

**REQUEST FOR PROPOSAL  
FOR  
DISASTER DEBRIS REMOVAL AND DISPOSAL SERVICES  
FOR THE CITY OF BELMONT, MISSISSIPPI**

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**INTRODUCTION AND GENERAL TERMS**

In anticipation of future disaster events which may result in widespread public services damage, thereby overwhelming existing resources, the City of Belmont is seeking a qualified Contractor to perform the scope of work addressed in this Request for Proposals (RFP). All proposals must be properly certified by the entity bidding for the work and signed by an officer, director or owner that has authority to bind and commit the Company to perform said work and services.

Notice is hereby given that the City of Belmont, Mississippi, will accept sealed proposals from vendors interested in furnishing **Disaster Debris Removal and Disposal Services**. Firms or companies desiring to provide services as described in the Scope of Work shall submit sealed proposal in one (1) original and four (4) complete copies not later than **10:00 a.m. (Local Time)** on **February 27, 2026** to the City of Belmont, 94 Main Street, Belmont, MS 38827.

Printed copies of this RFP are available at the **City of Belmont City Clerk's Office located at 94 Main Street, Belmont, Mississippi 38827**. Electronic copies may be obtained by emailing [mayor@cityofbelmontms.com](mailto:mayor@cityofbelmontms.com).

Proposal must be submitted to the City Clerk's Office at 94 Main Street, Belmont, MS 38827 in a sealed envelope that is clearly marked in the lower left corner as shown below:

**Proposal:  
Disaster Debris Removal and Disposal Services  
February 27, 2026**

An Electronic Copy of the Proposal in PDF format shall be included in the submittal.

A list of references shall also be included in the completed proposal.

Respondents are cautioned that they are responsible for delivery to the specific location cited herein above. Therefore, if your proposal is delivered by express mail carrier or by any other means, it is your responsibility to insure delivery to the specified address before the deadline. Late deliveries will be rejected as non-responsive regardless of the reason for delay.

All costs of preparation of a response to this response to request for proposals are solely those of the proposers. The City assumes no responsibility whatsoever for any such costs incurred by a

proposer. The proposer also agrees that the City bears no responsibility for any costs associated with any administrative or judicial proceedings resulting from the solicitation process.

The City reserves the right to accept or reject any or all proposals, with or without cause, to waive technicalities, or to accept the proposal which, in its sole judgment, best serves the interest of the City, or to award a contract to the next most qualified proposers if a successful proposer does not execute a contract within ten (10) days after approval of the selection of the City. The City reserves the right to cancel a solicitation at any time prior to approval of the award by the City. The City reserves the right to request clarification of information submitted and to request additional information of one or more applicants.

## **SCOPE OF WORK FOR DEBRIS REMOVAL IN BELMONT, MISSISSIPPI**

### **1.0 GENERAL**

- 1.1 The purpose of this contract is to remove and dispose of all eligible debris from City of Belmont Rights-of-Way (ROW) and applicant owned property within the City of Belmont. Private Right of Way Access or Right of Entry (ROE) may or may not be part of this project; however, if the City, State, MEMA, or FEMA authorizes ROE, it will become part of this project.
- 1.2 The contract term will be One (1) Year with the option for Three (3) renewals of One (1) Year each.

### **2.0 SERVICES**

- 2.1 The Contractor shall provide for debris removal and disposal of all eligible debris from the City ROW. There will be no burning of debris permitted under this contract.
- 2.2 The debris shall be taken to the Contractors preferred rubbish site for final disposal, and the site must be a Mississippi Department of Environment Quality (MDEQ) approved dumpsite. A list of MDEQ Approved sites for this disaster is included below:

Tishomingo County Landfill  
343-393 Co Rd 147  
Tishomingo, MS 38873

Belmont Landfill  
864 Co Rd 700  
Golden, MS 38847

- 2.3 Haul and Dispose. The work shall consist of clearing, separating, and removing any and all eligible debris (see definitions of eligible debris) from public property only, including ROW of streets and roads. Work shall include: 1) examining and sorting debris to determine whether or not debris is eligible; 2) loading and sorting the debris; and 3) hauling the eligible debris to a MDEQ approved dumpsite. Ineligible debris shall not be loaded, hauled, or dumped under this contract. The City's authorized agent shall be immediately notified of any ineligible debris placed at the right-of-way for collection.

- 2.3.1 The Contractor shall make a maximum of Three (3) passes with a minimum of one weekend between each pass. The contractor shall not move from one designated work area to another designated work area without prior approval from the City's authorized agent or their designee.
- 2.4 Any eligible debris, such as fallen trees, which extend onto the public ROW from private property, shall be cut at the point where it enters the ROW. Only that part of the debris that lies within the ROW shall be removed. Hazardous limbs are considered eligible debris and are defined as limbs greater than two inches in diameter that are still hanging in the tree and are threatening a public use area, such as a trail, sidewalk, road, etc. Trees in the public ROW with more than 50% of the crown broken are eligible debris and shall be removed. Holes present as a result of uprooted trees in the public ROW shall be filled to ground level. The Contractor shall not enter onto private property during the performance of this contract, unless specifically authorized by the City, in writing.
- 2.5 Contractors shall note that a portion of the project will occur in residential areas. The contractors should exercise due care to minimize any damages to trees, shrubs, landscaping and general property. The contractor shall repair any damages caused by the contractor's equipment in a timely manner at no expense to the City. The debris work area shall be left clear of debris and cleaned, as reasonably and practical under the conditions of this project.
- 2.6 The contractor shall use equipment and perform work in a manner to prevent damages to the City's infrastructure facilities and adjacent ROWs, including all landscaped areas. The contractor shall repair any damages caused by the contractor's equipment in a timely manner at no expense to the City. All loading equipment is required to operate from the street/road using buckets and/or boom and grapple devices to remove and load the debris. Any damage to private property, sidewalks, curbs, or streets shall be repaired at the expense of the contractor.
- 2.7 The Contractor shall conduct the work so as not to interfere with the disaster response and recovery activities of Federal, State and Local governments or agencies, or of any public utilities.
- 2.8 The government reserves the right to inspect the site, verify quantities, and review operations at any time.
- 2.9 All work shall be accomplished in a safe manner in accordance with OSHA standards.

### **3.0 LOAD TICKETS**

- 3.1 While it is preferred that an e-ticket system will be utilized for monitoring, should a manual system be used, load tickets shall be used for recording the cubic yard volume of debris removed for disposal. In the event that an e-ticket system is not utilized, the following process will be used regarding load tickets. A copy of the load ticket to be

used by the contractor shall be submitted for approval prior to beginning work. The Contractor shall provide all load tickets to the City. The load ticket numbers shall be sequentially numbered. The load tickets shall be a minimum of four-parts.

3.2 The e-ticket system, or if manual tickets are used, shall contain the following information:

- Ticket Number
- Contract Number
- Contractor Name
- Date
- Truck or Roll-off Number
- Truck Capacity
- Point of Debris Collection
- Loading Departure Time
- Dump Arrival Time
- Percent of Load
- Actual Debris Volume
- Debris Eligibility (Y/N)
- Type of Debris

3.3 In the event manual tickets are used, a minimum of four-part load ticket will be issued by a City monitor prior to transport of the debris from the loading site. The entire four-part load ticket is given to the vehicle operator. Upon arrival at the dumpsite, the vehicle operator will give the entire four-part load ticket to the City monitor. The City monitor will verify the hauler and equipment, and establish a percent of truck capacity of the eligible cubic yardage of debris load. After documenting percentage to the nearest 5%, the City monitor will calculate the actual cubic yardage of the load. The actual cubic yard will be recorded on the load ticket by the City monitor to the nearest cubic yard. The City monitor will document the data on the load ticket. The City monitor will give one copy to the vehicle operator. One copy is then given to the contractor, the original is kept by the City, and the fourth for any other entity that may need a copy. The load tickets shall be submitted with the daily operational report.

#### **4.0 DEBRIS CLASSIFICATION**

4.1 Eligible Debris. Eligible debris is considered all storm related debris which is located within the public right of way, and applicant owned properties, as defined below. It is further defined as debris eligible for reimbursement under the FEMA Public Assistance Grant Program.

4.2 Stumps. The removal and disposal of all stumps, when eligible for removal, may be paid on the cubic yard basis, regardless of size or whether or not the stumps require extraction by the contractor. Stumps 6" or larger hauled separate from other debris shall be individually measured and converted to cubic yards using the attached TABLE by the

City's representative. Uprooted stumps with an exposed root ball on improved public property or in the ROW 24" or larger that create an immediate threat of life, public health, and safety which have to be extracted by mechanical means maybe addressed on a case-by-case basis by the City after FEMA approval. Removal shall be accomplished by the most economical means. The extracted stump will then be measured and converted to cubic yards using the attached TABLE by the City's representative.

- 4.3 Construction and Demolition (C&D). The removal of C&D debris within the Public ROW, and on applicant owned properties, is to be removed.
- 4.4 Household Hazardous Waste. If it is determined that Household Hazardous Waste (HHW) has been comingled with the eligible debris, the Contractor will be required to construct a HHW containment area(s) or coordinate to establish a useable existing site. The Material which is found to be classified as HHW shall be reported immediately to the City's representative. This material shall be segregated from the remaining debris using a method which will allow the remaining non-HHW containment area. Disposal of the HHW debris will be accomplished by the Contractor.
- 4.5 Electronics. The Contractor shall collect and dispose of eligible electronics waste in a manner complying with all applicable Federal, State and Local laws and regulations. Electronic, or e-waste, refers to electronic products being placed on the ROW. These include a wide range of items, including but not limited to the following:
  - Television and computer monitors
  - Computers and computer peripherals (i.e. monitors and keyboards)
  - Audio and stereo equipment
  - VCR's and DVD players
  - Video cameras
  - Telephones, cellular telephones and other wireless devices
  - Fax and copy machines
  - Video games and consoles

## **5.0 PERFORMANCE SCHEDULE**

- 5.1 The Contractor shall commence performance within twenty-four (24) hours of receipt of notice to proceed.
- 5.2 Prior to commencing debris removal operations a contractor shall, with the City's direction, provide a work plan showing where operations will begin and which streets/roads will be cleared on a 7 and 14 day projection. The plan shall be updated every Monday.
- 5.3 All activity associated with debris operations shall be performed between 6:00 AM and 8:00 PM in the affected areas. The contractor may work seven (7) days per week, including holidays.

- 5.4 Maximum allowable time for completion shall be ninety (90) calendar days, unless the City initiates additions or deletions to the contract by written change orders. Both parties pursuant to applicable City, State and Federal law will equitably negotiate subsequent changes in cost and completion time.
- 5.5 Contractor shall have a minimum daily production rate of 1,000 cubic yards after reaching full production within 72 hours of notice to proceed. In the event that the contract is extended and the daily production rate is less than 1,000 cubic yards per day, liquidated damages equal to daily monitoring costs and other costs incurred by lengthening the contract duration shall be assessed to the Contractor.

## 6.0 EQUIPMENT

- 6.1 All trucks and other equipment must be in compliance with all applicable Federal, State, and Local rules and regulations. All trucks and other equipment shall be equipped with back-up alarms. Any truck used to haul debris must be capable of rapidly dumping its load without the assistance of other equipment. Sideboards or other extensions to the bed are allowable provided they meet all applicable rules and regulations, cover the front and both sides, and are constructed in a manner to withstand severe operating conditions. The sideboards are to be constructed of 2" by 6" boards or greater and not to extend more than two feet above the metal bedsides. All extensions are subject to acceptance or rejection by the City. The contractor shall provide means to rapidly unload any trailer that does not have a means for dumping. All trailers shall have a metal-framed exterior and a minimum of 5/8" plywood (not wafer board) interior walls. All equipment used to haul debris shall be equipped with a tailgate that will effectively contain the debris during transport and permit the truck to be filled to capacity. **Plastic webbing is not acceptable for a tailgate.** All hauling equipment shall be measured and marked for its load capacity. The Contractor is responsible for ensuring all loading and transport equipment complies with State and Local laws. The Contractor prior to use shall inspect all equipment. The Contractor will provide a form for this purpose.
- 6.2 Trucks and other heavy equipment designated for use under this contract shall be equipped with two signs, one attached to each side. These signs shall be furnished by the Contractor. Magnetic signs are not permitted. The signs shall contain the following information:
  - Company Name
  - Truck Number
  - Cubic Yardage
  - Inspectors' Name and Date
- 6.3 Prior to commencing debris removal operations, the Contractor shall present to the City all trucks, trailers, or containers that will be used for hauling debris. Each truck or trailer will be measured to determine the load capacity. Each truck or trailer shall be numbered

and clearly display the load capacity for identification with a permanent marking. The City may, at any time, request that the trucks be re-measured. The Contractor shall notify the City each time a new truck, trailer or container is to be used under this contract. No capacity can exceed 100% of the measured volume.

- 6.4 Trucks or equipment, which are designated for use under this contract, shall not be used for any other work during the working hours of this contract. The Contractor shall not solicit work from private citizens or others to be performed in the designated work area during the period of this contract. Under no circumstances will the Contractor mix debris hauled for others with debris hauled under this contract.
- 6.5 Loading equipment used under this contract shall be rubber tired and sized properly to fit loading conditions. Excessive size loading equipment (6 CY and up) and non-rubber tired equipment must be approved by the City.
- 6.6 The Contractor shall provide an inspection tower at each dumpsite. This tower shall be constructed such that the City monitor can see the bed when empty and to fully view the debris load (at least 10 feet above the existing ground surface), establishing the volume. The inspection tower shall be constructed to meet all Local, State and Federal safety requirements. The tower shall be constructed using pressure treated wood. The floor area shall be a minimum of 8' by 8', constructed of 2" x 8" joists, 16: O.C. with  $\frac{3}{4}$ " plywood supported by four 6" x 6" posts. The perimeter of the floor area shall be protected by a 4-foot high wall constructed of 2" x 4" studs and  $\frac{1}{2}$ " plywood. The floor area shall be covered with a corrugated tin roof. The roof shall provide a minimum of 6'-6" of head room below the support beams. Access shall be provided by wooden steps with a hand rail. The towers shall include a writing surface area. The contractor may provide a mechanical lift to be used in place of the constructed tower until the tower can be constructed. The Contractor shall remove and dispose of the inspection towers following completion of the debris removal at the direction of the City. The Contractor shall provide portable restroom facilities at all dumpsites.

## **7.0 REPORTING**

- 7.1 The Contractor shall submit a report to the City each day for the term of the contract. Each report shall contain, at a minimum, the following information:

- Contractor's Name
- Contract Number
- Truck Number
- Location of work
- Day of Report
- Daily and cumulative totals of debris removed, by category

- 7.2 Discrepancies between the daily operational report and the corresponding load tickets shall be reconciled no later than the following day.

## **8.0 OTHER CONSIDERATION**

- 8.1 The Contractor shall supervise and direct the work, using a skillful labor and proper equipment for all tasks. Safety of the Contractor's personnel and equipment is the responsibility of the Contractor. Additionally, the Contractor shall pay for all materials, personnel, taxes, and fees necessary to perform under the terms of this contract.
- 8.2 The Contractor shall be duly licensed in accordance with the City, State and County's statutory requirements to perform the work.
- 8.3 The Contractor shall be responsible for taking corrective action in response to any notices of violations issued as a result of the Contractors or any subcontractors' actions or operations during the performance of this contract. Corrections for any such violations shall be at no additional costs to the City.
- 8.4 The Contractor shall be responsible for control of pedestrian and vehicular traffic in the work area. The Contractor shall provide all flag persons, signs, equipment, and other devices necessary to meet Federal, State, and Local requirements. The traffic control personnel and equipment shall be in addition to the personnel and equipment required in other parts of this contract. At a minimum, one flag person should be posted at each approach to the work area. Work shall be accomplished in a safe manner in accordance with OSHA standards.
- 8.5 The Contractor is responsible for obtaining all applicable environmental and regulatory permits prior to the Contractor commencing operations.
- 8.6 The Contractor is responsible for dust control. The Contractor shall be in compliance with all State and Local laws for dust control.
- 8.7 The City may suspend contractor operations due to inclement weather. The performance period may be extended for weather delays.
- 8.8 The Contractor shall comply with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR Chapter 60).
- 8.9 The Contractor shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3).
- 8.10 The Contractor shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR Part 5) in so far as it may apply to this contract.

- 8.11 The Contractor shall comply with Section 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327 – 330) as supplemented by Department of Labor regulations (29 CFR Part 5).
- 8.12 The Contractor shall permit access by the grantee, the sub grantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the Contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
- 8.13 The Contractor shall retain all required records for three years after grantees or sub grantees make final payments and all other pending matters are closed.
- 8.14 Compliance with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15).
- 8.15 The Contractor shall agree to comply with any other applicable Federal or State regulations.
- 8.16 The Contractor shall adhere to mandatory standards and policies on energy efficiency which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
- 8.17 Contractor shall not subcontract with any parties listed on the government wide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR Part 1989 Comp., p. 235), “Debarment and Suspension.”
- 8.18 Contractor shall certify that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S. C. 1352. Contract shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal Award. Contractor shall require all subcontractors to submit these same certifications.
- 8.19 Contractor shall comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered material practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and

establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

8.20 Respondent represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act (Senate Bill 2988 from the 2008 Regular Legislative Session--AN ACT TO CREATE THE MISSISSIPPI EMPLOYMENT PROTECTION ACT; TO PROVIDE PROCEDURES FOR NEWLY HIRED EMPLOYEES AND THEIR EMPLOYERS; TO ENACT DEFINITIONS; TO REQUIRE EMPLOYEE VERIFICATION; TO PROVIDE EMPLOYER LIABILITY; TO SET UP EMPLOYER-EMPLOYEE PROGRAMS; TO MAKE PROVISIONS FOR THIRD-PARTY EMPLOYERS; TO DEFER TO FEDERAL LAW IN STATE LAW; TO ENACT EXEMPTIONS; TO DESIGNATE ENFORCEMENT DUTIES UNDER THE ACT; TO PROVIDE PENALTIES FOR VIOLATIONS OF THIS ACT; AND FOR RELATED PURPOSES); and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Respondent agrees to maintain records of such compliance and, upon request of the City, to provide a copy of each such verification to the City. Respondent further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of these warranties, the breach of which may subject Respondent to the following:

- (1) Termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public; or
- (2) The loss of any license, permit, certification or other document granted to Respondent by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year; or
- (3) Both.

In the event of such termination/cancellation, Respondent would also be liable for any additional costs incurred by the City due to contract cancellation or license or permits.

## **9.1 FINAL DISPOSITION**

Contractor will be responsible for negotiating and paying all disposal/tipping fees.

## **10.0 MEASUREMENT**

Measurement for all debris removed shall be as indicated on the BIDDING SCHEDULE as determined by the eligible debris delivered to dumpsite, as supported by the load ticket. Load tickets shall document measurement.

## **11.0 BONDING AND INSURANCE**

- 11.1 Prior to signing of contract, Contractor agrees to furnish the City with all applicable certificates of insurance. A bid bond in the amount of \$50,000 shall accompany the proposal. In addition, payment and performance bonds with each being equal to the bid or \$1,000,000.00, whichever is higher, are required within 24 hours of award of the contract. The Contractor shall be able to cover expenses associated with a major recovery operation prior to the initial payment and between subsequent payments as well as the aforementioned bonds and insurance. Contractor mobilization costs will not be paid if the Contractor is unable to obtain bonding.
- 11.2 The Contractor shall save and hold the City harmless from and against all liability, claims, and demands on account of personal injuries (including without limitation workmen's compensation and death claims) or property loss or damages of any kind whatsoever, which arise out of or be in any manner connected with, or are claimed to arise out of or be in any manner connected with the performance of this contract, regardless of whether such injury, loss, or damage shall be caused by, or be claimed to be caused by, the negligence or other fault of the Contractor, any subcontractor, agent, or employee.
- 11.3 Within 24 hours following signing of contract, Contractor shall provide copies of insurance policies including all endorsements.
  - Commercial General Liability – in the amount of Five Million Dollars (\$5,000,000.00) aggregate/One Million Dollars (\$1,000,000.00) per occurrence. The General Aggregate limit shall either apply separately to the resulting Contractor or shall be at least twice the required occurrence limit.
  - Comprehensive Automobile and Water Vehicle Liability – covering any automotive equipment to be sued in performance of the service, with a minimum limit in the amount of One Million Dollars (\$1,000,000.00) per occurrence combined single limit/Any Auto; Physical Damage Insurance covering owned or rented machinery, tools, equipment, office trailers, and vehicles.
  - Worker's Compensation – Proposer shall provide a policy with employer's liability coverage with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence for each accident or illness. The Worker's Compensation policy shall State that it cannot be cancelled or materially changed without first giving thirty (30) days prior notice thereof in writing to the Owner. Firms that have owner/operators that have filed a "Notice of Election to be Exempt" shall supply a

signed copy of said notice. Any such exemption shall meet the requirements that qualify for an exemption under the applicable Worker's Compensation law.

- Pollution and Remediation Liability
- Limits: With limits of not less than Five Million Dollars (\$5,000,000.00) annual aggregate/One Million Dollars (\$1,000,000.00) per occurrence, including the cost of defense during the term of the contract and for a period of five (5) years following the completion thereof. Such coverage shall include, but not be limited to:
  - Pollution Legal Liability – (legal liability arising out of the discharge, dispersal, release, seepage, migration or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gasses, hazardous materials, waste materials or other irritants, contaminants, pollutants, into or upon the land, the atmosphere, or any watercourse or body of water, including groundwater at, under, or emanating from the work).
  - Remediation Legal Liability Expense – expenses incurred for or in connection with investigation, monitoring, removal, disposal, treatment, or neutralization of a condition arising from the discharge, dispersal release, seepage, migration, or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids or gases, hazardous materials, waste materials or other irritants, contaminants, or pollutants into or upon the land, the atmosphere, or any watercourse or body of water, including groundwater at, under, or emanating from the work, as well as the cost to repair or replace real or personal property damaged during the course of Remediation Expense in order to restore the required Federal, State, Local or Provincial laws, ordinances, regulations, or statutes, or any subsequent amendments thereof; and
  - Transportation Legal Liability/Expense Pollution Legal Liability or Remediation Legal Liability/Expense arising out of the movement by the Contractor of product or waste of the Owner to its final delivery point as specified in the resulting contract.
    - Contractor agrees that the insurer shall waive its rights of subrogation, if any, against the Owner on Commercial General Liability and Worker's Compensation insurance coverage. The ACORD Certificate of Liability Insurance, with endorsements, shall be completed by the authorized Agent and returned to the Owner.
    - Loss Deductible Clause: The Owner shall be exempt from, and in no way liable for, any sums of money that may represent a

deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Contractor.

- The Contractor shall promptly remedy damage and loss to property caused in whole or in part by the Contractor, its subcontractors of every tier, anyone directly or indirectly employed by any of them, or anyone for whose acts they may be liable.
- Conditions: Each insurance policy shall include the following conditions by endorsement to the policy:
  - Each policy shall require that thirty (30) days prior to expiration, cancellation, nonrenewal or any material change in coverages or limits, a notice thereof shall be given to the Owner by a certified mail to Contractor. Contractor shall also notify the Owner, in a like manner, within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, non-renewal, or material change in coverage received by said Contractor from its insurer, and nothing contained herein shall absolve the Contractor of this requirement to provide notice.
  - Companies issuing the insurance policy, or policies, shall have no recourse against the Owner for payment of premiums.

The term "Owner" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Offices of the City and individual members, elected officials, employees thereof in their official capacities, and/or while acting on behalf of the Owner.

Owner shall be named as an additionally insured on all policies of insurance. The policy clause "Other insurance" shall not apply to any insurance coverage currently held by the Owner to any future coverage, or to the Owner's Self Insured Retentions as, if any of whatever nature.

## **12.0 PAYMENT**

- 12.1 Payment for work completed may be invoiced on a semi-monthly basis. Invoice shall be based on reconciled load tickets from the daily operational reports. Payment will be based on the unit pricing submitted by the Contractor in the attached BIDDING SCHEDULE.
- 12.2 Time is of the essence to the performance hereunder and the City shall recover from the Contractor any delay costs caused by the acts or omissions of the Contractor or its agents. Except as otherwise provided herein, payment shall be made for actual work accepted and completed. If the Contractor has not been paid within forty-five (45) days following the date of hand delivery to the City's authorized agent of said invoice, the Contractor shall also be paid a late payment charge consisting of interest calculated at the rate of one and one-half percent per month calculated from the expiration of the forty-five (45) day period until fully paid. Payment made is based on the postmark date or hand delivery

date. No late payment interest shall be due and owing for payments withheld in good faith for reasonable cause.

- 12.3 For reasonable cause and/or when satisfactory progress has not been achieved by the Contractor during any period for which a payment is to be made, the City's authorized agent may retain a percentage of said payment, not to exceed 5% of the contract value to insure performance of the contract. Said cause and progress shall be determined by the City's authorized agent, in his sole discretion, based on his assessment of any past performance of the Contractor and the likelihood that such performance will continue. Upon completion of all contract requirements, retained amounts shall be paid promptly less any offsets or deductions authorized hereunder or by law.
- 12.4 The City may withhold payment or final payment for reasons including, but not limited to the following: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed or other reasonable cause.
- 12.5 Final payment, less any offsets or deductions authorized hereunder or by law, shall be made within thirty days of the certification of completion of the project by the City's authorized agent provided the Contractor has completed filing of all contractually required documents and certifications with the City's authorized agent, including acceptable evidence of the satisfaction of all claims or liens.

## **13.0 CHANGES, ADDITIONS, DEDUCTIONS, AND EXTRA WORK**

Upon proper action by the City of Belmont, the City's authorized agent may authorize changes, additions, or deductions from the work to be performed by written notice to the Contractor. No extra work shall be done or any obligation incurred except upon written order by the City's authorized agent. If any change causes an increase or decrease in the Contractor's cost of, or the time required for, the performance of any part of the work, under this contract, the City's authorized agent shall make an equitable adjustment and modify the contract in writing.

## **14.0 TERMINATION OF THE CONTRACT**

- 14.1 This contract may be terminated at any time for the convenience of the City. The City agrees to pay the contractor for all work completed through the termination date, as well as any demobilization costs that were a part of the original contract.
- 14.2 This contract shall be terminated for cause if the Contractor defaults in the performance of any of the terms hereof, including but not limited to: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed, or other reasonable cause; or otherwise fails to cure any other deficiency identified by the City's authorized agent within 24 hours of delivery of notice of said deficiency. The City retains all other legal or equitable rights or remedies existing as a result of said default,

including but not limited to any legal process necessary to obtain any sureties securing this contract. Any reasonable attorney's fee incurred in enforcing this contract will not exceed 5% of said contract price.

## **15.0 WARRANTIES AND REPRESENTATION**

- 15.1 This contract is binding upon and insures to the benefit of the City or Assigns and is the whole agreement of the parties and governed by the Laws of the State of Mississippi.
- 15.2 The Contractor shall comply with all Federal, State, County and municipal laws, ordinances, and regulations. The Contractor shall not discriminate against any employee or applicant due to sex, race, color, creed, national origin, or ancestry. The Contractor further certifies he is eligible to perform this contract under Local and Federal law, is not now and has never been debarred from performing Federal or State government contracts and that all subcontractors used in the performance of this contract have the same qualification.

## **16.0 DEFICIENCIES, CORRECTIVE ACTIONS, AND DEDUCTIONS**

- 16.1 When the Contractor's work does not conform to the Contract requirements completely, a deficiency exists. If a deficiency(s) is serious enough to render a service unacceptable, it is also considered a defect. Defects are important in determining if noncompliance levels have been exceeded for services inspected.
- 16.2 Corrective Actions. If deficiencies are identified, the City must take action to correct these deficiencies using one, or in some cases a combination of, the following:
  - 16.2.1 Stop Unsafe Work. The City's authorized agent may immediately stop work on that portion of the job affected by a safety hazard, until it is corrected.
  - 16.2.2 Issue a Stop Work Order. If the City's authorized agent determines the deficiency is serious, the City can issue a stop work order.
  - 16.2.3 Reduced Value Deduction. The City may reduce the Contract price to reflect the reduced value of the services performed. This method is normally used when the work is performed by the City or another contractor rather than the Contractor under this contract. The amount of the deduction is equal to the value of the service(s) not performed. As appropriate, calculation of deductions for certain deficiencies will be made using approved methods allowed by the contract clause entitled "Inspection of Services."
  - 16.2.4 The Contract may be terminated.
- 16.3 The City may discuss corrective actions with the Contractor to prevent future occurrences.

16.4 The City's authorized agent will notify the Contractor, in writing, of any observed noncompliance with the aforementioned Federal, State, or Local laws or regulations. Such notice, when delivered to the Contractor at the site of the work, shall be deemed sufficient for the purpose. After receipt of such notice, immediately inform the City's authorized agent of proposed corrective action, and take such action as may be approved. If the Contractor fails or refuses to comply promptly, the City's authorized agent may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stop orders shall be made the subject of a claim for extension of time, or for excess costs or damages by the Contractor.

## **17.0 NOTICES**

- 17.1. At the time of the award, the Contractor shall designate, in writing, a Contractor's Representative (CR) to receive any Notice required hereunder and who shall be available at the Local work site in Belmont, during all times that the Contractor is performing work in accordance herewith. A copy of said designation shall be provided to the City's authorized agent at the time of award.
- 17.2. The only City personnel authorized to receive any Notice required hereunder shall be the City's authorized agent. Said Notice must be hand delivered during normal business hours to the location designated by the City. That location is:

City of Belmont  
Attn: Director of Transportation and Engineering  
212 West Front Street  
Belmont, Mississippi 39401

## **18.0 OTHER CONTRACTS**

The City reserves the right to issue other contracts or direct other contractors to work within the area included in this contract.

## **19.0 ATTACHMENTS**

1. Price Proposal Form
2. List of Proposed Subcontractors
3. Debarment Certification Form
4. E-Verify Certification Form

## 20.0 PROPOSAL EVALUATION CRITERIA

Below is the criteria that will be used by the City to evaluate and score responsive and qualified proposals. Proposers shall include sufficient information to allow the City to thoroughly evaluate and score their proposals. Each proposal submitted shall be evaluated and ranked by an evaluation committee. The contract will be awarded to the most qualified proposer, per the following:

CRITERIA	WEIGHTED %
<b>Contractor's Experience / Past Performance / Individual Credentials of Contractor and Team</b> (Years of experience; similar projects; experience in debris removal and disposal; experience with FEMA/MEMA programs/coordination)	<b>30</b>
<b>Proposal/Work Plan for the City of Belmont Project</b>	<b>30</b>
<b>Price</b>	<b>40</b>
<b>Total Score</b>	<b>100%</b>

## **21.0 ACCEPTANCE OF CONTRACT**

The Contractor shall provide all the documentation required as per SECTION BONDING AND INSURANCE of this contract within the specified time limit, and provide a list of all Subcontracts and Proof of Insurance of all Subcontractors being used under this contract.

The Contractor shall provide proof of Worker's Compensation as required by the State of Mississippi.

As agreed upon by the City of Belmont and \_\_\_\_\_  
\_\_\_\_\_  
(Contractor's name), Local subcontractors and  
individuals will be used, to the extent possible, during this debris removal project.

The Contractor agrees to complete the work in a professional, workmanlike manner and within the scope of work guidelines set forth above based on the unit pricing submitted by the contractor in the attached BIDDING SCHEDULE.

BY WITNESS WHEREOF, the parties have agreed to the above requirements and have entered into the above contract this \_\_\_\_\_ (date).

City of Belmont, State of  
Mississippi

Contractor

By: \_\_\_\_\_  
Name & Title

**ATTACHMENT 1**  
**PRICE PROPOSAL FORM**  
**DISASTER DEBRIS REMOVAL AND DISPOSAL**

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contractor's License (C.O.R.) Number: \_\_\_\_\_

**NOTE:** Respondents are to make no changes to the table below and are to fill it out completely. Values must be provided for all categories below or your response may be deemed non-responsive.

The FEE PROPOSAL SCHEDULE included on the following sheet should be completed in order to provide the CITY with a complete schedule of values for the services that may be performed as a part of this RFP. There are no quantities listed on the FEE PROPOSAL SCHEDULE. The proposer is responsible for providing the due diligence to make the necessary estimations of quantities for the included pay items and to provide unit prices based on the information that is deemed to accurately reflect the conditions in the field for the pay items listed on the FEE PROPOSAL SCHEDULE. Payment will be made during the contract based on the unit prices included in the proposal.

## FEE PROPOSAL SCALE

### DEBRIS REMOVAL AND DISPOSAL SERVICES

THIS IS NOT AN EXCLUSIVE CONTRACT. COST PLUS FIXED FEE  
OR COST PLUS PERCENTAGE WILL BE REJECTED AND NOT  
CONSIDERED.

1. No tipping fee or disposal cost may be back charged to the City. All tipping fees/disposal costs shall be paid by Contractor and shall be the responsibility of Contractor. Contractor shall not utilize County-owned TDRS or Landfill Sites for disposal without prior approval from the City reflected on its minutes.
2. All pay items/fees are for validated loads picked up at designated work zones.
3. It is Contractor's responsibility to have, secure, manage, maintain, permit and remediate TDRS sites, as needed. No additional pay item or fees shall be paid therefore. TDRS sites must be remediated at no cost to City. All areas, public and private must be left in a clean condition. In the event a TDRS is used, management of TDRS's processing, grinding, chipping and other reduction means are **NOT SEPARATE PAY ITEMS** and are the responsibility of the Contractor.
4. Contractor will be responsible for negotiating and paying all disposal and tipping fees. Tipping fees shall be a direct pass through and will be reimbursed by the City. Contractor shall not include tipping fees in quoted costs.

### DEBRIS REMOVAL, PROCESSING AND DISPOSAL

Item	Description of Service	Cost	Unit
1.	Eligible <b>Vegetative Debris</b> removal from public property, public rights-of-way, and cleaning and removal of debris from private property (Right of Entry Program other than demolition of damaged structures). Loads will be measured based on incoming yardage.  Validated loads picked up at designated work zones and hauled to Temporary Debris Reduction Site (TDRS).  Validated loads picked up at designated work zones and hauled to Final Disposal Site (FDS)	_____	CY
2.	Eligible <b>Construction Debris</b> removal from public property, public rights-of-way and cleaning and removal of debris from private property (Right of Entry Program other than demolition of damaged structures). Validated loads picked up at designated work zones and hauled directly to final disposal site.	_____	CY

3.	Eligible <b>Vegetative</b> debris reduction, removal, and disposal from <b>TDRS and hauling to Final Disposal site</b> . Validated loads hauled and finally disposed.	_____	<b>CY</b>
4.	<b>Demolish Damaged Structures</b> (public and private). Remove, haul, and dispose of all debris from damaged structures from public property or private property (Right of Entry Program) **Price to include demolition**.  <b>Demolish Damaged Structures</b> (public and private). Remove, haul, and dispose of all debris from damaged structures from public property or private property containing regulated asbestos material.	_____	<b>CY</b>
5.	Remove, load, haul, recycle, and disposal of eligible <b>White Goods</b> . Includes compliance with EPA and State requirements for making white goods disposable. Validated loads picked up at designated work zones, hauled, recycled, and finally disposed.	_____	<b>Unit</b>
6.	Pick up, haul, and disposal of eligible <b>Household Hazardous Material</b> in accordance with all applicable Federal and State rules, regulations, and laws.	_____	<b>Unit</b>
7.	<b>Electronic Waste</b> dispose of eligible e-waste in a way complying with all applicable Federal, State, and Local Laws.	_____	<b>Unit</b>
8.	Hazardous <b>Stumps</b> - Extraction, Haul and Disposal. Contractor shall measure each stump 2 feet above normal ground level to determine the diameter of the trunk.  24 to <48 inches  48 inches or greater	_____	<b>/Stump</b>
9.	<b>Fill Soil</b> as directed by the City; place compatible fill soil in ruts created by equipment and vehicles, holes created by removal of hazardous stumps and other areas that pose a significant threat to public health and safety.	_____	<b>CY</b>

10.	Removal of <b>Soil, Mud, and Sand</b> from Streets and Sidewalks.  Storm and Sanitary Sewers  Water Treatment Facilities  Drainage Canals and Basins	_____	CY
11.	Eligible Leaners and Hangers on Public and/or Private Property:	_____	Each
11a.	Removal of hazardous hanging limbs 2" to 5.99"	_____	Each
11b.	Removal of hazardous hanging limbs 6" to 12"	_____	Each
11c.	Removal of hazardous hanging limbs 12" and greater	_____	Each
11d.	Removal of hazardous standing trees 6" – 11.99" in diameter	_____	Each
11e.	Removal of hazardous standing trees 12" – 23.99" in diameter	_____	Each
11f.	Removal of hazardous standing trees 24" – 35.99" in diameter	_____	Each
11g.	Removal of hazardous standing trees 36" – 47.99" in diameter	_____	Each
11h.	Removal of hazardous standing trees 48" in diameter	_____	Each
12.	Vehicle and Marine Debris Removal	_____	
12a.	Boat Removal	_____	Unit
12b.	Vehicle Removal	_____	Unit
13.	Grinding of Eligible Vegetative Debris	_____	CY
14.	Reduction by Uncontrolled Open Air Incineration	_____	CY
15.	Reduction by Controlled Open Air Incineration	_____	CY
16.	Reduction by Air Curtain Pit Incineration	_____	CY
17.	Reduction by Portable Air Curtain Incinerators	_____	CY

**ADDITIONAL SERVICES PROVIDED AT NO COST:**

- A. Training and Assistance - Sessions for all key personnel and assistance in all disaster debris recovery planning efforts as requested.
- B. Preliminary Damage Assessment - Determining the impact and magnitude of the disaster event to help expedite any applications for federal assistance.
- C. Mobilization and Demobilization - All arrangements necessary to mobilize and demobilize the Contractor's labor force and equipment needed to perform the Scope of Services contained herein shall be made by the Contractor.
- D. Supply all necessary Towers at TDRS and Final Disposal Sites.
- E. Temporary Storage of Documents - The Contractor shall provide storage of daily or disaster-related documents and reports for protection during the disaster event.
- F. Reporting and Documentation - The Contractor shall provide and submit to the City all reports and documents as may be necessary to adequately document its performance of this Contract.

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Company Name

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Signature of Company Representative

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Printed Name

**ATTACHMENT 2**  
**LIST OF PROPOSED SUBCONTRACTORS**  
**DISASTER DEBRIS REMOVAL AND DISPOSAL**

Company Name: \_\_\_\_\_ MBE/DBE: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Proposed Scope of Work: \_\_\_\_\_

Company Name: \_\_\_\_\_ MBE/DBE: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Proposed Scope of Work: \_\_\_\_\_

Company Name: \_\_\_\_\_ MBE/DBE: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Proposed Scope of Work: \_\_\_\_\_

Company Name: \_\_\_\_\_ MBE/DBE: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Contact Person: \_\_\_\_\_

Proposed Scope of Work: \_\_\_\_\_

(Make Additional Copies of this Sheet if Needed)

**ATTACHMENT 3**

**REQUEST FOR PROPOSAL**

**DEBRIS REMOVAL AND DISPOSAL SERVICE**

**CERTIFICATION REGARDING DEBARMENT,  
SUSPENSION AND OTHER RESPONSIBILITY MATTERS**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER  
RESPONSIBILITY MATTERS** - Certification in accordance with Section 29.510 Appendix A,  
C.F.R./Vol. 53, No. 102, pages 19210 and 19211:

- (1) The CONTRACTOR certifies to the best of its knowledge and belief that it and its principals:
  - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false Statements, or receiving stolen property;
  - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (l)(b) of this certification;
  - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or Local) terminated for cause or default;
  - (e) have not either directly or indirectly entered into any agreement participated in any collusion; or otherwise taken any action in restraint of free competitive negotiation in connection with this CONTRACT.
- (2) The CONTRACTOR further certifies, to the best of his/her knowledge and belief, that:
  - (f) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a member of Congress, an officer or employee of Congress, or employee of a member of Congress in connection with the awarding of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation,

renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(g) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or any employee of a member of Congress in connection with this CONTRACT, Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions will be completed and submitted.

The certification contained in (1) and (2) above is a material representation of fact upon which reliance is placed and a pre-requisite imposed by Section 1352, Title 31, U. S. Code prior to entering into this CONTRACT. Failure to comply shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000. The CONTRACTOR shall include the language of the certification in all subcontracts exceeding \$100,000 and all subcontractors shall certify and disclose accordingly.

I hereby certify that I am the duly authorized representative of the CONTRACTOR for purposes of making this certification, and that neither I, nor any principal, officer, shareholder or employee of the above firm has:

- (a) employed or retained for commission, percentages, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONTRACTOR) to solicit or secure this agreement;
- (b) agreed, as an express or implied condition for obtaining this CONTRACT, to employ or retain the services of any firm or person in connection with carrying out the agreement; or
- (c) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONTRACTOR) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the agreement; except as herein expressly Stated (if any).

I acknowledge that this Agreement may be furnished to the Federal Emergency Management Agency, in connection with the Agreement involving participation of Federal disaster relief funds, and is subject to applicable State and Federal laws, both criminal and civil.

SO CERTIFIED this day of \_\_\_\_\_, 20\_\_\_\_.

CONTRACTOR'S NAME HERE

BY: \_\_\_\_\_  
(Typed Name)

ATTEST: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_  
Notary

## ATTACHMENT 4

### REQUEST FOR PROPOSAL CITY OF BELMONT DEBRIS REMOVAL AND DISPOSAL SERVICE

#### PRIME CONSULTANT/CONTRACTOR EEV CERTIFICATION AND AGREEMENT

By executing this Certification and Agreement, the undersigned verifies its compliance with the, "Mississippi Employment Protection Act," Section 71-11-3 of the Mississippi Code of 1972, as amended, and any rules or regulations promulgated by the CITY, MEMA, Department of Employment Security, State Tax Commission, Secretary of State, Department of Human Services in accordance with the Mississippi Administrative Procedures Law (Section 25-43-1 et seq., Mississippi Code of 1972, as amended), stating affirmatively that the individual, firm, or corporation which is contracting with the CITY has registered with and is participating in a Federal work authorization program\* operated by the United States Department of Homeland Security to electronically verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986, Pub. L. 99-603,100 Stat 3359, as amended. The undersigned agrees to inform the CITY if the undersigned is no longer registered or participating in the program.

The undersigned agrees that, should it employ or contract with any entity(s) in connection with the performance of this CONTRACT, the undersigned will secure from such entity(s) verification of compliance with the Mississippi Employment Protection Act. The undersigned further agrees to maintain records of such compliance and provide a copy of each such verification to the CITY, if requested, for the benefit of the CITY or this CONTRACT.

EEV\* Company Identification Number [Required]

The undersigned certifies that the above information is complete, true and correct to the best of my knowledge and belief. The undersigned acknowledges that any violation may be subject to the cancellation of the contract, ineligibility for any State or public contract for up to three (3) years, the loss of any license, permit, certificate or other document granted by any agency, department or government entity for the right to do business in Mississippi for up to one (1) year, or both, any and all additional costs incurred because of the contract cancellation or the loss of any license or permit, and may be subject to additional felony prosecution for knowingly or recklessly accepting employment for compensation from an unauthorized alien as defined by 8 U.S.C §1324a(h)(3), said action punishable by imprisonment for not less than one (1) year nor more than five (5) years, a fine of not less than One Thousand Dollars (\$1,000.00) nor more than Ten Thousand Dollars (\$10,000.00), or both, in addition to such prosecution and penalties as provided by Federal law.

BY: \_\_\_\_\_  
\_\_\_\_\_  
Authorized Officer or Agent

Date

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

Title

SWORN TO AND SUBSCRIBED before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

\* As of the effective date of the Mississippi Employment Protection Act, the applicable Federal work authorization program is E-Verify™ operated by the U. S. Citizenship and Immigration Services of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration.