

May 18, 2016

GS# 103-281

Alexander Ctr. Renov. - PH II (Building 'A' Buildout)

Jackson State University

Jackson, Mississippi

Pre-Bid Conference Minutes

1. Attendees: See attached Attendance Record.
2. Joey Orr (B.O.B.) reviewed portions of the Instructions to Bidders highlighting aspects of those instructions.
 - A. Copy of his agenda is attached.
3. Dick David (FWA) reviewed the project bid information.
 - A. Bids on May 26, 2016 at 2:00 pm.
 - B. Project construction time is 300 calendar days.
 - C. Liquidated damages is \$250.00 per calendar day.
4. An addendum will be issued Monday afternoon, May 23, 2016, . . . two full working days before the bid date. No other addenda is allowed to be issued; therefore, any questions or clarifications must be received by the Professional no later than noon on May 23rd.
5. Bidders are required to enter into a Utilities Agreement with JSU in the amount of \$20.00 per calendar day for the entire construction period ending on the substantial completion date.
6. All aspects of this project are designed and specified to match the existing newly renovated wings of the dormitory.
7. Access into the 2nd thru 5th Floors above the occupied lobby will be thru two 4-story high groups of windows that will be removed and then replaced at the end of the project. Worker access will be by way of a scaffold stairway erected at one of the window openings.
8. The laydown yard is to be on the west side of the rear parking lot and yard space with vehicle access thru a 20 ft wide double C.L. gate on the west side driveway.
9. A tour of the existing shell space was conducted so that prospective bidders could see those spaces.
 - A. A question was raised about the routing of electrical conduits from the existing panels in the east and west electric rooms thru finished/occupied corridors to the middle wing 'A'. This will be identified in an upcoming addenda.

End of Minutes

MICHAEL R. FOIL
E. BOWDEN WYATT
NATHAN W. BOGGAN



Attendance Record

Project / Subject:

GS #103-281

Date: 5-18-16

ALEXANDER CTR. RENOV. PH II (BLDG. A' BUILDOUT)

Time: 2:00 PM

PRE-BID CONFERENCE

Attendee Name	Company Representing	Telephone #	E-Mail Address
DICK DAVID	FOIL WYATT, ARCH.	601-352-3071	DDAVID@FOILWYATT.COM
DAVID VEAZEY	Schoffs Wyand	601-982-3312	
BILL DULANEY	DULANEY EIR	601-372-1666	
Tony Head	M.O. STATE CONST	601-956-9500	
David Bearden	Adco	601-922-3575	
Kevin Hartwood	McInnis	601-372-2014	
Joey Sullivan	Sullivan Ent. Inc	601-849-2441	dsullivan@ayrix.net
Sami Sullivan	-	-	-
Patricia Burke	" "	" "	" "
Adam Fowler	THRASH Commercial	601-214-5744	AFOWLER@THRASHCO.COM
Roy Floyd	Fountain Const.	601-373-4162	estimating@fountainconst.com
JEFF JONES	FOUNTAIN CONS	601 573 8000	Jones@fountainconstruction.com
Josh Smith	Fountain Const.	601-573-0855	jsmith@fountainconstruction.com
Brian Hall	H & H Electrical	601-854-7887	brian@hhelectrical.net
Mark Quick	H & H Electrical	601-854-7887	Mark@hhelectrical.net
Richard Womack	RWK, LLC	601-849-5675	richard@rwk.ms
Lee	FLAGSTAR	601-824-4646	lee@flagstarconstruction.com
Payne Wright	Edmonds Eng.	601 362 6478	pwright@edmondsengineering.com
Robert Watts	JSU/FCM	601-979-2522	robert.d.watts@jsu.edu
FRANK DIXON	Dixon Interior	601-981-5858	frank@dixoninterior.com
Robert Dixon	Dixon Interior	601-981-5858	robert@dixoninterior.com
Joe	BOB	729-972-4479	joe@bob.com
Johnny Rodgers	Floor + More	265-499-6739	jrogers2001@yahoo.com
Josh Pilgrim	Moses Electric	601-939-9473	jpilgrim@moseselectric.net
John White	Metro Mechanical	601-866-9050	jwhite@metromechanical.net
Richard Kilby	" "	" "	RKilby@Metromechanical.net

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 14th floor, and no bids will be accepted after 2:00:00 pm.

GS# 103-281

Project Name: Alexander Center Renovations-PH II (Building A Buildout)

Bid Date: 5/26/2016

PRE-BID AGENDA INSTRUCTIONS TO BIDDERS

SECTION 00100

PART 1 - GENERAL

- 1.01 QUESTIONS:** 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 tile 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.