

SHAHER | ZAHNER | ZAHNER

OFFICE OF ARCHITECTURE

September 18, 2023

GS# 111-071, ERC Re-Roof

Mississippi Center for Education and Research (R&D)

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 September 7, 2023. See this addendum for resolution of questions asked and other information discussed at this meeting. See the Pre-Bid Conference Meeting Minutes, sign-in sheet and discussion points attached. The Pre-Bid minutes and discussion points are included as part of this addendum. The attached **Discussion Points and Pre-Bid Conference Meeting Minutes** contain many of the requirements for this project. The contractor will be responsible for adhering to these and all rules associated with this facility.
2. See the attached BOB Pre-Bid Outline that was discussed and will be included in this addendum.
3. See the attached Bureau's Instructions to Bidders for electronic bidding requirements to be included as part of this addendum.
4. See the attached Staging and Access Points diagram for allowable storage/staging and access points as part of this addendum. Fencing and site repair requirements will apply to these, and all other areas used. Any other areas that are used require prior approval from the Owner.

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

5. See drawing 1/A111, University Center Roof – New Work: Based on the operational needs of the owner, this roof will be the first to be re-roofed. The contractor will begin on the north end (oriented left on the drawing sheet) and work towards the south.
6. The contractor will be allowed to use hot asphalt to adhere the new insulation, cover board and base sheet. However, the new modified bitumen cap sheet shall be a torch applied.
7. There are three VTR's (plumbing vents) on the east side of the University Center Roof that are crimped closed. These are believed to be inactive due to the equipment that these vents previously served being removed in the past. The contractor will be responsible for verifying that these vents are inactive (coordinate with the owner). If they are in fact inactive, they are to be removed and new insulation/roofing is to be installed.
8. There are also several square penetrations on the University Center Roof that were capped closed at some time in the past. These are believed to be inactive due to the equipment that these penetrations previously served being removed in the past. The contractor will be responsible for verifying that these penetrations are inactive (coordinate with the owner). If these penetrations are no longer needed, they are to be removed, the deck is to be infilled and new insulation/roofing is to be installed.

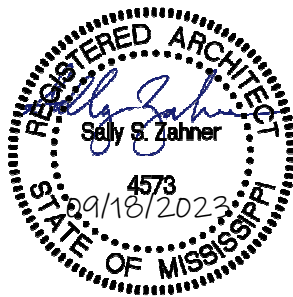
SHAFFER | ZAHNER | ZAHNER

OFFICE OF ARCHITECTURE

9. See drawing 2/A111, Power Plant Roof – New Work: The new tapered insulation system may require some of the roof mounted vents/equipment to be raised to achieve an acceptable flashing height. Raising the curbs in any situation such as this will be the contractor's responsibility.
10. See Drawing 2/A111, Power Plant Roof -New Work: There are two canopies on the south end of the building. These canopies are lower than the roof level (they cover pedestrian doors). The metal decking is exposed on the bottom side canopies. For this reason, on these two areas only, the insulation will be adhered with low rise foam so that screws will not penetrate the decking above the entry doors.

Contents: This addendum consists of **12** (8 ½" x 11") sheets and **0** (24" x 36") sheets.

End of Addendum No. for: **GS# 111-071, ERC Re-Roof, Mississippi Center for Education and Research (R&D)**





GS# 111-071

ERC Re-Roof, Mississippi Center for Educational Research (R&D)

Pre-Bid Meeting September 7, 2023 @ 10:30 am

Project Contacts: Mr. Perry Atherton, Staff Engineer, IHL
Ms. Debbie White, Project Manager - BOB
Scott Comish, Project Manager – Shafer-Zahner-Zanher

Bid Date: Thursday, September 21, 2023 @ 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: 6 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: **180** 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. Using Agency 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 will be allowed with prior permission and written notice to the owner. The owner will not charge for electricity for hand tools, power may be available from the mechanical penthouses. Parking permits are not required.**

Restricted “no work” days due to events: **None Noted**

Staging Areas/Fencing/Access – Discuss: **Discuss/outline: Staging & Access Points are shown on attached diagram.**

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. See core information, see edge details, all termination bars covered with prefinished metal counterflashing. See drawings for complete definition.**

This work may be required to be carried out in stages to meet the operational needs of the building occupants. The work over the JSU and ETV Buildings will need to be coordinated due to dates that particular events are held in these buildings. This may require the work over particular spaces to be completed in a certain sequence (north to south or east to west). This sequencing will be discussed at the pre-bid meeting and coordinated during subsequent progress meetings.

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.

GS# 111-071 ERC Re-Roof, Mississippi Center for Education and Research (R&D)

Pre-Bid Meeting September 7, 2023 @ 10:30 am

Discussion points:

- Building will be fully occupied and must be weatherproof at all times.
- All interior and 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 Special Conditions.

Scope of Work:

- No asbestos was detected. Report is in specifications.
- Reroof roof sections indicated. Protect and do not perform any work on or from roof sections that are not part of the scope of work.
- See drawings/specifications for complete description of work.
- Complete tear off, new taper, cover board and 2 ply mod bit. Veral (foil faced) vertical flashing. New prefinished metal. Protect all existing weeps.
- Existing tapered lightweight concrete exists in areas. See core information on sheet A050 for information.
- All termination bars are to be covered with prefinished metal flashing/counter flashing.
- **All abandoned equipment and penetrations will be marked by the owner.** All abandoned equipment is to be removed and deck infilled.
- Access: Laydown and storage areas as defined by owner. **Discuss**
- 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.

Questions/Discussion Items:

- Access: Laydown, storage areas and reseeding requirements: **See attached diagram**
- Port-a-Jon is required.
- Fencing is required with **full height** wind screen around all active work or laydown areas. **See specifications.**
- Liquidated Damages are \$250.00 per day.
- Parking permits: **Not required.**
- 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.
- **Tapered insulation information is shown on New Work drawing sheets.**
- **New PVC lines and discharge pipes on stands, route to drains.**
- **Lightning protection system on some roof sections. Reinstall and recertify.**
- **New retrofit drains. New expansion joints. New roof hatch.**

No existing information was available at Power Plant addition. The two canopies are to be roofed with modified bitumen and tapered insulation over the existing deck. We need to discuss attachment of the taper because the bottom of the deck is visible immediately above the entry door. Paint all canopy structure (metal), flash the canopy mod but to the brick with a prefinished metal counterflashing cover.

*Existing downspout boots - reuse, prime and paint

*Remove and replace all gutters and downspouts and tie back into existing downspout boots. Contractor responsible to ensure all sub-surface drains flow properly and keep debris out of the system during all construction activities. Verify gutter/downspout configuration and attachment- (the gutters and downspouts are both inset in the brick veneer). Existing details are to be copied with new prefinished metal in a selected bronze color.

PRE-BID CONFERENCE

GS# 111-071

ERC Re-Roof

DATE: Thursday, September 07, 2023

TIME: 10:30 AM

1. **Open Bid:** Thursday, September 21, 2023, 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.
3. Telephone and desk are not provided, for bidders use.
4. Bids are taken; until 2:00:00 PM on the Bid Date. The official time clock is located at the Receptionist Desk – 14th Floor.
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 exact, as listed, with the MS Secretary of State's Office.
7. Written bid amounts supersede the numeric amounts.
8. Certified Checks are held; until bid awarded.
9. Make sure to acknowledge all addendum on bid documents.
10. If applicable, provide Mechanical/Plumbing/Electrical Subcontractor(s) information.
11. Bidder has 24 hours to notify BoB regarding any mistakes with Bid Submittal.
12. All Bid Protest(s), must be submitted to the Bureau of Buildings (BoB).
13. Must hold bid price for 45 days; as per bid specifications.
14. Notice to proceed will occur approximately 4 to 5 weeks after bid award.
15. Out of State Contractors must submit reciprocating construction law for their resident State.
16. Bureau of Buildings is the Owner - Contract will be between BOB and the Contractor.
17. If bid; is sent by UPS/ FEDX or USPS, it is the Bidders responsibility to make sure it is delivered and stamped in before 2:00:00 PM on bid date.

18. Electronic bid(s); are accepted for all Bureau of Building, Grounds, and Real Property Management (BOB) projects. To submit an electronic bid; you must register 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, a memorandum dated 05/30/23, from the BOB with instructions on how to do so (attached).



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION

Liz Welch
EXECUTIVE DIRECTOR

M E M O R A N D U M

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

FROM: Bureau of Building, Grounds and Real Property Management

DATE: May 30, 2023 (links modified)

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 (see below). 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: mash@dfa.ms.gov or 601-359-1343. A tutorial is available at: <http://uperform.magic.ms.gov/gm/folder-1.11.7512?originalContext=1.11.8507> (when registering, the MS SoS, MBOC, and W9 should all agree.)

HOW BIDDER/SUPPLIER REGISTERES THEMSELVES:

www.dfa.ms.gov

vendor registration (middle of the page)

down the page to State of Mississippi Supplier Registration

Complete that form

And "send" (top left or bottom of form on left)

This is the current link for the info above: https://sus.magic.ms.gov/sap/bc/webdynpro/sapsrm/wda_e_suco_sreg?sap-client=100#

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 (90922 for construction)

TO VIEW ADVERTISED PROJECT INFORMATION on line

1. DFA Web site
2. Supplier/Vendor
3. Mississippi Procurement Portal
4. (RFx) Procurement Opportunities and Public Notifications
5. Advanced Search Options
6. Major Procurement Category: Select Construction
7. Dept/Agency: Select MS DEPT FINANCE AND ADMINISTRATION 6. SEARCH

Another option from the DFA/BoB web site is to:

1. Select DFA Offices
2. Select Bureau of Building Grounds and Real Property Management.
3. Bid and RFP Notice
4. Construction Solicitations and Bid Tabs
5. Locate the GS# at left of the list and the RFx number at the right.

On both lists, 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 .

/pgw



OFFICE OF ARCHITECTURE

GS# 111-071

ERC RE-ROOF

Mississippi Center for Education and Research (R&D)

Pre-Bid Meeting: September 7, 2023 @ 10:30 am

Sign-In Sheet

NAME	FIRM	EMAIL
Scott Comish	Shafer-Zahner-Zahner	scomish@szzarch.com
Christian Salvador	Roofing Solutions	estimating@roofingsolutionsla.com
Burt Rowell	R&R SHEET METAL	burt@rroofs.com
Jamison Barfield	Acme Roofing	jamison@acmeroof.com
John Miller	Acme Roofing + sheet metal Co.	acme01@me.com
Debbie White	DFA-BOB	deborah.white@dfa.ms.gov
PERKINS ADHESSION	IX2	PATHERSON@IHL.SP6SE.R3
SHANE NEELY	RENOVA, LLC	SHANE@RENOVA Roofing.com
Blake Yarbrough	Malone	Blake@ecmalone.com

ERC COMPLEX - STAGING AND ROOF ACCESS POINTS

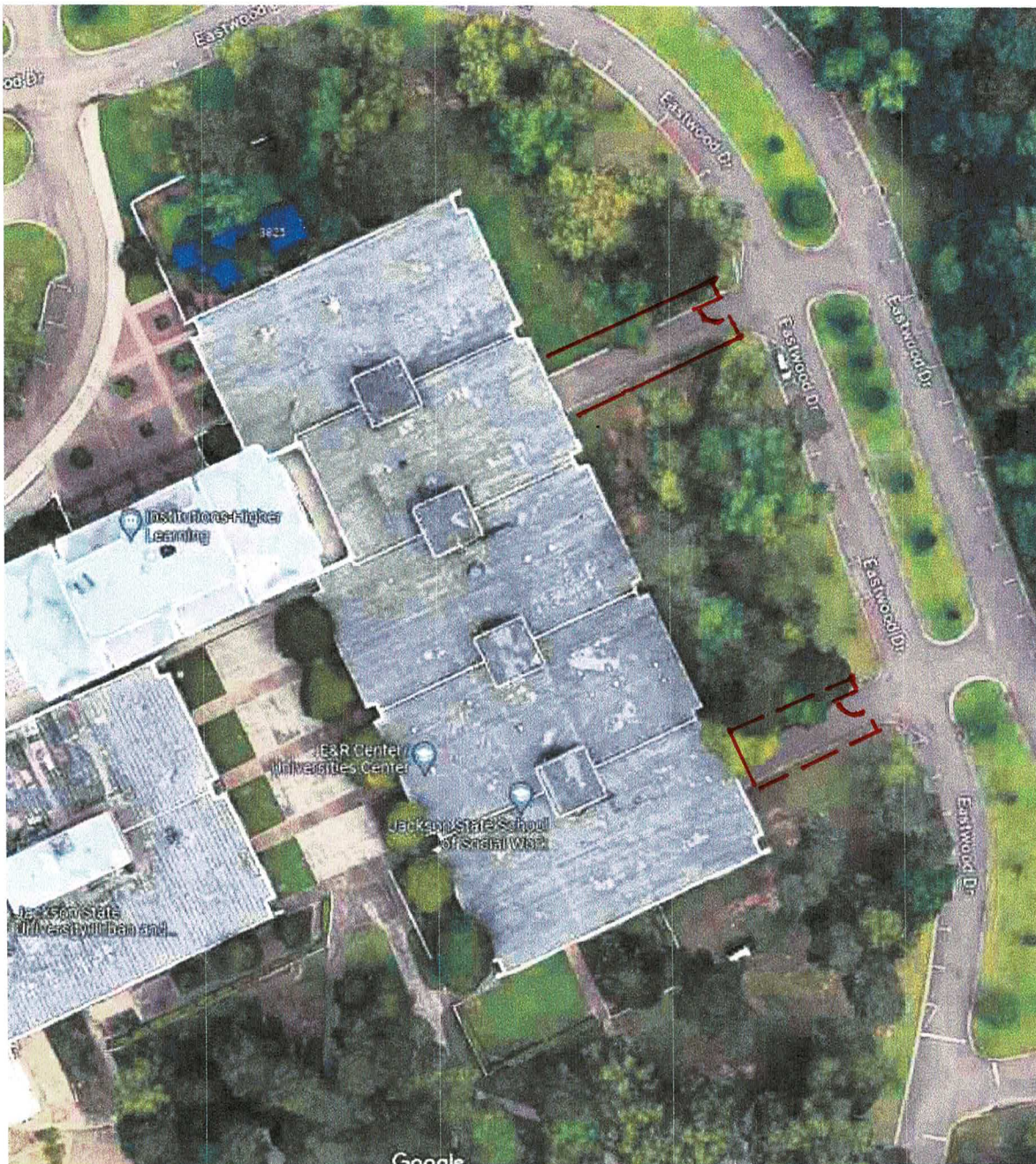


The primary Staging Area for this project will be the parking lot that is south of the **ETV 2 and ETV 3 Buildings**. Fencing will be required to enclose this area with gates at the south end. The north most portion of this lot will be used by a mechanical contractor that is working in the penthouse of the ETV 1 building (a separate project from this roofing project), so this portion of the parking lot will not be available for use by the roofing contractor.

The roof access point for the ETV 2 and ETV 3 buildings will be from the west side in the parking lot near the northwest corner of the building(s). Fencing will be required to enclose this area. There are two driveways in this area that must not be blocked. One driveway is for emergency operation vehicles and the other provides access for staff parking under the building.

The fenced area will have a gate at the northwest corner. The roof access will be from the parking lot that is on the west most side of the building. The parking area on the northern side is adjacent to the ADA entry to the building and shall not be used for accessing the roof.

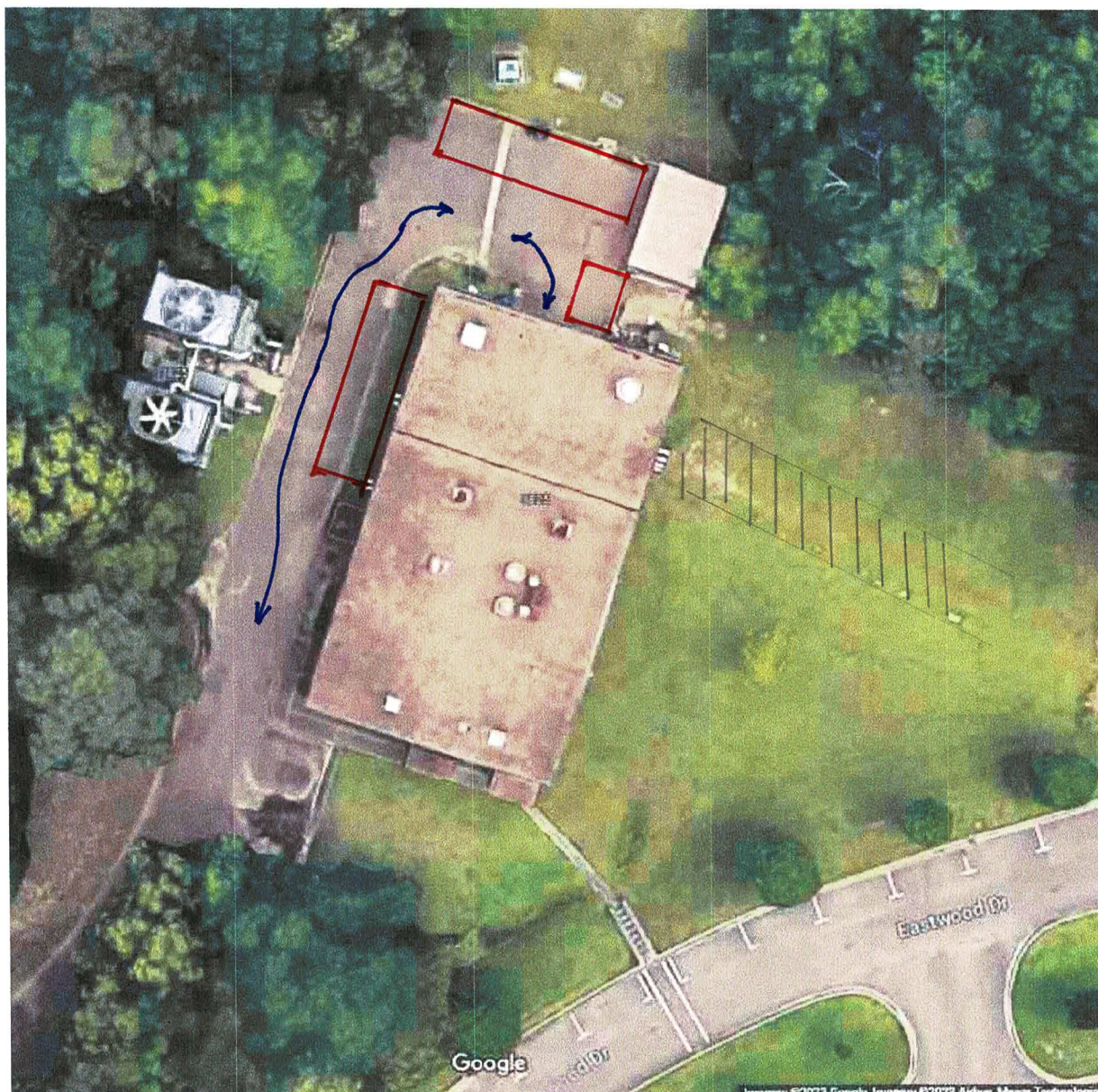
ERC COMPLEX - STAGING AND ROOF ACCESS POINTS



There will be two access points for the contractor to use to access the roof of the **University Center Building**. Although the contractor can use both of these roof access points, only one roof access point can be used at a time. The reason for this is that these roof access points are the driveways that the University Center staff uses to access the parking lot that is under the building. So, at least one driveway must be open and available to access staff parking at all times.

When a driveway is being used by the contractor, the driveway must be fenced at both ends (at the building face and at the drive entrance). This will ensure that the staff does not attempt to enter or exit the parking area through the driveway that the contractor is using. The grass areas immediately adjacent to the driveway may also be used. However, the grass area must be repaired (graded and reseeded) to the owner's satisfaction if this grass area is damaged.

ERC COMPLEX - STAGING AND ROOF ACCESS POINTS



In general, the contractor is responsible for protecting all underground utilities. However, on the **Power Plant Building**, the protection of underground utilities is particularly important. There are underground hot and cold-water supply piping on the east side of this building under the berm that is visible. This area must be protected at all times from vehicular traffic.

Otherwise, contractor's access to the roof will be allowed on the west edge of the building in the area immediately adjacent to the building. However, the drive to the back of the building must not be completely blocked. Access to the rear of the building must be maintained for the maintenance staff to be able to access the large garage-type door on the north side of the building.

Contractors' access to the roof will also be allowed on the north side of the building as long as access is maintained for the maintenance staff to be able to access the garage door. Dumpsters can be stored on the north side of the (rear) north parking area in the rear of this building.