



December 18, 2023

Bureau of Buildings, Grounds and Real Property
501 North West Street, Suite 1401B, Jackson MS

Project Name: Reed Green Roof Replacement
Project Number: GS# 108-308

ADDENDUM NO. 2

NOTICE TO ALL DOCUMENT HOLDERS:

The following additions, deletions, changes, and clarifications to the drawings and specifications are to be included as part of the Contract Documents.

GENERAL

ITEM NO. 1 A pre-bid meeting was held on **December 13, 2023, at 10:30 a.m.** The sign-in sheet, pre-bid agenda, and electronic bidding instructions are included as an attachment to this addendum and are considered part of the contract documents.

ITEM NO. 2 The bid opening will be held on the first floor of the Woolfolk Building in Conference Room #117. The clock in the room will be the official clock for the receipt of ALL bids.

ITEM NO. 3 The construction period will be **180 days** from the date of the notice to proceed.

SPECIFICATIONS

ITEM NO. <#> none

DRAWINGS

ITEM NO. <#> none

Encl: Instructions for Electronic Bidders, Pre-Bid Sign In, Pre-Bid Agenda

Cc: All document holders
 <insert name>



December 13, 2023

PRE-BID CONFERENCE MEETING MINUTES

GS#108-308 Reed Green Coliseum Roof Replacement

DFA#138-038

Hattiesburg, MS

WBA# 22-087

The following items will be discussed in the Pre-Bid Conference on this date regarding the above-referenced project.

PROJECT TEAM

Owner:

Bureau of Buildings, Grounds and Real Property
Management

501 N West St, Suite 1401B

Jackson, MS 39202

P: 601.359.3621

Contact:

Ari Stamps ari.stamps@dfa.ms.gov

Architect:

Wier Boerner Allin Architecture, PLLC

P: 601.321.9107

Contacts:

David Ford dford@wbaarchitecture.com

Ashley Anderson aanderson@wbaarchitecture.com

BIDDING DOCUMENTS – *Available via Jackson Blueprint*

Drawing set and Project Manual dated September 12, 2023.

If you have questions or need clarifications regarding the Project, please email your questions to David Ford (dford@wbaarchitecture.com) by close-of-business on January 3, 2024. We will not guarantee that questions submitted later than this time will be answered or clarified by Addendum.

BID OPENING

2 PM on Tuesday, January 9, 2024 at the Bureau of Buildings, Grounds and Real Property Management; 501 N West St, Suite 1401B, Jackson, MS 39202. 1st floor Conference room #117 at the Woolfolk Building.

BID FORMS

Review Front End specifications for all Bidder Requirements. Please review *Instructions to Bidders – Division 00.2100*. Bidder is responsible for confirming that Bids are submitted in accordance with outlined requirements.

CONSTRUCTION PERIOD

Work is to be completed in **180 days** from Notice to Proceed.

PROJECT DESCRIPTION

Base Bid of the project consists of ____

Alternate 01 includes ____

Alternate 02 includes ____

Alternate 03 includes ____

Alternate 04 includes ____

Alternate 05 includes ____

PRODUCT SUBSTITUTIONS

No substitution requests shall be considered during bidding. All substitution requests shall be submitted to the Architect within 30 days from the Notice to Proceed.

OWNER'S COMMENTS AND OTHER REQUIREMENTS

QUESTIONS

There will be a 45 day hold on bids.

WBA to verify if fleece-back TPO is acceptable.

Stucco at existing soffits to be complete.

If there are issues with lead times, coordinate with the Architect regarding the construction period.

NO MORE ITEMS

Encl: none

cc: All Document Holders

Sign-In Sheet

[illegible]



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

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