



Mayor Depreo  
Councilmember Maher At-Large  
Councilmember Finley Ward 1  
Councilmember Liese Ward 2  
Councilmember Cumberland Ward 3  
Councilmember Clark Ward 4

**AGENDA**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**Tuesday, May 21, 2024**  
**6:00 PM CST**  
Council Chambers, City Hall  
and via teleconference, if necessary

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**Call to Order.**

Invocation  
Pledge of Allegiance  
Roll Call  
Confirm or Adjust Agenda Order

**Presentation Agenda.**

- a. The next Regular Meeting of the City Council will be held Tuesday, June 4, 2024 at 6:00 p.m. in Council Chambers located at City Hall.
- b. City Hall will be closed Monday, May 27, 2024 in observance of Memorial Day.
- c. Proclamation - Diamondhead Garden Club
- d. Proclamation - National Police Week 2024
- e. Covington Civil & Environmental, LLC Presentations:  
Turnberry Way, Ahuli Place, Substation and Kalae Street

City Manager's Report.

Public Comments on Agenda Items.

Council Comments.

**Policy Agenda.**

**Minutes:**

1. Motion to approve the May 7, 2024 Regular Meeting Minutes.

**Tabled Matters:**

2. **2023-408:** Discussion on whether or not donations that were made for the Diamondhead Dog Park Twin Lakes location can be refunded to the donors as it was stated at a prior city council meeting. (Depreo)

**Resolutions:**

3. **2024-117:** Motion to adopt Resolution 2024-022 thereby appointing Mayor Depreo as Voting Delegate and Councilmember Finely as First Alternate to serve as Mississippi Municipal League 2024 Voting Delegates.

- 4.** **2024-131:** Motion to adopt Resolution 2024-023 thereby abandoning a 5' drainage/utility easement on each side of the common property line between lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12. The parcel number is 067E-2-26-073.000. The physical street address is 9530 Kale Place.
- 5.** **2024-130:** Motion to adopt Resolution 2024-024 thereby designating Jennifer Toscano, Consultant with Rostan Solutions, Inc. as City of Diamondhead's agent for MEMA/FEMA related matters.

**Consent Agenda:**

- 6.** **2024-118:** Motion to approve Pay Application 7 in the amount of \$120,018.90 and Pay Application 8 in the amount of \$192,029.21 to Bottom 2 Top Construction, LLC for the Commercial District Transformation Project Phase I.
- 7.** **2024-119:** Motion to approve Pay Request 4 in the amount of \$142,958.93 to Warren Paving, Inc. for Diamondhead Bond Paving Project.
- 8.** **2024-121:** Motion to approve Pay Application 6 in the amount of \$58,650.53 to Moran Hauling Inc., for Noma Drive Improvements.
- 9.** **2024-122:** Motion to approve payments to Chiniche Engineering & Surveying in the amount of \$2,522.50 for Canal Dredging, in the amount of \$6,100.00 for Montjoy Creek Nature Trail and in the amount of \$19,449.50 for Coon Branch Drainage.
- 10.** **2024-123:** Motion to approve payments to Covington Civil & Environmental, LLC in the amount of \$10,450.00 for Support for East Aloha and Veterans Drive Project, in the amount of \$5,904.14 for Gex Drive Lighting and irrigation Replacement, in the amount of \$14,127.07 for On-Call Survey Services, in the amount of \$23,700.00 for Commercial District Phase III Project, in the amount of \$31,971.86 for Commercial District Transformation Project Noma Drive Improvements.
- 11.** **2024-124:** Motion to approve payments in the amount of \$616.25 to Digital Engineering for Beaux Vue Phase 2 Drainage Improvements, and in the amount of \$12,600.00 for the Bond Paving Project.
- 12.** **2024-125:** Motion to approve Pay Application 1 in the amount of \$150,839.81 to LJ Construction, Inc., for the Kaleki Way Drainage Project.
- 13.** **2024-126:** Motion to accept substantial completion of the Noma Drive Improvements Project as of May 3, 2024.
- 14.** **2024-127:** Motion to accept and award low bid received from Gill's Crane & Dozer Services in the amount of \$715,890.00 for the Noma Drive Waterfront Improvements Project.
- 15.** **2024-132:** Motion to advertise for ARPA funded projects, Turnberry Way, Ahuli Place, Substation, Kalae Street, Hilo Way and Kolo Court.
- 16.** **2024-133:** Motion to approve amended purchasing policies and procedures.
- 17.** **2024-134:** Motion to accept the Memorandum of Understanding between The City of Diamondhead and the Hancock County Board of Supervisors with respect to the bank stabilization project and GOMESA funds and authorize City Manager, Jon McCraw to execute same.

**Action Agenda.**

- 18. 2024-128:** Motion to amend fence ordinance from: xii. The finished side of the fence shall display toward the outside of the lot being fenced. All exposed structural members and cross bracing shall display internally on the lot being fenced to wherever a fence or wall is installed, the “finished” side of the fence shall face the section of the lot that “fronts to” or is otherwise exposed to a city street or right-of-way. Fences constructed between two private properties may display the “finished: side of the fence, at the discretion of the property owner submitting the building permit application. (Clark)
- 19. 2024-129:** Motion to approve a text amendment to Ordinance 2019-003 - Procedural Ordinance. (Clark)

**Routine Agenda.**

**Claims Payable**

- 20.** Motion to approve Docket of Claims (DKT231754- DKT231800) in the amount of \$937,818.53.

**Department Reports**

- a.** Building  
Code Enforcement  
Court  
Police

**Public Comments on Non-Agenda Items.**

**Council Closing Comments**

**Executive Session - If Necessary**

**Adjourn/Recess.**

*NOTE: THE CITY OF DIAMONDHEAD WILL FURNISH APPROPRIATE AUXILIARY AIDS AND SERVICES WHERE NECESSARY TO AFFORD INDIVIDUALS WITH DISABILITIES AN EQUAL OPPORTUNITY TO SERVICES AND ACTIVITIES OF THE CITY. A WRITTEN REQUEST BY OR ON BEHALF OF QUALIFYING INDIVIDUALS SHALL BE SUBMITTED IN A TIMELY MANNER TO THE CITY CLERK.*



**MINUTES**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**Tuesday, May 07, 2024**  
**6:00 PM CST**

**Call to Order.**

Mayor Depreo called the meeting to order at 6:00 p.m.

Invocation - Councilmember Clark

Pledge of Allegiance

Roll Call

PRESENT

Mayor Nancy Depreo

Councilmember-At-Large Gerard Maher

Ward 1 Shane Finley

Ward 2 Anna Liese

Ward 3 John Cumberland

Ward 4 Austin Clark

Confirm or Adjust Agenda Order

Motion made by Ward 4 Clark, Seconded by Ward 2 Liese to adjust the agenda moving Item #15 - **2024-107**: Motion to approve and enter into Fire Protection Agreement with Hancock County Board of Supervisors and Diamondhead Fire District for fire protection services and the transfer of annual insurance rebate to Hancock Board of Supervisors solely for the support, operation and equipping Diamondhead Fire Department from Consent to Action and to remove from the table and delete Item 2 - **2023-274**: Motion to contribute up to \$40,000.00 for the Dog Park from the General Fund Balance. (Finley)

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Presentation Agenda.**

- a. The next Regular Meeting of the City Council will be held Tuesday, May 21, 2024 at 6:00 p.m. in Council Chambers located at City Hall.
- b. Proclamation - Better Hearing Month - Dr. Brittany Fischtziur
- c. Proclaiming Brain Cancer Awareness Month - "Go Gray in May"- Cindy Lamb
- d. Kodie Koenenn & Billy Owens - MDOT Project Update
- e. Machado Patano, Ben Sellers - Hilo Project Update
- f. Covington Civil and Environmental, Andrew Levens - Kolo Court Project Presentations
- g. Orion Planning, Bob Barber - Zoning Code Re Write

City Manager's Report.

**CITY MANAGER REPORT**

May 07, 2024

1. Park Ten Road –The contract is for 270 Calendar Days with an end date of June 1<sup>st</sup>. The contractor is requesting an additional 39 days due to the weather. If approved tonight, the new end date will be July 10<sup>th</sup>. The sidewalks will be formed this week. All curbs and gutters have been installed up to the DWSD Plant. The lighting subcontractor is completing the landscape lighting.
2. Noma Drive Restoration – The engineer has issued substantial completion paperwork for this project. A walkthrough is scheduled for next week to close out the project.
3. Beaux Vue 2 – Currently waiting for the schedule and the notice to proceed.
4. Bond Paving Diamondhead Drive – Contractor completed the punch list items. A final walkthrough is scheduled for Thursday.
5. Noma Drive Phase 1b – The project is out for bid. Bids are due on May 14<sup>th</sup>.
6. Kaleki Way – The contract is for 120 days with an end date of August 6<sup>th</sup>. The contractor has installed all the new driveway culverts on Amoka and Kaleki Way. They are currently working on restoring the resident’s driveways. Once complete, they will start on phase 2 which will include working in the side and rear of properties on Ieke and DH Drive North. All required easements for this project have been acquired.
7. Bayou Drive – The contractor was issued the notice to proceed on May 6<sup>th</sup>. The project will be for 90 days and is currently scheduled to be completed by August 4<sup>th</sup>. Due to utility delays, the road will remain open.
8. Hilo Projects – Engineer will provide an update at tonight’s meeting.
9. MDOT Roundabout Project & I-10 Widening Project – MDOT will provide an update at tonight’s meeting.
10. Turnberry – Meeting with residents this morning to discuss the final design. The new design will require no additional easements to be needed.
11. Kolo Court – Engineer will provide final drawings at tonight’s meeting. The project has been designed to remove the need for any additional easements.
12. Canal Dredging – MDEQ has scheduled an on-site meeting for May 23<sup>rd</sup>. Once completed, a grant agreement will be issued and presented to the council. The engineer will provide a design presentation at the June 4<sup>th</sup> council meeting.
13. Dog Park – The county asked to make a few minor changes to the title which has been completed. Once Neel-Schaffer updates the survey, the county will submit to the city the re-subdivision request. The current proposed parcel for Ochsner Medical is approximately 4.3 acres. Of that parcel, I estimate 0.6 acres or 25,000 sq ft. could be used for the dog park. The motion on the agenda tonight is in furtherance of the council’s approved action to explorer developing this site for a dog park. The bid documents, the budget, and all contracts with Ochsner and/or Hancock County will still need further approval of the council.
14. Ahuli Place – Design work almost 90%. Should have presentation on the next agenda.
15. Kalae Street -- Design work almost 90%. Should have presentation on the next agenda.

16. Montjoy Creek – Received the Tidelands lease from the Secretary of State’s office. This lease agreement is on the agenda for your approval. The engineer will provide a design update at the June 4<sup>th</sup> council meeting.
17. Noma Drive Walking Trail – The engineer has completed the survey work for this project and is determining the best route for the walking trail.
18. Coon Branch – This is four GOMESA projects (Coon Branch, Lots 7 & 8, Koloa Street @ Ala Moana and Anahola Place). At this time, no additional easements are expected to be needed for this project. The engineer will present the initial design at the June 4<sup>th</sup> council meeting.
19. Noma Drive Dredging – The engineer expects to bid this summer. The project is to remove sediment in the Jourdan River to allow better boat access from the Noma Drive Boat Launch.
20. Detention Ponds – Engineer has completed design on this project and will provide them to public works to complete the dredging.
21. Kome Drive – This will be to address driveway and landscape culverts on Kome Drive. This project is also on hold until all ARPA projects have completed the design phase.
22. Kalipekona Pond -- This project will dredge the south end of the pond to remove sediment. It will also redesign the weir and road culvert. This project is also on hold until all ARPA projects have completed the design phase.
23. Substation – This project is currently in the design phase. The project is to address the erosion behind the new substation and the exposed sewer pipes.
24. Noma Drive Boardwalk – **No updated information this meeting.** All easements have been recorded. MDEQ is going through the final steps with MS TIG getting everything approved and will be in touch regarding the subaward.
25. Pelican Cove Drainage Project – **No updated information this meeting.** Engineer has been provided the work assignment and will begin the surveying on this project.

### Email Request Received

1. Alakoko Place – Councilmember asked about the rear ditch on this property. A work order was issued to Public Works. Project is on the PW’s list to clean out.
2. 8912 Anahola Court – Councilmember asked about drainage around this home as ditches are holding water. I have put in a work order with public works. **This will be addressed in the Coon Branch project.**
3. 84126 Bayou Drive – Councilmember asked about two lots next to this address that were initially cleared by a contractor but have been left with a few trees and trash on the property. I have asked code enforcement to contact the current lot owner.
4. 10747 Lilnoe Way – Councilmember asked for a compliance check on this address. I turned the request over to the code enforcement officer.
5. 6655 Golf Club Drive – Councilmember reported the garage of the home receiving water during the major rain event last Wednesday. **Public works will determine the need.**
6. 9834 Pokai Way – Councilmember asked for a compliance check at this address. I have forwarded this to code enforcement. A letter was sent last month requesting the property to be cleaned up.

7. 8896 Kipapa Way – Councilmember asked for a compliance check at this address. I have forwarded this to code enforcement.
8. Alfonso Realty – Councilmember reported the building took on water during the rain event last Wednesday. **The issue is due to excess dirt pushed up against building. The dirt was removed.**
9. 73650 DH Drive North – Councilmember asked that resident’s ditch be cleaned out. A work order has been issued.
10. Beaux Vue/Highpoint Ditch – Councilmember asked about the outfall ditch of Beaux Vue and Highpoint not draining. A work order was created to reshape the ditch.
11. POA Lots – Councilmember forwarded a request from a resident about the lots being sold by the POA. The city is reviewing the lots available to determine if any would be unsuitable for building and better used as drainage lots for the city.
12. Kaleki Way Project – Councilmember asked about the project and the removal of landscape culverts. Also, the contractor had material on a homeowner’s property. **This was removed by the contractor.**
13. Kalae Street – Councilmember asked that the ditches need to be cleaned on Kalae Street. **This is part of the ARPA project and will be addressed.**
14. Realtor Signs – Councilmember expressed concern about certain realtors leaving their signs up in Diamondhead all week long. How is it fair for some realtors to get away with it and others not? **This has been discussed with code enforcement. No realtor is being provided special treatment.**
15. 2370 Coelho Way – Councilmember has reported compliance concern regarding this address. **This address has cleared up all previously reported issues. No new reports have been received by the city administration.**
16. 568 Ahuli Place – Councilmember has reported that the ditch needs to be cleaned at and near this address. A work order has been created for public works.

Public Comments on Agenda Items.

Michael Leone - Kaleki Drainage Project

D J Malley - Kaleki Drainage Project

Penne Rappold - Friends of the Animal Shelter

Bill Atkinson - Zoning

Beverly O'Hara - Friends of the Animal Shelter, Zoning Map, Dog Park

**Policy Agenda.**

**Minutes:**

1. Motion to approve the April 16, 2024 Regular Meeting Minutes.

Motion made by Ward 1 Finley, Seconded by Ward 4 Clark to approve the April 16, 2024 Regular Meeting Minutes.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Tabled Matters:**

- 3. **2023-408:** Discussion on whether or not donations that were made for the Diamondhead Dog Park Twin Lakes location can be refunded to the donors as it was stated at a prior city council meeting. (Depreo)

**NO ACTION TAKEN**

**Resolutions:**

- 4. **2024-106:** Motion to adopt Resolution 2024-020 to apply for HUD-EDI Grant in the amount of 2.2 million for Kalani Drive.

Motion made by Ward 2 Liese, Seconded by Ward 3 Cumberland to adopt Resolution 2024-020 to apply for HUD-EDI Grant in the amount of 2.2 million for Kalani Drive.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 5. **2024-112:** Motion to adopt Resolution 2024-021 thereby acquiring by donation certain easement from Brian LeBourgeois for drainage purposes.

Motion made by Ward 3 Cumberland, Seconded by Ward 2 Liese to adopt Resolution 2024-021 thereby acquiring by donation certain easement from Brian LeBourgeois for drainage purposes.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Consent Agenda:**

Motion made by Ward 1 Finley, Seconded by Councilmember-At-Large Maher to approve the following consent items:

- 6. **2024-096:** Motion to approve MOA with Govdeals for the sale of surplus equipment.
- 7. **2024-097:** Motion to authorize City Attorney and City Manager to negotiate with owners of properties in the commercial district for acquisition of property for the location and construction of additional new right-of-ways to promote commercial development. All negotiated acquisitions must be approved by the City Council prior to final acceptance by the city.
- 8. **2024-098:** Motion to approve Change Order No. 2 to the contract with Bottom 2 Top Construction, LLC in the net amount of -\$300.08 for a total contract amount of \$4,135,461.48 and for an additional 39 contract days due to weather delays for the Commercial District Transformation Project Phase 1.
- 9. **2024-099:** Motion to adopt Seasonal Employee Policy and to establish an hourly rate of \$12.00 per hour for seasonal employees.
- 10. **2024-100:** Motion to approve the Federal Procurement and Purchasing Policy.
- 11. **2024-102:** Motion to approve Master Agreement Work Assignment in the amount of \$20,000.00 with Covington Civil & Environmental to serve a City Traffic Engineer.
- 12. **2024-103:** Motion to approve the FY2025 Budget Timeline.



- 13. **2024-104:** Motion to approve budget amendments.
- 14. **2024-105:** Motion to declare surplus Public Works equipment and proceed with disposal via on-line auction managed by GovDeals.
- 16. **2024-116:** Motion to enter into a forty (40) year public trust tidelands lease with the State of Mississippi for the Montjoy Creek Project beginning May 1, 2024.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Action Agenda.**

- 15. **2024-107:** Motion to approve and enter into Fire Protection Agreement with Hancock County Board of Supervisors and Diamondhead Fire District for fire protection services and the transfer of annual insurance rebate to Hancock Board of Supervisors solely for the support, operation, and equipping Diamondhead Fire Department.

At 7:59 p.m. Councilmember Clark left the meeting.

Motion made by Ward 3 Cumberland, Seconded by Councilmember-At-Large Maher to approve and enter into Fire Protection Agreement with Hancock County Board of Supervisors and Diamondhead Fire District for fire protection services and the transfer of annual insurance rebate to Hancock Board of Supervisors solely for the support, operation, and equipping Diamondhead Fire Department.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland

**MOTION CARRIED UNANIMOUSLY**

At 8:00 p.m. Councilmember Clark returned to the meeting.

- 17. **2024-108:** Discussion of the Kaleki Drainage Project. (Depreo)

Motion made by Mayor Depreo, Seconded by Ward 1 Finley for discussion of the Kaleki Drainage Project.

**NO ACTION TAKEN**

- 18. **2024-109:** Motion to allow the Diamondhead Lions Club to place their sign of similar size and design next to the Rotary sign in the front and rear of Diamondhead. (Depreo)

Motion made by Mayor Depreo, Seconded by Ward 2 Liese to allow the Diamondhead Lions Club to place their sign of similar size and design next to the Rotary sign in the front and rear of Diamondhead.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 19. **2024-110:** Motion to authorize city manager to review budget and suggest a budget amendment to provide annual support to the Friends of the Hancock County Animal Shelter and present the amendment at the May 21, 2024 meeting. (Depreo)

Motion made by Mayor Depreo, Seconded by Councilmember-At-Large Maher to authorize city manager to review budget and suggest a budget amendment to provide monthly support to the Friends of the Hancock County Animal Shelter and present the amendment at the May 21, 2024 meeting.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

- 20. **2024-111:** Motion to authorize city manager to notify every resident in a project area when the notice to proceed has been issued to the contractor and the date work will begin in their area with but not limited to, door hangers, Facebook post, and Eblast. (Depreo)

Motion made by Mayor Depreo, Seconded by Ward 1 Finley to authorize city manager to notify every resident in a project area when the notice to proceed has been issued to the contractor and the date work will begin in their area with but not limited to, door hangers, Facebook post, and Eblast, at his discretion.

Voting Yea: Mayor Depreo, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark  
Voting Nay: Councilmember-At-Large Maher

**MOTION CARRIED**

- 21. **2024-114:** Motion to concur with the Planning Commission recommendation to approve the proposed Text Amendment to the Code of Ordinances Appendix A - Zoning. The proposed text amendment is a comprehensive revision of the Zoning Ordinance to reflect Envision Diamondhead 2040, the city's Comprehensive Plan. Case File Number is 202300448.

Motion made by Ward 1 Finley, Seconded by Ward 2 Liese to concur with the Planning Commission recommendation to approve the proposed Text Amendment to the Code of Ordinances Appendix A - Zoning. The proposed text amendment is a comprehensive revision of the Zoning Ordinance to reflect Envision Diamondhead 2040, the city's Comprehensive Plan. Case File Number is 202300448.

Voting Yea: Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark  
Voting Nay: Mayor Depreo

**MOTION CARRIED**

- 22. **2024-113:** Motion for discussion of the Beaux Vue Drainage Project. (Liese)

Motion made by Ward 2 Liese, Seconded by Ward 3 Cumberland for discussion of the Beaux Vue Drainage Project.

**NO ACTION TAKEN**

- 23. **2024-115:** Motion to authorize City Manager to negotiate with Ochsner Medical Center to acquire land necessary to build the Diamondhead Dog Park, to approve a budget amendment to allocate

\$50,000.00 from the general fund for the construction of the dog park and to amend the master service agreement work assignment with MP Design to redesign the dog park plans.

Motion made by Ward 2 Liese, Seconded by Ward 1 Finley to authorize City Manager to negotiate with Ochsner Medical Center to acquire land necessary to build the Diamondhead Dog Park, to approve a budget amendment to allocate \$50,000.00 from the general fund for the construction of the dog park and to amend the master service agreement work assignment with MP Design to redesign the dog park plans.

Motion to amend made by Ward 2 Liese, Seconded by Ward 1 Finley to negotiate with Ochsner Medical Center to acquire land necessary to build the Diamondhead Dog Park, to suggest a budget amendment to allocate money from the general fund for the construction of the dog park and to amend the master service agreement work assignment with MP Design to redesign the dog park plans.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

**Routine Agenda.**

**Claims Payable**

- 24. Motion to approve Docket of Claims (DKT231702 - DKT231734) in the amount of \$84,212.23.

Motion made by Ward 3 Cumberland, Seconded by Ward 4 Clark to approve Docket of Claims (DKT231702 - DKT231734) in the amount of \$84,212.23.

Voting Yea: Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

Voting Nay: Mayor Depreo

**MOTION CARRIED**

**Public Comments on Non-Agenda Items.**

Jesse Harwood - Social Media (Facebook), Dog Park, Library Funding, Conduct at Council Meetings in the audience.

Harry Cagle - Gex Drive Lighting, Dog Park, Kaleki Drainage Project

**Adjourn/Recess.**

At 8:59 p.m. with no further business to come before the council, motion made by Ward 1 Finley, Seconded by Ward 3 Cumberland.

Voting Yea: Mayor Depreo, Councilmember-At-Large Maher, Ward 1 Finley, Ward 2 Liese, Ward 3 Cumberland, Ward 4 Clark

**MOTION CARRIED UNANIMOUSLY**

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Nancy Depreo  
Mayor

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Jeannie Klein  
City Clerk

Agenda Item #2023- 408

City of Diamondhead, MS  
**Request for Council Action**

TO: Members of Council  
FROM: Mayor Depreo

Ordinance  Resolution  Agreement  Info Only  Work Session  Other

AGENDA LOCATION:  Consent Agenda  Regular Agenda

AGENDA DATE REQUESTED

ORDINANCE/RESOLUTION CAPTION:

**ORDINANCE/RESOLUTION CAPTIONS or ISSUE:**

Discussion on whether or not donations that were made for the Diamondhead Dog Park Twin Lakes location can be refunded to the donors as it was stated at a prior city council meeting.

**REQUIRED SIGNATURES**

REQUESTED BY:   
City Manager:   
City Attorney:

COUNCIL ACTION:

Approved  Denied  Tabled/Deferred  Info Only Completed:





5/6/24

Abandon easement between Lots 49 + 50 in order to construct an attachment to main structure

*Daniel Mejia*

228-546-1763  
danielmejia@HotHotmail.co.uk

**Parcels**  
**067E-2-26-073.000**

Parcel Number: 067E-2-26-073.000  
 Owner Name: MEJIA DANIEL ETUX  
 Owner Address: 9528 KALE PL  
 Owner City, State ZIP: DIAMONDHEAD, MS 39525  
 Physical Address: 9530 KALE PLACE  
 Improvement Type: RES  
 Year Built: 2007  
 Base Area: 1807  
 Adjusted Area: 2075  
 Actual Total Value: 159685  
 Taxable Total Value: 0  
 Estimated Tax: 1691.17  
 Homestead Exemption: Yes  
 Deed Book: 2017  
 Deed Page: 7158  
 Legal Description 1: N1/2 48.49.50 BLK

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**Pat Rich**

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**From:** Pat Rich  
**Sent:** Monday, May 6, 2024 3:20 PM  
**To:** Ashley Hebert; Ty Wiltz  
**Subject:** 9528 Kale Pl  
**Attachments:** Geoportal.pdf

Good afternoon,

Daniel Mejia is requesting the abandonment of the 5' drainage/utility easements on either side of the common property lines between Lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12 for the purpose of constructing an addition with the street address of 9528 Kale Place.

Does your company or office need this easement to provide current or future services? Please provide me your written comments by Tuesday, May 14th.

Thanks in advance,

J. Pat Rich  
Development Coordinator

City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
228-242-1613

**Pat Rich**

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**From:** Ashley Hebert <ashleyhebert@coastelectric.coop>  
**Sent:** Wednesday, May 15, 2024 7:40 AM  
**To:** Pat Rich  
**Subject:** RE: 9528 Kale Pl

**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

We are good with the abandonment of easement for 9528 Kale Pl. Sorry it took so long to get back to you. Our email has been a little funny lately.

Thanks,

*Ashley Hebert*

Engineering and Operations  
Coast Electric Power Association  
Office: 228-363-7238  
Cell: 228-493-4300

**From:** Pat Rich <prich@diamondhead.ms.gov>  
**Sent:** Tuesday, May 14, 2024 4:05 PM  
**To:** Ashley Hebert <ashleyhebert@coastelectric.coop>  
**Subject:** [CAUTION] FW: 9528 Kale Pl

**CAUTION:** This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

**From:** Pat Rich  
**Sent:** Monday, May 6, 2024 3:20 PM  
**To:** Ashley Hebert <[ashleyhebert@coastelectric.coop](mailto:ashleyhebert@coastelectric.coop)>; Ty Wiltz <[TWiltz@diamondhead.ms.gov](mailto:TWiltz@diamondhead.ms.gov)>  
**Subject:** 9528 Kale Pl

Good afternoon,

Daniel Mejia is requesting the abandonment of the 5' drainage/utility easements on either side of the common property lines between Lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12 for the purpose of constructing an addition with the street address of 9528 Kale Place.

Does your company or office need this easement to provide current or future services? Please provide me your written comments by Tuesday, May 14th.

Thanks in advance,

J. Pat Rich  
Development Coordinator



**Pat Rich**

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**From:** Ty Wiltz  
**Sent:** Friday, May 10, 2024 6:39 AM  
**To:** Pat Rich  
**Subject:** RE: 9528 Kale Pl

Public Works has no issues with the abandonment of this easement.

Ty Wiltz  
Public Works Director  
City of Diamondhead

**From:** Pat Rich <prich@diamondhead.ms.gov>  
**Sent:** Monday, May 6, 2024 3:20 PM  
**To:** Ashley Hebert <ashleyhebert@coastelectric.coop>; Ty Wiltz <TWiltz@diamondhead.ms.gov>  
**Subject:** 9528 Kale Pl

Good afternoon,

Daniel Mejia is requesting the abandonment of the 5' drainage/utility easements on either side of the common property lines between Lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12 for the purpose of constructing an addition with the street address of 9528 Kale Place.

Does your company or office need this easement to provide current or future services? Please provide me your written comments by Tuesday, May 14th.

Thanks in advance,

J. Pat Rich  
Development Coordinator

City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
228-242-1613

Resolution  
Agenda Item

RESOLUTION AUTHORIZING THE MAYOR AND CITY COUNCIL (THE “GOVERNING BODY”) OF THE CITY OF DIAMONDHEAD, MISSISSIPPI (THE CITY), TO VACATE AND/OR ABANDON A 5’ DRAINAGE/UTILITY EASEMENT ON EACH SIDE OF THE COMMON PROPERTY LINE BETWEEN LOTS 49 AND 50, DIAMONDHEAD PHASE 2, UNIT 4A, BLOCK 12, HANCOCK COUNTY LOCATED WITHIN THE CITY

WHEREAS the Mayor and City Council (the Governing Body) of the City of Diamondhead, Mississippi (the City), acting for and on behalf of the City, hereby finds and determines as follows:

1. The City currently has a 5’ drainage/utility easement on each side of the common property line between lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12.
2. Daniel Mejia is the owner of lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12. The parcel number is 067E-2-26-073.000. The physical street address is 9528 Kale Place.
3. Further, the City hereby abandons and/or vacates the drainage/utility easements for the full width and length as petitioned except for the front and rear drainage and utility easement. These drainage/utility easements are 5’ drainage and utility easements on each side of the common property line between lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY, AS FOLLOWS:

4. SECTION 1. That the Governing Body of the City will hereby abandon the selected drainage/utility easements with respect to lots 49 and 50, Diamondhead Phase 2, Unit 4A, Block 12, described in bullet #3. The Diamondhead Public Works, Diamondhead Water & Sewer District and CEPA do not have any objections.

SECTION 2. It is agreed and understood that Daniel Mejia will be responsible for the filing of all necessary documents with the Chancery Clerk of Hancock County, Mississippi.

Resolution  
Agenda Item

The above and foregoing resolution, after having been first reduced to writing, was introduced by Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_ and the question being put to a roll call vote, the result was as follows:

	Aye	Nay	Absent
Councilmember Finley	___	___	___
Councilmember Liese	___	___	___
Councilmember Cumberland	___	___	___
Councilmember Clarke	___	___	___
Councilmember Maher	___	___	___
Mayor Depreo	___	___	___

The motion having received the affirmative vote of a majority of all the members of the Governing Body, the Mayor declared the motion carried and the resolution adopted, this the \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

(SEAL)

DESIGNATION OF APPLICANT'S AGENT

BE IT RESOLVED BY: City Council OF: City of Diamondhead  
Governing Body City, County, Other Entity

THAT Jennifer Toscano, Consultant  
Name of Designated Agent Official Position

ADDRESS 8282 Goodwood Blvd, PHONE (W) 225.405.5036 (H) 225.405.5036  
Baton Rouge, LA 70806

is hereby authorized to execute for and in behalf of City of Diamondhead  
City, County, Other Entity

a public entity established under the laws of the State of Mississippi, applications for the purpose of obtaining and administering certain federal financial assistance under the Disaster Relief Act of 1974 (Public Law 93-288), amended by Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, (Public Law 100-707) and to file them with the Governor's Authorized Representative.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Name Title

CERTIFICATION

I, \_\_\_\_\_, duly appointed \_\_\_\_\_ Title  
of \_\_\_\_\_, do hereby certify that the above is a true  
and correct copy of a resolution passed and approved by the \_\_\_\_\_  
Board President  
of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Date Signature

April 11, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Pay Application #7  
Commercial District Transformation Project Phase I  
Bottom 2 Top Construction, LLC**

Dear Mr. McCraw:

Enclosed, please find Pay Application #7 to be considered for approval by the City Council at the next meeting. The Application includes the period from 3/1/2024 to 3/31/2024. At the end of the application period, we are approximately 39% complete on contract value and 77% on contract time. We will be submitting a change order to include a time extension primarily for weather and utility relocation delays for your consideration.

I have reviewed this pay application and find that it is an accurate request according to the amount of work that has been completed since the project began. With that said, I recommend that the Council approve payment to Bottom 2 Top Construction, LLC., in the amount of \$120,018.90. Please do not hesitate to contact me should you have any questions.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**



Andrew Levens, P.E.  
Engineering Manager

Enclosures: B2T Pay Application #7 Signed





Progress Estimate - Unit Price Work

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: Bottom 2 Top Construction LLC  
 Project: City of Diamondhead Commercial District Transformation Project Phase I  
 Contract: \_\_\_\_\_

Contractor's Application for Payment

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: 16383  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 7 Application Period: From 03/01/24 to 03/31/24 Application Date: 04/04/24

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed - Current Pay App		H Work Completed to Date		K Materials Currently Stored (not in G) (\$)	L Work Completed and Materials Stored to Date (J + K) (\$)	M % of Value of Item (L / F) (%)	N Balance to Finish (F - L) (\$)
						Estimated Quantity Incorporated in the Work - Current Pay App	Value of Work Completed - Current Pay App (E X G) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X I) (\$)				
Original Contract													
202-8009	REMOVAL OF ASPHALT PAVEMENT, ALL DEPTHS	2,083	SY	\$ 8.00	16,664.00	413.00	3,304.00	455.37	3,642.96		3,642.96	22%	13,021.04
202-8087	REMOVAL OF CONTINUOUSLY REINFORCED CONCRETE PAVEMENT, ALL DEPTHS	235	SY	\$ 10.00	2,350.00		-	-	-		-	0%	2,350.00
202-8013	REMOVAL OF BASE (LIMESTONE / GRAVEL), ALL DEPTHS	3,191	SY	\$ 10.00	31,910.00		-	-	-		-	0%	31,910.00
503-C010	SAW CUT, FULL DEPTH (ASPHALT)	320	LF	\$ 8.00	2,560.00	80.00	640.00	215.00	1,720.00		1,720.00	67%	840.00
503-C010	SAW CUT, FULL DEPTH (CONCRETE)	55	LF	\$ 8.00	440.00		-	-	-		-	0%	440.00
202-B191	REMOVAL OF PIPE, 8" AND ABOVE	230	LF	\$ 5.00	1,150.00		-	50.00	250.00		250.00	22%	900.00
202-A001	CLEARING AND GRUBBING	1	LS	\$ 76,000.00	76,000.00		-	1.00	76,000.00		76,000.00	100%	-
L00098	REMOVE AND RESET, MAILBOX	3	EA	\$ 300.00	900.00		-	1.00	300.00		300.00	33%	600.00
907-630-0004	REMOVE AND RESET, SIGN	3	EA	\$ 300.00	900.00		-	-	-		-	0%	900.00
203-EX001	BORROW EXCAVATION, AH, FME, CLASS B1	4,400	CY	\$ 12.00	52,800.00		-	4,400.00	52,800.00		52,800.00	100%	-
203-G001	EXCESS EXCAVATION, FM, AH (TO BE USED AS DIRECTED)	800	CY	\$ 10.00	8,000.00		-	800.00	8,000.00		8,000.00	100%	-
206-A001	STRUCTURE EXCAVATION	2,200	CY	\$ 15.00	33,000.00		-	-	-		-	0%	33,000.00
216-A001	SOLID SODDING	8,500	SY	\$ 7.20	61,200.00		-	-	-		-	0%	61,200.00
234-A001	TEMPORARY SILT FENCE	5,200	LF	\$ 3.57	18,564.00		-	990.00	3,534.30		3,534.30	19%	15,029.70
237-A002	WATTLES, 20"	2,400	LF	\$ 5.43	13,032.00		-	60.00	325.80		325.80	3%	12,706.20
304-F002	SIZE 610 CRUSHED STONE BASE	4,840	TON	\$ 67.40	326,216.00	724.49	48,830.63	1,814.02	122,264.95		122,264.95	37%	203,951.05
403-A001	12.5-MM, HT, ASPHALT PAVEMENT	760	TON	\$ 191.19	145,304.40		-	-	-		-	0%	145,304.40
403-A013	9.5-MM, HT, ASPHALT PAVEMENT	760	TON	\$ 195.24	148,382.40		-	-	-		-	0%	148,382.40
501-8005	8" PLAIN CEMENT CONCRETE PAVEMENT, BROOM FINISH	92	SY	\$ 108.00	9,936.00		-	-	-		-	0%	9,936.00
406-A002	COLD MILLING OF BITUMINOUS PAVEMENTS, ALL DEPTH	300	SY	\$ 12.00	3,600.00		-	-	-		-	0%	3,600.00
603-CA004	15" REINFORCED CONCRETE PIPE, CLASS III, RUBBER TYPE GASKETS	54	LF	\$ 41.74	2,253.96	54.00	2,253.96	54.00	2,253.96		2,253.96	100%	-
603-CA012	18" REINFORCED CONCRETE PIPE, CLASS III, RUBBER TYPE GASKETS	2,003	LF	\$ 49.38	98,908.14	177.00	8,740.26	1,894.00	93,525.72		93,525.72	95%	5,382.42
603-CE002	22"x13" REINFORCED CONCRETE ARCH PIPE, CLASS III, RUBBER TYPE GASKETS	1,297	LF	\$ 65.58	85,057.26		-	1,236.00	81,056.88		81,056.88	95%	4,000.38
603-CE008	29"x18" REINFORCED CONCRETE ARCH PIPE, CLASS III, RUBBER TYPE GASKETS	427	LF	\$ 86.30	36,850.10		-	414.00	35,728.20		35,728.20	97%	1,121.90
603-CB003	18" REINFORCED CONCRETE END SECTION	1	EA	\$ 870.00	870.00		-	2.00	1,740.00		1,740.00	200%	(870.00)
603-CF003	29"x18" REINFORCED CONCRETE ARCH END SECTION	2	EA	\$ 1,110.00	2,220.00	1.00	1,110.00	2.00	2,220.00		2,220.00	100%	-
603-PA010	6' x 4' PRECAST CONCRETE BOX CULVERT	162	LF	\$ 1,065.00	172,530.00		-	160.00	170,400.00		170,400.00	99%	2,130.00
603-PB006	6' x 4' PRECAST CONCRETE BOX CULVERT, END SECTION	4	EA	\$ 4,750.00	19,000.00		-	4.00	19,000.00		19,000.00	100%	-
815-A007	LOOSE RIPRAP, SIZE 300	600	TON	\$ 84.20	50,520.00		-	-	-		-	0%	50,520.00
815-E001	GEOTEXTILE UNDER RIPRAP	950	SY	\$ 4.82	4,579.00		-	-	-		-	0%	4,579.00
604-A001	CASTINGS	5,500	LBS	\$ 3.38	18,590.00		-	3,150.00	10,647.00		10,647.00	57%	7,943.00
604-B001	GRATINGS	4,000	LBS	\$ 4.02	16,080.00		-	-	-		-	0%	16,080.00
609-8002	CONCRETE CURB, HEADER (6"x18")	727	LF	\$ 20.40	14,830.80		-	-	-		-	0%	14,830.80
609-D002	COMBINATION CONCRETE CURB AND GUTTER, TYPE 1 MODIFIED	4,108	LF	\$ 20.40	83,803.20		-	-	-		-	0%	83,803.20
609-D004	COMBINATION CONCRETE CURB AND GUTTER, TYPE 2 MODIFIED	446	LF	\$ 20.40	9,098.40		-	-	-		-	0%	9,098.40
608-A001	CONCRETE SIDEWALK, 4" THICK	2,990	SY	\$ 78.00	233,220.00		-	-	-		-	0%	233,220.00
608-A001	CONCRETE SIDEWALK, 6" THICK	522	SY	\$ 90.00	46,980.00		-	-	-		-	0%	46,980.00
608-C001	DETECTABLE WARNINGS, PER PLANS	103	SF	\$ 44.00	4,532.00		-	-	-		-	0%	4,532.00
626-G001	THERMOPLASTIC DETAIL STRIPE, BLUE-ADA	111	LF	\$ 24.00	2,664.00		-	-	-		-	0%	2,664.00
626-G002	THERMOPLASTIC DETAIL STRIPE, WHITE	813	LF	\$ 6.00	4,878.00		-	-	-		-	0%	4,878.00
907-626-H001	THERMOPLASTIC LEGEND, BLUE-ADA HANDICAP SYMBOL	2	EA	\$ 600.00	1,200.00		-	-	-		-	0%	1,200.00
626-H004	THERMOPLASTIC LEGEND, WHITE	696	SF	\$ 14.40	10,022.40		-	-	-		-	0%	10,022.40
630-A001	STANDARD ROADSIDE SIGNS, SHEET ALUMINUM, 0.080 THICKNESS	36	SF	\$ 19.24	692.64		-	-	-		-	0%	692.64
L00009	DECORATIVE SIGN POST, PER PLANS	60	LF	\$ 500.00	30,000.00		-	-	-		-	0%	30,000.00
620-A001	MOBILIZATION	1	LS	\$ 20,200.00	20,200.00		-	0.50	10,100.00		10,100.00	50%	10,100.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: Bottom 2 Top Construction LLC  
 Project: City of Diamondhead Commercial District Transformation Project Phase I  
 Contract: \_\_\_\_\_

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: 16383  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 7 Application Period: From 03/01/24 to 03/31/24 Application Date: 04/04/24

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed - Current Pay App		H Work Completed to Date		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (J + K) (\$)	K % of Value of Item (L / F) (%)	L Balance to Finish (F - L) (\$)	
						M Estimated Quantity Incorporated in the Work - Current Pay App	N Value of Work Completed - Current Pay App (E X G) (\$)	O Estimated Quantity Incorporated in the Work	P Value of Work Completed to Date (E X I) (\$)					
1	REMOVE, RELOCATE, OR PROTECT ELECTRICAL/COMMUNICATION UTILITIES	1	LS	\$ 75,000.00	75,000.00							0%	75,000.00	
2	MAINTENANCE OF TRAFFIC	1	LS	\$ 12,000.00	12,000.00	0.15	1,800.00	0.45	5,400.00		5,400.00	45%	6,600.00	
3	8" PVC GRAVITY SEWER PIPE	1,450	LF	\$ 36.02	52,229.00			1,339.00	48,230.78		48,230.78	92%	3,998.22	
4	PRECAST MANHOLE, 4' DIAMETER (ALL DEPTHS)	9	EA	\$ 3,867.20	34,804.80			9.00	34,804.80		34,804.80	100%	-	
5	8" PVC WATER MAIN	1,060	LF	\$ 43.98	46,618.80			981.00	43,144.38		43,144.38	93%	3,474.42	
6	12" PVC WATER MAIN	420	LF	\$ 75.79	31,831.80			319.00	24,177.01		24,177.01	76%	7,654.79	
7	ADJUSTMENT OF EXISTING FORCE MAIN, STA 3+73	1	LS	\$ 5,584.00	5,584.00			1.00	5,584.00		5,584.00	100%	-	
8	FIRE HYDRANT ASSEMBLY	4	EA	\$ 7,627.60	30,510.40			4.00	30,510.40		30,510.40	100%	-	
9	RECONNECT AND RELOCATE EXISTING FIRE HYDRANT	2	EA	\$ 3,339.68	6,679.36			2.00	6,679.36		6,679.36	100%	-	
10	SANITARY SEWER/WATER MAIN CROSSING	1	EA	\$ 3,384.00	3,384.00			1.00	3,384.00		3,384.00	100%	-	
11	8" GATE VALVE	2	EA	\$ 2,858.96	5,717.92			3.00	8,576.88		8,576.88	150%	(2,858.96)	
12	12" GATE VALVE	1	EA	\$ 4,992.56	4,992.56			3.00	14,977.68		14,977.68	300%	(9,985.12)	
13	8" INSERTION VALVE	2	EA	\$ 12,000.00	24,000.00							0%	24,000.00	
14	12" INSERTION VALVE	2	EA	\$ 24,200.00	48,400.00							0%	48,400.00	
15	REMOVAL OF WATER MAIN (ALL SIZES)	340	LF	\$ 10.00	3,400.00							0%	3,400.00	
16	SINGLE SEWER SERVICE	7	EA	\$ 1,254.06	8,778.42	1.00	1,254.06	9.00	11,286.54		11,286.54	129%	(2,508.12)	
17	DOUBLE SEWER SERVICE	6	EA	\$ 1,624.74	9,748.44			6.00	9,748.44		9,748.44	100%	-	
18	SINGLE WATER SERVICE	9	EA	\$ 1,161.73	10,455.57			3.00	3,485.19		3,485.19	33%	6,970.38	
19	DOUBLE WATER SERVICE	6	EA	\$ 2,455.00	14,730.00	(5.00)	(12,275.00)	6.00	14,730.00		14,730.00	100%	-	
20	12"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	2	EA	\$ 6,821.28	13,642.56							0%	13,642.56	
21	8"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	1	EA	\$ 5,899.68	5,899.68							0%	5,899.68	
22	12"x6" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	1	EA	\$ 16,635.78	16,635.78							0%	16,635.78	
23	DUCTILE IRON FITTINGS	6	TON	\$ 43,399.60	260,397.60			3.82	165,786.47		165,786.47	64%	94,611.13	
24	IRRIGATION	1	LS	\$ 132,000.00	132,000.00							0%	132,000.00	
26 01 00-A	1-1/4" HDPE "ROLL PIPE" CONDUIT	1,800	LF	\$ 19.18	34,524.00	240.00	4,603.20	1,065.00	20,426.70		20,426.70	59%	14,097.30	
26 01 00-B	2" PVC CONDUIT	5,400	LF	\$ 22.14	119,556.00	853.00	18,885.42	3,328.00	73,681.92		73,681.92	62%	45,874.08	
ALTERNATE 2														
27	PRECAST CONCRETE DRAINAGE STRUCTURES	82	EA	\$ 2,368.00	194,176.00	4.00	9,472.00	86.00	203,648.00		203,648.00	105%	(9,472.00)	
ALTERNATE 3														
L00091	STONE PAVERS, PER PLANS	14,869	SF	\$ 22.20	330,091.80							0%	330,091.80	
ALTERNATE 4														
L00060	TREE GRATE (ARGO 3'x3' HEEL-PROOF)	30	EA	\$ 1,411.20	42,336.00							0%	42,336.00	
25	CEDAR ELM TREE	77	EA	\$ 2,340.00	180,180.00							0%	180,180.00	
ALTERNATE 5														
26 01 00-C	LIGHTING STANDARDS	42	EA	\$ 9,480.62	398,186.04	2.50	23,701.55	4.50	42,662.79		42,662.79	11%	355,523.25	
26 01 00-D	ELECTRICAL DISTRIBUTION	9,200	LF	\$ 9.47	87,124.00	1,480.00	14,015.60	1,480.00	14,015.60		14,015.60	16%	73,108.40	
26 01 00-E	ELECTRICAL SERVICE, PANEL, METER, RACK	1	LS	\$ 7,084.08	7,084.08							0%	7,084.08	
					Original Contract Totals	\$ 4,173,187.31		\$ 126,335.68	5,145.00	\$ 1,480,450.71	\$ -	\$ 1,480,450.71	44%	\$ 2,692,736.60



Progress Estimate - Unit Price Work

Owner:	City of Diamondhead	<b>Contractor's Application for Payment</b>
Engineer:	Covington Civil & Environmental LLC	Owner's Project No.:
Contractor:	Bottom 2 Top Construction LLC	Engineer's Project No.:
Project:	City of Diamondhead Commercial District Transformation Project Phase I	Contractor's Project No.:
Contract:		

Application No.: 7 Application Period: From 03/01/24 to 03/31/24 Application Date: 04/04/24

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Bid Item No.	Description	Contract Information				Work Completed - Current Pay App		Work Completed to Date		Materials Currently Stored (not In G) (\$)	Work Completed and Materials Stored to Date (I + K) (\$)	% of Value of Item (L / F) (%)	Balance to Finish (F - L) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work - Current Pay App	Value of Work Completed - Current Pay App (E X G) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X I) (\$)				
<b>Change Orders</b>													
203-EX001	BORROW EXCAVATION, AH, FME, CLASS B1	10,000	CY	\$ 12.00	120,000.00	-	-	5,145.00	61,740.00		61,740.00	51%	58,260.00
203-G001	EXCESS EXCAVATION, FM, AH (TO BE USED AS DIRECTED)	9,500	CY	\$ 10.00	95,000.00	-	-	2,029.00	20,290.00		20,290.00	21%	74,710.00
3	8" PVC GRAVITY SEWER PIPE	(111)	LF	\$ 36.02	(3,998.22)	-	-	-	-		-	0%	(3,998.22)
5	8" PVC WATER MAIN	(60)	LF	\$ 43.98	(2,638.80)	-	-	-	-		-	0%	(2,638.80)
6	12" PVC WATER MAIN	(100)	LF	\$ 75.79	(7,579.00)	-	-	-	-		-	0%	(7,579.00)
11	8" GATE VALVE	1	EA	\$ 2,858.96	2,858.96	-	-	1.00	2,858.96		2,858.96	100%	-
12	12" GATE VALVE	2	EA	\$ 4,992.56	9,985.12	-	-	2.00	9,985.12		9,985.12	100%	-
13	8" INSERTION VALVE	(2)	EA	\$ 12,000.00	(24,000.00)	-	-	-	-		-	0%	(24,000.00)
14	12" INSERTION VALVE	(2)	EA	\$ 24,000.00	(48,000.00)	-	-	-	-		-	0%	(48,000.00)
15	REMOVAL OF WATER MAIN (ALL SIZES)	(340)	LF	\$ 10.00	(3,400.00)	-	-	-	-		-	0%	(3,400.00)
18	SINGLE WATER SERVICE	(7)	EA	\$ 1,161.73	(8,132.11)	-	-	-	-		-	0%	(8,132.11)
19	DOUBLE WATER SERVICE	5	EA	\$ 2,455.00	12,275.00	-	-	5.00	12,275.00		12,275.00	100%	-
20	12"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(2)	EA	\$ 6,821.28	(13,642.56)	-	-	-	-		-	0%	(13,642.56)
21	8"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(1)	EA	\$ 5,899.68	(5,899.68)	-	-	-	-		-	0%	(5,899.68)
22	12"x6" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(1)	EA	\$ 16,635.78	(16,635.78)	-	-	-	-		-	0%	(16,635.78)
23	DUCTILE IRON FITTINGS	(3.3)	TON	\$ 43,399.60	(143,218.68)	-	-	-	-		-	0%	(143,218.68)
<b>Change Order Totals</b>					<b>\$ (37,425.75)</b>			<b>\$ -</b>	<b>\$ 107,149.08</b>	<b>\$ -</b>	<b>\$ 107,149.08</b>	<b>23%</b>	<b>\$ (144,574.83)</b>
<b>Original Contract and Change Orders</b>													
<b>Project Totals</b>					<b>\$ 4,135,761.56</b>			<b>\$ 126,335.68</b>	<b>\$ 1,587,599.79</b>	<b>\$ -</b>	<b>\$ 1,587,599.79</b>	<b>34%</b>	<b>\$ 2,548,161.77</b>



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May 14, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Pay Application #8  
Commercial District Transformation Project Phase I  
Bottom 2 Top Construction, LLC**

Dear Mr. McCraw:

Enclosed, please find Pay Application #8 to be considered for approval by the City Council at the next meeting. The Application includes the period from 4/1/2024 to 4/30/2024. At the end of the application period, we are approximately 43% complete on contract value and 77% on contract time. Currently Coast Electric is working on relocating the overhead power to underground. Once that is completed the contractor will be able to complete the remaining roadbed and will be transitioning to completing the surface improvements including pavement and sidewalks.

I have reviewed this pay application and find that it is an accurate request according to the amount of work that has been completed since the project began. With that said, I recommend that the Council approve payment to Bottom 2 Top Construction, LLC., in the amount of \$192,029.21. Please do not hesitate to contact me should you have any questions.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

Andrew Levens, P.E.  
*Engineering Manager*

Enclosures: B2T Pay Application #8 Signed



Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: Bottom 2 Top Construction LLC  
 Project: City of Diamondhead Commercial District Transformation Project Phase I  
 Contract: \_\_\_\_\_

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: 16383  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 8 Application Period: From 04/01/24 to 04/30/24 Application Date: 05/10/24

A Bid Item No.	B Description	C Contract Information				G Work Completed - Current Pay App		I Work Completed to Date		K Materials Currently Stored (not in G) (\$)	L Work Completed and Materials Stored to Date (J + K) (\$)	M % of Value of Item (L / F) (%)	N Balance to Finish (F - L) (\$)
		C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Estimated Quantity Incorporated in the Work - Current Pay App	H Value of Work Completed - Current Pay App (E X G) (\$)	I Estimated Quantity Incorporated in the Work	J Value of Work Completed to Date (E X I) (\$)				
Original Contract													
202-B009	REMOVAL OF ASPHALT PAVEMENT, ALL DEPTHS	2,083	SY	\$ 8.00	16,664.00	-	-	455.37	3,642.96	-	3,642.96	22%	13,021.04
202-B087	REMOVAL OF CONTINUOUSLY REINFORCED CONCRETE PAVEMENT, ALL DEPTHS	235	SY	\$ 10.00	2,350.00	-	-	-	-	-	-	0%	2,350.00
202-B013	REMOVAL OF BASE (LIMESTONE / GRAVEL), ALL DEPTHS	3,191	SY	\$ 10.00	31,910.00	-	-	-	-	-	-	0%	31,910.00
503-C010	SAW CUT, FULL DEPTH (ASPHALT)	320	LF	\$ 8.00	2,560.00	-	-	-	-	-	-	0%	2,560.00
503-C010	SAW CUT, FULL DEPTH (CONCRETE)	55	LF	\$ 8.00	440.00	-	-	215.00	1,720.00	-	1,720.00	67%	840.00
202-B191	REMOVAL OF PIPE, 8" AND ABOVE	230	LF	\$ 5.00	1,150.00	-	-	-	-	-	-	0%	1,150.00
202-A001	CLEARING AND GRUBBING	1	LS	\$ 76,000.00	76,000.00	-	-	50.00	250.00	-	250.00	22%	900.00
L0009R	REMOVE AND RESET, MAILBOX	3	EA	\$ 300.00	900.00	-	-	1.00	76,000.00	-	76,000.00	100%	-
907-630-0004	REMOVE AND RESET, SIGN	3	EA	\$ 300.00	900.00	-	-	1.00	300.00	-	300.00	33%	600.00
203-EX001	BORROW EXCAVATION, AH, FME, CLASS B1	4,400	CY	\$ 12.00	52,800.00	-	-	4,400.00	52,800.00	-	52,800.00	100%	-
203-G001	EXCESS EXCAVATION, FM, AH (TO BE USED AS DIRECTED)	800	CY	\$ 10.00	8,000.00	-	-	800.00	8,000.00	-	8,000.00	100%	-
206-A001	STRUCTURE EXCAVATION	2,200	CY	\$ 15.00	33,000.00	-	-	-	-	-	-	0%	33,000.00
216-A001	SOLID SODDING	8,500	SY	\$ 7.20	61,200.00	-	-	-	-	-	-	0%	61,200.00
234-A001	TEMPORARY SILT FENCE	5,200	LF	\$ 3.57	18,564.00	630.00	2,249.10	1,620.00	5,783.40	-	5,783.40	31%	12,780.60
237-A002	WATTLES, 20"	2,400	LF	\$ 5.43	13,032.00	-	-	60.00	325.80	-	325.80	3%	12,706.20
304-F002	SIZE 610 CRUSHED STONE BASE	4,840	TON	\$ 67.40	326,216.00	388.42	26,179.51	2,202.44	148,444.46	-	148,444.46	46%	177,771.54
403-A001	12.5-MM, HT, ASPHALT PAVEMENT	760	TON	\$ 191.19	145,304.40	-	-	-	-	-	-	0%	145,304.40
403-A013	9.5-MM, HT, ASPHALT PAVEMENT	760	TON	\$ 195.24	148,382.40	-	-	-	-	-	-	0%	148,382.40
501-B005	8" PLAIN CEMENT CONCRETE PAVEMENT, BROOM FINISH	92	SY	\$ 108.00	9,936.00	-	-	-	-	-	-	0%	9,936.00
406-A002	COLD MILLING OF BITUMINOUS PAVEMENTS, ALL DEPTH	300	SY	\$ 12.00	3,600.00	-	-	-	-	-	-	0%	3,600.00
603-CA004	15" REINFORCED CONCRETE PIPE, CLASS III, RUBBER TYPE GASKETS	54	LF	\$ 41.74	2,253.96	-	-	54.00	2,253.96	-	2,253.96	100%	-
603-CA012	18" REINFORCED CONCRETE PIPE, CLASS III, RUBBER TYPE GASKETS	2,003	LF	\$ 49.38	98,908.14	-	-	1,894.00	93,525.72	-	93,525.72	95%	5,382.42
603-CE002	22"x13" REINFORCED CONCRETE ARCH PIPE, CLASS III, RUBBER TYPE GASKETS	1,297	LF	\$ 65.58	85,057.26	-	-	1,236.00	81,056.88	-	81,056.88	95%	4,000.38
603-CE008	29"x18" REINFORCED CONCRETE ARCH PIPE, CLASS III, RUBBER TYPE GASKETS	427	LF	\$ 86.30	36,850.10	-	-	414.00	35,728.20	-	35,728.20	97%	1,121.90
603-CB003	18" REINFORCED CONCRETE END SECTION	1	EA	\$ 870.00	870.00	-	-	2.00	1,740.00	-	1,740.00	200%	(870.00)
603-CF003	29"x18" REINFORCED CONCRETE ARCH END SECTION	2	EA	\$ 1,110.00	2,220.00	-	-	2.00	2,220.00	-	2,220.00	100%	-
603-PA010	6' x 4' PRECAST CONCRETE BOX CULVERT	162	LF	\$ 1,065.00	172,530.00	-	-	160.00	170,400.00	-	170,400.00	99%	2,130.00
603-PB008	6' x 4' PRECAST CONCRETE BOX CULVERT, END SECTION	4	EA	\$ 4,750.00	19,000.00	-	-	4.00	19,000.00	-	19,000.00	100%	-
815-A007	LOOSE RIPRAP, SIZE 300	600	TON	\$ 84.20	50,520.00	-	-	-	-	-	-	0%	50,520.00
815-E001	GEOTEXTILE UNDER RIPRAP	950	SY	\$ 4.82	4,579.00	-	-	-	-	-	-	0%	4,579.00
604-A001	CASTINGS	5,500	LBS	\$ 3.38	18,590.00	3,362.00	11,363.56	6,512.00	22,010.56	-	22,010.56	118%	(3,420.56)
604-B001	GRATINGS	4,000	LBS	\$ 4.02	16,080.00	7,002.00	28,148.04	7,002.00	28,148.04	-	28,148.04	175%	(12,068.04)
609-B002	CONCRETE CURB, HEADER (6"x18")	727	LF	\$ 20.40	14,830.80	-	-	-	-	-	-	0%	14,830.80
609-D002	COMBINATION CONCRETE CURB AND GUTTER, TYPE 1 MODIFIED	4,108	LF	\$ 20.40	83,803.20	1,153.00	23,521.20	1,153.00	23,521.20	-	23,521.20	28%	60,282.00
609-D004	COMBINATION CONCRETE CURB AND GUTTER, TYPE 2 MODIFIED	446	LF	\$ 20.40	9,098.40	-	-	-	-	-	-	0%	9,098.40
608-A001	CONCRETE SIDEWALK, 4" THICK	2,990	SY	\$ 78.00	233,220.00	-	-	-	-	-	-	0%	233,220.00
608-A001	CONCRETE SIDEWALK, 6" THICK	522	SY	\$ 90.00	46,980.00	-	-	-	-	-	-	0%	46,980.00
608-C001	DETECTABLE WARNINGS, PER PLANS	103	SF	\$ 44.00	4,532.00	-	-	-	-	-	-	0%	4,532.00
626-G001	THERMOPLASTIC DETAIL STRIPE, BLUE-ADA	111	LF	\$ 24.00	2,664.00	-	-	-	-	-	-	0%	2,664.00
626-G002	THERMOPLASTIC DETAIL STRIPE, WHITE	813	LF	\$ 6.00	4,878.00	-	-	-	-	-	-	0%	4,878.00
907-626-H001	THERMOPLASTIC LEGEND, BLUE-ADA HANDICAP SYMBOL	2	EA	\$ 600.00	1,200.00	-	-	-	-	-	-	0%	1,200.00
626-H004	THERMOPLASTIC LEGEND, WHITE	696	SF	\$ 14.40	10,022.40	-	-	-	-	-	-	0%	10,022.40
630-A001	STANDARD ROADSIDE SIGNS, SHEET ALUMINUM, 0.080 THICKNESS	36	SF	\$ 19.24	692.64	-	-	-	-	-	-	0%	692.64
L00009	DECORATIVE SIGN POST, PER PLANS	60	LF	\$ 500.00	30,000.00	-	-	-	-	-	-	0%	30,000.00
620-A001	MOBILIZATION	1	LS	\$ 20,200.00	20,200.00	-	-	0.50	10,100.00	-	10,100.00	50%	10,100.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: Bottom 2 Top Construction LLC  
 Project: City of Diamondhead Commercial District Transformation Project Phase I  
 Contract:

Owner's Project No.:  
 Engineer's Project No.: 16383  
 Contractor's Project No.:

Application No.: 8 Application Period: From 04/01/24 to 04/30/24

Application Date: 05/10/24

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work - Current Pay App	Value of Work Completed - Current Pay App (E X G) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X I) (\$)				
1	REMOVE, RELOCATE, OR PROTECT ELECTRICAL/COMMUNICATION UTILITIES	1	LS	\$ 75,000.00	75,000.00	-	-	-	-	-	-	0%	75,000.00
2	MAINTENANCE OF TRAFFIC	1	LS	\$ 12,000.00	12,000.00	0.20	2,400.00	0.65	7,800.00	-	7,800.00	65%	4,200.00
3	8" PVC GRAVITY SEWER PIPE	1,450	LF	\$ 36.02	52,229.00	-	-	1,339.00	48,230.78	-	48,230.78	92%	3,998.22
4	PRECAST MANHOLE, 4" DIAMETER (ALL DEPTHS)	9	EA	\$ 3,867.20	34,804.80	-	-	9.00	34,804.80	-	34,804.80	100%	-
5	8" PVC WATER MAIN	1,060	LF	\$ 43.98	46,618.80	-	-	981.00	43,144.38	-	43,144.38	93%	3,474.42
6	12" PVC WATER MAIN	420	LF	\$ 75.79	31,831.80	-	-	319.00	24,177.01	-	24,177.01	76%	7,654.79
7	ADJUSTMENT OF EXISTING FORCE MAIN, STA 3+73	1	LS	\$ 5,584.00	5,584.00	-	-	1.00	5,584.00	-	5,584.00	100%	-
8	FIRE HYDRANT ASSEMBLY	4	EA	\$ 7,627.60	30,510.40	-	-	4.00	30,510.40	-	30,510.40	100%	-
9	RECONNECT AND RELOCATE EXISTING FIRE HYDRANT	2	EA	\$ 3,339.68	6,679.36	-	-	2.00	6,679.36	-	6,679.36	100%	-
10	SANITARY SEWER/WATER MAIN CROSSING	1	EA	\$ 3,384.00	3,384.00	-	-	1.00	3,384.00	-	3,384.00	100%	-
11	8" GATE VALVE	2	EA	\$ 2,858.96	5,717.92	(1.00)	(2,858.96)	2.00	5,717.92	-	5,717.92	100%	-
12	12" GATE VALVE	1	EA	\$ 4,992.56	4,992.56	(2.00)	(9,985.12)	1.00	4,992.56	-	4,992.56	100%	-
13	8" INSERTION VALVE	2	EA	\$ 12,000.00	24,000.00	-	-	-	-	-	-	0%	24,000.00
14	12" INSERTION VALVE	2	EA	\$ 24,000.00	48,000.00	-	-	-	-	-	-	0%	48,000.00
15	REMOVAL OF WATER MAIN (ALL SIZES)	340	LF	\$ 10.00	3,400.00	-	-	-	-	-	-	0%	3,400.00
16	SINGLE SEWER SERVICE	7	EA	\$ 1,254.06	8,778.42	-	-	9.00	11,286.54	-	11,286.54	129%	(2,508.12)
17	DOUBLE SEWER SERVICE	6	EA	\$ 1,624.74	9,748.44	-	-	6.00	9,748.44	-	9,748.44	100%	-
18	SINGLE WATER SERVICE	9	EA	\$ 1,161.73	10,455.57	-	-	3.00	3,485.19	-	3,485.19	33%	6,970.38
19	DOUBLE WATER SERVICE	6	EA	\$ 2,455.00	14,730.00	-	-	6.00	14,730.00	-	14,730.00	100%	-
20	12"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	2	EA	\$ 6,821.28	13,642.56	-	-	-	-	-	-	0%	13,642.56
21	8"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	1	EA	\$ 5,899.68	5,899.68	-	-	-	-	-	-	0%	5,899.68
22	12"x6" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	1	EA	\$ 16,635.78	16,635.78	-	-	-	-	-	-	0%	16,635.78
23	DUCTILE IRON FITTINGS	6	TON	\$ 43,399.60	260,397.60	-	-	3.82	165,786.47	-	165,786.47	64%	94,611.13
24	IRRIGATION	1	LS	\$ 132,000.00	132,000.00	0.38	50,160.00	0.38	50,160.00	-	50,160.00	38%	81,840.00
26 01 00-A	1-1/4" HDPE "ROLL PIPE" CONDUIT	1,800	LF	\$ 19.18	34,524.00	435.00	8,343.30	1,500.00	28,770.00	-	28,770.00	83%	5,754.00
26 01 00-B	2" PVC CONDUIT	5,400	LF	\$ 22.14	119,556.00	1,100.00	24,354.00	4,428.00	98,035.92	-	98,035.92	82%	21,520.08
ALTERNATE 2													
27	PRECAST CONCRETE DRAINAGE STRUCTURES	82	EA	\$ 2,368.00	194,176.00	-	-	86.00	203,648.00	-	203,648.00	105%	(9,472.00)
ALTERNATE 3													
L00091	STONE PAVERS, PER PLANS	14,869	SF	\$ 22.20	330,091.80	-	-	-	-	-	-	0%	330,091.80
ALTERNATE 4													
L00060	TREE GRATE (ARGO 3'x3' HEEL-PROOF)	30	EA	\$ 1,411.20	42,336.00	-	-	-	-	-	-	0%	42,336.00
25	CEDAR ELM TREE	77	EA	\$ 2,340.00	180,180.00	-	-	-	-	-	-	0%	180,180.00
ALTERNATE 5													
26 01 00-C	LIGHTING STANDARDS	42	EA	\$ 9,480.62	398,186.04	-	-	4.50	42,662.79	-	42,662.79	11%	355,523.25
26 01 00-D	ELECTRICAL DISTRIBUTION	9,200	LF	\$ 9.47	87,124.00	-	-	1,480.00	14,015.60	-	14,015.60	16%	73,108.40
26 01 00-E	ELECTRICAL SERVICE, PANEL, METER, RACK	1	LS	\$ 7,084.08	7,084.08	-	-	-	-	-	-	0%	7,084.08
Original Contract Totals					\$ 4,173,187.31		\$ 163,874.63		\$ 1,644,325.34	\$ -	\$ 1,644,325.34	46%	\$ 2,528,861.97

Progress Estimate - Unit Price Work

Contractor's Application for Payment

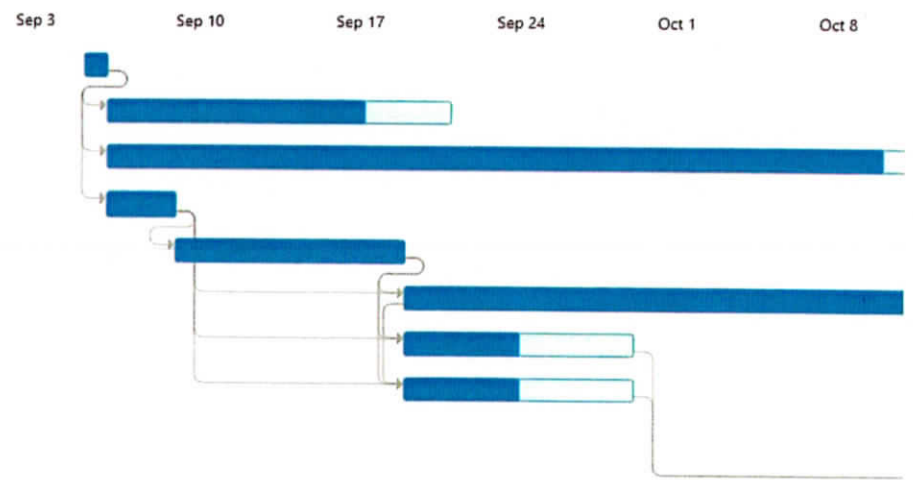
Owner:	City of Diamondhead	Owner's Project No.:	
Engineer:	Covington Civil & Environmental LLC	Engineer's Project No.:	16383
Contractor:	Bottom 2 Top Construction LLC	Contractor's Project No.:	
Project:	City of Diamondhead Commercial District Transformation Project Phase I		
Contract:			

Application No.: 8 Application Period: From 04/01/24 to 04/30/24 Application Date: 05/10/24

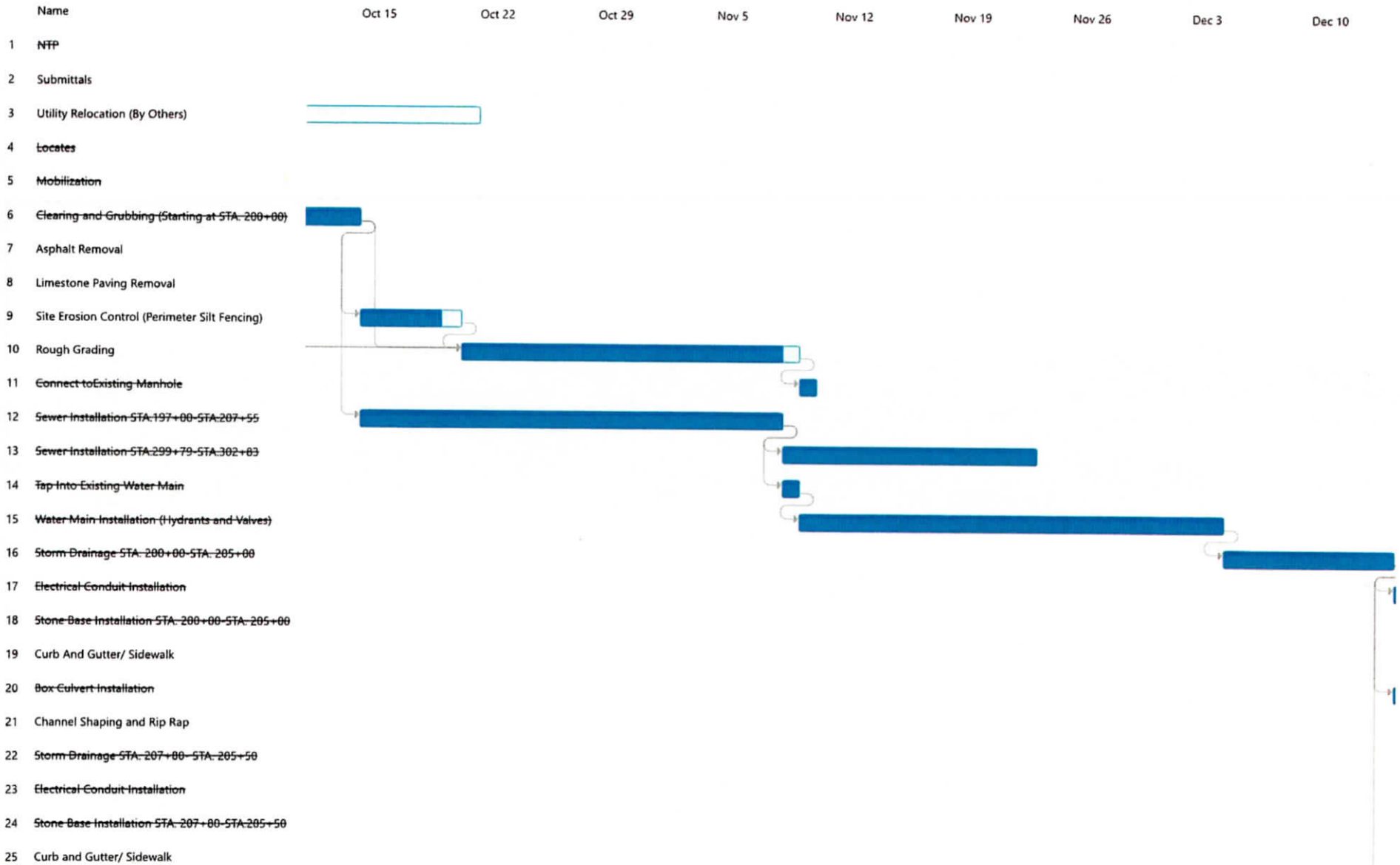
A	B	C	D	E	F	G	H	I	J	K	L	M	N		
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E)	Contract Information		Work Completed - Current Pay App		Work Completed to Date		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (J + K) (\$)	% of Value of Item (L / F) (%)	Balance to Finish (F - L) (\$)
						Value of Bid Item (C X E)	Estimated Quantity Incorporated in the Work - Current Pay App	Value of Work Completed - Current Pay App (E X G) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X I) (\$)					
<b>Change Orders</b>															
203-EX001	BORROW EXCAVATION, AH, FME, CLASS B1	10,000	CY	\$ 12.00	120,000.00	-	-	5,145.00	61,740.00				61,740.00	51%	58,260.00
203-G001	EXCESS EXCAVATION, FM, AH (TO BE USED AS DIRECTED)	9,500	CY	\$ 10.00	95,000.00	-	-	2,029.00	20,290.00				20,290.00	21%	74,710.00
3	8" PVC GRAVITY SEWER PIPE	(111)	LF	\$ 36.02	(3,998.22)	-	-	-	-				-	0%	(3,998.22)
5	8" PVC WATER MAIN	(60)	LF	\$ 43.98	(2,638.80)	-	-	-	-				-	0%	(2,638.80)
6	12" PVC WATER MAIN	(100)	LF	\$ 75.79	(7,579.00)	-	-	-	-				-	0%	(7,579.00)
11	8" GATE VALVE	1	EA	\$ 2,858.96	2,858.96	-	-	1.00	2,858.96				2,858.96	100%	-
12	12" GATE VALVE	2	EA	\$ 4,992.56	9,985.12	-	-	2.00	9,985.12				9,985.12	100%	-
13	8" INSERTION VALVE	(2)	EA	\$ 12,000.00	(24,000.00)	-	-	-	-				-	0%	(24,000.00)
14	12" INSERTION VALVE	(2)	EA	\$ 24,200.00	(48,400.00)	-	-	-	-				-	0%	(48,400.00)
15	REMOVAL OF WATER MAIN (ALL SIZES)	(340)	LF	\$ 10.00	(3,400.00)	-	-	-	-				-	0%	(3,400.00)
18	SINGLE WATER SERVICE	(7)	EA	\$ 1,161.73	(8,132.11)	-	-	-	-				-	0%	(8,132.11)
19	DOUBLE WATER SERVICE	5	EA	\$ 2,455.00	12,275.00	-	-	5.00	12,275.00				12,275.00	100%	-
20	12"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(2)	EA	\$ 6,821.28	(13,642.56)	-	-	-	-				-	0%	(13,642.56)
21	8"x8" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(1)	EA	\$ 5,899.68	(5,899.68)	-	-	-	-				-	0%	(5,899.68)
22	12"x6" TAPPING VALVE, CONNECT TO EXISTING WATER MAIN	(1)	EA	\$ 16,635.78	(16,635.78)	-	-	-	-				-	0%	(16,635.78)
23	DUCTILE IRON FITTINGS	(3.3)	TON	\$ 43,399.60	(143,218.68)	-	-	-	-				-	0%	(143,218.68)
L00091	STONE PAVERS, PER PLANS	(2,000)	SF	\$ 22.20	(44,400.00)	-	-	-	-				-	0%	(44,400.00)
CO2-1	16" SPLIT STEEL CASING	1	LS	\$ 4,777.10	4,777.10	-	-	-	-				-	0%	4,777.10
CO2-2	GEOTEXTILE FABRIC	950	SY	\$ 9.66	9,177.00	950.00	9,177.00	950.00	9,177.00				9,177.00	100%	-
CO2-3	GEOTEXTILE GRID	950	SY	\$ 10.06	9,559.38	950.00	9,559.38	950.00	9,559.38				9,559.38	100%	-
CO2-4	ELECTRICAL PULL BOX RELOCATION	1	LS	\$ 1,061.45	1,061.45	-	-	-	-				-	0%	1,061.45
CO2-5	6" PERFORATED PIPE WITH STONE AND FABRIC	550	LF	\$ 35.50	19,525.00	550.00	19,525.00	550.00	19,525.00				19,525.00	100%	-
<b>Change Order Totals</b>					<b>\$ (37,725.83)</b>			<b>\$ 38,261.38</b>		<b>\$ 145,410.46</b>	<b>\$ -</b>	<b>\$ 145,410.46</b>	<b>31%</b>	<b>\$ (183,136.28)</b>	
<b>Original Contract and Change Orders</b>															
<b>Project Totals</b>					<b>\$ 4,135,461.48</b>			<b>\$ 202,136.00</b>		<b>\$ 1,789,735.80</b>	<b>\$ -</b>	<b>\$ 1,789,735.80</b>	<b>38%</b>	<b>\$ 2,345,725.69</b>	

Commercial District Transformation Project

Name	Assigned to	Start	Finish	% Complete	Aug 27
1	NTP	9/6/2023	9/6/2023	100	
2	Submittals	9/7/2023	9/21/2023	75	
3	Utility Relocation (By Others)	9/7/2023	10/21/2023	75	
4	Locates	9/7/2023	9/9/2023	100	
5	Mobilization	9/10/2023	9/19/2023	100	
6	Clearing and Grubbing (Starting at STA-200+00)	9/20/2023	10/14/2023	100	
7	Asphalt Removal	9/20/2023	9/29/2023	50	
8	Limestone Paving Removal	9/20/2023	9/29/2023	50	
9	Site Erosion Control (Perimeter Silt Fencing)	10/15/2023	10/20/2023	80	
10	Rough Grading	10/21/2023	11/9/2023	95	
11	Connect to Existing Manhole	11/10/2023	11/10/2023	100	
12	Sewer Installation STA-197+00-STA-207+55	10/15/2023	11/8/2023	100	
13	Sewer Installation STA-299+79-STA-302+83	11/9/2023	11/23/2023	100	
14	Tap Into Existing Water Main	11/9/2023	11/9/2023	100	
15	Water Main Installation (Hydrants and Valves)	11/10/2023	12/4/2023	100	
16	Storm Drainage STA-200+00-STA-205+00	12/5/2023	12/14/2023	100	
17	Electrical Conduit Installation	12/15/2023	12/19/2023	100	
18	Stone Base Installation STA-200+00-STA-205+00	12/20/2023	12/26/2023	100	
19	Curb And Gutter/ Sidewalk	12/27/2023	1/5/2024	77	
20	Box Culvert Installation	12/15/2023	12/24/2023	100	
21	Channel Shaping and Rip Rap	12/25/2023	1/8/2024	75	
22	Storm Drainage STA-207+00-STA-205+50	1/9/2024	1/18/2024	100	
23	Electrical Conduit Installation	1/19/2024	1/23/2024	100	
24	Stone Base Installation STA-207+00-STA-205+50	1/24/2024	1/30/2024	100	
25	Curb and Gutter/ Sidewalk	1/31/2024	2/9/2024	77	

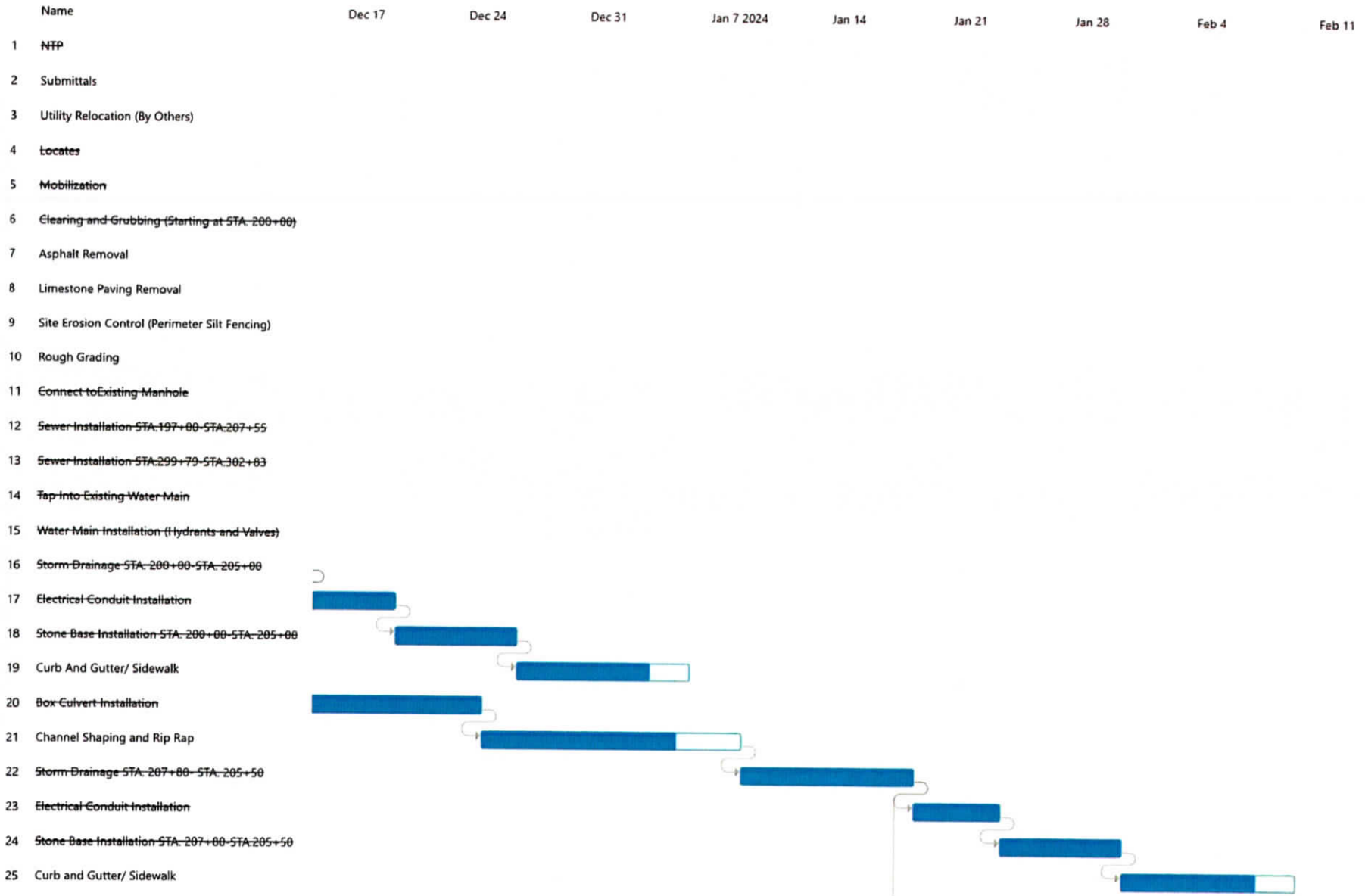


Commercial District Transformation Project





Commercial District Transformation Project



### Commercial District Transformation Project

Name	Feb 18	Feb 25	Mar 3	Mar 10	Mar 17	Mar 24	Mar 31	Apr 7	Apr 14	Apr
1	NTP									
2	Submittals									
3	Utility Relocation (By Others)									
4	Locates									
5	Mobilization									
6	<del>Clearing and Grubbing (Starting at STA-200+00)</del>									
7	Asphalt Removal									
8	Limestone Paving Removal									
9	Site Erosion Control (Perimeter Silt Fencing)									
10	Rough Grading									
11	<del>Connect to Existing Manhole</del>									
12	<del>Sewer Installation STA-197+00-STA-207+55</del>									
13	<del>Sewer Installation STA-299+79-STA-302+03</del>									
14	<del>Tap Into Existing Water Main</del>									
15	<del>Water Main Installation (Hydrants and Valves)</del>									
16	<del>Storm Drainage STA-200+00-STA-205+00</del>									
17	Electrical Conduit Installation									
18	<del>Stone Base Installation STA-200+00-STA-205+00</del>									
19	Curb And Gutter/ Sidewalk									
20	<del>Box-Culvert Installation</del>									
21	Channel Shaping and Rip Rap									
22	<del>Storm Drainage STA-207+00-STA-205+50</del>									
23	Electrical Conduit Installation									
24	<del>Stone Base Installation STA-207+00-STA-205+50</del>									
25	Curb and Gutter/ Sidewalk									

Commercial District Transformation Project

Name	21	Apr 28	May 5	May 12	May 19	May 26	Jun 2	Jun 9	Jun 16	Jun 23
1	NTP									
2	Submittals									
3	Utility Relocation (By Others)									
4	Locates									
5	Mobilization									
6	Clearing and Grubbing (Starting at STA-200+00)									
7	Asphalt Removal									
8	Limestone Paving Removal									
9	Site Erosion Control (Perimeter Silt Fencing)									
10	Rough Grading									
11	Connect to Existing Manhole									
12	Sewer Installation STA-197+00-STA-207+55									
13	Sewer Installation STA-299+79-STA-302+03									
14	Tap Into Existing Water Main									
15	Water Main Installation (Hydrants and Valves)									
16	Storm Drainage STA-200+00-STA-205+00									
17	Electrical Conduit Installation									
18	Stone Base Installation STA-200+00-STA-205+00									
19	Curb And Gutter/ Sidewalk									
20	Box-Culvert Installation									
21	Channel Shaping and Rip Rap									
22	Storm Drainage STA-207+00-STA-205+50									
23	Electrical Conduit Installation									
24	Stone Base Installation STA-207+00-STA-205+50									
25	Curb and Gutter/ Sidewalk									

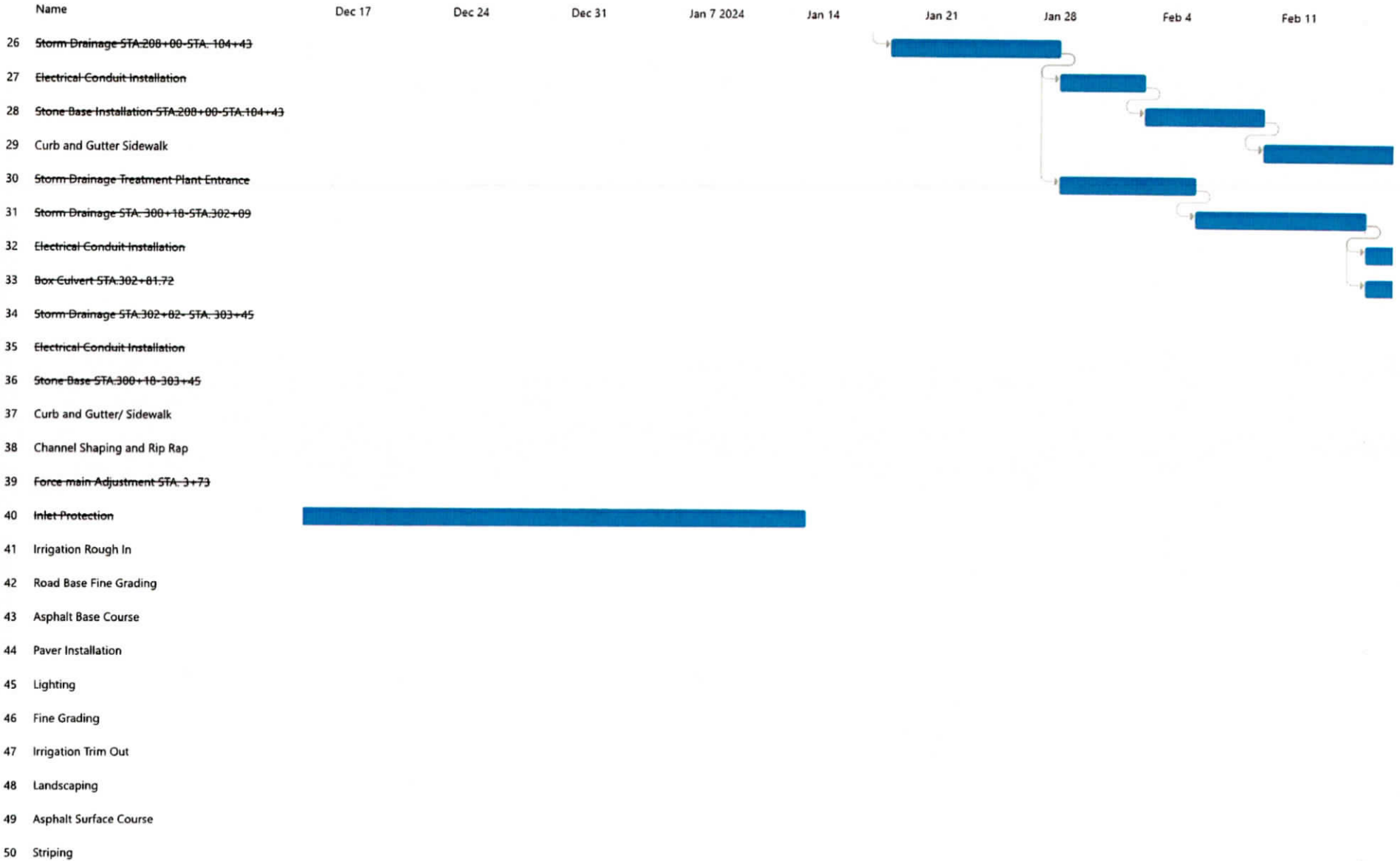
Commercial District Transformation Project

Name	Assigned to	Start	Finish	% Complete	Aug 27	Sep 3	Sep 10	Sep 17	Sep 24	Oct 1	Oct 8
26	Storm Drainage STA:208+00-STA:104+43	1/19/2024	1/28/2024	100							
27	Electrical Conduit Installation	1/29/2024	2/2/2024	100							
28	Stone Base Installation STA:208+00-STA:104+43	2/3/2024	2/9/2024	100							
29	Curb and Gutter Sidewalk	2/10/2024	2/19/2024	77							
30	Storm Drainage Treatment Plant Entrance	1/29/2024	2/5/2024	100							
31	Storm Drainage STA:300+18-STA:302+09	2/6/2024	2/15/2024	100							
32	Electrical Conduit Installation	2/16/2024	2/20/2024	100							
33	Box Culvert STA:302+81-72	2/16/2024	2/25/2024	100							
34	Storm Drainage STA:302+82- STA:303+45	2/26/2024	3/6/2024	100							
35	Electrical Conduit Installation	3/7/2024	3/11/2024	100							
36	Stone Base STA:300+18-303+45	3/12/2024	3/18/2024	100							
37	Curb and Gutter/ Sidewalk	3/19/2024	3/28/2024	0							
38	Channel Shaping and Rip Rap	2/26/2024	3/11/2024	75							
39	Force main Adjustment STA:3+73	2/26/2024	2/28/2024	100							
40	Inlet Protection	12/15/2023	1/13/2024	100							
41	Irrigation Rough In	3/29/2024	4/7/2024	50							
42	Road Base Fine Grading	3/29/2024	4/3/2024	40							
43	Asphalt Base Course	4/4/2024	4/6/2024	0							
44	Paver Installation	3/29/2024	4/27/2024	0							
45	Lighting	3/29/2024	4/12/2024	25							
46	Fine Grading	4/13/2024	4/18/2024	0							
47	Irrigation Trim Out	4/13/2024	4/22/2024	0							
48	Landscaping	4/19/2024	5/8/2024	0							
49	Asphalt Surface Course	5/9/2024	5/12/2024	0							
50	Striping	5/13/2024	5/16/2024	0							

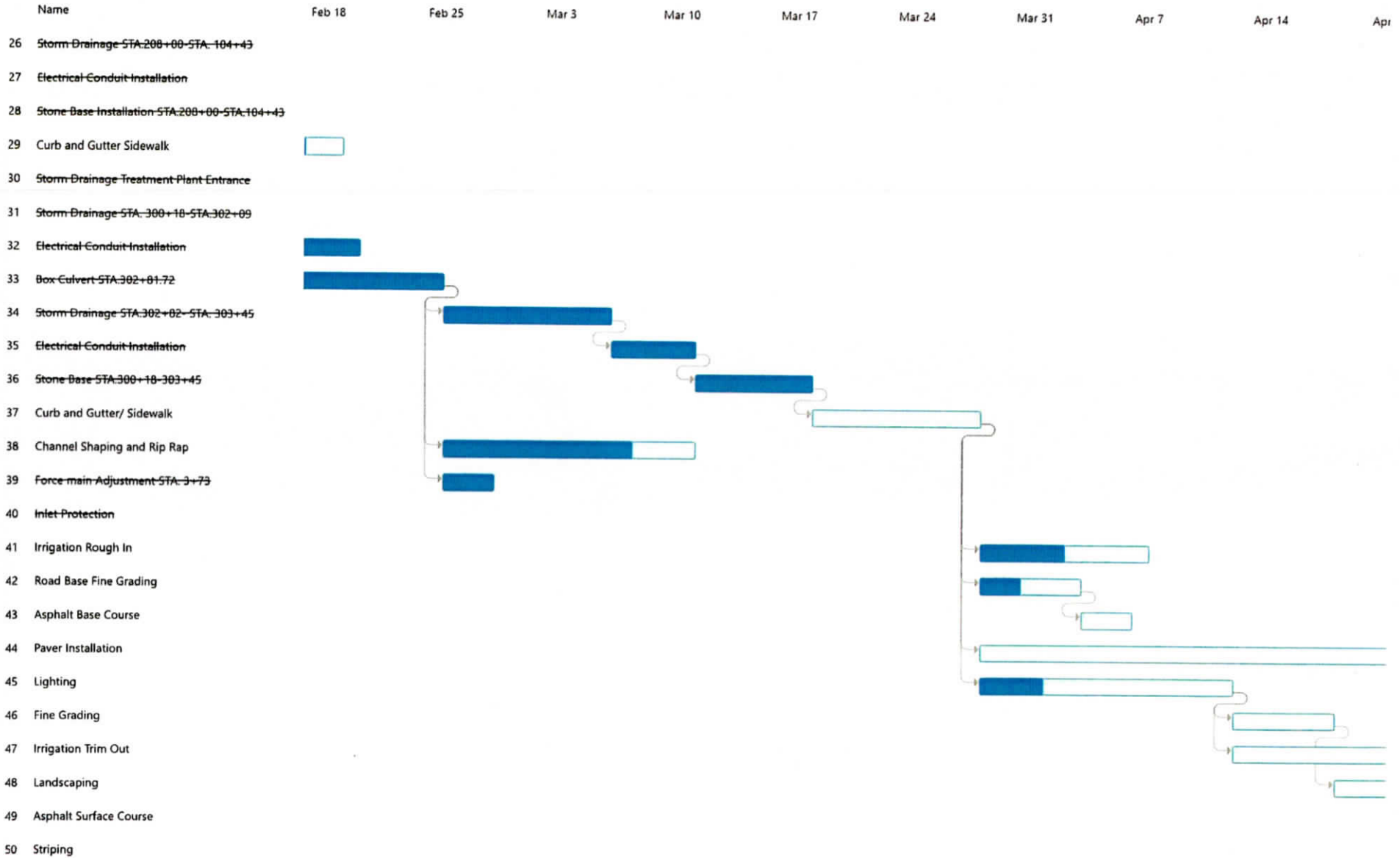
Commercial District Transformation Project

Name	Oct 15	Oct 22	Oct 29	Nov 5	Nov 12	Nov 19	Nov 26	Dec 3	Dec 10
26 Storm Drainage STA:208+00-STA:104+43									
27 Electrical Conduit Installation									
28 Stone Base Installation STA:208+00-STA:104+43									
29 Curb and Gutter Sidewalk									
30 Storm Drainage Treatment Plant Entrance									
31 Storm Drainage STA:300+10-STA:302+09									
32 Electrical Conduit Installation									
33 Box Culvert STA:302+01-72									
34 Storm Drainage STA:302+02-STA:303+45									
35 Electrical Conduit Installation									
36 Stone Base STA:300+10-303+45									
37 Curb and Gutter/ Sidewalk									
38 Channel Shaping and Rip Rap									
39 Force main Adjustment STA:3+73									
40 Inlet Protection									
41 Irrigation Rough In									
42 Road Base Fine Grading									
43 Asphalt Base Course									
44 Paver Installation									
45 Lighting									
46 Fine Grading									
47 Irrigation Trim Out									
48 Landscaping									
49 Asphalt Surface Course									
50 Striping									

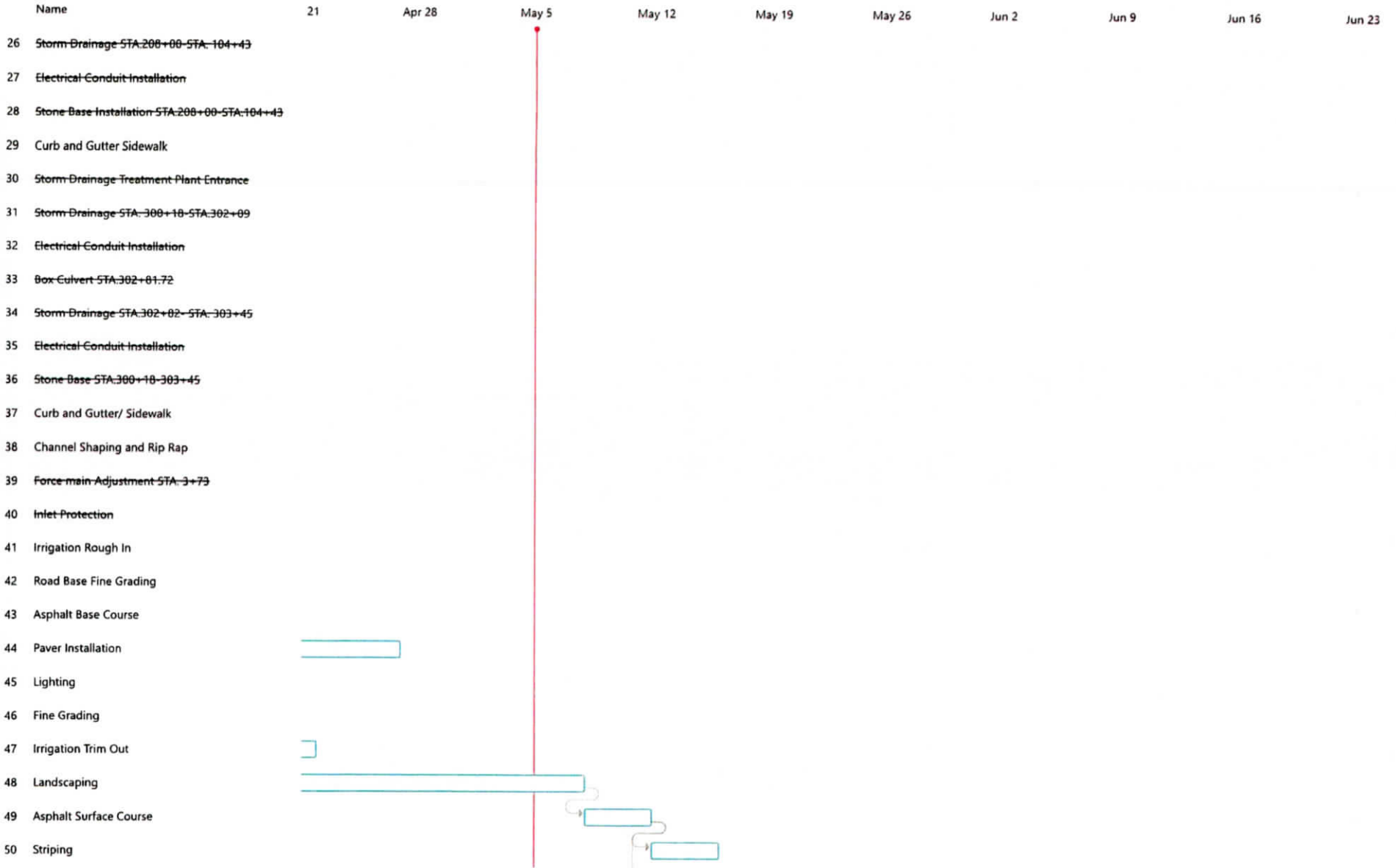
Commercial District Transformation Project



### Commercial District Transformation Project



### Commercial District Transformation Project





Commercial District Transformation Project

Name	Assigned to	Start	Finish	% Complete	Aug 27	Sep 3	Sep 10	Sep 17	Sep 24	Oct 1	Oct 8
51 Signage		5/13/2024	5/16/2024	0							
52 Contractor Punch		5/17/2024	5/26/2024	0							
53 A/E Punch		5/27/2024	5/31/2024	0							
54 Substantial Completion		6/1/2024	6/1/2024	0							

Commercial District Transformation Project

Name	Oct 15	Oct 22	Oct 29	Nov 5	Nov 12	Nov 19	Nov 26	Dec 3	Dec 10
51 Signage									
52 Contractor Punch									
53 A/E Punch									
54 Substantial Completion									

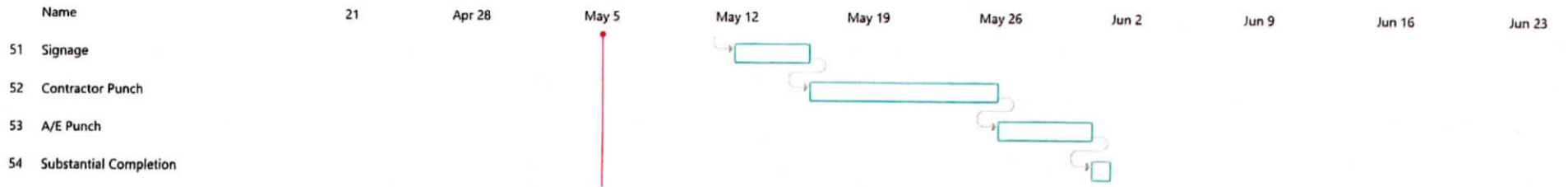
Commercial District Transformation Project

Name	Dec 17	Dec 24	Dec 31	Jan 7 2024	Jan 14	Jan 21	Jan 28	Feb 4	Feb 11
51 Signage									
52 Contractor Punch									
53 A/E Punch									
54 Substantial Completion									

Commercial District Transformation Project

Name	Feb 18	Feb 25	Mar 3	Mar 10	Mar 17	Mar 24	Mar 31	Apr 7	Apr 14	Apr
51 Signage										
52 Contractor Punch										
53 A/E Punch										
54 Substantial Completion										

### Commercial District Transformation Project



April 15, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

Re: Diamondhead Bond Paving Project  
Pay Application No.4  
Project No. 2023-005

Dear Mr. McCraw,

Please find attached Payment Request No. 4 from Warren Paving, Inc. for construction on the above referenced project in the amount of \$142,958.93.

We have verified all quantities and work completed and we recommend approval for payment. The retainage to date of 5% in the amount of \$159,288.40 has been deducted from the earned amount to date of \$3,185,768.05 as shown on the Contractor's Application for Payment.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING



John M. Stein, P.E.  
Manager of Engineering Operations

cc: Carlos Morales, WP  
Jeannie Klein, COD

Enclosures

# APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 223019-4

To Owner: CITY OF DIAMONDHEAD  
 5000 DIAMONDHEAD CIRCLE  
 DIAMONDHEAD, MS 39525

Project: 223019- Diamondhead Bond Paving Project  
 Application No.: 4  
 Period To: 2/29/2024

From Contract: Warren Paving Inc  
 PO Box 572  
 Hattiesburg, MS 39403

Via Architect: Digital Engineering

Distribution to:  
 Owner   
 Architect   
 Contractor

Contract For: \_\_\_\_\_

## CONTRACTOR'S APPLICATION FOR PAYMENT

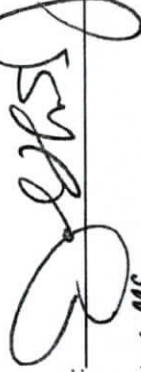
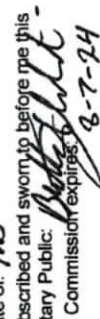
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

- 1. Original Contract Sum ..... \$3,339,408.85
- 2. Net Change By Change Order ..... \$0.00
- 3. Contract Sum To Date ..... \$3,339,408.85
- 4. Total Completed and Stored To Date ..... \$3,185,768.05
- 5. Retainage:
  - a. 5.00% of Completed Work ..... \$159,288.40
  - b. 0.00% of Stored Material ..... \$0.00
- Total Retainage ..... \$159,288.40
- 6. Total Earned Less Retainage ..... \$3,026,479.65
- 7. Less Previous Certificates For Payments ..... \$2,883,520.72
- 8. Current Payment Due ..... \$142,958.93
- 9. Balance To Finish, Plus Retainage ..... \$312,929.20

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 all payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Warren Paving Inc

By:  Date: 4/15/2024  
 State of: MS County of: Harrison  
 Subscribed and sworn to before me this 5 day of April 2024  
 Notary Public:  My Commission Expires: 8-7-24



## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect'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 \$142,958.93

(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.)

ARCHITECT:  Date: 4/15/24

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.

Item No. 7.

# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No.: 4  
 Application Date: 02/29/24  
 To:  
 Architect's Project No.:

Invoice #: 223019.4 Contract: 223019- Diamondhead Bond Paving Project

A Item No.	B Description of Work	C Scheduled Value		D Work Completed		E This Period In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	% (G / C)	H Balance To Finish (C-G)	I Retainage
		QTY	\$AMT	From Previous Application (D+E)	In Place						
1000	PRE-CONSTRUCTION VIDEO	0.00	615.00	0.00	0.00	0.00	0.00	0.00	0.00%	615.00	
1100	CONSTRUCTION LAYOUT	0.00	12,990.00	12,990.00	0.00	0.00	0.00	12,990.00	100.00%	0.00	
2000	4IN • WHITE PLASTIC SOLID STRIPE	172,722.00	172,722.00	147,213.00	7,260.00	6,600.00	0.00	154,473.00	89.43%	18,249.00	
2100	8IN WHITE PLASTIC DASHED STRIPE	2,970.00	2,970.00	0.00	361.90	329.00	0.00	361.90	12.19%	2,608.10	
2200	4IN WHITE PLASTIC DASHED STRIPE	4,702.50	4,702.50	0.00	8,035.50	7,305.00	0.00	8,035.50	170.88%	-3,333.00	
2300	CONTINENTAL CROSSWALK WHITE PLASTIC	144.00	1,584.00	0.00	1,188.00	108.00	0.00	1,188.00	75.00%	396.00	
2400	8IN• WHITE PLASTIC SOLID PARKING LINES	600.00	3,990.00	0.00	2,786.35	419.00	0.00	2,786.35	69.83%	1,203.65	
2500	4IN• WHITE PLASTIC SOLID PARKING LINES	702.00	4,668.30	0.00	4,555.25	685.00	0.00	4,555.25	97.58%	113.05	
2600	4IN YELLOW PLASTIC SOLID STRIPE	77,340.00	85,074.00	69,349.00	5,439.50	4,945.00	0.00	81,723.40	96.06%	3,350.60	
2700	4IN WHITE PLASTIC HATCH FOR NO PARKING	180.00	1,197.00	0.00	11,783.80	1,772.00	0.00	11,783.80	984.44%	-10,586.80	
2800	4IN BLUE PLASTIC HATCH FOR ADA NO PARKING	130.00	1,430.00	0.00	2,112.00	192.00	0.00	2,112.00	147.69%	-682.00	
2900	24IN• WHITE PLASTIC STOP BAR	90.00	1,215.00	0.00	2,497.50	185.00	0.00	2,497.50	205.56%	-1,282.50	
3000	BLUE PLASTIC ADA PARKING SYMBOL	4.00	2,240.00	0.00	3,920.00	7.00	0.00	3,920.00	175.00%	-1,680.00	
3100	WHITE PLASTIC TURN ARROW	5.00	1,675.00	0.00	1,340.00	4.00	0.00	1,340.00	80.00%	335.00	
3200	BIKE LANE SYMBOL PLASTIC	180.00	81,000.00	0.00	63,000.00	140.00	0.00	63,000.00	77.78%	18,000.00	



# CONTINUATION SHEET

Application and Certification for Payment, containing Contractor's signed certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

Application No.: 4  
 Application Date: 02/29/24  
 To:  
 Architect's Project No.:

Invoice #: 223019.4 Contract: 223019- Diamondhead Bond Paving Project

A Item No.	B Description of Work	C Scheduled Value		D Work Completed		E In Place	F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Balance To Finish (C-G)	I Retainage
		QTY	\$AMT	From Previous Application (D+E)	This Period					
3300	FLEX POST DILEANATOR	22.00	1,122.00	0.00	0.00	561.00	0.00	561.00	11.00	
3400	REMOVE PORTION OF EXISTING WHITE STRIPE	312.00	3,432.00	0.00	0.00	1,100.00	0.00	1,100.00	212.00	
203100	REMOVE UNSUITABLE MATERIAL & REPLACE WITH SELECT GRANULAR BA	50.00	7,500.00	0.00	0.00	0.00	0.00	0.00	7,500.00	
203101	REMOVE UNSUITABLE MATERIAL AND REPLACE WITH 610 LIMESTONE	50.00	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00	
216100	CLEAN-UP DRESSING & SODDING	0.00	11,500.00	0.00	0.00	0.00	0.00	0.00	11,500.00	
235102	ENVIRONMENTAL PROTECTION & EROSION CONTROL	0.00	700.00	0.00	0.00	0.00	0.00	0.00	700.00	
403101	ASPHALTIC CONCRETE PAVEMENT 1-1/2IN OVERLAY	2,368,350.00	2,260,531.66	2,260,531.66	10,764.45	75.54	0.00	2,271,296.11	97,053.89	
403102	1 1/2IN MILL PATCH	2,661.00	101,118.00	2,633.00	100,054.00	0.00	0.00	100,054.00	1,064.00	
403110	FULL DEPTH PATCH	57.00	19,095.00	62.33	20,880.55	5,259.50	0.00	26,140.05	-7,045.05	
403201	APSHALTIC CONCRETE LEVELING COURSE 0IN - 1 1/2IN	1,000.00	21,000.00	949.42	19,937.82	0.00	0.00	19,937.82	1,062.18	
406101	COLD PLANING/DISPOSAL OF ASPHALTIC CONCRETE PAVEMENT	89,159.00	263,019.05	89,159.00	263,019.05	393.32	0.00	263,412.37	-393.32	
618400	MAINTENANCE OF TRAFFIC	0.00	72,500.00	0.00	54,375.00	18,125.00	0.00	72,500.00	0.00	
620100	MOBILIZATION	0.00	80,000.00	0.00	80,000.00	0.00	0.00	80,000.00	0.00	
<b>Grand Totals</b>		<b>3,339,408.85</b>	<b>3,035,284.98</b>	<b>3,035,284.98</b>	<b>150,483.07</b>	<b>0.00</b>	<b>0.00</b>	<b>3,185,768.05</b>	<b>153,640.80</b>	<b>159,288.40</b>



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May 14, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Pay Application #6  
Noma Drive Improvements  
Moran Hauling Inc.**

Dear Mr. McCraw:

Enclosed, please find Pay Application #6 to be considered for approval by the City Council at the next meeting. I have reviewed this pay application and find that it is an accurate request according to the amount of work that has been completed since the project began.

With that said, I recommend that the Council pay Moran Hauling Inc., in the amount of \$58,650.53. Please do not hesitate to contact me should you have any questions.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink that reads "Sarah McLellan". The signature is written in a cursive style.

Sarah McLellan, P.E.  
*Project Engineer*

Enclosures: Moran Hauling Inc., Pay Application #6

**TO:** City Of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**PROJECT:** Noma Drive Improvements

**APPLICATION NO:** 6

**Distribution to:**

Item No.8.

- OWNER
- ARCHITECT
- CONTRACTOR
- ENGINEER
- 

**FROM CONTRACTOR:**

Moran Hauling Inc.  
10380 Three Rivers Rd  
Gulfport, MS 39503  
CONTRACT FOR: Noma Drive Improvements

**VIA ARCHITECT:** Covington Engineering

**PERIOD TO:** 5/10/2024

**PROJECT NOS:** 16383.08

**CONTRACT DATE:** 9/1/2023

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM	\$	1,068,927.55
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,068,927.55
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	989,095.56
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	49,454.78
b. 5 % of Stored Material (Column F on G703)	\$	0
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	49,454.78
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	939,640.78
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	880,990.25
8. CURRENT PAYMENT DUE	\$	58,650.53
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	129,286.77

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
<b>NET CHANGES by Change Order</b>		

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:**

*Moran Hauling Inc*  
By: *[Signature]* Date: 5-13-24

State of: MISSISSIPPI County of: HARRISON  
Subscribed and sworn to before me this 13 day of MAY  
Notary Public: *[Signature]*  
My Commission expires: 4.10.27



**GENERAL CONTRACTOR CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect'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 ..... \$ 58,650.53

(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.)

GENERAL CONTRACTOR:

By: *Sarah McLellan, P.E.* Date: 5/14/2024

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

AIA DOCUMENT G703

PAGE OF PAGE

Item No.8.

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: 6

Contractor's signed certification is attached.

APPLICATION DATE: 5/13/2024

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 5/10/2024

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A NO.	B DESCRIPTION OF WORK		Units	Units of Measure	Unit Price	C SCHEDULED VALUE	Total work in units		D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G + C)	I BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
							Completed Previous App	Completed this App	FROM PREVIOUS APPLICATION (D + E)							
1	Mobilization		1	LS	\$68,609.00	\$68,609.00	0.775	0.225	\$53,171.98		\$15,437.03		\$68,609.00	100.00%		\$3,430.45
2	Maintenance of Traffic		1	LS	\$20,725.00	\$20,725.00	0.85	0.15	\$17,616.25		\$3,108.75		\$20,725.00	100.00%		\$1,036.25
3	Clearing and Grubbing		1	LS	\$5,500.00	\$5,500.00	1	0	\$5,500.00		\$0.00		\$5,500.00	100.00%		\$275.00
4	Silt Fence		4,000	LF	\$4.00	\$16,000.00	3644	0	\$14,576.00		\$0.00		\$14,576.00	91.10%	\$1,424.00	\$728.80
5	Wattles		120	LF	\$5.00	\$600.00	0	0	\$0.00		\$0.00		\$0.00	0.00%	\$600.00	\$0.00
6	Hydroseeding		6,120	SY	\$0.77	\$4,712.40	6120	0	\$4,712.40		\$0.00		\$4,712.40	100.00%	(\$0.00)	\$235.62
7	Sodding		300	SY	\$8.00	\$2,400.00	0	300	\$0.00		\$2,400.00		\$2,400.00	100.00%		\$120.00
8	Removal of paving (All sizes and Thicknesses)		6,000	SY	\$3.58	\$21,480.00	6404.44	0	\$22,927.90		\$0.00		\$22,927.90	106.74%	(\$1,447.90)	\$1,146.39
9	Stripping Excavation, PM		600	CY	\$10.50	\$6,300.00	248	0	\$2,604.00		\$0.00		\$2,604.00	41.33%	\$3,696.00	\$130.20
10	Excess Excavation, LVM		900	CY	\$8.50	\$7,650.00	756	0	\$6,426.00		\$0.00		\$6,426.00	84.00%	\$1,224.00	\$321.30
11	Borrow Material, Type A and B, LVM		1,700	CY	\$14.00	\$23,800.00	1236	0	\$17,304.00		\$0.00		\$17,304.00	72.71%	\$6,496.00	\$865.20
12	610 Granular Aggregate Base		1,700.0	CY	\$123.50	\$209,950.00	1556.08	0	\$192,175.88		\$0.00		\$192,175.88	91.53%	\$17,774.12	\$9,608.79
13	3" Asphalt Binder Course (ST, 12.5mm)		6,150	SY	\$26.50	\$162,975.00	5850	0	\$155,025.00		\$0.00		\$155,025.00	95.12%	\$7,950.00	\$7,751.25
14	1.5" Asphalt Surface Course (ST 9.5mm)		6,150	SY	\$15.79	\$97,108.50	6150	0	\$97,108.50		\$0.00		\$97,108.50	100.00%		\$4,855.43
15	2" Asphalt Surface Course (ST 9.5mm)		3,150	SY	\$27.25	\$85,837.50	2965.55	0	\$80,811.24		\$0.00		\$80,811.24	94.14%	\$5,026.26	\$4,040.56
16	Geotextile Fabric-MDOT Type IV		6,150	SY	\$2.75	\$16,912.50	6125	0	\$16,843.75		\$0.00		\$16,843.75	99.59%	\$68.75	\$842.19
17	Traffic Markings		1	LS	\$42,710.00	\$42,710.00	1	0	\$42,710.00		\$0.00		\$42,710.00	100.00%		\$2,135.50
18	Concrete Sidewalk 4" thick		220	SY	\$86.01	\$18,922.20	0	195	\$0.00		\$16,771.95		\$16,771.95	88.64%	\$2,150.25	\$838.60
19	Sawcut and removal of curb and gutter		75	LF	\$26.00	\$1,950.00	0	0	\$0.00		\$0.00		\$0.00	0.00%	\$1,950.00	\$0.00
	ADD ALT #1															\$0.00
A1-1	1.5" Asphalt Surface Course (ST 9.5mm)Overlay		11,400	SY	\$14.60	\$166,440.00	10708.58	0	\$156,345.27		\$0.00		\$156,345.27	93.93%	\$10,094.73	\$7,817.26
A1-2	Traffic Markings-Overlay		1	LS	\$50,000.00	\$50,000.00	0.83	0.12	\$41,500.00		\$6,000.00		\$47,500.00	95.00%	\$2,500.00	\$2,375.00
	ADD ALT #2															\$0.00
A2-1	Pavers		715	SF	\$53.63	\$38,345.45	0	336	\$0.00		\$18,019.68		\$18,019.68	46.99%	\$20,325.77	\$900.98
	<b>TOTAL</b>					\$1,068,927.55					\$61,737.41		\$989,095.56		\$79,831.99	\$49,454.78

ense a completed AIA Document D401 - Certification of Document's Authenticity

**Chiniche Engineering & Surveying**

407 Highway 90  
Bay St. Louis, MS 39520  
228-467-6755  
jason@chiniche.com  
www.chiniche.com



# INVOICE

**BILL TO**

City of Diamondhead

**INVOICE #** 17-057-0221

**DATE** 05/14/2024

**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/10/2024	<del>17-057-2021 Sen. Cad Tech</del>	address comments and update pdf set	1:00	90.00	90.00
04/11/2024	<del>17-057-2021 Cad</del>	plan updates	1:00	70.00	70.00
04/30/2024	<del>17-057-2021 Senior Professional</del>	permit	2:00	145.00	290.00
05/02/2024	<del>17-057-2021 Senior Professional</del>	spec revisions (from MDEQ comments)	3:30	145.00	507.50
05/07/2024	<del>17-057-2021 Senior Professional</del>	spec revisions	2:30	145.00	362.50
05/08/2024	<del>17-057-2021 Senior Professional</del>	spec revisions, exhibit for City meeting	5:30	145.00	797.50
05/08/2024	<del>17-057-2021 Principal Engineer</del>	project review and coordination	2.50	162.00	405.00

Canal Dredging

BALANCE DUE

**\$2,522.50**

**Chiniche Engineering & Surveying**

407 Highway 90  
 Bay St. Louis, MS 39520  
 228-467-6755  
 jason@chiniche.com  
 www.chiniche.com

**INVOICE****BILL TO**

City of Diamondhead

**INVOICE #** 17-057-0220

**DATE** 05/14/2024

**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/05/2024	<b>17-057-2021 Project Engineer</b>	Permit issues review	0:30	95.00	47.50
04/08/2024	<b>17-057-2021 Senior Project Mana</b>	New permit with all supporting doc due to path location changes, T&E	3:30	115.00	402.50
04/10/2024	<b>17-057-2021 Cad</b>	EXHIBIT UPDATE AND BRIDGE DETAILS	5:00	70.00	350.00
04/10/2024	<b>17-057-2021 Senior Project Mana</b>	Coordinate with drafting for Permit exhibit updates.	1:00	115.00	115.00
04/11/2024	<b>17-057-2021 Cad</b>	BRIDGE, BOARDWALK & BIRD TOWER DETAILS	9:00	70.00	630.00
04/11/2024	<b>17-057-2021 Senior Project Mana</b>	Permit, details, SOS Lease	3:00	115.00	345.00
04/12/2024	<b>17-057-2021 Cad</b>	BIRD TOWER & BRIDGE	4:00	70.00	280.00
04/12/2024	<b>17-057-2021 Senior Project Mana</b>	Finish edits and submit SOS Lease, generate USGS TOPO map, Detail edits	2:00	115.00	230.00
04/15/2024	<b>17-057-2021 Cad</b>	BIRD TOWER & BRIDGE	7:30	70.00	525.00
04/15/2024	<b>17-057-2021 Senior Project Mana</b>	Reviewed details with Dawn and Alex for permit submission.	0:30	115.00	57.50
04/16/2024	<b>17-057-2021 Cad</b>	updates	8:30	70.00	595.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/17/2024	<b>17-057-2021 Cad</b>	BIRD TOWER & BOARDWALK	8:30	70.00	595.00
04/17/2024	<b>17-057-2021 Senior Project Mana</b>	Review and comment on details	0:30	115.00	57.50
04/18/2024	<b>17-057-2021 Cad</b>	FINAL MARKUPS	1:30	70.00	105.00
04/18/2024	<b>17-057-2021 Senior Project Mana</b>	Meeting with drafting, Coordinate Permit and SOS office.	2:00	115.00	230.00
04/24/2024	<b>17-057-2021 Senior Project Mana</b>	Updated Permit submission to the USACE. Also contacted Kenny at Bridge brothers to discuss pedestrian bridge options, requested quote. He was a very funny guy	3:30	115.00	402.50
04/25/2024	<b>17-057-2021 Senior Project Mana</b>	Reviewed bridge quotes and research	1:00	115.00	115.00
05/02/2024	<b>17-057-2021 Senior Project Mana</b>	Update project Coordinate with FWS, Bald Eagle	2:00	115.00	230.00
05/03/2024	<b>17-057-2021 Senior Project Mana</b>	Coordinate Paul Necaise Jason S for FWS	1:30	115.00	172.50
05/06/2024	<b>17-057-2021 Senior Project Mana</b>	project coordination	0:30	115.00	57.50
05/07/2024	<b>17-057-2021 Senior Project Mana</b>	meeting review, markups	1:30	115.00	172.50
05/08/2024	<b>17-057-2021 Sen. Cad Tech</b>	REVIEW WITH ENGINEERS	0:15	90.00	22.50
05/08/2024	<b>17-057-2021 Sen. Cad Tech</b>	PREPARE EXHIBIT	1:45	90.00	157.50
05/08/2024	<b>17-057-2021 Sen. Cad Tech</b>	PARTY (SWITCHED TIMES TO MAKE IT EASY)	0:30	90.00	45.00
05/09/2024	<b>17-057-2021 Sen. Cad Tech</b>	review comments by pm/coordinate	0:30	90.00	45.00
05/09/2024	<b>17-057-2021 Senior Project Mana</b>	Markup exhibit, Coordinate with Christina and Dawn	1:00	115.00	115.00

Montjoy Creek Nature Trail

BALANCE DUE

**\$6,100.00**

**Chiniche Engineering & Surveying**

407 Highway 90  
 Bay St. Louis, MS 39520  
 228-467-6755  
 jason@chiniche.com  
 www.chiniche.com

**INVOICE****BILL TO**

City of Diamondhead

**INVOICE #** 17-057-0219**DATE** 05/14/2024**TERMS** Due on receipt

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/05/2024	<b>17-057-2021 Project Engineer</b>	Rain design	1:00	95.00	95.00
04/08/2024	<b>17-057-2021 Senior Project Mana</b>	reviewing model w/ Johana, obtaining historic rainfall data	0:45	115.00	86.25
04/08/2024	<b>17-057-2021 Principal</b>	project review	3:30	162.00	567.00
04/08/2024	<b>17-057-2021 Senior Professional</b>	project review	3:30	145.00	507.50
04/08/2024	<b>17-057-2021 Project Engineer</b>	Rain design	7:00	95.00	665.00
04/09/2024	<b>17-057-2021 Professional Land S</b>	Review data, calcs and allpoints for Kapalama.	0:30	98.00	49.00
04/11/2024	<b>17-057-2021 Project Engineer</b>	model and report	9:00	95.00	855.00
04/12/2024	<b>17-057-2021 Project Engineer</b>	Model fix	4:00	95.00	380.00
04/15/2024	<b>17-057-2021 Project Engineer</b>	report update	2:00	95.00	190.00
04/22/2024	<b>17-057-2021 Senior Professional</b>	helping Johana	1:30	145.00	217.50
04/22/2024	<b>17-057-2021 Sen. Cad Tech</b>	DRAFT EXISTING CONDITIONS	0:30	90.00	45.00
04/22/2024	<b>17-057-2021 Cad</b>	TOPO	1:30	70.00	105.00
04/22/2024	<b>17-057-2021 Project Engineer</b>	Drainage model HEC RAS	6:00	95.00	570.00
04/23/2024	<b>17-057-2021 Sen. Cad Tech</b>	DRAFT EXISTING TOPO/DRAINAGE	1:15	90.00	112.50
04/23/2024	<b>17-057-2021 Project Engineer</b>	Basin subdivision and model	9:00	95.00	855.00
04/24/2024	<b>17-057-2021 Senior Professional</b>	helping Johana, reviewing survey info for NRCS funding	3:00	145.00	435.00



DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
04/24/2024	17-057-2021 Professional Land S	request, NRCS letter Review areas where there were missing points and added data for Johana.	2:00	98.00	196.00
04/24/2024	17-057-2021 Project Engineer	Basin subdivision and model	9:00	95.00	855.00
04/25/2024	17-057-2021 Senior Professional	reviewing model, NRCS funding request & reviewing pics/videos	2:30	145.00	362.50
04/25/2024	17-057-2021 Sen. Cad Tech		0:30	90.00	45.00
04/25/2024	17-057-2021 Project Engineer	Basin subdivision and HEC- RAS Re-model	9:00	95.00	855.00
04/26/2024	17-057-2021 Senior Professional	checking calcs, NRCS request	2:00	145.00	290.00
04/26/2024	17-057-2021 Project Engineer	MODEL	4:00	95.00	380.00
04/29/2024	17-057-2021 Senior Professional	drainage analysis	3:30	145.00	507.50
04/29/2024	17-057-2021 Sen. Cad Tech	UPDATE EXISTING CONDITIONS/COORDINATE WITH PM	3:45	90.00	337.50
04/29/2024	17-057-2021 Sen. Cad Tech	WORK ON PREL. PLANS	2:45	90.00	247.50
04/30/2024	17-057-2021 Senior Professional	drainage analysis	3:00	145.00	435.00
04/30/2024	17-057-2021 Sen. Cad Tech	PREPARE PREL. PLANS	0:15	90.00	22.50
04/30/2024	17-057-2021 Sen. Cad Tech	PREPARE PREL PLANS	3:00	90.00	270.00
04/30/2024	17-057-2021 Sen. Cad Tech	work on different phases and pp sheets	2:00	90.00	180.00
04/30/2024	17-057-2021 Cad	17-057-00-11 DETAIL SHEET ADDED	4:30	70.00	315.00
04/30/2024	17-057-2021 Project Engineer	MODEL	9:00	95.00	855.00
05/01/2024	17-057-2021 Senior Professional	meeting, model review	2:00	145.00	290.00
05/01/2024	17-057-2021 Sen. Cad Tech	PREPARE PREL. PLANS	0:30	90.00	45.00
05/01/2024	17-057-2021 Sen. Cad Tech	review field notes for box culvert info	1:45	90.00	157.50
05/01/2024	17-057-2021 Cad	17-057-00-11 DETAILS SHEET	2:00	70.00	140.00
05/01/2024	17-057-2021 Project Engineer	MODEL	9:00	95.00	855.00
05/02/2024	17-057-2021 Senior Professional	review of drainage calcs	0:45	145.00	108.75
05/02/2024	17-057-2021 Project	MODEL	9:00	95.00	855.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Engineer</b>				
05/03/2024	<b>17-057-2021 Senior Professional</b>	drainage analysis	2:00	145.00	290.00
05/03/2024	<b>17-057-2021 Project Engineer</b>	model	4:00	95.00	380.00
05/06/2024	<b>17-057-2021 Senior Professional</b>	drainage analysis	2:30	145.00	362.50
05/06/2024	<b>17-057-2021 Project Engineer</b>	pipes design	8:00	95.00	760.00
05/07/2024	<b>17-057-2021 Senior Professional</b>	drainage analysis	1:00	145.00	145.00
05/07/2024	<b>17-057-2021 Project Engineer</b>	pipes design	9:00	95.00	855.00
05/08/2024	<b>17-057-2021 Senior Professional</b>	drainage analysis	3:00	145.00	435.00
05/08/2024	<b>17-057-2021 Project Engineer</b>	pipes design	9:00	95.00	855.00
05/09/2024	<b>17-057-2021 Senior Professional</b>		2:30	145.00	362.50
05/09/2024	<b>17-057-2021 Project Engineer</b>	pipes design	7:00	95.00	665.00

Coon Branch Drainage Improvements

BALANCE DUE

**\$19,449.50**



Covington Civil & Environmental, LLC  
2300 14th Street  
Gulfport, MS 39501  
228-396-0486

Project Title		East Aloha And Veterans Drive Substation Project			
Project Number		16175.08			
Invoice #		16175.08-115			
Budgeted Tasks	Budget	Previously Billed	Current Invoice	Balance Remaining	Percentage Complete
Surveying	\$ 5,500.00	\$ -	\$ 5,500.00	\$ -	100%
Engineering, Design and Permitting	\$ 5,500.00	\$ -	\$ 4,950.00	\$ 550.00	90%
Bidding	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0%
Construction Inspection and Administration	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0%
<b>Total</b>	<b>\$ 21,000.00</b>	<b>\$ -</b>	<b>\$ 10,450.00</b>	<b>\$ 10,550.00</b>	<b>50%</b>



2300 14th Street  
Gulfport, MS 39501

# Invoice

**Invoice #:** 16175.08115  
**Invoice Date:** 5/8/2024  
**Due Date:** 6/7/2024  
**Project:** 16175.08 FP WA 8 East ...  
**P.O. Number:** 8-00-27-2023  
**Terms:** Net 30

**Bill To:** [Redacted]

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Professional Engineering Fees East Aloha and Veterans Drive Substation - FP WA 8 PO #8-00-27-2023 Services Provided Through 04/30/2024			
Surveying	1	5,500.00	5,500.00
Engineering, Design and Permitting	0.9	5,500.00	4,950.00
Bidding	0	5,000.00	0.00
Construction Inspection and Administration	0	5,000.00	0.00

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	\$10,450.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$10,450.00



---

May 8, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Professional Services – City of Diamondhead East Aloha and Veterans Dr Substation Project**

Dear Mr. McCraw:

Enclosed, for your review and approval, is a copy of Invoice #16175.08-115 for services through 04/30/2024 for the referenced project.

We appreciate the opportunity to provide these services to the City of Diamondhead. If you have any questions on the attached invoice, please contact me at 228-396-0486.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink, appearing to read "BB", with a long horizontal stroke extending to the right.

Ben Benvenuti, P.E.  
*Principal Engineer*

Rec'd  
4/10/24

Item No. 10.



2300 14th Street  
Gulfport, MS 39501

# Invoice

Invoice #: 16175.08114  
Invoice Date: 4/10/2024  
Due Date: 5/10/2024  
Project: WA 28 - Gex Dr Lighting ...  
P.O. Number: 28-00-06-2024  
Terms: Net 30

**Bill To:** \_\_\_\_\_

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Professional Engineering Services Gex Drive Lighting and Irrigation Replacement WA 28 Services Provided 01/01/24 - 03/31/2024			
Andrew Levens, Sr. Engineer	22	145.00	3,190.00
Louis Chambliss, 1 Man RTK GPS Survey Crew	14	150.00	2,100.00
Tommy Parker, Senior CAD Designer	6	90.00	540.00
Suellen Radich, Administrative	0.25	50.00	12.50
Mileage, per mile	92	0.67	61.64
Subtotal			5,904.14

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	\$5,904.14
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$5,904.14

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

**FILTERS USED :**

**Bill Status In :** Un Billed  
**and Time Expense Date In :** 1/1/1970 To 3/31/2024  
**and Project In :** 16175.08 | 16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
* A=Approved, B= Billable, S= Submit, Bd= Billed						
<b>Andrew Levens</b>						
<b>SERVICES</b>						
<b>16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement</b>						
3/28/2024	Sr. Engineer:	Senior Engineer <i>Project management</i>	1.00	\$145.00	\$145.00	S B
3/27/2024	Sr. Engineer:	Senior Engineer <i>Design coordination; Project management</i>	2.00	\$145.00	\$290.00	S B
3/25/2024	Sr. Engineer:	Senior Engineer <i>Street lighting coordination</i>	1.00	\$145.00	\$145.00	S B
3/20/2024	Sr. Engineer:	Senior Engineer <i>Coordinating with Coast Electric and street lighting vendor</i>	1.50	\$145.00	\$217.50	S B
3/19/2024	Sr. Engineer:	Senior Engineer <i>Street light coordination</i>	1.00	\$145.00	\$145.00	S B
3/13/2024	Sr. Engineer:	Senior Engineer <i>Street lighting coordination</i>	1.00	\$145.00	\$145.00	S B
3/8/2024	Sr. Engineer:	Senior Engineer <i>Site visit; Existing electric service</i>	1.00	\$145.00	\$145.00	S B
3/7/2024	Sr. Engineer:	Senior Engineer <i>Inspecting existing electric service</i>	1.00	\$145.00	\$145.00	S B
2/27/2024	Sr. Engineer:	Senior Engineer <i>Design</i>	2.50	\$145.00	\$362.50	S B

GROUPED BY Employee

### Covington Civil & Environmental, LLC

TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Andrew Levens</b>						
<b>SERVICES</b>						
2/16/2024	Sr. Engineer:	Senior Engineer <i>Street lighting design/correspondence</i>	1.00	\$145.00	\$145.00	S B
2/13/2024	Sr. Engineer:	Senior Engineer <i>Preliminary electrical design</i>	2.00	\$145.00	\$290.00	S B
2/8/2024	Sr. Engineer:	Senior Engineer <i>Project coordination</i>	1.00	\$145.00	\$145.00	S B
2/1/2024	Sr. Engineer:	Senior Engineer <i>Coordinating with street lighting vendor</i>	0.50	\$145.00	\$72.50	S B
1/31/2024	Sr. Engineer:	Senior Engineer <i>Coordinating with Coast Electric and street lighting supplier</i>	1.00	\$145.00	\$145.00	S B
1/30/2024	Sr. Engineer:	Senior Engineer <i>Electric service coordination</i>	1.00	\$145.00	\$145.00	S B
1/26/2024	Sr. Engineer:	Senior Engineer <i>Coordinating with street light vendor; Coordinating new electric service</i>	1.50	\$145.00	\$217.50	S B
1/25/2024	Sr. Engineer:	Senior Engineer <i>Survey review; Coordinating with street lighting vendor</i>	2.00	\$145.00	\$290.00	S B
<b>TOTAL SERVICES FOR 16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement:</b>			<b>22.00</b>		<b>\$3,190.00</b>	
			<b>Total Services:</b>		<b>\$3,190.00</b>	
<b>EXPENSES</b>						
<b>16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement</b>						
3/8/2024	Mileage:	Mileage, per mile <i>Site visit</i>	46.00	\$0.67	\$30.82	S B

GROUPED BY Employee



## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Andrew Levens</b>						
<b>EXPENSES</b>						
3/7/2024	Mileage:	Mileage, per mile	46.00	\$0.67	\$30.82	S B
		<i>Landscape culvert site visits</i>				
<b>TOTAL EXPENSES FOR 16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement:</b>			<b>92.00</b>		<b>\$61.64</b>	
			<b>Total Expenses:</b>		<b>\$61.64</b>	
			<b>Total Services For Andrew Levens:</b>	<b>22.00</b>	<b>\$3,190.00</b>	
			<b>Total Expenses For Andrew Levens:</b>	<b>92.00</b>	<b>\$61.64</b>	
<b>Louis Chambliss</b>						
<b>SERVICES</b>						
<b>16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement</b>						
3/7/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	4.00	\$150.00	\$600.00	S B
		<i>Looking for rods around project, measured in building.</i>				
3/6/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	5.00	\$150.00	\$750.00	S B
		<i>Located the other entrance signs. Also located the roundabout.</i>				
2/29/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	5.00	\$150.00	\$750.00	S B
		<i>Went to the chancery clerks office to pull some deed information for the roundabout on Gex Dr. Also located some of the site.</i>				
<b>TOTAL SERVICES FOR 16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement:</b>			<b>14.00</b>		<b>\$2,100.00</b>	
			<b>Total Services:</b>		<b>\$2,100.00</b>	
			<b>Total Services For Louis Chambliss:</b>	<b>14.00</b>	<b>\$2,100.00</b>	
<b>Suellen Radich</b>						
<b>SERVICES</b>						
<b>16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement</b>						
1/22/2024	Administrative:	Administrative	0.25	\$50.00	\$12.50	S B

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Suellen Radich</b>						
<b>SERVICES</b>						
<i>Financial Oversight - Set up new project</i>						
TOTAL SERVICES FOR 16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement:			0.25		\$12.50	
Total Services:			0.25		\$12.50	
Total Services For Suellen Radich:			0.25		\$12.50	
<b>Tommy Parker</b>						
<b>SERVICES</b>						
<b>16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement</b>						
1/23/2024	Sr CAD Designer:	Senior CAD Designer	3.00	\$90.00	\$270.00	S B
<i>Existing Site Plans for review</i>						
1/22/2024	Sr CAD Designer:	Senior CAD Designer	3.00	\$90.00	\$270.00	S B
<i>existing site topo</i>						
TOTAL SERVICES FOR 16175.08   16175.08 - WA 28 - Gex Dr Lighting and Irrigation Replacement:			6.00		\$540.00	
Total Services:			6.00		\$540.00	
Total Services For Tommy Parker:			6.00		\$540.00	
Grand Total Billable Services:			42.25		\$5,842.50	
Grand Total Billable Expenses :			92.00		\$61.64	

GROUPED BY Employee



Covington Civil & Environmental, LLC  
2300 14th Street  
Gulfport, MS 39501  
228-396-0486

Project Title		On-Call Survey Services			
Project Number		16175.13			
Invoice #		16175.13-111			
	Budget	Previously Billed	Current Invoice	Balance Remaining	Percentage Complete
Task 1: Site Surveys	\$ 35,000.00	\$ 25,294.82	\$ 14,127.07	\$ (4,421.89)	113%
Total	\$ 35,000.00	\$ 25,294.82	\$ 14,127.07	\$ (4,421.89)	113%

**RECEIVED**  
APR 11 2024  
BY: *Garber*  
@ 1:37pm



2300 14th Street  
Gulfport, MS 39501

# Invoice

**Invoice #:** 16175.08111  
**Invoice Date:** 4/10/2024  
**Due Date:** 5/10/2024  
**Project:** WA 27 On-Call Survey S...  
**P.O. Number:** WA 27  
**Terms:** Net 30

**Bill To:** \_\_\_\_\_

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Professional Surveying Services On-Call Survey Services - WA 27 Services Provided 03/01/24 - 03/31/24			
On-Call Survey Services			
Andrew Levens, Senior Engineer	6	145.00	870.00
Daniel Overstreet, Professional Land Surveyor	10	98.00	980.00
Don Fayard, 1 Man RTK GPS Survey Crew	28	150.00	4,200.00
Louis Chambliss, 1 Man RTK GPS Survey Crew	33	150.00	4,950.00
Louis Chambliss, Senior CAD Designer	25	90.00	2,250.00
Todd Lafferty, Senior Project Manager	0.25	115.00	28.75
Tommy Parker, Senior CAD Designer	2	90.00	180.00
Suellen Radich, Administrative	0.75	50.00	37.50
Sub-Bottom Profiler (Per Day)	1	600.00	600.00
Mileage, per mile	46	0.67	30.82
Subtotal			14,127.07

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	<b>\$14,127.07</b>
<b>Payments/Credits</b>	<b>\$0.00</b>
<b>Balance Due</b>	<b>\$14,127.07</b>

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

**FILTERS USED :**

**Bill Status In :** Un Billed  
**and Time Expense Date In :** 1/1/1970 To 3/31/2024  
**and Project In :** 16175.13 | City of Diamondhead WA 27 - On-Call Survey Services

* A=Approved , B= Billable , S= Submit , Bd= Billed						
DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Andrew Levens</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
3/27/2024	Senior Engineer:	Senior Engineer <i>Mauna Kea - Easement coordination</i>	0.50	\$145.00	\$72.50	S B
3/20/2024	Senior Engineer:	Senior Engineer <i>Mauna Kea easement survey coordination</i>	0.50	\$145.00	\$72.50	S B
2/28/2024	Sr. Engineer:	Senior Engineer <i>Community Center survey coordination</i>	0.50	\$145.00	\$72.50	S B
2/22/2024	Sr. Engineer:	Senior Engineer <i>Kalipekona pond boundary review</i>	0.50	\$145.00	\$72.50	S B
2/22/2024	Sr. Engineer:	Senior Engineer <i>Meeting with city for plan to address Langkopp property</i>	1.00	\$145.00	\$145.00	S B
2/21/2024	Sr. Engineer:	Senior Engineer <i>Duck pond parcel coordintion</i>	0.50	\$145.00	\$72.50	S B
2/20/2024	Sr. Engineer:	Senior Engineer <i>Plan for Langkopp property drainage</i>	1.50	\$145.00	\$217.50	S B
2/20/2024	Sr. Engineer:	Senior Engineer <i>Duck Pond plat review</i>	0.50	\$145.00	\$72.50	S B
2/8/2024	Sr. Engineer:	Senior Engineer	0.50	\$145.00	\$72.50	S B

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Andrew Levens</b>						
<b>SERVICES</b>						
<i>Plats for Duck and Kalipekona ponds</i>						
TOTAL SERVICES FOR <b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>6.00</b>		<b>\$870.00</b>	
Total Services:			<b>6.00</b>		<b>\$870.00</b>	
<b>EXPENSES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
2/22/2024	Mileage:	Mileage, per mile	46.00	\$0.67	\$30.82	S B
<i>Langkopp property meeting with city</i>						
TOTAL EXPENSES FOR <b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>46.00</b>		<b>\$30.82</b>	
Total Expenses:			<b>46.00</b>		<b>\$30.82</b>	
Total Services For <b>Andrew Levens:</b>			<b>6.00</b>		<b>\$870.00</b>	
Total Expenses For <b>Andrew Levens:</b>			<b>46.00</b>		<b>\$30.82</b>	
<b>Covington Civil &amp; Environmental, LLC</b>						
<b>EXPENSES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
2/7/2024	Sub-Bottom Prof:	Sub-Bottom Profiler (per day)	1.00	\$600.00	\$600.00	B
<i>Daily bill rate for work on duckpond project for using sub bottom profiler</i>						
TOTAL EXPENSES FOR <b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>1.00</b>		<b>\$600.00</b>	
Total Expenses:			<b>1.00</b>		<b>\$600.00</b>	
Total Expenses For <b>Covington Civil &amp; Environmental, LLC:</b>			<b>1.00</b>		<b>\$600.00</b>	
<b>Daniel Overstreet</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Daniel Overstreet</b>						
<b>SERVICES</b>						
3/1/2024	PLS:	Professional Land Surveyor	2.00	\$98.00	\$196.00	S B
		<i>Kalipekona And Duck Pond Surveys</i>				
2/29/2024	PLS:	Professional Land Surveyor	1.00	\$98.00	\$98.00	S B
		<i>Kalipekona And Duck Pond Surveys</i>				
2/28/2024	PLS:	Professional Land Surveyor	1.00	\$98.00	\$98.00	S B
		<i>Kalipekona And Duck Pond Surveys</i>				
2/13/2024	PLS:	Professional Land Surveyor	4.00	\$98.00	\$392.00	S B
		<i>Kalipekona And Duck Pond</i>				
2/12/2024	PLS:	Professional Land Surveyor	2.00	\$98.00	\$196.00	S B
		<i>Kalipekona And Duck Pond</i>				
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>10.00</b>		<b>\$980.00</b>	
			<b>Total Services:</b>		<b>\$980.00</b>	
			<b>Total Services For Daniel Overstreet:</b>		<b>\$980.00</b>	
<b>Don Fayard</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
3/27/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	2.00	\$150.00	\$300.00	S B
		<i>Mauna Kea Topo</i>				
3/26/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	5.00	\$150.00	\$750.00	S B
		<i>Mauna Kea Topo and Boundary tie-ins work.</i>				
3/25/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	6.00	\$150.00	\$900.00	S B
		<i>Mauna Kea Townhome site, esm't Topo/ Boundary Started</i>				

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Don Fayard</b>						
<b>SERVICES</b>						
3/18/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Finishing up Topo. Some utilities not marked.</i>	5.00	\$150.00	\$750.00	S B
3/8/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>8852 Kipapa Way : Draining Topo started.</i>	6.00	\$150.00	\$900.00	S B
2/9/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Duck Pond additional boundary tie-ins requested per Daniel.</i>	4.00	\$150.00	\$600.00	S B
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>28.00</b>		<b>\$4,200.00</b>	
			<b>Total Services:</b>		<b>\$4,200.00</b>	
			<b>Total Services For Don Fayard:</b>		<b>\$4,200.00</b>	
<b>Louis Chambliss</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
3/28/2024	Sr CAD Designer:	Senior CAD Designer <i>Worked on imported points file to auto draw the job. It worked pretty well. Also adding more codes to the code list. We're almost there!</i>  <i>Job is 16175 WA 27 Mauna Kea Town Homes Per Andrew Levens</i>	3.00	\$90.00	\$270.00	S B
3/25/2024	Sr CAD Designer:	Senior CAD Designer <i>Finished cleaning up drawing for Tommy to finish.</i>	2.00	\$90.00	\$180.00	S B
3/25/2024	Sr CAD Designer:	Senior CAD Designer <i>Cleaned up the drawing also calculated the building in to the job.</i>	1.50	\$90.00	\$135.00	S B
3/21/2024	Sr CAD Designer:	Senior CAD Designer <i>New topo location per Andrew. I calculated corners and prepared job for Don to start topo.</i>	4.00	\$90.00	\$360.00	S B

GROUPED BY Employee



## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Louis Chambliss</b>						
<b>SERVICES</b>						
3/21/2024	Sr CAD Designer:	Senior CAD Designer <i>Added new points to drawing.</i>	2.00	\$90.00	\$180.00	S B
3/20/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Located orange point and located more topo need for project area.</i>	2.00	\$150.00	\$300.00	S B
3/13/2024	Sr CAD Designer:	Senior CAD Designer <i>Started drawing on the Community center.</i>	2.00	\$90.00	\$180.00	S B
3/13/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Look for more property corners.</i>	5.00	\$150.00	\$750.00	S B
3/12/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Located and search for property corners. Also used the deeds I pulled to calc search points.</i>	6.00	\$150.00	\$900.00	S B
3/11/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Calculated some search points for Don. Kipapa Way DH</i>	2.00	\$150.00	\$300.00	S B
3/5/2024	Sr CAD Designer:	Senior CAD Designer <i>Drawing on Moanalua Way.</i>	4.00	\$90.00	\$360.00	S B
3/4/2024	Sr CAD Designer:	Senior CAD Designer <i>Drawing on Moanalua Way</i>	6.50	\$90.00	\$585.00	S B
2/19/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Looked for and set more corners. Still waiting final stake out.</i>	2.00	\$150.00	\$300.00	S B
2/15/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew <i>Set corners on boundary. Also got more bottom shots on pond. Still need to set more rods, waiting on Daniel.</i>	8.00	\$150.00	\$1,200.00	S B
2/14/2024	1 Man RTK GPS:	1 Man RTK GPS Survey Crew	8.00	\$150.00	\$1,200.00	S B

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Louis Chambliss</b>						
<b>SERVICES</b>						
<i>Set rods on duck pond boundary. Also flagged and staked the rod we are holding.</i>						
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>58.00</b>		<b>\$7,200.00</b>	
<b>Total Services:</b>			<b>58.00</b>		<b>\$7,200.00</b>	
<b>Total Services For Louis Chambliss:</b>			<b>58.00</b>		<b>\$7,200.00</b>	
<b>Suellen Radich</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
2/16/2024	Administrative:	Administrative	0.50	\$50.00	\$25.00	S B
<i>Financial Oversight/Review - Billing</i>						
2/14/2024	Administrative:	Administrative	0.25	\$50.00	\$12.50	S B
<i>Financial Oversight/Review - Billing</i>						
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>0.75</b>		<b>\$37.50</b>	
<b>Total Services:</b>			<b>0.75</b>		<b>\$37.50</b>	
<b>Total Services For Suellen Radich:</b>			<b>0.75</b>		<b>\$37.50</b>	
<b>Todd Lafferty</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
2/12/2024	Sr. Proj Mgr:	Senior Project Manager	0.25	\$115.00	\$28.75	A B
<i>Financial Oversight and invoice review.</i>						
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>0.25</b>		<b>\$28.75</b>	
<b>Total Services:</b>			<b>0.25</b>		<b>\$28.75</b>	
<b>Total Services For Todd Lafferty:</b>			<b>0.25</b>		<b>\$28.75</b>	

GROUPED BY Employee

### Covington Civil & Environmental, LLC

TIME AND EXPENSES

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Tommy Parker</b>						
<b>SERVICES</b>						
<b>16175.13   City of Diamondhead WA 27 - On-Call Survey Services</b>						
2/14/2024	Sr CAD Designer:	Senior CAD Designer	1.00	\$90.00	\$90.00	S B
		<i>Duck Pond Boundary Survey</i>				
2/1/2024	Sr CAD Designer:	Senior CAD Designer	1.00	\$90.00	\$90.00	S B
		<i>Langkopp Survey</i>				
<b>TOTAL SERVICES FOR 16175.13   City of Diamondhead WA 27 - On-Call Survey Services :</b>			<b>2.00</b>		<b>\$180.00</b>	
<b>Total Services:</b>			<b>2.00</b>		<b>\$180.00</b>	
<b>Total Services For Tommy Parker:</b>			<b>2.00</b>		<b>\$180.00</b>	
<b>Grand Total Billable Services:</b>			<b>105.00</b>		<b>\$13,496.25</b>	
<b>Grand Total Billable Expenses :</b>			<b>47.00</b>		<b>\$630.82</b>	

GROUPED BY Employee



2300 14th Street  
Gulfport, MS 39501

# Invoice

**Invoice #:** 16383.08-26  
**Invoice Date:** 5/3/2024  
**Due Date:** 6/2/2024  
**Project:** Phase III Project  
**P.O. Number:** WA #11  
**Terms:** Net 30

**Bill To:** [Redacted]

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Commercial District - Phase III Project Professional Engineering Services Services Provided 04/01/24 - 04/30/24  Surveying, Permitting, Design and Engineering	0.15	158,000.00	23,700.00

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	\$23,700.00
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$23,700.00 ✓



Covington Civil & Environmental, LLC  
 2300 14th Street  
 Gulfport, MS 39501  
 228-396-0486

<b>Project Title</b> <b>Project Number</b> <b>Invoice #</b>	Commercial District - Phase III Project					
	16383.08					
	16383.08-26					
<b>Budgeted Tasks</b>	<b>Budget</b>	<b>Previously Billed</b>	<b>Current Invoice</b>	<b>Total Billed to Date</b>	<b>Balance Remaining</b>	<b>Percentage Complete</b>
Surveying, Permitting, Design and Engineering	\$ 158,000.00	\$ -	\$ 23,700.00	\$ 23,700.00	\$ 134,300.00	15%
Total	\$ 158,000.00	\$ -	\$ 23,700.00	\$ 23,700.00	\$ 134,300.00	15%



2300 14th Street  
Gulfport, MS 39501

# Invoice

**Invoice #:** 16383-08-23  
**Invoice Date:** 5/3/2024  
**Due Date:** 6/2/2024  
**Project:** 16383.08 Commercial Di...  
**P.O. Number:**  
**Terms:** Net 30

**Bill To:** \_\_\_\_\_

City of Diamondhead

Description	Hours/Qty	Rate	Amount
Commercial District Transformation Project - Noma Drive Improvements Professional Engineering Services Services Provided 01/01/24 - 04/30/24			
Task 1 - Topographic and Boundary Survey	0	24,000.00	0.00
Task 2 - Design Phase	0	29,800.00	0.00
Task 3 - Permitting	0	0.00	0.00
Task 4 - Land Acquisition Documents	0	0.00	0.00
Task 5 - Geotechnical Investigations	0	12,000.00	0.00
Task 6 - Final Design	0	41,500.00	0.00
Task 7 - Bidding	0	6,800.00	0.00
Task 8 - Construction Engineering and Inspection	0	75,600.00	0.00
Andrew Levens, Engineer IV	1	165.00	165.00
Sarah McLellan, Engineer III	122.5	145.00	17,762.50
Luke Matthews, RPR	76	85.00	6,460.00
Ryan Ladner, RPR	82	85.00	6,970.00
Suellen Radich, Administrative	1.25	45.00	56.25
Mileage, per mile	833	0.67	558.11
Subtotal of Task 8 - Construction Engineering and Inspection			31,971.86

All payments are due by "Due Date" shown on invoice. Finance fees will be charged for all payments received past "Due Date". Please call 228-396-0486 with any questions about invoice.

<b>Total</b>	\$31,971.86
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$31,971.86





Covington Civil & Environmental, LLC  
2300 14th Street  
Gulfport, MS 39501  
228-396-0486

Project Title Project Number Invoice #	Commercial District Transformation Project - Noma Drive Improvements					
	16383.08					
	16383.08-23					
Budgeted Tasks	Budget	Previously Billed	Current Invoice	Total Billed to Date	Balance Remaining	Percentage Complete
Task 1 - Topographic and Boundary Surveying	\$ 24,000.00	\$ 24,000.00	\$ -	\$ 24,000.00	\$ -	100.00%
Task 2 – Preliminary Design	\$ 29,800.00	\$ 29,800.00	\$ -	\$ 29,800.00	\$ -	100.00%
Task 3 - Permitting	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Task 4 - Land Acquisition Support Documents	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
Task 5 - Geotechnical Investigations	\$ 12,000.00	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	100.00%
Task 6 - Final Design	\$ 41,500.00	\$ 41,500.00	\$ -	\$ 41,500.00	\$ -	100.00%
Task 7 - Bidding	\$ 6,800.00	\$ 6,800.00	\$ -	\$ 6,800.00	\$ -	100.00%
Task 8 - Construction Engineering and Inspection	\$ 75,600.00	\$ 35,499.97	\$ 31,971.86	\$ 67,471.83	\$ 8,128.17	89.25%
<b>Total</b>	<b>\$ 189,700.00</b>	<b>\$ 149,599.97</b>	<b>\$ 31,971.86</b>	<b>\$ 181,571.83</b>	<b>\$ 8,128.17</b>	<b>96%</b>
<p>*Task 8 is based on a 12-month construction schedule. Tasks 1, 2, 5, and 7 shall be billed as a fixed fee lump sum cost based on percentage complete.</p>						

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

**FILTERS USED :**

**Project In :** 16383.08 Site EngineeringT8A | Construction - Noma Dr.  
**and Time Expense Date In :** 1/1/1970 To 4/30/2024  
**and Bill Status In :** Un Billed

*\* A=Approved , B= Billable , S= Submit , Bd= Billed*

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Andrew Levens</b>						
<b>SERVICES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/18/2024	Engineer IV:	Engineer IV	1.00	\$165.00	\$165.00	A B
	<i>Paver mock up</i>					
<b>TOTAL SERVICES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>1.00</b>		<b>\$165.00</b>	
<b>Total Services:</b>			<b>1.00</b>		<b>\$165.00</b>	
<b>Total Services For Andrew Levens:</b>			<b>1.00</b>		<b>\$165.00</b>	

**Luke Matthews**

<b>SERVICES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/18/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
	<i>Site visit</i>					
4/9/2024	RPR:	Resident Project Representative	3.00	\$85.00	\$255.00	A B
	<i>Site visit</i>					
4/8/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
	<i>Site visit</i>					
4/5/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
	<i>Site visit</i>					
4/4/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
	<i>Site visit</i>					

GROUPED BY Employee



### Covington Civil & Environmental, LLC

TIME AND EXPENSES

\* A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Luke Matthews</b>						
<b>SERVICES</b>						
4/3/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
		Site visit				
3/25/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
		Site visit				
3/21/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
		Site visit				
3/20/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
		Site visit				
3/19/2024	RPR:	Resident Project Representative	3.00	\$85.00	\$255.00	A B
		Site visit				
3/11/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
		Site visit				
2/8/2024	RPR:	Resident Project Representative	2.00	\$85.00	\$170.00	A B
		Site visit				
2/7/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
		Site visit				
2/6/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
		Site visit				
2/5/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
		Site visit, rain out				
2/2/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
		Site visit				

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Luke Matthews</b>						
<b>SERVICES</b>						
2/1/2024	RPR:	Resident Project Representative	6.50	\$85.00	\$552.50	A B
		<i>Site visit</i>				
1/31/2024	RPR:	Resident Project Representative	7.50	\$85.00	\$637.50	A B
		<i>Site visit</i>				
1/12/2024	RPR:	Resident Project Representative	2.00	\$85.00	\$170.00	A B
		<i>Site visit, grading and layout of multimodal</i>				
<b>TOTAL SERVICES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>76.00</b>		<b>\$6,460.00</b>	
			<b>Total Services:</b>		<b>\$6,460.00</b>	
<b>EXPENSES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/9/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
4/8/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
4/4/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
4/3/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
4/1/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
3/21/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				

GROUPED BY Employee

### Covington Civil & Environmental, LLC

TIME AND EXPENSES

\*A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Luke Matthews</b>						
<b>EXPENSES</b>						
3/20/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
3/19/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Travel for site visit</i>				
3/11/2024	Mileage:	Mileage, per mile	23.00	\$0.67	\$15.41	A B
		<i>Travel for site visit</i>				
2/7/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Site Visit</i>				
2/6/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Site Visit</i>				
2/2/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Site Visit</i>				
2/1/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Site Visit</i>				
1/31/2024	Mileage:	Mileage, per mile	18.00	\$0.67	\$12.06	A B
		<i>Site Visit</i>				
<b>TOTAL EXPENSES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>257.00</b>		<b>\$172.19</b>	
<b>Total Expenses:</b>			<b>257.00</b>		<b>\$172.19</b>	
<b>Total Services For Luke Matthews:</b>			<b>76.00</b>		<b>\$6,460.00</b>	
<b>Total Expenses For Luke Matthews:</b>			<b>257.00</b>		<b>\$172.19</b>	

**Ryan Ladner**

<b>SERVICES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

*\* A=Approved , B= Billable , S= Submit , Bd= Billed*

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Ryan Ladner</b>						
<b>SERVICES</b>						
4/24/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B
4/23/2024	RPR: <i>Site visit</i>	Resident Project Representative	1.00	\$85.00	\$85.00	A B
4/11/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B
4/10/2024	RPR: <i>Site visit</i>	Resident Project Representative	4.00	\$85.00	\$340.00	A B
4/9/2024	RPR: <i>Site visit</i>	Resident Project Representative	4.00	\$85.00	\$340.00	A B
4/8/2024	RPR: <i>Site visit</i>	Resident Project Representative	4.00	\$85.00	\$340.00	A B
4/5/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B
4/4/2024	RPR: <i>Site visit</i>	Resident Project Representative	4.00	\$85.00	\$340.00	A B
4/3/2024	RPR: <i>Site visit</i>	Resident Project Representative	4.00	\$85.00	\$340.00	A B
4/1/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B
3/25/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B

GROUPED BY Employee

### Covington Civil & Environmental, LLC

TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Ryan Ladner</b>						
<b>SERVICES</b>						
3/20/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
	Site visit					
3/19/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
	Site visit					
3/6/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
	Site visit					
2/9/2024	RPR:	Resident Project Representative	1.00	\$85.00	\$85.00	A B
	Site visit					
2/6/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
	Site visit					
2/5/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
	Site visit					
2/2/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
	Site visit					
2/1/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
	Site visit					
1/31/2024	RPR:	Resident Project Representative	8.00	\$85.00	\$680.00	A B
	Site visit					
1/30/2024	RPR:	Resident Project Representative	6.00	\$85.00	\$510.00	A B
	Site visit					
1/29/2024	RPR:	Resident Project Representative	4.00	\$85.00	\$340.00	A B
	Site visit					

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

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DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Ryan Ladner</b>						
<b>SERVICES</b>						
1/12/2024	RPR: <i>Site visit</i>	Resident Project Representative	2.00	\$85.00	\$170.00	A B
1/3/2024	RPR: <i>Site visit</i>	Resident Project Representative	1.00	\$85.00	\$85.00	A B
<b>TOTAL SERVICES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>82.00</b>		<b>\$6,970.00</b>	
<b>Total Services:</b>			<b>82.00</b>		<b>\$6,970.00</b>	
<b>Total Services For Ryan Ladner:</b>			<b>82.00</b>		<b>\$6,970.00</b>	

**Sarah McLellan**

<b>SERVICES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/18/2024	Engineer III: <i>Onsite Paver Mockup Meeting</i>	Engineer III	2.00	\$145.00	\$290.00	A B
4/16/2024	Engineer III: <i>Submittal Review</i>	Engineer III	1.00	\$145.00	\$145.00	A B
4/15/2024	Engineer III: <i>Paver information submittal</i>	Engineer III	0.75	\$145.00	\$108.75	A B
4/10/2024	Engineer III: <i>Noma Submittal Review, Paver Color Correspondence with City</i>	Engineer III	1.50	\$145.00	\$217.50	A B
4/9/2024	Engineer III: <i>Reviewed Concrete Slump Test Data and Testing submittals</i>	Engineer III	1.00	\$145.00	\$145.00	A B
4/5/2024	Engineer III: <i>Onsite visit to inspect sidewalk forms, submittals</i>	Engineer III	4.00	\$145.00	\$580.00	A B

GROUPED BY Employee

**Covington Civil & Environmental, LLC**

TIME AND EXPENSES

\*A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Sarah McLellan</b>						
<b>SERVICES</b>						
4/1/2024	Engineer III:	Engineer III <i>Onsite meeting with Contractor</i>	2.00	\$145.00	\$290.00	A B
3/28/2024	Engineer III:	Engineer III <i>Onsite meeting with Contractor about subbase drainage, Reviewed Truck Tickets, Submitted Pay Application #5</i>	2.50	\$145.00	\$362.50	A B
3/26/2024	Engineer III:	Engineer III <i>Pay Application Review</i>	0.50	\$145.00	\$72.50	A B
3/25/2024	Engineer III:	Engineer III <i>Subgrade contractor coordination, Pay Application #5, submittals</i>	3.00	\$145.00	\$435.00	A B
3/20/2024	Engineer III:	Engineer III <i>Onsite meeting Sidewalk subbase</i>	2.00	\$145.00	\$290.00	A B
3/15/2024	Engineer III:	Engineer III <i>Punch List items for Contractor</i>	0.50	\$145.00	\$72.50	A B
3/14/2024	Engineer III:	Engineer III <i>Striping onsite inspection</i>	2.25	\$145.00	\$326.25	A B
3/13/2024	Engineer III:	Engineer III <i>Correspondence with Contractor, Project Update</i>	2.00	\$145.00	\$290.00	A B
3/11/2024	Engineer III:	Engineer III <i>Contractor striping coordination, Multimodal pathway drainage issue correspondence</i>	3.00	\$145.00	\$435.00	A B
3/8/2024	Engineer III:	Engineer III <i>Created and submitted Change Order #2</i>	1.00	\$145.00	\$145.00	A B
3/7/2024	Engineer III:	Engineer III <i>Subcontractor references for striping</i>	0.50	\$145.00	\$72.50	A B

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

\* A=Approved , B= Billable , S= Submit , Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Sarah McLellan</b>						
<b>SERVICES</b>						
3/6/2024	Engineer III:	Engineer III <i>Onsite Meeting with Contractor about sidewalk area fill conflict, Submittals</i>	4.00	\$145.00	\$580.00	A B
3/5/2024	Engineer III:	Engineer III <i>Project schedule update for City, Scheduled meeting with Contractor</i>	1.00	\$145.00	\$145.00	A B
3/4/2024	Engineer III:	Engineer III <i>Concrete Submittal</i>	2.00	\$145.00	\$290.00	A B
2/28/2024	Engineer III:	Engineer III <i>Correspondence with City and Contractor about striping</i>	0.75	\$145.00	\$108.75	A B
2/21/2024	Engineer III:	Engineer III <i>Paver Submittal</i>	1.50	\$145.00	\$217.50	A B
2/20/2024	Engineer III:	Engineer III <i>Project Correspondence with Contractor</i>	1.00	\$145.00	\$145.00	A B
2/19/2024	Engineer III:	Engineer III <i>Points for Utility Relocation, Onsite meeting with Cspire</i>	3.75	\$145.00	\$543.75	A B
2/16/2024	Engineer III:	Engineer III <i>Utility Relocation</i>	1.00	\$145.00	\$145.00	A B
2/15/2024	Engineer III:	Engineer III <i>Scheduled meeting with Cspire for utility relocation</i>	0.50	\$145.00	\$72.50	A B
2/14/2024	Engineer III:	Engineer III <i>Final Quantities and Inspection Reports</i>	5.50	\$145.00	\$797.50	A B
2/13/2024	Engineer III:	Engineer III <i>Final Quantities and Inspection Reports</i>	4.50	\$145.00	\$652.50	A B

GROUPED BY Employee



## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

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DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Sarah McLellan</b>						
<b>SERVICES</b>						
2/12/2024	Engineer III:	Engineer III <i>Reviewed Truck Tickets for Pay Application, Testing Results, Submitted Pay Application #4, Cspire Relocation Coordination</i>	4.50	\$145.00	\$652.50	A B
2/9/2024	Engineer III:	Engineer III <i>Pay Application #4 Review and Final quantity calculation</i>	3.50	\$145.00	\$507.50	A B
2/8/2024	Engineer III:	Engineer III <i>Project site visit to inspect progress, Met with Contractor</i>	2.50	\$145.00	\$362.50	A B
2/7/2024	Engineer III:	Engineer III <i>Asphalt Overlay coordination</i>	3.50	\$145.00	\$507.50	A B
2/6/2024	Engineer III:	Engineer III <i>Asphalt striping coordination with Contractor</i>	4.50	\$145.00	\$652.50	A B
2/5/2024	Engineer III:	Engineer III <i>Multimodal pathway tie in at The Oaks, CAD changes for tie-in</i>	5.00	\$145.00	\$725.00	A B
2/2/2024	Engineer III:	Engineer III <i>Onsite Inspection of Asphalt Overlay</i>	2.50	\$145.00	\$362.50	A B
2/1/2024	Engineer III:	Engineer III <i>Contractor Coordination, Site Visit to inspect overlay paving</i>	4.75	\$145.00	\$688.75	A B
1/31/2024	Engineer III:	Engineer III <i>Contractor Coordination, Onsite Inspection of Asphalt Overlay</i>	5.50	\$145.00	\$797.50	A B
1/30/2024	Engineer III:	Engineer III <i>Submittals, Overlay correspondence with Contractor, Asphalt paving plan</i>	6.50	\$145.00	\$942.50	A B
1/29/2024	Engineer III:	Engineer III	3.75	\$145.00	\$543.75	A B

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<i>* A=Approved , B= Billable , S= Submit , Bd= Billed</i>						
<b>Sarah McLellan</b>						
<b>SERVICES</b>						
		<i>Pavement repair coordination with contractors</i>				
1/25/2024	Engineer III:	Engineer III	2.50	\$145.00	\$362.50	A B
		<i>Visited Project site, Pavement schedule coordination with contractor and City</i>				
1/22/2024	Engineer III:	Engineer III	2.00	\$145.00	\$290.00	A B
		<i>Coordination with Commercial District project</i>				
1/18/2024	Engineer III:	Engineer III	3.00	\$145.00	\$435.00	A B
		<i>Submitted Executed Change Order to Contractor, Project Update meeting</i>				
1/16/2024	Engineer III:	Engineer III	1.00	\$145.00	\$145.00	A B
		<i>Commercial District project tie-in coordination</i>				
1/12/2024	Engineer III:	Engineer III	4.00	\$145.00	\$580.00	A B
		<i>Updated quantities for Commercial District tie in and adjusted pathway</i>				
1/11/2024	Engineer III:	Engineer III	2.00	\$145.00	\$290.00	A B
		<i>Asphalt schedule coordination with Contractor, Commercial District asphalt tie in</i>				
1/10/2024	Engineer III:	Engineer III	3.00	\$145.00	\$435.00	A B
		<i>Submitted Change Order #1 and Letter of Recommendation to City, Contractor asphalt paving coordination</i>				
1/8/2024	Engineer III:	Engineer III	1.00	\$145.00	\$145.00	A B
		<i>Project Status call with Contractor</i>				
1/3/2024	Engineer III:	Engineer III	1.00	\$145.00	\$145.00	A B
		<i>Project Update, Final Quantities</i>				
1/2/2024	Engineer III:	Engineer III	1.50	\$145.00	\$217.50	A B
		<i>Change Order #1</i>				

GROUPED BY Employee

## Covington Civil & Environmental, LLC

### TIME AND EXPENSES

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DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Sarah McLellan</b>						
<b>SERVICES</b>						
TOTAL SERVICES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:			122.50		\$17,762.50	
Total Services:			122.50		\$17,762.50	
<b>EXPENSES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/18/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting for Paver Mockup</i>				
4/5/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite inspection of concrete forms</i>				
4/1/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting with Contractor about sidewalk subbase and forming</i>				
3/28/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting with Contractor about subbase</i>				
3/20/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting to discuss sidewalk subbase</i>				
3/14/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite inspection of striping</i>				
3/6/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting with Contractor for sidewalk</i>				
2/19/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Onsite meeting with Cspire to discuss utility relocation</i>				
2/8/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		<i>Site Visit for Progress Inspection</i>				

GROUPED BY Employee

**Covington Civil & Environmental, LLC**

TIME AND EXPENSES

\*A=Approved, B= Billable, S= Submit, Bd= Billed

DATE	ITEM	DESCRIPTION	HRS/UNITS	RATE	CHARGE AMOUNT	*
<b>Sarah McLellan</b>						
<b>EXPENSES</b>						
2/2/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		Site Visit for Overlay Paving				
2/1/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		Site Visit for Overlay Paving				
1/31/2024	Mileage:	Mileage, per mile	48.00	\$0.67	\$32.16	A B
		Site Visit for Overlay Paving				
<b>TOTAL EXPENSES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>576.00</b>		<b>\$385.92</b>	
			<b>Total Expenses:</b>		<b>\$385.92</b>	
			<b>Total Services For Sarah McLellan:</b>	<b>122.50</b>	<b>\$17,762.50</b>	
			<b>Total Expenses For Sarah McLellan:</b>	<b>576.00</b>	<b>\$385.92</b>	
<b>Suellen Radich</b>						
<b>SERVICES</b>						
<b>16383.08 Site EngineeringT8A   Construction - Noma Dr.</b>						
4/30/2024	Administrative:	Administrative	0.50	\$45.00	\$22.50	A B
		Financial Oversight/Review - Billing				
1/9/2024	Administrative:	Administrative	0.75	\$45.00	\$33.75	A B
		Financial Review/Oversite - Billing				
<b>TOTAL SERVICES FOR 16383.08 Site EngineeringT8A   Construction - Noma Dr.:</b>			<b>1.25</b>		<b>\$56.25</b>	
			<b>Total Services:</b>		<b>\$56.25</b>	
			<b>Total Services For Suellen Radich:</b>	<b>1.25</b>	<b>\$56.25</b>	
			<b>Grand Total Billable Services:</b>	<b>282.75</b>	<b>\$31,413.75</b>	
			<b>Grand Total Billable Expenses :</b>	<b>833.00</b>	<b>\$558.11</b>	

GROUPED BY Employee

2024-124

Item No. 11.



DIGITAL ENGINEERING & IMAGING, INC.

April 16, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5300 Diamondhead Circle  
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2021)  
Work Assignment No. 3 Beaux Vue Ph. 2 Drainage Improvements  
DE Invoice No.: 730-1001-47

Dear Mr. McCraw:  
Attached please find Invoice No. 47 for professional services on the above referenced project in the amount of **\$616.25** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING

L. Bruce Newton, P.E., M.B.A.  
President

LBN/chc

cc: Mr. Robert J. Delaune

Enclosures

**Invoice**

**Digital Engineering & Imaging, Inc.**

City of Diamondhead  
5300 Diamondhead Circle  
Diamondhead, MS 39525

April 16, 2024  
Project No: B7301001.000  
Invoice No: 47

Project B7301001.000 City of Diamondhead Master Services Agreement 2021

**Professional Services from February 25, 2024 to March 30, 2024**

Phase	003	Beaux Vue Ph. 2 Drainage Improvements
Task	40	Construction Admin

**Professional Personnel**

	Hours	Rate	Amount
Stein, John	4.25	145.00	616.25
Totals	4.25		616.25
<b>Total Labor</b>			<b>616.25</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	616.25	1,026.25	1,642.50
Limit			3,800.00
Remaining			2,157.50

**Total this Task \$616.25**

**Total this Phase \$616.25**

**Billings to Date**

	Current	Prior	Total
Fee	0.00	4,345.00	4,345.00
Labor	616.25	25,138.25	25,754.50
<b>Totals</b>	<b>616.25</b>	<b>29,483.25</b>	<b>30,099.50</b>
			<b>Total this Invoice \$616.25</b>

Project B7301001.000 DIAMON\_Master Services Agreement 21 Invoice 47

# Billing Backup

Tuesday, April 16, 2024

Digital Engineering & Imaging, Inc.

Invoice 47 Dated 4/16/2024

10:18:53 AM

Project B7301001.000 City of Diamondhead Master Services Agreement 2021  
 Phase 003 Beaux Vue Ph. 2 Drainage Improvements  
 Task 40 Construction Admin

## Professional Personnel

			Hours	Rate	Amount	
0111	30 - Stein, John	2/27/2024	1.00	145.00	145.00	
	Realignment					
0111	30 - Stein, John	2/28/2024	1.00	145.00	145.00	
	Realignment					
0111	30 - Stein, John	3/8/2024	.25	145.00	36.25	
	Invoices					
0111	30 - Stein, John	3/18/2024	1.00	145.00	145.00	
	redesign meeting					
0111	30 - Stein, John	3/19/2024	.50	145.00	72.50	
	redesignsketch					
0111	30 - Stein, John	3/28/2024	.50	145.00	72.50	
	Redesign Status					
	Totals		4.25		616.25	
	<b>Total Labor</b>					<b>616.25</b>
				<b>Total this Task</b>		<b>\$616.25</b>
				<b>Total this Phase</b>		<b>\$616.25</b>
				<b>Total this Project</b>		<b>\$616.25</b>
				<b>Total this Report</b>		<b>\$616.25</b>

April 16, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5300 Diamondhead Circle  
Diamondhead, MS 39525

Re: Engineering Master Services Agreement (2021)  
Work Assignment No. 7 Bond Paving Project  
DE Invoice No.: 730-1001.007-14

Dear Mr. McCraw:

Attached please find Invoice No. 14 for professional services on the above referenced project in the amount of **\$12,600.00** in accordance with our agreement.

Should you have questions or need additional information, please contact our office.

Sincerely,

DIGITAL ENGINEERING



L. Bruce Newton, P.E., M.B.A.  
President

LBN/chc

cc: Mr. Robert J. Delaune

Enclosures



**Invoice**

**Digital Engineering & Imaging, Inc.**

City of Diamondhead  
 5300 Diamondhead Circle  
 Diamondhead, MS 39525

April 16, 2024  
 Project No: B7301001.007  
 Invoice No: 14

Project B7301001.007 Bond Paving Project  
Professional Services from February 25, 2024 to March 30, 2024

Phase 010 Preliminary  
 Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Preliminary Design	40,845.00	100.00	40,845.00	40,845.00	0.00
Design	136,150.00	100.00	136,150.00	136,150.00	0.00
Bidding	13,615.00	100.00	13,615.00	13,615.00	0.00
Construction Admin	75,000.00	97.3333	73,000.00	73,000.00	0.00
<b>Total Fee</b>	<b>265,610.00</b>		<b>263,610.00</b>	<b>263,610.00</b>	<b>0.00</b>
<b>Total this Phase</b>					<b>0.00</b>

Phase 045 Resident Inspection  
 Professional Personnel

	Hours	Rate	Amount
Boynes, Clinton	168.00	75.00	12,600.00
Totals	168.00		12,600.00
<b>Total Labor</b>			<b>12,600.00</b>

Billing Limits	Current	Prior	To-Date
Labor	12,600.00	41,435.00	54,035.00
Limit			84,000.00
Remaining			29,965.00
<b>Total this Phase</b>			<b>\$12,600.00</b>
<b>Total this Invoice</b>			<b>\$12,600.00</b>

**Billings to Date**

	Current	Prior	Total
Fee	0.00	263,610.00	263,610.00
Labor	12,600.00	41,435.00	54,035.00
<b>Totals</b>	<b>12,600.00</b>	<b>305,045.00</b>	<b>317,645.00</b>

# Billing Backup

Tuesday, April 16, 2024

Digital Engineering & Imaging, Inc.

Invoice 14 Dated 4/16/2024

10:03:28 AM

Project B7301001.007 Bond Paving Project

Phase 045 Resident Inspection

**Professional Personnel**

			Hours	Rate	Amount
0143	80 - Boynes, Clinton	2/26/2024	7.00	75.00	525.00
0143	80 - Boynes, Clinton	2/27/2024	6.00	75.00	450.00
0143	80 - Boynes, Clinton	2/28/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	2/29/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/4/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/5/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/6/2024	7.00	75.00	525.00
0143	80 - Boynes, Clinton	3/7/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/8/2024	4.00	75.00	300.00
0143	80 - Boynes, Clinton	3/11/2024	8.00	75.00	600.00
0143	80 - Boynes, Clinton	3/12/2024	10.00	75.00	750.00
0143	80 - Boynes, Clinton	3/13/2024	10.00	75.00	750.00
0143	80 - Boynes, Clinton	3/18/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/19/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/20/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/21/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/22/2024	4.00	75.00	300.00
0143	80 - Boynes, Clinton	3/25/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/26/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/28/2024	9.00	75.00	675.00
0143	80 - Boynes, Clinton	3/29/2024	4.00	75.00	300.00
Totals			168.00		12,600.00
<b>Total Labor</b>					<b>12,600.00</b>
<b>Total this Phase</b>					<b>\$12,600.00</b>
<b>Total this Project</b>					<b>\$12,600.00</b>
<b>Total this Report</b>					<b>\$12,600.00</b>



2024-125

Item No. 12.

May 14, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Pay Application #1  
Kaleki Way Drainage Project  
LJ Construction, Inc.**

Dear Mr. McCraw:

Enclosed, please find Pay Application #1 to be considered for approval by the City Council at the next meeting. The Application includes the period from 4/1/2024 to 4/30/2024. At the end of the application period, we are approximately 22% complete on contract value and 18% on contract time.

I have reviewed this pay application and find that it is an accurate request according to the amount of work that has been completed since the project began. With that said, I recommend that the Council approve payment to LJ Construction, Inc., in the amount of \$150,839.81. Please do not hesitate to contact me should you have any questions.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**

A handwritten signature in black ink that reads "Andrew Levens".

Andrew Levens, P.E.  
Engineering Manager

Enclosures: LJ Pay Application #1 Signed



**Progress Estimate - Unit Price Work**

Owner: City of Diamondhead  
 Covington Civil & Environmental LLC  
 Engineer: LJ Construction Inc.  
 Contractor: Kaleiki Way Drainage Project  
 Project: Kaleiki Way Drainage Project  
 Contract:

Owner's Project No.: 16175 WA 3  
 Engineer's Project No.:  
 Contractor's Project No.:

Application No.: 1  
 Application Period: From 04/08/24 to 04/30/24

Contractor's Application for Payment

Application Date: 05/01/24

Bid Item No.	Description	Item Quantity	Units	Contract Information		Value of Bid Item (C X E) (\$)	G	H	I	J	K	L	M	N
				D	E									
01905-1	Mobilization	1	LS	\$	46,969.77	46,969.77	0.75	35,227.33	0.75	35,227.33	35,227.33	75%	11,742.44	
02050-1	Removal of Asphalt Pavement, All Depths	840	SY	\$	8.00	6,720.00	80.00	640.00	80.00	640.00	640.00	10%	6,080.00	
02050-2	Removal of Concrete Driveway, All Depths	750	SY	\$	8.50	6,375.00	389.50	3,310.75	389.50	3,310.75	3,310.75	52%	3,064.25	
02050-3	Sawcut Asphalt, All Depths	350	LF	\$	7.00	2,450.00	350.00	2,450.00	350.00	2,450.00	2,450.00	100%	-	
02050-4	Sawcut Concrete, All Depths	870	LF	\$	8.00	6,960.00	655.00	5,240.00	655.00	5,240.00	5,240.00	75%	1,720.00	
02050-5	Removal of Concrete Drainage Structures	16	EA	\$	600.00	9,600.00	-	-	-	-	-	0%	9,600.00	
02050-6	Removal of Pipe, All Sizes	1,180	LF	\$	10.00	11,800.00	371.00	3,710.00	371.00	3,710.00	3,710.00	31%	8,090.00	
02050-7	Remove and Relocate Existing Sign	1	EA	\$	250.00	250.00	-	-	-	-	-	0%	250.00	
02050-8	Removal of Wood Fencing	880	LF	\$	10.00	8,800.00	-	-	-	-	-	0%	8,800.00	
02050-9	Removal of Miscellaneous Material, LVM	60	CY	\$	15.00	900.00	-	-	-	-	-	0%	900.00	
02070-1	Flowable Fill	30	CY	\$	350.00	10,500.00	4.00	1,400.00	4.00	1,400.00	1,400.00	13%	9,100.00	
02111-1	Clearing and Grubbing	1	LS	\$	6,500.00	6,500.00	-	-	-	-	-	0%	6,500.00	
02226-1	Excavation, LVM	600	CY	\$	10.00	6,000.00	150.00	1,500.00	150.00	1,500.00	1,500.00	25%	4,500.00	
02226-2	Borrow Excavation, LVM	550	CY	\$	15.00	8,250.00	261.00	3,915.00	261.00	3,915.00	3,915.00	47%	4,335.00	
02226-3	Jelco Drive Roadside Ditch Excavation	480	LF	\$	8.00	3,840.00	-	-	-	-	-	0%	3,840.00	
02226-4	Kaleiki Way Roadside Ditch Excavation	440	LF	\$	8.00	3,520.00	350.00	2,800.00	350.00	2,800.00	2,800.00	80%	720.00	
02226-5	Amoka Drive Roadside Ditch Excavation	460	LF	\$	8.00	3,680.00	150.00	1,200.00	150.00	1,200.00	1,200.00	33%	2,480.00	
02226-6	North South Ditch Excavation	500	CY	\$	10.00	5,000.00	-	-	-	-	-	0%	5,000.00	
02234-1	Size 610 Crushed Stone Base	145	CY	\$	100.00	14,500.00	25.00	2,500.00	25.00	2,500.00	2,500.00	17%	12,000.00	
02295-1	Silt Fence	4,485	LF	\$	4.00	17,940.00	1,710.00	6,840.00	1,710.00	6,840.00	6,840.00	38%	11,100.00	
02295-2	Wattles	370	LF	\$	4.00	1,480.00	-	-	-	-	-	0%	1,480.00	
02512-1	1.5" 9.50-mm, MT, Asphalt Pavement	870	SY	\$	24.00	20,880.00	-	-	-	-	-	0%	20,880.00	
02512-2	1.5" 12.50-mm, MT, Asphalt Pavement	870	SY	\$	24.00	20,880.00	-	-	-	-	-	0%	20,880.00	
02522-1	4" Concrete Driveway with Headwall	590	SY	\$	206.25	121,687.50	-	-	-	-	-	0%	121,687.50	
02580-1	Traffic Markings	100	LF	\$	8.00	800.00	-	-	-	-	-	0%	800.00	
02585-1	Traffic Signage	8	EA	\$	450.00	3,600.00	-	-	-	-	-	0%	3,600.00	
02721-1	Reinforced Cast-in-Place Concrete Structures	28	CY	\$	1,650.00	46,200.00	-	-	-	-	-	0%	46,200.00	
02721-2	Castings/Gratings	2,000	LBS	\$	2.12	4,240.00	-	-	-	-	-	0%	4,240.00	
02722-1	15" Reinforced Concrete Pipe, Class III	48	LF	\$	48.05	2,306.40	-	-	-	-	-	0%	2,306.40	
02722-2	18" Reinforced Concrete Pipe, Class III	464	LF	\$	55.94	25,956.16	-	-	-	-	-	0%	25,956.16	
02722-3	24" Reinforced Concrete Pipe, Class III	96	LF	\$	76.00	7,296.00	-	-	-	-	-	0%	7,296.00	
02722-4	36" Reinforced Concrete Pipe, Class III	120	LF	\$	127.88	15,345.60	128.00	16,368.64	128.00	16,368.64	16,368.64	107%	(1,023.04)	
02722-5	42" Reinforced Concrete Pipe, Class III	8	LF	\$	150.00	1,200.00	8.00	1,200.00	8.00	1,200.00	1,200.00	100%	-	
02722-6	36" x 23" Reinforced Concrete Arch Pipe, Class III	64	LF	\$	116.74	7,471.36	60.00	7,004.40	60.00	7,004.40	7,004.40	94%	466.96	
02722-7	44" x 27" Reinforced Concrete Arch Pipe, Class III	136	LF	\$	144.58	19,662.88	150.00	21,687.00	150.00	21,687.00	21,687.00	110%	(2,024.12)	
02722-8	51" x 31" Reinforced Concrete Arch Pipe, Class III	144	LF	\$	204.62	29,467.28	33.00	6,752.46	33.00	6,752.46	6,752.46	23%	22,714.82	
02722-9	36" Reinforced Concrete Flared End Section	1	EA	\$	2,478.00	2,478.00	-	-	-	-	-	0%	2,478.00	
02722-10	42" Reinforced Concrete Flared End Section	1	EA	\$	3,212.00	3,212.00	-	-	-	-	-	0%	3,212.00	
02723-1	18" High Density Polyethylene Pipe	20	LF	\$	53.68	1,073.60	-	-	-	-	-	0%	1,073.60	
02931-1	Loose Riprap, on Geotextile Fabric	490	SY	\$	100.00	49,000.00	162.00	16,200.00	162.00	16,200.00	16,200.00	33%	32,800.00	
02931-2	Hydroseeding	2,970	SY	\$	1.05	3,118.50	-	-	-	-	-	0%	3,118.50	
02931-3	Sodding	2,970	SY	\$	7.66	22,768.20	-	-	-	-	-	0%	22,768.20	
02935-1	Maintenance of Traffic	1	LS	\$	8.00	8.00	-	-	-	-	-	0%	8.00	
07198-1	Wood Fencing	1,240	LF	\$	10,000.00	12,400.00	0.18	1,800.00	0.18	1,800.00	1,800.00	18%	8,200.00	
07301-1	16" Split Steel Casing	45	LF	\$	31.20	1,404.00	-	-	-	-	-	0%	1,404.00	
15015-1	18" Ductile Iron Pipe for Sewer Line	20	LF	\$	379.94	7,598.80	30.00	11,398.20	30.00	11,398.20	11,398.20	67%	5,698.00	
15020-1	16" PVC Pipe for Water Service	60	LF	\$	27.73	1,663.80	-	-	-	-	-	0%	1,663.80	

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: LJ Construction Inc.  
 Project: Kaleki Way Drainage Project  
 Contract: \_\_\_\_\_

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: 16175 WA 3  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 1 Application Period: From 04/08/24 to 04/30/24 Application Date: 05/01/24

A Bid Item No.	B Description	C Contract Information				G Work Completed - Current Pay App		H Work Completed to Date		K Materials Currently Stored (not in G) (\$)	L Work Completed and Materials Stored to Date (J + K) (\$)	M % of Value of Item (L / F) (%)	N Balance to Finish (F - L) (\$)
		C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Estimated Quantity Incorporated in the Work - Current Pay App	H Value of Work Completed - Current Pay App (E X G) (\$)	I Estimated Quantity Incorporated in the Work	J Value of Work Completed to Date (E X I) (\$)				
M1	Connection of Pipe to Existing Structure	2	EA	\$ 1,000.00	2,000.00	-	-	-	-	-	-	0%	2,000.00
M2	Patch Existing Drainage Structure	1	EA	\$ 1,500.00	1,500.00	-	-	-	-	-	-	0%	1,500.00
M3	Brick Headwall Structure	1	LS	\$ 6,500.00	6,500.00	-	-	-	-	-	-	0%	6,500.00
M4	Driveway Coating	35	SY	\$ 25.00	875.00	-	-	-	-	-	-	0%	875.00
M5	Water Main Relocation	8	EA	\$ 5,634.97	45,079.76	1.00	5,634.97	1.00	5,634.97	-	5,634.97	13%	39,444.79
M6	Remove and Reinstall Mailboxes	16	EA	\$ 300.00	4,800.00	-	-	-	-	-	-	0%	4,800.00
Original Contract Totals					\$ 719,320.31		\$ 158,778.75		\$ 158,778.75	\$ -	\$ 158,778.75	22%	\$ 560,541.56

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Diamondhead  
 Engineer: Covington Civil & Environmental LLC  
 Contractor: LJ Construction Inc.  
 Project: Kaleki Way Drainage Project  
 Contract: \_\_\_\_\_

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: 16175 WA 3  
 Contractor's Project No.: \_\_\_\_\_

Application No.: 1 Application Period: From 04/08/24 to 04/30/24 Application Date: 05/01/24

A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Work Completed - Current Pay App		Work Completed to Date		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (J + K) (\$)	% of Value of Item (L / F) (%)	Balance to Finish (F - L) (\$)	
						Estimated Quantity Incorporated in the Work - Current Pay App	Value of Work Completed - Current Pay App (E X G) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X I) (\$)					
Change Orders														
					Change Order Totals	\$ -		\$ -		\$ -	\$ -	#DIV/0!	\$ -	
Original Contract and Change Orders														
					Project Totals	\$ 719,320.31		\$ 158,778.75		\$ 158,778.75	\$ -	\$ 158,778.75	#DIV/0!	\$ 560,541.56

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May 14, 2024

Mr. Jon McCraw  
City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

**Re: Noma Drive Improvements  
Moran Hauling Inc.  
Notice of Substantial Completion**

Dear Mr. McCraw:

The Work for Noma Drive Improvements has been reviewed and found, to the Engineer's best knowledge, information, and belief, to be substantially complete. The date of substantial completion of the project is established as May 3, 2024.

The following items are identified as punch list items per the final inspection: joint filler for concrete sidewalk, ADA truncated domes for the asphalt pathway, and ditch grading to drain the section of roadway holding water north of the roundabout.

If you have any questions, please contact me at [sarah@ccellc.us](mailto:sarah@ccellc.us) or 228-396-0486.

Sincerely,

**COVINGTON CIVIL & ENVIRONMENTAL, LLC**



Sarah McLellan, P.E.  
Project Engineer



# Certificate of Substantial Completion

Project: Noma Drive Improvements	Owner: City of Diamondhead	
Contract: Noma Drive Improvements		Date of Contract: 8-28-2023
Contractor: Moran Hauling, LLC, 10380 Three Rivers Road, Gulfport, MS 39503		City's Project No.: 16383.08 WA 2

This **[tentative]** [definitive] Certificate of Substantial Completion applies to:

- All Work under the Contract Documents:                       The following specified portions:

May 3, 2024

\_\_\_\_\_  
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance, and warranties shall be as provided in the Contract Documents except as amended as follows:

- Amended Responsibilities     Not Amended

**Owner's Amended Responsibilities:**

\_\_\_\_\_  
N/A  
\_\_\_\_\_

**Contractor's Amended Responsibilities:**

\_\_\_\_\_  
See the attached punch list items  
\_\_\_\_\_

The following documents are attached to and made part of this Certificate:

\_\_\_\_\_  
N/A  
\_\_\_\_\_

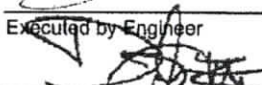
This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.



\_\_\_\_\_  
Executed by Engineer

May 3, 2024

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Accepted by Contractor

\_\_\_\_\_  
5-3-24  
Date

\_\_\_\_\_  
Accepted by Owner

\_\_\_\_\_  
Date



May 14, 2024

Jon McCraw, City Manager  
City of Diamondhead  
5000 Diamondhead Circle  
Diamondhead, MS 39525

RE: City of Diamondhead  
Noma Drive Waterfront Improvements

Dear Jon McCraw,

Bids were received for the Noma Drive Waterfront Improvements Project on May 14, 2024. Two (2) bids were received and reviewed for inclusion of appropriate bidding documents. Attached is a certified bid tabulation indicating the breakdown of unit prices.

Gill's Crane & Dozer Services, Inc. was the apparent lowest and best bidder with a submitted total bid of \$715,890.00. Upon review of the bid, it is my opinion that Gill's Crane & Dozer Services, Inc.'s bid will be sufficient to successfully complete this project to the satisfaction of the City of Diamondhead.

We have discussed with Gill's Crane & Dozer Services, Inc. the project details and scope of work. They are fully aware of the project requirements and are comfortable with the schedule for completion of the project. I recommend awarding the project to Gill's Crane & Dozer Services, Inc.

Please let me know if you have any questions regarding this matter.

Sincerely,

Jason Chiniche, P.E.

Enclosure

Noma Drive Waterfront Improvements		CHINICHE		Engineer's Estimate		GHI's Crane & Dozer Service Inc. 10380 Three Rivers Road Gulfport, MS 39503		David Rush Construction, LLC 18390 Runnymede Road Pass Christian, MS 39571	
Bid Opening: Tuesday, May 14, 2024 10:00 AM									
Bid Location: 5000 Diamondhead Circle, Diamondhead, MS 39525									
Bid Tabulation									
Bid No. 2024-005									
ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
01500-A	Mobilization	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 60,000.00	\$ 60,000.00	\$ 55,000.00	\$ 55,000.00
01510-A	Maintenance of Traffic	1	LS	\$ 6,500.00	\$ 6,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
02000-A	Demolition of Existing Boat Ramp - all types & thicknesses	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 6,500.00	\$ 6,500.00	\$ 8,500.00	\$ 8,500.00
02020-A	Silt Fence	400	LF	\$ 6.00	\$ 2,400.00	\$ 5.00	\$ 2,000.00	\$ 6.20	\$ 2,480.00
02020-B	Straw Wattles	100	LF	\$ 5.50	\$ 550.00	\$ 5.00	\$ 500.00	\$ 2.80	\$ 280.00
02100-A	Clearing and Grubbing	0.5	AC	\$ 8,500.00	\$ 4,250.00	\$ 10,000.00	\$ 5,000.00	\$ 16,500.00	\$ 8,250.00
02300-A	General Excavation, varies depths	1200	CY	\$ 8.00	\$ 9,600.00	\$ 8.00	\$ 9,600.00	\$ 11.00	\$ 13,200.00
02300-B	Slope Grading	400	SY	\$ 5.00	\$ 2,000.00	\$ 5.00	\$ 2,000.00	\$ 10.00	\$ 4,000.00
02420-A	Grinder Pump System	1	LS	\$ 12,000.00	\$ 12,000.00	\$ 9,500.00	\$ 9,500.00	\$ 12,000.00	\$ 12,000.00
02420-B	Force Main Tubing	25	LF	\$ 100.00	\$ 2,500.00	\$ 100.00	\$ 2,500.00	\$ 200.00	\$ 5,000.00
02510-A	Water Service	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00	\$ 3,500.00	\$ 3,500.00
02705-A	Filter Grid	1150	SY	\$ 6.60	\$ 7,590.00	\$ 6.00	\$ 6,900.00	\$ 9.00	\$ 10,350.00
02705-B	Select Backfill	840	CY	\$ 13.00	\$ 10,920.00	\$ 14.50	\$ 12,180.00	\$ 26.00	\$ 21,840.00
02705-C	Granular 610 Limestone	580	CY	\$ 120.00	\$ 69,600.00	\$ 120.00	\$ 69,600.00	\$ 140.00	\$ 81,200.00
02705-D	Granular 57 Stone	125	CY	\$ 120.00	\$ 15,000.00	\$ 120.00	\$ 15,000.00	\$ 133.00	\$ 16,625.00
02705-E	Wheel Stop	16	EA	\$ 100.00	\$ 1,600.00	\$ 200.00	\$ 3,200.00	\$ 250.00	\$ 4,000.00
02750-A	200 lb Riprap	30	CY	\$ 150.00	\$ 4,500.00	\$ 180.00	\$ 5,400.00	\$ 240.00	\$ 7,200.00
02900-A	Topsoil 4" thick	40	CY	\$ 25.00	\$ 1,000.00	\$ 40.00	\$ 1,600.00	\$ 100.00	\$ 4,000.00
02900-B	Soil	300	SY	\$ 9.00	\$ 2,700.00	\$ 8.00	\$ 2,400.00	\$ 9.00	\$ 2,700.00
03300-A	Concrete Sidewalk	220	SY	\$ 90.00	\$ 19,800.00	\$ 70.00	\$ 15,400.00	\$ 70.00	\$ 15,400.00
03300-B	Concrete Slab for Comfort Station	240	SY	\$ 100.00	\$ 24,000.00	\$ 100.00	\$ 24,000.00	\$ 100.00	\$ 24,000.00
03300-C	Concrete Boat Launch Approach	85	SY	\$ 150.00	\$ 12,750.00	\$ 120.00	\$ 10,200.00	\$ 110.00	\$ 9,350.00
03300-D	Concrete Boat Launch	110	SY	\$ 300.00	\$ 33,000.00	\$ 250.00	\$ 27,500.00	\$ 290.00	\$ 31,900.00
03300-E	Concrete Curbing	310	LF	\$ 30.00	\$ 9,300.00	\$ 30.00	\$ 9,300.00	\$ 28.00	\$ 8,680.00
03300-F	Drain Inlet Adjustments	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 500.00	\$ 1,000.00	\$ 420.00	\$ 840.00
03300-G	Concrete Drain Inlet Apron	2	EA	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00	\$ 450.00	\$ 900.00
03300-H	Wheel Stop, ADA Blue	1	EA	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 250.00	\$ 250.00
03300-I	Cold Plastic Legend, ADA Blue	1	EA	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 685.00	\$ 685.00
03300-J	Cold Plastic Stripe, ADA Blue, 4"	50	LF	\$ 10.00	\$ 500.00	\$ 10.00	\$ 500.00	\$ 7.00	\$ 350.00
03300-K	ADA Parking Signage	1	EA	\$ 200.00	\$ 200.00	\$ 300.00	\$ 300.00	\$ 450.00	\$ 450.00
03300-L	Cofferdam	1	LS	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
03300-M	Bollards	3	EA	\$ 400.00	\$ 1,200.00	\$ 500.00	\$ 1,500.00	\$ 550.00	\$ 1,650.00
06100-A	12" Diameter Class B Timber Piling - 150' Pier	1450	LF	\$ 25.00	\$ 36,250.00	\$ 30.00	\$ 43,500.00	\$ 48.00	\$ 69,600.00
06100-B	Timber Framing and Decking for 12' Wide Pier (Excluding Piling) - 150' Pier	170	LF	\$ 400.00	\$ 68,000.00	\$ 400.00	\$ 68,000.00	\$ 400.00	\$ 68,000.00
06100-C	Pier Waler - 150' Pier	150	LF	\$ 40.00	\$ 6,000.00	\$ 25.00	\$ 3,750.00	\$ 27.40	\$ 4,110.00
06100-D	Cleats - 150' Pier	30	EA	\$ 50.00	\$ 1,500.00	\$ 50.00	\$ 1,500.00	\$ 150.00	\$ 4,500.00
06100-E	12" Diameter Class 5 Timber Piling - Boat Launch	280	LF	\$ 25.00	\$ 7,000.00	\$ 30.00	\$ 8,400.00	\$ 48.00	\$ 13,440.00
06100-F	8" Dimeter Class 5 Timber Piling - Vinyl Sheet Piling	100	LF	\$ 25.00	\$ 2,500.00	\$ 30.00	\$ 3,000.00	\$ 48.00	\$ 4,800.00
10350-A	Double ADA kayak Launch Floating Dock System	1	LS	\$ 45,000.00	\$ 45,000.00	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
10700-A	Vinyl Sheet Pile	65	LF	\$ 500.00	\$ 32,500.00	\$ 550.00	\$ 35,750.00	\$ 900.00	\$ 58,500.00
10700-B	Waler - Vinyl Sheet Pile	65	LF	\$ 50.00	\$ 3,250.00	\$ 50.00	\$ 3,250.00	\$ 42.00	\$ 2,730.00
10700-C	1" Tie Back Rods	100	LF	\$ 25.00	\$ 2,500.00	\$ 20.00	\$ 2,000.00	\$ 13.00	\$ 1,300.00
10800-A	Pavilion with ADA Access Ramp for Comfort Station	1	LS	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ 95,000.00	\$ 52,000.00	\$ 52,000.00
16050-A	Electrical Service	1	LS	\$ 6,500.00	\$ 6,500.00	\$ 6,000.00	\$ 6,000.00	\$ 4,100.00	\$ 4,100.00
16050-B	2" Schedule 40 Conduit	450	LF	\$ 12.00	\$ 5,400.00	\$ 12.00	\$ 5,400.00	\$ 8.00	\$ 3,600.00
16050-C	2" Schedule 80 Conduit	330	LF	\$ 12.00	\$ 3,960.00	\$ 12.00	\$ 3,960.00	\$ 11.00	\$ 3,630.00
<b>Total Bid</b>				<b>\$ 738,120.00</b>		<b>\$ 715,890.00</b>		<b>\$ 775,890.00</b>	



THIS IS TO CERTIFY THAT THE TABULATION OF BIDS SHOWN HEREIN IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

S CRANE & DOZER  
SERVICE, INC.  
6 MARLIN DRIVE  
DELL, LA 70461

Item No. 14.

SCANNED  
14 MAY 2024  
JOB #

BID

OF DIAMONHEAD  
DIAMONDHEAD CIRCLE  
NDHEAD, MS 39525

D DATE: 5/14/24  
D TIME: 10:00 A.M.

RIVE WATERFRONT  
EMENTS  
2024-005

Received and Verified  
By: Ashley Boone  
Date: 5/14/2024 8:54am

S CRANE & DOZER  
ERVICE, INC.  
ENSE NO. 30077  
OP NO. 12433

**00700 BID PROPOSAL**

**BID PROPOSAL**

Proposal of Gill's Crane & Dozer Service, Inc. (hereinafter called "BIDDER"), organized and existing under the laws of the State of MISSISSIPPI doing business as an insert: (corporation, partnership, limited liability company, or individual) to the **CITY OF DIAMONDHEAD**, (hereinafter called "OWNER"). In compliance with your advertisement for Bids, BIDDER, hereby proposes to perform all WORK for construction of

**NOMA DRIVE WATERFRONT IMPROVEMENTS**

In strict accordance with the CONTRACT DOCUMENTS, within the time set forth herein, and at the prices stated below. By submission of the BID, each BIDDER certifies, and in the case of a joint BID each party thereto certifies as to their own organization, that this BID has been developed independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

BIDDER hereby agrees to commence WORK under this contract on or before a date to be specified in a written "NOTICE TO PROCEED" and to fully complete the Project within 120 workdays thereafter. BIDDER further agrees to pay as liquidated damages, the sum of \$500.00 for each workday thereafter as provided for elsewhere in these CONTRACT DOCUMENTS.

BIDDER ACKNOWLEDGES receipt of the following ADDENDA:

- NUMBER: 1 DATE: 5/9/24
- NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_
- NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_
- NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

**00700 BID PROPOSAL**

By submitting this BID, the BIDDER certifies that they have thoroughly examined the plans, specifications and contract documents and have visited the job site to inform themselves fully of the conditions at the site relating to the completion of the project.

BIDDER understands that the quantities mentioned below are approximate only and are subject to either increase or decrease, and hereby proposes to perform any increased or decreased quantities of work at the Unit Price Bid.

In accordance with the requirements of the Plans, Specifications and Contract Documents, BIDDER proposes to furnish all necessary materials, equipment, labor, tools, and other means of construction and to construct the Project in accordance with the Contract Documents within the specified Contract Time for the following Unit Prices specified below.

BIDDER further agrees to execute the contract agreement as bound herein within **ten (10)** days after receipt of contract forms from the OWNER.

BIDDER agrees to pay as liquidated damages the amount provided herein for each consecutive calendar day after the Contract completion date specified in a written "NOTICE TO PROCEED" that they fail to complete the work unless the Contract Time is extended by a written Change Order.

BIDDER also proposes to execute a Performance Bond and a Payment Bond, as shown in the Specifications, each in an amount of not less than **one hundred percent (100%)** of the total of the Base Bid. These Bonds shall not only serve to guarantee the completion of the work on the BIDDERS part, but also to guarantee the excellence of both workmanship and materials until the work is finally accepted.

**00700 BID PROPOSAL**

BIDDER encloses a Bid Bond 5% of Base Bid Amount FIVE PERCENT OF THE TOTAL BID DOLLARS (\$ 5% ) and hereby agree that in case of failure to execute the Contract and furnish the required Bonds within (10) days after the Receipt of Contract Forms, the amount of this Certified Check or Bid Bond will be forfeited to the OWNER, as liquidated damages arising out of their failure to execute the Contract as proposed.

It is understood that in case BIDDER is awarded the work, the Certified Check or Bid Bond submitted as Bid security will be returned as stipulated in the Specifications.

Further, the BIDDER agrees to abide by the requirements under Executive Order No. 11246, as amended, including specifically the provision of the Equal Opportunity Clause set forth in the Federal Requirements, if applicable.

The low BIDDER shall supply the names and address of major MATERIAL SUPPLIERS AND SUBCONTRACTORS when required to do so by the OWNER.

BIDDER agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices:

**NOTES:**

1. Any erasure change or alteration of any kind must be initialed by the BIDDER.
2. Bid prices shall include sales tax and all other applicable taxes and fees. Quantities are estimated and there shall be no unit price adjustments should an increase or decrease in quantities be necessary. Bidder also agrees to bid each item in a fair and equitable manner. Any bid items deemed to be "unbalanced" shall be subject to negotiation between Owner and Bidder.
3. Any item of work not specified on the Proposal as a separate pay item or indicated as an absorbed cost in a pay item, but which is incidental to

**00700 BID PROPOSAL**

completion of the work shall be considered as an absorbed cost with full compensation included in the unit price bid for the particular item involved.

4. OWNER reserves the right to award any combination of base and alternate bids (if any) it deems advantageous and in the event that all specified bid item units are lump sum (LS), the OWNER reserves the right to delete any such item or combination of such items from the project. The OWNER further reserves the right to delete any item or items desired from the Bid Schedule after the Contract has been awarded. Any deletions, if any made, shall be by Change Order and BIDDER hereby agrees to accept such Change Orders.
5. Contractor shall submit with this Bid Proposal, a completed, original 00750 Questionnaire. Failure to submit completed form shall result in rejection of the bid.
6. By submittal of this Bid, Bidder certifies that they will self-perform a minimum of 75% of the total value of the project costs.
7. Contractor shall ensure that all facilities are operational at the end of each workday, holiday and weekend.



**00700 BID PROPOSAL****BID SCHEDULE**

TO: The City of Diamondhead  
Owner

The undersigned, in compliance with the request for bids for the above referenced project hereby proposes to furnish all labor, permits, material, machinery, tools, supplies and equipment to faithfully perform all work required for construction of the Project in accordance with the project manual, project drawings and issued Addenda (if any) within the specified time of performance for the following UNIT PRICE amount:

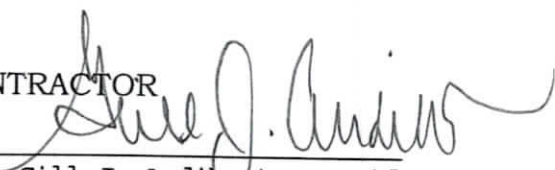
**BID - NOMA DRIVE WATERFRONT IMPROVEMENTS**

Spec Number	Description	Qty	Units	Unit Price	Extension
01500-A	Mobilization	1	LS	\$ 60,000.	\$ 60,000.00
01510-A	Maintenance of Traffic	1	LS	\$ 2,000.	\$ 2,000.00
02000-A	Demolition of Existing Boat Ramp - all types & thicknesses	1	LS	\$ 6,500.	\$ 6,500.00
02020-A	Silt Fence	400	LF	\$ 5.00	\$ 2,000.00
02020-B	Straw Wattles	100	LF	\$ 5.00	\$ 500.00
02100-A	Clearing and Grubbing	0.5	AC	\$ 10,000.	\$ 5,000.00
02300-A	General Excavation, varies depths	1200	CY	\$ 8.00	\$ 9,600.00
02300-B	Slope Grading	400	SY	\$ 5.00	\$ 2,000.00
02420-A	Grinder Pump System	1	LS	\$ 9,500.	\$ 9,500.00
02420-B	Force Main Tubing	25	LF	\$ 100.00	\$ 2,500.00
02510-A	Water Service	1	LS	\$ 2,500.	\$ 2,500.00
02705-A	Filter Grid	1150	SY	\$ 6.00	\$ 6,900.00
02705-B	Select Backfill	840	CY	\$ 14.50	\$ 12,180.00
02705-C	Granular 610 Limestone	580	CY	\$ 120.00	\$ 69,600.00
02705-D	Granular 57 Stone	125	CY	\$ 120.00	\$ 15,000.00
02705-E	Wheel Stop	16	EA	\$ 200.00	\$ 3,200.00
02750-A	200 lb Riprap	30	CY	\$ 180.00	\$ 5,400.00
02900-A	Topsoil 4" thick	40	CY	\$ 40.00	\$ 1,600.00
02900-B	Sod	300	SY	\$ 8.00	\$ 2,400.00
03300-A	Concrete Sidewalk	220	SY	\$ 70.00	\$ 15,400.00
03300-B	Concrete Slab for Comfort Station	240	SY	\$ 100.00	\$ 24,000.00

## 00700 BID PROPOSAL

03300-C	Concrete Boat Launch Approach	85	SY	\$ 120.00	\$ 10,200.00
03300-D	Concrete Boat Launch	110	SY	\$ 250.00	\$ 27,500.00
03300-E	Concrete Curbing	310	LF	\$ 30.00	\$ 9,300.00
03300-F	Drain Inlet Adjustments	2	EA	\$ 500.00	\$ 1,000.00
03300-G	Concrete Drain Inlet Apron	2	EA	\$ 1,000.	\$ 2,000.00
03300-H	Wheel Stop, ADA Blue	1	EA	\$ 300.00	\$ 300.00
03300-I	Cold Plastic Legend, ADA Blue	1	EA	\$ 1,000.	\$ 1,000.00
03300-J	Cold Plastic Stripe, ADA Blue, 4"	50	LF	\$ 10.00	\$ 500.00
03300-K	ADA Parking Signage	1	EA	\$ 300.00	\$ 300.00
03300-L	Cofferdam	1	LS	\$ 75,000	\$ 75,000.00
03300-M	Bollards	3	EA	\$ 500.00	\$ 1,500.00
06100-A	12" Diameter Class B Timber Piling - 150' Pier	1450	LF	\$ 30.00	\$ 43,500.00
06100-B	Timber Framing and Decking for 12' Wide Pier (Excluding Piling) - 150' Pier	170	LF	\$ 400.00	\$ 68,000.00
06100-C	Pier Waler -150' Pier	150	LF	\$ 25.00	\$ 3,750.00
06100-D	Cleats -150' Pier	30	EA	\$ 50.00	\$ 1,500.00
06100-E	12" Diameter Class 5 Timber Piling - Boat Launch	280	LF	\$ 30.00	\$ 8,400.00
06100-F	8" Diameter Class 5 Timber Piling - Vinyl Sheet Piling	100	LF	\$ 30.00	\$ 3,000.00
10350-A	Double ADA Kayak Launch Floating Dock System	1	LS	\$ 50,000.	\$ 50,000.00
10700-A	Vinyl Sheet Pile	65	LF	\$ 550.00	\$ 35,750.00
10700-B	Waler - Vinyl Sheet Pile	65	LF	\$ 50.00	\$ 3,250.00
10700-C	1" Tie Back Rods	100	LF	\$ 20.00	\$ 2,000.00
10800-A	Pavilion with ADA Access Ramp for Comfort Station	1	LS	\$ 95,000.	\$ 95,000.00
16050-A	Electrical Service	1	LS	\$ 6,000.	\$ 6,000.00
16050-B	2" Schedule 40 Conduit	450	LF	\$ 12.00	\$ 5,400.00
16050-C	2" Schedule 80 Conduit	330	LF	\$ 12.00	\$ 3,960.00
<b>Total Bid:</b>					\$ 715,890.00

CONTRACTOR

By:   
Gill J. Audibert, President

Title: \_\_\_\_\_

ADDRESS: 116 Marlin Drive  
Slidell, LA 70461

**00700 BID PROPOSAL**

CERTIFICATE OF RESPONSIBILITY NUMBER: 12433-MC

**END OF SECTION**

**00750 QUESTIONNAIRE**

All prospective Bidders are required to submit 1 original, completed Questionnaire as part of the Bid response. Failure to submit completed form shall result in rejection of the bid.

1. List project history for similar projects within the previous 5 years. Provide Owner contact information, project scope, location and final construction costs.

BSL Harbor Fuel Dock Improvements	\$267,750.
Ulman Avenue Pedestrian Ramp	\$347,557.
Pass Christian Zeta Repairs Fishing Pier	\$601,896.
Pass Christian East Harbor Zeta Repairs	\$485,998.
BSL Harbor Pier 5	\$2,453,474.
BSL Municipal Harbor	\$21,287,083.

2. Provide information regarding any previous projects which the bidding firm has defaulted on the contract or list any construction litigation the bidding firm has been associated with.

N/A

3. Provide company history and ownership details of the bidding firm to include all ownership parties and years of service as a licensed General Contractor.

Gill's Crane & Dozer Service, Inc. is a locally owned and family operated company engaged in residential, commercial and municipal heavy marine construction. In business since 1973, celebrating 50 years, the company is owned by Gill J. Audibert and his two sons, Brett J. Audibert & Ryan Audibert.

4. Provide all Surety information relative to Surety Company associated with Bid Bond to include Name, Address and Agent.

Nationwide Mutual Insurance Company  
c/o C.P. Grace & Associates, Inc.

11505 Perkins Road Bldg. 2 Suite A Baton Rouge, LA 70810

00750-1

**00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION**

Attest: Brett J. Audibert  
Brett J. Audibert, Corporate Secretary  
Business Address 116 Marlin Drive Slidell, LA 70461  
Phone No. 504-662-5530

**NON-COLLUSION AFFIDAVIT**  
**(TO BE EXECUTED IN DUPLICATE)**

STATE OF ~~MISSISSIPPI~~ STATE OF LOUISIANA  
COUNTY OF ~~HANCOCK~~ PARISH OF ST. TAMMANY

I, Gill J. Audibert  
(name of person signing affidavit)

individually, and in my capacity as President  
(title)

of Gill's Crane & Dozer Service, Inc.  
(name of firm, partnership, limited liability company, or corporation.)

being duly sworn, on oath do depose and say as follows:

(a) That Gill's Crane & Dozer Service, Inc.; Bidder on the **Noma Drive Waterfront Improvements** for the **City of Diamondhead** has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract; nor have any of its officers, partners, employees or principal owners.

(b) further, that neither said legal entity nor any of its directors, officers, partners, principal owners or managerial employees are currently debarred from bidding on public contracts by the State of Mississippi or any of its agencies; or by one or more of the other states or any of their agencies; or by the Federal Highway Administration.

Signature [Signature]  
Title Gill J. Audibert, President

(SEAL)  
Sworn before me this 14<sup>th</sup> day of May 2024.

My commission expires at death [Signature] Notary Public



EUSE M. SNODDEN  
NOTARY PUBLIC  
ID # 85877  
MY COMMISSION IS FOR LIFE.

00225-1

# 00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION



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

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

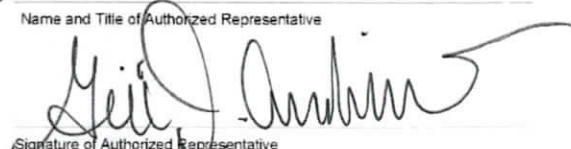
(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name Gill's Crane & Dozer Service, Inc.

Date 5/14/24

By Gill J. Audibert, President  
Name and Title of Authorized Representative

  
Signature of Authorized Representative

**00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION**

- 2 -

**INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

**END OF SECTION**

**00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION**

Attest: Brett J. Audibert  
Brett J. Audibert, Corporate Secretary  
Business Address 116 Marlin Drive Slidell, LA 70461  
Phone No. 504-662-5530

**NON-COLLUSION AFFIDAVIT**  
(TO BE EXECUTED IN DUPLICATE)

~~STATE OF MISSISSIPPI~~ STATE OF LOUISIANA  
~~COUNTY OF HANCOCK~~ PARISH OF ST. TAMMANY

I, Gill J. Audibert  
(name of person signing affidavit)

individually, and in my capacity as President  
(title)

of Gill's Crane & Dozer Service, Inc.  
(name of firm, partnership, limited liability company, or corporation.)

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Signature Gill J. Audibert

Title Gill J. Audibert, President

(SEAL)  
Sworn before me this 14<sup>th</sup> day of May 2024.

My commission expires at death [Signature] Notary Public



BRUCE M. SHUEREN  
NOTARY PUBLIC  
15 0 05877  
MY COMMISSION IS FOR LIFE.

00225-1



# 00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION



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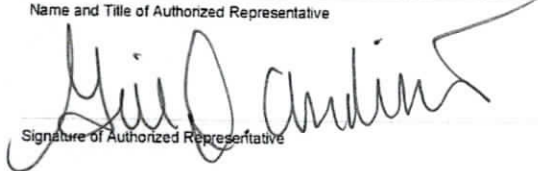
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  - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
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Business Name Gill's Crane & Dozer Service, Inc.

Date 5/14/24

By Gill J. Audibert, President  
Name and Title of Authorized Representative

  
Signature of Authorized Representative

## 00225 NON-COLLUSION AFFIDAVIT/DEBARMENT CERTIFICATION

- 2 -

### INSTRUCTIONS FOR CERTIFICATION

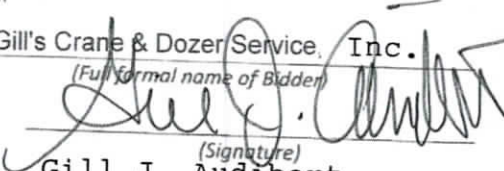
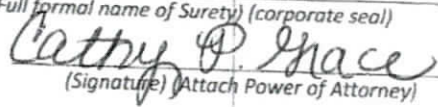
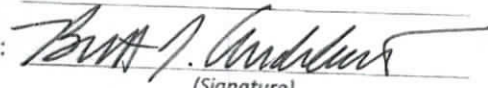
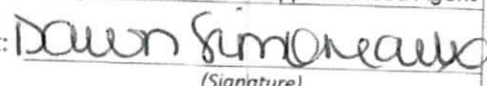
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8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these Instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

END OF SECTION

00225-3

00800 BID BOND

BID BOND (PENAL SUM FORM)

<b>Bidder</b> Name: <u>Gill's Crane &amp; Dozer Service, Inc.</u> Address (principal place of business): <u>116 Marlin Drive</u> <u>Slidell, LA 70461</u>		<b>Surety</b> Name: <u>Nationwide Mutual Insurance Company</u> Address (principal place of business): <u>One West Nationwide Blvd., 1-14-301</u> <u>Columbus, OH 43215-2220</u>	
<b>Owner</b> Name: <u>City of Diamondhead</u> Address (principal place of business): <u>5000 Diamondhead Circle</u> <u>Diamondhead, MS 39525</u>		<b>Bid</b> Project (name and location): <u>Noma Drive Waterfront Improvements</u>  Bid Due Date: <u>May 14, 2024</u>	
<b>Bond</b> Penal Sum: <u>Five Percent (5%) of the Amount Bid</u> Date of Bond: <u>May 14, 2024</u>			
Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.			
<b>Bidder</b> <u>Gill's Crane &amp; Dozer Service, Inc.</u> <small>(Full formal name of Bidder)</small>		<b>Surety</b> <u>Nationwide Mutual Insurance Company</u> <small>(Full formal name of Surety) (corporate seal)</small>	
By:  <small>(Signature)</small> Name: <u>Gill J. Audibert</u> <small>(Printed or typed)</small>		By:  <small>(Signature) (Attach Power of Attorney)</small> Name: <u>Cathy P. Grace</u> <small>(Printed or typed)</small>	
Title: <u>President</u>		Title: <u>Attorney-In-Fact &amp; Mississippi Licensed Agent</u>	
Attest:  <small>(Signature)</small> Name: <u>Brett J. Audibert</u> <small>(Printed or typed)</small>		Attest:  <small>(Signature)</small> Name: <u>Dawn Simoneaux</u> <small>(Printed or typed)</small>	
Title: <u>Corporate Secretary</u>		Title: <u>Contract Underwriter</u>	
Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.			

**00800 BID BOND**

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
  - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2. All Bids are rejected by Owner, or
  - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for Issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will commence only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:
BRAD M GRACE; CATHY P GRACE;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

UNLIMITED

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.

[Handwritten signature of Antonio C. Albanese]

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Stephanie Rubino McArthur
Notary Public, State of New York
No. 02MC6270117
Qualified in New York County
Commission Expires October 19, 2024

[Handwritten signature of Stephanie Rubino McArthur]

Notary Public
My Commission Expires
October 19, 2024

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 14th day of

May, 2024

[Handwritten signature of Laura B. Guy]

Assistant Secretary

**Revised Statutes**  
**TITLE 38 - Public Contracts, Works and**  
**Improvements**  
**RS 38:2225 - Preference in letting contracts**  
**for public work**

**Universal Citation:** LA Rev Stat § 38:2225

§2225. Preference in letting contracts for public work

A. If a nonresident contractor bidding on public work in the state of Louisiana is domiciled in a state that provides a percentage preference in favor of contractors domiciled in that state over Louisiana resident contractors for the same type of work, then every Louisiana resident contractor shall be granted the same preference over contractors domiciled in the other state favoring contractors domiciled therein whenever the nonresident contractor bids on public work in Louisiana.

B. Any local law, either by legislative act or otherwise, ordinance, or executive order enacted prior to the effective date of this Act, or enacted hereinafter in conflict with this Section, or granting any local contractor or subcontractor preference over other Louisiana resident contractors shall be contrary to the provision of this Section.

C. The Department of Transportation and Development and the office of facility planning and control within the division of administration shall keep on file a list of all states with a bid preference.

D. The provisions and requirements of this Section shall not be waived by any public entity. Acts 1983, No. 43, §1, eff. June 17, 1983. Acts 1984, No. 894, §2; Acts 2014, No. 759, §1

# State of Mississippi

## BOARD OF CONTRACTORS

ACTIVE

GILL'S CRANE & DOZER SERVICES, INC.  
116 MARLIN DRIVE  
SLIDELL, LA 70461

is duly registered and entitled to perform

- 1) BUILDING CONSTRUCTION    2) DEMOLITION
- 3) HEAVY CONSTRUCTION    4) HIGHWAY, STREET AND BRIDGE CONSTRUCTION
- 5) MUNICIPAL AND PUBLIC WORKS CONSTRUCTION

*We have hereunto set our hand and caused the Seal of the Mississippi Board of Contractors to be affixed this 8 day of Jul., 2023*



CERTIFICATE OF RESPONSIBILITY  
No. 12433-MC  
Expires Jul. 8, 2024

*Joel A. Cavell*

CHAIRMAN OF THE BOARD

**ADVERTISEMENT FOR BIDS**  
**CITY OF DIAMONDHEAD**  
**TURNBERRY DRAINAGE PROJECT**  
**BID No. 2024-011**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the construction of the following Project:

**Turnberry Drainage Project**  
**City of Diamondhead**

Bids for the construction of the Project will be received at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS 39525, until **Friday, June 28, 2024, at 10:30 a.m. local time**. At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The project includes, but is not limited to, stormwater drainage improvements, pipe installation, ditch excavation, and pond dredging and restoration.

The maximum allowable number of consecutive calendar days for the completion of Work (the Contract Time) is set forth in the Bid Proposal and will be included in the executed Agreement. The project will be subject to liquidated damages in the amount of Five Hundred Dollars (\$500) per consecutive calendar day for each day in default after the stipulated completion date. The contract time will begin when the Contractor commences work on this project but no later than the tenth consecutive calendar day after receipt of a notice to proceed from the Owner.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental 2300 14 <sup>th</sup> Street Gulfport, MS 39501	City of Diamondhead 5000 Diamondhead Circle Diamondhead, Mississippi 39525	<a href="http://www.ccellcplans.us">www.ccellcplans.us</a> <a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a> (log-in/registration required)
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Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us). Bid documents are non-refundable and must be purchased through the website. If you have any questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly Turnberry Drainage Project and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us) under the project page.



No oral, telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his Name, his Address, and his Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccellc.us](mailto:sarah@ccellc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time June 20, 2024**. Questions submitted after this date will not be considered. An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### **Pre-bid Conference**

A pre-bid conference for the Project will be held on **Thursday, June 13, 2024, at 10:00 AM** at Diamondhead City Hall, 5000 Diamondhead Circle, Diamondhead, MS 39525. Attendance at the pre-bid conference is encouraged but not required.

### **Instructions to Bidders**

Each bid must be accompanied by a Bid Bond or Certified Check in an amount equal to five percent (5%) of his Base Bid, payable to the City of Diamondhead, Mississippi, as bid security. In the event that an electronic bid is submitted, a copy of the bid bond must be included with the submission. If submitting electronically, a hard copy of all bid documents must be provided within 3 business days if requested after the bid opening. The successful bidder shall furnish a Performance Bond and a Payment Bond each in the amount of 100% of the bid. All non-resident requirements shall be met.

The City of Diamondhead, Mississippi, reserves the right to reject any and all bids and to waive any informality in the bidding. Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

The project is funded by ARPA/MCWI and the requirements for this grant including the procurement process shall be followed including opportunity for participation by minority and women-owned business enterprises in the procurement of goods and services.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### **This Advertisement is issued by:**

Owner: City of Diamondhead

By: Jeannie Klein

Title: City Clerk

Date: 5/30/2024 & 6/06/2024

**ADVERTISEMENT FOR BIDS  
CITY OF DIAMONDHEAD  
AHULI DRAINAGE PROJECT  
BID No. 2024-007**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the construction of the following Project:

**Ahuli Drainage Project  
City of Diamondhead**

Bids for the construction of the Project will be received at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS 39525, until **Friday, June 28, 2024, at 11:00 a.m. local time.** At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The project includes, but is not limited to, stormwater drainage improvements, pipe removal and replacement, excavation of existing ditches, riprap erosion protection, roadway and vegetative restoration.

The maximum allowable number of consecutive calendar days for the completion of Work (the Contract Time) is set forth in the Bid Proposal and will be included in the executed Agreement. The project will be subject to liquidated damages in the amount of Four Hundred Dollars (\$400) per consecutive calendar day for each day in default after the stipulated completion date. The contract time will begin when the Contractor commences work on this project but no later than the tenth consecutive calendar day after receipt of a notice to proceed from the Owner.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental	City of Diamondhead	<a href="http://www.ccellcplans.us">www.ccellcplans.us</a>
2300 14 <sup>th</sup> Street	5000 Diamondhead Circle	<a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a>
Gulfport, MS 39501	Diamondhead, Mississippi 39525	(log-in/registration required)

Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us). Bid documents are non-refundable and must be purchased through the website. If you have any questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly Ahuli Drainage Project and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us) under the project page. No oral,

telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his/her Name, Address, and Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccellc.us](mailto:sarah@ccellc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time June 20, 2024**. Questions submitted after this date will not be considered. An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### **Pre-bid Conference**

A pre-bid conference for the Project has not been scheduled at this time; however, if a pre-bid conference is scheduled, all plan holders will be notified by addendum. Attendance at the pre-bid conference is encouraged but not required.

### **Instructions to Bidders**

Each bid must be accompanied by a Bid Bond or Certified Check in an amount equal to five percent (5%) of his Base Bid, payable to the City of Diamondhead, Mississippi, as bid security. In the event that an electronic bid is submitted, a copy of the bid bond must be included with the submission. If submitted electronically, a hard copy of all bid documents must be provided within 3 business days if requested after the bid opening. The successful bidder shall furnish a Performance Bond and a Payment Bond each in the amount of 100% of the bid. All non-resident requirements shall be met.

The City of Diamondhead, Mississippi, reserves the right to reject any and all bids and to waive any informality in the bidding. Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

The project is funded by ARPA/MCWI and the requirements for this grant including the procurement process shall be followed including opportunity for participation by minority and women-owned business enterprises in the procurement of goods and services.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### **This Advertisement is issued by:**

Owner: City of Diamondhead

By: Jeannie Klein

Title: City Clerk

Date: 5/30/2024 & 6/6/2024

**ADVERTISEMENT FOR BIDS**  
**CITY OF DIAMONDHEAD**  
**EAST ALOHA DRIVE AND VETERANS DRIVE (SUBSTATION) DRAINAGE PROJECT**  
**BID No. 2024-010**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the construction of the following Project:

**East Aloha Drive and Veterans Drive (Substation) Drainage Project**  
**City of Diamondhead**

Bids for the construction of the Project will be received at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS 39525, until **Friday, June 28, 2024, at 10:00 a.m. local time**. At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The project includes, but is not limited to, stormwater drainage improvements, excavation and grading of existing ditches, riprapping of improved ditch, asphalt removal and paving, and removal and construction of concrete curb, gutter, and flume.

The maximum allowable number of consecutive calendar days for the completion of Work (the Contract Time) is set forth in the Bid Proposal and will be included in the executed Agreement. The project will be subject to liquidated damages in the amount of Three Hundred and Fifty Dollars (\$350) per consecutive calendar day for each day in default after the stipulated completion date. The contract time will begin when the Contractor commences work on this project but no later than the tenth consecutive calendar day after receipt of a notice to proceed from the Owner.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental 2300 14 <sup>th</sup> Street Gulfport, MS 39501	City of Diamondhead 5000 Diamondhead Circle Diamondhead, Mississippi 39525	<a href="http://www.ccellcplans.us">www.ccellcplans.us</a> <a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a> (log-in/registration required)
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Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us). Bid documents are non-refundable and must be purchased through the website. If you have any questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly East Aloha Drive and Veterans Drive (Substation) Drainage Project and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or

for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us) under the project page. No oral, telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his/her Name, Address, and Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccellc.us](mailto:sarah@ccellc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time June 20, 2024**. Questions submitted after this date will not be considered. An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### Pre-bid Conference

A pre-bid conference for the Project has not been scheduled at this time; however, if a pre-bid conference is scheduled, all plan holders will be notified by addendum. Attendance at the pre-bid conference is encouraged but not required.

### Instructions to Bidders

Each bid must be accompanied by a Bid Bond or Certified Check in an amount equal to five percent (5%) of his Base Bid, payable to the City of Diamondhead, Mississippi, as bid security. In the event that an electronic bid is submitted, a copy of the bid bond must be included with the submission. If submitted electronically, a hard copy of all bid documents must be provided within 3 business days if requested after the bid opening. The successful bidder shall furnish a Performance Bond and a Payment Bond each in the amount of 100% of the bid. All non-resident requirements shall be met.

The City of Diamondhead, Mississippi, reserves the right to reject any and all bids and to waive any informality in the bidding. Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

The project is funded by ARPA/MCWI and the requirements for this grant including the procurement process shall be followed including opportunity for participation by minority and women-owned business enterprises in the procurement of goods and services.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### This Advertisement is issued by:

Owner: City of Diamondhead  
 By: Jeannie Klein  
 Title: City Clerk  
 Date: 5/30/2024 & 6/6/2024

**ADVERTISEMENT FOR BIDS  
CITY OF DIAMONDHEAD  
KALAE DRAINAGE PROJECT  
BID No. 2024-009**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the construction of the following Project:

**Kalae Drainage Project  
City of Diamondhead**

Bids for the construction of the Project will be received at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS 39525, until **Friday, June 28, 2024, at 9:30 a.m. local time**. At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The project includes, but is not limited to, stormwater drainage improvements, pipe removal and replacement, excavation of existing ditches, and excavation of a proposed ditch connecting Kalae Street and Koloa Street.

The maximum allowable number of consecutive calendar days for the completion of Work (the Contract Time) is set forth in the Bid Proposal and will be included in the executed Agreement. The project will be subject to liquidated damages in the amount of Three Hundred and Fifty Dollars (\$350) per consecutive calendar day for each day in default after the stipulated completion date. The contract time will begin when the Contractor commences work on this project but no later than the tenth consecutive calendar day after receipt of a notice to proceed from the Owner.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental 2300 14 <sup>th</sup> Street Gulfport, MS 39501	City of Diamondhead 5000 Diamondhead Circle Diamondhead, Mississippi 39525	<a href="http://www.ccellcplans.us">www.ccellcplans.us</a> <a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a> (log-in/registration required)
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Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us). Bid documents are non-refundable and must be purchased through the website. If you have any questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly Kalae Drainage Project and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us) under the project page. No oral,

telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his/her Name, Address, and Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccellc.us](mailto:sarah@ccellc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time June 20, 2024**. Questions submitted after this date will not be considered. An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### **Pre-bid Conference**

A pre-bid conference for the Project has not been scheduled at this time; however, if a pre-bid conference is scheduled, all plan holders will be notified by addendum. Attendance at the pre-bid conference is encouraged but not required.

### **Instructions to Bidders**

Each bid must be accompanied by a Bid Bond or Certified Check in an amount equal to five percent (5%) of his Base Bid, payable to the City of Diamondhead, Mississippi, as bid security. In the event that an electronic bid is submitted, a copy of the bid bond must be included with the submission. If submitted electronically, a hard copy of all bid documents must be provided within 3 business days if requested after the bid opening. The successful bidder shall furnish a Performance Bond and a Payment Bond each in the amount of 100% of the bid. All non-resident requirements shall be met.

The City of Diamondhead, Mississippi, reserves the right to reject any and all bids and to waive any informality in the bidding. Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

The project is funded by ARPA/MCWI and the requirements for this grant including the procurement process shall be followed including opportunity for participation by minority and women-owned business enterprises in the procurement of goods and services.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### **This Advertisement is issued by:**

Owner: City of Diamondhead  
 By: Jeannie Klein  
 Title: City Clerk  
 Date: 5/30/2024 & 6/6/2024

**ADVERTISEMENT FOR BIDS  
CITY OF DIAMONDHEAD  
KOLO COURT DRAINAGE IMPROVEMENTS  
BID No. 2024-008**

**General Notice**

City of Diamondhead (Owner) is requesting Bids for the construction of the following Project:

**Kolo Court Drainage Improvements  
City of Diamondhead**

Bids for the construction of the Project will be received at the Diamondhead City Hall located at 5000 Diamondhead Circle, Diamondhead, MS 39525, until **Friday, June 28, 2024, at 9:00 a.m. local time**. At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The project includes, but is not limited to, stormwater drainage improvements, pipe removal and replacement, ditch excavation, and restoration of an existing ditch.

The maximum allowable number of consecutive calendar days for the completion of Work (the Contract Time) is set forth in the Bid Proposal and will be included in the executed Agreement. The project will be subject to liquidated damages in the amount of Three and Fifty Dollars (\$350) per consecutive calendar day for each day in default after the stipulated completion date. The contract time will begin when the Contractor commences work on this project but no later than the tenth consecutive calendar day after receipt of a notice to proceed from the Owner.

**Obtaining the Bidding Documents**

Copies of the contract documents, including Drawings and Technical Specifications, are on file and may be examined without charge at the following locations:

Covington Civil & Environmental 2300 14 <sup>th</sup> Street Gulfport, MS 39501	City of Diamondhead 5000 Diamondhead Circle Diamondhead, Mississippi 39525	<a href="http://www.ccellcplans.us">www.ccellcplans.us</a> <a href="http://www.diamondheadbids.com">www.diamondheadbids.com</a> (log-in/registration required)
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Plans and Specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us). Bid documents are non-refundable and must be purchased through the website. If you have any questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.

Bids must be submitted upon the standard forms contained within these contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly Kolo Court Drainage Improvements and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) or [www.ccellcplans.us](http://www.ccellcplans.us) under the project page. No oral, telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall



write his/her Name, Address, and Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing the proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed to Covington Civil & Environmental, Sarah McLellan, P.E. 228-396-0486 or email [sarah@ccellc.us](mailto:sarah@ccellc.us). All questions regarding this bid must be submitted in writing and must be received by the end of business **5:00 p.m. local time June 20, 2024**. Questions submitted after this date will not be considered. An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

### **Pre-bid Conference**

A pre-bid conference for the Project has not been scheduled at this time; however, if a pre-bid conference is scheduled, all plan holders will be notified by addendum. Attendance at the pre-bid conference is encouraged but not required.

### **Instructions to Bidders**

Each bid must be accompanied by a Bid Bond or Certified Check in an amount equal to five percent (5%) of his Base Bid, payable to the City of Diamondhead, Mississippi, as bid security. In the event that an electronic bid is submitted, a copy of the bid bond must be included with the submission. If submitted electronically, a hard copy of all bid documents must be provided within 3 business days if requested after the bid opening. The successful bidder shall furnish a Performance Bond and a Payment Bond each in the amount of 100% of the bid. All non-resident requirements shall be met.

The City of Diamondhead, Mississippi, reserves the right to reject any and all bids and to waive any informality in the bidding. Bids may be held by the City of Diamondhead, Mississippi, for a period not to exceed sixty (60) days from the date of the opening of bids for the purpose of reviewing the bids and investigating the qualifications of Bidders, prior to awarding of the contract.

The project is funded by ARPA/MCWI and the requirements for this grant including the procurement process shall be followed including opportunity for participation by minority and women-owned business enterprises in the procurement of goods and services.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

### **This Advertisement is issued by:**

Owner: City of Diamondhead  
 By: Jeannie Klein  
 Title: City Clerk  
 Date: 5/30/2024 & 6/6/2024

Machado|Patano, PLLC  
M|P Design Group, PLLC

Tuesday, May 21, 2024  
REV 0: Issued for Construction

**SECTION 001113  
ADVERTISEMENT FOR BIDS**

**FROM:**

**1.01 THE CITY OF DIAMONDHEAD (HEREINAFTER REFERRED TO AS CITY OF DIAMONDHEAD):**

- A. City of Diamondhead
- B. Address:
  - a. 5000 Diamondhead Circle
  - a. Diamondhead, Mississippi 39525

**1.02 AND THE ENGINEER (HEREINAFTER REFERRED TO AS ENGINEER):**

- A. Machado Patano & M|P Design Group
- B. Address:
  - a. 918 Howard Avenue, Suite F
  - a. Biloxi, MS 39530
  - a. Phone: 228-388-1950
  - 1. Fax: 228-388-1971
  - 2. Web Site: [www.mpdesigngroup.us](http://www.mpdesigngroup.us)
  - 3. Plan Room: [www.mpdesigngroupplans.us](http://www.mpdesigngroupplans.us)

**1.03 TO: POTENTIAL BIDDERS**

- A. Your firm is invited to submit an offer under seal to City of Diamondhead for drainage infrastructure improvements located at:
  - a. On or Near Hilo Way
  - b. Diamondhead, Mississippi 39525
- 1. Before 11:30 am local standard time on the 28<sup>th</sup> Day of June, 2024, for:
- B. Project Name: Hilo Way Master Drainage Improvements
- C. Project Number: 2024-006
- D. Project Description: This project consists of, but is not limited to, the removal and replacement of storm drainage infrastructure at (4) project locations.
- E. Plans and specifications are being made available via hard copy or digital download. Plan Holders are required to log-in or register for an account to view or order bid documents at [www.diamondheadbids.com](http://www.diamondheadbids.com). Bid documents are non-refundable and must be purchased through the website. Questions regarding website registration and online orders, please contact Plan House at 228-248-0181. No partial sets of drawings of project manuals will be issued. No contract documents (hard copies or electronic copies) will be issued to Contractors within twenty-four (24) hours of the time indicated above for receiving bids.
- F. Bidders will be required to provide Bid security in the form of a Bid Bond of a sum no less than 5 percent of the Bid Amount or a certified check for a sum no less than 5 percent of the Bid Amount.
- G. Refer to other bidding requirements described in Document 002113 - Instructions to Bidders and Document 003100 - Available Project Information.
- H. Submit your offer on the Bid Form provided. Bidders may supplement this form as appropriate.
- I. If Bids are mailed or hand delivered, then they must be contained in a sealed envelope marked on the outside with the project name. They must be on file as received or delivered by the time stated above to the address of the Owner stated above. Do not deliver Bids to the project address or the Architect's address.
- J. Bids must be submitted upon the standard forms contained within the contract documents furnished by the Engineer for the City of Diamondhead, Mississippi, noted in the Instructions to

Machado|Patano, PLLC  
M|P Design Group, PLLC

Tuesday, May 21, 2024  
REV 0: Issued for Construction

Bidders. Bids submitted shall be in letter form in a sealed envelope and outside of envelope shall be marked plainly Diamondhead Drainage Improvements and shall be addressed to Jeannie Klein, City Clerk, City of Diamondhead at 5000 Diamondhead Circle, Diamondhead, Mississippi 39525 or for those interested, bids can be electronically submitted at [www.diamondheadbids.com](http://www.diamondheadbids.com) under the project page. No oral, telegraphic, telephonic, or e-mail proposals will be considered. Each bidder shall write his Name, his Address, and his Certificate of Responsibility number/or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$50,000) on the outside of the sealed envelope containing his proposal. If submitting electronically, please include this information on a cover page with your bid submission. All interpretations of drawings and specifications shall be directed in writing to Ben Sellers at [bsellers@mpdesigngroup.us](mailto:bsellers@mpdesigngroup.us). An acknowledged received copy of all Addenda issued by the Engineer via Plan House must be included with the bid proposal.

- K. Bids in excess of \$50,000.00 must be marked on the outside of the envelope with the contractor's Mississippi certificate of responsibility number as issued by the Mississippi Board of Contractors.
- L. Per the Mississippi Law, MS Code 31-3-21 (3); any bid submitted by a non-resident contractor which does not include the non-resident contractor's current state law pertaining to such state's treatment of non-resident contractors, shall be rejected and not considered for award. If no such law exists in the non-resident contractor's state, then the non-resident contractor may provide statement to that effect.
- M. Your offer will be required to be submitted under a condition of irrevocability for a period of 60 days after submission.
- N. The Owner reserves the right to accept or reject any or all offers.

**END OF SECTION**

## **PURCHASING AND ACCOUNTS PAYABLE**

### **General Information**

#### **Purpose:**

The purpose of this section is to set forth all laws and regulations and any other pertinent information that must be in effect with the implementation of Title 31, Chapter 7, Mississippi Code of 1972, annotated. The policies and procedures set forth herein are to establish guidelines applying to the procurement of any commodities, equipment, and construction; purchased, leased, or rented with public funds.

#### **Authority of the Purchasing Department:**

The Administration department is granted the authority to perform all purchasing functions as described in this manual and the purchasing agent is the individual responsible for proper execution of all department responsibilities.

#### **Goals and objectives:**

Each department must be prudent with the expenditure of public funds. The Administration/Finance department is to provide prompt and effective guidance and oversight to user departments and vendors; ensure compliance with State Purchasing guidelines and remain impartial in the award of bids.

### **Policies and Instructions**

#### **Policy:**

The Administration/Finance department must service all city departments and must comply with good purchasing practices, applicable city ordinances, state and federal laws as set forth in this manual and State Purchasing Statutes.

#### **Purchasing:**

All purchases by the City of Diamondhead which will be paid for with public funds shall be made pursuant to the purchasing laws of the State of Mississippi, Section 31-7-1 et seq.

It is the intention of the city council to purchase competitively without prejudice and to seek maximum value for each and every dollar expended.

#### **Timely Payment**

The City of Diamondhead hereby declares that it is essential to the efficient operation of this municipality that adequate supplies of goods and services continue to be available from private sources; that the good name and credit of the city may be promoted by timely and responsible payment of just claims; and that fair compensation be awarded suppliers when payments of their claims are delayed without justification.

As it relates to timely payments, the city will comply with all applicable provisions of the Mississippi Code of 1972 Annotated including but not limited to § 31-7-305 as amended, and with all other applicable federal and state laws.

### **REPORT OF LATE PAYMENTS**

Whenever a vendor brings formal administrative or judicial action to collect interest due under this act, the school district shall be required to pay any reasonable attorney's fees if the vendor prevails. ' 31-7-307 and 31-7-309.

## Procedures

All city personnel must comply and adhere to requirements set forth below. **A purchase order must be obtained prior to any order on any commodity or service being placed.**

Exception: Procurement Card - Purchases made under the Procurement Card Program do not need a Purchase Order but **prior approval is still required** before purchasing any commodity or service.

Exception: Emergency Purchase outside of City Hall business hours – An Emergency purchase is defined by State Statute as (31-7-13)

Exception: Declaration of Emergency by the State or City Council. If a State of Emergency has been declared, purchases made in response to such emergency by the City shall be made pursuant to MS Code of 1972 §33-15-17 or as otherwise noted in this policy.

## **FEDERAL PURCHASING AND PROCUREMENT**

The City of Diamondhead, shall strictly adhere to guidance and rules outlined by the Office of Management and Budget (OMB). Contracts funded with federal grant or loan funds shall be procured in a manner that conforms with all applicable Federal laws, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200).

This includes, but it not limited to, the following:

2 CFR Part 200-318; General Procurement Standards

2 CFR Part 200-319: Competition

2 CFR Part 200-320: Methods of Procurement to be Followed

2 CFR Part 200-321: Contracting with Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms

2 CFR Part 200-322: Domestic Preferences for Procurement

2 CFR Part 200-323: Procurement of Recovered Materials

2 CFR Part 200-324: Contract Cost and Price

2 CFR Part 200-325: Federal Award Awarding Agency or Pass-through Entity Review

2 CFR Part 200-326: Bonding Requirements

2 CFR Part 200-327: Contract Provisions

**Accounting****Invoices:**

State law requires that the City shall keep a record of the date of the receipt of the invoice, dates of receipt of goods and/or services and the date of inspections or approval of goods and/or services. The City shall require an invoice from the vendor and that payment of the invoice is processed and mailed no later than 45 days of receipt of the invoice and completed receipt of the goods and/or services. In the event of a dispute, the City shall pay only the amount not in dispute. (Miss Code 31-7-305).

Upon delivery of each order and its acceptance by the City, the department or division must sign the delivery ticket and/or invoice.

**Payment:**

After acceptance of order and receipt of a valid, correct invoice, the accounting office must post the invoice on the claims docket for payment which must be approved by the City Council prior to payment.

**Transportation charges:**

All purchase orders/contracts must specify that transportation is F.O.B. destination or freight prepaid by the supplier and invoiced to the city.

No contract must provide for shipments that are freight collect.

**Travel Policy**

Travel authorizations must be submitted to the City Manager for signature approval. The requestor can enter requisitions for applicable expenses, i.e., per diem, registration fees. Per Diem is allowed for meal(s) when the distance exceeds 60 miles or more from the duty station.

If out of pocket expenses are incurred during official travel, a Travel Expense Form must be filled out upon return and submitted to the City Manager for approval.

The following are expenses that may be reimbursed by the City:

- (1) Hotel/Motel;
- (2) Registration;
- (3) Book fees;
- (4) Gas for city vehicles if not available from Fuelman and/or mileage reimbursement;
- (5) Repairs to city vehicle if out of town;
- (6) Car rental (if approved);
- (7) Air fare.

Use of city vehicle(s) while on travel. It is the responsibility of the employee to determine the availability of a city vehicle for the specified travel time. It is prudent of the employee to use a city vehicle rather than use of a personal vehicle. If a city vehicle is not available, then the employee must be reimbursed for mileage at the current State mileage rate.

Meal per diem and mileage rates can be determined by referencing the GSA website at [www.gsa.gov/mie](http://www.gsa.gov/mie).

Receipts must be turned in with the reimbursement form within 3 (three) working days of returning from the authorized travel.

Employees traveling on official city business are expected to exercise the same care incurring expenses as would a prudent person traveling for personal reasons. Travel for business should be conducted at a minimum cost for achieving the success of the mission.

Employees traveling on official city business are responsible for ensuring compliance with Section 25-3-41, Mississippi Code of 1972. It is the responsibility of the employee to verify all costs related to the travel request being submitted for approval are valid and allowable.

### **Penalties**

The penalties for violating purchasing laws have been paraphrased for clarity. For further information, please reference the sections of the MS code as noted.

#### **City employees and elected officials**

Any person who intentionally, willfully, and knowingly violates the provisions of section 31-7 commits a misdemeanor and is subject to a fine of not less than \$100 nor more than \$500 or imprisonment for not more than 6 months, or both, for each offense, and must lose their job.(Section 31-7-55 [3]).

Any person who derives personal benefit from any article of value received from a vendor:

Commits a misdemeanor if the value is less than \$500, and is subject to a fine of not less than \$100 nor more than \$500 or imprisonment for not more than 6 months, or both

-or-

Commits a felony if the value is more than \$500, and is subject to a fine of not less than \$1000 nor more than \$5000 or imprisonment for not more than 1 year nor more than 5 years, or both,

-and-

Must lose their job and have to return the monetary values of the article to the city. (Section 31-7-55 [4]).

Any person who (in error) buys or authorizes payment for anything not authorized by law or in a manner not prescribed by law must be personally liable to completely repay the city for all financial loss resulting from their error. (Section 31-7-57 [1]) (Section 31-75-57 [3]).

Any person who (knowingly) substantially departs from the legal methods of purchasing may have to pay the city up to 3 times the total amount of the purchase. (Section 31-75-57 [4]).

### **Reimbursements**

#### **Employee/Travel Expenses:**

All purchases should be made on a Purchase Order. If the Vendor will not accept a PO or Procurement Card as a payment option and the Employee must use personal funds, an Employee Reimbursement Voucher with the original itemized receipts must be submitted for reimbursement.

Please keep in mind that purchases for equipment, services, and state contract items must be paid from a purchase order. The Travel Expense Form will be returned to the employee; a PO is required.

Any items purchased by an employee that should have been processed on a PO will be returned to the department. A Purchase Requisition will need to be submitted with the employee as the vendor for reimbursement.

Employees CANNOT approve their own reimbursements. Approval must be acquired from their immediate supervisor.

### **Tax Exemption**

The City of Diamondhead is exempt from paying State Taxes. If you have any questions, please contact the Purchasing Department.

### **1099 MISCELLANEOUS FORMS**

Payments of \$600 or more made to independent contractors or other persons who render services to the City must be reported on a Form 1099. Accounts Payable produces Form 1099 annually in accordance to rules and regulations prescribed by the Internal Revenue Service.



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**HANCOCK COUNTY, MISSISSIPPI**  
**AND**  
**THE CITY OF DIAMONDHEAD, MISSISSIPPI**

This **MEMORANDUM OF UNDERSTANDING** (this "Agreement") is executed by and between **HANCOCK COUNTY, MISSISSIPPI** (the "County"), a political subdivision of the State of Mississippi, acting by and through its Board of Supervisors, and the **CITY OF DIAMONDHEAD, MISSISSIPPI** (the "City" or "Diamondhead"), a political subdivision of the State of Mississippi, acting by and through its City Council, and is effective as of the 20<sup>th</sup> day of May, 2024.

**WITNESSETH:**

**WHEREAS**, Section 17-13-1 *et seq.* of the Mississippi Code of 1972, as amended and supplemented from time to time (the "Code") authorizes the County and the City to enter into agreements with each other for the purposes of obtaining financial assistance from the United States of America, or any department or agency thereof, and to provide for the method of expenditure of funds obtained; and

**WHEREAS**, the County and the City wish to construct certain public drainage improvements that are within the confines of the City of Diamondhead, including projects for bank stabilization, within the city limits of and on property owned by Diamondhead, and ancillary items related thereto; and

**WHEREAS**, the County and the City are desirous of securing by various means the funds necessary for the construction of the Projects, with the City designating local city funds for the construction and the County making available GOMESA funds to assist the City with the funding of the project; and

**WHEREAS**, the County and the City have determined that it is in the best interest of both parties hereto to construct the Project;

**WHEREAS**, the described GOMESA funds are County funds and must be expended from the County and for purposes restricted to the categories eligible under the GOMESA implementing statute;

**WHEREAS**, the balance of project funds exceeding the \$2,000,000 of GOMESA Funds from the County will be paid from the City; and

**WHEREAS**, the County and the City desire to work in coordination and cooperation with each other in a government-to-government relationship for the benefit of both parties; and

**NOW, THEREFORE**, in consideration of the mutual covenants and promises set forth herein, and other good and valuable consideration, the County and the City do hereby agree as follows:

**I. PURPOSE**

The purpose of this Cooperative Agreement is to establish a protocol for, and define the respective responsibilities and obligations of the County and the City with respect to their joint and cooperative efforts to complete the bank stabilization project located in Diamondhead. The Project is further described as being that drainage project planned by the City of Diamondhead for drainage improvements, including the bank stabilization, which has an initial opinion of probable cost of \$3,040,000.

**II. CONTACT PERSONS**

It is understood by both parties that the County executes all its orders and directives through its Board of Supervisors. It is understood by both parties that the City executes all of its orders and directives through its City Council.

Unless otherwise notified in writing to the contrary, the appropriate contact person (the "County Designated Officer") for the County for matters pertaining to this Cooperative Agreement shall be:

Hancock County Board of Supervisors  
President, Board of Supervisors  
Scotty Adam, President  
Jimmie Ladner, County Administrator  
854 Highway 90, Suite A  
Bay St. Louis, Mississippi 39520  
Telephone: 228-467-0172  
Facsimile: 228-467-2691

Unless otherwise notified in writing to the contrary, the appropriate contact person (the "City Designated Officer") for the City for matters pertaining to this Cooperative Agreement shall be:

City of Diamondhead  
Jon McCraw, City Manager  
Diamondhead City Hall  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
T. (228) 222-4626

By notice to the other party hereunder, the County Designated Officer or the City Designated Officer may designate representatives to carry out the purposes of this Agreement.

All notices given hereunder shall be by U.S. Certified Mail, return receipt requested, or by facsimile and shall be effective only upon receipt by the addressee at the above addresses or telephone numbers.

**III. ADMINISTRATION AND RESPONSIBILITIES OF THE PARTIES**

It is understood and agreed that this undertaking is pursuant to the authority set forth in Section 17-13-1 of the Code, which expressly authorizes the City and County to enter into this agreement to secure and provide for expenditures of funds from the City's local funds and GOMESA respectively.

A separate entity or administrative body is not created under the Agreement. In addition to the requirements below, each entity will structure the contracts within their best efforts so as to ensure the ability of the use of City local funds and/or GOMESA funds for the construction, except for the reservation of the County.

**A. The County hereby covenants, warrants and agrees as follows:**

1. To make available for use on the Project GOMESA funds in an amount not to exceed \$2,000,000 committed to that this as an eligible purpose for items under the subject drainage/bank stabilization project. The County shall have no obligation to commit any funds in an amount to exceed that \$2,000,000 GOMESA allocation, even if necessary to complete the work. Further, the County's allocation herein shall be limited to the extent the funds would be committed to a purpose eligible under the GOMESA statute. The County's obligations for payment shall not exceed the amount of the GOMESA funds available to it. The County's use of the funds is contingent upon the construction being compliant with the uses allowed of GOMESA funds and the City having other funds available for completion of the work. ~~Also, the County's funds will not be utilized for engineering or other administrative or services fees for the project.~~
2. To reimburse the City for its payment of invoices upon receipt from the City of paid invoices to contractors for work performed on the Project. The City shall submit all invoices to the County Designated Officer with copy to Jimmie Ladner.
3. To assist the City in every reasonable and appropriate manner in providing any State or Federal entity with financial, statistical and other records and reports as may be requested for audit purposes or required by state and federal regulations and guidelines.

**B. The City hereby covenants, warrants and agrees as follows:**

1. To perfect all functions necessary to complete the Projects, including design, right-of-way acquisition, and construction.

2. To conform the Projects to appropriate details and requirements of the GOMESA.
- ~~3. To provide construction engineering for the Projects through a consultant engineer contract to be paid using City local funds without GOMESA reimbursement.~~
4. To proceed with the advertisement, receipt of bids, and opening of bids in accordance with State Contract Procurement law, GOMESA procurement law, standard procedures, and coordinate with the County to ensure the County's compliance with all state, federal, local, and GOMESA requirements, and to fulfill any other requirements applicable to use of GOMESA funds.
5. To award the contract or contracts for construction of the Projects.
6. To timely pay all consultants, contractors, and other persons and firms who perform work on the Projects and provide and submit to the County invoices and all appropriate information from contractors, and others reflecting actual expenditures, along with any other documentation required by the County.
7. If the funds provided by the County are not sufficient to pay fully the complete cost of the Projects, the City shall defray such additional expense as may be necessary to complete the Projects substantially in accordance with the plans and specifications.
8. Upon satisfactory completion, to accept the Project and to maintain it in accordance with all applicable state and federal laws and regulations.
9. To comply, in the conduct of the Projects, with the provisions of Title VI of the 1964 Civil Rights Act.
10. To assist the County in every reasonable and appropriate manner in providing any state or federal agency with financial, statistical and other records and reports as may be requested for audit purposes or required by state and federal regulations and guidelines.
11. Any costs not eligible for GOMESA reimbursement shall not be the liability of the County, but of the City.
12. To comply with any other applicable state, local and federal laws and regulations, and any requirements regarding the work.
13. The City shall be the owner of the work and shall be the recipient of ownership of the completed work following construction. The City acknowledges and understands that it (to the exclusion of the County) is solely responsible for any contractual duties of the owner in any

construction, administrative, engineering, architectural or other contract related to the project. The County shall have no responsibility or obligation to those contractual requirements.

#### **IV. GENERAL PROVISIONS AND RESPONSIBILITIES**

1. This Agreement is made in the best interests of the citizens of the City and Hancock County, Mississippi, and is expected to provide standard health, safety and welfare benefits. The parties hereto agree to cooperate in good faith, to the end that the Projects are completed in the most-timely manner possible.
2. The County has agreed to make available for the Projects certain funds made available through GOMESA as described above, but will not be responsible for any additional funding. The City asserts that it has sufficient funds available from other sources to complete the Projects, regardless of whether any additional funds are made available through any agency of the State of Mississippi or United States.
3. No provision of this Agreement is intended, nor shall it be construed, to grant any right, title, or interest to any party or third party not a signatory hereto.

#### **V. AMENDMENTS**

This Agreement may be amended in writing as mutually agreed upon by the parties.

#### **VI. TERMINATION**

Prior to award of any contract for the construction phase of the Projects, this agreement may be terminated by either party on fourteen (14) days' written notice. Once a contract for the construction of the Projects has been awarded, this agreement may only be terminated by written agreement of the parties. In either event, the party requesting termination shall be responsible for all reasonable and necessary costs to close out any awarded contract(s) unless one of the parties elects to continue the project at its sole expense, without recourse. Termination of this agreement shall not, in and of itself, be considered as cancellation of any other contract made in furtherance of this agreement.

This agreement shall not create rights in any person(s) or entity(ies) not a signatory hereto.

#### **VII. DISPOSITION OF PROPERTY**

Throughout the operation of this Agreement and following its expiration, all property affected by the Project is owned by the City before the effective date hereof shall remain property of the City.

**VIII. SEVERABILITY**

Should any provision of this Cooperative Agreement be found to be unconstitutional, or otherwise be contrary to the laws of the State of Mississippi or the United States of America, to the extent that it is reasonably possibly to do so, the remainder of this Agreement shall remain in full force and effect.

**IX. AUTHORITY**

Authority for this Agreement has been granted by the Mississippi State Legislature pursuant to Section 17-13-1 *et seq.* of the Code.

**SO EXECUTED AND AGREED THIS \_\_\_\_\_ DAY OF May, 2024.**

**HANCOCK COUNTY, MISSISSIPPI**

By: \_\_\_\_\_

President, Board of Supervisors, Scotty Adam

Attest:

By: \_\_\_\_\_

Clerk

**CITY OF DIAMONDHEAD, MISSISSIPPI**

By: \_\_\_\_\_

City Manager, Jon McCraw

Attest:

By: \_\_\_\_\_

Agenda Item #2024- 128

City of Diamondhead, MS  
Request for Council Action

TO: Mayor/Council/City Clerk

FROM: Councilmember Austin Clark

DATE: May 15, 2024

Ordinance  Resolution  Agreement  Info Only  Work Session  Other

AGENDA LOCATION:  Consent Agenda  Regular Agenda

AGENDA DATE REQUESTED May 21, 2024

Motion to amend fence ordinance from: xii. The finished side of the fence shall display toward the outside of the lot being fenced. All exposed structural members and cross bracing shall display internally on the lot being fenced.

To: Wherever a fence or wall is installed, the "finished" side of the fence shall face the section of the lot that "fronts to" or is otherwise exposed to a city street or right-of-way. Fences constructed between two private properties may display the "finished: side of the fence, at the discretion of the property owner submitting the building permit application.

REQUIRED SIGNATURE

REQUESTED BY: 

COUNCIL ACTION:  Approved  Denied  Tabled/Deferred  Info Only Completed:

Agenda Item #2024- 129

City of Diamondhead, MS  
Request for Council Action

TO: Mayor/Council/City Clerk

FROM: Councilmember Austin Clark

DATE: May 15, 2024

Ordinance  Resolution  Agreement  Info Only  Work Session  Other

AGENDA LOCATION:  Consent Agenda  Regular Agenda

AGENDA DATE REQUESTED May 21, 2024

Motion to approve a text amendment to Ordinance 2019-003 – Procedural Ordinance

REQUIRED SIGNATURE

REQUESTED BY: Austin Clark

COUNCIL ACTION:  Approved  Denied  Tabled/Deferred  Info Only Completed:



# Guidelines for Public Comment

## Time Considerations:

- 1) The Public Comment Period will be placed on all agendas for public meetings
- 2) The time limit for each individual (whether speaking in person or by Zoom/remote participation) to speak is 3 minutes.
- 3) Where the total time for public comment has exceeded 30 minutes, Council reserves the right, by majority vote, to end the public comment period, but will allow remaining speakers the option to participate in public comment at the next regularly scheduled Council meeting and/or submit their comments in writing after the meeting.
- 4) Council cannot guarantee all who register will be called upon. However, all public comment submissions sent via email (at least four hours in advance of the meeting) will be collected and provided to the Council at the conclusion of the meeting.
- 5) Speakers may not give (Donate) their time to other people.

## Submitted Written Public Comments:

- 1) Includes comments submitted in written form via US Mail, electronic delivery, and hand delivered correspondence.
- 2) The person submitting the comments must identify himself or herself by name and address, anonymous comments will not be read.
- 3) Comments must be received by the City Manager and/or City Clerk, at least four hours in advance of the meeting.
- 4) Only comments which request to be read into the record shall be read aloud at the meeting.
- 5) The chair may summarize other written correspondence at his/her discretion.
- 6) The time limit of 3 minutes shall also apply for submitted letters (read aloud).
- 7) All comments must address a topic related to city governance.

## Guidelines for Public Comment Period And Public Hearings:

The City Of Diamondhead encourages the public to participate in the process of open government and offers the following guidelines with respect to public comment for the purpose of conducting orderly meetings. These guidelines shall typically be adhered to but are not meant to be inflexible or mandatory rules on Council.

## Guidelines:

- 1) Sign-up sheets for speaking during the public comment period and public hearings will be available before the start of the meeting.
- 2) Citizens may not sign up on behalf of others.
- 3) For the public comment period, each speaker is allowed three minutes, unless time is extended by the Council majority.
- 4) Speakers are not permitted to comment during the public comment period on topics that come up later as a public hearing item.
- 5) If there is a planning item on the agenda which had a public hearing as part of the process with the Planning Commission, the presiding officer will not ask for public comment, as the opportunity to do so was made available at the public hearing with the Planning Commission.
- 6) All remarks should be addressed to the Council as a whole.
- 7) Public comment periods are opportunities for the Council Members and leadership in Diamondhead to hear from the residents. Council Members/City Staff will not entertain questions from the public nor engage in discussion with those who seek to make comment. However, the chair may provide brief factual information, if appropriate.
- 8) Speakers shall refrain from comment or behavior that involves: Disorderly speech or action; name-calling or personal attacks; obscene or indecent remarks; and derogatory comments on personalities
- 9) Any person who engages in speech or action as described in Section 8 when such speech or action disrupts, disturbs or otherwise impedes the orderly conduct of any Council meeting, may, at the discretion of the Council, be barred from further audience during that meeting.
- 10) City Staff will be ready to note input or questions from the public and may provide responses, or arrange for one-on-one follow up with a speaker, where appropriate, at a later date. City Staff will not be called upon to, and shall not, give public answers on the spot.
- 11) In addition to the limits specified above, the council may vote to set other reasonable, viewpoint-neutral limits to prevent disruption of Council business.

## Behavioral Expectations (Council and Public):

- 1) Speak in a civil and respectful manner and encourage members of the public to do the same.
- 2) Refrain from using profanity; language likely to incite violence or outbursts from the audience, language that is disruptive to the orderly process of the meeting; engaging in conversations with individual councilmembers, making comments of a personal nature regarding others; shouting, yelling or screaming.
- 3) The chair may caution or limit demonstrations (booing, hissing, and clapping)
- 4) Members of the public do not have the right to disrupt the meeting.
- 5) Disruptive members of the public will be given three warnings to cease from the disruptive behavior before being asked to leave the meeting.
- 6) Any person engaging in threatening speech or conduct will be required to leave the meeting immediately.
- 7) Speakers will not continue to address the City Council once they have left the podium and will not engage in conversation with Councilmembers from their seat.

This document is intended for discussion and is subject to changes to better fit the needs of Diamondhead's Council meeting needs. Not an official Document - Austin Clark

Docket of Claims Register - Council

APPKT02180 - Item No.20.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount
DKT231794	TIFFANY COWMAN						380.00
	05/21/2024	APRIL 2024		TAX SALE REDEMPTIONS FOR APRIL	001-140-694.00	Collection Fees	380.00
DKT231795	TransUnion Risk and Alternative Data Solutions Inc						150.00
	05/21/2024	5859551-202404-1		TLOxp FOR APRIL	001-110-681.00	Other Services & Charges	75.00
		6177932-202404-1			001-200-681.00	Other Services & Charges	75.00
DKT231796	UMB Card Services						477.42
	05/21/2024	81458427		STEVEN TORONE TIM SIMMONS HOTEL	001-280-615.00	Travel & Training	238.71
		86195387			001-280-615.00	Travel & Training	238.71
DKT231797	UniFirst Corporation						201.18
	05/21/2024	1530144363		UNIFORM RENTAL FOR THE WEEK ENDING 5/6/24	001-301-535.00	Uniforms	100.59
		1530145657		UNIFORM RENTAL FOR THE WEEK ENDING 5.13.24	001-301-535.00	Uniforms	100.59
DKT231798	WageWorks					100.00	
	05/21/2024	0424-DR42799		COBRA PAYMENT FOR APRIL	001-140-625.00	Insurance	100.00
DKT231799	Warren Paving						142,958.93
	05/21/2024	4 - BOND		BOND PAVING PROJECT	302-301-912.00	Capital Outlay - Paving	142,958.93
DKT231800	WESLEY SANDERFORD						300.00
	05/21/2024	MAY 2024		OPEN JAM BAND SERVICES	001-653-650.00	Promotions	300.00
						<b>Total Claims: 47</b>	<b>Total Payment Amount: 937,818.53</b>

Docket of Claims Register - Council

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount		
DKT231788	Napa of Bay St Louis	05/21/2024	375249	BATTERY - PO#24-0102	001-301-571.00	Repairs & Maintenance - Equipment	53.43	1,317.44		
			375411	OIL AND FUEL FILTER - PO#24-0102	001-301-571.00	Repairs & Maintenance - Equipment	171.69			
			375633	OIL FILTER, OIL - PO#24-0102	001-301-570.00	Repairs & Maintenance - Vehicle	64.79			
			376331	OIL, FILTER, BATTERY - PO#24-0102	001-301-571.00	Repairs & Maintenance - Equipment	143.86			
			376333	BATTERY - PO#24-0102	001-301-570.00	Repairs & Maintenance - Vehicle	178.57			
			376530	OIL FILTER, OIL - PO#24-0102	001-301-570.00	Repairs & Maintenance - Vehicle	87.74			
			377905	GENERATOR BATTERY	001-140-560.00	Repairs & Maintenance - Building	169.82			
			377981	BATTERY CORE DEPOSIT CREDIT	001-140-560.00	Repairs & Maintenance - Building	-18.00			
			377982	WINDSHIELD WASHER FLUID	001-301-501.00	Supplies	6.44			
			378157	BATTERY	001-301-570.00	Repairs & Maintenance - Vehicle	143.35			
			378760	WIPER BLADE	001-140-570.00	Repairs & Maintenance - Vehicle	69.96			
			378763	CORE DEPOSIT	001-301-570.00	Repairs & Maintenance - Vehicle	-54.00			
			379307	DEF UNIVERSAL	001-301-571.00	Repairs & Maintenance - Equipment	91.95			
			379889	KUBOTA ZERO TURN AIR AND OIL FILTER	001-301-571.00	Repairs & Maintenance - Equipment	46.28			
							001-301-571.00		Repairs & Maintenance - Equipment	7.32
							001-301-571.00		Repairs & Maintenance - Equipment	50.32
							001-301-571.00		Repairs & Maintenance - Equipment	46.28
				001-301-571.00	Repairs & Maintenance - Equipment	7.32				
				001-301-571.00	Repairs & Maintenance - Equipment	50.32				
DKT231789	Orion Planning and Design	05/21/2024	3907	ZONING CODE REWRITE	001-280-601.00	Professional Fees - Consulting	4,250.20	4,950.20		
			3908	ON CALL SERVICES	001-653-601.00	Professional Fees - Consulting	700.00			
DKT231790	Sea Coast Echo	05/21/2024	34644	JEFFREY & KAREN PRESSMAN AD	001-280-620.00	Advertising	34.44	34.44		
DKT231791	Southern MS Planning and Development District Inc	05/21/2024	13062	ECONOMIC DEVELOPMENT	001-653-601.00	Professional Fees - Consulting	3,058.63	3,058.63		
DKT231792	State Treasurer	05/21/2024	APRIL 2024	COURT ASSESSMENT/FINE FOR	650-110-131.00	State Assessments Payable	2,151.32	2,161.67		
					650-110-131.01	Court Bond Fees Payable	10.35			
DKT231793	SunSouth LLC	05/21/2024	4878022	FA #619 REPAIRS	001-301-635.00	Professional Fees - R&M Outside Services	572.42	572.42		

Docket of Claims Register - Council

APPKT02180 - 5 Item No.20.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT231782	Lowes Home Improvement							574.89
	05/21/2024	70936	1X6X8 TREATED LUMBER	001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	-39.13		
		970961-MYRSHJ	5/4X6X8 TREATED LUMBER	001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	39.13		
		989294-MYKAQM	MAHULUA GARDENS	001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	197.52		
		991991-MYQYYD		001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	47.48		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	55.90		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	75.48		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	21.20		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	44.97		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	33.23		
				001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	84.12		
	992016-MYOGQR			001-301-575.00	Repairs & Maintenance-Streets/Drainage/Other	14.99		
DKT231783	LYLE MACHINERY CO.						100.30	
	05/21/2024	P62645	FA #498 HYDRAULIC FITTINGS	001-301-571.00	Repairs & Maintenance - Equipment	100.30		
DKT231784	Mechanical Services, LLC						2,265.00	
	05/21/2024	7351-1	HEATER REPAIRS	001-140-635.00	Professional Fees - Repair & Maint Outside Serv	2,265.00		
DKT231785	Moran Hauling Inc						58,650.53	
	05/21/2024	NOMA - 6	NOMA DRIVE IMPROVEMENTS	163-653-912.00	Capital Outlay- Streets & Drainage	58,650.53		
DKT231786	MS Department of Public Safety						159.58	
	05/21/2024	APRIL 2024	COURT ASSESSMENTS	650-110-131.00	State Assessments Payable	159.58		
DKT231787	MS Municipal Workers Compensation Group						902.14	
	05/21/2024	0383WC2022-AUDIT	WORKER'S COMPENSATION PREMIUM - AUDIT BALANCE	001-140-625.00	Insurance	902.14		

Docket of Claims Register - Council

Docket/Claim #	Vendor Name		Payable Description	Account Number	Account Name	Payment Amount	
	Payable Date	Payable Number				Line	Amount
DKT231776	GULF COPY SYSTEMS LLC 05/21/2024	4213	COPY COUNT FOR THE MONTH	001-110-506.00	Copier Usage/Maintenance		303.28
				001-110-506.00	Copier Usage/Maintenance	17.67	
				001-140-506.00	Copier Usage/Maintenance	72.08	
				001-140-506.00	Copier Usage/Maintenance	16.04	
				001-140-506.00	Copier Usage/Maintenance	152.80	
				001-200-506.00	Copier Usage/Maintenance	9.87	
				001-200-506.00	Copier Usage/Maintenance	29.28	
				001-301-506.00	Copier Usage/Maintenance	1.14	
				001-301-506.00	Copier Usage/Maintenance	4.40	
DKT231777	Hancock County Sheriffs Office 05/21/2024	2024-DH-04H 2024-DH-07 2024-DHLE-015	INMATE HOUSING FOR APRIL 2024 CELL PHONE SERVICES INTERLOCAL AGREEMENT FOR WEEK ENDING 4.20.24	001-200-689.00	Prisoner's Expense		34,114.31
				001-200-632.00	Telephone - Cell Service	760.00	
				001-110-681.00	Other Services & Charges	415.03	
				001-200-690.00	Interlocal Agreement	79.64	
				001-200-612.00	Internet	32,613.64	246.00
DKT231778	Hancock County Solid Waste 05/21/2024	1309	APRIL RESIDENTIAL SOLID WASTE COLLECTION	401-322-680.00	Other Services & Charges	63,390.72	63,390.72
DKT231779	James J Chiniche PA Inc 05/21/2024	17-057-0219 17-057-0220 17-057-0221	COON BRANCH DRAINAGE IMPROVEMENTS MONTJOY CREEK TRAIL PROJECT CANAL DREDGIN IMPROVEMENTS PROJECT	162-000-602.00	Prof Fees Engineering- GOMESA FY22 Coon Branch		28,072.00
				115-000-602.00	Professional Fees - Engineering Tidelands FY20	19,449.50	
				001-301-602.00	Professional Fees - Engineering	6,100.00	2,522.50
DKT231780	Kirks Tire Pros 05/21/2024	6212	TIRE PATCH	001-200-635.00	Professional Fees - R&M Outside Services	21.20	21.20
DKT231781	L J CONSTRUCTION INC 05/21/2024	1	KALEKI WAY DRAINAGE PROJECT	190-000-912.00	Capital Outlay - Streets/Drainage		150,839.81
				192-000-912.00	Capital Outlay-Streets/Drainage ARPA ST of MS	75,419.91	75,419.90

Docket of Claims Register - Council

APPKT02180 - 5 Item No.20.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT231770	Diamondhead True Value							544.82
	05/21/2024	B15130	T25 BIT 2" 5 PACK - PO #24-0103	001-301-501.00	Supplies	7.59		
		B15230	FIRE ANT TREATMENT WEED KILLER - PO#24-0103	001-301-501.00	Supplies	55.17		
		B15255	SPARK PLUG - PO#24-0103	001-301-571.00	Repairs & Maintenance - Equipment	19.98		
		B15512	ANCHOR - PO #24-0103	001-301-501.00	Supplies	9.59		
		B15778	HILLMAN ITEM	001-301-501.00	Supplies	3.76		
		B16113		001-301-571.00	Repairs & Maintenance - Equipment	17.28		
		B16162	HILLMAN ITEM, BOLT EYE NUT, START CORD	001-301-582.00	Culverts	25.06		
		B16231	DISP PKG 9LED FLASHLIGHT	001-301-501.00	Supplies	13.18		
		B16527	CONCRETE MIX	001-301-581.00	Asphalt/Concrete	16.96		
		B16609	12PTDP	001-301-570.00	Repairs & Maintenance - Vehicle	30.97		
		B16751	TOI DEODORIZER	001-301-501.00	Supplies	155.88		
		B17351	PROPANE FILL UP	001-301-501.00	Supplies	18.49		
		B17419	PROPANE FILL UP IMPACT GLOVE	001-301-501.00	Supplies	59.97		
		B17471	KNEE PADS	001-301-501.00	Supplies	49.98		
		B18443	HACK BLADE, BLADE SET	001-301-502.00	Small Hand Tools	23.98		
		B19008	PROPANE FILL UP	001-301-501.00	Supplies	36.98		
	DKT231771	Digital Engineering and Imaging Inc						13,216.25
		05/21/2024	14 - BOND	BOND PAVING PROJECT	302-301-602.00	Professional Fees - Engineering	12,600.00	
	47 - BEAUX VUE	WORK ASSIGNMENT #018 -- BEAUX VUE PHASE 2	001-301-602.00	Professional Fees - Engineering	616.25			
DKT231772	Dixieland Home Farm and Garden Center Inc						179.97	
05/21/2024	07081678	KILLZALL	001-301-501.00	Supplies	179.97			
DKT231773	FBI NATIONAL ACADEMY ASSOCIATES INC MISSISSIPPI CHAPTER						175.00	
05/21/2024	5/18/24	SPRING TRAINING	001-200-615.00	Travel & Training	175.00			
DKT231774	Fuelman						1,790.41	
	05/21/2024	NP66396210	FOR THE WEEK ENDING 5/5/24	001-140-525.00	Fuel	91.32		
				001-200-525.00	Fuel	834.34		
		NP66450074	FOR THE WEEK ENDING 5.12.24	001-200-525.00	Fuel	824.06		
			001-280-525.00	Fuel	40.69			
DKT231775	GARRY MARCUS MASON JR						195.00	
05/21/2024	MAY 2024	PERMIT REFUND	001-280-681.00	Other Services & Charges	195.00			

Docket of Claims Register - Council

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount		
DKT231766	Covington Civil and Environmental LLC	05/21/2024	16175.08111	ON CALL SURVEY SERVICES	001-301-602.00	Professional Fees - Engineering	9,749.57	83,248.93		
					001-301-602.00	Professional Fees - Engineering	4,377.50			
					16175.08115	EAST ALOHA DRIVE & VETERANS DRIVE	190-000-602.00		Professional Fees - Engineering	5,225.00
							192-000-602.00		Prof Fees-Engineering-ARPA Match STATE of MS	5,225.00
					16383.08-26	COMMERICAL DISTRICT TRANSFORMATION PHASE III(3)	164-653-602.00		Prof Fees Engineering - -GCRF FY23 Comm Distric	23,700.00
					16383-08-23	COMMERICAL DISTRICT TRANSFORMATION PROJECT	161-653-602.00		Professional Fees - Engineering - Commercial Dist	31,971.86
					16422.08-28	CITY ENGINEERING SERVICES	001-301-602.00		Professional Fees - Engineering	3,000.00
DKT231767	Cspire Internet Service	05/21/2024	690858-57	INTERNET & PHONE RENTAL FOR THE MONTH OF MAY	001-140-612.00	Internet	208.99	642.85		
					001-140-643.00	Rent - Phone System	433.86			
DKT231768	Dana Safety Supply Inc	05/21/2024	899233 899765	POLICE CRUISER UPFITTINGS	001-200-917.00	Capital Outlay - Mobile Equipment	253.00	489.84		
					001-200-917.00	Capital Outlay - Mobile Equipment	236.84			
DKT231769	Darryl Michael Russell Jr	05/21/2024	MAY2024	POLICE TRAVEL AND TRAINING	001-200-525.00	Fuel	181.91	1,155.41		
					001-200-615.00	Travel & Training	324.50			
					001-200-615.00	Travel & Training	649.00			



Docket of Claims Register - Council

APPKT02180 - Item No.20.

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT231761	CAITLIN POULTON	05/21/2024	MAY 2024	CASH BOND REFUND	650-110-110.00	Court Bond Holding	1,000.00	1,000.00
DKT231762	CIVICPLUS, LLC	05/21/2024	302205	WEB OPEN PLATFORM MIGRATION PREMIUM	001-140-605.00	Professional Fees - IT	3,470.00	3,470.00
DKT231763	Clyde C Scott Insurance	05/21/2024	50498-50503	SURETY BOND RENEWAL 7/1/24-7/1/25	001-100-625.00	Insurance	250.00	1,500.00
					001-100-625.00	Insurance	250.00	
					001-100-625.00	Insurance	250.00	
					001-100-625.00	Insurance	250.00	
					001-100-625.00	Insurance	250.00	
					001-100-625.00	Insurance	250.00	
DKT231764	Coast Electric Power Association	05/21/2024	5/13/24-001	MONTHLY ELECTRIC BILL	001-301-630.00	Utilities - Streetlights & Other	11,416.17	19,491.12
			5/13/24-002		001-301-630.00	Utilities - Streetlights & Other	1,625.52	
			5/9/24-003		001-140-630.00	Utilities - General	2,073.07	
			5/9/24-005		001-301-630.00	Utilities - Streetlights & Other	3,455.30	
			5/9/24-007		001-301-630.00	Utilities - Streetlights & Other	85.09	
			5/9/24-010		001-301-630.00	Utilities - Streetlights & Other	59.86	
			5/9/24-012		001-140-630.00	Utilities - General	74.72	
			5/9/24-016		001-140-630.00	Utilities - General	58.46	
			5/9/24-017		001-301-630.00	Utilities - Streetlights & Other	54.35	
			5/9/24-018		001-301-630.00	Utilities - Streetlights & Other	227.65	
			5/9/24-019		001-301-630.00	Utilities - Streetlights & Other	69.76	
			5/9/24-020		001-301-630.00	Utilities - Streetlights & Other	57.53	
					001-301-630.00	Utilities - Streetlights & Other	233.64	
DKT231765	Coastal Hardware and Rental Co LLC	05/21/2024	D20324921		CITY HALL REPAIRS	001-140-560.00	Repairs & Maintenance - Building	78.96
					001-140-560.00	Repairs & Maintenance - Building	54.72	
					001-140-560.00	Repairs & Maintenance - Building	12.99	
					001-140-560.00	Repairs & Maintenance - Building	40.93	



City of Diamondhead, MS

# Docket of Claims Register -

Item No.20.

APPKT02180 - 5.21.24 DOCKET

By Docket/Claim Number

Docket/Claim #	Vendor Name	Payable Date	Payable Number	Payable Description	Account Number	Account Name	Line Amount	Payment Amount
DKT231754	AGJ							572.64
	05/21/2024	114134	DELL DOCKING STATION	001-200-505.00	FF&E Non-Capitalized	292.44		
		114134 - 2	EMAIL RETRIEVAL - N DEPREGO	001-140-605.00	Professional Fees - IT	10.20		
		114181		001-140-605.00	Professional Fees - IT	270.00		
DKT231755	Airgas Inc	05/21/2024	5507606538	ACETYLENE & OXYGEN RENTAL	001-301-640.00	Rentals	95.97	95.97
DKT231756	Amazon com LLC							586.07
	05/21/2024	16GW-VJVM-7JMT	OFFICE SUPPLIES	001-280-505.00	FF&E Non-Capitalized	249.00		
				001-140-501.00	Supplies	12.95		
				001-280-505.00	FF&E Non-Capitalized	199.95		
				001-301-571.00	Repairs & Maintenance - Equipment	45.99		
				001-280-501.00	Office Supplies	16.20		
	1HCW-FYYF-W7L9			001-653-650.00	Promotions	61.98		
DKT231757	Axon Enterprises Inc	05/21/2024	131202	TASER TRAINING - M.	001-200-615.00	Travel & Training	495.00	495.00
DKT231758	B&J PITT STOP LLC							377.45
	05/21/2024	11-0197877	OIL CHANGE - 24-0098	001-200-635.00	Professional Fees - R&M Outside Services	72.45		
		11-0199475	OIL CHANGE - PO#24-0107	001-200-635.00	Professional Fees - R&M Outside Services	45.00		
		11-0200058	OIL CHANGE - PO#24-0104	001-200-635.00	Professional Fees - R&M Outside Services	65.00		
		11-0200217	OIL CHANGE - PO #24-104	001-200-635.00	Professional Fees - R&M Outside Services	65.00		
		11-0200449	OIL CHANGE - PO # 24-0104	001-200-635.00	Professional Fees - R&M Outside Services	65.00		
		11-0201447	OIL CHANGE	001-200-635.00	Professional Fees - R&M Outside Services	65.00		
DKT231759	BOTTOM 2 TOP CONSTRUCTION LLC							312,048.11
	05/21/2024	7 - COMMERCIAL	COMMERCIAL DISTRICT TRANSFORMATION PROJECT	161-653-912.00	Capital Outlay - Streets & Drainage-Commercial Dis	120,018.90		
		8		156-653-912.00	Capital Outlay - Streets & Drainage-Commercial Dis	86,799.10		
				161-653-912.00	Capital Outlay - Streets & Drainage-Commercial Dis	105,230.11		
DKT231760	Building Officials Association of Mississippi	05/21/2024	2024	BOAM MEMBERSHIP AND TRAINING	001-280-623.00	Membership Dues/Fees	300.00	300.00

Item No.a.

PROJECT #	DESCRIPTION	STATUS	PROPERTY	GEN	CON
	FRAMING	INSPECTION	dhm.storone	CLOSED	4/22/2024 11:35AM
	BUILDING FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024 11:36AM
	RESIDENTIAL ELECTRICAL				
	TEMPORARY ELEC POWER	INSPECTION	dhm.storone	CLOSED	4/23/2024 11:41AM
	ELECTRICAL FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024 11:42AM
	RESIDENTIAL PLUMBING				
	WATER PRESSURE TEST	INSPECTION	dhm.storone	CLOSED	4/23/2024 11:39AM
	PLUMBING ROUGH	INSPECTION	dhm.storone	CLOSED	4/22/2024 11:39AM
	PLUMBING FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024 11:40AM
	RESIDENTIAL MECHANICAL				
	MECHANICAL ROUGH	INSPECTION	dhm.storone	CLOSED	4/22/2024 11:37AM
	MECHANICAL FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024 11:38AM
	DRIVEWAY/PARKING AREA				
	PARK/DRIVEWAY FINAL	INSPECTION	dhm.storone	CLOSED	4/23/2024 11:40AM

202300446 SINGLE FAMILY RESIDENTIAL COMPLETED 9716 POKAI ST TRINITY

SEGMENT	PHASE	TASK	INSPECTOR	STATUS	DATE	TIME
SINGLE FAMILY RESIDENTIAL						
	HIGH WIND CONNECTORS	INSPECTION	dhm.storone	CLOSED	4/22/2024	3:59PM
	FRAMING	INSPECTION	dhm.storone	CLOSED	4/22/2024	4:00PM
	BRICK TIE	INSPECTION	dhm.storone	CLOSED	4/22/2024	4:00PM
	BUILDING FINAL	INSPECTION	dhm.storone	CLOSED	4/23/2024	4:01PM
RESIDENTIAL ELECTRICAL						
	ELECTRICAL FINAL	INSPECTION	dhm.storone	CLOSED	4/23/2024	4:02PM
RESIDENTIAL PLUMBING						
	PLUMBING FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024	4:03PM
RESIDENTIAL MECHANICAL						
	MECHANICAL FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024	4:03PM
DRIVEWAY/PARKING AREA						
	PARK/DRIVEWAY FINAL	INSPECTION	tsimmons	CLOSED	4/23/2024	4:04PM

202400025 SINGLE FAMILY RESIDENTIAL OPEN 8930 MALI WAY TRINITY

SEGMENT	PHASE	TASK	INSPECTOR	STATUS	DATE	TIME
RESIDENTIAL PLUMBING						
	PLUMBING BLD DRAIN	INSPECTION	dhm.storone	CLOSED	4/22/2024	2:18PM
	DWV TEST	INSPECTION	dhm.storone	CLOSED	4/22/2024	2:19PM
	WATER PRESSURE TEST	INSPECTION	tsimmons	CLOSED	4/22/2024	2:20PM

TOTAL ACTIONS PRINTED: 172

TOTAL PROJECTS PRINTED: 57

*Inspection Report - April - 2024*

5/06/2024 9:25 AM

L I C E N S E M A S T E R R E P O R T

LICENSES: ALL

SORTED BY: LICENSE NUMBER

Item No.a

LICENSE CODES: Include: PRIV-MFG, PRIV-RET, PRIV-SERV

CLASSES: Include: PRIV

STATUS: ACTIVE

CITY LIMITS: INSIDE, OUTSIDE

IVE  
EXPIRATIO  
COMMENT:  
PAY STATU

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
01783	PRIV-SERV	THE LITERACY LADY	ACTIVE	PRIV	4/12/2024	
	4/12/24- 9/30/24	4454 LEISURE TIME LANE		TUTORING		4/15/2024

REPORT TOTALS: 1 LICENSES

Privilege License  
April - 2024

Item No.a

PROJECTS: THRU ZZZZZZZZZZ

PROJECT TYPE: All

CONTRACTOR CLASS: All

CONTRACTORS: All

APPLIED DATES: 0/00/0000 THRU 99/99/9999

EXPIRE

STATUS INCLUDED: All

ISSUED

\*\*\* PROJECT TYPE RECAP \*\*\*

PROJECT TYPE	# OF PROJECTS	BALANCE
B01-SFR - SINGLE FAMILY RESIDENTI	1	260.00
B02-ADD - RESIDENTIAL ADDITION	3	0.00
B04-ACC - RESIDENTIAL ACCESSORY	5	0.00
B05-REP - RESIDENTIAL REPAIR	12	145.00
CULVERT - CULVERT	1	0.00
ELEC-RES - RESIDENTIAL ELECTRICAL	2	50.00
FENCE-COM - COMMERCIAL FENCE	1	0.00
FENCE-RES - RESIDENTIAL FENCE	11	24.00
FLAT-RES - RESIDENTIAL FLATWORK	2	48.00
GAS-RES - RESIDENTIAL GAS	2	0.00
MECH-COM - COMMERCIAL MECHANICAL	1	0.00
MECH-RES - RESIDENTIAL MECHANICAL	3	0.00
PLB-RES - RESIDENTIAL PLUMBING	1	0.00
POOL-RES - RESIDENTIAL POOL	1	0.00
PZ-01 - DEVELOPMENT	2	0.00
SIGN - SIGN	2	263.00
TREE - TREE REMOVAL	2	0.00
*** TOTALS ***	52	790.00

Project reports  
April - 2024

CODE ENFORCEMENT

Item No.a.

Code Violations Through	April 2024	Total	Closed	Open
Inoperable Vehicles		6	3	3
Abandoned/Dilapidated/Deteriorated House (unoccupied)		0	0	0
Advertising/Solicitation		8	8	0
ATV		0	0	0
Boats		13	6	7
Camper		11	6	5
Cars in Yard		0	0	0
Construction Equipment		0	0	0
Dumpster (commercial)		0	0	0
Dumpster (residential)		0	0	0
Fence		13	5	8
Furniture in Yard		0	0	0
Golf Carts		0	0	0
Graffiti		0	0	0
High Grass (overgrown)/Shrubs		0	0	0
Jet Ski		0	0	0
Lack of Maintenance (structure)		0	0	0
Parking		15	11	4
Permit		0	0	0
POD		0	0	0
Pool		0	0	0
Other		0	0	0
Signs		14	14	0
Slab/Driveway Removal		0	0	0
Trailers		11	7	4
Trash & Rubbish		7	5	2
Trash Cans		0	0	0
Unapproved Structure		0	0	0
Cumulative Totals		98	65	33



DIAMONDHEAD MUNICIPAL COURT  
5000 Diamondhead Circle  
Diamondhead, MS 39525  
Tel.: (228) 222-4626  
Fax: (228) 222-4390

Robert H. Johnson, Jr., Judge  
Derek Cusick, Prosecutor  
Lolita McSwain, Court Clerk

**May 15, 2024**

**TO: DIAMONDHEAD CITY MANAGER**

**Stats for the month of April 2024**

Total number of violations written 14  
Violation of City Animal Ordinance: 0  
Leash Law Violations: 0  
DUI Arrests: 1


Total fines and fees collected: \$4,073.00  
State portion of the fees collected: \$2,161.67  
Wireless Communication portion collected: \$133.58  
Crime Stopper Fund: \$26.00  
Remaining balance the City of Diamondhead receives: \$1,751.75

Total Inmates held and billed for jail housing: 10  
(Housing cost rate of \$20 per day per inmate)  
10 inmates @ a total of 38 days = \$760.00

Diamondhead Monthly Statistics

Item No.a.

April-24

Animal Problem / Complaints	13	Civil Disputes / Escorts / Process	12
Drug Law Violation	0	Complaint / See An Officer	1250
Fire Structure / Vehicle	3	Death	1
Fireworks	0	Disturbance	21
Funeral Escort	0	False Alarms- Residential/ Business/ 911	25
Littering/Dumping/Haz-Mat Spill	5	Follow ups/ citizen call requests	17
Medical Emergency	6	Juvenile Problem	8
Missing/Runaway	0	Lost/Found Item	2
Parking Violation	7	Miscellaneous	6
Prostitution	0	<b>TOTAL MISCELLANEOUS CALLS</b>	<b>1342</b>
Public Drunk	1	Accident – Private Property	9
Shots Fired	1	Accident – Public Roadway	11
Suicide	0	Accident - Hit & Run	3
Suicide / Threat / Attempt	0	Accident - Fatality	0
Suspicious / Person / Vehicle	36	<b>TOTAL ACCIDENTS/COLLISIONS</b>	<b>23</b>
Welfare Concern	17	Assist Motorist	19
<b>TOTAL PUBLIC HEALTH &amp; SAFETY</b>	<b>89</b>	Traffic Stop	137
Animal Bite	0	<b>TOTAL TRAFFIC CALLS</b>	<b>156</b>
Assault By Threat	1		
Assault	2	<b>Total Calls for Service</b>	<b>1642</b>
Child Abuse / Neglect	0	<b>Traffic Citation (Adults)</b>	
Domestic Violence	4	<b>Traffic Citation (Minors)</b>	
Harrassment	0	Warrant Arrests	8
Harassing Phone Call	5	Drunk Driver (DUI) Arrests	1
Robbery – Armed	0	Traffic Arrests	1
Sexual Abuse / Molestation	0	Domestic Assault Arrests	2
Stalking	0	Other Arrests	0
<b>TOTAL CRIMES AGAINST PERSON</b>	<b>12</b>	<b>Total Arrests</b>	<b>12</b>
Attempted Burglary	0		
Burglary – Residence	1	<b>Significant Events</b>	
Burglary – Vehicle	0		
Counterfeit Money	1		
Damage – Property	4		
Embezzlement	0		
Forgery / Bad Check/Fraud	4		
Malicious Mischief	0		
Recovered Stolen Property	0		
Recovered Stolen Vehicle	0		
Shoplifting	0		
Stolen Vehicle	1		
Theft (Grand)	1		
Theft (Petit)	5		
Trespassing	3		
Unauthorized Use / Vehicle	0		
<b>TOTAL PROPERTY CRIME</b>	<b>20</b>		
			
		Darryl Russell	
		Captain	