

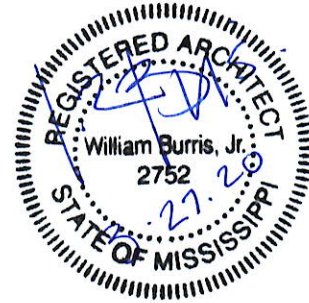
# BURRIS/WAGNON ARCHITECTS, P.A.

500L EAST WOODROW WILSON AVENUE JACKSON MS 39216 PH 6019697543 FAX 6019699374

27 March 2020

## ADDENDUM NO. 2

Re: **GS# 354-050**  
**Tenant Improvement - DMH (Eighth and Ninth Floors)**  
**Robert E. Lee Building**  
**(Office of Capitol Facilities)**  
**(Department of Finance and Administration)**  
**Jackson, Mississippi**



**Bid Date: Tuesday, April 7, 2020 (2:00 p.m.)**

### NOTICE TO ALL DOCUMENT HOLDERS:

The following additions, changes, and clarifications to the Specifications for the subject project are to be included as part of the Contract Documents, and thus amend the Scope of Work:

### GENERAL

- Item No. 1:** A PRE-BID CONFERENCE was held on WEDNESDAY, MARCH 25, 2020, 10:00 A.M., in the eighth floor tenant area of the Robert E. Lee Building. See attached attendance list, and items discussed and clarified below.
- A. The Architect discussed bid date, time, and location (later amended - see Item #2 below). If sending Bid by FedEx, bid must be received by the advertised Bid Time of 2:00 PM. The Architect noted that in Section 00100 Instructions to Bidders, and noted that Contractors shall thoroughly review the entire Section 00100, including Bidder's Checklist and all other bidding requirements at Section 00100 Instructions to Bidders, (including, but not limited to the following):
1. The Bureau of Building is the Owner for this Project. The Contract will be between the Bureau and the Contractor.
  2. Any modifications to Bid must be made prior to the scheduled Bid time by writing on the outside of the sealed envelope containing the Bid (see Section 00100/3.02).
  3. Bid Bonds must also have Power of Attorney attached. Bond is not required if a certified check is used instead. Bid Security is 5%. See Section 00100/2.08.
  4. Written words supersede numbers written on Proposal Form.
  5. Bidder must acknowledge all addenda on the Proposal Form. Bidder must sign proposal form
  6. Out-of-State Contractors shall include their state's reciprocating law in bid envelope, OR a letter stating the Contractor's state has no resident Contractor preference law (see Section 00100/1.03).
  7. Bidders have 24 hours to review bids and report any problems or irregularities, and also to protest bids (see Section 00100/4.03, 4.04).
  8. There are no Davis-Bacon requirements on this Project.
  9. Mrs. DeYoung noted that bids may be submitted electronically -- Memorandum regarding electronic bidding is attached hereto as Exhibit "A". (Bidder must pre-register in Magic).
- B. All questions shall be sent directly to the Professional. It was noted that all Addenda

shall be a part of the Contract, and there shall be no addenda issued within 48 hours of the Bid: last addendum must be released by 5:00 PM, CST, Thursday, April 2, 2020: please send all questions for clarification to Professional before this date/time. Any Bid protests shall be sent directly to the Bureau of Building, Grounds, and Real Property Management within 24 hours of the Bid. Contractor please note on the last page of the Proposal Form, page 8, in the Mechanical/Electrical Contractors section, that the blanks MUST BE FILLED IN.

- C. Architect discussed contract time and the Proposal Form, including the fact that all relevant subcontractor blanks must be filled in. Alternates were discussed, and it was noted that Unit Prices described at Drawings, Sht. TS, must be filled in on proposal form.
- D. Architect pointed out the Base Bid Assumptions (Sht. TS) that *shall be included in the Base Bid.*
- E. Architect discussed the overall planning and specification concepts of the Project, with key issues to be explored further in the Documents by the Contractor.

**Item No. 2: The Bureau of Building has issued (19 March 2020) the comments below regarding the bid process, attending the Bid opening, etc., for Bidder's use, amending some of the details of the bid as discussed in the Pre-Bid (and above):**

- On Bid opening date, bids will be received and opened in the Conference Room 145 on the 1<sup>st</sup> floor of the Woolfolk State Office Building instead of the 14<sup>th</sup> Floor Conference Room. This will allow bidder to avoid use of public elevators. As this space is also significantly larger than our standard bid room, it will also allow bidder to maintain appropriate social distancing.
- Bidder will be able to attend the opening, or as an option, via conference call-in phone number. Phone number (888) 822-7517 Access code 4443353.
- Certified bid Tabulations will be posted on the Department of Finance and Administration's Bureau of Building, Grounds and Real Property Management Website as soon as available following the bid opening.
- Mailed bids and those delivered prior to bid date will be received at 501 North West Street, Suite 1401B (Woolfolk Building) Jackson, MS 39201 as usual.

**In accordance with MISSISSIPPI Code, bids may also be submitted electronically via the State of Mississippi Procurement Portal as previously identified in "advertisement for bids".**

### **DRAWINGS**

**Item No. 1: Refer to Sheet 2.0, Drawing 1, 8th Floor Demolition Plan (at Base Bid) and modify based on the attached Exhibit "B".**

No other items in this addendum.

Sincerely,



Bill Burris, AIA

*BURRIS/WAGNON ARCHITECTS, P.A.*

End of Addendum No. 2



STATE OF MISSISSIPPI  
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

Laura D. Jackson  
EXECUTIVE DIRECTOR

MEMORANDUM

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**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

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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://upperform.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.

**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:

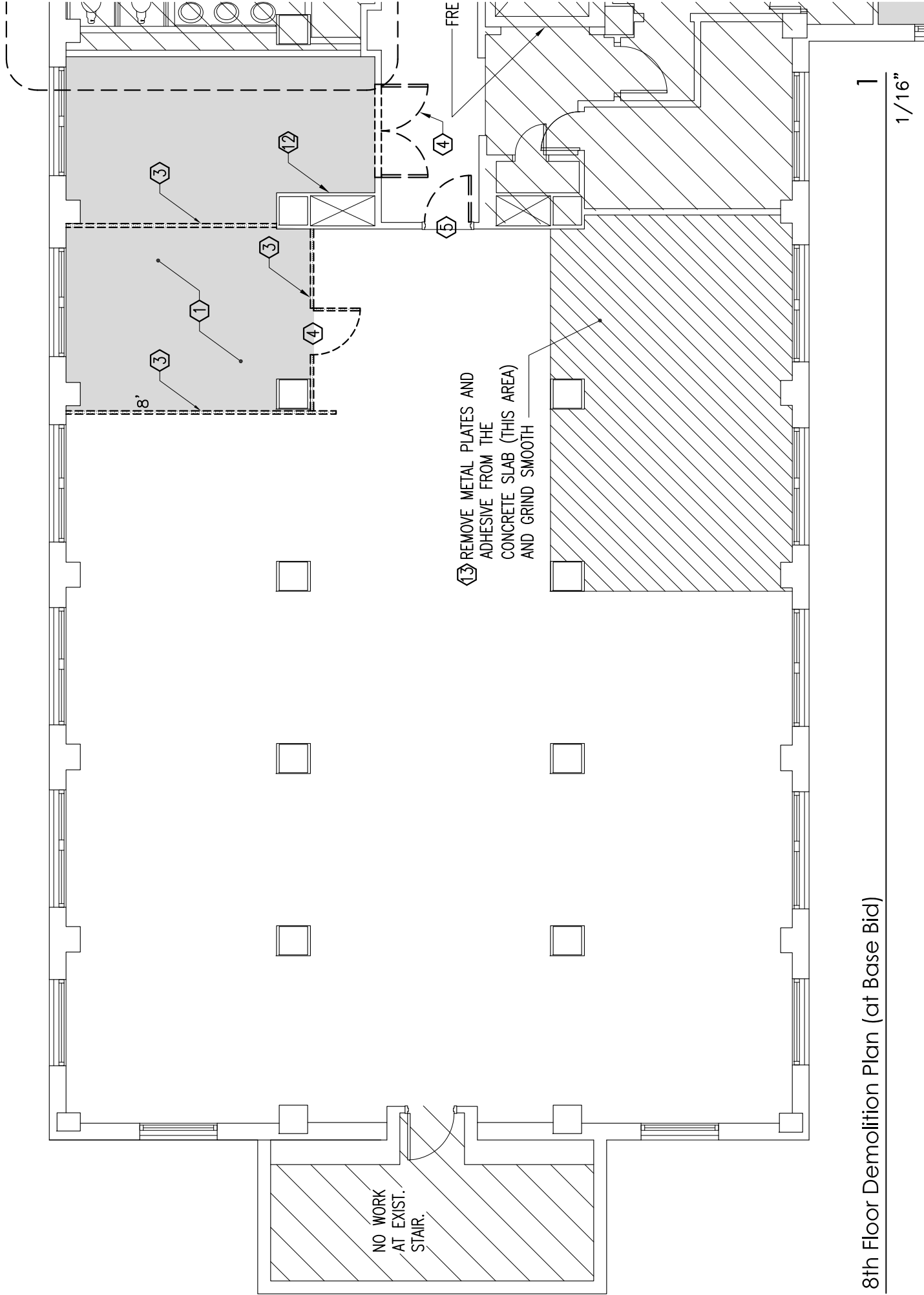
1. Select DFA Offices
2. Select Bureau of Building Grounds and Real Property Management.
3. Just Below “About the Bureau of Building” select BOB Bid Solicitations.
4. Locate the GS# at left of the list and the RFx number at the right.

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

Exhibit "B"





# BUREAU OF BUILDING, GROUNDS AND REAL PROPERTY MANAGEMENT

**Date:** 3/25/2020      **Using Agency:** Office of Capitol Facilities  
**G/S#:** 354-050      **Project Professional:** Burris/Wagnon Architects, P.A.  
**Project Name:** Tenant Improvement - DMH (Eighth and Ninth Floors) - Robert E. Lee Building

## Pre-Bid Sign - in - Sheet

NAME:	COMPANY:	PHONE:	FAX:	CELL:	EMAIL:
Rick Buie	Buie Electric Sew.	601-954-2698	N/A	601-954-2648	nick@buieelec.com
Pete Willis	Shane Ormon CM+D	601-310-6986			pete@ormonc.md.com
Johnny Ledbetter	JL INTERIOR CONS	601-954-1956	N/A	601-954-1956	JLINTCO@gmail.com
TONY HEAD	HIID STATE	601-956-9888		594-4630	theadem@sonst.com
Grac Ormon	Shane Ormon CM+D	601-924-1300		601-955-3373	Grac@ormonc.md.com
LEON TRAMER	JL ROBERTS	601-932-1011			LTR@JLROBERTS.COM
Chris Moran	Coverly Const	601-922-8200	601-922-8200	228-667-8200	CM@coverlyconst.com
Glenn K. Kambrek	DFA	601-971-6073			Glenn.Kambrek@dfa.ms.gov
Paula DeYoung	DFA	769-798-6468 cell		601-359-5517	paula.deyoung@dfa.ms.gov