



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

Solicitation

NUMBER
DNR213005

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF NATURAL RESOURCES
 PARKS & RECREATION SECTION
 324 4TH AVENUE
 SOUTH CHARLESTON, WV
 25303-1228 304-558-3397

DATE PRINTED
08/30/2012

BID OPENING DATE: 09/06/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED DOCUMENTATION.		
0001	1	LS		906-00-00-001		
				ARCHITECTURAL/ENGINEERING BEECH FORK LODGE		
				***** THIS IS THE END OF RFQ DNR213005 ***** 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: DNR213005

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:

To provide the attached technical questions & answers.

Provide attachment 2 that was omitted from the original solicitation in error.

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.: DNR213005

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

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

Beech Fork Lodge Construction

Addendum # 1 - Expression of Interest – RFQ # DNR 213005

August 29, 2012

The purpose of Addendum # 1 is to answer the following technical questions received.

Question 1:

"Our firm is preparing an EOI for Architectural/Engineering Services for the Beech Fork Lodge in Wayne County, WV. Regarding the RFQ, we wanted to inquire about 'Attachment 2' referenced on Page 8, item 4.1. We did not find this attachment within the packet that we received. Can you forward this item to us?"

Answer: Yes. See attachment

Question 2:

"Also, there is information referenced on Page 8, item 4.2 regarding project needs, objectives and budget. We did not find any information within the RFQ regarding program or budget (other than Page 7, items 1 and 2). Can you forward this information to us as well?"

Answer: The program is outlined in attachment # 2. No budget information will be provided at this time.

Question 3:

"Please also attach any Addenda that have been issued to date, and include us as recipients for any future Addenda for this RFQ"

Answer: To date, addendum # 1 is the most recent one issued.

Question 4:

"Do you need actual experience in the Outgrant License process or can you demonstrate that you have experience related to the steps inherent in that process?"

Answer: Experience with all related steps will be accepted.

Question 5:

"Can you provide more specifics surrounding waste water treatment needs? What type system will be required; will you tie into an existing central system or need a site specific package treatment system?"

Answer: The type of treatment system is to be determined.

Question 6:

"EOI section 3 – Qualifications and Experience. This section requires 'copies of any staff certifications or degrees...' Is the intent that we will include copies of college degrees, professional certifications, etc.?"

Answer: Yes, also include WV professional registrations.

Question 7:

"EOI Section 4 - Project and Goals" 4.1 Notes 'Attachment 2' which was not included. Can we get a copy of this attachment (COE Outgrant License Process)?"

Answer: Yes. See attachment.

Question 8:

"EOI Section 5 – Oral Presentations. 'Vendors may not alter or add to their submitted proposal, but only clarify information'. Please clarify."

Answer: No clarification is necessary.

ATTACHMENT #2

**Beech Fork Lake
Lodge Proposal (Twin Coves/Stowers Branch)
COE Outgrant Licensing Process (anticipated steps)**

1. Conceptual Review

Intended to identify any potential "show stoppers" that would eliminate further consideration of the proposal. This early review step does not grant the applicant any rights or guarantees, but is intended to save the applicant time and money if the proposal is not deemed feasible.

2. Market Study (ER 1130-2-550 Appendix C)

Used to determine demand and generally consists of 3 parts:

- 1) Inventory of existing recreational supply. (based on elements of the proposal, a lake carrying capacity study may be appropriate during this step)
- 2) Recreational demand analysis.
- 3) Comparison of 1 and 2 to determine if the type and amount of recreational facilities being proposed are needed now or in the future.

3. Feasibility Study (ER 1130-2-550 Appendix D)

Used to demonstrate the economic viability of a proposed development.

Can the entity make a reasonable return of profit, on a yearly basis, for the proposed recreational development? Does the finance plan comply with COE policy?

The intent of this study is to help ensure the COE is not left with the remnants/impacts of a failed venture. The study also provides the COE reasonable assurance that the financial plan for implementation, maintenance, and operation of the proposed development is in compliance with pertinent COE policy and regulations.

Next Steps

Based on the results of the Market and Feasibility Study the applicant may wish to re-evaluate their proposed programming and conceptual plan. Any significant changes in programming or planning should be re-submitted to the COE for conceptual review.

Following COE review of the market and feasibility studies, the applicant may choose to develop detailed designs and construction drawings. To aid these efforts, the applicant typically has a field survey prepared and performs geotechnical site investigations.

- Field Survey- Applicant should notify COE prior to beginning on-site surveying.
- Geotechnical Investigation- Used to assess geologic properties for construction purposes. Prior to performing on-site geotechnical work the applicant must complete archeological investigations in areas scheduled for earthwork disturbance. An Archeological Resources Protection Act (ARPA) permit from the COE must be obtained in order to conduct these on-site archeological investigations.

4. ARPA Permit

An ARPA permit allows qualified individuals to conduct archaeological resource surveys on Federal property. The COE issues ARPA permits to applicants with qualified individuals to perform the surveys, or directly to qualified individuals working on behalf of the applicant.

Federal agencies that manage land are responsible for the care and protection of archaeological resources on Federal lands. All archaeological resources surveys undertaken on Federal lands must be conducted under a permit.

5. Licensing for Geotechnical Investigations

The applicant must obtain a license from the COE (RE) to perform geotechnical site work. This work usually entails minor clearing for access road construction, test pit digging, and core borings. In order to meet NEPA requirements, an environmental evaluation of the proposal is needed. The evaluation is performed and documented by the COE (PD) and typically results in the following determination.

NEPA COMPLIANCE DETERMINATION: The proposed action is considered categorically excluded from National Environmental Policy Act documentation per implementing regulations in USACE ER 200-2-2 paragraph 9.h.1 which reads, "Real estate grants for rights-of-way which involve only minor disturbances to earth, air, or water: (1) Minor access roads, streets and boat ramps".

If the geotechnical site work is anticipated to produce a substantial impact to a resource, an EA may be required to better assess and document those impacts.

The following items may be required from the applicant as part of their license application to perform geotechnical work, and for the consideration of such work under NEPA:

- 1) geotechnical boring plan and specifications
- 2) archeological investigations (ARPA permit required)
- 3) timber appraisal
- 4) consultation with US Fish & Wildlife Service (Federal T&E species)
- 5) wetland delineations
- 6) jurisdictional water/stream determinations
- 7) NPDES permit from State (for erosion and sediment control)
- 8) Section 401/404 (for filling in US waters)

Geotechnical work (boring hole layouts, methods, specifications, testing) should meet all applicable industry standards as required by the State and/or County. Once a license is issued, the applicant is allowed to proceed with proposed geotechnical site work per the conditions of the license.