

Minutes of October 1, 2013
Mayor and Board of Aldermen

Be it remembered that a regular meeting of the Mayor and Board of Aldermen, Long Beach, Mississippi, was begun and held at 5:00 o'clock p.m., Long Beach City Hall, 201 Jeff Davis Avenue, in said City, it being the first Tuesday in October, 2013, and the same being the time, date and place fixed by Laws of the State of Mississippi and ordinance of the City of Long Beach for holding said meeting.

There were present and in attendance on said board and at the meeting the following named persons: Mayor William Skellie, Jr., Aldermen Leonard G. Carrubba, Sr., Gary J. Ponthieux, Bernie Parker, Kelly Griffin, Ronnie Hammons, Jr., Mark E. Lishen, Alan Young, City Clerk Rebecca E. Schruoff, and City Attorney James C. Simpson, Jr.

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

The meeting was called to order and the Clerk reported that, pursuant to that certain order of the Mayor and Board of Aldermen at a regular meeting duly held and convened on March 5, 2013, she did cause to be published in The Sun Herald, a newspaper with a general circulation in the City of Long Beach and published in Harrison County, Mississippi; the Press-Register, City and County of Mobile, Alabama; and The Clarion-Ledger, Hinds County, Mississippi, Legal Notice, Advertisement for Bids, "Hurricane Isaac Repairs, Long Beach Small Craft Harbor, Rip-Rap Breakwater Repairs", as evidenced by the Publishers' Proofs of Publication.

Alderman Carrubba made motion seconded by Alderman Lishen and unanimously carried to spread said Proofs of Publication upon the minutes of this meeting in words and figures, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen

PROOF OF PUBLICATION

ADVERTISEMENT FOR BIDS: City of Long Beach, Mississippi. The City of Long Beach, Mississippi, will receive bids for HURRICANE ISAAC REPAIRS LONG BEACH SMALL CRAFT HARBOR RIP-RAP BREAKWATER REPAIRS. The Office of City Clerk located at City Hall 201 Jeff Davis Avenue, P.O. Box 929 Long Beach, Mississippi, 39560, during normal office hours at any time prior to the designated bid date. Bids will then be publicly opened and read aloud at 10:30 A.M., September 17, 2013. Bids are invited for the furnishing of materials, labor and equipment to install rip rap, necessary to rebuild the breakwaters at the Long Beach Small Craft Harbor in the locations shown on the plans. Contract Documents are on file at the Office of the City Clerk at City Hall, Long Beach, MS. The Documents may be obtained at the office of: A. Garner Russell & Associates, Inc., Consulting Engineers, 520 33rd Street (at Hewes Avenue), Gulfport, Mississippi 39507, upon payment of a \$100.00 non-refundable fee (payable to A. Garner Russell & Associates, Inc.). A certified check or bank draft payable to the order of City of Long Beach, Mississippi, negotiable U.S. Government bonds (at par value), or a satisfactory Bid Bond executed by the bidder and an acceptable surety licensed under the laws of the State of Mississippi in an amount equal to five percent (5%) of the total bid for CITY OF LONG BEACH HURRICANE ISAAC REPAIRS LONG BEACH SMALL CRAFT HARBOR RIP-RAP BREAKWATER REPAIRS shall be submitted with each bid. For bids exceeding \$50,000, Bidder must indicate his Certificate of Responsibility Number on outside of sealed proposal as required by Mississippi Law. For bids not exceeding \$50,000, Bidder must either indicate his Certificate Number, or else write clearly "Bid does not exceed \$50,000." The City of Long Beach, Mississippi, reserves the right to consider the following relevant factors in addition to the lowest bid in determining the lowest and best bid: bidder's skill and business judgment, his experience and his facilities for carrying out the contract, his previous conduct under other contracts, and the quality of previous work as well as his punctuality, honesty, and integrity. The City also reserves the right to reject any or all bids or to waive any informality in the bidding.

This procurement will be subject to all applicable sections of the Mississippi Code of 1972, Annotated. Specifically, Mississippi Code of 1972, Section 31-5-37 (2012), as amended by Senate Bill 2528 (2013). All public works projects utilizing funds received by state or local governments from a federally declared disaster or a spill of national significance including demolition, penalties, fines or supplemental projects paid or financed by responsible parties pursuant to a court order negotiated settlement or other instrument, including under any law distributing such fines and penalties including the federal Resources and Ecosystems Sustainability, Tourist Opportunities and Revived Economy of the Gulf Coast Act of 2011 (R.E.S.T.O.R.E.); the Oil Pollution Act of 1990 or the Federal Water Pollution Control Act or similar legislation, shall be subject to the hiring policies established by this section. This law requires contractors submitting bids for public works projects utilizing specified funding to certify that they will comply with the provisions of this section, if they are awarded the contract. This certification must be provided with the bid. The provisions of this law require that the contractor shall submit to the Mississippi Department of Employment Security and the City of Long Beach an employment plan within seven (7) calendar days after the award of the contract by the governing authority. This law also provides that on the date the contract award is received, until ten (10) business days after the receipt of the employment plan by the Mississippi Department of Employment Security, the contractor and any subcontractors shall not be permitted to fill vacant positions necessary for the public works project except residents of the state of Mississippi who are approved by the Mississippi Department of Employment Security. Failure of the Contractor to comply with these provisions shall be cause by the governing agency to vacate the contract. Awarding public contracts to non-resident bidders will be on the same basis as the non-resident bidder's state awards contracts to Mississippi Contractors bidding under similar circumstances. In order to ensure that Mississippi's so-called Golden Rule is followed, state law requires a non-resident bidder to attach to his bid a copy of his resident state's current laws pertaining to such state's treatment of non-resident contractors. Bids may be held by the City of Long Beach, Mississippi, for a period not to exceed ninety (90) 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. Authorized by order of the Mayor and City Council, March 6, 2013. City of Long Beach, Mississippi. By SREBECCA SOHRUPF, The CITY CLERK. Publish: August 12 and 19, 2013. 1522-668

STATE OF MISSISSIPPI
COUNTY OF HARRISON

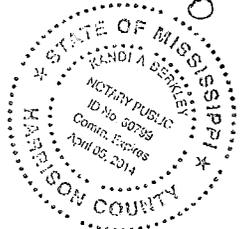
Before me, the undersigned Notary of Harrison County, Mississippi personally appeared Crista Gump who, being by me first duly sworn, did depose and say that she is a clerk of The Sun Herald, a newspaper published in the city of Gulfport, in Harrison County, Mississippi, and the publication of the notice, a copy of which is hereto attached, has been made in said paper 2 times in the following numbers and on the following dates of such paper, viz:

- Vol. 129 No. 313 dated 12 day of Aug, 2013
- Vol. 129 No. 310 dated 19 day of Aug, 2013
- Vol. _____ No., _____ dated _____ day of _____, 20____
- Vol. _____ No., _____ dated _____ day of _____, 20____
- Vol. _____ No., _____ dated _____ day of _____, 20____
- Vol. _____ No., _____ dated _____ day of _____, 20____
- Vol. _____ No., _____ dated _____ day of _____, 20____

Affiant further states on oath that said newspaper has been established and published continuously in said country for a period of more than twelve months next prior to the first publication of said notice.

Crista Gump
Clerk

Sworn to and subscribed before me this 19 day of Aug, A.D., 2013



Hardberg
Notary Public

Minutes of October 1, 2013
 Mayor and Board of Aldermen

PRESS-REGISTER
 LEGAL AFFIDAVIT

CITY OF LONG BEACH MISSISSIPPI
 ATTN: ACCOUNTS PAYABLE
 P.O. BOX 929
 LONG BEACH, MS 39560

.Press-Register

Name: CITY OF LONG BEACH
 Account Number: 1057428
 Ad Number: 0001955210

Sales Rep: Christine Bevins
 251-219-5000
 Billing Inquiries Please Call: (251) 219-5433

Date	Position	Description	P.O. Number	Ad Size	Total Cost
08/21/2013	Notice of bid	ADVERTISEMENT FOR BIDS City of Long Beach, Mississippi The City of Long Beach,		841 WDS	580.46

Karen Blackard being sworn, says that she is bookkeeper of Press-Register which publishes a daily newspaper in the City and County of Mobile, State of Alabama: and attached notice appeared in the issue of

Press-Register 08/14, 08/21/2013

Karen Blackard
 Sworn to and subscribed before me this 21th day of August 2013

Bronia W. Cook
 NOTARY PUBLIC

FOR QUESTIONS CONCERNING THIS AFFIDAVIT,
 PLEASE CALL KAREN BLACKARD AT (251) 219-5413.
 YOU CAN PLACE A LEGAL NOTICE BY EMAIL OR FAX:
 LEGALS@PRESS-REGISTER.COM OR FAX# (251)
 219-5037

ADVERTISEMENT FOR BIDS
 City of Long Beach, Mississippi
 The City of Long Beach, Mississippi, will receive bids for:

HURRICANE ISAAC REPAIRS
 LONG BEACH SMALL CRAFT HARBOR
 RIP-RAP BREARWATER REPAIRS

at the Office of City Clerk located at City Hall, 201 Jeff Davis Avenue, P.O. Box 929, Long Beach, Mississippi, 39560, during normal office hours at any time prior to the designated bid date. Bids will then be public, opened and read aloud at 10:00 A.M., September 1, 2013.

Bids are invited for the furnishing of materials, labor and equipment to install rip rap, necessary to rebuild the breakwaters at the Long Beach Small Craft Harbor, in the locations shown on the plans.

Contract Documents are on file at the Office of the City Clerk, at City Hall, Long Beach, MS. The Documents may be obtained at the office of A. Sanner Russell & Associates, Inc., Consulting Engineers, 350 25th Street (at Heaves Avenue), Gulfport, Mississippi 39507, upon payment of a \$100.00 non-refundable fee payable to A. Sanner Russell & Associates, Inc.

A certified check or bank draft payable to the order of City of Long Beach, Mississippi, negotiable U.S. Government bonds not payable, or a satisfactory Bid Bond executed by the Bidder and an acceptable surety licensed under the laws of the State of Mississippi, in an amount equal to five percent (5%) of the total bid for CITY OF LONG BEACH, HURRICANE ISAAC REPAIRS - LONG BEACH SMALL CRAFT HARBOR - RIP-RAP BREARWATER REPAIRS shall be submitted with each bid.

For bids exceeding \$50,000 Bidder must indicate his Certificate of Responsibility Number on outside of sealed proposal as required by Mississippi Law. For bids not exceeding \$50,000, Bidder must either indicate his Certificate Number, or else write clearly "Bid does not exceed \$50,000."

The City of Long Beach, Mississippi, reserves the right to consider the following relevant factors in addition to the contract price in determining the lowest and best bid: bidder's skill and business judgment, his experience and his facilities for carrying out the contract, his previous conduct under other contracts and the quality of previous work, as well as his accuracy, ability, honesty, and integrity. The City also reserves the right to reject any or all bids or to waive any informality in the bidding.

This procurement will be subject to all applicable sections of the Mississippi Code of 1972,

annotated, specifically, Mississippi Code of 1972, Section 21-5-57, (2012), as amended by Senate Bill 226 (2012), "all public works projects utilizing funds received by state or local governmental entities resulting from a federally declared disaster or a spill of national significance, including damages, penalties, fines or supplemental projects paid or financed by responsible parties pursuant to a court order, negotiated settlement, or other instrument, including under any law dictating such fines and penalties including the Federal Resources and Emergency Subsidizability, Transit Opportunities, and Revived Economy, of the Gulf Coast Act of 2011 (R.E.S.T.O.R.E.), the Oil Pollution Act of 1990 or the Federal Water Pollution Control Act or similar legislation, shall be subject to the hiring policies established by this section." This law requires contractors submitting bids for public works projects utilizing specified funding to certify that they will comply with the provisions of this section if they are awarded the contract. This certification must be provided with the bid. The provisions of this law require that the contractor shall submit to the Mississippi Department of Employment Security and the City of Long Beach an employment plan within seven (7) calendar days after the award of the contract by the governing authority. This law also provides that from the date the contract award is received until ten (10) business days after the receipt of the employment plan by the Mississippi Department of Employment Security, the contractor and any subcontractor shall not hire any personnel to fill vacant positions necessary for the public works project except residents of the state of Mississippi who are to be verified by the Mississippi Department of Employment Security and/or those qualified individuals who are submitted by the Mississippi Department of Employment Security. Failure of the Contractor to comply with these provisions shall be cause by the governing agency to vacate the contract.

Awarding public contracts to non-resident bidders will be on the same basis as the non-resident bidder's state awards contracts to Mississippi Contractors bidding under similar circumstances, in order to ensure that Mississippi's so-called Golden Rule is followed, state law requires a non-resident bidder to abide to his bid a copy of his resident state's current laws pertaining to such state's treatment of non-resident contractors.

Bids may be held by the City of Long Beach, Mississippi, for a period not to exceed ninety (90) days from the date of the opening of bids for the purpose of reviewing the bids and interviewing the qualifications of Bidders, prior to awarding of the Contract.

Authorized by order of the Mayor and City Council, March 5, 2013.
 City of Long Beach, Mississippi
 By: S. REBECCA SCHRIFF
 Title: CITY CLERK

Minutes of October 1, 2013
Mayor and Board of Aldermen

PROOF OF PUBLICATION
THE STATE OF MISSISSIPPI
HINDS COUNTY

PASTE PROOF HERE

C14657
CITY OF LONG BEACH,
0200445463
Rip-Rap Breakwater Repairs

ADVERTISEMENT FOR BIDS

City of Long Beach, Mississippi
The City of Long Beach, Mississippi, will receive bids for:

HURRICANE ISAAC REPAIRS
LONG BEACH SMALL CRAFT HARBOR RIP-RAP BREAKWATER REPAIRS

at the Office of City Clerk located at City Hall, 201 Jeff Davis Avenue, (P.O. Box 828) Long Beach, Mississippi, 39560, during normal office hours at any time prior to the designated bid date.

Bids will then be publicly opened and read aloud at 10:00 A.M., September 17, 2013. Bids are invited for the furnishing of materials, labor and equipment to install the rap, necessary to rebuild the breakwaters at the Long Beach Small Craft Harbor, in the location shown on the plans.

Contract Documents are on file at the Office of the City Clerk, at City Hall, Long Beach, MS. The Documents may be obtained at the office of A. Garner, Russell & Associates, Inc., Consulting Engineers, 520 33rd Street (at Heves Avenue), Gulfport, Mississippi 39507, upon payment of a \$100.00 non-refundable fee payable to: A. Garner, Russell & Associates, Inc.

A certified check or bank draft payable to the order of the City of Long Beach, Mississippi, negotiable U.S. Government bonds (at par value) or a satisfactory Bid Bond, enclosed by the Bidder, and an acceptable surety licensed under the laws of the State of Mississippi, in an amount equal to five percent (5%) of the total bid for CITY OF LONG BEACH HURRICANE ISAAC REPAIRS LONG BEACH SMALL CRAFT HARBOR RIP-RAP BREAKWATER REPAIRS, shall be submitted with each bid. For bids exceeding \$50,000, Bidder must indicate his Certificate Number on outside of sealed proposal as required by Mississippi Law. For bids not exceeding \$50,000, Bidder must either indicate his Certificate Number, or else write clearly "Bid does not exceed \$50,000."

The City of Long Beach, Mississippi, reserves the right to consider the following relevant factors in addition to the contract price in determining the lowest and best bid: bidder's skill and business judgment; his experience and his facilities for carrying out the project; his previous conduct under other contracts; and the quality of previous work, as well as his pecuniary ability, honesty, and integrity. The City also reserves the right to reject any or all bids or to waive any informality in the bidding. This procurement will be subject to all applicable sections of the Mississippi Code of 1972, Annotated. Specifically, Mississippi Code of 1972, Section 31-5-27 (2012), as amended by Senate Bill 2528 (2013), "All public works projects utilizing funds received by the state or local government from a federally declared disaster or a spill of national significance, including damages, penalties, fines or supplemental projects paid for or financed by responsible parties pursuant to a court order, negotiated settlement, or other instrument, including under any law, distilling such fines and penalties including the Federal Resources and Ecosystems Opportunities and Revived Economy of the Gulf Coast Act of 2011 (H.R.S.T.O.R.E.), the Oil

Pollution Act of 1990 or the Federal Water Pollution Control Act, or similar legislation, shall be subject to the hiring policies established by this section. This law requires contractors submitting bids for public works projects utilizing specified funding to certify that they will comply with the provisions of this section if they are awarded the contract. This certification must be provided with the bid. The provisions of this law require that the contractor shall submit to the Mississippi Department of Employment Security and the City of Long Beach an employment plan, within seven (7) calendar days after the award of the contract by the governing authority. This law also provides that from the date the contract award is received, until ten (10) business days after the receipt of the employment plan by the Mississippi Department of Employment Security, the contractor and any subcontractor shall not hire any personnel to fill vacant positions necessary for the public works project except residents of the State of Mississippi who are to be verified by the Mississippi Department of Employment Security and/or those qualified individuals who are submitted by the Mississippi Department of Employment Security. Failure of the Contractor to comply with these provisions shall be cause for the governing agency to void the contract. Awarding public contracts to non-resident Bidders will be on the same basis as the non-resident bidder's state awards contracts to Mississippi. Contractors bidding under similar circumstances, in order to ensure that Mississippi's so-called "Golden Rule" is followed, state law requires a non-resident bidder to attach to his bid a copy of his resident state's current laws pertaining to such state's treatment of non-resident contractors. Bids may be held by the City of Long Beach, Mississippi, for a period not to exceed ninety (90) 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. Authorized by order of the Mayor and City Council, March 5, 2010.

City of Long Beach, Mississippi
By: REBECCA SCHRUFF
Title: CITY CLERK
Publish: August 12 and 19, 2013
0200445463-01

PERSONALLY appeared before me, the undersigned notary public in and for Hinds County, Mississippi,

BEVERLY BENNETT

an authorized clerk of THE CLARION-LEDGER, a newspaper as defined and prescribed in Sections 13-3-31 and 13-3-32, of the Mississippi Code of 1972, as amended, who, being duly sworn, states that the notice, a true copy of which is hereto attached, appeared in the issues of said newspaper as follows:

8/12/2013
8/19/2013

Size: 931 words / 1.00 col. x 227.00 lines
Published: 2 time(s)
Total: \$216.82

Signed *Beverly Bennett*
Authorized Clerk of
The Clarion-Ledger

SWORN to and subscribed before me on 8/19/2013.

Rick Tyler
Notary Public
RICK TYLER

Notary Public State of Mississippi at Large. Bonded thru
Notary Public Underwriters

(SEAL)



The Clerk further reported that four (4) bids were properly filed, publicly opened and read aloud by City Clerk Rebecca E. Schruuff and Project Engineer David Ball, Tuesday, September 17, 2013, at 10:00 o'clock a.m. in the City Hall Meeting Room, 201 Jeff Davis Avenue, Long Beach, Mississippi; bid representatives were also in attendance. Said bids are as follows:

Bertucci Contracting Corporation
P.O. Box 10582
Jefferson, LA 70181
Bid Amount: \$267,984.00

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ERS, Inc.
4526 Office Park Drive, Suite 2
Jackson, MS 39206
Bid Amount: \$366,617.00

J. E. Borries, Inc.
16701 Highway 57
Vanceleave, MS 39565
Bid Amount: \$315,811.70

Twin L Construction, Inc.
8292 Firetower Road
Pass Christian, MS 39571
Bid Amount: \$130,865.52

The aforementioned bids were taken under advisement for review and tabulation with a recommendation from Mr. Ball, as follows:

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A. GARNER RUSSELL & ASSOCIATES, INC. / CONSULTING ENGINEERS

520 33RD STREET
GULFPORT, MS 39507

TEL (228) 863-0667
FAX (228) 863-5232

September 19, 2013

City of Long Beach
P.O. Box 929
Long Beach, MS 39560

**RE: Hurricane Isaac – Rip-Rap Breakwater Repairs
Long Beach Smallcraft Harbor**

Ladies and Gentlemen:

The City received bids for the performance of the referenced project on September 17, 2013, and a certified Bid Tabulation is attached. We received four bids for the work, with the lowest quote provided by Twin L Construction, Inc. Although their quoted price was very close to our estimate of the work, they were much lower than the other bidders. However, Twin L have advised that they are comfortable with their price. They have performed this type of work for us before and are currently working for the City within the Harbor and in other areas. We have little reservation in recommending them for award. Accordingly, we recommend that the referenced project be awarded to Twin L Constr., Inc., in the amount of their Base Bid plus Alternate No. 1, totaling \$130,865.52.

Sincerely,

David Ball, P.E.

DB:1981
Enclosure

Page 1 of 1

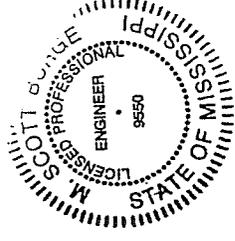
TABULATION OF BIDS
CITY OF LONG BEACH
HURRICANE ISAAC REPAIRS
LONG BEACH SMALL CRAFT HARBOR
RIP-RAP BREAKWATER REPAIRS

Bid Date: September 17, 2013

CONTRACTORS BIDDING:

Certificate of Responsibility No.:		08325-MC		Twin L Construction, Inc.		08325-MC		Yes		Yes		E.R.S., Inc.		08317-MC		Yes		Yes	
Debarment/Non-Collusion Certification:		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes	
Compliance Statement:		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes	
Bid Bond:		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes		Yes	

ITEM NO.	ITEM	PLAN QUANTITY	TONS	Twin L Construction, Inc.		Bertrand Contracting Co., LLC		J. E. Bonnes, Inc.		E.R.S., Inc.	
				UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
480-A	RIP-RAP (IN PLACE)	3,722		\$35.16	\$130,865.52	\$267,984.00		\$24.85	\$315,811.70	\$98.50	
					\$130,865.52	\$267,984.00			\$315,811.70		\$366,617.00
TOTAL BID											



I HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT TABULATION OF BIDS.

M. Scott Burge
 M. Scott Burge, P.E.
 Cert. No. 9550
 September 17, 2013

Based upon the recommendation of Mr. Ball, Alderman Hammons made motion seconded by Alderman Carrubba and unanimously carried to award the contract, "Rip-Rap Breakwater Repairs", to Twin L Construction, Inc., as lowest and best bid in the amount of \$130,865.52, all as set forth above.

Alderman Carrubba made motion seconded by Alderman Parker and unanimously carried to authorize advertisement for bids, "Bear Bayou Bulkhead Repairs".

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There were no announcements, presentations, proclamations, amendments, or public comments to the Municipal Docket.

Alderman Lishen made motion seconded by Alderman Parker and unanimously carried to approve the regular meeting minutes of the Mayor and Board of Aldermen dated September 17, 2013, as submitted.

Alderman Lishen made motion seconded by Alderman Parker and unanimously carried to approve the regular meeting minutes of the Long Beach Planning Commission dated September 26, 2013, with exception to action taken approving zoning text changes; Alderman Carrubba made motion seconded by Alderman Lishen and unanimously carried to schedule a public hearing to consider said zoning text changes, Tuesday, November 19, 2013, at 5:00 o'clock p.m., City Hall Meeting Room, 201 Jeff Davis Avenue, Long Beach, Mississippi.

After considerable discussion regarding the hours of operation for the bait shop, Alderman Lishen made motion seconded by Alderman Ponthieux and unanimously carried to approve the regular meeting minutes of the Long Beach Port Commission dated September 18, 2013, as submitted.

Alderman Parker made motion seconded by Alderman Hammons and unanimously carried to approve payment of invoices as listed in Docket of Claims number 100113.

There was no report from the Mayor's Office.

There was no official action required or taken regarding CDBG Requests for Cash or Payment of Invoices.

* * *

Alderman Parker made motion seconded by Alderman Hammons and unanimously carried to approve Certificate of Final Completion, CDBG Fire Station #2 Project, as follows:

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JACKSON OFFICE
308 East Pearl Street, Ste. 300
Jackson, Mississippi 39201

601.352.2699
FAX 601.352.2693
EMAIL info@jbhm.com

September 12, 2013

Mayor William Skellie, Jr.
City of Long Beach
201 Jeff Davis Avenue
Long Beach, MS 39560

RE: LONG BEACH FIRE STATION NO. 2 – CERTIFICATE OF FINAL COMPLETION

Dear Mayor Skellie:

At the February 5, 2013 Board Meeting, the Board approved a number of project documents (including the Final Application for Payment, Number 19A), but directed the final payment to be withheld until all open punch list items were completed and the Certificate of Final Completion was issued.

Since that meeting, we continued to work with all parties to resolve the remaining items to the satisfaction of the City. All punch list items have now been completed and we have delivered all closeout information, manuals, etc. to the Fire Department. As such, I have enclosed a Certificate of Final Completion for the project.

ARCHITECTURE
PLANNING
LANDSCAPE ARCHITECTURE
INTERIOR DESIGN
GRAPHIC DESIGN
PROGRAM MANAGEMENT

Ann Frazier / Urban Planning Consultants, Inc. has submitted a revised CDBG Request for Cash under separate cover. As a reminder, per ReflecTech's letter dated November 14, 2012 the final payment shall be directed to First National Insurance Company of America.

If you have questions concerning these items, please do not hesitate to contact me.

Sincerely,

Ryan Florreich, AIA, NCARB

Enclosure – Certificate of Final Completion

cc: Chief George Bass – Long Beach Fire Department
Janis Williamson / Larry Williamson – ReflecTech, Inc.
Kenneth Rockenbach – First National Insurance Company of America / Liberty Mutual
Ann Frazier – Urban Planning Consultants, Inc.
Ron Robertson – Broaddus and Associates
Richard McNeel / Mark Pipper / Kimberly Mathew – JBHM Architects
JBHM #07153.00.01

OFFICES
Biloxi
Columbus
Jackson
Tupelo

PRINCIPALS
JOSEPH S. HENDERSON, AIA
RICHARD H. MCNEEL, AIA
WILLIAM LEWIS, AIA

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 Mayor and Board of Aldermen



**CERTIFICATE OF
 FINAL
 COMPLETION**

Distribution to:
 OWNER X
 ARCHITECT X
 CONTRACTOR X
 FIELD _____
 OTHER _____

PROJECT:
 Long Beach Fire Station No. 2
 Long Beach, Mississippi

ARCHITECT: JBHM Architects, P.A.
 308 East Pearl St., Ste. 300
 Jackson, Mississippi 39201

TO:
 City of Long Beach
 645 Klondyke Road
 Long, Beach, Mississippi 39560

ARCHITECT'S PROJECT NUMBER: 07153.00
 CONTRACTOR: ReflecTech, Inc.
 CONTRACT FOR: General Construction
 CONTRACT DATE: August 28, 2009

DATE OF ISSUANCE: August 26, 2013

PROJECT OR DESIGNATION PORTION SHALL INCLUDE:

The Work performed under this Contract, in the opinion of the Architect, has been reviewed and found to be finally complete. The Date of Final Completion of the Project or portion thereof designated above is hereby established as **August 26, 2013**. The date of commencement of applicable warranties shall be the date of substantial completion, April 20, 2011, except as noted below:

Materials and workmanship – All Construction: 1 year
 Materials and workmanship – Roof: 3 years

DEFINITION OF DATE OF FINAL COMPLETION

The Date of Final Completion of the Work or designated portion thereof is the Date certified by the Architect when construction is complete, in accordance with the Contract Documents.

JBHM Architects, P.A.
 ARCHITECT


 BY: Ryan Florreich, AIA

08/26/2013
 DATE

The responsibilities of the Owner and the Contractor for warranty shall be as follows:

When items covered by warranty are discovered, they shall be evaluated by the Owner to verify that the item is not a maintenance problem. If the Owner, in their opinion, confirms that the item should be a warranty item, they shall notify the contractor promptly. The contractor shall resolve the problem in an expeditious manner.

* * *

There came on for consideration additional CDBG funding for the Town Green Facility Project; the Fire Station #2 Project; and the City Hall Project.

Upon discussion, action was taken as follows:

It was noted for the record that Recreation Director Bob Paul compiled a list of various items needed for the Town Green Facility, totaling \$9,721.90, and obtained at least three (3) quotes for each item, as follows:

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Product Description:

Recycled Plastic Bike Rack 6'Length

Belson Outdoors	Quote	\$1,132.38
National Business Furniture	Quote	\$1,158.00
Global Industries	Quote	\$1,296.58
Winning Bid	Belson OutDoors	\$1,132.38

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Product Description:

Double Tier Hanging Chair Truck (84) Chairs

School Outfitters	Quote	\$824.00
Hayneedle	Quote	\$1,019.00
Belnick	Quote	\$854.00
Winning Bid	School Outfitters	\$824.00

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Product Description:

Recycled Plastic Hexagon Shaped Plastic picnick table.

Belson Outdoor	Quote	3,463.99
Dallas Midwest	Quote	3,876.60
Upbeat Sight Furnishings	Quote	3,100.00

Up Beat sight furnishings low bid 3,100.00

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Mayor and Board of Aldermen

Product Description:

- 1 Yorkville CA 1 70 volt power amp
- 4 Yorkville C120/70 Speakers
- 4 100' speaker cables 14 gauge wire

Pinkston Music inc	Quote	\$1,035.00
Helwick Pro Audio	Quote	\$2,725.75
Musicians Buy	Quote	\$1058.00

Winning bid	Pinkston Music	\$1035.00
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Mayor and Board of Aldermen

Product Discription:

DIY Series 236" Diag Portable OutDoor Projector Screen

Walmart	Quote	\$357.00
---------	-------	----------

Projector Screen Super store	Quote	\$375.99
------------------------------	-------	----------

School Outfitters	Quote	\$912.99
-------------------	-------	----------

Winning Bid	Walmart	\$357.00
-------------	---------	----------

Minutes of October 1, 2013
Mayor and Board of Aldermen

Product Description:

- (1) 16 camera DVR with DVD Burner with 2tb surveillance hard drive
- (2) 4 CD 700W Indoor/outdoor sony I.R Camera
- (3) 2 BC 700VF Indoor/ Outdoor sony Bullet I.R Camera
- (4) 6 RG59s100 100 ft RG 59 video/power cable

Super Circuits	Quote	1,575.52
Security Camera Direct	Quote	1415.22
Video Surveillance.com	Quote	1,688.98

Super Circuits winning bid at \$1575.52

Minutes of October 1, 2013
Mayor and Board of Aldermen

Product Discription:

Epson Movie Mate 85 HD home theater video projector

V/A Visualapex	Quote	799.00
<u>www.newegg.com</u> product	Quote	889.00
<u>www.epson.com</u>	Quote	849.00

V/A Visualapex Winning Bid \$799.00

Minutes of October 1, 2013
Mayor and Board of Aldermen

Product Description:

Generac 4,000-PSI 4-GPM Gas Pressure Washer

Lowes	Quote	\$899.00
Tylertool.com	Quote	\$899.00
Granger	Quote	\$1,423.00
Winning Bid	Lowes Of Gulfport	\$899.00

Upon further discussion, Alderman Parker made motion seconded by Alderman Ponthieux and unanimously carried to accept the lowest and best bids as set forth above, directing the City Clerk to issue purchase orders for same and authorizing payment out of the additional CDBG funds.

*

*

There came on for consideration a letter with attachments from Assistant Fire Chief Mike Brown, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen

LONG BEACH FIRE DEPARTMENT

Assistant Chief Mike Brown

*645 Klondyke Road
Long Beach MS 39560*

*Phone (228) 863-7292
Fax (228) 868-0070*

To: Becky Schruff, City Clerk
Fr: Mike Brown, Assistant Fire Chief
Dt: 09/24/2013
Re: Fence Quotes

Becky,

Attached you will find the required three quotes for the fencing at station 2. After reviewing these quotes, we recommend awarding the contract to Mike Paola Fencing, which is the lowest quote. According to the quote the fencing and staining will be conducted in two phases, with each phase being turned in for payment after the work has been completed.

Thank You,
Mike Brown



Minutes of October 1, 2013
Mayor and Board of Aldermen



Sep. 26. 2013 11:11AM

MIKE PAOLA FENCING
14061 PEARLE DR.
GULFPORT MS 39503

No. 2807 P. 1

CONTRACTORS INVOICE

WORK PERFORMED AT:

TO: L.B. FIRE DEPT. STATION #2
ATTN: GRIFF SKELLIE
FAX 228-868-0070

STATION 2

DATE 9/18/2013 YOUR WORK ORDER NO. OUR BID NO.

DESCRIPTION OF WORK PERFORMED

<u>ESTIMATE</u>		\$ 1250.00
INSTALL APPROX 130' of 6" SHADOW BOX WOOD FENCE.	}	650.00 LABOR
2 WALK GATE'S		1900.00
AT LATER DATE STAIN TO MATCH BRICK AS CLOSE AS POSSIBLE	}	300.00 MATERIAL
MATERIAL + LABOR COMPLETE		295.00 LABOR
		\$ 2495.00

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____ Dollars (\$ _____).

This is a Partial Full invoice due and payable by: _____ Month _____ Day _____ Year

In accordance with our Agreement Proposal No. _____ Dated _____ Month _____ Day _____ Year

NC3622

CONTRACTORS INVOICE

Minutes of October 1, 2013
Mayor and Board of Aldermen

P.F.C.
PERRONNE FENCE & CONSTRUCTION CO.
20475 Bond Rd.
Saucier Ms. 39574

Proposal Submitted To: Phone: 228-697-2115 Date: 9-16-13
Long Beach Fire Dept.
Street: 2nd Street Job Name: Privacy Fence
Job Location: Long Beach

JOB DESCRIPTION: 129' OF 6' PRIVACY FENCE (SHADOWBOX) WITH (2) 4' WALK GATES. FENCE IS TO BE INSTALLED ON THE WEST SIDE OF FIRE STATION.

PERRONNE FENCE IS CONTRACTED TO RETURN ON A LATER DATE (AFTER WOOD DRIES) OR WHENEVER CONTACTED VIA EMAIL OR PHONE TO SPRAY A COMMERCIAL GRADE SEALANT ON THE FENCE TO PREVENT FURTHER WEATHERING.

We propose, to furnish labor and materials in complete accordance with the above specifications.

Materials:	\$ 1,250.00
Labor:	\$ 645.00
Gates:	\$ 150.00
Fence Total Due:	\$ 2,045.00

****fence is to be sealed "red cedar tone" upon request for the total cost of \$ 483.75 ****

****payment for sealant is due AFTER fence has had sealant completed, not due after fence completion****

Acceptance of Proposal: The above prices and specifications are satisfactory and are hereby accepted.

Date / /

Signature _____

Minutes of October 1, 2013
 Mayor and Board of Aldermen

B & B SERVICES OF SOUTH MS., LLC.
 P.O. BOX 205
 LONG BEACH, MS 39560

ESTIMATE

Date	Proposal #
9/18/2013	186

Name / Address
CITY OF LONG BEACH FIRE DEPT KLONDYKE RD LONG BEACH, MS 39560

Description	Project
	FENCE
	Total
INSTALL 135 FT - 6' PRIVACY FENCE INCLUDING (2) 4' GATES	1,400.00T
MATERIALS	1,100.00T
PAINT SEALER ON FENCE	500.00T
20% P&O	600.00T
REGULAR SALES TAX	252.00
ROBERT H BATES, JR	
Total \$3,852.00	

Phone #	Fax #	State License
228-596-7739	228-822-0651	R16209

Signature (Authorized Agent)

Based upon the recommendation of Chief Brown, Alderman Parker made motion seconded by Alderman Ponthieux and unanimously carried to accept the lowest and best bid submitted by Mike Paola Fencing as set forth above, directing the City Clerk to issue a purchase order for same and authorizing payment out of the additional CDBG funds.

*

*

There came on for consideration a letter with attachments from Assistant Fire Chief Mike Brown, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen

LONG BEACH FIRE DEPARTMENT

Assistant Chief Mike Brown

*645 Klondyke Road
Long Beach MS 39560*

*Phone(228) 863-7292
Fax (228) 868-0070*

To: Becky Schruoff, City Clerk
Fr: Mike Brown, Assistant Fire Chief
Dt: 09/24/2013
Re: Plumbing Quote

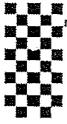
Becky,

Attached you will find the required three quotes for the Plumbing update at station 2. After reviewing these quotes, we recommend awarding the contract to C&L Pipework, which is the lowest quote.

Thank You,
Mike Brown



Minutes of October 1, 2013
Mayor and Board of Aldermen



Larry Entrekin

Fax: +1 (801) 852-1171

To:

Fax: +1 (228) 868-0070

Page 1 of 1 9/26/2013 10:38



September 25, 2013

Long Beach Fire Department
Long Beach, MS

Fax: 228-868-0070

Attention: Griff

Subject: Domestic Water By-pass

Dear Sir:

This is to confirm our price of \$1,200.00 to furnish and install domestic water by-pass. The following is breakdown of this price.

Material: \$ 440.00
Labor: \$ 760.00
Total: \$1,200.00

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

Sincerely

Larry Entrekin

Phone: 601-798-3495

P.O. Box 705 / 151 Smith Street
Carriere, Mississippi 39426

Fax: 601-852-1171

Minutes of October 1, 2013
 Mayor and Board of Aldermen

TREHERN PIMS
 Long Beach Miss
 18001 Allen Rd 864-5441

638259

CUSTOMER'S ORDER NO. <i>Long Beach Fire Dept</i>		DEPARTMENT	DATE <i>9-16-13</i>			
NAME <i>GRIFF SKELLY</i>						
ADDRESS <i>2nd. St.</i>						
CITY, STATE, ZIP <i>Long Beach Miss</i>						
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MOSE. RETD.	PAID OUT
QUANTITY	DESCRIPTION	PRICE	AMOUNT			
1						
2	<i>Quote for</i>					
3						
4	<i>Crustall New shot pipe</i>					
5	<i>to WATER Supply</i>					
6						
7	<i>tie into EXISTING FEED.</i>					
8						
9	<i>Insulate + Hand Pipe.</i>					
10	<i>WAP</i>	<i>642.50</i>				
11						
12	<i>Labor</i>	<i>640.00</i>				
13						
14		<i>122.50</i>				
15		<i>89.28</i>				
16						
17						
18						
RECEIVED BY		<i>7372.28</i>				

A-5805
 T-46320/46350

KEEP THIS SLIP FOR REFERENCE

01-11

Minutes of October 1, 2013
Mayor and Board of Aldermen



Rutledge Plumbing, Inc.

5003 Plantation Drive
Long Beach, Ms 39560
228-864-8770
Federal I. D. # 64-0647122

Date: 09-17-2013

Long Beach Fire Department
645 Klondyke Road
Long Beach, MS 39560
863-7292

Job Location: LBFD Station 2
120 2nd Street
Long Beach, MS 39560

Contact Person: Griff Skellie 697-2115

Ref: Cold Water Line

Estimate to rough-in and run a cold water by pass water line from main 2" copper water feed to building in Plumbing Equipment Room over head to cold water distribution point. A 2" copper tee will be spiced into main water feed, 2" brass ball valve will be installed at this connection on main water line feed and a 2" tee will be spliced into copper water line just before distribution point to create a bypass water line. New bypass water line materials will be 2" schedule 40 copper pipe and fittings and the new bypass water line will be also insulated with white fiber glass insulation. Estimate is good for 30 days; materials may be subject to change. Estimate could change if any unforeseen problems that could occur while roughing in new bypass water line.

Service	900.00	Materials	745.00
----------------	---------------	------------------	---------------

Estimate for Service & Materials	1,645.00
---	-----------------

Balance due on receipt:

After 30 days a onetime late fee of 5% of balance will be charged.
Each 30 day period thereafter will incur a 1% charge on balance.

Based upon the recommendation of Chief Brown, Alderman Parker made motion seconded by Alderman Ponthieux and unanimously carried to accept the lowest and best bid submitted by C & L Pipework, LLC, as set forth above, directing the City Clerk to issue a purchase order for same and authorizing payment out of the additional CDBG funds.

*

*

Minutes of October 1, 2013
Mayor and Board of Aldermen

Proposals for City Hall projects under the CDBG additional funding were taken under advisement for further review and consideration at the next regular meeting, October 15, 2013.

Based upon the recommendation of Police Chief Wayne McDowell and certification by the Civil Service Commission, Alderman Hammons made motion seconded by Alderman Parker and unanimously carried to approve Police Department matters, as follows:

- Step Increase, Sergeant Mike Plavidal, PS-11-V, effective October 16, 2013;
- Step Increase, Police Officer 1st Class Robert Rogers, PS-9-I, effective October 16, 2013.

There came on for consideration a letter with attachments from Project Engineer David Ball, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen



A. GARNER RUSSELL & ASSOCIATES, INC. / CONSULTING ENGINEERS

520 33RD STREET
GULFPORT, MS 39507

TEL (228) 863-0867
FAX (228) 863-5232

September 25, 2013

City of Long Beach
P.O. Box 929
Long Beach, MS 39560

RE: 2013 Sewer Rehabilitation

Ladies and Gentlemen:

Please find the attached proposed contract for design and construction phase services for the referenced project. The repairs contained in this project were found to be necessary upon review of the results of the recent sewer investigation. We recommend that the Board authorize the Mayor to execute the attached contract so that we may complete this critical project as soon as possible.

Sincerely,

David Ball, P.E.

DB:2014
Enclosure

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT, effective as of August 5, 2013 ("Effective Date")
between City of Long Beach ("Owner") and A. Garner Russell & Assoc.
("Engineer").

Engineer agrees to provide the services described below to Owner for the construction of sewer system rehabilitation, including cured-in-place main and lateral lining, sewer manhole rehabilitation, approximately 2070 LF along a southern portion of Pineville Road, approximately 650 LF of the eastern portion of W. Old Pass Road, and approximately 680 LF of the eastern portion of W. Old Pass Road, all more generally described as the 2013 Sewer Rehabilitation. ("Project")

Description of Engineer's Services: Provide design services for the Project, including the creation of acceptable Bid Documents, coordination with the City during the Bid process, acquisition of any needed permits, and other miscellaneous professional services, including construction phase services and construction inspection services needed to complete the work.

Owner and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Engineer for such Services as set forth in Paragraph 9.01.

2.01 Payment Procedures

A. *Preparation of Invoices.* Engineer will prepare a monthly invoice in accordance with Engineer's standard invoicing practices and submit the invoice to Owner.

B. *Payment of Invoices.* Invoices are due and payable within 45 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 45 days after receipt of Engineer's invoice, the amounts due Engineer will be increased

at the rate of 1.0% per month (or the maximum rate of interest permitted by law) from said forty-fifth day. In addition, Engineer may, without liability, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Payments will be credited first to interest and then to principal.

3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above.

B. Owner shall pay Engineer for such additional services as follows: For additional services of Engineer's employees engaged directly on the Project an amount equal to the cumulative

1 of 6

EJCDC E-520 Short Form of Agreement Between Owner and Engineer for Professional Services
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Minutes of October 1, 2013 Mayor and Board of Aldermen

hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.
 - b. By Engineer:
 - 1) upon seven days written notice if Engineer believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control.
 - 3) Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.01 Successors, Assigns, and Beneficiaries

A. Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

Minutes of October 1, 2013 Mayor and Board of Aldermen

B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or

clarifications of the construction contract given by Owner without consultation and advice of Engineer.

E. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (No. C-700, 2002 Edition).

F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.

H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement

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EJCDC E-520 Short Form of Agreement Between Owner and Engineer for Professional Services
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Minutes of October 1, 2013
Mayor and Board of Aldermen

between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

9.01 Payment

A. Using the procedures set forth in paragraph 2.01, Owner shall pay Engineer as follows:

1. BASIC SERVICES

a) Basic Services will be compensated on a lump sum amount of \$16,000 based on the following assumed distribution of compensation:

(1) Preliminary Design	<u>\$3,000</u>
(2) Final Design	<u>\$6,500</u>
(3) Bidding & Negotiation	<u>\$1,500</u>
(4) Construction Phase	<u>\$5,000</u>

b) Engineer shall prepare and submit invoices to the Owner in accordance with Engineer's standard accounting and invoicing practices.

2. CONSTRUCTION INSPECTION SERVICES

a) Resident Project Representative Services and Post Construction Services. For services of ENGINEER's Resident Project Representative, an amount equal to the cumulative hours charged to the Project by each class of ENGINEER's employees times Standard Hourly Rates for each applicable billing class for all Resident Project Representative services performed on the Project, plus Reimbursable Expenses and ENGINEER's Consultant's charges, if any. Overtime pay (i.e., hours spent in excess of 40 hours per calendar week), if any, for non-exempt employees shall be paid at an amount equal to the cumulative overtime hours charged times 1.5 multiplied by the standard hourly rates for each applicable billing class for all services performed during overtime hours.

b) Engineer's Standard Hourly Rates are attached as Appendix 1.

c) The Standard Hourly Rates may be adjusted annually (as of June, 2013) to reflect equitable changes in the compensation payable to the ENGINEER.

3. Engineer proposes the following estimated schedule for completion of the various phases of the work:

a) Construction Documents to City	<u>30 days from date of execution of Contract</u>
b) Advertisement	<u>TBD</u>

Minutes of October 1, 2013
Mayor and Board of Aldermen

c) Construction Complete

180 days from date of execution of Contract

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Long Beach
Inc.

ENGINEER: A. Garner Russell & Associates,

By: _____
William Skellie, Jr.
Mayor

By: _____
M. Scott Burge
President

Date Signed: _____

Date Signed: _____
License No. and State: 9550 / MS

Address for giving notices:

Address for giving notices:

P. O. Box 929
Long Beach, MS 39560

520 33rd St.
Guifport, MS 39507

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EJCDC E-520 Short Form of Agreement Between Owner and Engineer for Professional Services
Copyright © 2002 National Society of Professional Engineers for EJCDC. All rights reserved.

Based upon the information submitted by Mr. Ball, Alderman Ponthieux made motion seconded by Alderman Lishen and unanimously carried to approve the contract as set forth above, authorizing the Mayor to execute same.

There came on for consideration a letter with attachments from Project Engineer David Ball, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen



A. GARNER RUSSELL & ASSOCIATES, INC. / CONSULTING ENGINEERS

520 33RD STREET
GULFPORT, MS 39507

TEL (228) 863-0667
FAX (228) 863-5232

September 25, 2013

City of Long Beach
P.O. Box 929
Long Beach, MS 39560

RE: Commission Road Drainage

Ladies and Gentlemen:

We have attached a proposed Amendment to our contract for the referenced project. The purpose of this amendment is to provide Construction Phase services, including an RPR on-site as needed during construction.

Sincerely,

David Ball, P.E.

DB:1964
Enclosure

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

**AMENDMENT NUMBER 2 TO AGREEMENT BETWEEN
CITY OF LONG BEACH AND A. GARNER RUSSELL & ASSOCIATES, INC.
FOR
DRAINAGE IMPROVEMENTS – COMMISSION ROAD**

It is agreed to undertake the following work in accordance with the provisions contained in the Master Agreement dated July 31, 2012:

A. DESCRIPTION OF ASSIGNMENT

1. Engineer will provide Construction Phase Services to provide professional oversight of the construction, including recommending payments for the installation of approximately 480 linear feet of storm drainage along Commission Road, including the replacement of 300 linear feet of an existing water main.
2. Engineer will provide services of a Resident Project Representative (RPR) to be on-site as required during construction, to monitor construction progress and quality.

B. PERIOD OF SERVICE

1. It is presently estimated that the final completion of construction of the project will be not more 180 days after execution of this Amendment.

C. BASIS OF COMPENSATION

1. Services rendered as described above will be compensated on an hourly basis in accordance with the hourly rates recited in Appendix 1 to the original contract.
3. Fees for the above Construction Phase Services are not expected to exceed \$8,000.
4. For services of ENGINEER's Resident Project Representative and for Post-Construction Services, an amount equal to the cumulative hours charged to the Project by each class of ENGINEER's employees times Standard Hourly Rates for each applicable billing class for all Resident Project Representative services performed on the Project, plus Reimbursable Expenses and ENGINEER's Consultant's charges, if any. Overtime pay (i.e., hours spent in excess of 40 hours per calendar week), if any, for non-exempt employees shall be paid at an amount equal to the cumulative

Minutes of October 1, 2013
Mayor and Board of Aldermen

overtime hours charged times 1.5 multiplied by the standard hourly rates for each applicable billing class for all services performed during overtime hours

- 5. Hourly fees where described above will be in accordance with the hourly rates recited on ATTACHMENT 1 to EXHIBIT C to the Master Agreement, subject to future adjustment as provided for in the Master Agreement.

OWNER:

CITY OF LONG BEACH, MISSISSIPPI

ENGINEER:

A. GARNER RUSSELL & ASSOCIATES, INC.

By: _____
William Skellie, Jr.; Mayor

By: M. Scott Burge
M. Scott Burge, P.E.; President
MS PE #9550

Date Signed: _____

Date Signed: 9/25/13

Based upon information submitted by Mr. Ball, Alderman Hammons made motion seconded by Alderman Parker and unanimously carried to approve the contract amendment as set forth above, authorizing the Mayor to execute same.

There came on for consideration a letter from Insurance Committee Chairman George Bass, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen

City of Long Beach

BOARD OF ALDERMEN
Leonard G. Carrubba, Sr. - At-Large
Gary J. Ponthieux - Ward 1
Bernie Parker - Ward 2
Kelly Griffin - Ward 3
Ronnie Hammons, Jr. - Ward 4
Mark E. Lishen - Ward 5
Alan Young - Ward 6



WILLIAM SKELLIE, JR.
MAYOR

CITY CLERK
TAX COLLECTOR
Rebecca E. Schruff

CITY ATTORNEY
James C. Simpson, Jr.

September 23, 2013

RE: Employee Insurance Benefit Package FY 13/14

Dear Mayor and Board of Aldermen,

After careful consideration, several quotes, and discussion with Ms. Sherry Baker, our insurance Agent of Record, the insurance committee respectfully recommends the City of Long Beach continue our employee medical benefit insurance with Blue Cross Blue Shield of MS, life with Lincoln National, and combined vision/dental with Assurant.

We further recommend our continued voluntary participation with American Heritage Insurance Company and Life of Alabama, continuing to designate Charles Lowe as the Agent of Record for the Section 125 Cafeteria Plan.

The aforesaid recommendations are well within our departmental budgets for the Fiscal Year 2013/2014.

Thanking you in advance for your consideration in this matter.

Sincerely,

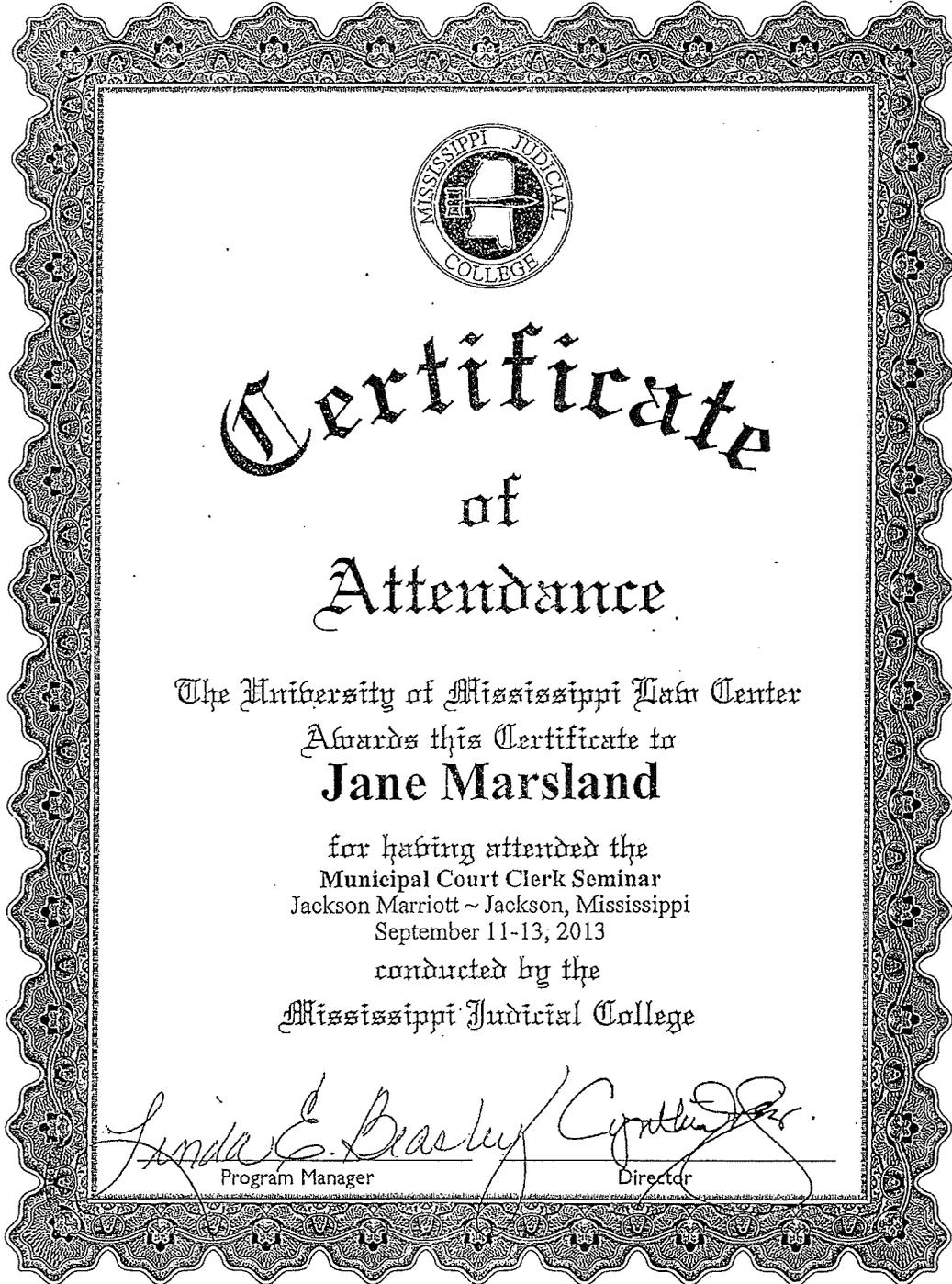
Chief George Bass
Insurance Committee Chairman

201 Jeff Davis • P.O. Box 929 • Long Beach, MS 39560 • 863-1556 • FAX 865-0822
www.cityoflongbeachms.com

Upon discussion, Alderman Young made motion seconded by Alderman Parker and unanimously carried to accept the recommendation of the Insurance Committee as set forth above.

Alderman Carrubba made motion seconded by Alderman Parker and unanimously carried to spread the Certificate of Attendance, Municipal Court Clerk, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen



There came on for consideration the Blackboard Connect for Government® GSA
Quote, as follows:

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

Blackboard Connect for Government® GSA Quote

Unlimited Use Service Proposal for Long Beach, MS

Company Information

Blackboard Inc.
650 Massachusetts Ave., NW, 6th Floor
Washington, DC 20001

DUNS Number: 01-613-1430
Tax ID Number: 52-2081178
CAGE Number: 1QLN4
GSA Contract Number: GS-35F-0554M

Service Summary: The Blackboard Connect for Government service allows government leaders to provide notices, direction, and reassurance to reach thousands of constituents in minutes without having to invest in or maintain hardware, software, or additional phone lines. Now, you can reach your entire community—quickly and reliably—with voice, text, and email messages.

Services include:

- An integrated communications suite, including Priority Communication, Community Outreach and Interactive Survey
- Voice and text/SMS delivery to multiple communication devices
- Geo-Calling feature lets you target recipients using a map
- 24/7/365 proactive Client Care support
- Unlimited use for a fixed, annual fee
- Initial set-up, training and refresher training sessions included
- Delivery to up to three phones, two email addresses and one SMS phone per contact
- Superior call routing, throttling, and load balancing expertise
- Fully hosted and managed Software as a Service (SaaS) --- no maintenance required
- Message delivery tracking with comprehensive reporting

Quote Summary: All products and services quoted are available through the Blackboard Inc. GSA Schedule GS-35F-0554M and pursuant to the Terms and Conditions negotiated therein.

PLEASE INCLUDE IN THE PURCHASE ORDER ALL THE INFORMATION IN THE PRICE QUOTE BELOW AND PLEASE MAKE SURE THAT BLACKBOARD GSA SCHEDULE # GS-35F-0554M IS CLEARLY WRITTEN ON YOUR PURCHASE ORDER. PLEASE SIGN THIS PRICE QUOTE, SCAN BOTH DOCUMENTS, AND EMAIL THEM TO Laura.Tedder@blackboard.com.

Blackboard Connect for Government is a service of Blackboard Connect Inc., a wholly-owned subsidiary of Blackboard Inc. (NASDAQ:BBBB)
• Proprietary and Confidential • www.blackboardconnect.com • U.S. Patent No. 8,316,878

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

S/N	Product Description	Initial Term & Scope	GSN Price	Annual Fee
132-32	Blackboard Connect for Government Service	Annual Term for 5,000 Recipients October 5, 2013 - October 4, 2014 Subsequent terms will be annual based on the Customers Fiscal Year of October 5	\$1.91 per Recipient	\$ 9,550.00
132-32	Annual Support Fee	Annual Support Fee	\$957.13	\$957.13 Total Annual Fee Period = \$10,507.13 Payable by PO at contract inception This amount will be invoiced annually after October 5
Questions? Please call: Tyler Wang, Contracts 202-463-4860 x2791 or Laura Tedder 919-573-4883 Laura.Tedder@blackboard.com		Next Steps 1. Fax Purchase Order and Signed Proposal to 818-450-0425 2. Import recipient data (Blackboard Connect provides resident/ business data). 3. Implementation of service and orientation for all designated system users. 4. Begin sending Priority, Outreach and Interactive Survey communications.		

Long Beach, MS Authorized Signatory: _____ Name & Title: _____ Execution Date: _____ Address: Long Beach, MS 201 JEFF DAVIS AVENUE LONG BEACH, MS 39560 Name Rebecca Schruoff, City Clerk Phone: (228) 863-1556 x Email: CITYCLERK@CITYOFLONGBEACHMS.COM	BLACKBOARD CONNECT INC. Authorized Signatory: _____ Name & Title: _____ Execution Date: _____ Address: Blackboard Inc. 550 Massachusetts Ave., NW, 6th Floor Washington, DC 20001 Phone: (202) 463-4860, ext. 2953 Efax: (818) 450-0425 Email: ConnectContracts@blackboard.com
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Blackboard Connect for Government is a service of Blackboard Connect Inc., a wholly-owned subsidiary of Blackboard Inc. (NASDAQ:BBBB)
 • Proprietary and Confidential • www.blackboardconnect.com • U.S. Patent No. 6,816,878

Upon discussion, Alderman Ponthieux made motion seconded by Alderman Lishen and unanimously carried to accept the quote as set forth above, approving the unlimited use contract for mass communication through Blackboard Connect.

Alderman Carrubba made motion seconded by Alderman Lishen and unanimously carried to accept the Municipal Compliance Questionnaire, Fiscal Year 2012-2013, as follows:

Minutes of October 1, 2013 Mayor and Board of Aldermen

MUNICIPAL COMPLIANCE QUESTIONNAIRE

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

INFORMATION

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no", and as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality: City of Long Beach, 201 Jeff Davis Ave., P.O. Box 929, Long Beach, MS, 39560
2. List the date population of the latest official U.S. Census or most recent official census:
2010 - 14,792
3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).
 - Mayor William Skellie, Jr., 20122 Pineville Road, Long Beach, MS 38560 (228) 863.1698
 - Alderman Leonard G. Carrubba, Sr., 105 Summer Lane, Long Beach, MS 39560 (228) 229-3524
 - Alderman Gary J. Ponthieux, 212 South Seashore Avenue, Long Beach, MS 39560 (228) 563-5264
 - Alderman Bernie Parker, 103 Summer Lane, Long Beach, MS 39560 (228) 868-2116
 - Alderman Kelly Griffin, 731 North Nicholson Avenue, Long Beach, MS 39560 (228-860-0241
 - Alderman Ronnie Hammons, Jr., 631 West Old Pass Road, Long Beach, MS 39560 (228) 596-4447
 - Alderman Mark E. Lishen, 9 Ashley Court, Long Beach, MS 39560, (228) 575.8583
 - Alderman Alan Young, 211 Alverado Drive, Long Beach, MS 39560 (228) 860-6281
 - Attorney James C. Simpson, Jr., 1105 30th Avenue, Ste. 300, Gulfport, MS 39501 (228) 867-7141
4. Period of time covered by this questionnaire:
From: October 1, 2012 To: September 30, 2013
5. Expiration date of current elected officials' term: July, 2017

Minutes of October 1, 2013
Mayor and Board of Aldermen

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance? (Section 21-35-31 or 21-17-19)

Y

PART II - Cash and Related Records

1. Where required, is a claims docket maintained? (Section 21-39-7)
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9)
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued? (Section 21-39-7)
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13)
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn? (Section 21-39-13)
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9)
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23)
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205)
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25)
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25)

Y

Y

Y

Y

Y

Y

Y

Y

Y

N/A

IV-B2

Minutes of October 1, 2013
Mayor and Board of Aldermen

PART IV - Bonds and Other Debt

- 1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) Y
- 2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) Y
- 3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Y
- 4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Y
- 5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Y

PART V - Taxes and Other Receipts

- 1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Y
- 2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Y
- 3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) Y
- 4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Y
- 5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) N/A
- 6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Y
- 7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Y
- 8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Y

IV-B4

Minutes of October 1, 2013
Mayor and Board of Aldermen

Long Beach, Mississippi

Certification to Municipal Compliance Questionnaire

Year Ended September 30, 2013

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Long Beach, and, to the best of our knowledge and belief, all responses are accurate.

(City Clerk's Signature)

(Mayor's Signature)

(Date)

(Date)

Minute Book References:

Book Number _____

Page _____

(Clerk is to enter minute book references when questionnaire is accepted by board.)

There was no official action required or taken regarding derelict properties at this time.

The Humane Society Contract was taken under advisement for further review and consideration at the next regular meeting, October 15, 2013.

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

There came on for consideration appointments to the Long Beach Recreation Board for the term, October 1, 2013-October 1, 2017, by Aldermen for Wards 3-6, Alderman-at-Large and two (2) appointments by the Mayor.

Upon discussion, Alderman Carrubba made motion seconded by Alderman Parker and unanimously carried to approve appointments, as follows:

Alderman Griffin appointed Rebecca Tillman, Ward 3;

Alderman Young appointed Billy Seal, Ward 6;

Mayor Skellie appointed Jo Ann Carr and Julie Hatch, at-Large;

Alderman Carrubba appointed Malcolm Alexander, at-Large;

Alderman Hammons appointed Sherry Williams, Ward 4.

The appointment for Ward 5 was taken under advisement for further consideration at the next regular meeting, October 15, 2013.

There came on for consideration a Special Event Application, as follows:

Minutes of October 1, 2013
Mayor and Board of Aldermen

October 24, 2013
Thursday
Homecoming
Parade
4:30-

CITY OF LONG BEACH
SPECIAL EVENT APPLICATION
City Clerk's Office * 201 Jeff Davis Avenue * P.O. Box 929 * Long Beach, MS 39560

Date Received By Clerk's Office: 9/20/13 Time: _____ By: CS

Please complete this application in accordance with the City of LONG BEACH Special Events Policy, and return it to the Office of the City Clerk at least 90 calendar days before the first day of the event.

Sponsoring Organization's Legal Name: Long Beach High School
Organization Address: 300 E. Old Pass Rd
Organization Agent: Darlene Cormier / Shauna McCormick Title: Student Council
Phone: 2 Work Home 28863-6945 During event 28304-0105

Agent's Address: _____
Agent's E-Mail Address: shauna.mccormick@lbsd.k12.ms.com
darlene.cormier@lbsd.k12.ms.com

Event Name: LBHS homecoming parade

Please give a brief description of the proposed special event: _____
LBHS homecoming parade, involving/including
high school and middle school activities, as well as
pre-wee football/cheer teams.

Event Day(s) & Date(s): Thursday, October 24, 2013 Event Time(s): 4:30

Set-Up Date & Time: 10-24-13 4:00 Tear-Down Date & Time: 10-24-13

Event Location: HS parking lot, Cleveland, Railroad, Jeff Davis,

ANNUAL EVENT: Is this event expected to occur next year? YES NO

How many years has this event occurred? unknown, but many

ADOPTED: 11.15.11-BOARD ACTION

Minutes of October 1, 2013
Mayor and Board of Aldermen

MAP: (a) If your event will use streets or sidewalks (for a parade, run, etc.) or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. (b) Show any streets or parking lots that you are requesting to be blocked off, and location of vendors, if any. A final map, if different, must be provided seven (7) days before the event. (c) Please show an emergency vehicle access lane.

STREET CLOSURES: Start Date/ Time: 10/24 4:00 through Date/ Time: 10/24 end of parade

RESERVED PARKING: Are you requesting reserved parking? YES NO

If yes, list the number of street spaces, City lots or locations where parking is requested:

VENDORS: Food Concessions? YES NO Other Vendors? YES NO

DO YOU PLAN TO HAVE ALCOHOL SOLD/SERVED AT THIS EVENT? YES NO

If yes, are liquor license and liquor liability insurance attached? YES NO
If yes, what time? _____ Until _____

ENTERTAINMENT: Are there any entertainment features related to this event? YES NO

If yes, provide an attachment listing all bands/performers, type of entertainment, and performance schedule.

ATTENDANCE: What is the expected (estimated) attendance for this event? _____

AMUSEMENT: Do you plan to have any amusement or carnival rides? YES NO

If yes, you are required to obtain a permit through the City Clerk's Office.

REST ROOMS: Are you planning to provide portable rest rooms at the event? YES NO
If yes, how many? _____

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

OTHER REQUESTS: (i.e., Police Department assistance, Fire Dept., street closures, electrical, etc.)

ADOPTED: 11.15.11-BOARD ACTION

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

INSURANCE: All sponsors of special events must carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Long Beach as an additional insured party on the policy. A sponsor of a Low Hazard event may request that Board of Aldermen waive the insurance requirement and execute a Hold Harmless and Indemnification Agreement. This event qualifies consideration for Low Hazard because:

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that: A Certificate of Insurance must be provided which names the City of Long Beach as an additional named insured party on the policy or I am requesting that Board of Aldermen waive the insurance requirement for this Low Hazard Event as identified in paragraph above

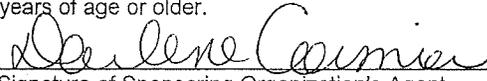
related to insurance, and I have executed the Hold Harmless and Indemnification Agreement on behalf of the event sponsor.

All food vendors must be approved by the Harrison County Health Department, and each food or other vendor must provide the City of Long Beach with a Certificate of Insurance which names the City of Long Beach as an additional named insured party on the policy.

The approval of this special event may include additional requirements or limitations, based on the City's review of this application. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

As the duly authorized agent of the sponsoring organization, I am applying for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the terms of the written confirmation of approval, and all other City requirements, ordinances and other laws, which apply to this Special Event. By signing this Special Event Application, I declare I am 21 years of age or older.

9/17/13
Date


Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least ninety (90) days before the first day of the event to:
CITY CLERK'S OFFICE - 201 JEFF DAVIS AVENUE - P.O. BOX 929 - LONG BEACH, MS
39560

ADOPTED: 11.15.11-BOARD ACTION

Minutes of October 1, 2013
Mayor and Board of Aldermen

Event Title: LBHS Homecoming Parade

DEPARTMENTAL USE ONLY: Please contact applicant directly with any questions or concerns. Sign and return to the City Clerk's Office, as soon as possible.

Approvals noted below, by departments, indicate they have been made aware of the request and the reasonability of their department has been met.

Police Dept.: OK Recommend Approval: YES NO Est. Economic Impact: \$ _____

Fire Dept.: OK ALBAs Recommend Approval: YES NO Est. Economic Impact: \$ 0

Public Works: _____ Recommend Approval: YES NO Est. Economic Impact: \$ _____

Traffic Eng.: _____ Reccmend Approval: YES NO Est. Economic Impact: \$ _____

Parks/REC: OK R/g Recommend Approval: YES NO Est. Economic Impact: \$ 0

Have businesses been notified for street closures?: YES NO

Reason for disapproval _____

Any special requirements/conditions _____

Insurance / Indemnification Received: Yes

Insurance Approved: Yes

Board of Aldermen Approved: _____ Denied: _____

Approval/ Denial Mailed: _____

ADOPTED: 11.15.11-BOARD ACTION

Minutes of October 1, 2013
 Mayor and Board of Aldermen



CERTIFICATE OF LIABILITY INSURANCE

LONGBEA-08 TECI

DATE (MM/DD/YYYY)
 9/19/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Stewart Sneed Hewes A Division of BancorpSouth Insurance Services P.O. Box 250 Gulfport, MS 39502	(228) 863-5362	CONTACT NAME: Cindy Teague PHONE (A/C No, Ext): 228-863-5362 6134 FAX (A/C, No): 228-863-1957 E-MAIL ADDRESS: cindy.teague@bxsi.com
INSURED Long Beach School District 19148 Commission Road Long Beach, MS 39560		INSURER(S) AFFORDING COVERAGE INSURER A: Acadia Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

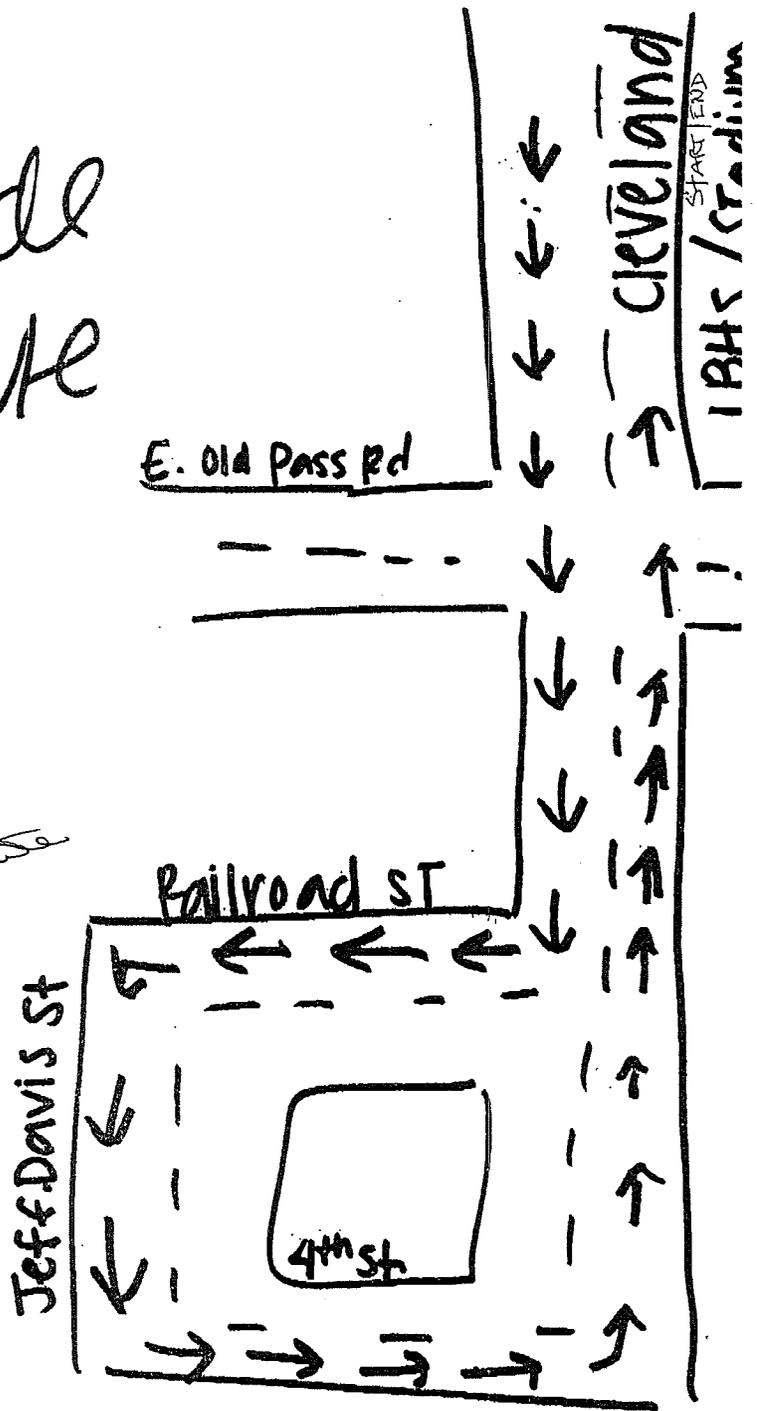
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	CNA434502114	7/1/2013	7/1/2014	EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPIOP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			WC STATUTORY LIMITS \$ OTHER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Re: Long Beach Schools Homecoming Parade on Thursday, 10/24/2013.

CERTIFICATE HOLDER City of Long Beach P. O. Box 929 Long Beach, MS 39560-	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

2013
Parade
Route

Approved
Police Chief
Approved Parade Route
9/18/13



Minutes of October 1, 2013
Mayor and Board of Aldermen

The City of Long Beach appreciates your efforts in contributing to the heart and vitality of the City through your proposed Special Event. We recognize that the City of Long Beach is fortunate to have many varied and beautiful parks and friendly streets and neighborhoods, all of which provide wonderful venues at which to hold Special Events.

A special event is defined as one or more of the following situations occur: (1) Outdoor entertainment is being offered; (2) An admission fee is charged; (3) Vendors sell food products/wares; (4) Carnival games/amusement rides are offered; (5) Attendance is double the estimated population in the area where the event is to be held; (6) Purpose of event is a fundraiser; (7) It interferes with parking, safe movement of pedestrians and/or vehicular traffic in the area; (8) Alcoholic beverages are sold; (9) a sports tournament is involved.

To preserve the City's natural resources, while still offering enjoyment, the City may permit the temporary use of public properties or roadways for special activities. The City coordinates the review of these events with various City departments to ensure that the events are conducted safely.

The City Clerk's Office will distribute copies of your application to all City departments or agencies affected by your event. These department or agencies will contact you individually only if they have specific questions or concerns about your event.

PURPOSE: The purpose of the Special Events Policy is to promote uniform procedures to regulate and permit special event activity at locations under the jurisdiction of the City of Long Beach. The Special Event Application is a starting point for any group or individual who wishes to hold an event, parade, assembly, festival, or similar affair, within the municipal limits of the City of Long Beach.

SPECIAL EVENT APPLICATION REQUIRED: This Policy Statement on Special Events covers all special events. Any organization wishing to sponsor or hold a Special Event in the City of Long Beach that takes place on public lands or lands that are controlled by the City of Long Beach will be required to complete the City of Long Beach Special Event Application.

A Special Event within the City of Long Beach that will be conducted on the streets, parks or other public area is required to be approved by the Board of Aldermen. Applications to conduct a Special Event must be made in writing to the Office of the City Clerk. **The Mayor and Board of Aldermen meet on the first and third Tuesday of each month; applications must be received no later than noon on Friday prior to Tuesday's meeting.** Applications are available from the City Clerk's Office and via the City's website at www.cityoflongbeachms.com.

The City will provide a complete review of any special event application, including consultation with the applicant as may be reasonably necessary to resolve problems and/or concerns.

ADOPTED: 11.15.11-BOARD ACTION

Minutes of October 1, 2013 Mayor and Board of Aldermen

Sponsors of Special Events should be aware that noise generated by the event could have an impact on the neighborhoods near the event site. Sponsors must be considerate of the neighborhood and be aware of the City Noise Ordinance.

As an event organizer, you must consider the availability of rest room facilities during this event. Consideration should be made regarding the type of event, the length of time it will be held, the number of people, etc. You must determine the rest room facilities in the immediate area of the event venue and then identify the potential need for portable facilities. Remember to identify accessible facilities for ADA requirements as well.

IMPLEMENTATION

Eligibility Requirements: The application or representative of any business, group or organization that seeks approval to conduct a special event, must be 21 years of age or older and officially designated as the agent of the sponsoring business, group, or organization.

Application Procedure: A Special Event Application must be received in the City Clerk's Office no later than ninety (90) days before the first day of the event. An incomplete application may result in denial of your request. We ask that applicants begin the process as early as possible in order that proper approvals and deadlines are met.

Please submit the following information:

- Signed application
- Map (sketch) of event site, detailing street closures, parking requirements, etc.
- Schedule of Event
- Proof of insurance/indemnification (naming City of Long Beach as an "additional insured")

Mapped Routes

A detailed map or diagram indicating the specific locations and layout of the event must be submitted. This should also include any proposed street closures, proposed route and direction of route including all turns and the number of traffic lanes to be used, if applicable.

Routes for special events must be submitted with the license application, regardless of historical precedent. Proposed routes may be altered at the discretion of the Police Department and the Department of Public Works. In the event that the organizer or sponsor of any special event deviates from the route submitted without the approval of the city, the organizer or sponsor of such special event may be denied a permit for any special event for the following calendar year.

EMERGENCY MEDICAL SERVICES: Due to the vast number of different types of events, along with the anticipated crowd sizes, at a minimum, all event holders should have knowledge of 911 access and someone who is certified in First Aid/CPR. Also, basic First Aid Stations and/or kits should be on site.

ADOPTED: 11.15.11-BOARD ACTION

**Minutes of October 1, 2013
Mayor and Board of Aldermen**

LIABILITY INSURANCE REQUIREMENTS: To comply with the City's insurance liability carrier, the City must require that all sponsors of a special event carry liability insurance with coverage of at least \$500,000. An event sponsor must provide a valid certificate of insurance naming the City of Long Beach as an additional named insured party on the policy.

An event sponsor may request that the Board of Aldermen waive the insurance coverage for an event classified as Low Hazard. A Low Hazard event is a small gathering or ceremony involving not more than 50 people, who are passively participating in the activity, without any physical activity by participants or severe exposure to spectators, and no City services are required. An event sponsor of a Low Hazard event must sign a Hold Harmless and Indemnification Agreement as part of its application process.

City Services: All costs are the responsibility of the permit holder. The Long Beach Police Department reviews and determines which police services the event requires, and if necessary, the amount of security services for the event. Each City Department will list their cost on the Departmental Use form of the application packet.

CLEAN UP: Applicants are responsible for clean up and repairs. Applicants who fail to clean up and repair damages to the Event Area may be billed for City services and such failure will be considered for future applications.

WRITTEN CONFIRMATION OF CITY APPROVAL: It is expected that the event coordinator or a representative be present at the Board of Aldermen meeting to answer any possible questions that the aldermen may have regarding your proposed event. **Please note, if questions arise at the Board of Aldermen meeting, and a representative is not present, your request may be denied.**

Upon approval of the Special Event Application, a written confirmation as to the action of the Board of Aldermen will be forwarded to the individual or organization requesting the event by the City Clerk's Office. This confirmation will outline any special conditions that must be met if the event is to be held.

PLEASE CONTACT THE CITY CLERKS OFFICE, WITH QUESTIONS REGARDING THIS POLICY AT (228) 863-1556.

ADOPTED: 11.15.11-BOARD ACTION

Alderman Ponthieux made motion seconded by Alderman Carrubba and unanimously carried to approve the application as submitted, waiving any associated fees, all to promote the City of Long Beach and advertise the resources and opportunities available.

The Resolution, Paving of Russell Street, was taken under advisement for further review and consideration at the next regular meeting, October 15, 2013.

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Minutes of October 1, 2013
Mayor and Board of Aldermen

The City Attorney updated the Mayor and Board of Aldermen regarding the Ronald Jefferson litigation; no official action was required or taken.

There were no public comments regarding general matters not appearing on the Municipal Docket.

There being no further business to come before the Mayor and Board of Aldermen at this time, Alderman Carrubba made motion seconded by Alderman Parker and unanimously carried to adjourn until the next regular meeting in due course.

APPROVED:

Alderman Leonard G. Carrubba, Sr., At-Large

Alderman Gary J. Ponthieux, Ward 1

Alderman Bernie Parker, Ward 2

Alderman Kelly Griffin, Ward 3

Alderman Ronnie Hammons, Jr., Ward 4

Alderman Mark E. Lishen, Ward 5

Alderman Alan Young, Ward 6

October 15, 2013
Date

ATTEST:

Rebecca E. Schruoff, City Clerk