




The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 1

[List View](#)**General Information** | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 969639

Procurement Type: Central Master Agreement

Vendor ID: 000000209424 

Legal Name: REGULATORY TRAINING CENTER

Alias/DBA:

Total Bid: \$25,500.00

Response Date: 12/15/2021 

Response Time: 11:33

Responded By User ID: MWENDLING 

First Name: MEGAN

Last Name: WENDLING

Email: mwending@mail.kana.k12.w

Phone: 3043481346

SO Doc Code: CRFQ

SO Dept: 0313

SO Doc ID: DEP2200000022

Published Date: 12/14/21

Close Date: 12/22/21

Close Time: 13:30

Status: Closed

Solicitation Description: HAZWOPER 40 Hour Training

Total of Header Attachments: 1

Total of All Attachments: 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	HAZWOPER 40 Hour Training Class	60.00000	EA	425.000000	25500.00

Comm Code	Manufacturer	Specification	Model #
86101709			

Commodity Line Comments: ATTACHED BID WITH ADDENDUM #1

Extended Description:

HAZWOPER 40 Hour Training
per person. Quantities are estimated and for bidding purposes only.



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

State of West Virginia
 Centralized Request for Quote
 Service - Prof

Proc Folder: 969639

Doc Description: HAZWOPER 40 Hour Training

Reason for Modification:

Addendum #1 issued to publish agency responses to all vendor submitted questions.

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2021-12-14	2021-12-22 13:30	CRFQ 0313 DEP2200000022	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:

Vendor Name : Regulatory Training Center (a division of Kanawha County Schools)

Address :

Street : 120 3rd Avenue

City : South Charleston

State : West Virginia **Country :** United States **Zip :** 25303

Principal Contact : FOR COURSE: Gary Vance : gvance@mail.kana.k12.wv.us
 FOR BILLING: Megan Wendling : mwending@mail.kana.k12.wv.us

Vendor Contact Phone: 304-348-1346 **Extension:**

FOR INFORMATION CONTACT THE BUYER

Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X

FEIN# 55-0754476

DATE December 15, 2021

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

ADDITIONAL INFORMATION

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Environmental Protection to establish an open-end contract for OSHA authorized HAZWOPER 40-hour training for employees of the Department per the attached specifications and terms and conditions.

INVOICE TO		SHIP TO	
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV US		ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HAZWOPER 40 Hour Training Class	60.00000	EA	\$425.00	\$25,500.00

Comm Code	Manufacturer	Specification	Model #
86101709			

Extended Description:

HAZWOPER 40 Hour Training
per person. Quantities are estimated and for bidding purposes only.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	40 Hour HAZWOPER	TBD Cost per student \$425.00
2	8 Hour Refresher	TBD Cost per student \$130.00
3	<p>Provision 1: Any HAZWOPER Course requested to be delivered at either of the disclosed DEP sites must include a minimum of ten (10) students or a guarantee of payment based on ten (10) students.</p> <p>Provision 2: Any HAZWOPER Course requested to be delivered at either of the disclosed DEP sites must not exceed a maximum of twenty five (25) students.</p> <p>Provision 2: 40 Hour Courses conducted at either of these sites would consist of the per student charge plus an add on charge to offset unaccounted expenditures, not to exceed \$2500.00 per week long session.</p> <p>Provision 3: 8 Hour Refresher Course conducted at either of these sites would consist the per student charge plus an add on charge to offset unaccounted for expenditures, not to exceed, \$400.00 per daily session.</p> <p>Provision 4: The Regulatory Training Center makes offer of a HAZWOPER session one week of each month at their facility located at 120 3rd Avenue in South Charleston, West Virginia, on the provision the course registration meets a minimum of 5 students. Should the registration exceed a class size of 25, provisions will be made to host the second session on an agreed time and date with parties involved.</p>	

ATTACHMENT A

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DEP22*22

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.

*SEE COMMENT
ADDED TO BOTTOM
OF Q.I. RESPONSE.*

REGULATORY TRAINING CENTER
Company

[Signature]
Authorized Signature

15- DECEMBER- 2021
Date

SOLICITATION NUMBER: CRFQ 0313 DEP2200000022

Addendum Number:

No.01

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:

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. To publish agency responses to all vendor submitted questions

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.

Questions from vendors for CRFQ DEP 22*22 HAZWOPER 40 Hour Training

Q.1. The prior communications indicate a total of 60 persons to be trained for HAZWOPER. If these employees are scheduled to attend the week long sessions at our location, we can provide a basic price.

If we would be expected to travel to locations throughout the State, we would need to know in order to determine any necessary off site fees to cover added costs.

- A.** There are about 50 employees that need training initially and then the agency will need training as new employees are hired (approximately 10-30/year). (Section 3.1.1.7)

Trainings can be provided either at vendor's location or a DEP location, at the vendor's discretion.

If vendor chooses to conduct trainings at DEP location, per person price must be inclusive of any incidental costs. No additional payment will be provided for travel. (Section 3.1.1.3.1)

Two DEP locations for training:

601 57th Street
Charleston, WV 25304

47 School Street
Philippi, WV 26416

COMMENT: *The HAZWOPER Courses offered at the Regulatory Training Center are designed to meet the requirements of OSHA CFR 1910.120.*

In as much, there are a number of DEP employees that have previously been trained on the 40 hour course and only require the annual 8 hour refresher as prescribed within the OSHA regulations. This is the reason for the inclusion of 8 hour course information on the price quote.

Regulatory Training Center HAZWOPER (29 CFR 1910.120)

Definition of HAZWOPER: Topics covered include a brief review of the purpose of 29 CFR 1910.120 regulation, identification of the five classification levels and responsibilities. Definitions of hazardous materials and conditions.

Confined Spaces: Topics include determination and classifications (Permit or Safe), purpose of 29 CFR 1910.134 regulation, Monitoring techniques, Retrieval methods, Attendant duties, general safety considerations.

Legal Requirements: Topics include brief coverage of RCRA, SARA, CERCLA, Applicable NFPA, DOT and Chemtrec information

Safety Data Sheets: Topics include coverage of the sixteen sections, terminology, physical and health information and value of information. The application of GHS requirements for labels.

Toxicology: Topics include terminology, routes of entry, symptoms, dose / response relationship, first aid measures, local and systemic effects, acute and chronic illness, etc. Also included is Bloodborne Pathogens.

Personal Protective Equipment: Topics include the four levels identified by OSHA, general safety considerations, permeation and limitations, Respiratory Protection

Incident Command System: Topics include history of ICS, level identifications, roles and responsibilities.

DECIDE Process: Decision making model

Monitoring and Testing: Topics include identification of direct read equipment, purpose and applications, testing and calibration requirements, methods of use and purposes.

Environmental Impact: Topics include recognition of variables that may cause environmental impact, resources for evaluation, short term and long term effects.

ZONES : Identification of zones and purposes

DECON: Topics include methods, set-up, purpose and general safety considerations.

Spill Control and Mitigation: Topics include purpose, methods, equipment and general safety considerations.

Waste Processing and Clean-up: Topics include brief identification of 40 CFR requirements, labeling and identification as well as general safety considerations.

Communications: Topics include methods of communications, resources such as SDS, AAR reference, NFPA Quick Guide, ERG Book, DOT Placards, NFPA 704 labeling

Review of lesson

EXAM (computer exam multiple choice)

Course content is covered in increasing degrees of detail as necessary for 8 Hour Refresher, Awareness Level Training, 16 Hour Operations Level Training, 24 Hour Operations and Emergency Response Level Training.

40 Hour Technician Training utilizes the same subject matter with greater detail, Includes a Hazardous Materials Manual, and a current Emergency Response Guidebook as well as it incorporates the opportunity for physical exercises with equipment and role playing in a controlled environment.