

**ADVERTISEMENT FOR BIDS**  
**CITY OF CHARLESTON**  
**KANAWHA COUNTY, WEST VIRGINIA**  
**CITY OF CHARLESTON POLICE DEPARTMENT RENOVATION**

**General Notice**

The City of Charleston is requesting Bids for the construction of the following Project:

**City of Charleston Police Department Renovation**  
**010-10145**

Bids for the construction of the Project will be received at the City Manager's Office located at 501 Virginia Street East, Room 101, Charleston, WV 25301 until **Thursday, October 21, 2021 at 2:00 p.m. local time** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following Work:

Interior renovation of the Charleston Police Department Office located in the Charleston City Hall Building. The building is a Business Occupancy of Type II Non-combustible construction containing several city government departments. The areas to be renovated encompass approximately 1,330 on the third floor. Renovations consist of selective interior demolition, new ceilings, partitions, finishes, lighting/power, HVAC supply/return, plumbing and other Work indicated in the Contract Documents.

Bids are requested for the following Contract: **Charleston Police Department Renovation**

The Project has an expected duration of **60** days.

**Obtaining the Bidding Documents**

Information and Bidding Documents for the Project can be found at the following designated website:

<https://tinyurl.com/zu5z8553> OR [www.thetrashergroup.com](http://www.thetrashergroup.com)

Bidding Documents may be downloaded from the designated website. Prospective Bidders are urged to register with the designated website as a plan holder, even if Bidding Documents are obtained from a plan room or source other than the designated website in either electronic or paper format. The designated website will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a Bid for the Project. All official notifications, addenda, and other Bidding Documents will be offered only through the designated website. Neither Owner nor Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated website.

The Issuing Office for the Bidding Documents is:

**The Thrasher Group, Inc., 600 White Oaks Boulevard, P. O. Box 940, Bridgeport, WV 26330**

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of **8:00 am to 5:00 pm and** may obtain copies of the Bidding Documents from the Issuing Office as described below. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office.

Printed copies of the Bidding Documents may be obtained from the Issuing Office by paying the amount of each set listed below.

Bidding Documents may be purchased from the Issuing Office during the hours indicated above. Cost does not include shipping charges. Upon Issuing Office's receipt of payment, printed Bidding Documents or electronic documents will be transmitted to the prospective Bidder. The shipping charge amount will

depend on the shipping method requested. Bidding Documents are available for purchase in the following formats:

- Bidding Documents issued as hard copy full-size drawings and hard copy specifications, are available for **\$30.00** per set.
- Bidding Documents issued as digital drawings and digital specifications, are available for **\$15.00** per set via the following link:

<https://tinyurl.com/zu5z8553>

Amounts paid are not subject to refund.

Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office.

Bidding Documents also may be examined at

The Thrasher Group, Inc.  
600 White Oaks Boulevard  
Bridgeport, WV 26330

Contractor's Association of WV  
2114 Kanawha Boulevard East  
Charleston, WV 25311

A two envelope system will be used.

Envelope No. 1 must have the following information presented on the front:

Name and address of Bidder  
Bid on Contract – Charleston Police Department Renovation  
Received by the City of Charleston

Envelope No. 2 labeled “Bid Proposal” shall also be placed inside of Envelope #1.

Envelope No. 1 will be opened first and the Bid Opening Requirement items checked for compliance as outlined on the Bid Opening Checklist on page BOR - 1 of these contract documents. If such documents are found to be in order, Envelope No. 2 “Bid Proposal”, will then be opened and will be publicly read aloud. If the documents required to be contained in Envelope No. 1 are not in order, Envelope No. 2 “Bid Proposal” will not be opened and the Bid will be considered non-responsive and will be returned to the Bidder.

A bidder may not withdraw his bid for a period of ninety (90) days after the date set for the opening of bids.

Bids shall be accompanied by a certified check or bid bond payable to City of Charleston in an amount equal to five percent (5%) of the base bid.

Contractor is required to provide the Drug Free Workplace Certification in accordance with WV Code 21-1D-5.

All Bidders are required to have a West Virginia Contractor’s License per Section §21-11-11 of the West Virginia Code.

Bids received after the scheduled closing time for the reception of bids will be returned unopened to the bidders.

The City of Charleston reserves the right to reject any and all bids.

**Pre-bid Conference**

A **MANDATORY** pre-bid conference for the Project will be held on **Thursday, October 7, 2021 at 10:30 a.m.** at located at 501 Virginia Street East, Room 308, Charleston, WV 25301. Bids will not be accepted from Bidders that do not attend the mandatory pre-bid conference.

**Instructions to Bidders.**

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

**This Advertisement is issued by:**

Owner: **City of Charleston**

By: **Jamie Bowles**

Title:

Date: