

**ADVERTISEMENT FOR BIDS**  
**MARION COUNTY BOARD OF EDUCATION**  
**MARION COUNTY, WEST VIRGINIA**  
**MARION COUNTY BOE OFFICE HVAC RENOVATIONS**

**General Notice**

**Marion County Board of Education** (Owner) is requesting Bids for the construction of the following Project:

**Marion County BOE Office HVAC Renovations**  
**Thrasher Project Number T60-11005**

Bids for the construction of the Project will be received at **Marion County Board of Education** located at **1516 Mary Lou Retton Drive, Fairmont, WV 26554** until **Thursday, April 4, 2024, at 10:00am** local time.

The Project includes the following Work:

The project is to remove and replace the existing VRF system including: refrigerant piping, condensing units, indoor air units, upgrading of building control systems. Removal and replacement of select rooftop and ground mounted units. Removal of indoor units and associated ductwork, boilers and piping and associated controls for the gymnasium and ancillary spaces. Installation of new AHU's, ductwork and controls for the gymnasium. Associated work includes removal and replacement of selected portions of the ceiling system, and installation/modification of roof curbs and flashing as required for the HVAC system upgrades. Removal of existing wood and glass curtain wall and aluminum storefront entry systems. Installation of new aluminum reinforced glass curtain wall and new aluminum storefront entry systems.

Bids are requested for the following Contract: Marion County BOE Office HVAC Renovations

The Work will be substantially completed within 160 calendar days after the date when the Contract Times commence to run and completed and ready for final payment within 190 days after the date when the Contract Times commence to run. Liquidated damages shall be \$1000 per day.

**Obtaining the Bidding Documents**

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

QuestCDN: <https://tinyurl.com/zu5z8553> or [www.thethrashergroup.com](http://www.thethrashergroup.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 Blvd.**  
**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.

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 **\$100.00** per set.
- Bidding Documents issued as digital drawings and digital specifications, are available for **\$40.00** per set via the following link:

QuestCDN: <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

Marion County Board of Education  
1516 Mary Lou Retton Drive  
Fairmont, WV 26554  
Business Hours: 8am-4pm

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 – Marion County BOE Office HVAC Renovations  
Received by the Marion County Board of Education

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, Contractors Qualitative information will be reviewed and evaluated accordingly. 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.

Envelope No. 1 must include all Bid Opening Requirements including: Acknowledgment of Addenda, Bid Bond, Drug Free Workplace Certification in accordance with WV Code 21-1D-5. Affidavit of Non-Inclusion, West Virginia Contractor’s License per Section §30-42-12 of the West Virginia Code, AIA 305 Contractors Qualification Statement, list of proposed Sub-Contractors.

Remaining Qualitative information may be bound separately from Envelope No. 1

Contractors will be contacted and scheduled for in-person interviews on April 8, 2024.

Contractors’ Qualitative information will be evaluated according to “Qualitative Evaluation Matrix” Contractors are required to receive a minimum qualitative value of 80 points to be eligible for Envelope No. 2 to be opened. Qualified Bids will be opened and read aloud on April 9, 2024, at 10:00am.

Project will be awarded to the lowest qualified 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 Marion County Board of Education in an amount equal to five percent (5%) of the base bid.

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

The Marion County Board of Education 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, March 21, 2024**, at the **Marion County Board Office** located at **1516 Mary Lou Retton Drive, WV 26554 at 10:00am**. Bids will not be accepted from Bidders that do not attend the mandatory pre-bid conference.

1. Contractors will need a picture ID.
2. Contractors will enter the building at the main entrance and buzzed in by the front desk.
3. Contractors proceed thru the building as a group.
4. Contractors will be issued a visitor’s tag, for identification purposes.

### **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: **Marion County Board of Education**

By: Dr. Donna Heston

Title: Superintendent

Date: March 8, 2024, March 15, 2024