SAMPLE & HICKS ASSOCIATES, INC
Post Office Box 320278
Flowood, MS 39232
601-932-9050 (p)

MEMORANDUM

TO:	KRISTAL
FROM:	JASON
DATE:	FEBRUARY 10, 2025
RE:	CDBG CASH REQUEST & REQUISTION W/ INVOICE(S)

Please find enclosed the CDBG cash requests and requisition with invoice(s) attached for approval at the February 18th meeting. Please email me the signed request for cash form and copy of the signed requisition.

All signature places have been highlighted.

Thanks for your assistance and please call me if you have any questions.

Mississippi Development Authority
Request for Cash

Section A: General Information		Section B: Project Information		
Program Name	CDBG	**Contract No.**	1138-22-228-PF-01	**Services Rendered:** Beginning 12/21/2024 Thru 2/7/2025
Recipient	City of Laurel	**Request No.**	7	**Accomplishment Narrative:** Construction approximatel 86% complete
Address	PO Box 647	**Project No.**		
City, State, Zip	Laurel, MS 39441	**Final RFC**	No	

Section C: Request Per Activity — **MDA Use Only**

Line Items	Vendor	Invoice #	Total Invoice	Amount of This Request	Match	Amount Budgeted	Amount Requested to Date	Balance	Activity No.
General Admin	Sample, Hicks & Assoc	0225-1	$ 6,900 00	$ 6,900 00		$ 40,000 00	$ 30,600 00	$ 9,400 00	
App Prep (CDBG Only)			$ -	$ -		$ 5,000 00	$ 5,000 00	$ -	
Total Administration			$ 6,900 00	$ 6,900 00	$ -	$ 45,000 00	$ 35,600 00	$ 9,400 00	
Engineering/Architectural	Neel-Scaffer		$ -	$ -	$ -	$ 70,000 00	$ 48,460 00	$ 21,540 00	
								$ -	
								$ -	
Total Engineering/Architectural			$ -	$ -	$ -	$ 70,000 00	$ 48,460 00	$ 21,540 00	
Contingencies						$ 45,000 00		$ 45,000 00	
								$ -	
Total Contingencies			$ -	$ -	$ -	$ 45,000 00	$ -	$ 45,000 00	
Construction	Hudson Contracting, Inc	4	$ 261,592 50	$ 91,000 00	$ 170,592 50	$ 472,785 32	$ 472,785 32	$ -	
								$ -	
								$ -	
								$ -	
								$ -	
Total Construction			$ 261,592 50	$ 91,000 00	$ 170,592 50	$ 472,785 32	$ 472,785 32	$ -	
	GRAND TOTAL		$ 268,492 50	$ 97,900 00	$ 170,592 50	$ 632,785 32	$ 556,845 32	$ 75,940 00	

Cumulative Program Expenditures $ 556,845.32

Cumulative Matching Expenditures $632,923.75

Required Match %: 50%

I Hereby Certify That (a) the services covered by this request have not been received from the Federal / State Government or expended for such services under any other contract agreement or grant; (b) the amount requested will be expended for allowable costs / expenditures under the terms of the contract agreement or grant; (c) the amount requested herein does not exceed the total funds obligated by contract; and (d) the funds are requested for only immediate disbursements. I Hereby Certify That the goods sold and/or services rendered have been delivered and/or performed in good order within the time listed above and are in compliance with all statutory requirements and regulations. I certify that this request does not include any

Signature of Authorized Official: ______________________

Prepared By: Jason A. Hicks, Sample, Hicks & Assoc. Date Prepared: 2/10/2025

Johnny Magee, Mayor **Date Signed:** 2/18/2025

601-932-9050
Preparer's Telephone No

Typed Name and Title of Authorized Official

To be completed by MDA Authorized Official

APPROVED BY: ______________________

Signature, Authorized MDA Representative Date

Rev. 2023

IDIS Vouncher No.	Vendor No.	Fund No.	Cost Center	Expense	MDA Staff
	3100020487				

REQUISITION FORM

CITY OF LAUREL
2022 CDBG PUBLIC FACILITIES PROJECT

REQUISITION NUMBER: 7

CDBG PROJECT NO. 1138-22-228-PF-01/ 1136-22-228-PF-02

DATE: FEBRUARY 18, 2025

SAMPLE, HICKS & ASSOC.	$ 6,900.00	CDBG
HUDSON CONTRACTING	$261,592.50	CDBG - $91,000.00 / CITY - $170,592.50

APPROVED:

BY ______________________________

MAYOR

SAMPLE, HICKS & ASSOCIATES, INC.

P. O. BOX 320278
FLOWOOD, MS 39232

Invoice

Date	Invoice #
2/7/2025	0225-1

Bill To
CITY OF LAUREL P. O. BOX 647 LAUREL, MS 39441

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Project #s 1136-22-228-PF-02 / 1138-22-228-PF-01		
1	CONSTRUCTION IS 75% COMPLETE	6,900.00	6,900.00

Total $6,900.00

NEEL-SCHAFFER

February 7, 2025

Mayor Johnny Magee
City of Laurel
P.O. Box 647
Laurel, MS 39441

RE: Massey & Smyly WWTP Blower Improvements Project
CDBG PF No.: 1138-22-228-PF-01 & 1136-22-228-PF-02
City of Laurel, Mississippi

Dear Mayor Magee,

Attached please find Application for Payment No. 4 of the above referenced project for the period of December 21, 2024, through January 31, 2025. We recommend payment be made to Hudson Contracting, Inc. in the amount of **$261,592.50.**

If you have any questions or need any additional information, please call me.

Sincerely,
NEEL-SCHAFFER, INC.

Kris Lightsey, P.E., Ph.D.
Senior Project Manager

Attachments

cc: Hudson Contracting, Inc.

engineers | planners | surveyors | environmental scientists | landscape architects

P: 601.649.1840 | F: 601.649.1848
328 N. Magnolia Street
Laurel, MS 39440
www.neel-schaffer.com

APPLICATION FOR PAYMENT NUMBER: 4

OWNER: CITY OF LAUREL, MS.
PROJECT: MASSEY & SMYLY WWTP BLOWER IMPROVEMENTS PROJECT
CDBG PF GRANT NO.: 1138-22-228-PF-01 & 1136-22-228-PF-02

CONTRACTOR: HUDSON CONTRACTING, INC.

	TOTAL CONTRACT COST	EARNED THIS PERIOD	EARNED TO DATE
COMPLETED WORK - SEE WORKSHEET (ATTACHMENT A)	$1,345,300.00	$268,300.00	$1,165,050.00

WORK PERIOD BEGINNING	12/21/2024	AMOUNT EARNED ON CONTRACT TO DATE	$	1,165,050.00
WORK PERIOD ENDING	1/31/2025			
CALENDAR DAYS THIS PERIOD	42	MATERIALS STORED AT CLOSE OF THIS PERIOD (ATTACH. B)	$	0.00
CALENDAR DAYS TO DATE	320			
CONTRACT TIME	250	GROSS AMOUNT DUE	$	1,165,050.00
NOTICE TO PROCEED DATE	3/18/2024			
SUBSTANTIAL COMPLETION DATE	11/25/2024	LESS RETAINAGE AT 2.5%	$	(29,126.25)
TOTAL EARNED TO DATE	$ 1,165,050.00	AMOUNT DUE TO DATE	$	1,135,923.75
TOTAL CONTRACT	$1,345,300.00	LESS PREVIOUS PAYMENTS	$	(874,331.25)
PERCENT COMPLETE	86.60%			
PERCENT OF TIME ELAPSED	128.00%	**AMOUNT DUE THIS APPLICATION**	$	**261,592.50**

Contractor's Certification: The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 0 through 0, inclusive; and (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment, free and clear of all liens, claims, security interests, and encumbrances (except such as covered by Bond acceptable to OWNER).

CONTRACTOR'S ACCEPTANCE: HUDSON CONTRACTING, INC.

BY: Spencer D. Hudson (signature) DATED: 1/31/25

Spencer D. Hudson, Jr. - President

RECOMMENDED BY ENGINEER: NEEL-SCHAFFER, INC.

BY: Kris Lightsey (signature) DATED: 2/7/2025

Kris Lightsey, P.E.,Ph.D.

APPROVED BY OWNER: CITY OF LAUREL, MS

BY:______________________ DATED:______________________

*NOTE: An on-site observation of the work has been performed, and to the best of my knowledge and information, the work approved for payment has been performed in general compliance with the plans and specifications.

APPLICATION FOR PAYMENT NUMBER 4

MASSEY & SMYLY WWTP BLOWER IMPROVEMENTS PROJECT
CDBG PF GRANT NUMBERS: 1138-22-228-PF-01 & 1138-22-228-PF-02
CITY OF LAUREL, MISSISSIPPI

WORKSHEET
ATTACHMENT A
18-3608A

PAY ITEM NUMBER	DESCRIPTION OF PAY ITEM	UNIT	CONTRACT QUANTITY	CONTRACT UNIT COST	CONTRACT COST	QUANTITIES			EARNED	
						PREVIOUS	CURRENT	TO DATE	CURRENT	TO DATE
1.0	MOBILIZATION	LS	1	$ 25,000.00	$ 25,000.00	1	0	1	$0.00	$25,000.00
2.0	SITE WORK	LS	1	$ 37,500.00	$ 37,500.00	0.8	0.1	0.9	$3,750.00	$33,750.00
3.0	CDBG PROJECT SIGN	LS	1	$ 1,200.00	$ 1,200.00	1	0	1	$0.00	$1,200.00
4.0	MASSEY BLOWERS REMOVAL AND REPLACEMENT (WITH DEDUCTIVE OPTION 1)	LS	1	$ 506,000.00	$ 506,000.00	0.9	0	0.9	$0.00	$455,400.00
5.0	SMYLY BLOWERS REMOVAL AND REPLACEMENT	LS	1	$ 710,000.00	$ 710,000.00	0.5	0.35	0.85	$248,500.00	$603,500.00
6.0	MASSEY ELECTRICAL AND CONTROLS UPGRADES	LS	1	$ 33,500.00	$ 33,500.00	0.9	0	0.9	$0.00	$30,150.00
7.0	SMYLY ELECTRICAL AND CONTROLS UPGRADES	LS	1	$ 32,100.00	$ 32,100.00	0	0.5	0.5	$16,050.00	$16,050.00
	TOTAL AMOUNT				$1,345,300.00				$268,300.00	$1,165,050.00