



**THIS IS NOT
AN ORDER**

REQUEST FOR BIDS/PROPOSALS COVERSHEET
THE UNIVERSITY OF SOUTHERN MISSISSIPPI
Procurement and Contract Services
118 College Drive #5003, Hattiesburg, Mississippi 39406-0001

Date: June 25, 2026

RFP No. 26-49

THE UNIVERSITY OF SOUTHERN MISSISSIPPI is considering purchasing the following item(s). We ask that you submit your bid and retain one copy for your files. Right is reserved to accept or reject any part of your bid. Your quotation will be given consideration if received at the USM Physical Plant on or before:

2:00 p.m. CST

July 28, 2026

Buyer: Deidre Edwards

Name: _____

Company: _____

Address: _____

City/State/Zip: _____

TERMS - Bidder should state terms of sale. Our terms are 2% ten days, net 45 days.

These terms will apply per Mississippi law.

AWARDING CONTRACT - Cash terms will not be used as a basis for awarding contracts; however, the University will accept cash discounts when earned.

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL NET PRICE
		<p>RFP 26-49 M.M. Roberts Stadium Light Poles Coating Project</p>		
		<p>PROPOSAL MUST BE RETURNED TO THE UNIVERSITY IN ACCORDANCE WITH THE SPECIFICATIONS. RFP NUMBER AND DATE OF BID OPENING MUST BE SHOWN ON THE OUTSIDE OF THE ENVELOPE IF USING THAT METHOD.</p>		

We quote you as above-F.O.B. The University of Southern Mississippi. Shipment can be made in _____ days from receipt of order. DATE _____ TERMS _____
Return quotation to Procurement Services at above address.

Signature Required _____

The University of Southern Mississippi
Request for Proposals # 26-49
M.M. Roberts Stadium Light Poles Coating Project

1. Introduction

The University of Southern Mississippi is seeking comprehensive, lump-sum bids from qualified Coating Contractors. The scope of work encompasses surface preparation, priming, and top coating of four (4) light poles and four (4) light cages (**APPENDIX A**) located on the East and West sides of M.M. Roberts Stadium. The light poles range from 150' to 165' high, with a base diameter of 3'-6". The Contractor must verify heights and field conditions before submitting a bid. Failure to verify field conditions does not relieve the Contractor of the obligation to fulfill all specification requirements at the original bid price.

2. Qualified Contractor

The qualified Contractor is one that has performed commercial painting and coating projects for at least ten (10) years and has built scaffolding, rigging, and harness systems for heights exceeding 100' in compliance with OSHA Standard 29 CFR 1926 for not less than ten (10) years. The Contractor or Contractor's onsite superintendent shall be certified in OSHA Standard 29 CFR 1926. Pursuant to Miss. Code Ann. Sections 31-3-1, 31-3-15, and 31-3-21, no public contract exceeding \$50,000.00 may be awarded to a contractor who does not possess a current Certificate of Responsibility Number issued by the Mississippi State Board of Public Contractors, or a similar certificate issued by a similar board of another state that recognizes certificates issued by said board.

3. Scope of Work

The contractor shall furnish all necessary labor, materials, equipment, and on-site supervision to complete the following tasks:

Access & Rigging

- **Manlift Services:** Provide and operate the necessary manlift and or scaffolding to access stadium light poles
- **Scaffolding:** Erect and dismantle scaffolding and guardrail system as necessary to access poles and complete finish system.
 - Contractor responsible for verifying all requirements of OSHA Standard 29 CFR 1926 for Scaffolding and Harness System.
- **Access:** Contractor will have Campus access during normal working hours of 8:00 a.m. – 5:00 p.m. Monday – Friday. If after-hours or weekend access is required, the Contractor must request access 72 hours in advance of work scheduled.

Safety & Site Prep

- Set up all required equipment within the designated lay down and work area
- Barricade the work zones utilizing scaffolding/fencing and red barricade tape to prevent

unauthorized access.

- Owner is not responsible for any tools, equipment, or property left overnight or unattended.

Surface Preparation

- Solvent clean the entire surface area of each pole before any abrasive/tool surface preparation. Prep surface in accordance with ASTM D6386. Poles must be free of dirt and oils before receiving 1st prime coat.
- Power tool clean all rust spots, feathering the edges approximately 5" in width around rusted areas to ensure a smooth transition.
- Feathered areas must be primed with Macropoxy 646 Fast Cure Epoxy to all exposed, bare metal. Prime to 5 mils.
- Temperature during application must not exceed 100°F, 50% RH.

Coating Application

- **Primer:** Apply a base coat of Macropoxy 920 to the entire area of the poles according to the manufacturer's instructions.
- **Topcoat:** Apply Acrolon 218 HS Aluminum topcoat over the entire surface area of the poles.

4. Contractor Responsibilities & Deliverables

The successful bidder must include the following in their lump-sum pricing:

- All specialized coatings, thinners, and consumable materials.
- All labor and on-site project management.
- A portable toilet/bathroom facility for the duration of the project.
- A forklift and a designated, certified forklift driver to assist with material handling and site logistics.
- Contractor MUST clean and maintain a neat work area daily. Owner is not responsible for any equipment or tools left at the site.
- Dispose of all paint, primer, mastics, mineral spirits, and reducers according to the manufacturer's instructions.
- Do not pour any paint, primer, mastics, mineral spirits, or reducers down Southern Miss storm drains, interior drains, or manholes.

5. General Requirements

- Compliance: all work, rigging, and scaffolding must strictly comply with OSHA regulations and OSHA Scaffold Requirements.
- Product Data: Coating applications must follow manufacturer specifications for Macropoxy 646, Macropoxy 920, and Acrolon 218 HS.
- Site Restoration: The contractor is responsible for daily site cleanup, proper disposal of hazardous waste (if generated), and removing all scaffolding, barricades, and temporary facilities upon project completion.

6. Substitutions

The Owner must give express written approval of all substitutions. The Owner has the right to refuse work performed with alternate or unapproved materials.

7. Proposal Submission Requirements

All bids shall be submitted in a sealed, opaque envelope. Bids shall include the following:

- Proposal Form (**APPENDIX B**)
- A copy of the resume and three (3) references stating the Contractor's experience in similar projects
- For non-resident Contractors only, a copy of the contractor's resident state's statute(s) pertaining to such state's treatment of non-resident contractors
- Contractor's statement of deviations and/or exceptions to the bid specifications, if any
- Contractors are required to provide bid security in the form of a Bid Bond in a sum of no less than 5 percent of the Bid Amount
- Other documentation or submittals required by the bid specifications

The following information should be clearly visible on the outside of the bid envelope:

- Contractor's name and address (as it appears on the Proposal Form),
- Bid name and Number
- Bid opening date
- Contractor's Certificate of Responsibility Number

Contractors must adhere to all the instructions and conditions contained in this solicitation. Failure to do so may result in rejection of the Contractor's bid.

6. Pre-Proposal Meeting

The pre-proposal meeting will be held on Tuesday, July 7, at 10 AM CST, at M.M. Roberts Stadium. The pre-proposal meeting is not mandatory but strongly encouraged. Failure to attend the pre-proposal meeting will not excuse any contractor from completing the work as specified to the Owner's satisfaction.

7. Warranty & Guarantee

Contractor to provide a two (2) year workmanship and labor warranty.

8. Method of Payment & Invoicing

The University of Southern Mississippi will issue a purchase order for the full bid award. After all work is complete to the Owner's satisfaction, the Contractor will submit an invoice for payment along with all warranty information. Physical Plant staff will perform an inspection and provide a punch list of items for Contractor completion or correction.

NOTE: USM is an entity of the state of Mississippi and therefore operates under the Net 45

payment terms.

9. Point of Contact

For questions, contact the Buyer listed on the Bid Coversheet at:

bids@usm.edu

10. Submission Instructions to Bidders

One (1) signed original, two (2) copies, and one (1) portable virus/malware-free electronic version (USB jump drive) of the sealed bid response (if an electronic copy is not included, USM reserves the right to request an electronic copy of the exact bid response prior to review of the bid), subject to the conditions made a part hereof, will be received by **2:00 PM CDT on Tuesday, July 28, 2026** to the USM Physical Plant, as indicated in the General Terms, Conditions, and Instructions to Bidders described herein. It is the responsibility of the respondent to ensure that the proposal package arrives to the Physical Plant

Each bid **must** be submitted in a sealed envelope bearing on the outside the name "RFP # 26-49 M.M. Roberts Stadium Light Poles Coating Project, the name of the Vendor, and the opening date specified on the cover sheet.

For regular mail:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
118 College Drive, Box 5058
Hattiesburg, MS 39406
RFP 26-49

For FedEx, UPS, or other express couriers:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
2609 W. 4th Street
Hattiesburg, MS 39401
RFP 26-49

Hand-carried responses should be brought to:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
USM Physical Plant

Hattiesburg, MS 39406
RFP 26-49

As an alternative to traditional sealed proposals 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 responses*, which are either mailed or submitted in person. Additionally, the University will not be responsible for issues with attempted submissions of bids using the electronic method.

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.

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, suppliers 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.

Please note that emailed bids will not be accepted.

Any bid may be withdrawn prior to the scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified will not be considered.

The University of Southern Mississippi reserves the right to accept or reject any or all proposals and to waive any formalities.

Vendors are responsible for examining all specifications, terms, conditions, and instructions of this request. Failure to do so will be at the Vendor's risk.

In order to ensure all interested bidders receive any addenda that may be issued, proposers must email their intent to propose using the Intent to Bid link on the USM Bid Listing under BID 26-29 prior to the deadline to submit:

<https://www.usm.edu/procurement-contract-services/current-bids-and-sole-source-notices.php>

11. USM General Terms, Conditions, and Instructions for Bids/Proposals

- 1.) Failure to examine any drawings, specifications, and instructions will be at bidder's risk.
- 2.) Samples of items when called for must be furnished free of expense and if not destroyed in testing, will, upon request, be returned at the bidder's expense. Request for the return of samples must be made within ten (10) days following opening bids. Each individual sample must be labeled with bidder's name and manufacturer's brand name and number.
- 3.) As a public entity of the state, we use sealed bidding to ensure "fair and open competition" to ensure no one in the buying organization can influence the bidding process or steer the selection of a particular company by sharing competitive bid information during the solicitation process. Generally, all bids must remain sealed until they are opened publicly at the time stated in the notice—advance disclosure of the terms of a bid may be cause for rejection of said bid. Bidders should never send advanced copies of a sealed bid via email or screenshots of electronic bids. Bidders must submit sealed bids to be opened at the time and place stated in the solicitation for the public opening of bids and must not be revealed to the buyer before that time. Bids must be signed and sealed with bidder's name and address on the outside of the envelope, and the date and time of the bid opening and the bid file number shown in the lower-left corner of the packages, envelopes, express mailing labels, boxes, etc.
- 4.) In order for your bid to be considered, it must be received and time stamped in our office by 2:00 P.M. of the bid opening date. It is the responsibility of the vendor to ensure their bid is received within the appointed time. If your bid package is not received at the USM Physical Plant by 2:00 P.M. of the bid opening date, it will not be considered.

If you are delivering your bid, you need to hand carry the bid package to:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
USM Physical Plant
Hattiesburg, MS 39406
RFP 26-49

If you are mailing your bid package via U.S. Postal Service, mail to:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
118 College Drive, Box 5058
Hattiesburg, MS 39406
RFP 26-49

If you are express mailing your bid package via Federal Express or UPS, or any other

delivery service which requires the use of a physical address, deliver to:

The University of Southern Mississippi
Attn: Lena Franklin, Associate Director of Capital Projects
2609 W. 4th Street
Hattiesburg, MS 39401
RFP 26-49

- 5.) Bids or proposals shall not be modified, corrected, altered, or amended after the specified closing time and the opening of such bids, unless otherwise noted in the request for bids or proposals.
- 6.) The University of Southern Mississippi reserves the right to reject any and all bids, to waive any informality in bids, and unless otherwise specified by the bidders, to accept any items on the bid. If the bidder fails to state the time within which bids must be accepted, it is understood and agreed that The University of Southern Mississippi shall have 60 days to accept. The University of Southern Mississippi reserves the right to make an award to this bid on an all or none basis, or on a line by line basis, whichever serves the best interest of The University of Southern Mississippi.
- 7.) Contracts and purchases will be made or entered into with the lowest, responsible bidder meeting specifications.
- 8.) A written purchase order or contract award mailed or otherwise furnished to the successful bidder within the time of acceptance specified in the Invitation for Bid results in a binding contract without further action by either party. The contract shall not be assignable by the vendor in whole or in part without the written consent of The University of Southern Mississippi.
- 9.) Bid files may be examined during normal working hours by bid participants. Non-participants will be prohibited from obtaining any information relative to the bid until the official award has been made.
- 10.) If purchase orders or contracts are canceled because of the awarded vendor's failure to perform or request for price increase, that vendor shall be removed from our bidders' list for a period of 24 months.
- 11.) No addendum will be issued within a period of two (2) working days prior to the time and date set for the bid opening. Should it become necessary to issue an addendum within the two-day period prior to the bid opening, the bid date will be reset giving bidders ample time to answer the addendum.
- 12.) Alternate bids, unless specifically requested or allowed, will not be considered.

- 21.) The minimum specifications are used to set a standard and in no case are used with the intention to discriminate against any manufacturer. Bidders should note the name and the manufacturer and model number of the product they propose to furnish and submit descriptive literature.
- 22.) Trade names, brand names, and/or manufacturer's information used in these specifications are for the purpose of establishing quality, unless otherwise noted. Bids on products of other qualified manufacturers are acceptable, provided they are demonstrated as equal to those specified in construction, design and suitability. Each bidder shall submit with his bid a complete brochure with pictures on each item and shall point out specifically any deviations from the specified items. Failure to do so may disqualify any bid. Please bid as specified or an approved equal.
- 23.) A copy of the manufacturer's standard guarantee/warranty shall accompany and become a part of this bid.
- 24.) There are no federal or state laws that prohibit bidders from submitting a bid lower than a price or bid given to the U.S. Government. Bidders may bid lower than U.S. Government contract price without any liability as The University of Southern Mississippi is exempt from the provisions of the Robinson-Patman Act and other related laws. In addition, the U.S. Government has no provisions in any of its purchasing arrangements with bidders whereby a lower price to The University of Southern Mississippi must automatically be given to the U.S. Government.
- 25.) All invoices, unless noted otherwise, are to be billed to:

The University of Southern Mississippi
Accounts Payable
118 College Drive #5104
Hattiesburg, MS 39406-0001
- 26.) All equipment bid shall be of current production and of the latest design and construction.
- 27.) Where all, or part(s), of the bid is requested on a unit price basis, both the unit prices and the extension of the unit prices constitute a basis of determining the lowest responsible and responsive bidder. In cases of error in the extension of price, the unit price will govern.
- 28.) All bidders/respondents are on notice that USM is a public agency of the State of Mississippi and is subject to the Mississippi Public Records Act, Miss. Code Ann. § 25-6-1, *et seq.* If a public records request is made for any information provided to the USM pursuant to this solicitation, USM shall promptly notify the Disclosing Party of such

request. The Disclosing Party shall promptly institute appropriate legal proceedings to protect its information. No party to this agreement shall be liable to the other party for disclosures of information required by court order or required by law. For clarity, documents are not considered public record unless and until an award is made from such solicitation.

- 29.) Should the University of Southern Mississippi close due to inclement weather conditions, or any other unforeseen events on the bid opening date, sealed bids will open the following business day at the same time and location.
- 30.) 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. 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 on how to respond to an RFX in M.A.G.I.C. may be located at the following link:

<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.

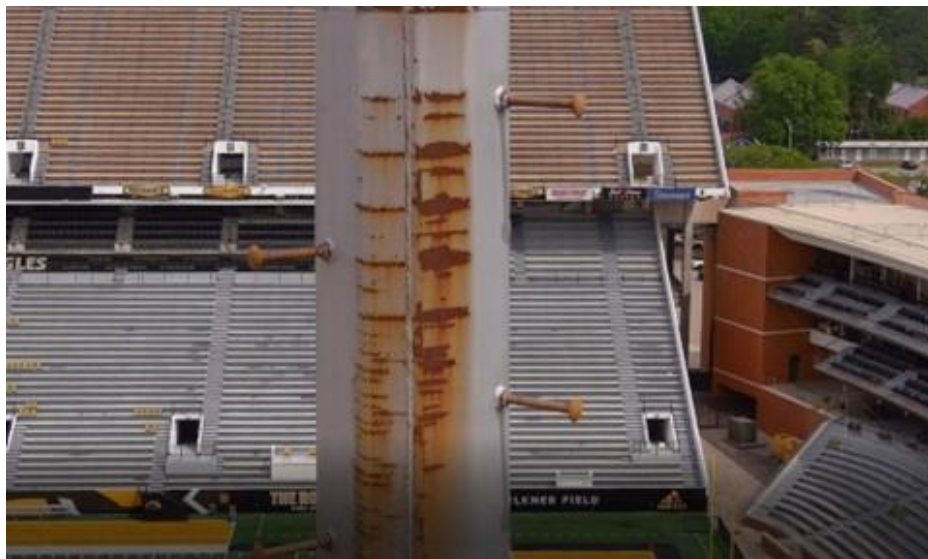
****PLEASE NOTE: EMAILED BIDS WILL NOT BE ACCEPTED, AND IT MAY CAUSE YOUR BID TO BE REJECTED FOR EARLY DISCLOSURE. ****

With regard to construction bids, there is one additional step required during the bid submission process. Along with the bid response and other attachments, contractors will also need to attach their Certificate of Responsibility (COR), or a statement that the bid enclosed does not exceed Fifty Thousand Dollars (\$ 50,000.00). If their COR or such statement is not attached, the bid will be invalid and not considered.

AA/EOE/ADA

**The University of Southern Mississippi
Request for Proposals (RFP) # 26-49
M.M. Roberts Stadium Light Poles Coating Project**

Appendix A: Existing Poles



The University of Southern Mississippi
Request for Proposals (RFP) # 26-49
M.M. Roberts Stadium Light Poles Coating Project

Appendix B: Proposal Form

Project Name: Coating of Galvanized Steel Light Poles at M.M. Roberts Stadium

RFP Reference Number: 26-49

Closing Date & Time: Tuesday, July 28, 2026

1. Bidder Information

- **Company Name:** _____
 - **Business Address:** _____
 - **Contact Person & Title:** _____
 - **Certificate of Responsibility #** _____
 - **Phone Number:** _____ **Email:** _____
-

2. Pricing Schedule

The Bidder agrees to provide all labor, materials, equipment, traffic control, safety containment, and supervision required to perform surface preparation and coating application in strict accordance with the specifications and general requirements listed herein this RFP.

Please provide lump sum pricing for all labor, equipment, materials, tools, bonds, etc. to fulfill RFP requirements.

Total Base Bid Amount (Numerical) \$ _____

Total Base Bid Amount (Written)

3. Project Timeline & Scheduling

Estimated Days to Complete Project: _____ Calendar Days

4. Bidder Acknowledgments & Experience Checklist

By checking the boxes below, the Bidder confirms they have accounted for these elements in their bid pricing:

Site Inspection	
Received Addenda	
Proof of 10 years of coating and scaffolding experience	
Reference letters (3) included	

- **Site Inspection:** Bidder has inspected the field locations and understands the environmental, access, and traffic constraints.
- **Addenda:** Bidder acknowledges receipt of Addenda Nos. _____
- **Commercial Paint Experience:** Company must have no less than ten years of experience in commercial paint/epoxy coatings and building scaffolding for heights exceeding 100'
- **Prior Work References:** Bidder must provide a resume and three (3) references of prior work experience on similar projects

5. Signature & Authorization

The undersigned hereby certifies that they are an authorized representative of the bidding firm, that all data provided is accurate, and that the firm agrees to enter into a contract if awarded this project.

Authorized Signature: _____ **Date:** _____

Printed Name: _____ **Title:** _____

End of Proposal Form