

Jason Gilbert

From: Chris Harrell <fatherandsonconstruction1@yahoo.com>
Sent: Monday, December 02, 2013 6:00 PM
To: jasang@walnutgrove-ms.com
Subject: Estimate

Father and Son Construction, LLC
13077 Clifton Road
Forest, MS 39074

David Harrell
601-507-0770

Chris Harrell
601-507-9744
fatherandsonconstruction1@yahoo.com

1-10 ft by 12 ft roll up door
1- walk-in door
1- 20 ft by 14 ft wall
Labor
Total = \$5200

**OFFICIAL MINUTES OF THE REGULAR MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
Town of Walnut Grove, Mississippi
Tuesday, January 7, 2014**

Be it remembered that the Mayor and Board of Alderman met in Regular Session on Tuesday, January 7th, 2013 at 6:00 p.m. in the Courtroom of Town Hall, located at 139 Main St, Walnut Grove, Mississippi.

Officials recorded as present were Mayor Brian Gomillion, Alderman Jerry Darby, Alderman Chip Jones, Alderman Mike Johnson, Alderwoman Cindy Jones, and Alderwoman Teresa Darby.

Staff members recorded as present were Board Attorney Jeff Webb, Municipal Clerk Dennise Putnam, Assistant Clerk Gloria Overstreet, Police Chief Kevin Polk, Public Works Director Jason Gilbert, and Court Clerk Michelle Anderson.

Members of the public recorded as Linda Bounds, Monae Darby, Debra Petty, Barbara Green and Tom Windham.

CALL TO ORDER AND INVOCATION:

Mayor Brian Gomillion called the meeting to order and called upon the Alderwoman Cindy Jones to give the invocation.

APPROVAL OF OFFICIAL MEETING AGENDA:

Mayor Brian Gomillion asked for any revisions to the Official Agenda of the December 3rd, 2013 meeting. Modifications were made.

Revised Official Agenda attached as Appendix B.

There came consideration of the revised Official Agenda. Upon the motion of Alderman Jerry Darby to move approval of the official meeting agenda, duly seconded by Alderwoman Teresa Darby. 'Yea' was the corresponding vote of agreement by all attending Aldermen.

APPROVAL OF THE MINUTES:

There came consideration of the approval of the December 3rd, 2013 Regular Meeting Minutes.

Upon the motion of Alderman Chip Jones to move approval of the minutes, with two revisions to be made. Revisions were noted by the Clerk. Motion was then duly seconded by Alderman Jerry Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

FY 2013 AUDIT REPORT:

Auditor Tom Windham reported to the Board of Aldermen all statistical financial information, which was favorable. The Town was in a cash growing position and a debt decreasing condition at the close of FY2013.

Motion was made by Alderman Chip Jones, approving the findings of the Audit. Motion was duly seconded by Alderman Jerry Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

MONTHLY REPORTS:

Monthly Reports Attached as Appendix C

There came consideration of the presentation of the Monthly Department Reports. Upon the Motion of Alderwoman Cindy Jones to move the reports accepted and placed in the official minutes, duly seconded by Alderman Jerry Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

ACCOUNT TRANSFERS:

There came for consideration of the Board of Aldermen a request by the Municipal Clerk to transfer funds from the Water Revenue account as follows; \$10,000.00 to General Town and \$40,000.00 to the Water Money Market account. Motion was made by Alderman Chip Jones to approve the move of those funds. Motion was duly seconded by Alderwoman Teresa Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

ESTABLISHMENT OF A STREET PAVING FUND:

Mayor Brian Gomillion discussed the need for the Town to make financial arrangements to sustain the Town's future street paving needs. Streets were paved approximately three years ago and within the next two or three years will require resurfacing or repair.

On motion made by Alderman Chip Jones, the Clerk was requested to move \$1000.00 from General Town, \$2000.00 from Gas Revenue and \$2000.00 from the Water Revenue accounts into the established Street Tax fund. Motion was duly seconded by Alderman Jerry Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

POLL BOOKS:

There came for consideration of the approval by the Mayor and Board of Aldermen a request that Attorney, Jeff Webb write a letter to the Leake County Circuit Clerk's office requesting the purging and updating of residential information on the Poll Books. Motion was made by Alderwoman Teresa Darby, duly seconded by Alderman Chip Jones approving that such letter be written.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

BANK DEPOSITORY BID (2014-2015):

Having met the requirements of advertising, as issued by the State, the Town of Walnut Grove received only one bid for depository from the Bank of Walnut Grove.

On a motion made by Alderman Chip Jones, to approve the Bank of Walnut Grove as the Town's Depository. Motion was seconded by Alderwoman Cindy Jones.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

BIDS FOR FUEL AND OIL:

After fulfilling the advertisement requirements, three bids were received for the supply of Fuel and Oil for the Town. All bids were identical reflecting their sale to us at the current market value. The three bidders were: Star Discount Grocery, Discount Auto Tire and GOC, Inc.

After making careful consideration, motion was made by Alderman Chip Jones to utilize local vendors for the Town's fuel supply. The usage will be fairly distributed between the two bidders, Star and Discount Auto. Motion was seconded by Alderwoman Cindy Jones.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

BIDS FOR CLEANING AT THE LIBRARY:

There came consideration of bids received for the cleaning of the Town Library building. Two bids were received. Bids submitted were from Shawnee Harris at \$348.00 per month and Gladys Stingly at \$320.00 per month. Upon the motion of Alderman Chip Jones, the lowest bid was accepted from Gladys Stingly, motion was duly seconded by Alderman Jerry Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

UPDATE ON STREET SIGN DAMAGE:

Public Works Director Jason Gilbert, reported to the Board that several of the new street signs have been damaged by 18 wheelers or trailers. The replacement poles and other necessary items are on order and the signs will be repaired.

Update on Trail Grant:

Plans will be available later this month for approval.

Personnel: Police Department:

Police Chief, Kevin Polk submitted to the Board the need to increase Part time officer, Danny Hanford's pay to \$12.50 per hour. Officer Handford's hours will increase to 60 per week. This is due to the department being down one officer.

Alderman Chip Jones, made the motion to approve the increase in pay and the additional service hours for Officer Handford. Alderwoman Cindy Jones seconded the motion.

There came consideration of the approval to add Lesean Jackson to the Part Time officer Roster. Upon motion by Alderwoman Cindy Jones, the approval to hire was given to Police Chief Kevin Polk. Motion was duly seconded by Alderwoman Teresa Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

APPROVAL OF DOCKET OF CLAIMS:

There came consideration of the approval of the January Docket of Claims. Upon the motion of Alderwoman Cindy Jones to move for approval of payment of the docket of claims, duly seconded by Alderman Chip Jones.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

Recess Motion:

There being no further business to bring before the Mayor and Board of Aldermen, the motion to recess until January 21st, 2014 at 5:30 pm was made by Alderman Michael Johnson. Motion was duly seconded by Alderwoman Teresa Darby.

Without further discussion, the Board voted as follows:

Alderman	Jerry Darby	Yea
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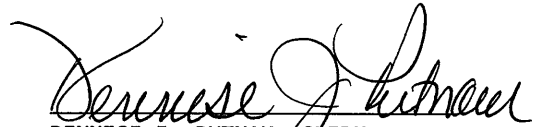
Alderman	Chip Jones	Yea
Alderwoman	Teresa Darby	Yea
Alderwoman	Cindy Jones	Yea
Alderman	Michael Johnson	Yea

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

APPROVED:

ATTEST:


BRIAN GOMILLION, MAYOR


DENNISE J. PUTNAM, CLERK

**APPENDIX "A"****Town of Walnut Grove**

Regular Meeting of Mayor & Board of Aldermen

Tuesday January 7, 2014 6:00 PM

1. Call to Order
2. Invocation
3. Approval of Meeting Agenda
4. Approval of Minutes: *December 3, 2013 Regular Meeting*
5. FY2013 Audit Report *Windham & Lacey*
6. Monthly Reports
 - Fire*
 - Police*
 - Correctional Authority*
 - Court*
 - Clerk*
7. Account Transfers:
 - \$ 10,000 from Water Revenue to General Fund*
 - \$ 40,000 from Water Revenue to Water Money Market*
8. Establish Paving Fund
9. Monthly Transfer *\$2000 from Water Revenue to Street Fund*
 - \$2000 from Gas Revenue to Street Fund*
 - \$1000 from General Fund to Street Fund*
10. Poll Books
11. Bank Depository Bids - 2 years
12. Fuel & Oil Supply Bids - 1 year
13. Bids for Cleaning at Library
14. Update on street sign damage
15. Update on trail grant
16. Personnel: Police Department
17. Approval of Bill Docket
18. Recess until 1/21/14 at 5:30



Town of Walnut Grove

Regular Meeting of Mayor & Board of Aldermen

Tuesday December 3, 2013 6:00 PM

1. Call to Order Brian Gomillion
2. Invocation
3. Approval of Meeting Agenda
4. Approval of Minutes: November 5, 2013 Regular Meeting
5. Announcements
 - a. December 7th - Christmas South of the River
 - b. Holiday Closures 24/25 31/1
6. Public Comments
 - o *Library-Linda Bounds*
7. Presentations Agenda
 - Monthly Reports
8. Mayor's Agenda
 1. 2014 CDBG Resolutions
 2. LPTA - Matching Resolution - Sidewalk Library to School
 3. Cleaning @ Library
 4. Landscaping Upkeep @ Library, Triangle, Welcome Sign & Trail
 5. Orion Planning Group Proposal
 6. Correctional Authority Lease
 7. Grant Writer Designation
 8. Utility Ordinance Working Group
9. Aldermen Agenda
 - Digital Communications
10. Business Agenda
 9. Approval to Advertise for Bank Depository (2014-2015 - 2 year)
 10. Approval to Advertise for Fuel/Oil Supplies (2014 - 1 year)
 11. Approval of November Docket of Claims
 12. Approval to move \$50000.00 from Gas MM to General Town
 13. Open Bids on Marco Factory Building Lease
 14. Health Insurance
 15. Bids to close in bay at shop for additional storage
 - A-1 Constructors - Florence 4804.00
 - Father & Son - Forest 5200.00
 16. Training: Water Operators Assoc Heath Cooper Feb 11-12, 2014
 17. Police: Vandalism Update
 18. Personnel
11. Adjournment

APPENDIX C

MONTHLY DEPARTMENT REPORTS

Municipal Clerk

BALANCES AS OF DECEMBER 2013 :

General Fund	\$	44640.30
Street Tax		2536.46
Fire Protection		651.96
Water Revenue		133298.17
Water Meter Deposit		11112.66
Gas Revenue		30380.59
Gas Meter Deposit		43731.47
General Town M/M		40723.32
Special Fund M/M		10327.23
Fire Protection M/M		119688.79
Recreation Fund M/M		59393.10
Water M/M		102561.05
Gas M/M		211785.94
	\$	810831.04

RECEIVED

WATER DEPOSITS (100)	GAS DEPOSITS (250)	PRIVILEGE LICENSE (\$)	BUILDING PERMITS
Edna Rodriguez James Hutchins Matthew Riley	James Hutchins Shirley Johnson Denise Smith Robert Velez Jerry Gray(Gas/Tap \$125)	Two Peas in a Pod	Riley Cater Jimmy Lewis

FIRE REPORT FOR DECEMBER 2013

1-STRUCTURE FIRE
1 GRASS/BRUSH FIRE
3-OTHER FIRE ASSISTANCE

COURT REPORT FOR DECEMBER 2013

36 Cases presented to Judge Evan Thompson on:
3291.00 Collected in Fines

POLICE REPORT FOR DECEMBER 2013

OFFICER	NO OF REPORTS	MILES PATROLLED	CITATIONS ISSUED	ARRESTS
POLK	8	1577	12	2
LEWIS	0	1755	0	0
CHIPLEY	0	1240	0	0
PART-TIME	3	1131	1	0
TOTALS:	11	5703	13	2



TOWN OF WALNUT GROVE
OFFICIAL MINUTES
RECESSED MEETING OF THE MAYOR AND BOARD OF ALDERMEN
Tuesday, January 21, 2014

BE IT REMEMBERED that the Mayor and Board of Aldermen of the Town of Walnut Grove met in Recessed Session on the 21st day of January, 2014 at five thirty in the evening (5:30 p.m.) in the Town Hall, 139 Main Street, this being the time and place of said meeting.

There were present and in attendance on said board and at the meeting the following named persons:

Elected Officials:

Mayor	Brian Gomillion
Alderwoman	Cindy Jones
Alderman	Mike Johnson
Alderman	Jerry Darby
Alderman	Chip Jones
Alderwoman	Teresa Darby

Staff:

Jason Gilbert	Pubic Works Director
Michelle Anderson	Court Clerk
Nat Whitten	Engineer

There being a quorum present of board members sufficient to transact the business of the Town, the following proceedings were had and done.

Call to Order & Invocation

Mayor Brian Gomillion called the meeting to order. Alderwoman Cindy Jones gave the invocation.

Agenda

The Agenda was presented and unanimously approved with no modifications on motion by Alderman Chip Jones and seconded by Alderman Jerry Darby. *Appendix A*

Report of CDBG Selection Committee

Mayor Gomillion reported the CDBG Selection Committee Recommendations to the Board. **Appendix B.**

Upon the motion by Alderman Mike Johnson, duly seconded by Alderman Chip Jones, the following selections were approved unanimously for the 2014 CDBG process:

Administrative Services
Engineering Services
Architectural Services

Professional Grant Management Services
Pickering
Pickering

Training & Travel Requests

On motion by Alderman Chip Jones, duly seconded by Alderwoman Cindy Jones, the following training and travel requests for unanimously approved:

Jan 28	MML Mid Winter Conference, Jackson	Brian Gomillion
Feb 11-12	Water Operators School, Pearl	Jason Gilbert

Renovations

On motion by Alderman Chip Jones, duly seconded by Alderwoman Cindy Jones, Father & Son Construction was approved unanimously to make minor renovations to the space being vacated by the Correctional Authority for additional office and storage space and return the police department space for police department use by patrol deputies.

Adjournment

On motion by Alderman Chip Jones, duly seconded by Alderman Jerry Darby, the meeting was adjourned at 5:55 pm.

APPROVED:


 J. BRIAN GOMILLION, Mayor

SEAL

ATTEST:


 DENNISE J. PUTNAM, Municipal Clerk



Town of Walnut Grove

Recessed Meeting of Mayor & Board of Aldermen
Tuesday January 21, 2014 5:30 PM

1. Call to Order
2. Invocation
3. Approval of Meeting Agenda
4. Report of CDBG Selection Committee
 - a. Architect - Pickering
 - b. Engineer - Pickering
 - c. Administrator - Professional Grant Mgmt Services
5. Training & Travel
 - a. Jan. 28th Mayor MML Mid-Winter Conference Jackson
 - b. Feb. 11th,12th Jason Ms. Water Operators Assn. Pearl
6. Renovations
7. Adjournment

TOWN OF
WALNUT GROVE, MISSISSIPPI
RECOMMENDATION OF
PROCUREMENT SELECTION
COMMITTEE

RE: Engineering Services (Type of Services)

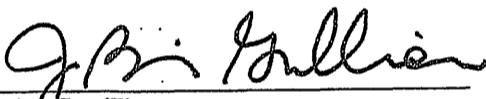
Pursuant to HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments"; said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, requested proposals for Engineering services.

The following proposals were received in the City Clerk's Office no later than 10:00 A. M. on Monday, January 13, 2014. The Selection Committee met on January 15, 2014 to review the proposals received from the following firms and/or individuals:

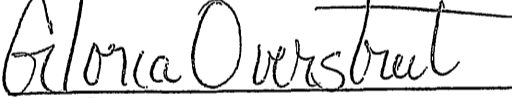
1. Allen & Hoshall
2. Glenn & Parker
3. Pickering

Each Committee member assigned points to each proposal based on the content of the proposal. The firm receiving the highest number of points is deemed by this Committee to be the most advantageous to the City. We, therefore, recommend award of a contract to Pickering. The firms that were evaluated are listed in order of the points assigned.


<u>Firm</u>	<u>Total Points</u>
Allen & Hoshall	315
Glenn & Parker	315
Pickering	400



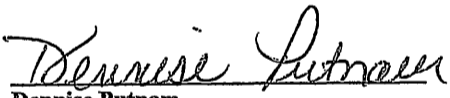
 J. Brian Gomillion
 Member Consultant Selection Committee



 Gloria Overstreet
 Member Consultant Selection Committee



 Jason Gilbert
 Member Consultant Selection Committee



 Dennise Putnam
 Member Consultant Selection Committee

**MINUTES
PROCUREMENT SELECTION COMMITTEE**

January 15, 2014

RE: Engineering Services

Members Present: J. Brian Gomillion, Dennise Putnam, Jason Gilbert, Gloria Overstreet

The Committee reviewed three (3) proposals submitted for the services referenced above using the following selection criteria for evaluation:

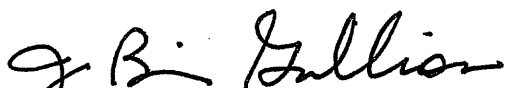
<u>Criteria</u>	<u>Maximum Points</u>
Qualifications	40
Experience	40
Capacity for Performance (Work Force)	<u>20</u>
Total Points	100

The Committee members assigned points to each firm or individual based on a careful review of the content of the proposal. The firm receiving the highest number of points from each Committee member received one (1) vote from each member.

<u>Committee Member</u>	<u>Firm</u>	<u>Total Points</u>	<u>Vote</u>	<u>Total Votes</u>
Jason Gilbert	Pickering	100	1	1
J. Brian Gomillion	Pickering	100	1	1
Gloria Overstreet	Pickering	100	1	1
Dennise Putnam	Pickering	100	1	1
				4

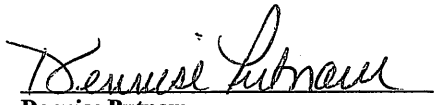
Based upon a tabulation of points, the proposal submitted by **Pickering** received the highest number of votes.

Pursuant to the HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments", said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, therefore, recommends the selection of the firm of Pickering_ to perform Engineering Services.


 J. Brian Gomillion
 Member Consultant Selection Committee


 Gloria Overstreet
 Member Consultant Selection Committee


 Jason Gilbert
 Member Consultant Selection Committee


 Dennise Putnam
 Member Consultant Selection Committee

TOWN OF
WALNUT GROVE, MISSISSIPPI
RECOMMENDATION OF
PROCUREMENT SELECTION
COMMITTEE

RE: Architectural Consultant (Type of Services)

Pursuant to HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments"; said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, requested proposals for Architectural services.

The following proposals were received in the City Clerk's Office no later than 10:00 A. M. on Monday, January 13, 2014. The Consultant Selection Committee met on **January 15, 2014** to review the proposals received from the following firms and/or individuals:

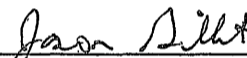
1. Allen & Hoshall
2. Glenn & Parker
3. Pickering

Each Committee member assigned points to each proposal based on the content of the proposal. The firm receiving the highest number of points is deemed by this Committee to be the most advantageous to the City. We, therefore, recommend award of a contract to _____ . The firms that were evaluated are listed in order of the points assigned.

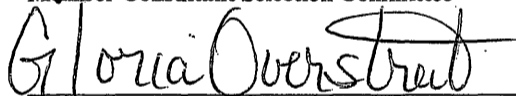
<u>Firm</u>	<u>Total Points</u>
Allen & Hoshall	300
Glenn & Parker	350
Pickering	400




 J. Brian Gomillion
 Member Consultant Selection Committee



 Jason Gilbert
 Member Consultant Selection Committee



 Gloria Overstreet
 Member Consultant Selection Committee



 Dennise Putnam
 Member Consultant Selection Committee

**MINUTES
PROCUREMENT SELECTION COMMITTEE**

January 15, 2014

RE: Architectural Services

Members Present: J. Brian Gomillion, Dennise Putnam, Jason Gilbert, Gloria Overstreet

The Committee reviewed three (3) proposals submitted for the services referenced above using the following selection criteria for evaluation:


Criteria	Maximum Points
Qualifications	40
Experience	40
Capacity for Performance (Work Force)	<u>20</u>
Total Points	100

The Committee members assigned points to each firm or individual based on a careful review of the content of the proposal. The firm receiving the highest number of points from each Committee member received one (1) vote from each member.

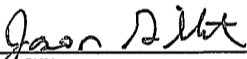
<u>Committee Member</u>	<u>Firm</u>	<u>Total Points</u>	<u>Vote</u>	<u>Total Votes</u>
Jason Gilbert	Pickering	100	1	1
J. Brian Gomillion	Pickering	100	1	1
Gloria Overstreet	Pickering	100	1	1
Dennise Putnam	Pickering	100	1	1
				4

Based upon a tabulation of points, the proposal submitted by PICKERING received the highest number of votes.

Pursuant to the HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments", said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, therefore, recommends the selection of the firm of PICKERING to perform Architectural Services.



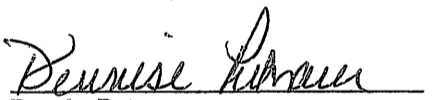
J. Brian Gomillion
 Member Consultant Selection Committee



Jason Gilbert
 Member Consultant Selection Committee



Gloria Overstreet
 Member Consultant Selection Committee



Dennise Putnam
 Member Consultant Selection Committee

**MINUTES
PROCUREMENT SELECTION COMMITTEE**

January 15, 2014

RE: Administrative Services

Members Present: J. Brian Gomillion, Dennise Putnam, Jason Gilbert, Gloria Overstreet

The Committee reviewed one (1) proposals submitted for the services referenced above using the following selection criteria for evaluation:


<u>Criteria</u>	<u>Maximum Points</u>
Qualifications	40
Experience	40
Capacity for Performance (Work Force)	<u>20</u>
Total Points	100

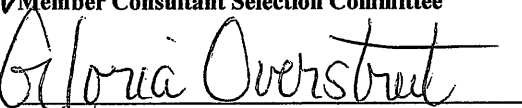
The Committee members assigned points to each firm or individual based on a careful review of the content of the proposal. The firm receiving the highest number of points from each Committee member received one (1) vote from each member.


<u>Committee Member</u>	<u>Firm</u>	<u>Total Points</u>	<u>Vote</u>	<u>Total Votes</u>
Jason Gilbert	PROF GRANT MGMT SERV	100	1	1
J. Brian Gomillion	PROF GRANT MGMT SERV	100	1	1
Gloria Overstreet	PROF GRANT MGMT SERV	100	1	1
Dennise Putnam	PROF GRANT MGMT SERV	100	1	1
				4

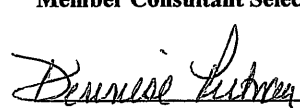
Based upon a tabulation of points, the proposal submitted by PICKERING received the highest number of votes.

Pursuant to the HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments", said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, therefore, recommends the selection of the firm of PROF GRANT MGMT SERV to perform Administrative Services.


 J. Brian Gomillion
 Member Consultant Selection Committee


 Gloria Overstreet
 Member Consultant Selection Committee


 Jason Gilbert
 Member Consultant Selection Committee


 Dennise Putnam
 Member Consultant Selection Committee

WALNUT GROVE, MISSISSIPPI
RECOMMENDATION OF
PROCUREMENT SELECTION
COMMITTEE

RE: Administrative Consultant (Type of Services)


Pursuant to HUD regulation entitled "Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments"; said regulation being referred to as the "Common Rule" and the Selection and Procurement Procedures for the City, the Committee, requested proposals for Administrative services.

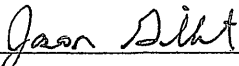
The following proposals were received in the City Clerk's Office no later than 10:00 A. M. on Monday, January 13, 2014. The Consultant Selection Committee met on January 15, 2014 to review the proposals received from the following firms and/or individuals:


- 1. Professional Grant Management Services, LLC

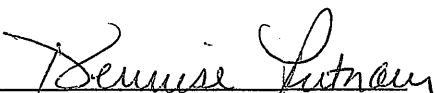
Each Committee member assigned points to each proposal based on the content of the proposal. The firm receiving the highest number of points is deemed by this Committee to be the most advantageous to the City. We, therefore, recommend award of a contract to Professional Grant Management Services, LLC The firms that were evaluated are listed in order of the points assigned.

<u>Firm</u>	<u>Total Points</u>
Professional Grant Management Services	400
_____	_____
_____	_____
_____	_____
_____	_____


J. Brian Gomillion
Member Consultant Selection Committee


Jason Gilbert
Member Consultant Selection Committee


Gloria Overstreet
Member Consultant Selection Committee


Dennise Putnam
Member Consultant Selection Committee

