



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

**Solicitation**

NUMBER
6614C040

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
05/01/2014

BID OPENING DATE: 05/14/2014

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	TN		775-45		
				ROAD MAINTENANCE SALT		
***** THIS IS THE END OF RFQ 6614C040 ***** 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: 6614C040**  
**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 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

RFQ#6614C040 Addendum #1

To answer Vendor posed questions.

- Question #1 At the bid opening, will vendors be able to obtain pricing information for all vendors for all points? If not, how and when will results be communicated?
- Response #1 Bids are usually posted online the same day, or the next morning at the latest
- Question #2 What is the estimated time frame for awarding this bid?
- Response #2 It usually takes 2 to 3 weeks before an award is made after the bid opening
- Question #3 Under the terms and conditions of this contract, one sentence under Item #5, p. 7 states "It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown" which is in direct contradiction to the reference of the 100% guaranteed Summer Fill quantity on p. 22, Section 4.2.1 as well as the 80% Minimum/120% Maximum under Section 6.1.2.1 Acceptance and Delivery Guarantee for Pricing Pages..."The WVDOH guarantees acceptance of 80% of the total estimated quantity awarded to an individual Vendor". Please clarify.
- Response #3 This RFQ is an Open-End contract which allows for estimated quantities submitted for bidding purposes and acceptance of actual ordered quantities. The Vendor cannot deliver nor can the WVDOH acceptance deliveries of any quantity not requested by the WVDOH.  
With the addition of the "Summer Fill" option, quantities listed on Pricing Pages, Exhibit A, Section 6.1.1 guarantees 100% acceptance by the WVDOH of the bid quantities will be ordered and accepted.  
With the "Seasonal Fill" option, Pricing Pages, Exhibit B, Section 6.1.2.1 guarantees 80% WVDOH acceptance of the bid quantities will be ordered and accepted while the Vendor shall guarantee 120% delivery of the bid quantities, if ordered by the WVDOH.
- Question #4 Our company services the State of West Virginia from depots with varying cost structures and inventory capabilities. Will the State consider limiting the volume adjustments to the County level only, not by total tonnage, unless by mutual agreement? (Referring to the statement "Conditions may dictate adjustment of the actual quantities delivered to specified locations" under Section 6.1.2.1 Acceptance and Delivery Guarantee for Pricing Pages...(p.25).
- Response #4 No, due to the fact that SRIC season is very unpredictable and with the demographics of the state of West Virginia, it can be, at times, unpredictable what tonnage may be needed where, once the SRIC season has begun.
- Question #5 Under Section 6.1.2.1 Acceptance of Delivery Guarantee for Pricing... (p. 25), should the guaranteed delivered-by date for completion be May 31, 2015 instead of May 31, 2014 as is currently states?
- Response #5 Yes.
- Question #6 Please provide a physical address for Putnam County Storage Site (p. 51). Currently only latitude and longitude are listed.
- Response #6 At this time, there is no physical address.
- Question #7 Item 6, p. 7 states "The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State". Would the State consider adding the option to negotiate a price change for the secondary and tertiary contract year as per mutual agreement?
- Response #7 No, not for this contract.

- Question #8 Due to possible supply limitations over the coming season, may vendors indicate a maximum volume limit or cap on submitted bid proposal?
- Response #8 The 120% maximum shall stand.
- Question #9 Section 5.1.1 Ordering for Exhibit A, Summer Fill under Ordering and Payment, states that "Within two weeks after award of the Contract to the Vendor, an Agency Release will be issued to the Vendor." Will the State waive contract delivery requirements for Summer Fill tons, specifically will the State allow tons to be delivered by 10/01/14, regardless of Agency Release date?
- Response #9 Please add the following language to Section 6.1.1 of the contract specifications: "If the awarded Vendor has not received an Agency Release two weeks after the award of the contract, the Vendor shall contact the Maintenance Division at 304-558-2901."
- Question #10 Please confirm how this is awarded, by county, as some language referred to district.
- Response #10 Per Section 4.1, award is based on low bid per county. Also, please see Section 4.2 NOTE.
- Question #11 Page 6 - #3-Release Order Limitations - Please clarify if this is internally for WV DOT or how a vendor would process this. It states: A release order (P.O) can be issued during the time the contract is in effect. Can you clarify what the following means, to the Vendor? "Any release order issued within one year of the expiration of this Contract shall be effective for one year from the date the release order is issued. No release order may be extended beyond one year after this Contract has expired."
- Response #11 Generally, this section restricts release orders to a life of no more than one year. Per 6.1.2 of the specifications, release orders have a delivery date of four (4) working days.
- Question #12 Page 21 #3 3.1 - General Requirements. Please advise what 308.5 states in the Standard Specs. 308.5 is as it is not listed in West Virginia Division of Highways Standard Specifications Roads and Bridges Adopted 2010 that was sent along with the bid. Also could not locate this when looking this up on the website address given in the bid.
- Response #12 Please remove sited section 308.5 from General Requirements Section 3.1.
- Question #13 Page 24 #6 6.1.1 - What are the delivery parameters for Summer Fill? Does X tons need to be delivered in a certain number of day, or is it just a schedule worked out between the location and Vendor between 6/1/14 and 10/1/14?
- Response #13 There are no delivery parameters. Vendor shall schedule delivery with the delivery location between the dates of June 1, 2014 and October 1, 2014.
- Question #14 Page 25 #6 6.1.2.1 - The bid states "All guaranteed deliveries shall be completed prior to 5/31/2014. Should this be 5/13/15?
- Response #14 Yes.
- Question #15 Page 25 #6 6.1.2.1 - The bid states "Conditions may dictate adjustment of the actual quantities deliver to specified locations." Can you please clarify by example what this means?
- Response #15 Although each location has specific estimated delivery quantities, if conditions dictate that other locations require additional tonnage, deliveries may be requested to other locations, paid at that location's Unit Cost per ton. The 80%/120% guarantees are for the total estimated quantity per Vendor, not necessarily by location.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 6614C040**

**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.