

1013 N. Flowood Drive Post Office Box 320278 Flowood, MS 39232 601-932-9050 (p) 601-932-0237 (f)

MEMORANDUM

TO:

CYNTHIA

FROM:

WOODY

DATE:

JUNE 25, 2013

RE:

CDBG/CAP CASH REQUEST & REQUISITION W/ INVOICES

Please find enclosed a cash request and requisition, with invoices attached, for approval at the next board meeting. Please return the original cash request forms and a copy of the requisition to our office.

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

Mississippi Development Authority Community Services Division Request for Cash

| Program: | Community Development Block C | 3rant Program | | w. D. D. I. 11. f | (racii) | | | |
|---|---|-------------------------------------|------------------------------------|-------------------------------------|---|--------------------------|----------------------------|--|
| | neral Information | | Grant No. | ction B: Project Informati | | Pro | ject No. | |
| Recipient Mailing Address | MADISON COUNTY | | 1129 | 12-045- | | | , | |
| | PO BOX 608 | | | | | Rea | uest No | |
| Street Address City, State Zip | CANITON ME 2006 | | From | Services Rendered | T- | | 1 | |
| | CANTON, MS 3906 | | From February 26, 2013 | Th | To June 4, 2013 | MDA S | Staff Initials | |
| Telephone No | 601-855-5500 | | | Thru | (- | | | |
| Section C: Rec | quest Per Activity | | | | | | | |
| | Activity Description | Budget Amount | Total Prior Request to Date | This Request | Remaining Balance | Acti | ivity Numbers | |
| 1 | Administration | \$ 21,599.00 | - | \$ 5,876,00 | \$ 15,723.00 | - | | |
| 2 | Public Facilities | \$ 184,391.00 | | \$ 16,200,00 | \$ 168,191.00 | - | | |
| 3 | (1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1- | | | | \$ - | | | |
| 4 | _ | -) | | | \$ | _ | | |
| 5 | | - | | * | \$ - | _ | | |
| 6 | - | | | | \$. | *** | | |
| 7 | Ş | 0.======== | - | | \$ - | - | | |
| 8 | (| -0 | | | \$ - | - | | |
| | Total: | \$ 205,990.00 | \$ - | \$ 22,076.00 | \$ 183,914.00 | | | |
| Required Accomplishment Narrative: (Please provide a brief update on this project.) Application Preparation & Environmental Assessment as well as design engineering that has been completed. I Hereby Certify That (a) the services covered by this request have not been received from the Federal Government/State Government or expended for such services under any other contract agreement or grant; (b) the amount requested will | | | | | | | | |
| be expended for a disbursements. | allowable costs / expenditures under the terms of / That the goods sold and/or services rendered he any advances or funds for future obligations. | of the contract agreement or grant; | t; (c) the amount requested herein | n does not exceed the total funds o | obligated by contract, and (d) the | e funds are requested fo | or only immediate | |
| s this your final | I request for cash on this contract? | , | | YES | Х | _ NO | | |
| | Signature of Authorized Offici | al | 7/1/2013 Date Signed | - | Sample, Hicks & Associat Prepared By | | 6/25/2013 Date Prepared | |
| GERALD STEEN, BOARD PRESIDENT Typed Name and Title of Authorized Official | | | | > | 601-932-9050 Preparer's Telepho | | | |
| | | To be co | ompleted by MDA Aut | horized Official | | | | |
| | | | | | | | | |
| APPROVED BY: DATE: DATE: | | | | | | | | |
| IDIS Voucher Num | nber Vendor Number | Fund Number | Cost Center | Activity Code | Org | County Code | Expense | |
| | | | | | | | | |



Mississippi Development Authority **Consolidated Support Sheet**

Recipient Program:

Community Development Block Grant Program

Request for Cash Number: MADISON COUNTY

Contract Number:

Total Amount Requested:

12-045-PF-01 \$22,076.00

| \$8,000.00 \$5,876.00 \$2,124.00 \$21,599.00 \$5,876.00 \$15,200.00 \$30,000.00 \$16,200.00 \$13,800.00 \$24,000.00 \$16,200.00 \$7,800 \$30,000.00 \$16,200.00 \$13,800.00 \$24,000.00 \$16,200.00 \$7,800 \$30,000.00 \$16,200.00 \$13,800.00 \$24,000.00 \$16,200.00 \$7,800 \$30,000.00 \$16,200.00 \$13,800.00 \$24,000.00 \$16,200.00 \$7,800 \$30,000.00 \$16,200.00 \$13,800.00 \$30,00 \$30,00 \$16,200.00 \$7,800 \$0,000 \$0,000 \$0,000 \$16,200.00 \$30,00 | \$22.076.00 Phis (+) | \$22,076 Cumulative: Program Expenditures |
|--|------------------------|--|
| \$8,000.00 \$5,876.00 \$2,124.00 \$21,599.00 \$15,200.00 | February 26, 2013 | Services Rendered - Beginning: |
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| \$5,876,00 \$2,124,00 \$21,599.00 \$5,876,00 \$15,7 | | |
| | | Total Administration |
| \$0,00 | | |
| 131026 \$5,000.00 \$5,000.00 \$5,000.00 \$5,000.00 \$5,000.00 | 131026 \$5,000.00 | Application Preparation (CDBG O CMPDD |
| \$3,000,00 | \$3,000,00 | General Administration CMPDD |
| oice # Total Invoice Request Match Amount Budgeted Date Balance | _ | IDIS# Line Items |

Hereby Certify That (a) the services covered by this request have not been received from the Federal / State Government or expended for such services under any other contract agreement or grant; (b) the amount requested will be expended for allowable costs / expenditures under the terms of the contract agreement or grant; (c) the amount requested herein does not exceed the total funds obligated by contract; and (d) the funds are requested for only immediate disbursements.

Hereby Certify That the goods sold and/or services rendered have been delivered and/or performed in good order within the time listed above and are in compliance with all statutory requirements and regulations. I certify that this request does not include any advances or funds for

| GERALD STEEN, BOARD PRESIDENT Typed Name and Title of Authorized Official | Signature of Authorized Official |
|---|---|
| | 7/1/2013 Date Signed |
| 601-932-9050 Preparer's Telephone No. | Sample, Hicks & Associates, Inc. Prepared By |

MADISON COUNTY CDBG REQUISITION FORM

REQUISITION NUMBER: 1 PROJECT NUMBER: 1129-12-045-PF-01

| DATE: JULY 1, 2013 BANK ACCOU | UNT NUMBER: |
|--|--|
| WARNOCK & ASSOCIATES, LLC | \$ 30,000.00 (\$16,200.00 CDBG \$13,800.00 LOCAL) |
| ** MDA will only pay \$8,000.00 of this bill for Application Preparation and | \$ 8,000 ** (\$5,876.00 CDBG \$2,124.00 LOCAL) |
| Environmental. Balance of the bill will be requested once construction contracts are signed. AP | PROVED: |
| BY | BOARD PRESIDENT |

JUNE 4, 2013

INVOICE 061713

MADISON COUNTY BOARD OF SUPERVISORS PO BOX 608 CANTON, MS 39046

RE: 2013 SEWER REHABILITATION (WEST MADISON UTILITY DISTRICT)

DESCRIPTION:

| • | DESIGN ENGINEERING | FEE | \$30,000.00 |
|---|--------------------|-----|-------------|
|---|--------------------|-----|-------------|

DESIGN ENGINEERING @ 100 % COMPLETE.....\$30,000.00

TOTAL DUE.....\$30,000.00

SINCERELY,

WARNOCK & ASSOCIATES, LLC

RUDY M. WARNOCK, P.E. PRESIDENT



Central Mississippi Planning and Development District

1170 Lakeland Drive P.O. Box 4935 Jackson, Mississippi 39296-4935 (601)981-1511 Fax: (601)981-1515

Knox W. Ross, Jr., President James Archer, Vice-President Cobie Collins, Secretary-Treasurer F. Clarke Holmes, Chief Executive Officer

February 26, 2013

Honorable Gerald Steen Madison County Post Office Box 608 Canton, Mississippi 39046

Dear Supervisor Steen:

I am writing to transmit an invoice in the amount of \$9,150 for work associated with the 2012 CDBG Public Facilities project for sewer system improvements in west Madison County. The invoice is for the preparation of the CDBG application (\$5,000) and other technical assistance (\$4,150), including advertisement and selection of consultants, and preparation of an Environmental Assessment.

I have forwarded a copy of this invoice to your grant administrator for processing to MDA.

We appreciate the opportunity to assist Madison County in obtaining this much needed grant and look forward to working with the County on future projects.

Should you have any questions, please contact me at 981-1511.

Sincerely,

Gray M. Ouzts

Gray M. Ougts

Community and Economic Development Planner

Attachment

cc: Woody Sample; Sample, Hicks & Associates