for Bid Proposal Image: Control of Purchasing One John Marshall Drive Huntington, WV 25755-4100 R2502183 Addendum No. 01 Vendor: For information contact: Office of Purchasing Missay Workman Phone: (304) 696-3498 R2502183 Addendum No. 01 Sealed requests to bid for furnishing the supplies, equipment or services described below will be received by the institution. TO RECEVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED. THE BID WILL BE SUBMITTED ON THIS FORM AND UPLOADED but the form and uplication of the BID OFFINIC. Unit BID OFFINICAL BE SUBMITTED ON THIS FORM AND UPLOADED but the Institution. TO RECEVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED. THE BID WILL BE SUBJECT TO THE GENERAL TERMS AND UPCOADED but the form and uplication of the Set Interest of the Institution. TO RECEVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED. THE BID OFFINICAL BE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. BID DEFINICE UNIT BE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. Sealed requests of the Institution may require. BIDS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. BID DEFINICE UNIT BID ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. Ibe best interests of the Institution may require. BIDS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. BID DEFINICE UNIT BID ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HERAIN. If them # Quantity Description Unit Price BID DEFINICE Item # Quantity Description Unit Price Extended Price Item # Quantity ADDENDUM NO. 01 Project : R2502183 James E Morrow Library ADA Upgr	Request		Marshall University			Bid#		
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and Attachment of Document Checklist.		Attachment of Pre-Bid Meeting Minute Notes,						
		and Attachment of Document Checklist.						
Total						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			Bidder's name Vendor		
		within	days	Signed By	
FOB	After receipt of or	der at address shown	-	Typed Name	
Terms				Title	
				Email	
				Street Address	
				City/State/Zip	
				Date Phone	
				Fein	

SOLICITATION NUMBER:

Addendum Number:

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

Attachment of Pre-Bid Meeting Minute Notes

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.

SECTION 009111 ADDENDUM NUMBER 1

PARTICULARS

- 1.01 DATE: JUNE 19, 2025
- 1.02 PROJECT: JAMES E. MORROW LIBRARY ADA UPGRADES
- 1.03 OWNER: MARHSALL UNIVERSITY
- 1.04 ARCHITECT: PICKERING ASSOCIATES
- TO: PROSPECTIVE BIDDERS:
- 2.01 THIS ADDENDUM FORMS A PART OF THE CONTRACT DOCUMENTS AND MODIFIES THE ORIGINAL PROCUREMENT DOCUMENTS DATED MAY 23, 2025, WITH AMENDMENTS AND ADDITIONS NOTED BELOW.
- 2.02 ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED IN THE BID FORM. FAILURE TO DO SO MAY DISQUALIFY THE BIDDER.

2.03 THIS ADDENDUM CONSISTS OF THE FOLLOWING:

- A. See attached Pre-Bid Meeting Minutes and Sign-In Sheet 4 pages
- B. Contractor Questions/Clarifications

2.04 CONTRACTOR QUESTIONS/CLARIFICATIONS:

A. Can you extend the questions deadline date by a day or two? I'm having trouble getting in touch with the approved elevator manufacturers. The one (Kone) that I was able to get a response from immediately expressed doubt that they can get questions to me by tomorrow morning, and they also expressed doubt that they can meet the bid deadline date. Even just a few days would be helpful for both the question deadline and the bid date.

ANSWER: Marshall Purchasing said they are unable to extend the Bid date.

B. For the wheelchair lift, the "Clarity 16E" is listed as the basis of design. I assume other lifts would be acceptable, if they meet the specs listed. Is this correct?

ANSWER: Yes, another brand is acceptable as long as it is equal to the Basis of Design.

C. Plan C120 - The plans call for a "Poured in place concrete wall with brick veneer." It also says to "See Note". The plan doesn't look like there is any brick on the concrete retaining wall. If it does get brick, please provide a detail, brick size and type, color, etc.

ANSWER: The wall is to be constructed as a poured in place concrete wall with an adhered thin brick veneer. The thin brick veneer shall be a color/pattern that best matches the existing brick and is to be submitted to the A/E for review and approval.

- D. Plan C120 On the same plan, there are wall profiles shown for both the East and West Retaining Walls. Each profile shows the proposed sidewalk grade, but I don't see a proposed grade for the foundation of each retaining wall. Will the foundations be stepped? Are there no steps with the foundation and wall being on the same elevation from start to finish with just the sidewalk grade changing?
- E. ANSWER: The wall foundation is not stepped. Fill will be placed and properly compacted to an elevation as required to construct the concrete sidewalk detailed on the plans.
- F. Plan C120 Can a detail be provided for the precast concrete cap? Can the wall thickness be detailed? The rebar and the clear space dimensions for the rebar are clear, but the overall width of the wall is not shown.

ANSWER: Wall is to be 1'-0" thick. Concrete cap to be 2" long precast concrete segments with an overall width of at least 1'-2". Contractor shall submit concrete cap to A/E for approval.

G. Plan C120 – Is the picket fence steel or aluminum? Detail B/C120 shows the height being 3'-6" from base to mid-rail on the fence. Detail A/C120 shows the rail from the top of the rail to the

top of the precast concrete cap as 48". Please confirm the size. Any more detail on this fence would be helpful.

ANSWER: Fence is to be 48" in height and shall be constructed of a hot dipped, galvanized steel with paint selections submitted to the A/E for approval.

END OF SECTION



Mandatory Pre-Bid Meeting Minutes

Shock and Awe R2502183
WVHEPC-M-019
ORG. #5234
Accessibility Renovations Project
June 12, 2025

Project Number: 250612 Time: 10:00 AM

Project Location:Morrow LibraryMeeting Location:Drinko Library, Room 349

City:

Huntington, WV

Pickering Associates Rep: Sean G. Simon, AIA, NCARB

1. Introductions

- a) Marshall
- b) Pickering Associates

2. Site Safety & Access

- a) Parking is very limited.
- b) Access.
- c) No Smoking or tobacco use inside the building or on the roof.
- d) Barricades / Temporary Partitions / Security responsibility of the contractor.
- e) Field Office is not required.
- f) Temporary Utilities contractor can use/connect to existing utilities at no cost to contractor.
- g) Working Hours 7:00 5:00.

3. Project Overview

- a) Project to be awarded as a Lump Sum single prime bid.
- b) Accessibility Renovations as described in the Scope of Work.
- **4. Unit Prices** None.
- 5. Alternates One -New Hoist-way Door Panels and Hardware for elevator.
- 6. Bids Opening
 - a) Bids are due to Marshall's Purchasing by 3:00 PM on June 26, 2025.
 - b) Bid must include supplements as listed in Marshall's Purchasing Paperwork in the Project Manual.
 - c) Missy from MU Purchasing discussed the required items and a Check List will be attached to meeting minutes.

7. Contract time

a) Contractor shall be Substantially Complete by October 30, 2025 and Final Completion by November 30, 2025.



8. Time Restrictions

a) Typical work hours to be from 7:00 AM to 5:00 PM. Night and weekend work hours are possible but must be scheduled ahead of time with the Owner.

9. Questions/Clarifications

a) Final questions and clarifications must be submitted in writing to the Purchasing Dept. at Marshall University by 9:00 am on June 17, 2025.

10. Site Visit

a) Will occur after Pre-Bid meeting.



318 Lee St. W. Suite 200 • Charleston, WV 25302 p. 304.464.5305 • t. 800.954.5305 • f. 304.464.4428 www.pickeringusa.com

Architects •	Engineers •	Surveyors
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Meeting Sign-In Sheet						
	Client Name: Marshall University Date: 6.12.25 @ 10:00 AM					
	Project Name: Shock & Awe - Mo	rrow ADA Renovation Project	Project Num	ber: 250612		
Me	eting Location: Drinko Library - Ro					
	oject Location: Huntington, WV					
Purpose: Mandatory Pre-Bid Meeting						
	Company	Representative	Phone	E-Mail		
1.	Pickering Associates	Sean G. Simon, AIA, NCARB	304.991.6275	ssimon@pickeringusa.com		
2.	Marshall University	Scott Morehouse				
3.	LAKECREST CONSTRUCTION	TYLER DODD	304 695 9911	TOODO @ LAKECREST. LLC		
4.	BPI, Inc.	Christman Wells	(324) 760 - 8909	chellse bpi-gc.com		
5.	, Marshall University Purchasing	Missy Workman	304.696.3498	Workman57@marshall.edu & BidQuestions@marshall.edu		
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Request for Proposal Documents Checklist

The following documents are REQUIRED to be submitted with your Bid Package:

- □ Completed with Signatures BOG 43 Cover Page (First Page of RFB)
- □ Completed with Signatures BOG 43 Addendum(s) Cover Page (First Page of Addendum(s))
- □ Addendum Acknowledge Form(s) (Can be multiple pages due to multiple Addendum(s))
- Designated Contact/Certification and Signature Page
- □ Subcontractor List Submission
- □ Criteria for Selection of Lowest Qualified Bidders Response
- □ Bid Bond with Raised Seal (5% of Amount Bid) Signed and Sealed
- □ Bid Bond Surety Documents Signed and Sealed
- □ Bid Form of Proposal with Bid information (sometimes multiple pages)
- □ Bid Form of Proposal Signed Signature page
- □ Disclosure of Interested Parties to Contracts
- West Virginia Contractors License
- □ Completed Drug Free Workplace Conformance Affidavit
- □ Certificate of Liability Insurance (COI) with Marshall University as Certificate Holder coverage required in Contract)
- □ Proof of Compliance with or application for WV Workmen's Compensation Insurance
- □ Certificate of Property Insurance Proof of Builder's Risk Insurance (Storage/use of facilities to hold tools/work on site, etc.)
- □ Purchasing Affidavit
- □ W9

After Awarded:

□ Performance Bond for \$ (Full Bid Amount with any Alts) Signed & Raised Sealed

Derformance Bond Acknowledgement, Signed & Notarized

□ Labor and Material Bond (see attached) for \$ (Full Bid Amount with any Alts) Signed & Raised Sealed

Labor and Material Bond Acknowledgement, Signed and Notarized

□ Maintenance Bond (roof work only) for 2 years for \$ (Full Bid Amount with any Alts) Signed & Raised Sealed

□ Maintenance Bond Acknowledgement, Signed & Notarized

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.: R2502183

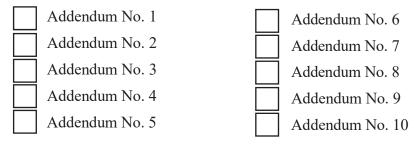
(If Applicable) James E. Morrow Library ADA Upgrades Shock & Awe Marshall University

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)



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.

Revised: 7/15/21

Marshall University General Terms and Conditions