



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

Solicitation

NUMBER
EDD374797

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
CONNIE HILL 804-558-2157

RFQ COPY
 TYPE NAME/ADDRESS HERE

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DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED
07/09/2012

BID OPENING DATE: 07/25/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM ISSUED TO PROVIDE THE FOLLOWING:						
1. MOVE BID OPENING DATE FROM: JULY 12, 2012 TO: JULY 25, 2012 BID OPENING TIME: 1:30 PM - SAME LOCATION						
2. TO PROVIDE ANSWERS TO QUESTIONS RECEIVED.						
3. TO PROVIDE MANDATORY PRE-BID SIGN-IN SHEETS.						
3. TO PROVIDE CHANGES TO SPECIFICATIONS.						
4. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED AND SHOULD BE RETURNED WITH YOUR BID. FAILURE TO RETURN ACKNOWLEDGEMENT MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: EDD374797
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 answers to questions received; to change the bid opening date to July 25, 2012 at 1:30 pm (same location); to provide mandatory pre-bid sign in sheets; to provide changes to 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

RESPONSES TO VENDOR QUESTIONS
EDD374797

- 1. What are the options for waste material disposal?**
Vendor shall not leave any waste materials but shall be responsible for appropriate disposal. Any associated costs due to disposal, must be included in the vendor's bid.
- 2. Will this contract be considered to be exempt from tax?**
The State of West Virginia, the State Board of Education, and the West Virginia State Department of Education (who owns the Cedar Lakes Conference Center) are exempt from all West Virginia taxes. Subject to any specific law to the contrary, the project shall be considered to be exempt from tax.
- 3. Is any sprinkler system work to be included in this RFQ?**
No, it is the understanding of the facility, that due to the size of the project, there are no sprinkler system requirements needed for this project.
- 4. How will the use needs of the facility affect the construction site and/or time period for completion of the project?**
Once construction starts the contractor will have continuous access to the assembly hall without interruptions until the project is completed.
- 5. What is the intent of the facility for the interior of the Assembly Hall ceiling?**
In order to regulate the interior temperature and to minimize the loads on the HVAC systems, it is the intent to add insulation on the face of the existing ceiling and then cover the insulation with a new drywall ceiling, per the specifications of the RFQ.
- 6. Are subcontractors permitted to bid on this project?**
It is the intent that this is a prime bidder contract. Sub-contractors may only participate if partnering with a prime or general contractor.
- 7. How will blackout dates, or dates the facility is deemed to be unavailable, affect the contract?**
See question number 4 above.
- 8. Is the weight limit known on the bridge?**
Although the bridge has recently passed inspection by the State highway department, it is not rated with a weight limit.
- 9. Has the presence of asbestos ever been established in the Assembly Hall? If not, how will the discovery of asbestos affect this project?**

There is no known presence of asbestos in the Assembly Hall. If any would be subsequently discovered, it would most likely be addressed via a change order, likely extending both the cost and time of the project.

10. Who has jurisdiction over any project inspections, including those relating to gas utilities?

Inspections for all work performed under this RFQ will be conducted by both the Architects responsible for managing the project, and the on-site clerk of the works, designated by the facility.

11. What are the requirements relating to safety marking and site restriction?

The facility will have its staff define, sign, and restrict access to the areas involved in the renovation/construction.

12. What items involved in this project will be retained by the facility?

At this time, the facility will retain the following from the Assembly Hall: all doors, windows, interior light fixtures, and HVAC equipment. Please take care during demolition not to damage these items. Contact the clerk of the works for removal of these items from the construction area.

13. Are vendors allowed to revisit the site after the mandatory bid meeting?

Vendors may visit the camp as it is a public facility. However, they may not ask any questions of the staff regarding the project. All questions must be forwarded to the buyer who will then issue an addendum with the response from the State.

14. What is to be done with the three trees and one stump on either side of the Assembly Hall?

It is anticipated that the three trees and one stump will be removed during the project. Once, down, the logs selected by the clerk of the works will be removed by the facility staff. All other traces of the trees (limbs, brush, stumps, etc.) will be disposed of by the vendor. Any associated costs due to disposal, must be included in the vendor's bid. The tree stumps are to be removed per the specifications in the Project Manual. It is preferred that the trees remain standing until the space they occupy is required to be cleared.

15. What are the specifications of the water lines the renovations are to be tied into?

A ring of Southern Jackson County Public Service District water lines encircle the main lake. Otherwise, there is a 2" line throughout the campus which is non-potable water fed by the impoundments on the grounds of the facility. The correct specifications and locations are either in the current drawings, or will be amended to the drawings via addendum.

16. What are the intended plans for windows in the Assembly Hall after renovation?
It is intended that the large windows currently in the building are to be replaced with a more common sized window. Any surrounding needed to enclose the new windows is required to be masonry, consistent with the specifications from the Project Manual.
17. What is the intent of the facility for the interior of the Assembly Hall walls?
As renovations occur to each of the walls, it is intended that the current finish of paneling be replaced with drywall. Walls not being affected until the second phase and shall remain in their current condition until that specific construction occurs and they are then replaced with drywall.
18. Are there any exceptions (i.e. below a certain dollar threshold) to the 24 hour rule, regarding the listing of subcontractors?
NO
19. Can you provide more information on the scheduling requirements of the project?
See question number 4 above.
20. Is it possible to quantify the number of times in which the Assembly Hall will not be accessible?
See question number 4 above. If the project does not commence until October, the schedule is freed up significantly.
21. How will costs be handled for phase 2/alternate bid?
Depending on the bids received it may be possible to begin and proceed with phase 2/alternate bid. If bids exceed the amount of funds available the alternate bid will be rebid when additional funds are allocated.
22. How will the second phase/alternate bid be submitted?
See questions number 21 above.
23. During the pre-bid meeting, Mr. Ron Grimes state that there would be various times during the project that the contractor would not be able to work due to scheduled events at the Assembly Hall, and that the contractor would have to remove tools and materials and clean the Assembly Hall in preparation of these scheduled events. He speculated that some of these occurrences might be just a day or two he also speculated that there might be occasions that the contractor would not be able to work for a week or more. Please address this topic in Addendum 1, to take the guess work out of things it would be my suggestions that any days the contractor were asked not to work would simply be added to the construction schedule, and any costs incurred to temporarily vacate the building would also be added to the construction contract by change order. This

seems to me to be the most fair approach to both parties. Otherwise you will just have a bunch of speculation and thus bids will be unnecessarily inflated.

See question number 4 above.

24. Mr. Grimes indicated that because of the funding and the timing of that funding, the bid alternate may not be awarded until the end of the year or even January 2013. That being said, how long are we required to honor our price for this bid alternate?

See question 21 above.

25. At the pre-bid meeting I asked if there were a DBE goal and no one seemed to know. Please indicate in Addendum 1 whether or not there is a DBE goal for this project.

There is no DBE goals mentioned in this RFQ.

26. At the pre-bid meeting I asked if the project were exempt from state sales tax.

See question 2 above.



June 25, 2012

ADDENDUM NO. 1

RE: Renovations To The Assembly Hall
Cedar Lakes Conference Center
Ripley, West Virginia
Architect's Project No. 1125

TO: Prospective Bidders

FROM: ZMM, Inc. Architects and Engineers

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents.

ATTACH THIS ADDENDUM TO THE FRONT COVER OF THE PROJECT MANUAL AND ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE BID FORM.

PART 1 - CHANGES TO SPECIFICATIONS:

- A. REPLACE Bid Form dated 05/24/12 with replacement Bid Form dated 06/25/12 as attached to this Addendum.
- B. Section 01230 – Alternates – DELETE references to Alternate Nos. 2 and 3 in Part 3 of this Section. Retain Alternate No. 1.
- C. ADD section 01270 – Unit Prices dated 06/25/12 as attached to this Addendum.

END OF ADDENDUM

Attachments: Bid Form dated 06/25/12 2 pages
 Section 01270 1 page

BID FORM

Dated: _____
(Bidder to insert date bid submitted)

SUBMITTED BY:

_____ (hereinafter called "Bidder")

West Virginia Contractor's License Number: WV _____

SUBMITTED TO:

State of West Virginia
Finance and Administration
Purchasing Division

The Bidder, being familiar with local conditions affecting the cost of the Work and the Contract Documents, including Instructions to Bidders, Bid Form, General Conditions, Drawings, Specifications, and any Addenda or Clarifications issued, hereby propose to furnish all labor, tools, taxes, transportation and expendable equipment necessary for the satisfactory and complete construction of

**RENOVATIONS TO ASSEMBLY HALL
CEDAR LAKES CONFERENCE CENTER
RIPLEY, JACKSON COUNTY, WEST VIRGINIA**

in every detail and ready for operation, all in full accordance with, and in conformity to, the Contract Documents, for the stipulated sums as follows:

BASE BID

For the sum of: _____
_____ (\$ _____).

ALTERNATES:

The stated Base Bid is subject to the following additions or deductions for Alternates which the Owner may select. ('Provide' means 'furnish and install.' Include in bids below all related coordination and modification requirements associated with the Work of each Alternate.)

Alternate No. 1 – To construct additional areas for Assembly Hall and Storage to completion as indicated on Drawings and as specified.

ADD the sum of: _____
_____ \$ _____.

Submitted by: _____
(Firm Name)

UNIT PRICES:

The contract sum shall be subject to the following Unit Prices for the work designated for each Unit Price. These Unit Prices include all materials, shipping, installation, tax, and contractor markup. Unit Prices may be stipulated in figures only.

Unit Price No. 1

For Selective Masonry Painting: ADD \$ _____/SF

If awarded contract on Base Bid, I (we) agree to perform the work to completion and ready for occupancy and use no later than _____ (Bidder to propose completion date).

If awarded contract on Base Bid PLUS Alternate No. 1, I (we) agree to perform the work to completion and ready for occupancy and use no later than _____ (Bidder to propose completion date).

The Bidder certifies that this bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this bid with any other bidder or with any competitor. The Bidder agrees that the Owner reserves the right to reject any or all bids, and to waive any formalities in the bidding. The Bidder agrees that this bid shall be good and may not be withdrawn for a period of 60 days.

The Bidder acknowledges receipt of the following Addenda: (Please list by number and date.)

SIGNATURE OF BIDDER:

Firm: _____ By: _____

Address: _____ Title: _____

Address: _____ Phone: _____

Tax Cert. #: _____

END OF BID FORM

SECTION 01270 - UNIT PRICES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for unit prices.
- B. Related Requirements:
 - 1. Section 01101 – General Requirements Part 2 "Contract Modification Procedures" for procedures for submitting and handling Change Orders.

1.2 DEFINITIONS

- A. Unit price is an amount incorporated in the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

1.3 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF UNIT PRICES

- A. Unit Price No. 1 – Selective Masonry Painting, reference Section 09911 – Exterior Painting:
 - 1. Clean and paint existing concrete masonry as indicated on Drawings and as specified. Paint color as selected by Architect.
 - 2. Unit of Measurement: Square Foot of surface area.

END OF SECTION

PRE-BID CONFERENCE
SIGN IN SHEET

Request of Proposal/Quotation No: EDD374797

Date: Monday, June 18, 2012

FIRM & REPRESENTATIVE NAME

MAILING ADDRESS

TELEPHONE, FAX & E-MAIL

- | | | |
|--|---|--|
| 1. <u>Karen Potts</u> | <u>5059 Tracefork Rd</u>
<u>Sandyville WV 25275</u> | T: <u>304-372-2461</u>
F: <u>304-372-7881</u>
E: <u>KPotts@access.k12.wv.us</u> |
| 2. <u>Paul Collins</u> | <u>Ripley WV</u> | T: <u>304 372-2869</u>
F: _____
E: _____ |
| 3. <u>Stewart Construction</u>
<u>Tom Kennedy</u> | <u>P.O. Box 8706</u>
<u>S. Cannestown, WV 25303</u> | T: <u>304-546-7207</u>
F: <u>304-205-1449</u>
E: <u>chris.kennedy@suddenlink.net</u> |
| 4. <u>CERTIFIED MECHANICAL</u>
<u>Doug Hart</u> | <u>116350 CANAANVILLE RD</u>
<u>ATHENS, OHIO 46701</u> | T: <u>740-592-4530</u>
F: <u>740-592-3000</u>
E: _____ |
| 5. <u>Paramount Builders</u>
<u>Chris Shaw</u> | <u>501 6TH AVE</u>
<u>St. Albans W 25177</u> | T: <u>304-727-2770</u>
F: <u>304-727-0302</u>
E: <u>cshaw@paramountwv.com</u> |
| 6. <u>Kathy Carney</u>
<u>Oral Construction</u> | <u>P.O. Box 401</u>
<u>Charleston, WV</u>
<u>25302</u> | T: <u>304.347.8820</u>
F: _____
E: <u>jcarney@oralconstructionco</u> |
| 7. <u>TIM COFFMAN</u>
<u>PHOENIX ASSOCIATES</u> | <u>501 EAST STREET</u>
<u>PARKERSBURG, WV</u>
<u>26101</u> | T: <u>304.485.3255</u>
F: <u>304.485.3261</u>
E: <u>timphoenix@wirefire.com</u> |
| 8. <u>Steve Cook</u>
<u>Zmm Inc</u> | <u>BLAIR LEE</u>
<u>ALLEGHENY RESTORATION</u>
<u>MORGANTOWN, WV 26507</u> | T: <u>304 594 2570</u>
F: <u>304 594 4610</u>
E: <u>BLAIR@allegHENYRestoration.com</u> |
| 9. <u>NATHAN SPENCER</u>
<u>ZMM</u> | _____ | T: _____
F: _____
E: _____ |

PRE-BID CONFERENCE
SIGN IN SHEET

Request of Proposal/Quotation No:

EDD374797

Date: Monday, June 18, 2012

FIRM & REPRESENTATIVE NAME

MAILING ADDRESS

TELEPHONE, FAX & E-MAIL

1. J. Ann Adkins
WVDE

T: _____
F: _____
E: _____

2. Shamblin Const. Inc.
Ralph Shamblin
Daniel Shamblin

792 Call Road
Charleston WV 25312

T: 304 984 1948
F: 304 984 2303
E: Shamblin Const2@aol.com

3. Riffle Contracting
Jason Riffle

po box 418
Dellston, WV 26031

T: 304-685-4722
F: 904-241-685-4722
E: Rifflecontracting@gmail.com

4. Ron Gunn
WVDE - Cedar Key

T: _____
F: _____
E: _____

5. _____

T: _____
F: _____
E: _____

6. _____

T: _____
F: _____
E: _____

7. _____

T: _____
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E: _____

8. _____

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F: _____
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9. _____

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F: _____
E: _____

Please print or write legibly. The fax number is essential to contact the attendees in a timely manner.

Pg 3 of 3

RENOVATIONS TO THE ASSEMBLY HALL
CEDAR LAKES CONFERENCE CENTER #1125
PRE-BID MEETING SIGN-IN SHEET
JUNE 18, 2012 - 10:00 AM

PLEASE PRINT

NAME: Mike Mace

FIRM: Danhill Consty. Co.

ADDRESS: P.O. Box 685
Crawley Bridge, WV 25085

PHONE: 304-632-1600 FAX: 304-632-1501

E-MAIL: Michaelmace2012@yahoo.com

NAME: BLAIR LEE

FIRM: ALLEGHENY RESTORATION # BLD

ADDRESS: P.O. BOX 18032
MORGANTOWN, WV 26507

PHONE: 304-594-2570 FAX: 594-2910

E-MAIL: Blair@AllegHENYRestoration.com

NAME: _____

FIRM: _____

ADDRESS: _____

PHONE: _____ FAX: _____

E-MAIL: _____

NAME: _____

FIRM: _____

ADDRESS: _____

PHONE: _____ FAX: _____

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PHONE: _____ FAX: _____

E-MAIL: _____

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: EDD374797

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