



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

## Solicitation

NUMBER
COR61601

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 804-558-2544

RFQ COPY  
TYPE NAME/ADDRESS HERE

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DIVISION OF CORRECTIONS  
VARIOUS LOCALES AS INDICATED  
BY ORDER

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DATE PRINTED
11/20/2012

BID OPENING DATE:

12/04/2012

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
SEE ATTACHED PAGES.						
END OF ADDENDUM NO. 1						
0001	1	LS		952-06		
SUBSTANCE ABUSE TREATMENT SERVICES						
***** THIS IS THE END OF RFQ COR61601 ***** 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: COR61601**  
**Addendum Number: 1**

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The purpose of this addendum is to modify the solicitation identified as COR61601 ("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:**

Modify the bid opening date, provide vendor questions and responses, provide revised pricing pages and revise the contract award Section 4 in the specifications.

**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****Questions:**

- Q1: On the estimated annual quantity for 28-Day and long-term residential, is this the number of individuals projected to be placed or the actual number of treatment days?
- A1: The pricing pages have been revised. See attached sheets. The 28-day and long term residential pricing should be a monthly unit price based on an estimated 225 paroled offenders for 28-day and 75 paroled offenders for long term residential services. Please note, this is an estimated annual total, more or less may be utilized by the agency.

**Clarifications:**

1. Section 4 – Contract Award and has been deleted in its entirety from the specifications and replaced with the following revised Section 4 – Contract Award.

**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Desired Services. The Contract shall be awarded to multiple vendors, by region as outlined on the Exhibit A. Vendor may not bill for travel time to and from the jobsite. Estimated quantities are for bidding purposes only, more or less may be required. Vendor(s) that provides the Desired Services meeting the required specifications for the lowest overall total cost per region as shown on the Pricing Pages shall be awarded a contract. Should a vendor win more than one region, those regions will be included and issued under one contract.

**4.2 Pricing Pages:** Vendor should complete the Pricing Pages by indicating cost of 1) clinical evaluation per paroled offender; 2) monthly unit price for 28-day residential treatment services based on an estimated annual number of paroled offenders; and 3) monthly unit price for additional and/or long-term treatment services based on an estimated annual number of paroled offenders. 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 Desired Services 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.

Notwithstanding the foregoing, the Purchasing Division may correct errors at its discretion.

2. Revised pricing pages attached.
3. The bid opening has moved from November 29, 2012 to December 4, 2012. The bid opening time remains at 1:30 pm.

**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**NORTHEAST REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

GRAND TOTAL  
for Northeast Region

**Bidder/Vendor Information:**

Name:

Address:

Phone No.:

Fax No.:

Email Address:

Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**NORTH CENTRAL REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

GRAND TOTAL  
for North Central Region

<b>Bidder/Vendor Information:</b>
Name:
Address:
Phone No.:
Fax No.:
Email Address:
Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**NORTHWEST REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

GRAND TOTAL  
for Northwest Region

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<b>Bidder/Vendor Information:</b>
Name:
Address:
Phone No.:
Fax No.:
Email Address:
Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**SOUTHEAST REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

GRAND TOTAL  
for Southeast Region

<b>Bidder/Vendor Information:</b>
Name:
Address:
Phone No.:
Fax No.:
Email Address:
Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**SOUTH CENTRAL REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**+	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

**GRAND TOTAL**  
for South Central Region \_\_\_\_\_

**Bidder/Vendor Information:**

Name:

Address:

Phone No.:

Fax No.:

Email Address:

Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**COR61601 - Substance Abuse Evaluation and Residential Treatment Services**

**SOUTHWEST REGION**

Item #	Description	Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
1	Clinical Evaluation	Each	225		
2	28-Day Residential Treatment Services**	Monthly	12		
3	Long Term Residential Treatment Services***	Monthly	12		

GRAND TOTAL  
for Southwest Region

<b>Bidder/Vendor Information:</b>
Name:
Address:
Phone No.:
Fax No.:
Email Address:
Authorized Signature:

\* Estimated quantities are for bidding purposes only. More or less may be utilized by the Agency.

\*\* Monthly unit price for 28-day Residential Treatment Services based on an estimated annual quantity of 225 paroled offenders

\*\*\* Monthly unit price for long Term Residential Treatment Services based on an estimated annual quantity of 75 paroled offenders

**Failure to use this form may result in disqualification**

Revised 11/26/12

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**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: COR61601**

**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.

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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