



**April 19, 2021**

**GS# 321-268, HOUSING UNITS HVAC  
Mississippi State Penitentiary, Parchman, MS**

## **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. Failure to do so may subject the Bidder to disqualification.**

1. Find attached the meeting minutes, sign-in sheet and Bureau pre-bid information notes from the pre-bid meeting. These items and the information that they contain shall be part of this addendum.
2. All materials and equipment will be allowed to be stored in the enclosed fenced in area at the Maintenance building and transported to the units daily. Any materials, equipment, facilities stored at any of the units will be stored outside of the main fence (unless otherwise allowed) and must be enclosed with security fencing. Any tools, etc. that are taken into a unit (and not installed during a workday), must be inventoried in and out of the Unit. Any job box that is inside the Parchman gate must be secured with a lock and a key must be provided to the Parchman staff.
3. All building openings (created for ductwork, etc.) that are not complete, must be secured at the end of each workday.
4. SPECIFICATION SECTION 260532: REVISE 3.1 A1 AS FOLLOWS: Exposed Conduit (power and communications systems feeders, branch circuits or workstation communications branch conduit): Rigid steel conduit.
5. SPECIFICATION SECTION 260532: REVISE 3.1 A2 AS FOLLOWS: Concealed Conduit, Aboveground (power and communications systems feeders): Rigid steel conduit.
6. SPECIFICATION SECTION 260532: INSERT THE FOLLOWING AT 3.1 B:
  - B. INDOORS: Comply with the following indoor applications, unless otherwise indicated:
    - 1.Exposed Power and Communications systems feeders, Not Subject to Physical Damage (above 10'-0" AFF): IMC type.
    - 2.Exposed Power and Communications systems feeders below 10'-0" AFF: Rigid Steel type.
    - 3.Exposed branch circuits and workstation communications branch conduit, Not subject to Physical Damage: EMT type
    - 4.Exposed power feeders, communication systems feeders, workstation communication branch conduit and branch circuits, subject to physical damage: Rigid steel conduit.
    - 5.Power and communications system feeders concealed in ceilings and interior walls and partitions: IMC type.
    - 6.Power and communications feeder conduits installed underground or under slab shall be 36" LONG RADIUS rigid type.
    - 7.Branch circuits and workstation communication branch conduit concealed in ceilings and interior walls and partitions: EMT type.
    - 8.Connection to vibrating equipment (Including Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): FMC, except use LFMC in damp or wet locations.
    - 9.Connection to dry-type Transformers: LFMC.
    10. Damp or Wet Locations: Rigid steel conduit.



11. Raceways in Spaces Used for environmental return air: see types mentioned above – NO PVC is allowed for this application.
12. Raceways for risers in Vertical Shafts: see types mentioned above.
7. Sheet A 100, New Wall Penetration Details:
  - a. Note that the clear opening in all new wall penetrations are to be field verified by the contractor to accommodate the new ducts, insulation, etc. The dimensions that are listed in the plans are for reference. The actual size is to be determined by the contractor.
  - b. The size of the new iron perimeter framing is to be coordinated with the security grating so that the opening accommodates the required grating.
  - c. All metal framing (and caulk) is to be prepped, primed and painted to match the surrounding wall. Any previously painted surfaces (interior CMU, etc.) that is damaged is also to be repainted to match.
  - d. The leg of the angle iron that supports the interior CMU can be longer as necessary for the contractor to properly support the CMU during the frame installation (prior to the welding of the metal plate tabs).

*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. Field measurement of existing conditions for the installation of items is the responsibility of the Contractor.*

**Contents:** This addendum consists of **8** (8 ½" x 11") sheets (including this page).

**End of Addendum No. 1 for: GS# 321-268, HOUSING UNITS HVAC**





**GS# 321-268, HOUSING UNITS HVAC**  
**Mississippi State Penitentiary @ Parchman**  
Pre-Bid Meeting: April 9, 2021 @ 1:00 pm

**Project Contacts:** John Sprayberry, Deputy Administrator-Facilities – MDOC  
Gerrard Poole, MSP Maintenance – MSP (Parchman)  
Rick Davis, Construction Administrator – Bureau of Buildings  
Sally Zahner, Project Architect – Shafer Zahner Zahner  
Scott Comish, Project Manager - Shafer Zahner Zahner  
John Benjamin/Keith Bryant – Corbett Legge and Associates, Engineers

**Bid Date:** Thursday, April 22, 2021 at 2:00:00 p.m. @ the Bureau of Building, Grounds and Real Property Management Office in Jackson, MS (see ***Advertisement For Bids, Section 00000*** for official information). Official Time is by the Bureau of Buildings., see Section 00000

**Current Bidders List:** (See attached sign-in sheet for attendance)

**Construction days:** 180 days for project (see *Proposal Form*)  
Notice to Proceed – by B.O.B. Must hold price per specifications.

**Contract Administration:** Architect’s representative will be on site regularly  
BOB construction administrators will visit regularly.  
MSP staff is on site.  
Construction Progress Meetings held monthly as required by Division 1.  
Commissioning- none on this project.

**Construction Access:** All workers must follow Covid -19 policy. All workers, delivery persons, etc. must pass NCIC background check to be allowed in the facility.

**Weekends, Sunday work, holidays, etc.:** There will be no restrictions on days of the week work is allowed. Weekend work will be allowed with prior notice. In the event of a lockdown, work will not be allowed.

Restricted “no work” days due to events: only in the event of an execution or Covid-19 in the Unit.

Staging Areas/Fencing/Access and Construction Sign: Additional equipment and materials will be allowed to be stored in a trailer that will be locked in the Maintenance Building storage yard.

**Scope of work:** A general discussion of the work. discussed and site visited

**Bidding rules:** Pay attention to *Instructions To Bidders* and Special Conditions  
Bureau of Buildings is the owner- Contract is between BOB and Contractor.

**Common mistakes:** Certificate of Responsibility number on envelope. Acknowledge addenda. Fill out every item in the bid form...if it doesn’t apply mark “N/A” or note otherwise.

All debris must be cleaned up daily. All openings must be secured any time that the workers are not on site and at the end of each workday.

- **Note: Parking is limited, bidders will be required to pass through security, the official time clock is behind reception's desk of the Woolfolk Bldg on the 14<sup>th</sup> floor, and no bids will be accepted after 2:00:00 pm.**

GS# 321-268

Project Name: – Housing Units HVAC

Bid Date: Thursday, April 22, 2021 2:00pm Woolfolk Building 14<sup>th</sup> Floor

## PRE-BID AGENDA INSTRUCTIONS TO BIDDERS

### SECTION 00100

#### PART 1 - GENERAL

- 1.01 **QUESTIONS:** All Questions should be directed to the Professional. Should a Bidder find discrepancies in or omissions from, the Drawings or Project Manual, or be in doubt as to their meaning, the Bidder should immediately notify the Professional. The Professional will send written instruction(s) or interpretation(s) to all known holders of the documents. Neither the Owner, nor the Professional, will be responsible for any oral instruction or interpretation.
- 1.03 **NON-RESIDENT BIDDER:** When a non-resident Bidder (a Contractor whose principal place of business is outside the State of Mississippi) submits a bid for a Mississippi public works project, one of the following is required and shall be submitted with the Proposal Form:
- A. Copy of Law: If the non-resident Bidder's state has a resident Bidder preference law, a copy of that law shall be submitted with the Proposal Form.
  - B. Statement: If the state has no such law then a statement indicating *the State of (Name of State) has non-resident Contractor preference law* shall be submitted with the Proposal Form.
- 1.08 **OBLIGATION OF BIDDER:** At time of bid opening, each Bidder will be presumed to have inspected the site, read and become thoroughly familiar with the Drawings and the Project Manual, including all addenda.

#### PART 2- PROPOSAL FORM

- 2.02 **PROPOSAL FORMS:** The Bidder shall make all proposals on forms provided and shall fill all applicable blank spaces without *interlineations* or alteration and must not contain *recapitulation* of the work to be done. No oral or telegraphic proposals will be considered.

- ***Make sure your name at Secretary of State and Contractor's Board match.***

- 2.06 **ADDENDA:** Any addenda to the Drawings or Project Manual issued before or during the time of bidding shall be included in the proposal and become a part of the Contract. The Proposal Form will have ample space to indicate the receipt of addenda. When completing the Proposal Form, the Bidder shall list the Addendum number and the date received in spaces provided.

- ***Note that all addenda's will be issued NO LATER THAN (48) forty-eight hrs before bid time.***
- ***Ask Professional if any addenda's are planned.***

#### PART 4 - BID OPENING AND AWARD OF CONTRACT

- 4.03 **PROTEST:** Any protest must be delivered in writing to the Owner within twenty-four (24) hours after the bid opening.
- ***Do not send any protest or errors to the project professional, both must be sent to Owner.***
- 4.04 **ERRORS:** Any claim of error and request for release from bid must be delivered in writing to the Owner within twenty-four (24) hours after the bid opening. The Bidder shall provide sufficient documentation with the written request clearly proving an error was made.

#### Division 0



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**Notes or Meanings:**

**Interlineations** - An interlineation frequently appears in a contract that has been typed and signed. If the parties agree that a sentence is to be inserted between the lines to clarify a particular provision, the new sentence is known as an interlineation. The new line should be initialed and dated to indicate that both parties are aware of and agree to its insertion.

**Recapitulation** - a concise summary; an act or instance of summarizing and restating the main points of something.

**DEPARTMENT OF FINANCE AND ADMINISTRATION  
BUREAU OF BUILDING, GROUNDS AND  
REAL PROPERTY MANAGEMENT  
JACKSON, MISSISSIPPI**

**ADVERTISEMENT FOR BIDS**

Sealed bids will be received electronically via MAGIC or physically delivered to the office of the Bureau of Building, Grounds and Real Property Management, 501 North West Street, Suite 1401 B, Jackson, Mississippi, 39201, until 2:00:00 p.m. on Thursday, 04/22/2021 , for:

RE: GS# 321-268 Housing Units HVAC  
Mississippi State Penitentiary  
RFx # 3160004213

at which time they will be publicly opened and read. Contract documents may be obtained from:

Professional: Shafer-Zahner-Zahner, PLLC  
Address: 510 University Drive  
Starkville, Mississippi 39759  
Phone: 662-323-1628  
Email: lsims@szzarch.com

A deposit of \$200.00 is required. Bid preparation will be in accordance with Instructions to Bidders bound in the project manual. The Bureau of Building, Grounds and Real Property Management reserves the right to waive irregularities and to reject any or all bids. **NOTE: Telephones and desks will not be available for bidders use at the bid site.**

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

**Dates of Publication:**

03/23/2021  
03/30/2021

## Helpful Pre-Bid Information

**GS#321-268**

**Title: Housing Units HVAC**

**Bid Date: April 22, 2021      2:00pm**

- 1) Location: 14<sup>th</sup> 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 user. **Required RFX # for this bid is 3160004213.** 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
- 14) If you are the apparent low bidder, you have 24 hours (from the 1:30pm 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.





## SIGN IN SHEET AND AGENDA

Bureau of Building, Grounds and Real Property Management

DATE: Friday 4/9/2021

MEETING FOR: GS# 321-268

PHASE:

I/A and Project Name: Housing Units HVAC

Requested by:   X   BoB

Professional

Using Agency

AGENDA OUTLINE:

1 Pre Bid Meeting

OR SEE ATTACHED

NAME (PLEASE PRINT)	COMPANY OR ORGANIZATION	PHONE NO.	FAX NO.	CELL NO.	E-MAIL ADDRESS
Rick Davis	DFA -Bureau of Buildings	601-359-3621	601-359-2470	601-941-6704	rick.davis@dfa.ms.gov
Scott Comish	Shafer Zahner-Zahner Archite	662-323-1628	N/A	662-617-3866	scomish@zzarch.com
JOHN BENJAMIN	CORBETT LOGGE	662.844.7114	—	662.871.9286	jbenjamin.corbettlogge.com
Druck Goodner	National HVAC	901-512-8338	—		dgoodner@nationalhvacservice.com
Brian Hazelwood	A+B Mechanical	662-654-2297		662-418-2186	brian@aabmechanical.com
Richard Kee	A+B Mechanical	601-654-2297		601-575-0567	rich@aabmechanical.com
BARRY WALSH	Miss. Sheet Metal	601-355-6542	—	601-942-1034	BARRY.WALSH3839@gmail.com
Eugene Allen	JESCO, Inc.	662-436-6831	—	same	eallen@jescoinc.net
Mike Upchurch	Upchurch Plumbing Inc.	662-453-6860		662-299-2645	mike@upchurchplumbing.com
Chris Chambers	Tec-Star Co	662-578-4447		662-934-1241	chrisk@tristar.cc
Steven Place	Robinson Electric Co.	662-842-3978	—	662-719-3979	steven@robinsonelectric.biz
Robert Muller	S/W Electric Co	662-453-2060		662-719-1205	Robert.Muller@Iceland.com
Marc Leflore	Leflore Construction	601.201.3379		601.214.0125	mleflor@gmail.com
Nathan Dixon	National HVAC	901-412-0436			NDIXON@NATIONALHVACSERVICE.COM
KEITH BRYANT	CLA	662.844.7114		662.587.1416	KBRYANT@CORBETTLOGGE.COM
Allen Martin	JESCO INC	662-574-9565		662-574-9565	allen.martin@jescoinc.net