



**Tetra Tech**

Kimberly Ryals-Brooks  
Sr. Hazard Mitigation Grant Specialist  
Tetra Tech  
[Kim.ryalsbrooks@tetrattech.com](mailto:Kim.ryalsbrooks@tetrattech.com)  
(225) 305-9233

August 26, 2025

**City of Bay St. Louis**

Attention: Michael J. Reso  
688 Highway 90  
Bay St. Louis, MS 39520

RE: Approval Recommendation – Reimbursement Request for 3100 Roberson Road Structure Elevation (FMA-PJ-04-MS-2022-008)

Dear Mr. Reso,

Tetra Tech has completed a thorough review of the payment invoice and associated backup documentation submitted for Milestone No. 1 of the 3100 Roberson Road Structure Elevation project. This includes verification of the contractor's invoice, executed contract, Elevation Certificate, engineering and design documents, Notice to Proceed, building permit, and photographic evidence of mobilization.

Based on our review, all documentation is complete and consistent with the approved scope of work under the Flood Mitigation Assistance (FMA) Swift Current grant. We find the invoice amount of \$42,441.25 submitted by Davie Shoring, Inc. to be accurate and in alignment with the contractual milestone payment schedule.

Accordingly, Tetra Tech recommends approval of the reimbursement request and disbursement of funds to Davie Shoring, Inc.

Please feel free to contact us if you have any questions or need further clarification.

Sincerely,

A handwritten signature in cursive script that reads 'Kim Ryals-Brooks'.

Kimberly Ryals-Brooks  
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**Tetra Tech**

Tel +1.225.666.4599 | Cell +1.225.305.9233 | [tetrattech.com](http://tetrattech.com)

# Invoice

P.O. Box 489  
Natalbany, LA 70451  
(504) 464-4712

Invoice #	Date
3100R.M1	6/16/2025

Bill To
MISS Bay St. Louis

Ship To
Tami & Perry Guy 3100 Roberson Rd. Bay St. Louis MS 39520

Project	Terms	Rep
3100 Roberson Rd. Bay St. Louis MS 39520		KH

[illegible]

Make checks payable to: Davie Shoring, Inc.

<b>Payments/Credits</b>	\$0.00
<b>Amount Due to Date</b>	\$42,441.25

### Contract Work Summary

MISSISSIPPI EMERGENCY MANAGEMENT AGENCY ATTACHMENT E - CONTRACT WORK SUMMARY RECORD							PAGE	OF		INVOICE ONLY	
APPLICANT			FIPS NO.	DISASTER / GRANT		PROJECT NO. (FEMA)		RRF NO.			
City of Bay St. Louis, MS			2803980	FMA 2022 SWIFT		FMA-PJ-04-MS-2022-008		3	<input type="checkbox"/> YES <input type="checkbox"/> NO		
DESCRIPTION OF WORK PERFORMED											
Contractor Milestone 1											
HOMEOWNER	STRUCTURE ADDRESS	VENDOR	INVOICE #	INVOICE DATE	INVOICE TOTAL	AMOUNT REQUESTING	FEDERAL SHARE	NON-FEDERAL SHARE	TOTAL REQUESTED AMOUNT	COMMENTS	
Perry and Tami Guy	3100 Roberson Road, Bay St. Louis, MS	Davie Shoring, Inc.	3100R.M1	6/16/2025	\$42,441.25	\$42,441.25	\$38,197.13	\$4,244.13	\$42,441.25	Permit and Notice to Proceed: Submitted A&E drawings, obtained pre-construction EC, building permits, NTP, specs for lift	
<b>Total</b>					<b>\$42,441.25</b>	<b>\$42,441.25</b>	<b>\$38,197.13</b>	<b>\$4,244.13</b>	<b>\$42,441.25</b>		

## Hazard Mitigation Assistance Grants Milestone Inspection Form

Homeowner Name(s): Perry and Tami Guy  
Address: 3100 Roberson Road  
City, State, Zip: Bay St. Louis, MS 39520  
Phone Number: 985-789-2214



My signature below indicates my satisfaction with work complete to date.

### PROJECT MILESTONES

1. **Permit and Notice to Proceed (25%):** Submit A&E drawings, obtain pre-construction Elevation Certificate, City building permits, Notice to Proceed (fully/executed), and specification for lift, if applicable

Kim Ryals Brooks  
INSPECTOR SIGNATURE

6/15/2025

DATE

[Signature]  
HOMEOWNER SIGNATURE

6/13  
DATE

2. **Foundation (25%):** Clearing work has been completed, tunneling completed, jacking and cribbing completed, structure is in air ready for new foundation. (Foundation layout must be completed prior to signoff of Milestone 2).

\_\_\_\_\_  
INSPECTOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
HOMEOWNER SIGNATURE

\_\_\_\_\_  
DATE

3. **Pilings/piers (25%):** Piers and/or Post columns are built and structure is set on new piers and/or post columns. New foundation is complete and structure is assumed to be at the new elevation height required. (Updated EC must be presented at Milestone 3 Inspection).

\_\_\_\_\_  
INSPECTOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
HOMEOWNER SIGNATURE

\_\_\_\_\_  
DATE

4. **Final Completion (25%):** Completion of all work, all utilities are connected, removal of all equipment, final site clean-up, Certificate of Completion/Occupancy, and Final EC have been obtained and submitted to City. Verifying that the elevation of structure meets or exceeds the required height (BFE/ABFE+2).

\_\_\_\_\_  
INSPECTOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
HOMEOWNER SIGNATURE

\_\_\_\_\_  
DATE

*Robert Barrilleaux & Assoc., Inc.  
42333 Deluxe Plaza Ste. 8  
Hammond, LA 70403*

Clay Barrilleaux

Todd Ryan

Mark Chemay

May 13, 2025

Mr. Warren Davie  
President  
Davie Shoring, Inc.  
P.O. Box 489  
Natalbany, LA 70451

Re: Statement of Responsibility for 3100 Roberson Road Bay St. Louis, MS

Dear Mr. Davie,

I certify that the plans that bear my seal and signature regarding the raising and construction of the above address are consistent with the IRC 2021, ASCE 07-22, ASCE 24-14, and local specifications. I have prepared and reviewed these plans for this location and have approved them as a professional engineer and my firm bears the liability that comes with that approval.

This responsibility is only for the design of construction. I do not supervise the construction unless specifically requested and only makes a final inspection to ensure work has been completed and that pilings, piers, footings, and/or columns have been properly placed to support the home.

Should you have any questions please contact me at my office.

Sincerely,



Clay Barrilleaux, PE

05/013/25