

**Westbrook**  **Health Services**  
Administrative Offices  
2121 Seventh Street, Parkersburg, WV 26101  
Telephone 304-485-1721  
Crisis Line 800-579-5844

December 4, 2012

12/07/12 09:57:55 AM  
West Virginia Purchasing Division

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

Attention: Tara Lyle

Dear Ms. Lyle:

I have attaching a copy of the first page of Solicitation #COR61601 in an attempt to have the address corrected for Amity Center which is a division of Westbrook Health Services, Inc.

The address on the Solicitation Order is the actual physical address of our facility, however, all correspondence should be addressed to our administrative offices located at 2121 Seventh Street, Parkersburg, WV 26101.

Although we are not pursuing this at this time, we certainly would appreciate your correcting the mailing information on our files, in order for future reference and/or notification would arrive at the correct location.

Your assistance is greatly appreciated and please if you need any further verification or direction, do not hesitate to contact me at 304-485-1721, ext #110 or e-mail [sturgeon@westbrookhealth.com](mailto:sturgeon@westbrookhealth.com).

Sincerely,



Chriss Sturgeon, Executive Secretary  
to JoAnn Powell, Executive Director

**BID RECEIVED LATE**

**BUYER** Tara Lyle

**WITNESS** Robert W. Wenzel

**DISQUALIFIED**

Attachment

Roane  
County  
304-927-5200

Jackson  
County  
304-372-6833

Pleasants  
County  
304-684-2656

Ritchie  
County  
304-643-2996

New Day Crisis  
Unit  
304-485-1721

Amity  
Center  
304-485-1781



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

**Solicitation**

NUMBER
<b>COR61601</b>

PAGE
<b>1</b>

ADDRESS CORRESPONDENCE TO ATTENTION OF:
<b>TARA LYLE</b> 304-558-2544

RFQ COPY

**Amity Center**  
**1011 Mission Drive**  
**Parkersburg, WV 26101**

S H I P T O

**DIVISION OF CORRECTIONS**  
**VARIOUS LOCALES AS INDICATED**  
**BY ORDER**

DATE PRINTED
<b>11/05/2012</b>

BID OPENING DATE: **11/29/2012** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<b>1001</b>	<b>1</b>	<b>LS</b>		<b>952-06</b>		
<b>SUBSTANCE ABUSE TREATMENT SERVICES</b>						
<b>OPEN-END CONTRACT</b>						
<p>THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF CORRECTIONS, IS SOLICITING BIDS TO PROVIDE CLINICAL EVALUATIONS AND 28-DAY RESIDENTIAL TREATMENT SERVICES DUE TO SUBSTANCE ABUSE FOR PAROLED OFFENDERS, PER THE ATTACHED SPECIFICATIONS.</p> <p>ATTACHMENTS INCLUDE:</p> <ol style="list-style-type: none"> <li>1. INSTRUCTIONS TO VENDORS SUBMITTING BIDS</li> <li>2. GENERAL TERMS AND CONDITIONS</li> <li>3. COR61601 SPECIFICATIONS</li> <li>4. CERTIFICATION AND SIGNATURE PAGE</li> <li>5. PURCHASING AFFIDAVIT</li> <li>6. RESIDENT VENDOR PREFERENCE (RVP) FORM</li> </ol>						
***** THIS IS THE END OF RFQ COR61601 ***** TOTAL: _____						

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

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