

Request for Bid



**Marshall University
Office of Purchasing
One John Marshall Drive
Huntington, WV 25755-4100**
Direct all inquiries regarding this order to: (304) 696-2599

**Bid Number
R2301075**

Vendor:

For information contact:
Angela White Negley, Office of Purchasing
Phone: (304) 696-2599
Email: negley4@marshall.edu & purchasing@marshall.edu

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 11/1/22	MANDATORY PRE-BID MEETING: 10/26/22 at 10:00 AM LPT Broadcast via Teams at https://tinyurl.com/PrichardFineArtsRoofPreBid .	DEPARTMENT REQUISITION NO. R2301075	BIDS OPEN: 11/10/22 at 3:00 PM LPT Broadcast via Teams at https://tinyurl.com/PrichardFineArtsRoofBidOpening .	BIDDER MUST ENTER THE DELIVERY DATE FOR EACH ITEM BID
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Item #	Quantity	Description	Unit Price	Extended Price
		ADDENDUM NO. 01 PROJECT NAME: R2301075 Marshall University Joan C Edwards Fine Arts Building and Prichard Hall Roof Replacements The purpose of this addendum is to issue a copy of the Virtual Mandatory Pre-Bid Meeting Sign-In Sheet.		

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 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: _____

FOB _____ After receipt of the order at the address shown

Signed By _____

Terms _____

Typed Name _____

Title _____

Email _____

Street Address _____

City/State/Zip _____

Date _____ Phone _____

Fein _____

SOLICITATION NUMBER: R2301075

Addendum Number: No. 01

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.

1. To provide a copy of the Virtual Mandatory Pre-Bid Meeting Sign-In Sheet.

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



Office of Purchasing
VIRTUAL MANDATORY PRE-BID MEETING SIGN-IN SHEET

PROJECT NAME: Joan C Edwards Fine Arts Building and Prichard Hall Roof
PROJECT NO: Replacements R2301075
MEETING PLACE: Virtually at: <https://tinyurl.com/PrichardFineArtsRoofPreBid>
DATE: October 26, 2022, 10:00 a.m., LPT

Confirmed Email Attendees:

#	NAME	TITLE	REPRESENTING	PHONE	CELL	FAX	EMAIL
1.	Shane Abshire		Boggs Roofing, Inc.	304-429-4233		304-429-2811	shane@boggroofing.com
2.	Jay Holcomb		Harris Brothers Roofing Company	304-343-5566 304-389-0033			jay.harrisbrothers@outlook.com
3.	Brian Linville		Tri-State Roofing & Sheet Metal Co.	304-755-8135	304-415-2800	304-755-5275	blinville@tri-stateservice.com
4.	Travis Cardwell	Commercial Estimator	Thoroughbred Construction	740-442-7253	304-690-1999		tcardwell.tbc@gmail.com
5.	Ian Russel		Fairfax, Inc.	740-867-2727		740-867-2727	fairfaxinc@aol.com
6.	John Withrow	Project Manager	Mecklenburg Roofing	304-550-2331 704-329-0695			jmichael@mecklenburgroofing.com
7.	Sean Simon	Construction Services Manager	Pickering Associates	304-345-1811, Ext. 1116		304-464-4428	ssimon@pickeringusa.com
8.	Randy Vaughn	Associate Director, FP&M	Marshall University	304-696-6415			vaughn@marshall.edu
9.	Scott Morehouse	Project Manager, FP&M	Marshall University	304-696-6022			morehou1@marshall.edu



Office of Purchasing
VIRTUAL MANDATORY PRE-BID MEETING SIGN-IN SHEET

#	NAME	TITLE	REPRESENTING	PHONE	CELL	FAX	EMAIL
10.	Becky Lusher	Business Manager, FP&M	Marshall University	304-696-6481			lusher30@marshall.edu
11.	Angela Negley	Director of Purchasing	Marshall University	304-696-2599			Negley4@marshall.edu

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: R2301075

(If Applicable) Marshall University Joan C Edwards

Fine Arts and Prichard Hall Roof Replacements

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 acknowledgment should be submitted with the bid to expedite document processing.

Revised: 7/15/21