



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

Solicitation

NUMBER
6614C033

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
CRYSTAL RINK 304-558-2402

RFQ COPY

TYPE NAME/ADDRESS HERE

V
E
N
D
O
R

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

S
H
I
P
T
O

DATE PRINTED
04/29/2014

BID OPENING DATE: 05/07/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
THIS ADDENDUM HAS BEEN ISSUED TO MODIFY THE ORIGINAL SOLICITATION PER THE ATTACHED DOCUMENTATION.						
0001	1	MN	990-67	OPERATION OF STATEWIDE COURTESY PATROL PROGRAM		
***** THIS IS THE END OF RFQ 6614C033 ***** 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: 6614C033

Addendum Number: 1

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 answers to vendor questions

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

**6614C033 – COURTESY PATROL RFQ
ADDENDUM NO. 1
VENDOR QUESTIONS AND RESPONSES**

Vendor Question:

On page 4 regarding the submittal instructions, is the vendor only to supply one technical proposal response and one cost proposal response in a sealed envelope?

State Response:

Since this is an RFQ, the technical and cost will be submitted in one envelope and will be opened at the same time.

Vendor Question:

Under the Prevailing Wage requirement on page 11 of the Solicitation, what classification would the Courtesy Patrol drivers fall under?

State Response:

There is no intent to pay Prevailing Wages under this solicitation. The contract specifications Item (3.3.2) states: "Each TANF/public aid or assistance recipient hired as staff by the successful vendor shall be compensated (at a minimum) the Federal Minimum Wage Rate for a minimum of 32 hours work per week."

Vendor Question:

On page 23 Under Patrol and Support Vehicle Fleet, Section 3.2.; it states patrol vehicles are leased property of the vendor. Is vendor responsible for repairs and/or maintenance of the vehicles during the contract term?

State Response: Yes

Vendor Question:

Can the vendor submit for the grant to subsidize the pricing submitted to the State of West Virginia? If so, can a vendor submit two pricing schedules with one being contingent upon receiving the grant?

State Response: No. The award must be made on firm pricing.

Vendor Question:

Has the DOH considered corporate sponsorship of the Courtesy Patrol Program to further decrease the cost to the state?

State Response:

Yes, not at option at this time.

Vendor Question:

Can you please send us the excel file related to the pricing page?

State Response:

Excel file is attached.

PRICING PAGE

West Virginia Division of Highways Request For Quotation RFQ Number: 6614C033
 Statewide Courtesy Patrol Program

	<u>Monthly Cost</u>	<u>Number of Months</u>	<u>Annual Cost</u>
Program Operation:		12	\$ _____ -

Vendor's Statewide Hourly Rate:	\$ _____ -
------------------------------------	------------

NOTE: Vendor's Monthly Cost multiplied by 12 equals Annual Cost.

NOTE: Vendor's Hourly Cost is Annual Cost divided by 5,840 hours (16 hrs. per day x's 365).

NOTE: Vendor's quote must include vehicle fleet lease payment of \$7,603.20 per year of operation.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: 6614C033

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