



City of Tupelo

June 24, 2022

Stephen Rone
Consultant Services Director
Mississippi Department of Transportation
P.O. Box 1850
Jackson, Mississippi 39215

COUNCIL

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Ward One

Lynn Bryan
Ward Two

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Ward Three

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RE: CONSULTANT SELECTION VIA SMALL PURCHASE PROCEDURE
STP-0430-00(046)LPA/109150
WARD 7 LAWNDAL ELEMNTARY SCHOOL SIDEWALK
CITY OF TUPELO, LEE COUNTY, MISSISSIPPI

Dear Mr. Rone:

With this letter, the City of Tupelo is requesting to use the Small Purchase Procedures as outlined in the Local Public Agency Consultant Operating Procedures for Professional Services, Section 2.2.1 Small Purchase Procedures, for the selection of the professional engineering consultant to provide preliminary engineering services for the referenced project.

The City of Tupelo has considered (3) three qualified firms for this project, including Dabbs Corporation, Cook-Coggin Engineers, Inc. and Engineering Solutions, Inc. By our internal selection process, we have selected Dabbs Corporation as our Professional Services Consultant for preliminary engineering services to assist us with this Project. The total cost for these services that will be utilizing federal funds for the Consultant selected are estimated to be less than the Federal Simplified Acquisition Threshold.

Thank you for your time and consideration. Please call me at (662) 841-6513 if you have any questions, concerns or comments.

Sincerely,
CITY OF TUPELO, MISSISSIPPI

Todd Jordan
Mayor

C: Mr. Lee Frederick, State LPA Engineer, MDOT
Mr. Travis Wampler, District 1 LPA Coordinator, MDOT
Mr. Dennis Bonds, PE, LPA Project Director, City of Tupelo