



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 01 - Agricultural

Proc Folder: 300203

Doc Description: Addendum 1-Beef and Pork Processing/Slaughter House

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-04-05	2017-04-11 13:30:00	CRFQ 0506 WEH1700000012	2

**BID CLERK**

DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON  
 US

WV 25305

**Vendor Name, Address and Telephone Number:**

Taylor's Meat Processing  
 Rt. 19 Old Beckley Road  
 P.O. Box 216  
 Spanishburg, WV 25922

04/11/17 09:06:57  
 WV Purchasing Division

**FOR INFORMATION CONTACT THE BUYER**

Charles D Barnette  
 (304) 558-2566  
 charles.d.barnette@wv.gov

Signature X

*Charles Taylor*

FEIN #

55-0769092

DATE

4/10/17

All offers subject to all terms and conditions contained in this solicitation

Addendum 1:

1-To respond to vendor questions

2-To remove all references to vacuum seal from the specifications and pricing page, updated specifications and pricing page attached

No other changes.

PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV24801 US	PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV 24801 US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Slaughter houses services/Cattle Kill Fee (price per head)	24.00000	EA	110.00	2640.00

Comm Code	Manufacturer	Specification	Model #
73131606			

Extended Description :

4.1.1 Cattle Kill Fee (price per head), approx 1000-2500 lbs. each

PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV24801 US	PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV 24801 US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Slaughter houses services/Beef-Cut, Vacuum packaged, per lb	24000.00000	LB	100	24,000.00

Comm Code	Manufacturer	Specification	Model #
73131606			

Extended Description :

4.1.2 Beef-Cut, Vacuum packaged, per pound

PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV24801 US	PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV 24801 US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Slaughter houses services/Hog Kill Fee (price per head)	24.00000	EA	115 <sup>00</sup>	2760 <sup>00</sup>

Comm Code	Manufacturer	Specification	Model #
73131606			

Extended Description :  
 4.1.3 Hog Kill Fee (price per head, approx 300lbs each)

PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV24801 US	PROCUREMENT OFFICER - 304-436-8708 HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL 454 MCDOWELL ST WELCH WV 24801 US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Slaughter houses services/Pork-Cut, vacuum packaged, per lb	7200.00000	LB	1 <sup>00</sup>	7200 <sup>00</sup>

Comm Code	Manufacturer	Specification	Model #
73131606			

Extended Description :  
 4.1.4 Pork-Cut, vacuum packaged, per pound

Line	Event	Event Date
1	Technical Question Deadline-4:00 PM	2017-03-29

WEH1700000012	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum 1-Beef and Pork Processing/Slaughter House	<b>Page 4</b> of 4
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: CRFQ WEH1700000012**  
**Addendum Number: 1**

The purpose of this addendum is to modify the solicitation identified as CRFQ WEH1700000012 ("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:**

- 1 – To respond to vendor questions
- 2 – To remove all references to *vacuum seal* from the specifications and pricing page, updated specifications and pricing page attached

**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**

**Addendum 1 - CRFQ 0506 WEH1700000012**

**Q.1 We do not vacuum seal. We put the products in clear meat bags with labels.**

**A.1 All references to vacuum seal is removed from the specifications.**

**REQUEST FOR QUOTATION**  
**CRFQ WEH170000012 Slaughter House/Meat Processing Services**

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**SPECIFICATIONS**

- 1. PURPOSE AND SCOPE** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Health and Human Resources (WVDHHR), Bureau for Behavioral Health and Health Facilities (BBHBF), Welch Community Hospital to establish a contract for an open-end contract for slaughter house/meat processing services.

Successful vendor will receive livestock from the WV Department of Agriculture for the purpose of slaughter, processing, packaging and delivery of hogs and cattle to be used in serving meals to patients at Welch Community Hospital located at 454 McDowell Street, Welch, WV. Livestock will be delivered by the West Virginia Department of Agriculture, on hoof, to vendor. The West Virginia Department of Agriculture contacts the vendor, prior to the delivery.

Evaluations of bids will be based on estimations used.

These estimations are for bidding purposes only and are based on usage from the previous year(s).

It is understood that actual quantities required during this contract period will be provided whether it be more or less than these estimations.

**Cattle**  
24 Head

**Hogs**  
24 Head

NOTE: Delivery Orders issued from contract awarded as a result of this solicitation may be funded in whole or in part with Federal Funds and thus this solicitation and its resulting awarded contract are subject to the requirements of Attachment 1: Provisions Required for Federally Funded Procurements.

- 2. DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
- 2.1 "Contract Services"** means Slaughter House Services as more fully described in these specifications.
- 2.2 "Pricing Pages"** means the schedule of prices, estimated order quantity, and totals contained in wVOASIS or attached hereto as Exhibit A, and used to evaluate the Solicitation responses for the Contract Services.
- 2.3 "Solicitation"** means the official notice of an opportunity to supply the State with goods or services.

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**2.4 "USDA" Means United States Department of Agriculture.**

**2.5 "FSIS" means Food Safety and Inspection Service.**

**3. QUALIFICATIONS:** Vendor, or Vendor's staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:

**3.1 Vendor must be regulated by the USDA' Food Safety and Inspection Service.**

**3.1.1 Vendor must be listed on The Meat, Poultry and Egg Product Inspection Directory.**

**OR**

**3.2 Vendor must be registered with the West Virginia Department of Agriculture.**

**3.2.1 Vendor must provide this certificate prior to award.**

**4. GENERAL REQUIREMENTS:**

**4.1 Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

Vendor will be required to provide the Slaughter Services, Processing, Portioning, and Packaging, Freezing and Delivery of cattle and hogs to Welch Community Hospital on an as needed basis.

The hogs and cattle will be delivered to the Vendor by the WV Department of Agriculture and per the cutting specifications contained within this contract.

**BEEF:** (The type of cuts will be determined by the menu and/or the supply on hand.)

**PORK:** (The type of cuts will be determined by the menu and/or supply on hand.)



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- 4.1.1 Cattle Kill Fee (price per head, approx. 1000 – 2500 lbs. each)**  
This fee must include euthanizing of the cattle, cleaning of the cattle, skinning of the cattle, and removal of any inedible parts of the cattle. Any anticipated delivery or fuel costs must be included in the unit price listed on Vendor's bid; charges for delivery/fuel surcharge on vendor's invoice listed separately will not be paid by the facility. Delivery will be inside the facility.

The cattle will be delivered to the slaughter house/meat processor, on hoof, by the WV Farm Commission, monthly, at the facilities request. The Farm Commission contacts the vendor, prior to delivering the livestock. Vendors must meet the following minimum specifications for meat preparation:

All meat must be commercially slaughtered and processed per USDA Guidelines.

All meat must be stored and delivered frozen to the back loading dock at Welch Community Hospital.

- 4.1.2 Beef Processing Charges, Cut, Packaged, per pound; must include the deboning of the meat, cutting meat in to ready to use portions, packaging of the meat, labeling of the meat and freezing of the meat. All meat must be frozen upon delivery.**

All patties and steaks must be packaged with paper between layers for easy separation.

All packages must have name, weight, date and count of items in the package.

Packaging materials (boxes, etc.) shall be at no cost to Welch Community Hospital.

- 4.1.2.1 Beef- prepared and packaged 5 slices per pack, per pound: Top Sirloin Roast: must be boneless, 100% fat trimmed, 4 pound.**

- 4.1.2.2 Beef- prepared and packaged 5 slices per pack, per pound: Top Round: Must be boneless, 100% fat trimmed, full cut round.**

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- 4.1.2.3 Beef- prepared and packaged 4 slices per pack, per pound: Bottom Sirloin Roast: must be boneless, 100% fat trimmed, 4 pound per package.**
- 4.1.2.4 Beef- prepared and packaged 4 slices per pack, per pound: Bottom Round: Must be boneless, sliced, full cut round.**
- 4.1.2.5 Beef- prepared and packaged 4 slices per pack, per pound: Chuck Roast: Must trim all visible fat, slice 1 inch thick, boneless.**
- 4.1.2.6 Beef- prepared and packaged 10 steaks per pack, per pound: Rib Steaks: Must be boneless, sliced ¾ inch thick.**
- 4.1.2.7 Beef- prepared and packaged 10 steaks per pack, per pound: New York Strip Steaks: Must be boneless, ¾ inch thick, no tail.**
- 4.1.2.8 Beef – Ground, prepared and packaged per 5 pounds per pack, per pound: Hamburger: must be 90% lean or greater, twice ground, (discard tongue, liver and heart).**
- 4.1.2.9 Beef – Ground Beef Patties prepared and packaged 10 patties per pack, per pound: Ground beef patties must be 90% lean or greater, twice ground, 1 inch thick, formed, (discard tongue, liver, and heart).**
- 4.1.2.10 Beef – Cubing, packaged 10 steaks per pack, per pound: Cube Steaks: Must be 4 oz., lean as possible, all visible fat trimmed.**
- 4.1.2.11 Beef-Cubing, packaged, per 5 pounds per pack: Stew meat: Must be trimmed 3/4inch to 1 inch cubes.**
- 4.1.3 Hog Kill Fee (price per head, approx. 300 pound each). This fee must include euthanizing of the hog, cleaning of the hog, skinning of the hog, and removal of any inedible parts of the hog. Any anticipated delivery or fuel costs must be included in the unit price listed on Vendor's bid; charges for delivery/fuel surcharge on the vendor's invoice listed separately will not be paid by the facility. Delivery will be made inside the facility.**

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The hogs will be delivered to the slaughter house/meat processor, on hoof, by the WV Farm Commission, monthly, at the facilities request. The Farm Commission contacts the vendor, prior to delivering the livestock. Vendors must meet the following minimum specifications for meat preparation:

All meat must be commercially slaughtered and processed per USDA guidelines.

All meat must be stored and delivered frozen to the back dock at Welch Community Hospital.

- 4.1.4 Pork Processing Charges, Cut, Packaged, per pound; Pricing** must include the deboning of the meat, cutting meat in to ready to use portions, packaging of the meat, labelling of the meat and freezing of the meat. All meat must be frozen upon delivery.

All patties and steaks must be packaged with paper between layers for easy separation.

All packages must have name, weight, date and count of items in the package.

Packaging materials (boxes, etc.) shall be at no cost to Welch Community Hospital.

**4.1.4.1 Pork – Cut, packaged, per pound: Hams:** Must be boneless, sliced ½ inch thick, 100% fat trimmed, 1 each per pack, 3 muscle ham.

**4.1.4.2 Pork – Cut, packaged, per pound: Pork Chops:** Must be boneless, center cut, rib and loin chops, 100% fat trimmed, sliced ¾ inch thick, 10 per pack.

**4.1.4.3 Pork – Cut, packaged, per pound: Ribs:** Must have fat trimmed, cut 4 servings per pack.

**4.1.4.4 Pork – Cubing, packaged, per pound: Cube Pork: (Cube Steak)** must be 4 ounce, as lean as possible, all visible fat trimmed, 10 per pack.

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**4.1.4.5 Pork – Cut, packaged, per pound: Pork Stew Meat:**  
Must be 100% fat trimmed, 1 inch cubes, 5 pounds per pack.

**4.1.4.6 Pork-Sausage – Patties, seasoned, prepared, per pound:**  
Sausage (patties): Must be as lean as possible with no more than thirty (30) percent fat, (discard tongue, liver and heart) seasoned with a blend of seasonings for giving any ground meat a “sausage” flavoring; may contain salt, brown sugar, sage, garlic granules or powder, Fennel Seed, spices, ground black pepper and/or crushed red. Patties must be circular formed, 12 to 16 per package.

**5. CONTRACT AWARD:**

- 5.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.
- 5.2 Pricing Pages:** Vendor should complete the Pricing Pages entering the unit price for each line item, multiply the quantity for each line item by the unit price stated and enter the total price for each line item. Vendor must add the total prices and enter the total cost as indicated on the pricing page for all items outlined within this Request for Quotations. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document.

- 6. PERFORMANCE:** Agency shall pay per the unit rate in arrears as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

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**7. ORDERING AND PAYMENT:**

- 7.1 Ordering:** Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written form of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.
- 7.2 Payment:** Agency shall pay per the unit rate in arrears as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**8. DELIVERY AND RETURN:**

- 8.1 Delivery Time:** Vendor must provide free delivery with an estimated delivery date of two weeks. Vendor will contact Welch Community Hospital at least one day prior to delivery.
- 8.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

- 8.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.
- 8.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product

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shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

**8.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**9. TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the unit price listed on Vendor's bid, but such costs will not be paid by the Agency separately.

**10. VENDOR DEFAULT:**

**10.1** The following shall be considered a vendor default under this Contract.

10.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.

10.1.2 Failure to comply with other specifications and requirements contained herein.

10.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

10.1.4 Failure to remedy deficient performance upon request.

**10.2** The following remedies shall be available to Agency upon default.

10.2.1 Immediate cancellation of the Contract.

10.2.2 Immediate cancellation of one or more release orders issued under this Contract.

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10.2.3 Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1 **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: CAROLYN Taylor  
Telephone Number: 304-425-6569  
Fax Number: SAME / CALL FIRST to turn ON FAX  
Email Address: Cpent499@yahoo.com

Item #	Description	Quantity	Unit Price Per Head	Total Price
4.1.1	Cattle Kill Fee (price per head, approx 1000-2500 lbs. each)	24 Head	110 <sup>00</sup>	2640 <sup>00</sup>
4.1.3	Hog Kill Fee (price per head, approx 300lbs. Each)	24 head	115 <sup>00</sup>	2760 <sup>00</sup>
A. Total Cost-Kill Fee				5400 <sup>00</sup>

Item #	Description	Quantity	Unit Price Per lb	Total Price
4.1.2	Beef-Cut, per pound - <i>Hanging Weight</i>	24,000 lbs	1.00	24,000
4.1.4	Pork-Cut, per pound - <i>Hanging Weight</i>	7,200 lbs	1.00	7,200
B. Total Cost- Per Pound				31,200

*We can give you a boxed weight AFTER processing.*

Total Cost A+ B 36,600

*THIS IS THE HANGING WEIGHT OF THE CATTLE + PORK*

Evaluation and Award Criteria: Contract shall be awarded to the Vendor that provides the "Contract Items" meeting the required specifications for the lowest overall Total Cost."

*Taylor's Meat Processing*  
 Vendor Name (Printed) *Rt. 19 Old Beckley Rd Spanishburg*  
*W.V. 25922*  
 Purchase Order Address

*P.O. Box 216 Spanishburg W.V. 25922*  
 Vendor Remit-To Address:

*CAROLYN TAYLOR*  
 Vendor Authorized Representative (Printed) *Carolyn Taylor*  
*4/10/17*  
 Signature Date

*304-425-6569*  
 Telephone *304-425-6569*  
*Cpent499@yahoo.com*  
 Fax E-mail

*All tax to be paid by...*

Apr 11 2017 09:00am

P016



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO WEH1700000012**

**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 |

*We do VACUUM seal our meat*

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that 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.

Taylor's Meat Processing  
Company

Carol Taylor  
Authorized Signature

4/10/17  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.