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August 11, 2022

Honorable Todd Jordan
Mayor, City of Tupelo
P.O. Box 1485
Tupelo, MS 38802-1485

RE: STP-0430-00(040)LPA/107362-701000
Lee County

Dear LPA Official:

This is to advise that the Mississippi Transportation Commission has concurred in your request to award the contract for the construction of the subject project and you are hereby authorized to send the Notice of Award Letter and contract documents to J.M. Duncan, Inc., Ripley, MS. Upon execution of the contract, you are authorized to issue the Notice to Proceed/Notice of Execution to the contractor and copies of this Notice should be furnished to the Chief Engineer, State Local Public Agency Engineer, Materials Engineer and Construction Engineer, MDOT, Box 1850, Jackson, Mississippi 39215, and to the District Engineer & District LPA Engineer, P.O. Box 2060, Tupelo, MS 38803. Prior approval by MDOT is required for any Supplemental Agreement and Quantity Adjustment to become part of this contract. See Chapter 7, Item 7.5 Supplemental Agreements in the on-line PDM (www.gomdot.com, Projects, Local Public Agencies).

The LPA's percentage share (20%) will be deducted from each monthly LPA-001 (Generated by MDOT's LPA Site Manager). This project consists of the low bid and contingencies for a total project cost of \$483,125.00. Federal funds in the amount of \$386,500.00 will be applied toward this project. As a reminder, any cost exceeding the federal amount of \$386,500.00 will be borne by the LPA.

The CFDA number, **20.205-Highway Planning and Construction**, is to be used on the Schedule of Federal Expenditures to report the federal project expenditures incurred in the current fiscal year.

As a sub recipient of FHWA pass-through funds, the LPA is required to complete and submit the Single Audit Certification and Exemption Form. The LPA is required to complete and submit this form every fiscal year hereafter until the project close-out.

Your attention is respectfully directed to the on-line PDM as it pertains to engineering and supervision of the construction and sampling and testing of materials. Also, as contained in the PDM, it is requested that ten (10) copies of the executed proposal, contract documents, and half scale plans be furnished to this office for distribution. One of these copies **must be certified** by the LPA as a true and correct copy of the original.

Attached are the original OCR-481-LPA Forms for the referenced project. Copies of this original, approved form must be inserted into each of the executed contracts. The LPA must retain the Original OCR-481-LPA Form for their files.

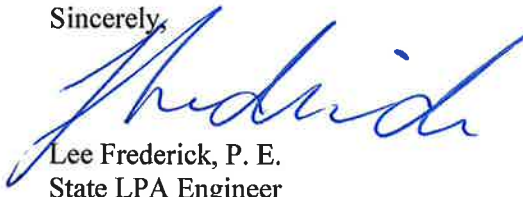
There are several forms used to monitor the contractor's progress in administering the Disadvantaged Business Enterprise requirements in this contract: OCR-482-LPA, OCR-483-LPA, OCR-484-LPA, OCR-487-LPA. If you have questions concerning usage of these forms and what you should do with them, you may contact the Civil Rights Division, Box 1850, Jackson, Mississippi, or @ (601) 359-7466.

Also, included in the attachments are the following forms:

- RPS-1 (Rev. 6-19) - Request for Permission to Subcontract, which we are recommending that LPA's utilize unless they have their own form. Please do not use the MDOT CAD-720 form.
- NRAA-1 (Rev 6-19) - Notice of Requirements for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246).
- SCC-1 (Rev. 6-19) - Sub-Contract Certification for Federal Aid Projects.

It will be necessary to hold a preconstruction conference **before the contract time is scheduled to begin** and **before the beginning of any construction** on this project. Please contact your District LPA Engineer for the persons that should be included in attendance at the preconstruction conference.

Sincerely,



Lee Frederick, P. E.
State LPA Engineer

TLF:phm

cc: Commissioner John Caldwell
LPA Division Project File
LPA Administrator (Baker)
Construction Engineer
Materials Division
District Engineer

Civil Rights DBE Coordinator
Federal Highway Administration
District LPA Engineer (Wampler, Wages)
Central File
City of Tupelo - NON-PARTICIPATING
Office File