



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

# Request for Quotation

RFQ NUMBER  
**DNR90076**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**KRISTA FERRELL  
 304-558-2596**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

**DIVISION OF NATURAL RESOURCES  
 PROCUREMENT OFFICE  
 CAPITOL COMPLEX  
 BUILDING 3, ROOM 630  
 CHARLESTON, WV  
 25305 304-558-3397**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/16/2007				

BID OPENING DATE: **01/08/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<b>ADDENDUM NO 1</b>  THIS ADDENDUM IS ISSUED TO ANSWER QUESTIONS AND PROVIDE CLARIFICATIONS TO THE BID SPECIFICATIONS.  PROPOSAL OPENING DATE REMAINS: 01/08/2008 PROPOSAL OPENING TIME REMAINS: 1:30 PM  ***** END ADDENDUM NO. 1 *****						
0001	1	LS		906-00-00-001		
ENGINEERING STUDY OF DNR FISH HATCHERIES						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

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**RFQ#: DNR90076**  
**Addendum No. 1**

1.) The last sentence on page 1 of the Expression of Interest package references not making contact with any member of the evaluation committee. Could that list be provided so those individual are not contacted?

**A. Vendors are to have no contact with any agency personnel in relation to this solicitation prior to the award of this contract. All correspondence must be submitted to Krista Ferrell in the West Virginia Purchasing Division per the original EOI. In the interest of fair bidding practices, committee members will not be divulged.**

2.) Related to question 1, are there any restrictions to visiting the sites before the RFQ date? This would assume that no one on the evaluation committee is at the site.

**A. Vendors may visit the site by contacting Tom Oldham at 304-637-0245. Vendors will be allowed site access for reference purposes only. Any and all questions must be submitted in accordance with the EOI requirements.**

3.) Under submittal requirements on Page 6, Item B makes reference to "timely manner". Has DNR outlined an acceptable definition for timely manner completion of Phase I?

**A. DNR left the time frame for study up to the consultant. DNR is not familiar with the time required for the study process or with the individual consultants work load. DNR does expect a realistic time frame.**

4.) Does the State require the lead (prime) consultant listed on the proposal to be an in-state firm?

**A. The firm must be a licensed engineer in the State of West Virginia, but is not required to reside in-state.**

5.) Page 7 under Submittal Requirements-Item K asks for a statement of a fairly diverse category, can more specific details be provided on the specific areas of environmental engineering that are being evaluated? We assume this means qualifications related to fish

hatchery effluent, construction, near wetlands, floodplains, etc.  
Please clarify.

**A. Experience related to environmental engineering should relate to hatchery design, sediment and erosion control, effluent treatment, wetlands impact, possible migration for wetland impacts, and any anticipated environmental problems with each project.**

6.) For the Evaluation and Award outlined on Page 14 of Part 4, is the scoring criteria listed strictly for the interview process or for both the proposal and interview?

**A. Item 4 is for the interview and oral presentation of the consultant's proposal. Items 1, 2, and 3 will be evaluated on the written proposal.**

7.) What will be the timing for securing design funds related to any recommendations outlined in the study?

**A. At the present time, DNR has funding available for the study. Once the study is completed and costs are determined, DNR will decide which projects can proceed based on available funding or make a request for additional funding to the Legislature.**