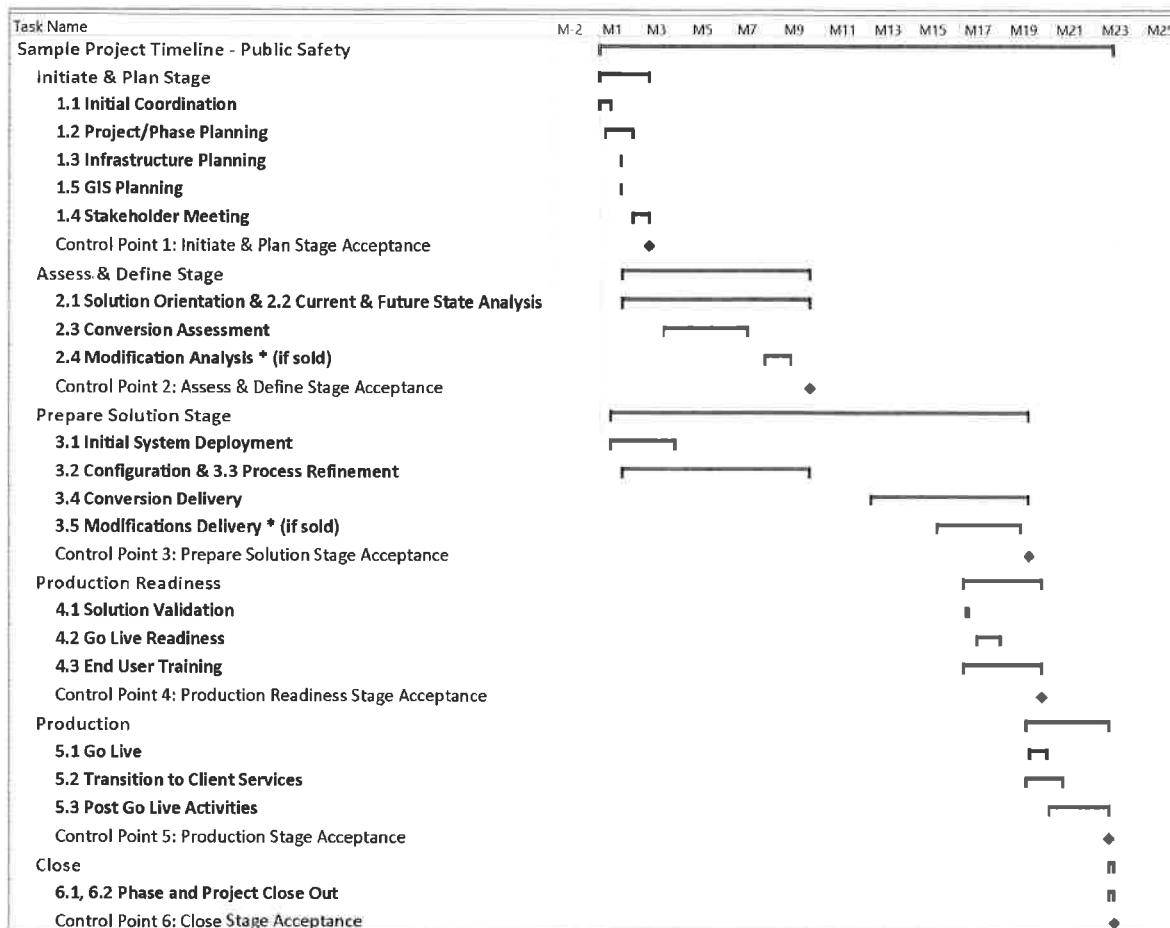
10.2 This work package is not applicable.



11. Project Timeline

11.1 Enterprise Public Safety Project Timeline

11.1.1 Conceptual Project Schedule



The dates or timing included in this sample are for illustrative purposes only. A more precise schedule and WBS with the appropriate tasks and schedule will be determined during the Initiate & Plan stage. The availability of RPD resources to perform tasks, final determination of the overall task list, RPD schedule constraints and the actual project start date must be determined.

11.2 This work package is not applicable.





MEMORANDUM

TO: Mayor Gene F. McGee and Board of Aldermen
FROM: Christopher W. Bryson, P.E., City Engineer 
DATE: December 11, 2024
RE: **CE&I INVOICE NO. 1102125**
Neel Schaffer Engineering, Inc. - Pay Period Ending November 30, 2024
Construction Engineering & Inspection (CE&I) Professional Services Contract
East County Line Road Resurfacing Improvements
STP-7305-00(012) LPA 109160-701000
City of Ridgeland, Madison County, Mississippi

We respectfully request the Mayor and Board of Aldermen approve final payment in the amount of \$10,438.29 to Neel Schaffer, Inc. for work completed on the referenced contract. With this payment included, the Consultant has invoiced a total amount of \$216,560.70, and has \$423.93 remaining in their contract that will not be billed due to all work being complete and final.

The attached CE&I Reimbursement Request No. 10 will request 80% of this payment be reimbursed with our federal funds. Upon your approval, the Mayor will need to sign the LPA-CSU-001 form as our LPA Official. The executed CE&I Reimbursement Request No. 10 Package should be returned to the Public Works department for submitting digitally to the MDOT LPA Invoice Division for reimbursement. With this reimbursement request included, to-date we have requested a total amount of \$173,248.56 and have received \$129,175.02.

Thank you for your consideration of our request. Please contact me if you have any questions.

Cc: Alan Hart, Public Works Director

mailing address: P.O. Box 217 • Ridgeland, Ms 39158
street address: 100 W. School Street • Ridgeland, Ms 39157
ph: 601.853.2027 • fax: 601.853.2019 • www.ridgelandms.org

Gene F. McGee, cmo - mayor • Alan Hart - director of public works

board of aldermen: D.I. Smith, cmo - at-large • Ken Heard, cmo - ward 1 • Chuck Gautier, cmo - ward 2
Kevin Holder, cmo - ward 3 • Brian P. Ramsey, cmo - ward 4 • Bill Lee - ward 5 • Wesley Hamlin, cmo, mayor pro tempore - ward 6

December 10, 2024
Project No: NS.17097.001
Invoice No: 1102125
Final Invoice

City of Ridgeland
Mr. Christopher Bryson
304 Highway 51
Ridgeland, MS 39157

Project NS.17097.001 East County Line Road CEI
Professional Services from November 01, 2024 to November 30, 2024

Phase	999	East County Line Rd CEI Retainage
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Task	01	East County Line Rd CEI Retainage
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Professional Personnel

	Hours	Rate	Amount
Engineer Intern Reeves, Jr., James	18.00	106.14	1,910.52
Engineer Intern III Reeves, Jr., James	19.00	106.14	2,016.66
Project Coordinator Brown, Michael	4.50	132.08	594.36
Engineer Manager Wright, Garland	25.00	236.67	5,916.75
Totals	66.50		10,438.29

Total Labor

10,438.29

Billing Limits

	Current	Prior	To-Date
Total Billings	10,438.29	0.00	10,438.29
Limit			10,862.22
Remaining			423.93

\$10,438.29

Total this Task

\$10,438.29

Total this Phase

\$10,438.29

Total this Invoice

Outstanding Invoices

Number	Date	Balance
1101576	11/6/2024	5,680.08
Total		5,680.08



Federal Tax ID Number:
64-0671634



4450 Old Canton Road, Suite 100, Jackson, MS 39211
P.O. Box 22625, Jackson, MS 39225-2625



P: 601.948.3071
F: 601.948.3178

Project	NS.17097.001	East County Line Road CEI	Invoice	1102125
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Billing Backup

Neel-Schaffer, Inc. Invoice 1102125 Dated 12/10/2024 Monday, December 9, 2024 9:18:31 PM

Project	NS.17097.001	East County Line Road CEI	
Phase	999	East County Line Rd CEI Retainage	
Task	01	East County Line Rd CEI Retainage	

Professional Personnel

			Hours	Rate	Amount
Engineer Intern					
007431	Reeves, Jr., James	9/6/2024	4.00	106.14	424.56
007431	Reeves, Jr., James	9/13/2024	10.00	106.14	1,061.40
007431	Reeves, Jr., James	9/20/2024	4.00	106.14	424.56
Engineer Intern III					
007431	Reeves, Jr., James	9/27/2024	5.00	106.14	530.70
007431	Reeves, Jr., James	10/4/2024	4.00	106.14	424.56
007431	Reeves, Jr., James	10/4/2024	4.00	106.14	424.56
007431	Reeves, Jr., James	10/11/2024	4.00	106.14	424.56
007431	Reeves, Jr., James	10/25/2024	2.00	106.14	212.28
Project Coordinator					
001103	Brown, Michael	9/6/2024	4.50	132.08	594.36
Engineer Manager					
006657	Wright, Garland	9/13/2024	3.00	236.67	710.01
006657	Wright, Garland	9/27/2024	4.00	236.67	946.68
006657	Wright, Garland	10/4/2024	2.00	236.67	473.34
006657	Wright, Garland	10/11/2024	4.00	236.67	946.68
006657	Wright, Garland	10/18/2024	3.00	236.67	710.01
006657	Wright, Garland	10/25/2024	3.00	236.67	710.01
006657	Wright, Garland	11/1/2024	4.00	236.67	946.68
006657	Wright, Garland	11/8/2024	1.00	236.67	236.67
006657	Wright, Garland	11/8/2024	1.00	236.67	236.67
Totals			66.50		10,438.29

Total Labor

Total this Task	10,438.29
Total this Phase	\$10,438.29
Total this Project	\$10,438.29
Total this Report	\$10,438.29



December 10, 2024
NS.17097.001

City of Ridgeland
Attn: Mr. Christopher Bryson
304 Highway 51
Ridgeland, MS 39157

REFERENCE: East County Line Road CEI

Dear Mr. Bryson:

Attached is a copy of our invoice for \$10,438.29. Please let us know if you have any questions.

Sincerely,

NEEL-SCHAFFER, INC.



Stan Wright, P.E.
Vice President, Engineer Manager



Federal Tax ID Number:
64-0671634



215 Waterford Square
Madison, MS 39110



P: 601.898.8118
F: 601.898.2460

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-03495	MISS DEPARTMENT OF REVENU	194948	TAG FOR STREET DEPT VEHICLE	I 202412059449	12/03/2024	12.00
			TAG FOR STREET DEPT VEHICLE	001-201-632	12.00	
			=====			
					TOTAL =	12.00
=====						

FUND TOTALS		
FUND	NAME	TOTAL
001	GENERAL FUND	74,407.91
TOTALS FOR ALL FUNDS =		74,407.91

VENDOR		DOCKET		INVOICE		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-06824	OLLIE'S BARGAIN OUTLET	194950	AREA RUGS	I 03759	12/02/2024	215.57
			AREA RUGS	001-092-540	215.57	
01-06824	OLLIE'S BARGAIN OUTLET	194951	AREA RUGS	I 04122	12/04/2024	97.19
			AREA RUGS	001-092-540	97.19	
					TOTAL =	312.76

FUND TOTALS		
FUND	NAME	TOTAL
001	GENERAL FUND	312.76
TOTALS FOR ALL FUNDS =		312.76

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-01350	ADCAMP INC	194952	TONS OF ASPHALT SC-1A TONS OF ASPHALT SC-1A	I 43912 001-201-575	11/30/2024 1,973.81	1,973.81
01-01350	ADCAMP INC	194953	TONS OF ASPHALT SC-1A TONS OF ASPHALT SC-1A TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A * TONS OF ASPHALT SC-1A *	I 43922 001-201-575 001-201-575 001-201-575 001-201-575 001-201-575 001-201-575 001-201-575 001-201-575 001-201-575	11/30/2024 756.26 745.73 760.78 460.53 838.29 604.26 608.77 398.07 380.01 744.98	6,297.68
01-01350	ADCAMP INC	194954	TACK TACK TONS OF ASPHALT SC-1	I 43944 001-201-575 001-201-575	11/30/2024 1,080.00 610.28	1,690.28
01-06738	DONNA AHLRICH	194955	NOVEMBER 2024 SERVICES NOVEMBER 2024 SERVICES	I 202412069457 001-340-690	12/06/2024 180.00	180.00
01-03952	AIRGAS USA LLC	194956	ARGON BOTTLE RENTAL ARGON BOTTLE RENTAL HAZMAT	I 5512569810 400-650-540 400-650-540	11/30/2024 26.10 22.23	48.33
01-06571	ALL ABOARD RENTALS LLC	194957	TRAIN RENTAL TRACKLESS TRAIN ADDITIONAL HALF HOUR	I 0000059 001-340-650 001-340-650	12/02/2024 220.00 55.00	275.00
01-04417	ALLEN ENGINEERING AND SCI	194958	10-28-24 - 11-24-24 STORMWATER 10-28-24 - 11-24-24 STORMWATER	I 00241421 001-201-600	11/24/2024 1,792.00	1,792.00
01-06829	ALLPRO CLEAN LLC	194959	WINDOW WASHING - CH WINDOW WASHING	I 1969 001-092-637	12/04/2024 780.00	780.00
01-05511	AMAZON CAPITAL SERVICES	194960	PLASTIC BINS PLASTIC BINS PLASTIC BINS PROMO & DISCOUNTS SHIPPING HANDLING	I 16YK-CW7Q-MYV6 001-100-500 001-100-500 001-100-500 001-100-500	12/01/2024 24.99 74.98 6.99CR 6.99	99.97
01-05511	AMAZON CAPITAL SERVICES	194961	OFFICE SUPPLIES NEMKIT LARGE DESK CA BLUE SKY 2025 WEEKLY	I 1LVK-J4GX-1Q6N 001-340-500 001-340-500	12/08/2024 29.99 11.89	41.88
01-06526	AMERISPEC INSPECTION SERV	194962	REINSPECTION OCCUPIED REINSPECTION OCCUPIED	I 041524DL202623 001-000-110	12/06/2024 400.00	400.00
01-06832	ANA SALMANCA DE VENEGA	194963	REMITTANCE OF BOND FEE REMITTANCE OF BOND FEE	I 202412109490 001-000-122	12/10/2024 2,500.00	2,500.00

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-01944	ATMOS ENERGY	194964	3013187195: 10-26-24 -11-26-24 I	202412069455	11/26/2024	59.63
			3013187195: 10-26-24 -11-26-24	001-340-630	59.63	
01-01944	ATMOS ENERGY	194965	3015422613: 10-25-24 -11-22-24 I	202412069456	11/22/2024	120.53
			3015422613: 10-25-24 -11-22-24	001-160-630	120.53	
01-04308	BEST BUY BEAUTY SUPPLY	194966	OVERPAYMENT PRIVILEGE LICENSE I	202412119574	12/11/2024	30.00
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	30.00	
01-07400	BLURTON BANKS & ASSOC. IN	194967	DINSMOR ROUNDABOUT	I 11.26.2024A	11/26/2024	124,849.08
			CONCRETE REMOVE N	001-201-603	44,640.00	
			TRACKHOE/OPERATOR	001-201-603	5,800.00	
			10 TON DUMP TRK/DRIV	001-201-603	9,450.00	
			LABORERS	001-201-603	3,740.00	
			INST & PROVIDE LINES	001-201-603	61,219.08	
01-07400	BLURTON BANKS & ASSOC. IN	194968	REPLACE SIDEWALK & DRIVEW	I 12.04.2024A	12/04/2024	8,150.00
			REPLACE SIDEWALK	400-650-603	1,940.00	
			REPLACE DRIVEWAY	400-650-603	4,290.00	
			REPLACE SIDEWALK	400-650-603	1,920.00	
01-01096	BUSINESS COMMUNICATIONS I	194969	SUPPORT RENEWAL	I 190824	11/30/2024	19,050.47
			SUPPORT RENEWAL	001-010-635	487.85	
			SUPPORT RENEWAL	001-020-635	399.15	
			SUPPORT RENEWAL	001-042-635	399.06	
			SUPPORT RENEWAL	001-080-635	44.34	
			SUPPORT RENEWAL	001-100-635	12,975.44	
			SUPPORT RENEWAL	001-160-635	2,749.08	
			SUPPORT RENEWAL	001-180-635	532.20	
			SUPPORT RENEWAL	001-201-635	443.50	
			SUPPORT RENEWAL	001-340-635	487.74	
			SUPPORT RENEWAL	400-650-635	532.11	
01-01096	BUSINESS COMMUNICATIONS I	194970	VMWARE SUPPORT RENEWAL	I 191353	12/04/2024	4,526.40
			VMWARE SUPPORT RENEWAL	001-042-635	2,263.20	
			VMWARE SUPPORT RENEWAL	001-100-635	2,263.20	
01-01096	BUSINESS COMMUNICATIONS I	194971	PEN TESTING RENEWAL	I 191767	12/04/2024	1,440.00
			PEN TESTING RENEWAL	001-042-635	1,440.00	
01-05106	C SPIRE BUSINESS SOLUTION	194972	ACCT NO. 0000677122	I 0000677122-95	12/01/2024	5,080.68
			ACCT NO. 0000677122	001-020-605	121.36	
			ACCT NO. 0000677122	001-040-605	203.66	
			ACCT NO. 0000677122	001-092-605	15.18	
			ACCT NO. 0000677122	001-100-605	758.80	
			ACCT NO. 0000677122	001-160-605	374.45	
			ACCT NO. 0000677122	001-180-605	185.88	
			ACCT NO. 0000677122	001-201-605	137.67	
			ACCT NO. 0000677122	001-340-605	155.48	
			ACCT NO. 0000677122	001-350-605	142.97	
			ACCT NO. 0000677122	400-650-605	172.25	

VENDOR		DOCKET		*-----INVOICE-----*			
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT	
01-05106	C SPIRE BUSINESS SOLUTION	194972	ACCT NO. 0000677122	I 0000677122-95	12/01/2024	5,080.68	CONT
			ACCT NO. 0000677122	001-020-604	41.94		
			ACCT NO. 0000677122	001-042-604	153.78		
			ACCT NO. 0000677122	001-080-604	13.98		
			ACCT NO. 0000677122	001-100-604	768.99		
			ACCT NO. 0000677122	001-160-604	818.99		
			ACCT NO. 0000677122	001-180-604	181.74		
			ACCT NO. 0000677122	001-201-604	325.96		
			ACCT NO. 0000677122	001-340-604	423.78		
			ACCT NO. 0000677122	400-650-604	83.82		
01-03826	C SPIRE WIRELESS	194973	0031656124: 10-23-24 -11-22-24 I 202412059447		11/22/2024	412.29	
			0031656124: 10-23-24 -11-22-24 001-180-605		412.29		
01-03826	C SPIRE WIRELESS	194974	0031656076: 10-23-24 -11-22-24 I 202412069452		11/22/2024	544.69	
			0031656076: 10-23-24 -11-22-24 001-160-605		544.69		
01-03826	C SPIRE WIRELESS	194975	0031603285: 10-23-24 -11-22-24 I 202412069453		11/22/2024	3,174.89	
			0031603285: 10-23-24 -11-22-24 001-100-605		3,174.89		
01-03826	C SPIRE WIRELESS	194976	0031656041: 10-23-24 -11-22-24 I 202412099487		11/22/2024	581.72	
			0031656041: 10-23-24 -11-22-24 001-092-605		22.58		
			0031656041: 10-23-24 -11-22-24 001-042-605		132.34		
			0031656041: 10-23-24 -11-22-24 001-093-605		53.10		
			0031656041: 10-23-24 -11-22-24 001-080-605		48.93		
			0031656041: 10-23-24 -11-22-24 001-020-605		324.77		
01-03826	C SPIRE WIRELESS	194977	0031656019: 10-23-24 -11-22-24 I 202412109492		11/22/2024	48.93	
			0031656019: 10-23-24 -11-22-24 001-020-605		48.93		
01-03826	C SPIRE WIRELESS	194978	0031656148: 10-23-24 -11-22-24 I 202412109493		11/22/2024	1,433.29	
			0031656148: 10-23-24 -11-22-24 001-201-605		735.06		
			0031656148: 10-23-24 -11-22-24 400-650-605		610.65		
			0031656148: 10-23-24 -11-22-24 404-650-605		87.58		
01-01999	MICHELLE CABALLERO	194979	DECEMBER 5, 2024 MEETING	I 120524	12/05/2024	50.00	
			DECEMBER 5, 2024 MEETING	001-180-611	50.00		
01-11050	CAR CARE CLINIC INC	194980	P403 OIL CHANGE	I 0085162	12/04/2024	73.99	
			P403 OIL CHANGE	001-100-632	84.99		
			FLEET DISCOUNT	001-100-632	11.00CR		
01-01136	CENTERPOINT ENERGY	194981	3176210-7: 10-04-24 - 10-31-24 I 202412069454		11/22/2024	153.42	
			3176210-7: 10-04-24 - 10-31-24 001-160-630		153.42		
01-02764	CENTRAL MISSISSIPPI CRIME	194982	NOVEMBER 2024	I 202412109496	12/06/2024	161.08	
			NOVEMBER 2024	001-000-330	161.08		
01-12050	CENTRAL PIPE SUPPLY INC	194983	BEACON SERVICE UNITS	I 5100390057.001	11/26/2024	96,000.00	
			BEACON SERVICE UNITS	400-650-604	48,000.00		
			BEACON SERVICE UNITS	400-650-604	48,000.00		

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-12050	CENTRAL PIPE SUPPLY INC	194984	WASHER CS FLAT WASHER PLAAT #12 TRACER WIRE	I S100393485.001 400-650-760 400-650-760	11/08/2024 3.20 320.00	323.20
01-12050	CENTRAL PIPE SUPPLY INC	194985	4"X12" REPAIR CLAMP THICK 4"X12" REPAIR CLAMP THICK 3/4" CTS TUBING 1" CTS TUBING 4" PVC DRESSER COUPL	I S100393937.001 400-650-575 400-650-575 400-650-575 400-650-575	11/13/2024 188.00 78.00 88.00 173.82	527.82
01-12050	CENTRAL PIPE SUPPLY INC	194986	4"X12" REPAIR CLAMP THICK 3/4 COMP TO 3/4 CURB 3/4" PVC INSERT	I S100394534.001 400-650-575 400-650-575	11/19/2024 1,368.90 136.00	1,504.90
01-12050	CENTRAL PIPE SUPPLY INC	194987	4"X12" REPAIR CLAMP THICK SQUEEZE TOOL	I S100394578.001 400-650-540	11/19/2024 386.66	386.66
01-12050	CENTRAL PIPE SUPPLY INC	194988	4"X12" REPAIR CLAMP THICK SHUT OFF TOOL PART	I S100394651.001 400-650-540	12/02/2024 111.82	111.82
01-12050	CENTRAL PIPE SUPPLY INC	194989	4"X12" REPAIR CLAMP THICK 1" GALV. DRESSER COU 2"X1" BRASS BUSHING	I S100394952.001 400-650-575 400-650-575	11/21/2024 120.50 301.50	422.00
01-12050	CENTRAL PIPE SUPPLY INC	194990	4"X12" REPAIR CLAMP THICK 12" 11DEG. ELBOW DI MEGA LUGS BOLT PACKS	I S100394971.001 400-650-760 400-650-760 400-650-760	11/21/2024 248.05 196.80 86.80	531.65
01-12050	CENTRAL PIPE SUPPLY INC	194991	4"X12" REPAIR CLAMP THICK MJ 22 BOLT PACKS MEGA LUGS	I S100395033.001 400-650-760 400-650-760 400-650-760	11/22/2024 288.60 86.80 196.80	572.20
01-12050	CENTRAL PIPE SUPPLY INC	194992	4"X12" REPAIR CLAMP THICK 2" WHEEL VALVE	I S100395033.002 400-650-575	11/22/2024 130.00	130.00
01-12050	CENTRAL PIPE SUPPLY INC	194993	4"X12" REPAIR CLAMP THICK HAND PUMP 3/4" CTS TUBING	I S100395365.001 400-650-540 400-650-575	11/26/2024 204.12 78.00	282.12
01-12050	CENTRAL PIPE SUPPLY INC	194994	HYDRANT RISER 3/4" CTS TUBING HYDRANT RISER 12" HYDRANT RISER 30"	I S100395827.001 400-650-575 400-650-760 400-650-760	12/03/2024 130.00 827.10 1,498.50	2,455.60
01-13025	CINTAS CORPORATION LOC #2	194995	PAYER #14850389 PAYER #14850389	I 13545184 400-650-540	12/04/2024 35.75	35.75
01-13025	CINTAS CORPORATION LOC #2	194996	PAYER #14849134 PAYER #14849134	I 13545460 001-201-535	12/04/2024 193.77	193.77

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-13025	CINTAS CORPORATION LOC #2	194997	PAYER #14849134	I 13545640	12/04/2024	210.34
			PAYER #14849134	400-650-535	186.52	
			PAYER #14849134	404-650-535	23.82	
01-13025	CINTAS CORPORATION LOC #2	194998	PAYER #14850389	I 14344839	12/11/2024	35.75
			PAYER #14850389	400-650-540	35.75	
01-13025	CINTAS CORPORATION LOC #2	194999	PAYER #14849134	I 14345088	12/11/2024	193.77
			PAYER #14849134	001-201-535	193.77	
01-13025	CINTAS CORPORATION LOC #2	195000	PAYER #14849134	I 14345172	12/11/2024	219.84
			PAYER #14849134	400-650-535	196.02	
			PAYER #14849134	404-650-535	23.82	
01-05779	CITY GEAR LLC	195001	OVERPAYMENT PRIVILEGE LICENSE	I 202412129582	12/12/2024	30.00
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	30.00	
01-06070	COLUMN SOFTWARE PBC	195002	PEDESTRIAN SAFETY ORDINANCE	I 4C109181-0154	11/13/2024	201.15
			PEDESTRIAN SAFETY ORDINANCE	001-180-615	201.15	
01-02440	COMCAST CABLE	195003	8396410530214796: 11-29 -12-28	I 202412109494	11/25/2024	142.34
			8396410530214796: 11-29 -12-28	001-160-604	142.34	
01-02440	COMCAST CABLE	195004	8396410530116512: 12-04 -01-03	I 202412109495	12/01/2024	31.50
			8396410530116512: 12-04 -01-03	001-100-604	31.50	
01-15000	CONSOLIDATED PIPE & SUPPL	195005	AQUAPHALT 6.0	I MS0046858	11/13/2024	540.00
			AQUAPHALT 6.0	001-201-575	540.00	
01-15000	CONSOLIDATED PIPE & SUPPL	195006	AQUAPHALT 6.0	I MS0047020	11/19/2024	540.00
			AQUAPHALT 6.0	001-201-575	540.00	
01-16500	CUSTOM PRODUCTS CORP	195007	36"X36" MEN WORKING SIGN	I INV18754	11/25/2024	583.52
			36"X36" MEN WORKING SIGN	001-201-585	518.52	
			FREIGHT	001-201-585	65.00	
01-02613	DATAPROSE LLC	195008	IN HOUSE INSERT	I 3P96771	11/25/2024	605.50
			IN HOUSE INSERT	400-650-604	605.50	
01-02613	DATAPROSE LLC	195009	11-01-24 - 11-30-24 BILLING	I DP2405587	11/30/2024	4,409.80
			11-01-24 - 11-30-24 BILLING	400-650-604	4,409.80	
01-17329	DAVIS REFRIGERATION & ELE	195010	REPAIR ICE MACHINE	I 14255	11/26/2024	1,016.00
			REPAIR ICE MACHINE	400-650-635	1,016.00	
01-04398	DIGICERT, INC	195011	DOMAIN CERT RENEWAL	I INV1668122	11/25/2024	980.00
			DOMAIN CERT RENEWAL	001-042-604	980.00	
01-05360	DAVID DUNBAR	195012	DECEMBER 5, 2024 MEETING	I 120524	12/05/2024	50.00
			DECEMBER 5, 2024 MEETING	001-180-611	50.00	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-06504	C ERIC EADES	195013	DECEMBER 10, 2024 MEETING DECEMBER 10, 2024 MEETING	I 121024 001-180-611	12/10/2024 50.00	50.00
01-21500	ENTERGY	195014	14870968 14870968	I 202412099461 001-160-630	12/03/2024 44.72	44.72
01-21500	ENTERGY	195015	14870935 14870935	I 202412099462 001-000-016	12/03/2024 892.95	892.95
01-21500	ENTERGY	195016	14870976 14870976	I 202412099481 001-201-684	12/03/2024 31,266.60	31,266.60
01-21500	ENTERGY	195017	14870984 14870984 14870984 14870984	I 202412099482 001-160-630 001-201-630 001-350-630	12/03/2024 1,538.41 69.69 782.92	2,391.02
01-21500	ENTERGY	195018	14870943 14870943 14870943	I 202412119538 400-650-630 001-160-630	12/04/2024 32,876.94 631.65	33,508.59
01-21506	ENTERGY	195019	51277291: 10-28-24 - 11-26-24 51277291: 10-28-24 - 11-26-24	I 202412099463 001-160-630	11/29/2024 861.12	861.12
01-21506	ENTERGY	195020	17853490: 10-25-24 - 11-25-24 17853490: 10-25-24 - 11-25-24	I 202412099464 001-340-630	11/27/2024 1,847.39	1,847.39
01-21506	ENTERGY	195021	15484330: 10-25-24 - 11-25-24 15484330: 10-25-24 - 11-25-24	I 202412099465 001-100-630	11/27/2024 6,112.58	6,112.58
01-21506	ENTERGY	195022	169707072: 10-25-24 - 11-25-24 169707072: 10-25-24 - 11-25-24	I 202412099466 001-092-630	11/27/2024 4,508.49	4,508.49
01-21506	ENTERGY	195023	69877819: 10-25-24 - 11-25-24 69877819: 10-25-24 - 11-25-24	I 202412099468 001-340-630	11/27/2024 55.52	55.52
01-21506	ENTERGY	195024	69877793: 10-25-24 - 11-25-24 69877793: 10-25-24 - 11-25-24	I 202412099469 001-340-630	11/27/2024 56.08	56.08
01-21506	ENTERGY	195025	69877777: 10-25-24 - 11-25-24 69877777: 10-25-24 - 11-25-24	I 202412099470 001-340-630	11/27/2024 55.52	55.52
01-21506	ENTERGY	195026	164979585: 10-24-24 - 11-22-24 164979585: 10-24-24 - 11-22-24	I 202412099471 001-160-630	11/26/2024 57.16	57.16
01-21506	ENTERGY	195027	194843454: 10-25-24 - 11-25-24 194843454: 10-25-24 - 11-25-24	I 202412099472 001-100-630	11/27/2024 65.33	65.33
01-21506	ENTERGY	195028	119515120: 10-24-24 - 11-21-24 119515120: 10-24-24 - 11-21-24	I 202412099473 001-340-630	11/27/2024 60.11	60.11

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-21506	ENERGY	195029	64589682: 10-25-24 - 11-25-24	I 202412099475	11/27/2024	55.52
			64589682: 10-25-24 - 11-25-24	001-340-630	55.52	
01-21506	ENERGY	195030	64589617: 10-25-24 - 11-25-24	I 202412099476	11/27/2024	72.36
			64589617: 10-25-24 - 11-25-24	001-340-630	72.36	
01-21506	ENERGY	195031	86018090: 10-28-24 - 11-26-24	I 202412099477	11/29/2024	5,994.07
			86018090: 10-28-24 - 11-26-24	400-650-630	5,994.07	
01-21506	ENERGY	195032	170073621: 10-28-24 - 11-26-24	I 202412099478	11/29/2024	229.51
			170073621: 10-28-24 - 11-26-24	001-201-684	229.51	
01-21506	ENERGY	195033	170074512: 10-28-24 - 11-26-24	I 202412099479	11/29/2024	110.78
			170074512: 10-28-24 - 11-26-24	001-201-684	110.78	
01-21506	ENERGY	195034	132314451: 10-28-24 - 11-26-24	I 202412099480	11/29/2024	2,534.56
			132314451: 10-28-24 - 11-26-24	400-650-630	2,534.56	
01-21506	ENERGY	195035	86296498: 10-28-24 - 11-26-24	I 202412109499	11/29/2024	21.74
			86296498: 10-28-24 - 11-26-24	400-650-630	21.74	
01-21506	ENERGY	195036	100962695: 10-28-24 - 11-26-24	I 202412109500	11/29/2024	55.79
			100962695: 10-28-24 - 11-26-24	400-650-630	55.79	
01-21506	ENERGY	195037	86654423: 10-25-24 - 11-25-24	I 202412109501	11/29/2024	75.06
			86654423: 10-25-24 - 11-25-24	400-650-630	75.06	
01-21506	ENERGY	195038	47143144: 10-25-24 - 11-25-24	I 202412109502	11/29/2024	131.94
			47143144: 10-25-24 - 11-25-24	400-650-630	131.94	
01-21506	ENERGY	195039	78293693: 10-25-24 - 11-25-24	I 202412109503	11/27/2024	79.28
			78293693: 10-25-24 - 11-25-24	001-201-684	79.28	
01-21506	ENERGY	195040	154178826: 10-25-24 - 11-25-24	I 202412109504	11/27/2024	128.84
			154178826: 10-25-24 - 11-25-24	001-201-684	128.84	
01-21506	ENERGY	195041	74592593: 10-25-24 - 11-25-24	I 202412109505	11/27/2024	195.28
			74592593: 10-25-24 - 11-25-24	400-650-630	195.28	
01-21506	ENERGY	195042	74592635: 10-25-24 - 11-25-24	I 202412109506	11/27/2024	196.15
			74592635: 10-25-24 - 11-25-24	400-650-630	196.15	
01-21506	ENERGY	195043	170074520: 10-25-24 - 11-25-24	I 202412109507	11/27/2024	125.45
			170074520: 10-25-24 - 11-25-24	001-201-684	125.45	
01-21506	ENERGY	195044	170074470: 10-25-24 - 11-25-24	I 202412109508	11/27/2024	585.93
			170074470: 10-25-24 - 11-25-24	001-201-684	585.93	
01-21506	ENERGY	195045	17717240: 10-25-24 - 11-25-24	I 202412109509	11/27/2024	351.83
			17717240: 10-25-24 - 11-25-24	001-201-630	351.83	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-21506	ENTERGY	195046	75485649: 10-24-24 - 11-21-24	I 202412109510	11/27/2024	11.31
			75485649: 10-24-24 - 11-24-24	001-201-684	11.31	
01-21506	ENTERGY	195047	123468233: 10-25-24 - 11-25-24	I 202412109511	11/27/2024	71.29
			123468233: 10-25-24 - 11-25-24	001-201-684	71.29	
01-21506	ENTERGY	195048	123468100: 10-25-24 - 11-25-24	I 202412109512	11/27/2024	82.81
			123468100: 10-25-24 - 11-25-24	001-201-684	82.81	
01-21506	ENTERGY	195049	123468522: 10-25-24 - 11-25-24	I 202412109513	11/27/2024	72.89
			123468522: 10-25-24 - 11-25-24	001-201-684	72.89	
01-21506	ENTERGY	195050	125345504: 10-25-24 - 11-25-24	I 202412109514	11/27/2024	99.66
			125345504: 10-25-24 - 11-25-24	001-201-684	99.66	
01-21506	ENTERGY	195051	125345488: 10-25-24 - 11-25-24	I 202412109515	11/27/2024	102.10
			125345488: 10-25-24 - 11-25-24	001-201-684	102.10	
01-21506	ENTERGY	195052	125336933: 10-25-24 - 11-25-24	I 202412109516	11/27/2024	143.34
			125336933: 10-25-24 - 11-25-24	001-201-684	143.34	
01-21506	ENTERGY	195053	125164566: 10-25-24 - 11-25-24	I 202412109517	11/27/2024	138.74
			125164566: 10-25-24 - 11-25-24	001-201-684	138.74	
01-21506	ENTERGY	195054	17002775: 10-25-24 - 11-25-24	I 202412109518	11/27/2024	22.04
			17002775: 10-25-24 - 11-25-24	400-650-630	22.04	
01-21506	ENTERGY	195055	148884430: 10-24-24 - 11-22-24	I 202412109519	11/26/2024	982.36
			148884430: 10-24-24 - 11-22-24	001-201-684	982.36	
01-21506	ENTERGY	195056	100962737: 10-24-24 - 11-22-24	I 202412109520	11/26/2024	56.48
			100962737: 10-24-24 - 11-22-24	400-650-630	56.48	
01-21506	ENTERGY	195057	67890079: 10-24-24 - 11-22-24	I 202412109521	11/26/2024	89.60
			67890079: 10-24-24 - 11-22-24	001-201-684	89.60	
01-21506	ENTERGY	195058	128655347: 10-24-24 - 11-22-24	I 202412109522	11/26/2024	213.04
			128655347: 10-24-24 - 11-22-24	001-201-684	213.04	
01-21506	ENTERGY	195059	105612600: 10-24-24 - 11-22-24	I 202412109523	11/26/2024	347.72
			105612600: 10-24-24 - 11-22-24	001-201-684	347.72	
01-21506	ENTERGY	195060	105612568: 10-24-24 - 11-22-24	I 202412109524	11/26/2024	236.19
			105612568: 10-24-24 - 11-22-24	001-201-684	236.19	
01-21506	ENTERGY	195061	123466740: 10-24-24 - 11-22-24	I 202412109525	11/26/2024	139.57
			123466740: 10-24-24 - 11-22-24	001-201-684	139.57	
01-21506	ENTERGY	195062	123466989: 10-24-24 - 11-22-24	I 202412109526	11/26/2024	55.52
			123466989: 10-24-24 - 11-22-24	001-201-684	55.52	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-21506	ENTERGY	195063	123467862: 10-24-24 - 11-22-24 I 123467862: 10-24-24 - 11-22-24	202412109527 001-201-684	11/26/2024 139.16	139.16
01-21506	ENTERGY	195064	44930162: 10-24-24 - 11-22-24 I 44930162: 10-24-24 - 11-22-24	202412109528 001-201-684	11/26/2024 82.55	82.55
01-21506	ENTERGY	195065	123469033: 10-24-24 - 11-22-24 I 123469033: 10-24-24 - 11-22-24	202412109529 001-201-684	11/26/2024 80.77	80.77
01-21506	ENTERGY	195066	167495597: 10-24-24 - 11-22-24 I 167495597: 10-24-24 - 11-22-24	202412109530 001-201-684	11/26/2024 148.25	148.25
01-21506	ENTERGY	195067	82141797: 10-24-24 - 11-22-24 I 82141797: 10-24-24 - 11-22-24	202412109531 001-201-684	11/26/2024 151.12	151.12
01-21506	ENTERGY	195068	167495605: 10-24-24 - 11-22-24 I 167495605: 10-24-24 - 11-22-24	202412109532 001-201-684	11/26/2024 161.80	161.80
01-21506	ENTERGY	195069	148884364: 10-24-24 - 11-21-24 I 148884364: 10-24-24 - 11-21-24	202412109533 001-201-684	11/27/2024 2,455.23	2,455.23
01-21506	ENTERGY	195070	47143193: 10-25-24 - 11-25-24 I 47143193: 10-25-24 - 11-25-24	202412109534 400-650-630	11/27/2024 73.18	73.18
01-21506	ENTERGY	195071	114576762: 10-25-24 - 11-25-24 I 114576762: 10-25-24 - 11-25-24	202412109535 001-201-684	11/27/2024 123.79	123.79
01-21506	ENTERGY	195072	101379923: 10-25-24 - 11-25-24 I 101379923: 10-25-24 - 11-25-24	202412109536 001-201-684	11/27/2024 66.92	66.92
01-21506	ENTERGY	195073	100962703: 10-25-24 - 11-25-24 I 100962703: 10-25-24 - 11-25-24	202412109537 400-650-630	11/27/2024 56.21	56.21
01-21506	ENTERGY	195074	172163651: 10-31-24 - 12-02-24 I 172163651: 10-31-24 - 12-02-24	202412119539 001-340-630	12/04/2024 218.99	218.99
01-21506	ENTERGY	195075	18014480: 10-31-24 - 12-02-24 I 18014480: 10-31-24 - 12-02-24	202412119540 001-340-630	12/04/2024 13.11	13.11
01-21506	ENTERGY	195076	171195449: 10-29-24 - 11-27-24 I 171195449: 10-29-24 - 11-27-24	202412119541 001-160-630	12/02/2024 39.16	39.16
01-21506	ENTERGY	195077	97289623: 10-29-24 - 11-27-24 I 97289623: 10-29-24 - 11-27-24 /	202412119542 001-160-630	12/02/2024 39.16	39.16
01-21506	ENTERGY	195078	165860172: 10-30-24 - 11-29-24 I 165860172: 10-30-24 - 11-29-24	202412119543 001-100-630	12/03/2024 59.34	59.34
01-21506	ENTERGY	195079	170074496: 10-31-24 - 12-02-24 I 170074496: 10-31-24 - 12-02-24	202412119544 001-201-684	12/04/2024 174.03	174.03

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-21506	ENTERGY	195080	157107822: 10-31-24 - 12-02-24 I 202412119545 157107822: 10-31-24 - 12-02-24 001-201-684		12/04/2024 160.74	160.74
01-21506	ENTERGY	195081	67890202: 10-31-24 - 12-02-24 I 202412119546 67890202: 10-31-24 - 12-02-24 001-201-684		12/04/2024 143.34	143.34
01-21506	ENTERGY	195082	95283941: 10-31-24 - 12-02-24 I 202412119547 95283941: 10-31-24 - 12-02-24 001-201-684		12/04/2024 121.10	121.10
01-21506	ENTERGY	195083	77233922: 10-31-24 - 12-02-24 I 202412119548 77233922: 10-31-24 - 12-02-24 001-201-630		12/04/2024 55.52	55.52
01-21506	ENTERGY	195084	112618988: 10-31-24 - 12-02-24 I 202412119549 112618988: 10-31-24 - 12-02-24 001-201-684		12/04/2024 139.02	139.02
01-21506	ENTERGY	195085	97880801: 10-30-24 - 11-29-24 I 202412119550 97880801: 10-30-24 - 11-29-24 001-201-684		12/03/2024 117.70	117.70
01-21506	ENTERGY	195086	168311660: 10-30-24 - 11-29-24 I 202412119551 168311660: 10-30-24 - 11-29-24 400-650-630		12/03/2024 72.63	72.63
01-21506	ENTERGY	195087	112618996: 10-30-24 - 11-29-24 I 202412119552 112618996: 10-30-24 - 11-29-24 001-201-684		12/03/2024 124.08	124.08
01-21506	ENTERGY	195088	112619010: 10-30-24 - 11-29-24 I 202412119553 112619010: 10-30-24 - 11-29-24 001-201-684		12/03/2024 126.67	126.67
01-21506	ENTERGY	195089	125333245: 10-30-24 - 11-29-24 I 202412119554 125333245: 10-30-24 - 11-29-24 001-201-684		12/03/2024 95.86	95.86
01-21506	ENTERGY	195090	125333369: 10-30-24 - 11-29-24 I 202412119555 125333369: 10-30-24 - 11-29-24 001-201-684		12/03/2024 70.31	70.31
01-21506	ENTERGY	195091	125333385: 10-30-24 - 11-29-24 I 202412119556 125333385: 10-30-24 - 11-29-24 001-201-684		12/03/2024 66.80	66.80
01-21506	ENTERGY	195092	125337220: 10-30-24 - 11-29-24 I 202412119557 125337220: 10-30-24 - 11-29-24 001-201-684		12/03/2024 131.68	131.68
01-21506	ENTERGY	195093	125337451: 10-30-24 - 11-29-24 I 202412119558 125337451: 10-30-24 - 11-29-24 001-201-684		12/03/2024 95.86	95.86
01-21506	ENTERGY	195094	183883693: 10-30-24 - 11-29-24 I 202412119559 183883693: 10-30-24 - 11-29-24 400-650-630		12/03/2024 65.49	65.49
01-21506	ENTERGY	195095	114576788: 10-30-24 - 11-29-24 I 202412119560 114576788: 10-30-24 - 11-29-24 001-201-684		12/03/2024 109.56	109.56
01-21506	ENTERGY	195096	114576812: 10-30-24 - 11-29-24 I 202412119561 114576812: 10-30-24 - 11-29-24 001-201-684		12/03/2024 119.74	119.74

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-21506	ENTERGY	195097	64563828: 10-30-24 - 11-29-24	I 202412119562	12/03/2024	104.26
			64563828: 10-30-24 - 11-29-24	001-201-684	104.26	
01-21506	ENTERGY	195098	106735830: 10-29-24 - 11-27-24	I 202412119563	12/02/2024	64.63
			106735830: 10-29-24 - 11-27-24	001-201-684	64.63	
01-21506	ENTERGY	195099	125337436: 10-29-24 - 11-27-24	I 202412119564	12/02/2024	116.75
			125337436: 10-29-24 - 11-27-24	001-201-684	116.75	
01-21506	ENTERGY	195100	77345429: 10-29-24 - 11-27-24	I 202412119565	12/02/2024	130.74
			77345429: 10-29-24 - 11-27-24	001-201-684	130.74	
01-21506	ENTERGY	195101	67111021: 10-29-24 - 11-27-24	I 202412119566	12/02/2024	56.75
			67111021: 10-29-24 - 11-27-24	001-201-684	56.75	
01-21506	ENTERGY	195102	68325224: 10-29-24 - 11-27-24	I 202412119567	12/02/2024	55.52
			68325224: 10-29-24 - 11-27-24	001-201-684	55.52	
01-21506	ENTERGY	195103	73076234: 10-29-24 - 11-27-24	I 202412119568	12/02/2024	107.91
			73076234: 10-29-24 - 11-27-24	001-201-684	107.91	
01-21506	ENTERGY	195104	73076317: 10-29-24 - 11-27-24	I 202412119569	12/02/2024	120.13
			73076317: 10-29-24 - 11-27-24	001-201-684	120.13	
01-21506	ENTERGY	195105	65003816: 10-29-24 - 11-27-24	I 202412119570	12/02/2024	105.49
			65003816: 10-29-24 - 11-27-24	001-201-684	105.49	
01-21506	ENTERGY	195106	114576796: 10-29-24 - 11-27-24	I 202412119571	12/02/2024	117.70
			114576796: 10-29-24 - 11-27-24	001-201-684	117.70	
01-21506	ENTERGY	195107	114576804: 10-29-24 - 11-27-24	I 202412119572	12/02/2024	104.41
			114576804: 10-29-24 - 11-27-24	001-201-684	104.41	
01-21506	ENTERGY	195108	197483993: 10-25-24 - 11-25-24	I 202412119573	11/27/2024	65.66
			197483993: 10-25-24 - 11-25-24	001-340-630	65.66	
01-02231	EWING IRRIGATION PRODUCTS	195109	PARTS TO REPAIR IRR. LEAK	I 24015141	11/04/2024	127.22
			PGV-201 2	001-340-540	95.21	
			2X2-1/2 PVC MALE	001-340-540	18.05	
			3 PVC COUPLING SS	001-340-540	7.47	
			3X2-1/2 PVC RED BRUS	001-340-540	6.49	
01-02231	EWING IRRIGATION PRODUCTS	195110	VALVE BOXES	I 24226750	11/22/2024	273.50
			JUMBO GREEN VALVE	001-340-540	273.50	
01-04878	EXTRA SPACE STORAGE INC	195111	OVERPAYMENT PRIVILEGE LICENSE	I 202412129579	12/12/2024	20.00
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	20.00	
01-22500	FEDERAL EXPRESS	195112	1393-1125-6	I 8-696-50744	11/28/2024	45.10
			1393-1125-6	001-201-540	45.10	

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NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-05862	FLOCK SAFETY	195113	FLOCK SAFETY FALCON FLOCK SAFETY FALCON	I INV-53402 001-100-604	12/02/2024 125,000.00	125,000.00
01-23750	FORESTRY SUPPLIERS INC	195114	57935 ORANGE TAPE 57935 ORANGE TAPE	I 627179-00 001-201-540	12/02/2024 54.00	54.00
01-23750	FORESTRY SUPPLIERS INC	195115	SAFETY VEST AND TRI POD VEST ANSI CLASS 2 VEST ANSI CLASS 2 VEST ANSI CLASS 2	I 627841-00 001-340-540 001-340-540 001-340-540	12/03/2024 38.75 38.75 38.75	116.25
01-05946	FRANKLIN PLANNER CORPORAT	195116	FD - CALENDARS FD - CALENDARS REFILLS DISCOUNT DISCOUNT SHIPPING	I IN84037045 001-160-540 001-160-540 001-160-540 001-160-540 001-160-540	11/29/2024 137.85 26.85 27.57CR 5.37CR 10.99	142.75
01-24500	FUELMAN OF MS-#127779	195117	127779: 12-02-24 - 12-08-24 127779: 12-02-24 - 12-08-24	I NP67579706 001-092-525	12/09/2024 23.70	23.70
01-01867	FUELMAN OF MS-#127780	195118	127780: 11-25-24 - 12-01-24 127780: 11-25-24 - 12-01-24 127780: 11-25-24 - 12-01-24	I NP67538153 001-201-525 400-650-525	12/02/2024 687.60 426.79	1,114.39
01-01867	FUELMAN OF MS-#127780	195119	127780: 12-02-24 - 12-08-24 127780: 12-02-24 - 12-08-24 127780: 12-02-24 - 12-08-24 127780: 12-02-24 - 12-08-24	I NP67579707 001-201-525 400-650-525 404-650-525	12/09/2024 1,480.45 771.88 151.76	2,404.09
01-01868	FUELMAN OF MS-#127781	195120	127781: 11-25-24 - 12-01-24 127781: 11-25-24 - 12-01-24	I NP67538154 001-160-525	12/02/2024 531.86	531.86
01-01868	FUELMAN OF MS-#127781	195121	127781: 12-02-24 - 12-08-24 127781: 12-02-24 - 12-08-24	I NP67579708 001-160-525	12/09/2024 650.20	650.20
01-01869	FUELMAN OF MS-#127782	195122	127782: 11-25-24 - 12-01-24 127782: 11-25-24 - 12-01-24	I NP67538155 001-180-525	12/02/2024 124.55	124.55
01-01869	FUELMAN OF MS-#127782	195123	127782: 12-02-24 - 12-08-24 127782: 12-02-24 - 12-08-24	I NP67579709 001-180-525	12/09/2024 96.01	96.01
01-01870	FUELMAN OF MS-#127783	195124	127783: 11-25-24 - 12-01-24 127783: 11-25-24 - 12-01-24	I NP67538156 001-100-525	12/02/2024 3,098.88	3,098.88
01-01871	FUELMAN OF MS-#127785	195125	127785: 11-18-24 - 11-24-24 127785: 11-18-24 - 11-24-24	I NP67474834 001-340-525	11/25/2024 101.39	101.39
01-01871	FUELMAN OF MS-#127785	195126	127785: 12-02-24 - 12-08-24 127785: 12-02-24 - 12-08-24	I NP67579711 001-340-525	12/09/2024 160.00	160.00

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-04643	FUN EXPRESS LLC	195127	FLOAT DECORATIONS	I 73463425401	11/22/2024	233.90
			RED VINYL FLORA SHEE	001-340-650	39.99	
			GRASS GREEN FLORAL S	001-340-650	159.96	
			SHIPPING CHARGE	001-340-650	33.95	
01-00218	BERNIE GIESSNER	195128	DECEMBER 5, 2024 MEETING	I 120524	12/05/2024	50.00
			DECEMBER 5, 2024 MEETING	001-180-611	50.00	
01-04038	GILMORE TOWING & RECOVERY	195129	MOVE VEHICLES	I 202412099467	12/03/2024	195.00
			MOVE VEHICLES	001-201-540	195.00	
01-26200	GRAINGER W W INC	195130	SIGNS	I 9327040557	11/25/2024	188.44
			461R38 DANGER CHLORI	400-650-540	63.72	
			472T99 NOTICE AUTHOR	400-650-540	53.86	
			3ZTN9 NO PARKING SIG	400-650-540	70.86	
01-26200	GRAINGER W W INC	195131	SIGNS	I 9329451968	11/27/2024	185.17
			1XGR7 FLUID EVACUATO	400-650-540	185.17	
01-26200	GRAINGER W W INC	195132	SIGNS	I 9335508066	12/05/2024	143.48
			3VU33 HEATER	400-650-540	143.48	
01-03420	GULF STATES GOLF CARTS	195133	REPLACE BATTERIES	I 3616	12/06/2024	420.00
			BATTERIES	001-340-635	420.00	
01-01201	POLLY HAMMETT	195134	DECEMBER 2, 2024 MEETING	I 120224	12/02/2024	50.00
			DECEMBER 2, 2024 MEETING	001-550-599	50.00	
01-27765	HARCROS CHEMICALS INC	195135	TONS OF CHLORINE	I 771010838	11/27/2024	2,080.00
			TONS OF CHLORINE	400-650-575	2,080.00	
01-27765	HARCROS CHEMICALS INC	195136	TONS OF CHLORINE	I 771010839	11/27/2024	2,080.00
			TONS OF CHLORINE	400-650-575	2,080.00	
01-00805	HI-TEK FIRE SPRINKLERS IN	195137	FD - SPRINKLER INSPECTION	I 2024-679	11/26/2024	350.00
			SPRINKLER INSPECTION	001-160-635	350.00	
01-06200	HOBBY LOBBY	195138	POPCORN BAGS	I 135470677	12/05/2024	13.93
			POPCORN BAGS	001-340-650	13.93	
01-02935	HOL-MAC CORPORATION	195139	SWIVEL RETRO FIT KIT	I 403712	11/21/2024	7,225.82
			SWIVEL RETRO FIT KIT	001-201-635	6,736.84	
			FREIGHT	001-201-635	488.98	
01-04622	SALLY M HOLLY	195140	NOVEMBER 2024 SERVICES	I 202412069458	12/06/2024	675.00
			NOVEMBER 2024 SERVICES	001-340-690	675.00	
01-01132	HOME DEPOT CREDIT SERVICE	195141	FD-SUPPLIES	I 0511005	12/02/2024	23.97
			TELESCOPIC POLE	001-160-540	23.97	
01-01132	HOME DEPOT CREDIT SERVICE	195142	PRY BAR SET	I 3031466	12/09/2024	63.94

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-01132	HOME DEPOT CREDIT SERVICE	195142	PRY BAR SET MODULAR PLUGS 50/1	I 3031466 001-201-575	12/09/2024 63.94	63.94 CONT
01-01132	HOME DEPOT CREDIT SERVICE	195143	PRY BAR SET PRY BAR SET	I 3042118 400-650-540	12/09/2024 24.97	24.97
01-01132	HOME DEPOT CREDIT SERVICE	195144	FD - SUPPLIES NOKINK HOSEBIBB	I 5623854 001-160-540	11/27/2024 10.65	10.65
01-01132	HOME DEPOT CREDIT SERVICE	195145	PIPE INSULATION & CORD 1/8"X2" INSULATION TA EXTENSION CORD 100' 3/4"X6' PIPE INSULAT 1"X6' PIPE INSULATIO	I 7031355 400-650-540 400-650-540 400-650-540 400-650-540	12/05/2024 15.98 19.98 43.90 51.90	131.76
01-01132	HOME DEPOT CREDIT SERVICE	195146	TREE TREE	I 7174063 001-100-650	12/05/2024 249.00	249.00
01-06822	HONEY ISLAND CLYDESDALES	195147	CLYDESDALES FOR CHRIST PA CLYDESDALES FOR CHRIST PA	I CLYD20241127001 001-340-650	11/27/2024 3,900.00	3,900.00
01-05041	HUMIDOR CIGARS TOBACCO &	195148	OVERPAYMENT PRIVILEGE LICENSE OVERPAYMENT PRIVILEGE LICENSE	I 202412119578 001-000-220	12/11/2024 20.00	20.00
01-31600	HYDRAULIC SERVICE & SUPPL	195149	REPAIR HYDRAULIC CYLINDER REPAIR HYDRAULIC CYLINDER FREIGHT	I 139576 001-201-635 001-201-635	12/04/2024 1,450.00 36.50	1,486.50
01-31850	I I M C	195150	MEMBERSHIP DUES MEMBERSHIP DUES	I 202412109489 001-180-686	11/21/2024 135.00	135.00
01-31850	I I M C	195151	MEMBERSHIP INA BYRD MEMBERSHIP INA BYRD	I 202412109491 001-040-686	11/21/2024 135.00	135.00
01-06406	IMAGINARY COMPANY	195152	MCJ DEC 2024 MCJ DEC 2024	I 24-033 001-093-615	12/02/2024 200.00	200.00
01-06406	IMAGINARY COMPANY	195153	RL MAGAZINE - COVER COVER DESIGN	I 24-165 001-093-620	12/03/2024 150.00	150.00
01-06573	INTERACTIVE DATA LLC	195154	IDENTITY VERIFICATION SOFTWARE IDENTITY VERIFICATION SOFTWARE	I IN788513 001-100-604	11/30/2024 553.50	553.50
01-00905	INTERSTATE ALL BATTERY CE	195155	FD - BATTERIES FLASHLIGHT BATTERIES	I 02055017 001-160-540	11/25/2024 77.94	77.94
01-33380	JACKSON COMMUNICATIONS IN	195156	FD - SHOULDER MIC SPEAKER MIC	I 175568 001-160-635	11/26/2024 574.56	574.56
01-33380	JACKSON COMMUNICATIONS IN	195157	APX 4000 BATTERIES APX 4000 BATTERIES	I 175653 001-100-540	12/06/2024 1,300.00	1,300.00

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-33800	JACKSON PAPER COMPANY	195158	MULTIFOLD - CH MULTIFOLD TOWELS	I 1399943 001-092-510	11/25/2024 63.84	63.84
01-33800	JACKSON PAPER COMPANY	195159	FD - SUPPLIES CENTER PULL PAPER TOWELS BATH TISSUE	I 1399944 001-160-510 001-160-510 001-160-510	11/25/2024 63.48 73.17 39.50	176.15
01-04595	CLAIRE JACKSON	195160	DECEMBER 2, 2024 MEETING DECEMBER 2, 2024 MEETING	I 120224 001-550-599	12/02/2024 50.00	50.00
01-34590	JERRY PATE TURF SUPPLY IN	195161	340-6-496 REPAIR DECAL - HOOD SCREEN - INTAKE HOOD ASM	I 561025 001-340-635 001-340-635 001-340-635	11/05/2024 55.93 363.74 2,914.38	3,334.05
01-34590	JERRY PATE TURF SUPPLY IN	195162	340-6-496 REPAIR DECAL - HOOD	I 561749 001-340-635	11/07/2024 55.93	55.93
01-06836	JOHNNY'S PIZZA HOUSE #43	195163	OVERPAYMENT PRIVILEGE LICENSE OVERPAYMENT PRIVILEGE LICENSE	I 202412119577 001-000-220	12/11/2024 41.40	41.40
01-06007	THERESA KENNEDY	195164	DECEMBER 5, 2024 MEETING DECEMBER 5, 2024 MEETING	I 120524 001-180-611	12/05/2024 50.00	50.00
01-00973	KIMBALL MIDWEST	195165	SUPPLIES STOCK 156 SNAP RECEPTACLE 5/8-11 ZIRC WHEEL GR8 HEX NUT ATO 15 FUSE YEL/BLUE CONNECTORS 5/16X14 MTG TY RAP #4 HOSE CLAMP #6 HOSE CLAMP 3/16X8 CABLE TIE CABLE TIE	I 102858355 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540 400-650-540	12/04/2024 46.00 39.78 42.25 6.30 44.80 207.50 10.00 10.30 33.46 53.86	494.25
01-06465	LANGUAGE LINE SERVICES IN	195166	INTERPRETATION SERVICES INTERPRETATION SERVICES	I 11464718 001-100-604	11/30/2024 12.80	12.80
01-02334	RITA LATHAM	195167	NOVEMBER 2024 SERVICES NOVEMBER 2024 SERVICES	I 202412069459 001-340-690	12/06/2024 360.00	360.00
01-02031	LOWE'S BUSINESS ACCOUNT	195168	FLOOR JACK 3-TON GARAGE JACK	I 84873 001-340-540	12/04/2024 132.05	132.05
01-02031	LOWE'S BUSINESS ACCOUNT	195169	LIBRARY - LEAK FILL VALVE	I 88241 001-350-637	12/06/2024 8.53	8.53
01-05221	RANDALL LYNN	195170	DECEMBER 10, 2024 MEETING DECEMBER 10, 2024 MEETING	I 121024 001-180-611	12/10/2024 50.00	50.00

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-02372	MAC'S FRESH MARKET	195171	CWC MEALS NOVEMBER	I 202412069450	11/26/2024	169.79
			CWC MEALS NOVEMBER	001-100-540	7.99	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	17.98	
			CWC MEALS NOVEMBER	001-100-540	7.99	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	7.99	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	7.99	
			CWC MEALS NOVEMBER	001-100-540	15.98	
			CWC MEALS NOVEMBER	001-100-540	7.99	
01-02372	MAC'S FRESH MARKET	195172	PW CWC MEALS NOVEMBER	I 202412099474	11/26/2024	711.11
			PW CWC MEALS NOVEMBER	001-201-540	711.11	
01-06156	MADISON CLEANING SERVICES	195173	MONTHLY CLEANING	I 429	10/07/2024	500.00
			MONTHLY CLEANING	001-340-604	500.00	
01-06156	MADISON CLEANING SERVICES	195174	MONTHLY CLEANING	I 433	11/04/2024	500.00
			MONTHLY CLEANING	001-340-604	500.00	
01-41100	MADISON COUNTY SHERIFF'S	195175	OCTOBER 2024 HOUSING	I R-1024	11/04/2024	9,261.00
			OCTOBER 2024 HOUSING	001-100-687	9,261.00	
01-41100	MADISON COUNTY SHERIFF'S	195176	OCTOBER 2024 MEDICAL	I R-M1024	12/02/2024	106.22
			OCTOBER 2024 MEDICAL	001-100-687	106.22	
01-41200	MADISON COUNTY TAX COLLEC	195177	PARCEL#072I-29D-003/02.08	I 9681-00	12/10/2024	2,828.70
			PARCEL#072I-29D-003/02.08	001-000-328	2,828.70	
01-03554	MADISON SOUTH RUBBISH LAN	195178	LANDFILL CHARGES	I 18799	11/27/2024	1,188.00
			12 CUBIC YARDS	001-201-683	1,122.00	
			HOST FEE	001-201-683	33.00	
			ENVIRONMENTAL FEE	001-201-683	33.00	
01-03554	MADISON SOUTH RUBBISH LAN	195179	LANDFILL CHARGES	I 18814	12/02/2024	1,728.00
			12 CUBIC YARDS	001-201-683	1,428.00	
			6 CUBIC YARDS	001-201-683	204.00	
			HOST FEE	001-201-683	48.00	
			ENVIRONMENTAL FEE	001-201-683	48.00	
01-03554	MADISON SOUTH RUBBISH LAN	195180	LANDFILL CHARGES	I 18826	12/02/2024	1,242.00
			12 CUBIC YARDS	001-201-683	918.00	
			6 CUBIC YARDS	001-201-683	255.00	
			HOST FEE	001-201-683	34.50	
			ENVIRONMENTAL FEE	001-201-683	34.50	
01-04913	MALONE'S CUSTOM PAINTING	195181	PAINTING WOLCOTT PARK	I 202412059446	11/15/2024	3,900.00

VENDOR		DOCKET		*-----INVOICE-----*			
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT	
01-04913	MALONE'S CUSTOM PAINTING	195181	PAINTING WOLCOTT PARK PAINTING WOLCOTT PARK	I 202412059446 001-340-637	11/15/2024 3,900.00	3,900.00	CONT
01-06819	MARINE CLEAN LLC	195182	PRESSURE WASH PRESSURE WASH	I 53 001-550-599	11/18/2024 200.00	200.00	
01-03146	MARTIN BLOUGH CO	195183	SYSTEM CHECK - BI-ANNUAL SYSTEM CERTIFICATION FUSE LINKS SERVICE	I I4660 001-092-637 001-092-637 001-092-637	11/21/2024 110.00 55.50 150.00	315.50	
01-42885	MCGRAW RENTAL AND SUPPLY	195184	KEROSENE KEROSENE	I 555545.1.1 400-650-540	12/06/2024 82.50	82.50	
01-06515	MARTHA E MILLSAPS	195185	NOVEMBER 2024 SERVICES NOVEMBER 2024 SERVICES	I 202412069460 001-340-690	12/06/2024 360.00	360.00	
01-04591	MISS DEPARTMENT OF PUBLIC	195186	NOVEMBER 2024 NOVEMBER 2024	I 202412109497 001-000-118	12/10/2024 1,009.48	1,009.48	
01-46800	MISS MUNICIPAL WORKERS' C	195187	10-01-24 - 10-01-25 POLICY 10-01-24 - 10-01-25 POLICY	I 0252WC2024-3 001-000-061	12/03/2024 63,436.61	63,436.61	
01-05432	ROBERT MOORE	195188	DECEMBER 10, 2024 MEETING DECEMBER 10, 2024 MEETING	I 121024 001-180-611	12/10/2024 50.00	50.00	
01-51450	NATIONAL FIRE PROTECTION	195189	FD-ANNUAL DUES NFPA ANL MEMBERSHIP	I 5900 001-160-686	12/05/2024 225.00	225.00	
01-51450	NATIONAL FIRE PROTECTION	195190	FD-ANNUAL DUES NFPA ANL DUES-CODE DISCOUNT	I 5901 001-160-686 001-160-686	12/05/2024 1,725.00 172.50CR	1,552.50	
01-51602	NATIONAL LEAGUE OF CITIES	195191	02-01-25 -02-01-26 MEMBER DUES 02-01-25 -02-01-26 MEMBER DUES	I 191626 001-020-686	11/12/2024 2,190.00	2,190.00	
01-53160	NORTHERN TOOL & EQUIPMENT	195192	MIG WELDING WIRE MIG WELDING WIRE	I 564002338241772 001-201-540	12/03/2024 47.99	47.99	
01-53715	OFFICE PRODUCTS PLUS INC	195193	SIGNATURE STAMP WALL CALENDAR 5 TAB WRITE ON DIVID	I 1075431-0 400-650-500 400-650-500	11/13/2024 10.35 6.64	16.99	
01-53715	OFFICE PRODUCTS PLUS INC	195194	SIGNATURE STAMP 5" BINDER	I 1075431-1 400-650-500	11/18/2024 16.29	16.29	
01-53715	OFFICE PRODUCTS PLUS INC	195195	SIGNATURE STAMP 12 OZ COFFE CUPS	I 1075864-0 001-201-540	11/18/2024 148.26	148.26	
01-53715	OFFICE PRODUCTS PLUS INC	195196	SIGNATURE STAMP SIGNATURE STAMP	I 1076039-0 400-650-500	12/06/2024 34.60	34.60	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-54050	OVERHEAD DOOR CO	195197	REPAIR ROLL UP DOOR	I 1872	11/22/2024	353.50
			COMMERCIAL HOURS	001-201-637	247.50	
			2-#4,2-#5 COMM. HING	001-201-637	74.00	
			COMM.SLIDE LOCK	001-201-637	32.00	
01-04017	OZBORN COMMUNICATIONS LLC	195198	ST ANDREWS SIREN	I 22424	11/25/2024	14,800.00
			7.5 HP 3 PHASE SIREN	001-100-730	10,300.00	
			CRANE RENTAL	001-100-730	2,700.00	
			LABOR	001-100-730	1,800.00	
01-05494	PANDORA VENTURES LLC	195199	OVERPAYMENT PRIVILEGE LICENSE	I 202412119575	12/11/2024	29.20
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	29.20	
01-04346	PHYLLIS PARKER	195200	DECEMBER 2, 2024 MEETING	I 120224	12/02/2024	50.00
			DECEMBER 2, 2024 MEETING	001-550-599	50.00	
01-55060	PEARL RIVER VALLEY WATER	195201	90400: 10-21-24 - 11-21-24	I 202412099488	11/26/2024	88.27
			90400: 10-21-24 - 11-21-24	001-340-630	88.27	
01-56355	PIP PRINTING	195202	VETERANS DAY CARDS	I 334502	11/25/2024	79.50
			CARDS - 2 SIDED	001-093-620	79.50	
01-56355	PIP PRINTING	195203	BANNER FOR PARADE	I 334546	12/05/2024	179.99
			BANNER	001-093-615	179.99	
01-04399	PITNEY BOWES GLOBAL FINAN	195204	09-30-24 - 12-29-24 LEASE	I 3319968798	11/16/2024	653.34
			09-30-24 - 12-29-24 LEASE	001-010-604	653.34	
01-03279	PNC EQUIPMENT FINANCE	195205	COMMERCIAL LEASE EQUIPMENT	I 2134962	12/05/2024	7,755.96
			COMMERCIAL LEASE EQUIPMENT	001-340-604	7,755.96	
01-06725	JAMES POWELL	195206	DECEMBER 10, 2024 MEETING	I 121024	12/10/2024	50.00
			DECEMBER 10, 2024 MEETING	001-180-611	50.00	
01-06353	QUENCH USA INC	195207	COOLER RENTAL	I INV08279868	11/30/2024	44.00
			COOLER RENTAL DEC.20	001-100-540	44.00	
01-06132	KENYA RACHAL	195208	DECEMBER 2, 2024 MEETING	I 120224	12/02/2024	50.00
			DECEMBER 2, 2024 MEETING	001-550-599	50.00	
01-04547	REEVES COMPANY INC	195209	SERVING SINCE	I 503490	11/21/2024	71.69
			NAMEPIN	001-100-535	30.46	
			SERVING SINCE	001-100-535	36.26	
			SHIPPING	001-100-535	4.97	
01-04819	REGUS MANAGEMENT GROUP LL	195210	OVERPAYMENT PRIVILEGE LICENSE	I 202412129581	12/12/2024	20.00
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	20.00	
01-60575	REVELL HARDWARE & SUPPLY	195211	CID INTERVIEW SUPPLIES	I 7906/D	12/02/2024	46.89
			CABLETIE 100PK	001-100-540	9.19	
			3M SUPER ELEC TAPE	001-100-540	8.27	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-60575	REVELL HARDWARE & SUPPLY	195211	CID INTERVIEW SUPPLIES	I 7906/D	12/02/2024	46.89
			SURGE PROCTER 60UT	001-100-540	16.14	
			ANCHOR 8-10 CD50	001-100-540	9.99	
			CLAMP 1/4 PLASTIC	001-100-540	3.30	
01-60575	REVELL HARDWARE & SUPPLY	195212	ELECTRICAL PLUG	I 7967/D	12/06/2024	13.77
			PLUG 3 WIRE 15A	001-340-635	13.77	
01-60575	REVELL HARDWARE & SUPPLY	195213	PLUG KITS	I 7968/D	12/06/2024	72.17
			TIRE PLUG KIT 11PC	001-340-540	24.68	
			BLACK JACK TIRE REPA	001-340-540	47.49	
01-05276	JUDY RICE	195214	DECEMBER 5, 2024 MEETING	I 120524	12/05/2024	50.00
			DECEMBER 5, 2024 MEETING	001-180-611	50.00	
01-04325	JAN M RICHARDSON	195215	DECEMBER 2, 2024 MEETING	I 120224	12/02/2024	50.00
			DECEMBER 2, 2024 MEETING	001-550-599	50.00	
01-06122	ALEX DON ROBERTS	195216	DECEMBER 5, 2024 MEETING	I 120524	12/05/2024	50.00
			DECEMBER 5, 2024 MEETING	001-180-611	50.00	
01-05612	RPT COMMERCIAL INC	195217	INSTALL TRAILER HITCH	I 15230	11/26/2024	473.92
			INSTALL TRAILER HITCH	001-201-740	333.92	
			CONNECTOR	001-201-740	40.00	
			INSTALL GUNNER	001-201-740	100.00	
01-02384	SCOTT PETROLEUM CORPORATI	195218	OFF ROAD DIESEL	I 32165	11/26/2024	3,034.58
			OFF ROAD DIESEL	001-201-525	3,012.00	
			EPA TAX	001-201-525	4.80	
			STATE EXCISE TAX	001-201-525	12.00	
			HAZMAT FEE	001-201-525	5.78	
01-06479	SCREENVISION MEDIA	195219	THEATRE ADS	I LOC-000279128A	10/21/2024	2,484.00
			ADS	001-093-615	2,484.00	
01-04854	SITEONE LANDSCAPE SUPPLY	195220	TREE REPLACEMENT	I 148487076-001	11/27/2024	99.94
			RED MAPLE	001-340-575	99.94	
01-03210	SOUTHERN CONNECTION POLIC	195221	SCU UNIFORMS	I 32747	11/25/2024	211.98
			SCU UNIFORMS SHIRT	001-100-535	199.98	
			EMBROIDERY	001-100-535	12.00	
01-03210	SOUTHERN CONNECTION POLIC	195222	SPEC EVENT SHIRT HAAR	I 32748	11/25/2024	105.98
			SPEC EVENT SHIRT HAAR	001-100-535	85.98	
			VINYL LETTERING	001-100-535	20.00	
01-03210	SOUTHERN CONNECTION POLIC	195223	PERKINS UNIFORM PANTS	I 32803	12/02/2024	158.00
			PERKINS UNIFORM PANT	001-100-535	79.00	
			PERKINS UNIFORM PANTS	001-100-535	79.00	
01-03210	SOUTHERN CONNECTION POLIC	195224	LOGO'S	I 32814	12/03/2024	60.00
			LOGO'S	001-180-632	60.00	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-03210	SOUTHERN CONNECTION POLIC	195225	WELCH UNIFORM	I 32823	12/03/2024	398.99
			WELCH SHIRT	001-100-535	118.00	
			WELCH PANTS	001-100-535	158.00	
			WELCH LONG SLEEVE	001-100-535	80.00	
			WELCH POLO	001-100-535	42.99	
01-04508	SOUTHERN SOD SUPPLY	195226	ZOYSIA SOD	I 037571	12/03/2024	245.00
			ZOYSIA SOD	400-650-575	245.00	
01-06835	STAND OUT FOR GOOD INC	195227	OVERPAYMENT PRIVILEGE LICENSE	I 202412119576	12/11/2024	450.50
			OVERPAYMENT PRIVILEGE LICENSE	001-000-220	450.50	
01-03641	STAPLES BUSINESS CREDIT	195228	SUPPLIES - CH	I 6017753156	11/25/2024	116.58
			ADVIL	001-040-540	18.62	
			ALEVE	001-040-540	30.91	
			PAPER CUPS	001-040-540	13.89	
			WINDEX	001-092-510	15.25	
			TRASH BAGS	001-092-510	37.91	
01-03641	STAPLES BUSINESS CREDIT	195229	OFFICE SUPPLIES - CD	I 6017753157	11/25/2024	120.76
			POST IT NOTES	001-180-540	28.19	
			POST IT SUPER STICKY	001-180-540	29.19	
			POST IT 3x3	001-180-540	63.38	
01-67940	STAR SERVICE INC OF JACKS	195230	SERVER ROOM HOT	I SJ0001482	10/14/2024	277.50
			TRAVEL	001-100-637	30.00	
			LABOR	001-100-637	247.50	
01-67940	STAR SERVICE INC OF JACKS	195231	DEC 2024: TENNIS CENTER	I SJMC0001281	12/05/2024	190.72
			DEC 2024: TENNIS CENTER	001-340-637	190.72	
01-67940	STAR SERVICE INC OF JACKS	195232	DEC 2024: STREET DEPT	I SJMC0001282	12/05/2024	188.97
			DEC 2024: STREET DEPT	001-201-637	188.97	
01-67940	STAR SERVICE INC OF JACKS	195233	DEC 2024: CENTRAL FIRE STATION	I SJMC0001283	12/05/2024	237.67
			DEC 2024: CENTRAL FIRE STATION	001-160-637	237.67	
01-67940	STAR SERVICE INC OF JACKS	195234	DEC 2024: FIRE STATION II	I SJMC0001284	12/05/2024	208.39
			DEC 2024: FIRE STATION II	001-160-637	208.39	
01-67940	STAR SERVICE INC OF JACKS	195235	DEC 2024: PUBLIC WORKS	I SJMC0001285	12/05/2024	158.52
			DEC 2024: PUBLIC WORKS	400-650-637	158.52	
01-67940	STAR SERVICE INC OF JACKS	195236	DEC 2024: MUNICIPAL COURT	I SJMC0001286	12/05/2024	359.66
			DEC 2024: MUNICIPAL COURT	001-010-637	359.66	
01-67940	STAR SERVICE INC OF JACKS	195237	DEC 2024: LIBRARY	I SJMC0001287	12/05/2024	307.44
			DEC 2024: LIBRARY	001-350-637	307.44	
01-67940	STAR SERVICE INC OF JACKS	195238	DEC 2024: LODGE	I SJMC0001288	12/05/2024	214.24
			DEC 2024: LODGE	001-340-637	214.24	

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-67940	STAR SERVICE INC OF JACKS	195239	DEC 2024: FREEDOM RIDGE PARK DEC 2024: FREEDOM RIDGE PARK	I SJMC0001289 001-340-637	12/05/2024 216.27	216.27
01-67940	STAR SERVICE INC OF JACKS	195240	DEC 2024: FIRE STATION III DEC 2024: FIRE STATION III	I SJMC0001290 001-160-637	12/05/2024 212.77	212.77
01-67940	STAR SERVICE INC OF JACKS	195241	DEC 2024: POLICE STATION DEC 2024: POLICE STATION	I SJMC0001291 001-100-637	12/05/2024 692.76	692.76
01-67940	STAR SERVICE INC OF JACKS	195242	DEC 2024: FIRE STATION 4 DEC 2024: FIRE STATION 4	I SJMC0001292 001-160-637	12/05/2024 365.19	365.19
01-67940	STAR SERVICE INC OF JACKS	195243	DEC 2024: CITY HALL DEC 2024: CITY HALL	I SJMC0001293 001-092-637	12/05/2024 917.39	917.39
01-68200	STATE TREASURER	195244	NOVEMBER 2024 NOVEMBER 2024 NOVEMBER 2024 NOVEMBER 2024 NOVEMBER 2024	I 202412109498 001-000-332 001-000-107 001-000-114 001-000-116 001-000-113	12/06/2024 20,293.58 540.62 168.70 264.39 7,151.47	28,418.76
01-68950	CONNIE SUBER	195245	DECEMBER 10, 2024 MEETING DECEMBER 10, 2024 MEETING	I 121024 001-180-611	12/10/2024 50.00	50.00
01-69155	SUNBELT FIRE APPARATUS IN	195246	FD - REPLACE HYDROMOTION HYDROMOTION LABOR PARTS TRANSPORT FEE TRUCK TRANSPORT PARTS SHOP FEES	I 00020468 001-160-635 001-160-635 001-160-635 001-160-635 001-160-635	11/26/2024 11,200.00 29,570.83 921.20 1,062.50 514.93	43,269.46
01-05684	TAYLOR TOOLS	195247	AUTEL SCAN TOOL UPDATE AUTEL SCAN TOOL UPDA	I 202412099483 001-201-540	10/10/2024 1,695.00	1,695.00
01-06387	TRI-COUNTY TRANSPORT LLC	195248	TOW FEES TOW FEES	I 202412069451 001-100-632	11/25/2024 100.00	100.00
01-06521	TUXEDO JUNCTION	195249	OVERPAYMENT PRIVILEGE LICENSE OVERPAYMENT PRIVILEGE LICENSE	I 202412129580 001-000-220	12/12/2024 20.00	20.00
01-00544	U.S. LAWNS OF JACKSON	195250	LANDSCAPE DEC.2024 LANDSCAPE DEC.2024	I 51916 001-100-637	12/01/2024 826.75	826.75
01-00544	U.S. LAWNS OF JACKSON	195251	CITY HALL LANDSCAPE CITY HALL LANDSCAPE	I 51972 001-340-604	12/01/2024 2,402.08	2,402.08
01-00544	U.S. LAWNS OF JACKSON	195252	LANDSCAPE MAINTENANCE LANDSCAPE MAINTENANCE	I 51973 001-340-604	12/01/2024 8,442.00	8,442.00
01-00544	U.S. LAWNS OF JACKSON	195253	MONTHLY MAINTENANCE	I 51975	12/01/2024	3,599.00

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-00544	U.S. LAWNS OF JACKSON	195253	MONTHLY MAINTENANCE	I 51975	12/01/2024	3,599.00
			JESSAMINE CEMETERY	001-201-604	1,100.00	
			SPILLWAY ROAD	001-201-604	2,499.00	
01-00544	U.S. LAWNS OF JACKSON	195254	ROADSIDE CONTRACT MAINTENANCE	I 52026	11/30/2024	15,987.34
			ROADSIDE CONTRACT MAINTENANCE	001-201-604	15,987.34	
01-00544	U.S. LAWNS OF JACKSON	195255	I-55 FRONTAGE ROADS	I 52027	11/30/2024	1,848.85
			I-55 FRONTAGE ROADS	001-201-604	1,848.85	
01-00544	U.S. LAWNS OF JACKSON	195256	PINESTRAW FOR CITY HALL	I 52033	12/02/2024	2,595.00
			PINESTRAW FOR CITY HALL	001-340-575	2,595.00	
01-03710	UNION AUTO PARTS	195257	AUTO PARTS	I 2932524-00	11/12/2024	189.55
			P376 COOLANT	001-100-632	16.47	
			P376 THRMOSTAT	001-100-632	69.04	
			P376 WATER PUMP	001-100-632	104.04	
01-03710	UNION AUTO PARTS	195258	AUTO PARTS	I 2935128-00	11/18/2024	95.08
			P352 BATTERY	001-100-632	95.08	
			IMPLIED CORE	001-100-632	11.00	
			DIRTY CORE	001-100-632	11.00CR	
01-03710	UNION AUTO PARTS	195259	AUTO PARTS	I 2935619-00	11/18/2024	154.66
			P330 HOSE	001-100-632	37.85	
			P330 BELT	001-100-632	67.11	
			P330 BELT PULLEY	001-100-632	33.20	
			P330 COOLANT	001-100-632	16.50	
01-03710	UNION AUTO PARTS	195260	AUTO PARTS	I 2936673-00	11/20/2024	150.97
			P340 TENSIONER	001-100-632	128.32	
			P340 BELT	001-100-632	22.65	
01-03710	UNION AUTO PARTS	195261	AUTO PARTS	I 2939304-00	11/25/2024	9.42
			P373 HEADLIGHT	001-100-632	9.42	
01-03710	UNION AUTO PARTS	195262	REPLACE FUEL CAP	I 2939327-00	11/25/2024	23.43
			REPLACE FUEL CAP	001-201-632	23.43	
01-03710	UNION AUTO PARTS	195263	AUTO PARTS	I 2939834-00	11/26/2024	41.24
			P381 ENG. MOUNT	001-100-632	41.24	
01-03710	UNION AUTO PARTS	195264	AUTO PARTS	I 2941482-00	12/02/2024	425.24
			P342 RADIATOR	001-100-632	392.24	
			P342 COOLANT	001-100-632	33.00	
01-03710	UNION AUTO PARTS	195265	AUTO PARTS	I 2941811-00	12/02/2024	199.90
			OIL FILTERS NISSAN	001-100-632	19.14	
			CABIN FILTER	001-100-632	89.92	
			OIL FILTER CHARGERS	001-100-632	90.84	
01-03710	UNION AUTO PARTS	195266	REPLACE FUEL CAP	I 2944943-00	12/06/2024	118.24

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-03710	UNION AUTO PARTS	195266	REPLACE FUEL CAP STARTER	I 2944943-00 400-650-632	12/06/2024 118.24	118.24 CONT
01-03710	UNION AUTO PARTS	195267	NEW BATTERY ACD31G950A BATTERY IMPLIED CORE DIRTY CORE	I 2945115-00 001-340-635 001-340-635 001-340-635	12/06/2024 122.36 11.00 11.00CR	122.36
01-03710	UNION AUTO PARTS	195268	AUTO PARTS CHARGER WIPERS 21' CHARGER WIPER 22'	I 2945903-00 001-100-632 001-100-632	12/09/2024 55.85 55.85	111.70
01-06545	USIC LOCATING SERVICES LL	195269	11-01-24 - 11-30-24 SERVICES 11-01-24 - 11-30-24 SERVICES	I 700946 400-650-603	11/30/2024 6,687.45	6,687.45
01-02597	VERIZON WIRELESS	195270	742166727: 10-26-24 - 11-25-24 742166727: 10-26-24 - 11-25-24	I 9979659261 001-100-605	11/25/2024 280.07	280.07
01-02739	VERTIGO SOUND AND LIGHTIN	195271	SOUND AND STAGE SOUND SYSTEM/LIGHT SOUND SYSTEM	I 7547 001-340-650 001-340-650	11/21/2024 2,000.00 600.00	2,600.00
01-75100	WAGGONER ENGINEERING INC	195272	PROJECT NO. 101.0021259.002 PROJECT NO. 101.0021259.002	I 43328 475-650-600	12/04/2024 10,335.03	10,335.03
01-75100	WAGGONER ENGINEERING INC	195273	PROJECT NO. 101.0021259.004 PROJECT NO. 101.0021259.004	I 43329 400-650-600	12/04/2024 1,815.00	1,815.00
01-75100	WAGGONER ENGINEERING INC	195274	PROJECT NO. 101.0021267.000 PROJECT NO. 101.0021267.000	I 43330 325-601-600	12/04/2024 3,789.00	3,789.00
01-75100	WAGGONER ENGINEERING INC	195275	PROJECT NO. 101.0023088.000 PROJECT NO. 101.0023088.000 PROJECT NO. 101.0023088.000	I 43337 350-603-600 350-602-600	12/04/2024 25,360.00 6,745.00	32,105.00
01-75450	WALMART	195276	PHONE SCREEN PROTECTORS PHONE SCREEN PROTECTORS	I 03959 001-201-540	11/26/2024 11.76	11.76
01-75450	WALMART	195277	SCREEN PROTECTOR SCREEN PROTECTOR	I 03959A 001-201-540	11/26/2024 11.76	11.76
01-75450	WALMART	195278	MML LUNCHEON STOR BOX TABLECLOTHS TABLECLOTHS	I 06698 001-020-540 001-020-540 001-020-540	12/04/2024 6.73 99.80 54.90	161.43
01-75450	WALMART	195279	EVENT SUPPLIES HOLIDAY LIGHT HOLIDAY LIGHT HOLIDAY LIGHT HOLIDAY LIGHT HOLIDAY LIGHT	I 07459 001-340-650 001-340-650 001-340-650 001-340-650 001-340-650	12/02/2024 31.36 59.94 89.91 26.88 31.36	256.07

VENDOR		DOCKET		*-----INVOICE-----*		
NUMBER	NAME	NUMBER	COMMENT	NUMBER	DATE	AMOUNT
01-75450	WALMART	195279	EVENT SUPPLIES	I 07459	12/02/2024	256.07
			GARLAND	001-340-650	9.74	
			GARLAND	001-340-650	6.88	
01-75450	WALMART	195280	EVENT SUPPLIES	I 07467	12/02/2024	32.78
			PARTYHATS	001-340-650	32.78	
01-75450	WALMART	195281	EVENT SUPPLIES	I 08334A	12/05/2024	75.76
			40 JUVI 3RL	001-340-650	7.98	
			WRAP	001-340-650	4.98	
			40IN WRAP	001-340-650	6.48	
			GIFTWRAPPAPER	001-340-650	11.96	
			GIFTWRAPPAPER	001-340-650	13.96	
			WNT BLSH BBG	001-340-650	5.96	
			GIFT TP 2PK	001-340-650	9.54	
			PARTY HATS	001-340-650	14.90	
01-75450	WALMART	195282	EVENT SUPPLIES	I 08338A	12/05/2024	1.48
			120CT GLVS	001-340-650	1.48	
01-75450	WALMART	195283	CHRISTMAS CRAFT	I 08539	11/25/2024	40.24
			HOL COOKIES	001-340-540	5.84	
			HOL COOKIES	001-340-540	5.84	
			HOL COOKIES VOID	001-340-540	5.84CR	
			MILK CHERRY	001-340-540	10.24	
			MM PB 9.2OZ	001-340-540	3.96	
			DOTORIG 16OZ	001-340-540	6.48	
			COKE	001-340-540	13.72	
01-75750	WARING OIL CO	195284	GAS RESUPPLY	I 377837	11/27/2024	672.93
			NO LEAD 87 CONV GAS	001-340-525	625.00	
			ENV FEE	001-340-525	1.00	
			MS LOC GOV	001-340-525	31.50	
			OILSPILL	001-340-525	1.55	
			COMPLIANCE FEE	001-340-525	13.88	
01-75900	WASTE MANAGEMENT OF MS	195285	11-01-24 - 11-30-24 SERVICES	I 0027139-1894-0-A	12/03/2024	162,709.30
			11-01-24 - 11-30-24 SERVICES	003-220-682	116,845.32	
			11-01-24 - 11-30-24 SERVICES	003-220-683	45,863.98	
01-75900	WASTE MANAGEMENT OF MS	195286	11-01-24 - 11-30-24 SERVICES	I 3219654-0078-1	11/26/2024	1,039.73
			11-01-24 - 11-30-24 SERVICES	001-340-682	775.62	
			11-01-24 - 11-30-24 SERVICES	001-201-682	97.02	
			11-01-24 - 11-30-24 SERVICES	400-650-682	97.02	
			11-01-24 - 11-30-24 SERVICES	001-350-682	70.07	
01-06831	BRENDEN WATKINS	195287	REMITTANCE OF BOND FEE	I 202412099486	12/09/2024	200.00
			REMITTANCE OF BOND FEE	001-000-122	200.00	
01-06747	WILDSTONE CONSTRUCTION SE	195288	CONCRETE REPAIRS	I 24-1043-1	12/05/2024	3,450.00
			CONCRETE SPALL	001-340-637	3,450.00	

FUND TOTALS		
FUND	NAME	TOTAL
001	GENERAL FUND	643,093.88
003	SANITATION	162,709.30
325	HIGHLAND COMMERCE DR	3,789.00
350	RIDGEWOOD RD DRAINAGE	32,105.00
400	PUBLIC UTILITIES FUND	177,556.38
404	EMCRS OPERATION & MAINT	286.98
475	HIGHLAND COLONY WELL TANK	10,335.03
=====		
TOTALS FOR ALL FUNDS =		1,029,875.57

12/02/2024 2:03 PM

A / P CHECK REGISTER

PAGE: 1

PACKET: 20358 Regular Payments

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : PYBK PAYROLL RELATED DISB

November 2024 month End

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
00010	STATE TAX COMMISSION							
	I-T2 202410299237	STATE TAX WITHHOLDING	D	12/02/2024		15,651.00CR	001066	
	I-T2 202411129405	STATE TAX WITHHOLDING	D	12/02/2024		16,261.00CR	001066	
	I-T2 202411259434	STATE TAX WITHHOLDING	D	12/02/2024		17,266.00CR	001066	49,178.00
00011	GOVT EMPL DEFERRED COMP P							
	I-ANN202410299237	ANNUITY	D	12/02/2024		3,607.50CR	001067	
	I-ANN202411129405	ANNUITY	D	12/02/2024		5,159.50CR	001067	8,767.00
00029	CITY OF RIDGELAND PAYROLL							
	I-RET202410299237	RETIREMENT	D	12/02/2024		157,472.11CR	001068	
	I-RET202411129405	RETIREMENT	D	12/02/2024		166,589.89CR	001068	
	I-RET202411259434	RETIREMENT	D	12/02/2024		161,134.38CR	001068	485,196.38

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	0.00	543,141.38	543,141.38
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	543,141.38	543,141.38

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

12/02/2024 2:03 PM

A / P CHECK REGISTER

PAGE: 2

PACKET: 20358 Regular Payments

VENDOR SET: 01

*** DRAFT/OTHER LISTING ***

BANK : PYBK PAYROLL RELATED DISB

VENDOR	NAME / I.D.	DESC	ITEM TYPE	PAID DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	12/2024	479,357.85CR
005	12/2024	5,346.99CR
400	12/2024	55,143.20CR
404	12/2024	3,293.34CR
ALL		543,141.38CR

DEPT: ALL

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 11/22/2024

PAY PERIOD ENDING: 12/05/2024

December 13, 2024 payroll

*** GRAND TOTALS ***

-----EARNINGS-----			-----BENF/REIMB-----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
SAL	704.00	38,092.96	VEH	22.40	AFA	AFACC	1036.91		FED W/H	531,947.58	46,693.01	
SMON	0.00	10,904.59			AFC	AFCAN	892.04		ST WH MS	531,947.58	16,457.00	
REG	16,122.25	407,155.10			AFD	AFSHO	1401.47		FICA	590,352.97	36,601.99	36601.99
R/O	64.25	1,320.48			AFH	AFHOS	438.40		MEDI	590,352.97	8,560.12	8560.12
O/T	991.75	33,887.34			AFS	AFSPE	192.56					
CE	3.00	0.00			ANN	ANUTY	3716.50					
CMPRG	47.00	0.00			C18	CHSUP	202.50					
COMP	113.00	2,992.02			C32	CHSUP	225.00					
SICK	409.00	9,949.26			C42	CHSUP	147.50					
VAC	997.50	27,218.27			C59	CHSUP	285.25					
HOL	2,630.00	74,427.44			C67	CHSUP	177.50					
HOLB	2,217.00	0.00			C70	CHSUP	107.00					
PARAM	0.00	3,846.20			C73	CHSUP	86.50					
SHIFT	0.00	400.00			C74	CHSUP	165.00					
FEQMT	0.00	35.48			C79	CHSUP	171.00					
TRAFF	0.00	1,001.00			C82	CHSUP	127.50					
MBNHI	10.00	484.70			C86	CHSUP	87.50					
TASKF	14.00	604.38			C87	CHSUP	72.50					
					C88	CHSUP	327.50					
					C92	CHSUP	76.00					
					C94	CHSUP	382.50					
					C95	CHSUP	90.00					
					C96	CHSUP	85.50					
					C97	CHSUP	146.00					
					CAF	ADMFE	112.50	130.24				
					CHC	CHCAR	1183.05					
					CRU	CRUN	3373.00					
					D92	GARNI	176.98					
					D93	GARNI	164.21					
					D94	GARNI	509.42					
					DCF	DENCF	2166.18	1230.39				
					DEN	DENTL	38.38	2384.83				
					FCE	FLEX	8.68					
					HCF	HTHCF	13443.94	21165.81				
					HLT	HELTH		49486.26				
					HRF	HRF	170.63	266.73				
					LIF	LIFE	13.44	982.94				
					PBA	POBEN	236.25					
					RET	RET	54688.89	108803.52				
					UNR	UNREM	2706.95					
TOTALS:	24,322.75	612,319.22		22.40			89632.63	184450.72			108,312.12	45162.11

*** GRAND TOTALS ***

-----DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
001-010	17,725.02	14,085.48	0.00	3,639.54	0.00	0.00	2,391.43	2,684.00	12,649.59
001-020	6,949.17	6,359.57	0.00	589.60	0.00	0.00	1,265.35	1,228.76	4,455.06
001-040	30,316.11	23,240.10	0.00	7,076.01	0.00	0.00	4,525.57	5,290.59	20,499.95
001-092	1,758.40	1,406.72	0.00	351.68	0.00	0.00	158.26	292.23	1,307.91
001-100	188,795.72	139,344.72	16,395.22	30,565.70	2,490.08	0.00	25,978.20	33,770.54	129,046.98
001-160	163,610.86	122,052.22	16,603.96	21,073.00	3,881.68	0.00	27,392.54	29,421.36	106,796.96
001-180	29,272.81	22,024.96	0.00	7,247.85	0.00	0.00	4,151.18	5,503.85	19,617.78
001-201	70,426.71	52,679.38	0.00	17,549.21	175.72	22.40	9,154.36	11,751.44	49,498.51
001-340	35,947.01	27,097.23	0.00	8,849.78	0.00	0.00	3,930.49	6,344.38	25,672.14
005-101	2,638.40	2,110.72	0.00	527.68	0.00	0.00	468.91	505.78	1,663.71
400-650	61,108.89	43,682.10	888.16	15,393.87	1,144.76	0.00	9,294.12	11,043.75	40,771.02
404-650	3,792.52	2,069.45	0.00	1,723.07	0.00	0.00	922.22	475.44	2,394.86
TOTALS	612,341.62	456,152.65	33,887.34	114,586.99	7,692.24	22.40	89,632.63	108,312.12	414,374.47

REGULAR INPUT: 254

MANUAL INPUT: 0

CHECK STUB COUNT: 1

DIRECT DEPOSIT STUB COUNT: 253