



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

Solicitation

NUMBER
6612C026

PAGE
1

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED
07/31/2012

BID OPENING DATE: 08/08/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ISSUED TO ADDRESS VENDOR QUESTIONS AND CHANGE BID OPENING DATE AND TIME PER THE ATTACHED.						
0001	1	LS		988-88		
	TRIMMING					
***** THIS IS THE END OF RFQ 6612C026 ***** 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'

SOLICITATION NUMBER: 6612C026
Addendum Number: Addendum No. 1

The purpose of this addendum is to modify the solicitation identified as 6612C026 (“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 address vendor questions (see attachment A) and to change bid opening date and time.

From: 08/01/2012 – 1:30 P.M.

To: 08/08/2012 – 1:30 P.M.

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

Tree and Brush Shearing Addendum #1 6612C026

To answer questions posed by vendor:

Question #1: What number of crew members are you looking for? I know in most contracts they generally want a 5 man crew just wanted to confirm this is what you are indeed looking for also.

Response #1: Per Section 11 of the contract specifications, as long as the vendor abides by all state, federal and local environmental laws and regulations, the Division of Highways does not dictate the number of men on a crew, only that the work that is requested shall be completed in a timely fashion according to the directions stated on the Agency Release at the time of need.

Question #2: Are you going to want separate crews for each item or are you anticipating that this will be one crew to handle all of it in all the areas? As long as they have the equipment needed to accomplish the assignment?

Response #2: Per Section 6 and Section 9 of the contract specifications, "Vendors are strongly cautioned that the estimated number of shoulder miles on the bid schedule are approximations only and are only used in the bid evaluation process. Actual shoulder miles will be requested on an Agency Release at the time of need." The estimated number of miles per District on the bid schedules are in no way indicating scheduled assignments in a District.
There are four possible award items, Item 1, 2, 4 and 5. Per Section 9 of the contract specifications, "Qualified vendors who submit a valid low bid will be awarded a contract for those items for which their bid is lowest per district. The State of West Virginia reserves the right to make multiple awards on this contract when it is in the best interest of the State."

Current Bid Opening Date: August 1, 2012 at 1:30 pm

Changed Bid Opening Date: August 8, 2012 at 1:30 pm

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: 6612C026

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 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 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.

Company

Authorized Signature

Date