

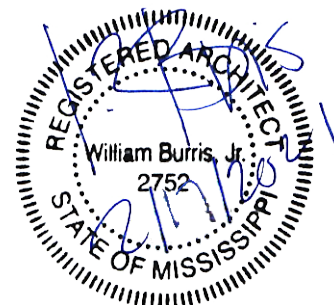
BURRIS/WAGNON ARCHITECTS, P.A.

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

17 February 2021

ADDENDUM NO. 3

Re: **GS# 102-267**
Campus Roofing (Package B) (SECOND RE-BID)
Delta State University
Cleveland, Mississippi



Bid Date: Tuesday, February 23, 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 teleconferenced PRE-BID CONFERENCE was held on TUESDAY, FEBRUARY 16, 2021, 3:30 P.M., with Ms. Anna Boggan of the Bureau of Building serving as host. See attached attendance list and items discussed and clarified below.

- A. Ms. Anna Boggan of the Bureau of Building 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 14th floor of Woolfolk Building. If sending Bid by FedEx, bid must be received by the advertised Bid Time of 2:00 PM. Ms. Boggan read parts of Section 00100 Instructions to Bidders (see attached), and noted that Contractors shall thoroughly review the entire Section 00100, including Bidder's Checklist and all other 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. 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).
 3. 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.
 4. Written words supersede numbers written on Proposal Form.
 5. Bidder must acknowledge all addenda on the Proposal Form. Bidder must sign proposal form.
 6. 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).
 7. 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).
 8. There are no Davis-Bacon requirements on this Project.
 9. Ms. Boggan also provided written directions for any bidder interested in submitting his bid electronically, which are attached hereto. **(Bidder must pre-register in Magic—please register early).**

- B. Ms. Boggan noted that 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, February 18, 2021: please send all questions for clarification to Professional before this date/time. Any Bid protests shall be sent directly to the Bureau of Building, Grounds, and Real Property Management within 24 hours of the Bid.
- 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 exactly match 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. Note that the Unit Prices described on Drawings must be filled in on proposal form.
- D. Please note the Base Bid Assumptions (Sht. TS) that *shall be included in the Base Bid* (example, at Assumption #1: 200 sq. ft. x Contractor's cost per square foot = amount to include in Bid for this Assumption #1).
- E. Architect discussed the overall planning and specification concepts of the Project, with key issues to be explored further in the Documents by the Contractor, as follow:
 - 1. The Project is planned as a Base Bid, with two (2) add alternates.
- F. Architect reviewed Section 01900, including alternate descriptions, and construction timeline for the spring phase of work for Ward Hall and any awarded alternates (April 3 – April 30) and the summer phase for Cain-Tatum-Fugler-Hammett and Lawler-Harkins (May 1 – Aug 1).
- G. Architect noted that it would be important for the successful bidder to quickly gather bonds and insurance, and to execute a construction contract, so that the contract award phase does not encroach on available construction time.
- H. The Architect explained that two interior, general construction projects, one in Cain-Tatum-Fugler-Hammett, and one in Lawler Harkins, will run concurrently with the summer roofing projects at these same two dorms. The Roofer's (at this Package B, "SECOND RE-BID" project) interface with the separate interior projects will be limited, but the Roofer will have certain limited interface with roof penetrations related to the separate interior projects, as described in the Documents.

No other items in this addendum.

Sincerely,

sw, via email

Stan Wagon, AIA, LEED AP
BURRIS/WAGNON ARCHITECTS, P.A.

End of Addendum No. 3

PRE-BID CONFERENCE
GS# 102-267
Campus Roofing (Package B – SECOND REBID)
Delta State University

DATE: Tuesday, February 16, 2021

TIME: 3:30 p.m.

1. **Open Bid:** Tuesday, February 23, 2021, 2:00 PM
Bureau of Building's Conference Room - 14th Floor
2. Parking & Security - allow ample time for parking and check-in with building security. Be mindful on whether the legislature *is/is not* in session (1/2 through 3/30)
3. Telephone and desk are not provided for bidder's use. Please do not go beyond the yellow signs in certain areas on the floor.
4. Bids are taken until 1:59:59 PM on Bid Date. The official time clock is located at the Receptionist Desk – 14th Floor. All late bids will be stamped and returned unopen.
5. The Mississippi State Board of Contractors is responsible for issuing Certificates of Responsibility to Contractors. Please ensure that your company information is current and up to date, at the time of bid and throughout the length of the job. Bids over \$50,000 must show a Certificate of Responsibility number on the bid and on the face of the envelope containing the bid information
6. Business Name must be exactly as listed, with the MS Secretary of State's Office and the State board of contractors. Names must match.
7. The written bid amounts supersede the numeric amounts and the same for alternates.
8. 5% Bid Bond or Certified Check for 5% of the bid amount is required at time of bid. Certified Checks are held until bid award, even if you are not the low bidder. You must request the check in writing with the return address in the request.
9. Make sure to acknowledge all addenda on bid document.
10. If applicable, provide Mechanical/Plumbing/Electrical Subcontractors names along with Certificate of Responsibility Number. If a subcontractor(s) will not be used for the Project, then N/A should be noted and submitted on the bid document.
11. Bidder has 24 hours to notify BoB regarding any mistakes with their Bid Submittal.
12. All Bid Protest(s), must be submitted to the Bureau of Building (BoB).
13. Must hold price for 45 days, as per bid specifications.
14. Notice to proceed will occur in approximately 30-45 days after bid if contracts are correct.

15. Out of State Contractors must submit reciprocating construction law for their state of residency. The State Of Mississippi does not have a reciprocating law; but if your state has one, we will use it to evaluate your bid.
16. Bureau of Building is the Owner - the Contract will be between BoB and the Contractor.
17. Questions regarding the Project **must** be submitted to the Professional, no later than _____ prior to bid date.
18. If bid is sent by UPS, FEDEX, or USPS, it is the Bidder's responsibility to make sure it is delivered and stamped in before 2:00:00 PM on bid date. The bid must be in a sealed envelope inside a shipping package so that it is not opened with the regular mail. Late bids are stamped in and returned not opened.
19. Electronic bid(s) are accepted for all Bureau of Building, Grounds, and Real Property Management (BOB) Projects. To submit an electronic bid you must be registered in MAGIC. To ensure you can submit a bid electronically you must register prior to bid date; registration is required only one time. If you register, you will start receiving auto notifications for BOB construction projects. This does not apply to reverse auctions. If anyone wants instructions for how to register, I have a memorandum dated 02/27/18, from the BoB director with instructions on how to do so.
20. If you have any questions after today regarding information for bidding, please reference the bidder's checklist in the specifications.



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

Laura D. Jackson
EXECUTIVE DIRECTOR

MEMORANDUM

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

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.

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 .

CRS/pgw

