

**FROM:**

1. THE OWNER (HEREINAFTER REFERRED TO AS OWNER ):
  - A. University of Southern Mississippi
  - B. Address:

118 College Drive  
Hattiesburg, Mississippi 39406
2. AND THE ARCHITECT (HEREINAFTER REFERRED TO AS ARCHITECT ):
  - A. WBA Architecture
  - B. Address:

2727 Old Canton Road Suite 200  
Jackson, Mississippi 39216
3. **DATE: TUESDAY, MARCH 3, 2026**
4. TO: POTENTIAL BIDDERS
  - A. Your firm is invited to submit an offer under seal to Owner for construction of a facility located at the office of Physical Plant Department, The University of Southern Mississippi, at 118 College Drive. #5058, Hattiesburg, MS, 39406 before 2:00 pm local standard time on the Third day of March, 2026, for:
  - B. Project: 23-063 Reed Green Utility Relocation - Relocate existing utilities in preparation for the construction of an addition to the Reed Green Coliseum.
  - C. Architect's Project Number: 23-063.
  - D. Owner's Project Number: IHL #208-301
  - E. Contract Documents may be obtained for viewing and purchase at:
    1. Plan House Printing: [info@planhouseprinting.com](mailto:info@planhouseprinting.com)
      - a. 1 Churchhill Street, Hattiesburg, MS 39402
      - b. Phone: 601-366-6378
      - c. All interested bidders are required to have a valid address for registration and ordering. Printing costs shall be the responsibility of the bidder.
      - d. The Contractor shall be responsible for all printing and distribution to subcontractors, suppliers, and installers.
  - F. Electronic Bids: As an alternative to traditional sealed bids in envelopes, the University of Southern Mississippi is capable of receiving electronic bid responses. While this option is available, it is not required, and we ask that all potential respondents keep in mind that with any electronic system there could be delays or glitches with the submission process; therefore, the University highly encourages traditional sealed bids which are either mailed or submitted in person. Should a vendor choose to submit their response electronically, please follow the instructions below using the following website:  
[https://www.ms.gov/dfa/contract\\_bid\\_search/Home/Sell](https://www.ms.gov/dfa/contract_bid_search/Home/Sell). On this site you will find helpful links to procurement opportunities, as well as a link to supplier registration. If not already registered in this system, potential bidders will first need to click on 'Supplier Registration' and follow the steps outlined (a one-time process). Once registered, they can return to the original website and click on 'Procurement Opportunities' where they can either search by keyword for the bid they desire to respond to or leave the search box blank and click 'Search' for a listing of all current bids and proposals for the various State of Mississippi offices. Instructions in how to respond to an RFx in M.A.G.I.C. the following link is provided:  
<http://uperform.magic.ms.gov/gm/folder-1.11.9125?mode=EU&primaryCSH=RFX%2Cresponses>

NOTE: If you experience any problems with submitting your response through M.A.G.I.C. please email the M.A.G.I.C. IT Helpdesk at [mash@dfa.ms.gov](mailto:mash@dfa.ms.gov).

G. Bidders will be required to provide Bid security in the form of a Bid Bond of a sum no less than 5 percent of the Bid Amount.

H. The Owner reserves the right to accept or reject any or all offers.

5. SIGNATURE

6. DATES OF PUBLICATION

A. 1st Advertisement: Friday, January 30, 2026

B. 2nd Advertisement: Friday, February 6, 2026

**END OF SECTION**