

ADVERTISEMENT FOR BIDS
BERKELEY COUNTY PSSD
BERKELEY COUNTY, WEST VIRGINIA

BERKELEY COUNTY PSSD OFFICE BUILDING ADDITION

General Notice

Berkeley County PSSD (Owner) is requesting Bids for the construction of the following Project:

Berkeley County PSSD Office Building Addition
Project number 060-10282

Bids for the construction of the Project will be received at the **Berkeley County PSSD** located at **65 District Way, Martinsburg, WV 25402**, until **Thursday, September 24, 2026, at 10:00 a.m.** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following Work:

Site and building construction for a new office building with vestibule connecting to existing office building. Site work includes, but is not limited to landscaping, asphalt parking areas, concrete sidewalks and curbing storm water system, utility extensions and earthwork. The building is a 5,595 SF, single-story office building with brick with metal stud with steel web joist fanning. Roof consists of membrane and metal roofing over steel framing. Exterior walls are brick with aluminum storefront systems and aluminum doors. Interior partitions consist of gypsum and metal studs with wood doors. Interior finishes include gypsum board, paint, vinyl composition tile, carpet tile, sealed concrete, and lay-in acoustical ceiling. The Work includes all associated mechanical, electrical, plumbing, and Work indicated in the Contract Documents.

Bids are requested for the following Contract:

The Work will be substantially completed within **270** calendar days after the date when the Contract Times commence to run and completed and ready for final payment within **300** days after the date when the Contract Times commence to run. Liquidated damages shall be **\$500.00** 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

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 Architect 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.
1000 Corporate Landing
Charleston, WV

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 issued as hard copy full-size drawings and hard copy specifications, are available for **\$75.00** 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

Berkeley County PSSD
65 District Way
Martinsburg, WV 25402

The Thrasher Group, Inc.
1000 Corporate Landing
Charleston, WV 25311

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 – **Berkeley County PSSD Office Building Addition**
Received by the **Berkeley County PSSD**

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 **Berkeley County PSSD** 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 §30-42-12 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 **Berkeley County PSSD** 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, September 3, 2026**, at **10:00 a.m.** at 65 District Way, Martinsburg, WV

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: Berkeley County PSSD

By: Curtis Keller

Title: General Manager

Date: August 24, 2026