


Request for Bids	 <b>M</b> MARSHALL UNIVERSITY™	<b>Marshall University</b> <b>Office of Purchasing</b> <b>One John Marshall Drive</b> <b>Huntington, WV 25755-4100</b> Direct all inquiries regarding this order to: (304) 696-2599	<b>Bid#</b> <b>R2100578</b>
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<b>Vendor:</b>	<b>For information call:</b> <b>Purchasing Contact:</b> Angela White Negley <b>Phone:</b> (304) 696-2599 <b>Email:</b> <a href="mailto:negley4@marshall.edu">negley4@marshall.edu</a> & <a href="mailto:Purchasing@marshall.edu">Purchasing@marshall.edu</a>
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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.

<b>DATE</b>  09/11/20	<b>MANDATORY PRE-BID MEETING: 9/3/20 at 10:00 a.m., LPT, via Zoom at the link listed below.</b>	<b>DEPARTMENT REQUISITION NO.</b>  <b>R2100578</b>	<b>BIDS OPEN:</b> 9/17/20 at 3:00 p.m., LPT. Broadcast via Zoom at link listed below	<b>BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID</b>
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Item #	Quantity	Description	Unit Price	Extended Price
<b><u>ADDENDUM NO. 01</u></b>  Project Name: R2100578 - Old Main (OM) Sanitary Sewer Upgrades  To provide clarification/changes in specifications as prepared by the Architect, and to issue the mandatory pre-bid sign-in sheet.				
<b>Total</b>				

**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

FOB \_\_\_\_\_ After receipt of order at address shown

Terms \_\_\_\_\_

Bidder's name Vendor \_\_\_\_\_

Signed By \_\_\_\_\_

Typed Name \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Date \_\_\_\_\_ Phone \_\_\_\_\_

Fein \_\_\_\_\_

**SOLICITATION NUMBER: R2100578**  
Old Main (OM) Sanitary Sewer Upgrades

**Addendum Number: No. 01**

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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.

**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.

**ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:**

Addendum No. 01

R2100578 - Old Main (OM) Sanitary Sewer Upgrades

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.

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Company

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Authorized Signature

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Date

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



10 September 2020

**ADDENDUM #1**

*(Total of 1 page)*

**Old Main Upgrades  
Sanitary Sewer  
Marshall University  
Huntington, West Virginia**

**Requisition No.: R2100578**

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The following items are clarifications and/or changes to the scope of the work and shall be included in the contract price.

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**SPECIFICATIONS**

**Item #1 Section 01310 – Project Management and Coordination**

- A. Coordination: Owner requests one (1) week advanced notice for any shutdown of toilet facilities in the building or any scheduled elimination of parking spaces in the area of construction.
- B. Owner will allow one (1) parking space for a company vehicle with proper identification placed in the windshield when parking at the job site. Any additional parking permits can be obtained at nominal cost from the Marshall University Office of Public Safety.

**R2100578****MANDATORY VIRTUAL PRE-BID MEETING SIGN-IN SHEET**Via Zoom Meeting: <https://marshall.zoom.us/j/94424991527>**PROJECT NAME: Old Main (OM) Sanitary Sewer Upgrades****PROJECT NO: R2100578****MEETING PLACE: Via Zoom Meeting https://marshall.zoom.us/j/94424991527****DATE: September 3, 2020 @ 10:00AM****Confirmed Email Attendees:**

#	NAME	TITLE	REPRESENTING	OFFICE	CELL	FAX	EMAIL
1.	Mike Laughlin		DSO Mechanical	304-744-8479	304-380-6197		<a href="mailto:mlaughlin@dsomech.com">mlaughlin@dsomech.com</a>

**MU Representatives and Architect**

#	NAME	TITLE	REPRESENTING	PHONE	CELL	FAX	EMAIL
2.	Angela White Negley	Director of Purchasing/Chief Procurement Officer	Marshall University Office of Purchasing	304-696-2599			<a href="mailto:Negley4@marshall.edu">Negley4@marshall.edu</a>
3.	Brianna Salyers	Purchasing Agent	Marshall University Office of Purchasing	304-696-2			<a href="mailto:salyers44@marshall.edu">salyers44@marshall.edu</a>
4.	Randy Vaughn	Associate Director Facilities Planning and Management	Marshall University Facilities Planning & Management	304-696-6415 304-696-6526			<a href="mailto:vaughd@marshall.edu">vaughd@marshall.edu</a>
5.	Jacob Day	Project Construction Manager	Marshall University Facilities Planning & Management	304-696-6415	606-547-6024	304-696-3297	<a href="mailto:day107@marshall.edu">day107@marshall.edu</a>
6.	Rebecca Lusher	Business Manager I	Marshall University Facilities Planning & Management	304-696-6415		304-696-3297	<a href="mailto:lusher30@marshall.edu">lusher30@marshall.edu</a>
7.	John Harris	Owner	Bastian & Harris, Architects	304-345-0405	304-610-7853		<a href="mailto:jharris@bastianandharris.com">jharris@bastianandharris.com</a>