

**SECTION 905 -- PROPOSAL (CONTINUED)**

I (We) hereby certify by digital signature and electronic submission via Bid Express of the Section 905 proposal below, that all certifications, disclosures and affidavits incorporated herein are deemed to be duly executed in the aggregate, fully enforceable and binding upon delivery of the bid proposal. I (We) further acknowledge that this certification shall not extend to the bid bond or alternate security which must be separately executed for the benefit of the Commission. This signature does not cure deficiencies in any required certifications, disclosures and/or affidavits. I (We) also acknowledge the right of the Commission to require full and final execution on any certification, disclosure or affidavit contained in the proposal at the Commission's election upon award. Failure to so execute at the Commission's request within the time allowed in the Standard Specifications for execution of all contract documents will result in forfeiture of the bid bond or alternate security.

Bidder acknowledges receipt of and has added to and made a part of the proposal and contract documents the following addendum (addenda):

ADDENDUM NO. <u>  1  </u>	DATED <u>  5/30/2018  </u>	ADDENDUM NO. <u>          </u>	DATED <u>          </u>
ADDENDUM NO. <u>          </u>	DATED <u>          </u>	ADDENDUM NO. <u>          </u>	DATED <u>          </u>
ADDENDUM NO. <u>          </u>	DATED <u>          </u>	ADDENDUM NO. <u>          </u>	DATED <u>          </u>

Number	Description
1	Revised Table of Contents; Added NTB No. 935; Amendment EBS Download Required.

TOTAL ADDENDA:   1    
(Must agree with total addenda issued prior to opening of bids)

Respectfully Submitted,

DATE \_\_\_\_\_

\_\_\_\_\_  
Contractor

BY \_\_\_\_\_  
Signature

TITLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PHONE \_\_\_\_\_

FAX \_\_\_\_\_

E-MAIL \_\_\_\_\_

(To be filled in if a corporation)

Our corporation is chartered under the Laws of the State of \_\_\_\_\_ and the names, titles and business addresses of the executives are as follows:

_____ President	_____ Address
_____ Secretary	_____ Address
_____ Treasurer	_____ Address

The following is my (our) itemized proposal.

SP-0032-01(022) / 106247301000

Hancock County(ies)

Revised 01/26/2016

**MISSISSIPPI DEPARTMENT OF TRANSPORTATION  
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**PROJECT: SP-0032-01(022) / 106247301 - Hancock**

(REVISIONS TO THE ABOVE WILL BE INDICATED ON THE SECOND SHEET  
OF SECTION 905 AS ADDENDA)

05/29/2018 12:00 PM

**MISSISSIPPI DEPARTMENT OF TRANSPORTATION**

**SECTION 904 - NOTICE TO BIDDERS NO. 935**

**CODE: (SP)**

**DATE: 05/29/2018**

**SUBJECT: Pre-Bid Meeting Minutes**

**PROJECT: SP-0032-01(022) / 106247301 -- Hancock County**

A pre-bid meeting was be held on Thursday, May 24, 2018 in the 1<sup>st</sup> floor Auditorium of the Mississippi Department of Transportation Administration Building in Jackson, Mississippi. Attached are the minutes of the meeting.

Pre-Bid meeting for SP-0032-01(022)/ 106247301000 Intersection improvements on SR 43 in Hancock County

Attendees: A copy of the sign-in sheet is attached to this document.

Neal Dougherty moderated the meeting that was held at 10:00 A.M., May 24, 2018 in the MDOT Commission Conference room on the 1<sup>st</sup> floor of the MDOT Administration building in Jackson, MS.

Mr. Dougherty started the meeting by stating that this was the pre-bid meeting for project SP-0032-01(022) in Hancock County. He added that we were here to discuss the contract, and field questions regarding the MDA wording in the Section 3 requirements. Encouraged the crowd to speak up if they had any questions.

Mr. Dougherty introduced himself, his staff, and provided the outline for submitting the bid documents. Mr. Dougherty introduced all of the MDOT personnel in the room, and introduced Ms. Liz Donnes & Ms. Sylvia Jacob from Huey P. Stockstill, LLC, Ms. Brittany Armstrong with MDA, and Ms. Corinne Graham with Gouras & Associates.

#### Section 901- Advertisement

- Mr. Dougherty mentioned that this project's advertisement is different from MDOT's standard language. The language in this advertisement has been modified to address MDA Section 3 Business concern requirements. This advertisement was published twice in the statewide & local paper(s).

#### Section 904- Notice to Bidders

The following items were brought forth for discussion:

- NTB # 1 - The Governing Specification for this project will be the 2017 edition of the Mississippi Standard Specifications for Road and Bridge Construction.
- NTB # 2 – No issues were mentioned regarding ROW/Utility Conflicts.
- NTB # 5 - Mr. Dougherty mentioned that this project had a Small Stormwater permit associated with the construction project.
- NTB # 7 - Mr. Dougherty stated that the DBE goal for this project was **3%**, and Ms. Carolyn Bell added that the DBE paperwork will follow that same process as a typical MDOT project. She added that the winning Contractor will have 3 business days to submit the required DBE paperwork to Civil Rights Division. Since this project lets for construction on a Friday, the required documents shall be turned in by the following Wednesday.
- NTB # 445 – Mr. Dougherty mentioned that the Contractor's need to be familiar with this NTB, and encouraged reviewing their bonds prior to submittal.

- NTB # 643 – It was brought to the attention to all in attendance that the Completion date of this project will be December 31, 2018. Funding for the project will cease beyond this date. The Department will recommend award the project, contingent on the Award by the Hancock County Board of Supervisors, no later than June 12, 2018
- NTB # 644 – It was pointed out there were several specialty items for the Contractors to consider when attempting to meet the Section 3 Business Concern, as well as the Disadvantaged Business Enterprise goal.
- NTB # 645 – Ms. Corinne Graham mentioned that the sign required by this NTB was not required to be printed with a full color seal. The Sign must be red, white, and blue as per the provided drawing, but the Seal of the State of Mississippi did not have to be in color. All of the required information must still be listed on the sign as per the example.
- NTB # 646 - MDES Employment Plan Compliance- Bidders are advised that this project requires compliance with Section 31-5-37, Miss. Code Ann. (1972 as amended). Compliance requires completion of the attached **Certified Employment Plan Form**. Failure to sign and include this form with your bid will result in the bid being considered irregular. A hard copy of this form is required to be submitted to the Contract Administration Division prior to the time bids are accepted, 10:00 A.M. on June 1, 2018. Bidders are further advised that the low bidder must, within 10 days of bid opening, execute the attached **Agreement Form** related to hiring practices. Mr. Dougherty pointed out that the NTB contained a copy of the Mississippi Senate Bill 2528 providing for the hiring requirements. He further pointed out the required documents on pages 43-45 of the Contract proposal that would need to be submitted at the time of the Bid opening which are the following documents:
  - o Mississippi Department of Employment Security (MDES) Certification
  - o Certified Employment Plan Form For Certain Public Works Projects
  - o Contractor Employment Agreement form for “Hancock County MDOT Project”
- NTB # 647 – Additional Contract Requirements - Bidders are hereby advised of the following documents that shall be adhered to as a part of this contract:
  - o Hiring Regulation-The Hiring Regulations set forth in this NTB work in concert with the MDES Employment Plan Compliance Documents in the previous NTB.
  - o Special Provisions and Regulations Stipulated by the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program- There will be additional special provisions beyond the typical MDOT Special Provisions due to the funding source (HUD), who requires their own Special Provisions bidders are encouraged to review the Special Provisions. If awarded the project, any the Prime Contractor must make any and all the Sub-Contractor aware of these Special Provisions because the Sub-Contractor will be subject to the Special Provisions. Typically MDOT & MDA do not obtain the Sub-Contract, each places the burden to inform the Subcontractor of any Special Provisions on the Prime Contractor. **Section 21.**

**Subcontracting:** Mr. Mark Turner asked how should the Department proceed with Subcontracting if MDA requires prior written consent? These Special provisions were actually provided to the sub-recipient, Hancock County, through a Grant Agreement. This document wasn't really pointed toward MDOT, it was used to inform Hancock County nothing was to happen until the full bid process had taken place through MDOT (6/1/2018), vetted by MDA, and the contingent award by the MDOT Commission (6/12/2018). The project will not be awarded until MDOT & MDA approve the bid documents, at that point the Hancock Board of Supervisors can award the project (6/18/2018). These documents were also put in place to require the Prime Contractor to thoroughly review their subcontractor's submittals to ensure that the subcontractor was in good standing. Mr. Dougherty encouraged the Contractors to check to make sure that their registration with SAM.GOV was still valid. CAD will verify all submitted bids to ensure proper certification with SAM.GOV. From the notice of Award (from Hancock County Board of Supervisors) for the initial 10-days MDES wants the winning Contractor to utilize their personnel list to hire employees for the project. **Certifications/Assurances** really speak to the sub-recipient, Hancock County, but the language passes down through the sub-recipient to the Contractor. Exhibit A provides Section 3 clause that is required to be incorporated into all contracts/subcontracts under this grant.

- Federal Labor Standard Provisions- Differences in Pay Roll Requirements,
  - **Regional Standard Practices**-MDOT can check payrolls to see when they are required to be submitted. MDA requires payrolls each week because they do not check the payrolls. The payrolls will need to be submitted whether a Contractor/Subcontractor works or doesn't work.
- Wage Rates – Mr. Dougherty stated that the Wage Rates would be verified prior to the bid date such that an addendum could be issued if the Wage Rates differ from the rates presented in the Contract Proposal.
- Section 3 Requirements. There was a general discussion of Section 3 requirements by Ms. Brittany Armstrong.

Any questions regarding this project should be submitted through the Q&A process. If MDOT can answer the question it will be address in a timely manner, if the question is posed for MDA then the question will be forwarded for their response.

Bid Submission will go through the typical bid process, Bid Express. Through Bid Express the Bidder will submit the pay item prices, and the bond documentation. The MDA documentation will be submitted prior to bid opening 10:00 AM in paper form...HARD COPIES OF MDA DOCUMENTATION ARE REQUIRED. The Hard Copies can be submitted any time/day prior to the bid opening. Any information deemed confidential on these documents submitted by hard copy to the MDOT should clearly state "confidential" on the outside of the envelope and should be properly labeled and sealed for bid opening.

MDOT will publish the checked bid results as usual, then provide the bids to MDA for their review.

NEPA Environmental Document process was undertaken concurrent with the advertisement/bid process. No projects can be awarded until the NEPA document has been approved. The document is under review currently at MDA.

Mr. Dougherty asked if any anyone had any additional questions or comments, no one had any, then Mr. Dougherty encouraged everyone to collect the business cards provided on the table, and with that the pre-bid meeting was adjourned.



**MISSISSIPPI DEPARTMENT OF TRANSPORTATION  
PRE-BID MEETING FOR SP-0032-01(022) / 106247301 HANCOCK COUNTY  
May 24, 2018**

	<u>Name:</u>	<u>Firm:</u>	<u>Phone:</u>	<u>Email</u>
1	Neal Dougherty	MDOT - Contract Administration	601-359-7730	ndougherty@mdot.ms.gov
2	Mark Turner	MDOT - Contract Administration	601-359-7729	maturner@mdot.ms.gov
3	Paul Campbell	MDOT - Contract Administration	601-359-7735	pcampbell@mdot.ms.gov
4	LEE FREDERICK	MDOT - CSD	601-359-7301	lfredrick@mdot.ms.gov
5	Sylvia Jacob	HPS, LLC	601-798-2981	sylvia@hpsstocks.com
6	Liz Donnes	"	"	"
7	Brittany Armstrong	MDA-DRD	601-750-5353	bainsworth@hrkcpa.com
8	Cabe Faggard	MDOT - D6	228-236-4036	gfaggard@mdot.ms.gov
9	GREG GRANAIN	MDOT - CONST. DIV.	601-359-7301	ggranain@mdot.ms.gov
10	Carolyn Bell	MDOT - Office of Civil Rights	601-359-7344	cbell@mdot.ms.gov
11	Sandra D. Perkins	" " " "	601-359-9163	sperkins@mdot.ms.gov
12	J. Corinne Graham	GOURAS + ASSOCIATES	601-605-2128	jcorinnebell@ gourasandassociates.com
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Notice of Bidders No. 935 -- Cont'd.