



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

Solicitation

NUMBER
HOP13070

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

VENDOR	RFQ COPY
	TYPE NAME/ADDRESS HERE

SHIP TO	HEALTH AND HUMAN RESOURCES HOPEMONT HOSPITAL CENTRAL RECEIVING 150 HOPEMONT DRIVE TERRA ALTA, WV 26764-7728 304-789-2411
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DATE PRINTED
09/17/2012

BID OPENING DATE: 09/20/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. QUESTIONS AND ANSWERS ARE ATTACHED.						
2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. 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						
0001	1,500	HR		964-65		
	REGISTERED NURSES					

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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HEALTH AND HUMAN RESOURCES
 HOPEMONT HOSPITAL
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0002	1,500	HR		964-65		
LICENSED PRACTICAL NURSES TO PROVIDE NURSING STAFFING SERVICES (REGISTERED NURSES (RN'S) AND LICENSED PRACTICAL NURSES (LPN'S)) FOR HOPEMONT HOSPITAL. THIS WILL BE A PROGRESS AWARD CONTRACT WITH MULTIPLE VENDORS. AWARD WILL BE MADE FROM LOW BID TO HIGH AND USAGE WILL BE IN THE SAME MANNER. IF THE LOW BID, CAN NOT PROVIDE THE NEEDS OF THE REQUESTER AT THE REQUIRED TIME, THE SECOND LOW BID WILL BE CONTACTED AND THEN THE NEXT LOW BID, ETC. ***** THIS IS THE END OF RFQ HOP13070 ***** 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: HOP13070
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as HOP13070 ("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: See attached

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 and answers are attached.

Addendum #1

HOP13070

Question: Who covers the expense of the physical, could the hospital do the physical?

Answer: Section 3.1.1.7 states: Vendor shall provide the Agency with information on each staff according to state and federal standards, including application and skills checklist: CPR certification, references, confidentiality agreement: and other requested documents such as current physical examination, Immunization records, negative 9 panel drug screening and licensure conformation. Therefore according to state and federal standards it is mandatory that each Staff provided by their employment agency has to have a physical before they can be considered. Hopemont will not be providing physicals.

Question: What is the charge on an average for a physical at this time?

Answer: The average varies with the different areas.

Question: I Have visited the site referred to and do not see prevailing wages for nurses. Is there another source for wages?

Answer: Contact Division of Labor or visit their website at http://www.wvlabor.com/newwebsite/Pages/Wage_Hour_prevaling_wages.html

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: HOP13070

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