



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

**Solicitation**

NUMBER
DCH14000

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
EVELYN MELTON 304-558-7023

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF CULTURE & HISTORY

CULTURAL CENTER  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0300 558-0220

DATE PRINTED
03/25/2014

BID OPENING DATE: 04/08/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 6		
				ADDENDUM ISSUED:		
				1. TO CLARIFY THAT THE SCOPE OF WORK INCLUDES THE INTERIOR AREA OF THE BUILDING ONLY.		
				2. TO ISSUE A CORRECTED PROJECT MANUAL AND DRAWINGS. CONTACT CTL ENGINEERING: PH# 304-746-1140.		
				3. TO PROVIDE A COPY OF THE CORRECTED BID FORMS. PLEASE SEE ATTACHED EXHIBIT A AND EXHIBIT B.		
				4. TO MOVE THE BID OPENING DATE: FROM: APRIL 1, 2014 @ 1:30 P.M. TO: APRIL 8, 2014 @ 1:30 P.M.		
				5. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.		
				END OF ADDENDUM NO. 6		

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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 25305-0300 558-0220

DATE PRINTED
03/25/2014

BID OPENING DATE: 04/08/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		968-94		
WATERPROOFING SYSTEM ENHANCEMENT						
INCLUDING LABOR, MATERIALS, EQUIPMENT, TRANSPORTATION AND ANYTHING INCIDENTAL.						
***** THIS IS THE END OF RFQ DCH14000 ***** TOTAL:						

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

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: DCH14000**  
**Addendum Number: 6**

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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:**

1. To clarify scope of work.
2. To move the bid opening date from: April 1, 2014  
to: April 8, 2014. Bid opening time at 1: 30 P.M. remains the same.
3. To provide corrected project manual and drawings. (Please contact CTL Engineering for a copy @ 304-746-1140)
4. To provide bid forms exhibits A & B.
5. To provide Addendum Acknowledgment.

**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

"Exhibit A"  
BID FORM

**THE PROJECT AND THE PARTIES**

**1.01 TO:**

A. Owner

Randall Reid-Smith, Commissioner  
West Virginia Division of Culture and History  
The Culture Center State Capitol  
Complex I900 Kanawha Blvd, East  
Charleston, WV 25305-0300

**1.02 FOR:**

Culture Center  
State Project Number DCH14000  
Enhancement of Waterproofing System

**1.03 Date:** \_\_\_\_\_

**1.04 SUBMITTED BY:**

A. Bidder's Full Name \_\_\_\_\_

1. Address: \_\_\_\_\_

2. City, State, Zip: \_\_\_\_\_

**1.05 OFFER:**

A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by CTL Engineering, Inc. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

B. BASE BID: \_\_\_\_\_ Dollars  
(\$ : \_\_\_\_\_), in lawful money of the United States of America.

C. We have included the required security deposit as required by the **INSTRUCTIONS TO BIDDERS**.

1. Bid Bond is Included.
2. Bid includes the following:
  - a. Labor and Material Bond
  - b. Maintenance Bond
  - c. Performance Bond

**1.06 ACCEPTANCE:**

A. This offer shall be open to acceptance and is irrevocable for \_\_\_\_\_ days from the bid closing date.

B. If this bid is accepted by Owner within the time period stated above, we will:

1. Execute the Agreement with in seven (7) days of receipt of Notice to Award

C. In the event our bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

“Exhibit A”  
BID FORM

**1.07 CONTRACT TIME**

- A. If this Bid is accepted, we will:
- B. Complete the Work in \_\_\_calendar weeks for Notice to Proceed.

**1.08 LIQUIDATED DAMAGES**

- A. The Contractor agrees to pay Liquidated Damages of \$\_\_\_\_\_for every calendar day the project extends beyond the schedule noted in the Bid Form.

**1.09 CHANGES TO THE WORK**

- A. See Section 00 7300 Supplementary Conditions, Article 7.3
- B. When Architect establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:
  - 1. \_\_\_\_\_percent overhead and profit on the net cost of our own Work.
  - 2. \_\_\_\_\_percent on the cost of work done by any Subcontractor.
- C. On work deleted from the Contract, our credit to Owner shall be Architect-approved net cost plus \_\_\_\_\_of the overhead and profit percentage noted above.

**1.10 ADDENDA**

- A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.
  - 1. Addendum# \_\_\_\_\_ Dated \_\_\_\_\_.
  - 2. Addendum# \_\_\_\_\_ Dated \_\_\_\_\_.
  - 3. Addendum# \_\_\_\_\_ Dated \_\_\_\_\_.
  - 4. Addendum# \_\_\_\_\_ Dated \_\_\_\_\_.
  - 5. Addendum# \_\_\_\_\_ Dated \_\_\_\_\_.

**1.11 LICENSE**

- A. West Virginia Code 21-11-2 requires that all persons desiring to perform contractual work in this State must be duly licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Application for a contractor's license may be made by contacting the West Virginia Division of Labor, Building 6, Room B749, State Capital Complex, Charleston, West Virginia, 25305. Telephone: (304) 348-7890. West Virginia Code 21-11-11 requires any prospective Bidder to include the contractor's license number on their Bid. The successful Bidder will be required to furnish a copy of their contractor's license prior to issuance of a Purchase Order/Contract.

“Exhibit A”  
BID FORM

**1.12 BID FORM SIGNATURES**

- A. The Corporate Seal of
- B. \_\_\_\_\_
- C. (Bidder- print the full name of your firm)
- D. was hereunto affixed in the presence of:
- E. \_\_\_\_\_
- F. (Authorized signing officer, Title)
- G. (Seal)
- H. \_\_\_\_\_
- I. (Authorized signing officer, Title)

**1.13** If the Bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate for or forms as above.

**1.14** Attached – Contractors Bid Form





**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DCH14000**

**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