

CONTRACT FOR PROFESSIONAL SERVICES

BETWEEN

CITY OF TUPELO, MISSISSIPPI

AND

THREE RIVERS PLANNING & DEVELOPMENT DISTRICT

SCOPE OF WORK

Three Rivers Planning & Development District (TRPDD) will provide Redistricting Services as follows:

A. Map drawing of District Boundaries and Supporting Data

TRPDD will draw district boundaries using agreed upon methodology and parameters established by the Local Government to meet U.S. Department of Justice guidelines and traditional redistricting principles. Supporting demographic data will be in tabular form in an Excel file format and the mapping data will be provided in hard copy and digital formats.

B. Work Sessions with Local Government

TRPDD will meet a reasonable number of times the Local Government Council and /or designated Redistricting Committee. The initial meeting will be to agree upon methodology and criteria for drawing the district boundaries and to agree upon a schedule for the project. The following meetings, as necessary, will be work sessions to review the maps and data provided by TRPDD and the final meeting will be to adopt a final redistricting plan by the Council.

C. Public Meeting Materials and Support

In addition to the work sessions set forth in Section B above, TRPDD will provide supportive maps and data for a public hearing to present a draft plan to the public for comment prior to final adoption of one redistricting plan by the Council. TRPDD staff will be on hand to attend these hearings and will be available to answer questions concerning the mapping work and related data produced. The Council will be responsible for the scheduling of these meetings, the public notice of these meetings, and any required legal record of the meeting.

D. Required Submission

The Council will be responsible for preparing the final documents for any required submission. TRPDD will assist in this process by providing maps and digital files and any other necessary materials created during the redistricting process. TRPDD will work with the Council to develop the required data necessary for this submission.

DELIVERABLES

TRPDD will provide working maps and table for discussion during work sessions with the Council. TRPDD will also provide maps and table for the public hearings and will deliver a final set of paper maps outlining the district boundaries and provide the digital files and supporting tabular data to the Council.

SCHEDULE OF WORK

TRPDD will begin work on the project as soon as this proposal has been agreed to and upon release of the Census Data and in coordination with the Council. The schedule is contingent upon the timely delivery of 2020 census data from the United States Census Bureau and the availability of the Council. Upon approval of this engagement, TRPDD will schedule the first meeting with the Council in accordance with Section B above to develop a schedule for the proposed work and to discuss the methodology and criteria for the same.

COMPENSATION AND PAYMENT SCHEDULE

TRPDD will provide these comprehensive redistricting services for a total flat fee of **\$11,500.**

The effective date of this contract shall be _____, _____, 2022.

CITY OF TUPELO, MISSISSIPPI

Lynn Bryan, President
City Council

ATTEST:

Missy Shelton,
Clerk of the Council

CITY OF TUPELO, MISSISSIPPI

Todd Jordan, Mayor

ATTEST:

Kim Hanna, City Clerk

THREE RIVERS
PLANNING &
DEVELOPMENT
DISTRICT

Vernon R. Kelley, III
Executive Director

ATTEST:

John Byers, CED Director