

# BURRIS/WAGNON ARCHITECTS, P.A.

500L EAST WOODROW WILSON AVENUE JACKSON MS 39216 PH 6019697543 FAX 6019699374

26 July 2021

## ADDENDUM NO. 2

Re: **GS# 380-002**  
Surplus Property R&R  
Office of Surplus Property  
Pearl, Mississippi

**Bid Date: Tuesday, August 3, 2021 (2:00 P.M.)**



### NOTICE TO ALL DOCUMENT HOLDERS:

The following additions, changes, and clarifications to the Specifications for the subject project are to be included as part of the Contract Documents, and thus amend the Scope of Work:

### GENERAL

**Item No. 1:** A PRE-BID CONFERENCE was held on TUESDAY, July 23, 2021, 10:00 A.M., at the Office of Surplus Property, Pearl, Mississippi. See attached attendance list, Memorandum (Exhibit A), and other items discussed and clarified below.

- A. The Professional discussed bid date and time, location, parking around Woolfolk Building, and noted that bid acceptance would be based on the Bureau's official time clock at the desk in the lobby of the 14<sup>th</sup> floor of Woolfolk Building. If sending Bid by FedEx, bid must be received by the advertised Bid Time of 2:00 PM. The Professional summarized parts of Section 00100 Instructions to Bidders, and noted that Contractors shall thoroughly review the entire Section 00100, including all bidding requirements at Section 00100 Instructions to Bidders (including, but not limited to, the following):
1. The Bureau of Building is the Owner for this Project. The Contract will be between the Bureau and the Contractor.
  2. Bidder should allow time to pass through security, and Covid-19 screening, at Woolfolk Building.
  3. Certificate of Responsibility number shall be written on outside of envelope. Any modifications to Bid must be made prior to the scheduled Bid time by writing on the outside of the sealed envelope containing the Bid (see Section 00100/3.02).
  4. Bid Bonds must also have Power of Attorney attached. Bond is not required if a certified check is used instead. Bid Security is 5%. See Section 00100/2.08.
  5. Written words supersede numbers written on Proposal Form.
  6. Bidder must acknowledge all addenda on the Proposal Form.
  7. Out-of-State Contractors shall include their state's reciprocating law in bid envelope, OR a letter stating the Contractor's state has no resident Contractor preference law (see Section 00100/1.03).
  8. Bidders have 24 hours to review bids and report any problems or irregularities, and also to protest bids (see Section 00100/4.03, 4.04).
  9. Ms. White and the Architect also noted that any bidder interested in submitting his bid electronically must pre-register in Magic. See also attached Memorandum (Exhibit "A") regarding electronic bidding.

- B. All questions shall be sent directly to the Professional. It was noted that all Addenda shall be a part of the Contract, and there shall be no addenda issued within 48 hours of the Bid: **last addendum must be released by 5:00 PM, CST, Thursday, July 29, 2021.** Any Bid protests shall be sent directly to the Bureau of Building, Grounds, and Real Property Management within 24 hours of the Bid. Contractor: please note on the last page of the Proposal Form, page 8, in the Mechanical/Electrical Contractors section, that the blanks MUST BE FILLED IN (if none, write "N/A" in appropriate blank(s)). The subcontractors listed on the Bid Form MUST be used for the Project.
- C. Architect discussed contract time and the Proposal Form, including the fact that all relevant subcontractor blanks must be filled in. Contractor's company name on proposal form is to match exactly that listed with Secretary of State's office and the State Board of Contractors. Certificate of Responsibility number must be listed with the State of Mississippi.

### **SPECIFICATIONS**

**Item No. 1:** Refer to Proposal Form (Division 0, p. 7) and Contract Form (Division 0, p. 11), and change Contract Time from 60 days to **150** days. See attached Exhibit "B".

No other items in this addendum.

Sincerely,



Bill Burris, AIA  
*BURRIS/WAGNON ARCHITECTS, P.A.*

End of Addendum No. 2



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

Laura D. Jackson  
EXECUTIVE DIRECTOR

MEMORANDUM

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**TO:** Contractors, through the AGC, ABC, and MBOC

**FROM:** Calvin R. Sibley, Director  
Bureau of Building, Grounds and Real Property Management

**DATE:** February 27, 2018

**SUBJECT:** Electronic Construction Bidding per Law effective 1/1/2018

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Beginning January of 2018, the Mississippi Department of Finance and Administration / Bureau of Building Grounds and Real Property Management started receiving construction bids electronically as required by House Bill 1106, Laws of 2017. Electronic bids are at the discretion of the Bidder/Supplier. Paper bids WILL STILL BE received as stipulated in the Advertisement / Request for Bids The instrument being used to carry out this is a program called MAGIC which is available to all State of Mississippi departments, agencies, and Bidders/Suppliers. (MAGIC is the State's Accounting System.)

**TO BID USING MAGIC:** Potential Bidder/Supplier must first register. When the Bidder/Supplier registers themselves, they will automatically receive their Magic sign-in information. (The Bureau of Building, et al, can assist with this, and, if so, will notify the Bidder/Supplier by email of doing so, so they can contact Magic to get their sign-in information for bidding electronically) Construction Bidders/Suppliers who have received awards in recent years through the Bureau of Building, et al, should already have their company information properly entered. Those companies should still verify that their system "Product Code" is set to "90922" [for construction] in order to receive "system generated Bid Notices" for construction projects. (Bid Opportunities will continue to be in the newspaper, on the Magic Portal, and on the Bureau of Building, et al, web.) When registering, a company should enter their company information EXACTLY as shown per the Mississippi Secretary of State's listing and per their W9. Contact Magic at: <http://uperform.magic.ms.gov/gm/folder-1.11.7512?originalContext=1.11.8507> (MS SoS, MBOC, and W9 should all agree.)

**TO ADD THE PRODUCT CODE 90922** once in your MAGIC Address Table click the steps below:

1. Click on Suppliers Self Service Tab.
2. Click Company Data.
3. Click the Process Button.
4. Click Add Categories in the Product Categories section
5. Add the product Categories from here.

**Page Two**

**TO VIEW ADVERTISED PROJECT INFORMATION** on line go to DFA Web site and select “Are You Interested in Doing Business with Mississippi” at the top of the page. This takes one to the Procurement Portal. Click on:

1. I sell to Mississippi
2. (RFx) Procurement Opportunities and Public Notifications
3. Advanced Search Options
4. Major Procurement Category: Select Construction
5. Dept/Agency: Select MS DEPT FINANCE AND ADMINISTRATION
6. SEARCH

Another option from the DFA web site is to:

1. Select DFA Offices
2. Select Bureau of Building Grounds and Real Property Management.
3. Just Below “About the Bureau of Building” select BOB Bid Solicitations.
4. Locate the GS# at left of the list and the RFx number at the right.

On both list the RFx number for each project is listed which is required in MAGIC when preparing bids.

For additional information regarding registration in MAGIC, contact MMRS at (601) 359-1343 or by email at [mash@dfa.ms.gov](mailto:mash@dfa.ms.gov) .

CRS/pgw

**PROPOSAL FORM**  
**SECTION 00 4200**

To: Bureau of Building, Grounds and Real Property Management  
501 North West Street, Suite 1401B [Woolfolk Building]  
Jackson, Mississippi 39201

Re: Project # 380-002  
Project Title Surplus Property R & R  
Location Pearl, Mississippi

I propose to complete all work in accordance with the Project Manual and Drawings within 150 consecutive calendar days for the sum of: (Professional must specify number of days)

**BASE BID:** (Write in the amount of the base bid in words and numbers. In case of conflict, the written word governs.)

Words: \_\_\_\_\_ Dollars  
Figures: (\$ \_\_\_\_\_)

**ALTERNATES:** (Write in the amount of all of the alternates in words and numbers. In case of conflict, the written word governs.)

**Alternate #1**  Adds  Deducts  
Words: \_\_\_\_\_ "NOT USED" \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_)  
Description: \_\_\_\_\_

**Alternate #2**  Adds  Deducts  
Words: \_\_\_\_\_ "NOT USED" \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_)  
Description: \_\_\_\_\_

**Alternate #3**  Adds  Deducts  
Words: \_\_\_\_\_ "NOT USED" \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_)  
Description: \_\_\_\_\_

**Alternate #4**  Adds  Deducts  
Words: \_\_\_\_\_ "NOT USED" \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_)  
Description: \_\_\_\_\_

**Alternate #5**  Adds  Deducts  
Words: \_\_\_\_\_ "NOT USED" \_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_)  
Description: \_\_\_\_\_

**Division 0**

ARTICLE 2: CONTRACT SUM

2.1 CONTRACT SUM

2.1.1 The Owner will pay the Contractor in current funds for the performance of the work subject to additions and deductions by Change Order as provided in the Contract Documents, the Contract Sum of \_\_\_\_\_ Dollars

(\$ \_\_\_\_\_). The Contract sum is determined as follows:

Base Bid		\$ _____
Modifications	( ) Adds ( ) Deducts	\$ _____
Negotiations		\$ _____
Alternate No. _____	( ) Adds ( ) Deducts	\$ _____
Alternate No. _____	( ) Adds ( ) Deducts	\$ _____
Alternate No. _____	( ) Adds ( ) Deducts	\$ _____
Alternate No. _____	( ) Adds ( ) Deducts	\$ _____
Alternate No. _____	( ) Adds ( ) Deducts	\$ _____
<b>Total Contract Sum</b>		\$ _____

2.2 LIQUIDATED DAMAGES

2.2.1 The stipulated liquidated damages described in Paragraph 9.11 of the *Supplementary Conditions* are in the amount of Two Hundred Fifty Dollars (\$ 250.00 ) for each calendar day.

ARTICLE 3: CONTRACT TIME

3.1 TIME

3.1.1 The work to be performed under this Contract shall be commenced upon the date stated in the *Notice to Proceed*. The work is to be substantially complete, subject to approved Change Orders, no later than 150 calendar days from the date stated in the Notice to Proceed.

ARTICLE 4: PAYMENTS AND FINAL PAYMENTS

4.1 PROGRESS PAYMENTS

4.1.1 Based upon applications for payment submitted to the Professional by the Contractor and *Certificates for Payment* issued by the Professional, the Owner will make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents.

4.2 FINAL PAYMENT

4.2.1 Final payment constituting the entire balance of the Contract Sum will be paid by the Owner to the Contractor when the work has been completed, the Contract fully performed and a final Certificate for Payment has been issued by the Professional and approved by the Owner.

ARTICLE 5: MISCELLANEOUS PROVISIONS

5.1 DEFINITION OF TERMS

5.1.1 Terms used in this Agreement which are defined in the General, Supplementary, and Special Conditions of the Contract will have the meanings designated in those Conditions.

5.2 CONTRACTOR'S INTEREST IN AGREEMENT

5.2.1 The Contractor will not assign, sublet, or transfer the interest in this Contract agreement without the written consent of the Owner. The Owner and Contractor hereby agree to the full performance of the covenants contained herein.

5.3 PROFESSIONAL

5.3.1 The Professional assigned to this Project is as follows:

Name Burris/Wagnon Architects, P.A.  
Address 500L E Woodrow Wilson Avenue, Jackson, MS 39216  
Telephone 601-969-7543 Fax Number \_\_\_\_\_ E-Mail Address info@burriswagnon.com

\*\*\* END OF SECTION \*\*\*

Division 0

