



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

**Solicitation**

NUMBER
0512C0564

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
ALAN CUMMINGS 304-558-2402

VENDOR

\*709033408 04 304-538-7721  
 SOUTHERN STATE COOP INC  
 567 S MAIN ST  
 MOOREFIELD WV 26836

SHIP TO

DIVISION OF HIGHWAYS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
08/22/2012

BID OPENING DATE: 09/05/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
ISSUED TO CORRECT PRICING PAGE AND CHANGE BID OPENING DATE AND TIME PER THE ATTACHED DOCUMENTATION.						
0001	1	GL		670-11	\$ .56 / gallon	\$ .56 / gallon
***** THIS IS THE END OF RFQ 0512C0564 ***** TOTAL:						.56/gallon
as of 8-28-12 O.P.I.S TEXAS * .83/gallons						
Mark up <sup>s</sup> .56 / gallons						
Total \$ 1.39 / gal						

RECEIVED  
 2012 AUG 31 AM 9:44  
 WV PURCHASING DIVISION

SIGNATURE	TELEPHONE 204-530-2308	DATE 8-28-12
TITLE	FEIN 54-0387200	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: 0512C0564

Addendum Number: 1

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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:**

Issued to change bid opening date and time:

From: 08/29/2012 - 1:30 P.M.

To: 09/05/2012 - 1:30 P.M.

Further, pricing pages have been corrected. (See attachment A)

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A 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

Exhibit A

**Cost Sheet**  
**RFQ#: 0512C0564**

Item Number	Estimated Annual Usage	Unit of Measure	LP Gas Delivery Location	Unit Price	Total
1	4000	Gallon	BERKELEY CO.-MARTINSBURG		\$ -
2	3000	Gallon	I-81 - MARTINSBURG		\$ -
3	3000	Gallon	GRANT CO-PETERSBURG		\$ -
4	2000	Gallon	GRANT CO-MT. STORM		\$ -
5	5000	Gallon	HAMPSHIRE CO-ROMNEY		\$ -
6	1800	Gallon	HAMPSHIRE CO-SLANESVILLE		\$ -
7	4000	Gallon	MINERAL CO-NEW CREEK		\$ -
8	1600	Gallon	MINERAL CO-SHORT GAP		\$ -
9	1600	Gallon	MINERAL CO-SKYLINE		\$ -
10	500	Gallon	MINERAL CO-RADIO TOWER @SKYLINE		\$ -
11	4000	Gallon	MORGAN CO-BERKELEY SPRINGS		\$ -
12	3000	Gallon	DIST. HQ-BURLINGTON (MAINT)		\$ -
13	2000	Gallon	DIST. HQ-BURLINGTON (BRIDGE)		\$ -
14	900	Gallon	DIST. HQ-BURLINGTON (LAB/MOBILE)		\$ -
15	1500	Gallon	SIGN SHOP-BURLINGTON		\$ -
<b>Grand Total</b>					\$ -

\*Quantities listed in this RFQ are approximations only. It is understood and agreed that the contract shall cover the quantities actually ordered for delivery during the term of the contract, whether more or less than the quantities shown. Award will be based on lowest total cost.

Exhibit B

**TANK LOCATIONS**  
**RFQ#: 0512C0564**

Item Number	LP Gas Delivery Location	Tank Quantity	Description Tank Size (GAL)
1	BERKELEY CO.-MARTINSBURG	2	1000
2	I-81 - MARTINSBURG	4	120
3	GRANT CO-PETERSBURG	1	1000
4	GRANT CO-MT. STORM	1	1000
5	HAMPSHIRE CO-ROMNEY	2	1000
6	HAMPSHIRE CO-SLANESVILLE	1	500
7	MINERAL CO-NEW CREEK	1	1000
8	MINERAL CO-SHORT GAP	1	500
9	MINERAL CO-SKYLINE	2	100
10	MINERAL CO-RADIO TOWER @SKYLINE	1	500
11	MORGAN CO-BERKELEY SPRINGS	2	1000
12	DIST. HQ-BURLINGTON (MAINT)	1	1000
13	DIST. HQ-BURLINGTON (BRIDGE)	1	1000
14	DIST. HQ-BURLINGTON (LAB/MOBILE)	1	325
15	SIGN SHOP-BURLINGTON	1	1000

Exhibit C

**CONTACT PERSON SHEET**  
**RFQ# 0512C0564**

Item Number	Location	Mailing Address	Contact Person to Pay by Visa	Phone
1	BERKELEY CO-MARTINSBURG	WV DOH 1867 ROCKCLIFF DRIVE	BILL SMALLWOOD	304-267-0060
2	I-81 - MARTINSBURG	MARTINSBURG, WV 25401		
3	GRANT CO-PETERSBURG	WV DOH 2599 NORTH FORD HWY.	CLYDE HINKLE	304-257-4455
4	GRANT CO-MT. STORM	PETERSBURG, WV 26847-5472		
5	HAMPSHIRE CO-ROMNEY	WV DOH HC 64 BOX 232	DAVE NICHOLS	304-822-4167
6	HAMPSHIRE CO-SLANESVILLE	ROMNEY, WV 26757		
7	MINERAL CO-NEW CREEK	WV DOH HC 72 BOX 72AA NEW CREEK, WV 26743	JOE HARRIS	304-788-1221
8	MINERAL CO-SHORT GAP			
9	MINERAL CO-SKYLINE			
10	MINERAL CO-RADIO TOWER @ SKYLINE			
11	MORGAN CO-BERKELEY SPRINGS	WV DOH 166 DOH LANE BERKELEY SPRINGS, WV 25411	MIKE WALTMAN	304-258-2578
12	DIST. HQ-BURLINGTON (MAINT)	WV DOH PO BOX 99 BURLINGTON, WV 26710	JAMES WOLFORD	304-289-2261
13	DIST. HQ-BURLINGTON (BRIDGE)			
14	DIST. HQ-BURLINGTON (LAB/MOBILE)			
15	BURLINGTON-SIGN SHOP			

**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** 0512C0564

**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 specification, 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 state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Southwest States Properties, LLC  
Company

[Signature]  
Authorized Signature

8-28-12  
Date

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to construction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

- 1. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules. Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Southern States Marble & Granite
Date: 8-28-12

Signed: [Signature]
Title: [Signature]