



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

# Solicitation

NUMBER
DCH13057

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
CONNIE OSWALD 304-558-2157

RFQ COPY  
 TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

DIVISION OF CULTURE & HISTORY  
 CULTURAL CENTER  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0300 558-0220

S  
H  
I  
P  
T  
O

DATE PRINTED
03/27/2013

BID OPENING DATE: 04/18/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1.				TO MOVE THE VENDOR QUESTION DEADLINE FROM: MARCH 28, 2013; TO: APRIL 2, 2013.		
2.				TO PROVIDE EXHIBIT A, B & C BID FORMS. THESE FORMS ARE ALSO LOCATED IN THE PROJECT MANUAL.		
3.				TO PROVIDE THE MANDATORY PRE-BID SIGN IN SHEETS.		
4.				TO PROVIDE THE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.		
END OF ADDENDUM NO. 1						

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: DCH13057

Addendum Number: 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:**

1. To provide Exhibit A, B & C Bid Forms. These forms are also located in the project manual.
2. To provide Mandatory Pre-Bid Sign-In Sheets.
3. To move the Vendor Question Deadline to April 2, 2013.
4. To provide Addendum Acknowledgment.

**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

**EXHIBIT "A"**  
**DCH13057 - BID FORM and Contractor's Bid Form**

004

**THE PROJECT AND THE PARTIES**

**1.1. TO:**

**1.1.1. Owner**

Randall Reid-Smith, Commissioner  
West Virginia Division of Culture and History  
The Culture Center  
State Capitol Complex  
1900 Kanawha Boulevard East  
Charleston, WV 25305

**1.2. FOR:**

**1.2.1. Culture Center**

State Project Number: DCH13057  
Enhancement of Waterproofing System

**1.3. DATE:** \_\_\_\_\_

**1.4. SUBMITTED BY:**

**1.4.1. Bidder's Full Name** \_\_\_\_\_

**1.4.1.1. Address:** \_\_\_\_\_

**1.4.1.2. City, State, Zip:** \_\_\_\_\_

**1.5. OFFER:**

**1.5.1.** Having examined the Place of The Work and all matters referred to in the Instructions to Bidders, the Contract Documents prepared by CTL Engineering, Inc. and the State of WV Terms and Conditions for the above project, we the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

**1.5.2. Exhibit "B" Contractors Bid Form:**

\_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_), in lawful money of the United States of America.

**1.5.3. Exhibit "C" Add/Deduct Alternate #1 Bid Form:**

\_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_), in lawful money of the United States of America.

**1.5.4.** We have included the required security deposit as required by the Instructions to Bidders.

**1.5.4.1.** Bid Bond is included.

**1.5.4.2.** Bid includes the following:

**EXHIBIT "A"**  
**DCH13057 - BID FORM and Contractor's Bid Form**

- 1.5.4.2.1. West Virginia Contractors License #
- 1.5.4.2.2. Drug Free Workplace Affidavit
- 1.5.4.2.3. Purchasing Affidavit
- 1.5.4.2.4. All applicable federal taxes and State of West Virginia are included in the Bid Sum.

**1.6. ACCEPTANCE:**

- 1.6.1. This Offer shall be open to acceptance and is irrevocable for \_\_\_\_\_ days from the bid closing date.

**1.7. CONTRACT TIME**

- 1.7.1. If this Bid is accepted we will:
- 1.7.2. Complete the Work in \_\_\_\_\_ Calendar Days from the Notice to Proceed.

**1.8. LIQUIDATED DAMAGES**

- 1.8.1. The Contractor agrees to pay Liquidated Damages in accordance with Item 12 of the State of West Virginia's Terms and Conditions and the Invitation to Bid.

**1.9. CHANGES TO THE WORK**

- 1.9.1. See Section 00 7300 Supplementary Conditions, Article 7.3 in the Project Manual.
- 1.9.2. When Architect establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:
  - 1.9.2.1. \_\_\_\_\_ percent overhead and profit on the net cost of our own work.
  - 1.9.2.2. \_\_\_\_\_ percent on the cost of work done by any Subcontractor.
- 1.9.3. On work deleted from the Contract, our credit to Owner shall be Architect-approved net cost plus \_\_\_\_\_ of the overhead and profit percentage noted above.

**1.10. ADDENDA**

- 1.10.1. The enclosed Addendum Acknowledgement has been fully executed and enclosed with the bid. The Modifications to the Bid Documents have been considered and all costs are included in the Bid Sum.

**1.11. CONTRACTORS' LICENSE**

- 1.11.1. West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in this State must be duly licensed. The West Virginia Contractors Board is empowered to issue the contractors' license. Application for a Contractors' License may be made by contracting the West Virginia Division of Labor, Building 6, Room B749, State Capitol Complex, Charleston, West Virginia, 25305. Telephone: (304) 558-7890. West Virginia Code 21-11-2 requires any prospective Bidder to include the contractors'

**EXHIBIT "A"**  
**DCH13057 - BID FORM and Contractor's Bid Form**

license number on their Bid. The Successful Bidder will be required to furnish a copy of their Contractor's License prior to issuance of a Purchase Order/Contact

**1.12. BID FORM SIGNATURE(S)**

The Corporate Seal of:

\_\_\_\_\_  
(Bidder- Print the full name of your firm)

was hereunto affixed in the presence of:

\_\_\_\_\_  
(Authorized signing officer, Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer, Title)

**1.13. If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.**

**1.14. Attached- EXHIBIT "B", Contractors Bid Form.**

**1.15. Attached- EXHIBIT "C", Add-Deduct Alternate #1 Bid Form.**

**END OF BID FORM**

DCH-13057 - Add / Deduct Alternate #1 Bid Form

Item #	Quantity	Description	Unit Price	Amount
1	1 lf	General excavation; remove, replace, and compact soil lf of wall.		
2	1 lf	Linear feet of exterior wall waterproofing per specifications and drawings including the following : liquid membrane, waterproofing membrane, angle reinforcement, protection board, 1" terminations bar, jointing mastic, backer rod, sealant, fleece fabric reinforcement, liquid polyurethane, flashing, #57 stone, Mirafi 140n filter cloth, exterior waterproofing primer, 4" PVC fdn. drain pipe, & etc.		
3	1 lf	Remove existing 8 inch VC exterior drain pipe along wall and replace the pipe with Schedule 40 PVC including Fernco 10288 connectors.		
		<b>TOTAL&gt;&gt;&gt;&gt;&gt;</b>		

The quantities listed above are approximate; the Contractor is responsible for verification of all contract quantities.

# SIGN IN SHEET

Page \_\_\_\_ of \_\_\_\_

Request for Proposal No. \_\_\_\_\_

PLEASE PRINT

Date: \_\_\_\_\_

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Brooalexq</u>	<u>405 Maxwell St.</u>	PHONE <u>304-720-1922</u>
Rep: <u>Frank Rhinehart</u>	<u>Charleston, WV 25311</u>	TOLL FREE
Email Address: <u>frank@brooalexq.com</u>		FAX <u>304-720-1100</u>
Company: <u>Oval Construction</u>		PHONE <u>304-840-4200</u>
Rep: <u>Brandon Copeland</u>		TOLL FREE
Email Address: <u>jcarney@ovalconstruction.com</u>		FAX
Company: <u>Brooalexq LLC</u>	<u>405 Maxwell St.</u>	PHONE <u>304-720-1922</u>
Rep: <u>Joseph Brooks</u>	<u>Charleston, WV 25311</u>	TOLL FREE
Email Address: <u>joe@brooalexq.com</u>		FAX <u>304-720-1908</u>
Company: <u>Danhill Construction Company</u>	<u>P.O. Box 685</u>	PHONE <u>304-632-1600</u>
Rep: <u>Chris Dozier</u>	<u>Canby Bridge, W.V.</u>	TOLL FREE
Email Address: <u>Cdozier33@yahoo.com</u>	<u>25085</u>	FAX <u>304-632-1501</u>
Company: <u>CTL Engineering</u>	<u>510 C Street</u>	PHONE <u>304-746-1140</u>
Rep: <u>DAVID E Moore</u>	<u>S. Charleston 25314</u>	TOLL FREE
Email Address: <u>dmoore@CTLENG.COM</u>	<u>25303</u>	FAX



# SIGN IN SHEET

Page \_\_\_\_ of \_\_\_\_

**Request for Proposal No.**

PLEASE PRINT

Date: \_\_\_\_\_

**\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD**

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>WV Division of Culture &amp; History</u>	<u>1900 Kanawha Blvd E</u>	PHONE <u>304-558-0220</u>
Rep: <u>Heather Jenkins</u>	<u>Charleston WV 25305</u>	TOLL FREE
Email Address: <u>heather.j.jenkins@wv.gov</u>		FAX <u>304-558-2779</u>
Company: <u>WV DIVISION OF CULTURE &amp; HISTORY</u>	<u>1900 KANAWHA BLVD E</u>	PHONE <u>304-558-0220</u>
Rep: <u>MARK LYNCH</u>	<u>CHARLESTON, WV 25305</u>	TOLL FREE
Email Address: <u>MARK.W.LYNCH@WV.GOV</u>		FAX <u>304-558-2779</u>
Company: <u>DOA Purchasing Div.</u>	<u>2019 Washington St. E.</u>	PHONE <u>304-558-2157</u>
Rep: <u>Connie Oswald</u>	<u>Charleston WV</u>	TOLL FREE
Email Address: <u>Connie.S.Oswald@wv.gov</u>		FAX <u>304-558-3970</u>
Company: <u>WV Division of Culture &amp; History</u>	<u>1800 Kanawha Blvd E</u>	PHONE <u>304-558-0220</u>
Rep: <u>Dempsey Dickson</u>	<u>Charleston WV 25305</u>	TOLL FREE
Email Address: <u>Dempsey.Dickson@wv.gov</u>		FAX
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL FREE _____
Email Address: _____	_____	FAX _____

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** DCH13057

**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.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

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