


Addendum No. 1	 <p>Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100 Direct all inquiries regarding this order to: (304) 696-2727</p>	<p>Bid# MU26MEDSCHOOL</p> <p style="text-align: center;">Addendum No. 01</p>
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Vendor:	<p>For information call: Purchasing Contact: Michelle Wheeler Phone: (304) 696-2727 Email: michelle.wheeler@marshall.edu</p>
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Sealed requests to bid for furnishing the supplies, equipment or services described below will be received by the Institution. TO RECEIVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED, THE BID WILL BE SUBMITTED ON THIS FORM AND UPLOADED INTO THE MU BONFIRE PORTAL ON OR BEFORE THE DATE AND TIME SHOWN FOR THE BID OPENING. When applicable, prices will be based on units specified; and Bidders will enter the delivery date or time for items contained herein. The Institution reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, to waive informalities or irregularities and to contract as the best interests of the Institution may require. BIDS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HEREIN.

DATE 5/22/2026	EOI SUBMISSION DEADLINE: June 2, 2026, by 2:59 PM EST	DEPARTMENT REQUISITION NO. MU26MEDSCHOOL	BIDS OPEN: June 2, 2026 @ 3 PM, EST Virtual Teams Link: https://tinyurl.com/MU26MEDSCHOOL	BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID
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Item #	Quantity	Description	Unit Price	Extended Price
<p><u>ADDENDUM NO. 01</u></p> <p><i>Project Name:</i> MU26MEDSCHOOL - Marshall University School of Medicine Building located on the Marshall University Health Campus located in Huntington, WV.</p> <p>This addendum represents Marshall University's responses to the vendor questions submitted in accordance with the EOI solicitation.</p>				

Total

To the Office of Purchasing,
 In compliance with the above, the undersigned offers and agrees, if this offer is accepted within _____ calendar days (30 calendar days unless a different period is inserted by the purchaser) from the bid open date, specified above, to furnish any or all items upon which prices are offered, at the price set opposite each item, delivered at the designated point(s), within the time specified.

Bidder guarantees shipment from _____ within _____ days	Bidder's name Vendor _____
FOB _____ After receipt of order at address shown	Signed By _____
Terms _____	Typed Name _____
	Title _____
	Email _____
	Street Address _____
	City/State/Zip _____
	Date _____ Phone _____
	Fein _____

SOLICITATION NUMBER: MU26MEDSCHOOL Addendum No. 1

Addendum Number: full-service design for the Marshall University School of Medicine Building

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

Addendum issued to publish and distribute the attached documentation to the vendor community.

Vendor questions submitted and answered

NO OTHER CHANGES.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

Attachment A

Addendum No. 01
Marshall University
MU26MEDSCHOOL Medical School – Huntington, WV
Vendor Questions and Answers

1. Has Marshall University developed a building program for the School of Medicine Building, or does the scope of services include programming?

1A. We have developed preliminary programming but anticipate the architect would assist in finalizing.

2. Can Marshall University share a list of guiding principles for the School of Medicine Building project?

2A. The primary objectives of the facility are as follows:

- -Provide a dedicated, physical identity for SOM to enhance recruitment and retention of faculty and students.
- -Increased collaborative and interactive learning space to ensure continued LCME accreditation and expanded medical student class sizes.
- -Deployment of an expanded gross anatomy laboratory, simulation learning resources and other advanced technologies to provide modernized education to medical and health professional students and state-of-the-art continuing education opportunities for rural providers.
- -Relocation of administrative and academic support space (e.g. admissions, advising/mentoring, graduate medical education) to provide a consolidated support system for medical students and make available hospital adjacent space to enhance clinical care options.
- -Leverage previous and ongoing investments in SOM's Centers of Wellness to provide improved patient care by targeting population health, precision medicine, and the social determinants of health.

3. Does Marshall University plan to accommodate real cadavers in the gross anatomy lab?

3A. Yes

4. Does Marshall University have aspirations for LEED or other sustainable design certification?

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4A. No, though the building will need to comply with requirements for construction funded with federal grants.

5. Will the School of Medicine Building be constructed through a General Contracting delivery method?

5A. That is the anticipated method at this time.

6. Does Marshall University have any schedule targets for the School of Medicine Building, such as first student date?

6A. We are targeting mid-2027 for initiation of construction.

7. What format does Marshall University prefer for the proposed staffing plan?

7A. Project-Based Staff Plan

8. Is the Purchasing Affidavit required to be submitted with the bid? The link in the EOI is broken; can Marshall University please share an updated link to the Affidavit?

8A. Yes, [RFQ No](#)

9. Is the Interested Party Disclosure Form required to be submitted with the bid?

9A. Yes.

10. From preliminary research, what programs are expected to be housed in the new School of Medicine building?

10A. The primary components anticipated at this time are:

- Primary Care Clinic Space with support offices
- Study Space for Health Professional Students
- Gross Anatomy Lab
- Medical Simulation Center, including classrooms and collaboration space
- Translational Research Space, including office and clinics
- Computational Research Space
- Administrative and Academic Support Office
- Health Science Library
- Small Commercial Space (potential)

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11. Can you share any more information about the space program to help us understand the scale of each area of the new facility?

11A. Below is an approximate program for the building:

Item Finished	Sq. Feet
Gross Anatomy	10,000
Primary Care Clinic and Admin	40,100
Trans'l Research Space	13,900
Retail	3,000
Informatics & Population Analytics	5,000
SOM Administration	13,500
Graduate Med	5,000
Education	7,000
Library/Study Space	15,000
Simulation Lab	18,000
Student Services	4,200
Add'l Administrative	9,000

12. Is the 133,000–158,000 SF range firm, or is there flexibility based on programmatic needs? Is the range in Net Sqft or Gross Sqft?

12A. There is flexibility based on final programming and available funds. Range is in Gross Sq. Ft.

13. What is the estimated construction budget? Has project funding been secured?

13A. Approximately, \$100M. The majority of funding has been secured.

14. Has a site study already been completed, or is site selection/confirmation part of the scope?

14A. A site has been selected.

15. What is the existing condition of the Health Campus infrastructure (utilities, parking, access) that the new building must tie into?

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15A. The site is adjacent to, but not on, the Health Science Campus, so utilities, parking, and access will need to be developed.

16. What accreditation standards (LCME, etc.) are driving the program requirements if any?

16A. LCME

17. What delivery method is anticipated — Design-Bid-Build, CM at risk, Design-Build?

17A. Design-Bid-Build is the anticipated method at this time.

18. Why are construction start and completion dates listed as TBD?

18A. We wish to provide adequate time to finalize programming and raise additional funding.

19. What is driving the July 7 contract execution target — is there a legislative or funding deadline?

19A. There are funding deadlines, they are not pressing but are a factor in moving forward in a timely manner.

20. How many firms are expected to be shortlisted?

20A. 3

21. What format and duration are expected for the oral interview?

21A. Firms will be given approximately 50 minutes to present and answer questions from the evaluation team.

22. Is there a page limit or formatting requirement for the EOI response?

22A. Please refer to the EOI for this information. Otherwise, the format of the response is at the discretion of the submitting entity.

23. Is there a minimum or maximum number of relevant, similar projects you want teams to include in our submission?

23A. A minimum of three (3) projects shall be required.

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24. Does Marshall University prefer that the Prime firm be the local/regional firm or could the national firm be Prime for this opportunity?
24A. Local, regional, and national firms are welcome to apply.
25. Does Marshall University have any XBE participation goals for the submitting teams?
25A. No
26. Regarding item 3 in section 3, can you clarify what is expected regarding staff certifications or degrees? Can we list that information on the staff resume pages or do you need the actual certificates?
26A. This is at the discretion of the submitting entity. We do not require the actual certificates.
27. Also re: item 3 in section 3: do you want us to include the Client project manager name or design team project manager name?
27A. Client Project Manager
28. Does Marshall have preferred or pre-qualified subconsultants you want the design firm to use?
28A. No
29. Do you want submitting firms to include an independent cost estimator on the design team?
29A. The composition of the design team is at the discretion of the submitting entity.
30. Because healthcare and clinical education projects are complex and highly technical in nature, they require experienced, qualified architects. For a project such as this, could it be requested to list any architects on the project team that are board-certified with the American College of Healthcare Architects (ACHA)? In Section 3 - Part 4 (Project and Goals), could the following goal/objective be added:

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"Goal/Objective 11 - Identify staff within the project team who are board-certified with the American College of Healthcare Architects (ACHA)."

30A. No, but firms are welcome to describe the unique qualifications of their staff.

Checklist for Addendums

The information below is a checklist for University employees to follow when issuing an addendum. Please note that while this information is accurate in most cases, there may be occasions where additional information may be needed or required.

The following documents should be included in addendum documents:

- BOG 43 (Coversheet)
- Addendum Form_Description
- Attachment A
- Documents that are being issued with the addendum (if any)
- Addendum Acknowledgement_for Vendors

**A copy of this checklist and supporting documentation *should* be maintained in your purchasing file. **

ADDENDUM ACKNOWLEDGEMENT

FORM SOLICITATION NO.: MU26MEDSCHOOL Addendum No. 1

full-service design for the Marshall University School of Medicine Building

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specifications, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any University personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Company

Authorized Signature

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.