

January 21, 2026

Honorable Willis Thompson, Mayor
City of Vicksburg
1401 Walnut Street
Vicksburg, MS 39180

**RE: Permission to Advertise
Highland Drive NRCS Project
Vicksburg, Mississippi**

Dear Mayor Thompson:

The plans and specifications for the referenced project have been completed and certified. Therefore, we are requesting approval from the Mayor and Board of Aldermen to advertise the referenced project on behalf of the City of Vicksburg.

Upon said approval we will be in contact with the City Clerk's Office to obtain approval of the wording for the public advertisement. In addition, we will work out dates with the Clerk's Office for publishing of the advertisement and opening of bids.

Should you need any further information or have any questions please feel free to contact me.

Sincerely,
NEEL-SCHAFFER, INC.



Brian Robins, P.E.
Senior Project Engineer

engineers | planners | surveyors | environmental scientists | landscape architects