

WILLIS THOMPSON
MAYOR

THOMAS "T.J." MAYFIELD
WARD 1 ALDERMAN



VICKIE BAILEY
WARD 2 ALDERWOMAN

City of Vicksburg

1401 WALNUT STREET | VICKSBURG, MS 39181 | (601)636-3411

April 10, 2026

Board of Mayor and Aldermen
City of Vicksburg
Vicksburg, Mississippi 39181-0150

Good morning,

Attached is requisition number **2604298** in the amount of **\$91,538.30** written to Utility Service Co, Inc from Atlanta, Ga. This maintenance agreement is for the 2025-2026 on the water towers located at Jackson Road, Kuhn, Porters Chapel, and the Airport.

Funds were allocated and are available.

I respectfully request that the Board of Mayor and Aldermen of the City of Vicksburg authorize this agreement.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink that reads "Tara Brown". The signature is written in a cursive, flowing style.

Tara Brown
Purchasing Director

attachment

Incorporated 1825

City Website: <http://www.vicksburg.org>

Miss 31-7-13

(viii) *Single source items.* Noncompetitive items available from one (1) source only. In connection with the purchase of noncompetitive items only available from one (1) source, a certification of the conditions and circumstances requiring the purchase shall be filed by the agency with the Department of Finance and Administration and by the governing authority with the board of the governing authority. Upon receipt of that certification the Department of Finance and Administration or the board of the governing authority, as the case may be, may, in writing, authorize the purchase, which authority shall be noted on the minutes of the body at the next regular meeting thereafter. In those situations, a governing authority is not required to obtain the approval of the Department of Finance and Administration.

Requisition Entry [CITY OF VICKSBURG]

Close Search Browse Add Update Delete Output Print Display PDF Save ReadyForms ReadyForms Delivery Definitions Email Schedule Attach Switch Form Line Items Release Activate Mass Allocate

Requisition Entry [CITY OF VICKSBURG]

Main Terms/Miscellaneous

Main Information

Dept/Loc * 101 ADMINISTRATION
 Fiscal year * 2026 Current Next
 Requisition number * 2604298
 General commodity 341 CONTRACTOR PROVIDED SVC
 General description ANNUAL WATER TANK MAINTENANCE

Status 4 Allocated
 Needed by
 Entered * 04/02/2026 By tbrown
 PO expiration
 Receive by Quantity Amount

General Notes

Three way match required

Inspection required By

Vendor Information

Vendor 13930 Committed
 Name UTILITY SERVICE CO., INC.
 PO mailing 0
 PO BOX 116554
 ATLANTA GA 30368-6554

Shipping Information

Ship to * 194
 PURCHASING DEPARTMENT
 805 SOUTH STREET
 VICKSBURG
 Email
 Reference BOARD APPROVAL 04/06/2026

Delivery method Print Fax E Mail
 Remit 3 UTILITY SERVICE CO., INC.

Vendor/Sourcing Notes

Vendor Quotes (0)

Line Items

Line	Commodity	Inv item	Inv item loc	Inv tran type	Description	Vendor
1	34105				2025 100,000 ELEVATED JACKSON RD TANK	(13930) UTILITY SERVICE CO., INC.
2	34105				2025 500,000 ELEVATED KUHN ST TANK	(13930) UTILITY SERVICE CO., INC.
3	34105				2025 500,000 ELEVATED PORTERS CHAPEL RD TANK	(13930) UTILITY SERVICE CO., INC.

1 of 1 {< < > >} Asterisk indicates that additional notes exist for the line item.
 Record(s) updated.

Correspondence Only:
UTILITY SERVICE CO., INC.
P. O. Box 1350
Perry, Georgia 31069
(478) 987-0303



USG WATER
— SOLUTIONS —

INVOICE

Mail Payments to:
UTILITY SERVICE CO., INC.
P. O. Box 207362
DALLAS, TX 75320-7362
(478) 987-0303

Bill To:
CITY OF VICKSBURG, MS
1401 WALNUT STREET
P O BOX 150
VICKSBURG, MS 39180

Please Inquire about ACH at
invoicing@usgwater.com

PLEASE INCLUDE THE INVOICE NUMBER ON PAYMENT

Customer Number: 8006

DUE UPON RECEIPT

or based on contract, if different

<u>PROJECT#</u>	<u>INV. #</u>	<u>INV DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TAX</u>	<u>TOTAL</u>
103443	645610	01-APR-26	100,000 ELEVATED JACKSON ROAD TANK-ANNUALLY	\$13,513.11	\$0.00	\$13,513.11
103446	645612	01-APR-26	500,000 ELEVATED KUHN STREET TANK-ANNUALLY	\$25,169.49	\$0.00	\$25,169.49
103450	645615	01-APR-26	500,000 ELEVATED PORTERS CHAPEL ROAD TANK-ANNUALLY	\$25,169.49	\$0.00	\$25,169.49
103451	645616	01-APR-26	500,000 ELEVATED AIRPORT TANK-ANNUALLY	\$27,686.21	\$0.00	\$27,686.21

TOTAL DUE TO
UTILITY SERVICE CO., INC. **\$91,538.30**

Thank You For Your Business

Questions regarding invoicing please email invoicing@usgwater.com

Have you discussed your Advanced Metering Infrastructure (AMI) needs with your USG Water System Consultant?

IMPORTANT PAYMENT NOTICE: For your security, please be advised that our banking information will not change without a formal verification process. USG will never notify you of payment instruction changes via email alone.

A 1.5% PER MONTH FINANCE CHARGE MAY BE CHARGED FOR ALL PAST DUE INVOICES.