



February 16, 2026

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

**RE: GENERAL SERVICES AGREEMENT - TASK ORDER #9R
NRCS EWP Site – Rifle Range Rd
CITY OF VICKSBURG**

Dear Mayor Thompson,

Neel-Schaffer, Inc. is pleased to offer you this Letter Agreement for Task Order #9R to our General Services Agreement (GSA), dated November 7, 2023, for Neel-Schaffer to provide professional services for topographic surveying, design engineering, and construction engineering/inspection (CEI) for the NRCS EWP Project the includes the following site:

- Rifle Range Road @ Hwy 61 South

Our services under this Task Order shall be considered Type 1 Services in accordance with the GSA and per the City’s agreement with the NRCS. Our professional services will include topographic surveying, development of construction plans, preparation of cost estimates, bidding and award and construction engineering (CEI) for the NRCS-EWP March 15, 2025 Storm Event.

Our services will be provided in accordance with Exhibit A – General Terms and Conditions, for a **fixed fee of \$66,752.00**. Additional services outside of topographic surveying, design and CEI may consist of geotechnical engineering, environmental permitting, railroad permitting, and right-of-way services. It’s possible that an appraiser, also considered an Additional Service, will be required and either Neel-Schaffer can provide an appraiser, or the City may choose to hire an appraiser directly. Additional services are not included in Design and CEI, thus fees for additional services do not fall within the amount listed above for Design and CEI. Some of those additional services are listed below with their estimated respective costs. Any additional services deemed necessary outside those listed below will be presented separately to the City for consideration before proceeding with any of those services.

Potential Additional Services are as follows:

Geotechnical Engineering (Burns Cooley Dennis)

- Site investigation which may include soil borings, slope stability analyses, and

P: 601.534.1791

1100 Cherry Street
Vicksburg, MS 39183

www.neel-schaffer.com



recommendations for remediation. Any geotechnical services deemed necessary to complete the project will be presented to the City for approval as an additional service, including the subconsultants proposed fee, prior to the work commencing.

Right of Way Services

- Right of Way Services consisting of property plats and descriptions for property acquisition, appraisals, and coordination with property owners to assist with acquisition will be required to accomplish the construction of these sites and will be performed in accordance with Section 1, Part A, Subpart 3 of the General Services Agreement. Compensation for Right of Way Services will be on an hourly basis at the agreed upon rate schedule.

Utility Coordination

- Coordination with the utility owners whose facilities are impacted by the project will be performed in accordance with Section 1, Part A, Subpart 3 of the General Services Agreement. Compensation for Utility Coordination Services will be on an hourly basis at the agreed upon rate schedule

MDOT Permitting

- Coordination with the Mississippi Department of Transportation (MDOT) will be necessary for the Rifle Range Road site as the project will largely be done inside of State Rights-of-Way, requiring a permit. Preparation of the required permits for the project will be performed in accordance with Section 1, Part A, Subpart 3 of the General Services Agreement. Compensation for MDOT Permitting Services will be on an hourly basis at the agreed upon rate schedule.

If this Task Order is acceptable to you, please sign below and return one copy to me. We appreciate this opportunity to assist the City of Vicksburg.

Sincerely,
NEEL-SCHAFFER, INC.



Brian Robbins P.E.
Senior Project Engineer

BY:

CITY OF VICKSBURG

Date

NEEL-SCHAFFER, INC.



2.16.26

Date



EXHIBIT B
Scope of Work

I - DESIGN PHASE SERVICES:

1. Make surveys needed for design of the Project, including locating utilities which are visually apparent and as identified by Mississippi One Call. Establish horizontal and vertical control as necessary for construction of the Project.
2. Develop criteria for rights-of-way, working easements and permanent easements. Indicate preliminary rights-of-way and easement requirements on drawings. Determine apparent ownership of property where easements are required.
3. Prepare final design documents to include final construction drawings, specifications, opinion of probable costs and contract documents.
4. Overall project management and coordination with the Owner and Governing Agency.

II - BIDDING & CONSTRUCTION PHASE SERVICES:

1. Attend the bid opening, prepare bid tabulation sheets, and assist owner in evaluating bids.
2. The Engineer shall make visits to the site at intervals appropriate to the various stages of construction as he deems necessary in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of Contractor's work.
3. The Engineer shall furnish a part time Resident Project Representative (RPR), assistants and other field staff to assist the Engineer in observing progress and quality of the work of the Contractor. The RPR will prepare a daily report recording the Contractor's hours on the job site, weather conditions, information relative to questions of change orders or changed conditions, daily activities, decisions, and observations in general.

III – GEOTECHNICAL INVESTIGATIONS & REPORTS:

1. Any geotechnical investigations and reports will be considered an Additional Service.

IV – RIGHT-OF-WAY SERVICES:

1. Right-of-Way Acquisition Services are an Additional Service and may include the following:
 - ▶ Field surveys as necessary to support development of easement plats
 - ▶ Appraisals
 - ▶ Meeting with property owners, county staff or their agents
 - ▶ ROW acquisition



- ▶ Property closings (Title Search, Closings & Preparation of Instruments)
- ▶ Overall ROW acquisition coordination

V– MDOT PERMITTING SERVICES:

1. Any permits required by the MDOT to perform work inside of the State rights-of-way will be considered an Additional Service.

VI– ENVIRONMENTAL PERMITTING:

1. Environmental permitting, as required by the NRCS CPA-52 report, will be considered an additional service and may include the following:
 - ▶ Cultural Resources Study
 - ▶ Threatened and Endangered Species Study
 - ▶ Clean Waters Act/Waters of the US Permitting
 - ▶ Wetlands Delineating and Mitigation





U.S. Department of Agriculture
Natural Resources Conservation Service

APPROVED AND ACCEPTED
IN BOARD MEETING

NRCS-ADS-093

FEB 10 2026

NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number NR264423XXXXC010	2. Amendment Number	3. Award /Project Period NRCS signature - 03/30/2026	4. Type of award instrument: Cooperative Agreement
5. Agency (Name and Address) Natural Resources Conservation Service 100 West Capitol Street, Suite 1321 Jackson, MS 39269		6. Recipient Organization (Name and Address) CITY OF VICKSBURG PO BOX 150 VICKSBURG MS 39181-0150 UEI Number / DUNS Number: TKAXQ63K6UL3 / 077906725 EIN:	
7. NRCS Program Contact Name: DARIUS Hunt Phone: (662) 307-4149 Email: darius.hunt@usda.gov	8. NRCS Administrative Contact Name: Lori Baker Phone: (859) 224-7360 Email: lori.baker@usda.gov	9. Recipient Program Contact Name: BRIAN ROBBINS Phone: (601) 534-1791 Email: brain.robbsins@neel-schaffer.com	10. Recipient Administrative Contact Name: Nicole Grafton Phone: (601) 634-4551 Email: ngrafton@vicksburg.org
11. CFDA 10.923	12. Authority 33 U.S.C. 701b-1	13. Type of Action New Agreement	14. Program Director Name: BRIAN ROBBINS Phone: (601) 534-1791 Email: brain.robbsins@neel-schaffer.com
15. Project Title/ Description: EWPP - Warren Co, MS. DSR 28-02-25-5328-431. Road and bank stabilization along HWY 61.			
16. Entity Type: C = City or township Government			
17. Select Funding Type			
Select funding type:	<input checked="" type="checkbox"/> Federal	<input checked="" type="checkbox"/> Non-Federal	
Original funds total	\$458,921.10	\$139,067.00	
Additional funds total	\$0.00	\$0.00	
Grand total	\$458,921.10	\$139,067.00	
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$0.00
Construction	\$417,201.00	Other	\$41,720.10
Total Direct Cost	\$458,921.10	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$139,067.00
		Total Federal Funds Awarded	\$458,921.10
		Total Approved Budget	\$597,988.10

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative KURT READUS, NRCS State Conservationist	Signature KURT READUS	Date Digitally signed by KURT READUS Date: 2026.02.11 08:28:28 -06'00'
Name and Title of Authorized Recipient Representative WILLIS THOMPSON, Mayor	Signature <i>Willis Thompson</i>	Date <i>2/10/26</i>

NONDISCRIMINATION STATEMENT

The USDA's Non-Discrimination Statement is incorporated by reference and can be accessed at the following location: <https://www.usda.gov/non-discrimination-statement>.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

Purpose

The purpose of this agreement is for the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the "NRCS," to provide technical and financial assistance to the City of Vicksburg, hereinafter referred to as the "Sponsor," for EWP Program Project No. 5328 in Warren County, Mississippi, for implementation of recovery measures that if left undone, pose a risk to life and/or property.

Objectives

The sponsor design and installation of Emergency Watershed Protection (EWP) program measures as detailed in the individual Damage Survey Reports (DSRs) and described below.

DSR 28-02-25-5328-431 – Road and bank stabilization along Hwy 61 – Rifle Range Rd – Warren Co, MS

Budget Narrative

The official budget described below will be considered as the total budget as last approved by the Federal awarding agency for this award.

Amounts included in the Budget Narrative are estimates. Reimbursement will be based on actual expenditures not to exceed the amount obligated.

Total Estimated Project Budget: \$597,988.10

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$417,201.00 + 25% Sponsor \$139,067.00): \$556,268.00 @ 12% = \$66,752.16

Technical Assistance (TA) Costs:

100% NRCS up to \$41,720.10

1. NRCS pays up to 75 percent of eligible construction costs and Sponsor pays 25 percent of construction costs. NRCS will contribute up to \$41,720.10 for administration and technical services. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work. Construction, administrative, and technical costs incurred prior to the sponsor and NRCS signing this agreement are ineligible and will not be reimbursed, nor will such costs qualify as Sponsor cost-share.
2. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts: one account for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately for expenses to be eligible for reimbursement.
3. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, and materials.
4. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. These costs shall include:
 - a. Engineering costs include, but are not limited to, developing a project design that includes construction drawings and specifications, an Operation and Maintenance Plan, a Quality Assurance/Inspection Plan, and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.
 - b. Contract administration costs include, but are not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, and verifying invoices and record keeping.
5. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.