



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

# Solicitation

NUMBER
6613C017

PAGE
1

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

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF HIGHWAYS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
11/19/2012

BID OPENING DATE: 12/05/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 01		
				ISSUED TO DISTRIBUTE VENDOR QUESTIONS AND AGENCY RESPONSE. BID OPENING DATE AND TIME HAVE BEEN CHANGED PER THE ATTACHED DOCUMENTATION.		
0001	1	EA		665-24		
				ADOPT-A-HIGHWAY ORANGE CANLINERS		
				***** THIS IS THE END OF RFQ 6613C017 ***** 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: 6613C017

Addendum Number: 1

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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:**

Issued to distribute vendor questions and agency response. Bid opening date and time have changed:

From - 11/21/2012 at 1:30 P.M.

To - 12/05/2012 at 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

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 6613C017**

**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 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.

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Company

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Authorized Signature

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Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012

Addendum #1 RFQ#6613C017

To answer questions posed by vendors.

Question #1 Can you supply us with the award pricing and winning vendor from the last bid for the liners listed in the current bid, and the date of the last award or the current pricing and vendor?

Response #1 This is the first open-end contract for this product for the WVDOH. There is no previous award pricing or vendor for an open-end contract for this product.

Question #2 Based on past ordering history, can you tell us, if all the locations listed in the bid actually order the liners, approximately how many cases are ordered at a time by these locations, and about how often are orders placed: weekly, monthly, quarterly or other?

Response #2 Past ordering history is only based on the bi-annual Adopt-A-Highway program. As with this being an open-end contract, WVDOH cannot guarantee that all locations will order the liners during the contract period. Based on previous bi-annual purchases, the estimated quantity on the Pricing Page is a consolidated annual estimated quantity. Again, as with being an open-end contract, how often an order is placed is not pre-determined.

Question #3 Can you please provide me with the current price per unit for the can liners?

Response #3 Please refer to Response #1 above.

Question #4 Are samples required to be submitted with the bid?

Answer #4 Samples are not required as long as the vendor meets all can liner specifications as required in Section 3.1.1 of the specifications.