



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

**Solicitation**

NUMBER
DNR213230

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BOB KILPATRICK 304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF NATURAL RESOURCES  
 BLACKWATER FALLS STATE PARK  
 ATTN: PARK SUPERINTENDENT  
 DRAWER 490  
 DAVIS, WV 26260 259-5216

DATE PRINTED
12/06/2013

BID OPENING DATE: 12/19/2013

BID OPENING TIME: 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO.1						
ADDENDUM ISSUED TO PUBLISH AND DISTRIBUTE THE ATTACHED INFORMATION TO THE VENDOR COMMUNITY.						
0001	6	EA	830-13	PROPANE 100 GALLON TANK INSTALLATION (ONE-TIME)		
0002	28	EA	830-13	PROPANE 500 GALLON TANK INSTALLATION (ONE-TIME)		
0003	11	EA	830-13	PROPANE 1000 GALLON TANK INSTALLATION (ONE-TIME)		

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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

**Solicitation**

NUMBER
DNR213230

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BOB KILPATRICK 304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

S  
H  
I  
P  
T  
O

DIVISION OF NATURAL RESOURCES  
 BLACKWATER FALLS STATE PARK  
 ATTN: PARK SUPERINTENDENT  
 DRAWER 490  
 DAVIS, WV  
 26260 259-5216

DATE PRINTED
12/06/2013

BID OPENING DATE: 12/19/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0004	6	YR	830-13	PROPANE 100 GALLON TANK ANNUAL RENTAL		
0005	28	YR	830-13	PROPANE 500 GALLON TANK ANNUAL RENTAL		
0006	11	YR	830-13	PROPANE 1000 GALLON TANK ANNUAL RENTAL		
0007	1	GL	405-63	PROPANE LIQUID (OPIS PLUS MARK-UP) GALLON C25		
***** THIS IS THE END OF RFQ DNR213230 ***** 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: DNR213230  
 Addendum Number: No. 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:**

1. Addendum issued to publish attached Pre-Bid sign in sheet for mandatory meeting.
2. Revised Pricing Page to reflect tank #37 change. Bid will now be for:  
     six (6) one hundred gallon tanks  
     twenty-eight (28) five hundred gallon tanks  
     eleven (11) one thousand gallon tanks
3. Revised Tank location map
4. No other changes.

**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

DNR213230  
EXHIBIT A Pricing Page

Item	Estimated Quantity	Description	Unit Price	Amount
1	6	100 Gallon Propane Tank Installation		
2	28	500 Gallon Propane Tank Installation		
3	11	1,000 Gallon Propane Tank Installation		
<b>Subtotal A</b>				
Item	Estimated Quantity	Description	Unit Price	Amount
4	6	100 Gallon Propane Tank Annual Rental		
5	28	500 Gallon Propane Tank Annual Rental		
6	11	1,000 Gallon Tank Annual Rental		
<b>Subtotal B</b>				
<b>TOTAL A &amp; B</b>				

Item	Description	Unit of Measure	Terminal Location	OPIS Cost as of 09/13/2013	Vendor Mark Up	Unit Cost	Estimated Quantity (gallons per year)	Extended (Subtotal C)
7	Propane LP Gas	Per Gallon		\$1.1500			37,202	

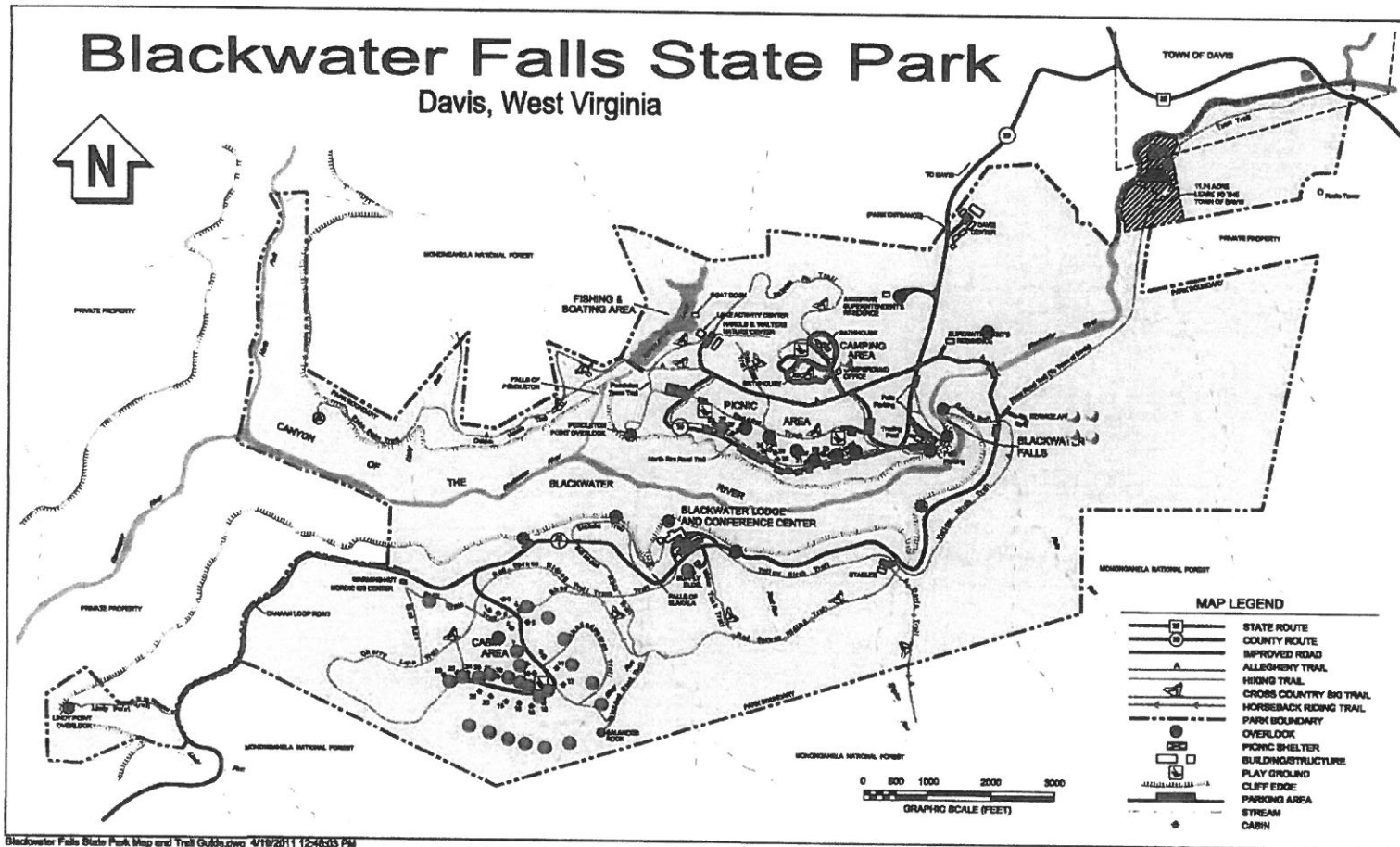
Shaded area indicates vendor input required.

- 1. Subtotal "A" Tank Installation Cost from Exhibit "A" Items 1 through 3
- 2. Subtotal "B" Tank Rental Cost from Exhibit "B" Items 4 through 6
- 3. Subtotal "C" for evaluation


**TOTAL**

--

Exhibit B – Amended Propane Tank Locations and Sizes



- Propane Location Map
- 100 gallon tanks
  - 500 gallon tanks
  - 1,000 gallon tanks

Amended 11/20/2013 Removed 100 gallon tank from Nordic Center, tank #37 and replaced with 500 gallon tank.

WV DIVISION OF NATURAL RESOURCES  
SIGN IN SHEET

Request for Quotation/Proposal No.

DNR213320

PLEASE PRINT

Page 1 of 1

Date: 12/3/2013

\*PLEASE BE SURE TO PRINT LEGIBLY. IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Suburban Propane</u>	<u>342 GARRETT Hwy</u>	PHONE <u>301-334-2626</u>
Rep: <u>Terry Rex</u>		
Email Address: <u>BREX@SuburbanPropane.com</u>	<u>OAKLAND MD 21550</u>	FAX <u>301-334-5315</u>
Company: <del>Blackwater Falls</del> <u>Blackwater Falls</u>		PHONE <u>304-259-5216</u>
Rep: <u>STEVEN KNOTTS</u>		
Email Address: _____		FAX _____
Company: <u>Blackwater Falls</u>		PHONE <u>(304) 259-5216</u>
Rep: <u>Steve Burns</u>		
Email Address: _____		FAX _____
Company: <u>Blackwater Falls S.P.</u>		PHONE <u>(304) 259-5216</u>
Rep: <u>Linda Dilly</u>		Ext. <u>406</u>
Email Address: <u>Linda.L.Dilly@wv.gov</u>		FAX <u>(304) 259-5881</u>



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DNR213230**

**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<br><br><input type="checkbox"/> Addendum No. 2<br><br><input type="checkbox"/> Addendum No. 3<br><br><input type="checkbox"/> Addendum No. 4<br><br><input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 6<br><br><input type="checkbox"/> Addendum No. 7<br><br><input type="checkbox"/> Addendum No. 8<br><br><input type="checkbox"/> Addendum No. 9<br><br><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