



July 22, 2019  
GS# 345-016, Education Building Roofing  
Mississippi Agricultural & Forestry Museum – National Agricultural Aviation Museum (DAC)

## Addendum No. 2

**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.**

1. Find attached the Pre-Bid Meeting outline, Points of Discussion and sign-in sheet to be included as part of this Addendum.
2. The Contractor is responsible for protecting all materials, surfaces, etc. in and adjacent to the building. Proper protection shall be placed over equipment, furnishings, etc. as necessary to protect such items from damage from construction activities (debris, etc.). Replacement of any damaged items will be the Contractor's responsibility.
3. In general, avoid contact with employees and visitors. Anyone that makes inappropriate or inflammatory comments/gestures toward a visitor or employee of the facility will be removed from the project.
4. All construction debris must be disposed of on a daily basis.
5. All items placed on the roof must be placed in a manner and location that is properly supported and does not damage the structure. Any damage to the structure will be repaired by the contractor at the contractor's expense.
6. Pay attention to all of the Special Conditions and the Bureau of Building bidding requirements.
7. Contractors are responsible for verifying that their business name is the same on both the Mississippi Secretary of State's website and the Mississippi State Board of Contractor's website.
8. All alteration of the existing utilities (as necessary to perform the required work and/or to accommodate the equipment) are the responsibility of the contractor.
9. The Contractor is responsible for contacting Mississippi One call 811 to identify all underground utilities and protecting these (and all other utilities) for the extent of the project.
10. The laydown fencing area(s) are shown on the attached diagram. All fencing is to be min. 6-foot-tall chain link with full height windscreens. Fencing is to enclose all active work areas and laydown areas.

*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.*

**Contents:** This addendum consists of **8** (8 ½" x 11") sheet(s) - (including this page)

**End of Addendum No. 2 for:** GS# 345-016, Education Building Roofing



**Education Building Roofing;** Pre-Bid Meeting July 16, 2019 @ 10:00 am  
Mississippi Agricultural and Forestry Museum, Jackson, MS  
**GS# 345-016**

Project Contacts: **Debbie White, BOB Construction Administrator**  
**Janet Trotter, Mississippi Dept of Agriculture and Commerce**  
**Gary Shafer, Project Architect – Shafer & Associates**  
**Scott Comish, Project Manager - Shafer & Associates**

Bid Date: **July 25, 2019 @ 2:00:00 pm** @ 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.

Current Bidders List: **7 current** General Contractors

Construction days: **175** days for project (see *Proposal Form*); **However, no work is allowed from September 27 to November 11, 2019. The goal is for the work to be complete by January 31, 2020**

Notice to Proceed – by B.O.B. Must hold price per specifications.

Contract Administration: Architects will be on site to inspect with Bureau Construction Administrator.  
**Facility has additional personnel that will inspect regularly.**

Construction Progress Meetings held by the Contractor monthly as required by Division 1.

Commissioning- none on this project.

**\*Note: the alternate is deductive for a snap lock system in lieu of the base bid of a mechanically seamed roof system.**

Construction Access: Discuss: Daily access – **Flexible, to be coordinated at pre-construction**  
Days of the week- **Weekend work is OK with prior approval**  
Restricted occasions- **see above**

Restricted “no work” days due to events: - **see above**

Staging Areas/Fencing/Access/Construction Sign: **Discussed/to be addressed**

Protection of interior- **building is not currently occupied**

Scope of work: Discuss: critical work sequence, **south & west portions of the building first**

Bidding rules: Pay attention to *Instructions To Bidders*  
*Architect’s Special Conditions* – **Pay special attention**  
Bureau of Buildings 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.



OFFICE OF ARCHITECTURE

**Education Building Roofing;** Pre-Bid Meeting July 16, 2019 @ 10:00 am  
Mississippi Agricultural and Forestry Museum, Jackson, MS  
**GS# 345-016**

**TALKING POINTS:**

- I need any questions that you may have by the end of the week.
- Discuss Staging Area, Dumpster location and Job Box requirements.  
**The laydown fencing area(s) are shown on the attached diagram. All fencing is to be min. 6-foot-tall chain link with full height windscreens. Fencing is to enclose all active work areas and laydown areas.**
- **The Contractor is responsible for contacting Mississippi One call 811 to identify all underground utilities and protecting these (and all other utilities) for the extent of the project.**
- The Contractor is responsible for protecting all materials, surfaces, etc. in and adjacent to the building. Proper protection shall be placed over equipment, furnishings, etc. as necessary to protect such items from damage from construction activities (debris, weather related, etc.).
- Pay attention to all Special Conditions and the Bureau of Building bidding requirements
- **Contractor's are responsible for verifying that their business name is the same on both the Mississippi Secretary of State's website and the Mississippi Board of Contractor's website.**
- All alteration of all of the existing utilities (as necessary to perform the required work) on the roof are the responsibility of the contractor.
- The Base Bid and Alternate Bid were discussed
- See "no work" days. Actual work is intended to take place from November 11, 2019 to January 31, 2020
- Discuss porch roof (preserve battens) and upper roof (salvage any battens needed for lower roof and remove battens)
- Replace fascia at gutters, preserve fascia on rake ends (remove drip piece)
- Protect all structure (verify attachment and secure as necessary), existing utilities through roof and those mounted on structure (conduit, etc.)
- See broken rafter note on D100 and A100
- See note and areas where broke battens were observed on lower roof.



**Education Building ReRoofing**

Pre-Bid Meeting July 16, 2019, @ 10:00 am  
 Mississippi Agricultural Museum, Jackson, MS  
 GS# 345-016

**Sign-In Sheet**

Name Company Email Address

Scott Comish Shafer-Zahner-Zahner scomish@szzarch.com

MARK HALBERT DREEL METALS MHALBERT@DREELMET.COM

Bill Stover Roofing Solutions WSTOVER@ROOFING-SOLUTIONS.LT.COM

Shira Maudy MR ROOF LLC MR.CONSTRUCTION@MRROOF.oxford.com

Kristen Maudy MR ROOF LLC MR.CONSTRUCTION@MRROOF.oxford.com

Michael Minneker A-LEET ROOF SYSTEMS MMINNEKER@CENTURION.WO.COM

Aaron Rodgers MAFM aaron@mdac.ms.gov

Barry McEmore MAFM Barry@MDAL.ms.gov

Leland Hinton m+s Roofing leland.hinton@msrcoinc.com

Janet Trotter MDAC janet@mdac.ms.gov

GARRY STEGALL BOB Garry.Stegall@DFA.ms.gov

WALLACE Dearing Norman Roofing wallace@normanroofing.com

## Garry Stegall

---

**From:** Randy Turner  
**Sent:** Monday, January 28, 2019 3:24 PM  
**To:** BOBusers  
**Subject:** Pre Bid Regarding Electronic Bidding  
**Attachments:** 2 Electronic Memo to ABC AGC MBOC 022718.pdf

When conducting a pre-bid please repeat the following regarding electronic bidding:

Electronic bids can be 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 day; 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 auction. If anyone wants instructions for how to register, I have a memorandum dated 2/27/18 here from the BOB director with instructions on how to register.

Thanks,

**Randy R Turner**

*Senior Construction Administrator  
Bureau of Building, Grounds and Real Property Management  
Department of Finance and Administration  
[Randy.turner@dfa.ms.gov](mailto:Randy.turner@dfa.ms.gov)  
601-359-5021 Office 601-941-6068 Mobile*

-----  
P.O. Box 267 Jackson, MS 39205  
501 North West Street, Suite 1401  
Jackson, MS 39201



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.

**Page Two**

**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](mailto:mash@dfa.ms.gov) .

CRS/pgw

