



GS# 106-265, Campus Roofing (Lackey ReRoof)
Mississippi Valley State University, Itta Bena, MS
July 2, 2025

Addendum No. 1

This Addendum forms part of the Contract Documents for the above referenced project. All other requirements of the original Contract Documents shall remain in effect except as specifically modified in this Addendum. Bidder is to acknowledge receipt of this Addendum with their bid proposal. Failure to do so may subject the Bidder to disqualification. This Addendum is issued to all known Plan Holders.

1. A Pre-Bid Meeting was held on June 23, 2025. See this addendum for resolution of questions that were asked, and other information discussed at this meeting. See the Pre-Bid Conference Meeting Minutes, sign-in sheet and discussion points attached. See all requirements associated with bidding. The Pre-Bid minutes and discussion points are included as part of this addendum.

Drawings and Specifications: The following General Notes shall apply to all drawings and specification sections:

2. The Contractor is responsible for protecting all materials, surfaces, etc. in and around the buildings. Proper protection shall be placed over all interior and exterior equipment, furnishings, etc. as necessary to protect such items from damage from construction activities. Any interior areas affected by construction activities of this project are to be cleaned by the contractor. Pay particular attention to protecting exterior wall surfaces, sidewalks/stairs, landscaping, site features, etc.
3. See the contract drawing for the allowed laydown area. The successful contractor is responsible for protecting all site features (sidewalks, curbs, etc.) and all grass areas. Any damaged features and grass must be repaired by the contractor. The contractor is responsible for contacting 811 to identify and protect all utilities.
4. All disturbed areas of grass are to be leveled and seeded once the work is complete.
5. Portable restroom facilities are required.
6. Weekend work will be allowed with prior approval and notice.
7. Parking permits will be supplied to the contractor by the university.
8. Details were developed by using the original drawings, some variation may exist; however, the details should be very similar to existing conditions.
9. Job site sign is required, see specifications.
10. Fencing is required with wind screen around all active work or laydown areas. The fencing shall be sufficient to protect the laydown, staging and/or work areas from pedestrian access. This is a very public area. The fencing must be maintained as secure at all times. See below for fencing specific requirements.
11. Samples were taken for asbestos testing. No roofing materials were found to contain asbestos.
12. The laydown area shall be completely enclosed with 8' chain link fencing with a green, full height privacy screen, the complete requirements are described in the "Job Site Fencing" portion of the specifications. Sidewalks, driveways to adjacent parking areas, etc. must remain clear and not be obstructed by the fencing or the use of the fenced area.
 - a. Access points used to lift the roofing debris (membranes, insulation, etc.) off of the roof and to lift new roofing materials onto the roof will be allowed in multiple areas within the laydown areas in order to reasonably reach the different roof sections.



- b. Any other access points/areas will only be used with prior permission from the MVSU Facilities staff. Note that there are sidewalks, brick walls, and other landscape features that the contractor is responsible for protecting. Protection is also required to be in place when working around building access points and egress points.
- 13. The new snap lock standing seam panels are to match the existing rib spacing. The contractor shall adjust all details and construction as necessary to meet the manufacturer's requirement for a 20-year warranty as defined in the specifications.
- 14. The existing roof deck is a Tectum type wood fiber/cementitious deck. The areas immediately below the flat Tectum decking is not regularly occupied by students or staff. Note that there is a unit cost for Tectum replacement and a set quantity of decking replacement that is required to be included in the bid price (see the bid proposal form). The contractor will be responsible for verifying the Tectum thickness in all areas.
- 15. Note that all the mechanical units are to be prepared, primed and painted.
- 16. Note that supports are required for all existing and new roof supported conduit, piping and PVC condensate drains. See details.

Approval of a Manufacturer or product as an "equal" does not in any way alter the Contract Documents. Any approved manufacturer must accommodate construction details, required finishes, owner's specific requirements, adjacent materials, etc. Any additional materials or components required by the "approved equal" for proper installation for the given conditions are the responsibility of the Contractor. Approval of a Manufacturer also shall not cause an up-charge for the desired finish or limit the choices of finishes, colors, materials, etc.

Contents: This addendum consists of **7 (8 ½" x 11")** pages.

End of Addendum No. 1 for: GS# 106-265, Campus Roofing (Lackey ReRoof)





OFFICE OF ARCHITECTURE

GS# 106-265

Campus Roofing (LACKEY REROOF)

Pre-Bid Meeting JUNE 23, 2025 @ 2:00 PM

Mississippi Valley State University, Itta Bena, MS

Project Contacts: Mr. Michael Switzer, VP for Facilities, MVSU
Mr. Tommy Brooks, Maintenance Manager, MVSU
Mr. Lewis Sparks, Project Manager - MVSU
Mr. Kevin Ingram, Assistant Director – BOB
Scott Comish, Project Manager – Shafer-Zahner-Zanher

Bid Date: Tuesday, July 8, 2025 @ 2:00:00 pm @ the Bureau of Building, Grounds and Real Property Management (see *Advertisement For Bids, Section 00 11000* for official information). Official Time is by the Bureau of Building

Meeting Attendees: See attached sign in sheet.

Current Bidders List: 5 General Contractors (currently), see sign-in sheet for meeting attendees
If you are a sub-contractor looking for GC's contact our office for a current list

Construction days: **160** days for project (see *Proposal Form*)
Notice to Proceed – by BOB. Must hold price per specifications.

Contract Administration: Architects will be on site regularly once construction begins. University and BOB construction administrators will also visit regularly.

Construction Progress Meetings held monthly as required by Division 1.

Commissioning- none on this project.

Construction Access: Discuss: weekends, Sunday work, holidays, etc. **Weekend work allowed with prior permission; there will be no utility charges and no charges for parking permits.**
Restricted “no work” days due to events: **will be determined at monthly meetings.**

Staging Areas/Fencing/Access – Discuss: **Discuss/outline area**

Protection of interior (responsibility of the Contractor, see specs.) **Note that the contractor is responsible for protecting all interior finishes and materials.**

Scope of work: Discuss: **In general, the entire building receives new Mod Bit roofing or Standing Seam Roofing. See details, metal on all parapet caps, all termination bars covered with prefinished metal counterflashing. See drawings for complete definition.**

Bidding rules: Pay attention to *Instructions To Bidders*
Pay particular attention to *Special Conditions*

BOB is the owner- Contract is between BOB and Contractor.

Common mistakes: -Certificate of Responsibility number on envelope.
-Any changes to bid on outside of envelope. Initial and date.
-Acknowledge addenda.

Helpful Pre-Bid Information

GS# 106-265

Title: Lackey Recreational Center Reroof

Bid Date: July 8, 2025 2:00pm

- 1) Location: 14th floor - Bureau of Buildings Conference Room
- 2) Parking: Allow time for parking if the legislature is in session. Check-in through security.
- 3) Please follow signage that is in place on bid day.
- 4) Please sign in when you arrive. The time at the secretary's desk is the official time clock.
- 5) Bids are received until 2:00pm (see note 4)
- 6) If bid is requested back for changes after it has been stamped in, it must be re-stamped when re-submitting. Changes are allowed to the exterior of the sealed bid only.
- 7) Important...When bidding electronically...
- 8) Electronic bids will be accepted from registered users. Instructions
<http://www.dfa.ms.gov/media/6587/022718-electronic-bidding-for-professionals-to-contractors.pdf>
- 9) Bid Envelope must include the following:
 - GC's Name as listed with the Secretary of State's office
 - Certificate of Responsibility Number (COR)
- 10) Information found on Bid Bond:
 - Name of Bonding/Surety Company
 - Bond/Surety Amount of 5%
- 11) Power of Attorney must be signed and attached
- 12) Information found on Proposal Form
 - Addenda Acknowledgement
 - Base Bid – The B.O.B. will only acknowledge the written out bid amount, not the listed \$0.00.
 - Number of Contract Days must be filled in
 - Mechanical Contractor, Plumbing Contractor, Electrical Contractor must be filled in (to include COR#) even if your company is completing the work.
- 13) Certified checks will be held until award, if no Bid Bond is present
- 14) If you are the apparent low bidder, you have 24 hours (from the 2:00pm bid time) to review as well as protest bids.
- 15) You must honor pricing for 45 days as per specifications
- 16) Notice to proceed will be around 5 weeks.
- 17) Please make sure that you sign the Bid/Quote Opening or Meeting Sign-In Sheet.

GS# 106-265, Campus Roofing (Lackey ReRoof), Mississippi Valley State University, Itta Bena, MS
Pre-Bid Meeting June 23, 2025 @ 2:00 pm

Discussion points:

- Building will be occupied & must be weatherproof at all times. All interior/exterior finishes must be protected.
- Details were developed by using the original drawings, some variation may exist, however, the details should be very similar to existing conditions.
- See Supplementary Conditions and University Special Conditions.

Scope of Work:

- No asbestos was detected. Report is available and include in the appendix of the specifications.
- Reroof all roofs of Lackey Building (Metal and Modified Bitumen).
- See drawings/specifications for complete description of work.
- Complete tear off, cover board and 2 ply mod bit. Veral (foil faced) vertical flashing. New prefinished metal. Protect all existing weeps.
- All termination bars are to be covered with prefinished metal flashing/counter flashing.
- Metal wall panels are to be installed on the gable ends of the metal roof.
- Remove and replace all metal wall panels, **rib spacing to match existing, striations will be required.**
 - **The flashing heights at the bottom of the wall panels are low in some places the flashing heights are to be raised to meet the manufacturer's vertical flashing height recommendations.**
 - Replace the metal wall panels, install new sheathing and ice & water shield. See details and notes.
- Replace the existing overflow scuppers with metal pipes and lambs lounge outlet as detailed.
- All abandoned equipment and penetrations will be marked by MVSU. All abandoned equipment is to be removed and deck infilled.
- Access: Laydown and storage areas as defined by MVSU.
- The contractor is not to interrupt utilities or egress/access without prior permission and notice.
- The Contractor will be responsible for locating all underground utilities and protecting during construction.
- The contractor is to provide a unit cost for tectum deck replacement (see bid form). There are observed areas in the gymnasium that show water damage to the Tectum. In other areas there is a lay-in ceiling below the tectum deck.
- The existing skylights will be removed, and the deck infilled. These areas will then be roofed over.
- The roof hatch will be removed and replaced.
- The existing roof mounted HVAC equipment will be repainted bronze to match the new prefinished metal roofing.
- The downspouts at the entry/planter areas will be relocated to the adjacent walls. See plans for information.
- New scupper pipes and "lambs' tongue" outlet will be installed at existing terracotta pipe scupper locations.
- The core information that is shown on drawing sheet A100 is misleading:
 - The existing deck under the modified bitumen roofing is a 3" Tectum deck with a ½" wood fiber cover board (not plywood in the mod bit areas). This roofing and cover board will be removed down to the tectum deck. Tapered insulation is not required because the slope is built into the structure. The new coverboard will be installed on the tectum. Fasteners are not allowed to penetrate through the tectum due to the decking potentially being exposed in some areas.
 - The deck under the standing seam metal is tectum decking with a ½" plywood facing (according to the original drawings). This tectum/plywood is to be reused unless it has deteriorated. Water-stained areas are visible in the exposed gym area. Caution should be taken when working in these areas due to potential deterioration that may not be obvious (possibly hidden by the plywood).
- Note that there is interior clean up and demo that is required on the interior. See sheets A300 and A301

Questions/Discussion Items:

- Access: Laydown, storage areas and reseeding requirements (See Sheet A050):
- Port-a-Jon is required.
- Fencing is required with **full height** wind screen around all active work or laydown areas. **MVSU requires that the windscreen is mounted on the fence interior. See specifications for all requirements.**
- Liquidated Damages are \$250.00 per day.
- Parking permits: **will be provided by the University at no charge**
- Objectional workmen: will be removed from the site and not be allowed to return.
- Do not interrupt utilities **or egress/access to the building** without prior permission and notice.



OFFICE OF ARCHITECTURE

GS# 106-265
Campus Roofing (LACKEY REROOF)
Mississippi Valley State University
Pre-Bid Meeting: JUNE 23 @ 2:00 PM

Sign-In Sheet

Table with 3 columns: NAME, COMPANY, EMAIL. Contains handwritten entries for individuals like Scott Comish, Lewis Sparks, Tommy Brooks, etc.