



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

Solicitation

NUMBER
DNR214097

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
DEAN WINGERD 304-558-0468

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF NATURAL RESOURCES
 TYGART LAKE STATE PARK
 ATTN: PARK SUPERINTENDENT
 1240 PAUL E MALONE RD
 GRAFTON, WV
 26354 304-265-3383

DATE PRINTED
03/13/2014

BID OPENING DATE: 04/03/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM IS ISSUED:						
1. TO PROVIDE A COPY OF THE PRE-BID MEETING SIGN-IN SHEET AND MEETING MINUTES FOR THE ABOVE SOLICITATION.						
2. 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.1 *****						

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: DNR214097**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:

1. To provide a copy of the pre-bid meeting sign-in sheet and meeting minutes.
2. To provide Addendum Acknowledgment form.

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

WV DIVISION OF NATURAL RESOURCES
SIGN IN SHEET

Request for Quotation/Proposal No.

DNR 214097

PLEASE PRINT

Page 1 of 5

Date: 3/12/14

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>N. POWELL CO</u> Rep: <u>TOM LEWIS</u> Email Address: <u>TOM @ N. POWELL.COM</u>	<u>3828 MAIN ST,</u> <u>WEIRTON WV 26037</u>	PHONE <u>304-748-3338</u> FAX <u>304-748-2307</u>
Company: <u>Tri-State Roofing and Sheet Metal</u> Rep: <u>Carey Strimer</u> Email Address: <u>cstrimer@tri-state.service</u>	<u>1651 Blue Horizon Drive</u> <u>Morgantown, WV 26501</u>	PHONE <u>304-328-5244</u> FAX <u>304-328-5248</u>
Company: <u>PLEASANT AIR A/C</u> Rep: <u>GARY WARNER</u> Email Address: <u>PLEASANT AIR @ HOTMAIL.COM</u>	<u>5200 EMERSON AVE</u> <u>PARKERS BURG WV</u>	PHONE <u>304-428-5799</u> FAX <u>304-485-7601</u>
Company: <u>Jutter Roofing & Metal</u> Rep: <u>Terry Wright</u> Email Address: <u>T.Wright.SRM10@gmail.com</u>	<u>2036 stadium Drive</u> <u>Charlottesville 26303-2036</u>	PHONE <u>304-624-6565</u> cell <u>304-709-2999</u> FAX <u>304-622-3637</u>

WV DIVISION OF NATURAL RESOURCES
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Request for Quotation/Proposal No.

DNR 214097

PLEASE PRINT

Page 2 of 5

Date: 3/12/14

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FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Lytle Construction Corp</u> Rep: <u>Jeffrey Lytle</u> Email Address: <u>jlytle@lytleconstructioncorp.com</u>	<u>102 Briar Lane</u> <u>Morgantown WV 26508</u>	PHONE <u>304 291 3578</u> FAX <u>304 291 3578</u>
Company: <u>GA Brown & Son Inc.</u> Rep: <u>Adrienne E Kunce</u> Email Address: <u>jbrownii@gabrown.com</u>	<u>215 Mill Street</u> <u>Fairmont WV 26554</u>	PHONE <u>304.363.4500</u> FAX <u>304.363.9450</u>
Company: <u>Tygart Lake State Park</u> Rep: <u>Jim Blowning</u> Email Address: <u>JAMES.L.BLOWNING@WV.GOV</u>	<u>1240 Malone Rd</u> <u>Grafton WV</u>	PHONE <u>304-265-6148</u> FAX _____
Company: <u>Tygart Lake State Park</u> Rep: <u>Mark J Poling</u> Email Address: <u>M Poling 8360 comcast.net</u>	<u>1240 Malone Rd</u> <u>Grafton WV</u>	PHONE <u>304-265-6148</u> FAX _____

WV DIVISION OF NATURAL RESOURCES
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Request for Quotation/Proposal No.

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PLEASE PRINT

Page 3 of 5

Date: 3/12/14

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Boston Beaneery</u> Rep: <u>Milissa Stanley</u> Email Address: <u>Tygart Tygart Lake@bostonbeaneery.com</u>	_____ _____ _____	PHONE <u>304265-</u> <u>3900</u> _____ _____ _____ FAX _____
Company: <u>Boston Beaneery</u> Rep: <u>Michael heed</u> Email Address: <u>Tygart lake@ boston beaneery. com</u>	_____ _____ _____	PHONE <u>304265</u> <u>3900</u> _____ _____ _____ FAX _____
Company: <u>TYGART LAKE STATE PARK</u> Rep: <u>MARK POLIW</u> Email Address: <u>williams ST21@ COMCAST. COM</u>	_____ _____ _____	PHONE <u>304-677-2380</u> _____ _____ _____ FAX _____
Company: <u>WV DNR Parkst Recreation</u> Rep: <u>Deborah Demyan</u> Email Address: <u>Debbie. D. Demyan@wv.gov</u>	<u>1200 Harrison Ave, Suite 222</u> <u>Elkins, WV 26241</u> _____	PHONE <u>304-550-4892</u> _____ _____ _____ FAX <u>304-637-0303</u>

**WV DIVISION OF NATURAL RESOURCES
SIGN IN SHEET**

Request for Quotation/Proposal No. _____

PLEASE PRINT

Page 4 of 5

Date: _____

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Bud Henderson</u> Rep: <u>City Construction Co.</u> Email Address: _____	<u>284 Factory St.</u> <u>CLARKSBURG WVA</u> <u>Bhenderson@ccc.wv.us</u>	PHONE <u>304-623-2573</u> FAX <u>623-5179</u>
Company: <u>HUFFMAN CONSULTING</u> Rep: <u>WAYNE E HUFFMAN</u> Email Address: <u>HUFFMAN Corp @ AOL.COM</u>	<u>415-A BENEDICT DRIVE</u> <u>Beersport WV 26030</u>	PHONE <u>304 842 8500</u> FAX <u>304 842-8520</u>
Company: <u>Stuart McMunn Co</u> Rep: <u>Ron Henderson</u> Email Address: <u>ronhenderson@smco.us</u>	<u>137^{N. 6th} Street</u> <u>Clarksburg WV</u> <u>26301</u>	PHONE <u>3046236666</u> FAX <u>304623 ⁴⁶⁴⁶ 2526</u>
Company: <u>WVDNR</u> Rep: <u>BRADLEY S. LESLIE</u> Email Address: <u>brad.s.leslie@wv.gov</u>	<u>304 4th AVE</u> <u>SOUTH CHARLESTON WV</u> <u>25305</u>	PHONE <u>304 558 2764</u> FAX <u>304 558-0077</u>

**WV DIVISION OF NATURAL RESOURCES
SIGN IN SHEET**

Request for Quotation/Proposal No. _____

PLEASE PRINT

Page 5 of 5

Date: _____

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Tygart Lake S.P.</u>	<u>1240 Paul E. Malone Rd.</u>	PHONE <u>304-265-6148</u>
Rep: <u>Brennon O'Sullivan</u>	<u>Grafton WV 26354</u>	
Email Address: <u>Brennon.E.O'Sullivan@wv.gov</u>		FAX <u>304-265-6149</u>
Company: <u>Miller Engineering</u>	<u>250 Scott Ave Suite 5</u>	PHONE <u>304-291-2234</u>
Rep: <u>Travis Taylor</u>	<u>Morgantown, WV 26508</u>	
Email Address: <u>ttaylor@millereing.net</u>		FAX <u>304-291-2246</u>
Company: <u>Veritas Contracting</u>	<u>1233 Pinview Dr</u>	PHONE <u>304-598-2285</u>
Rep: <u>Jeremy Berkshire</u>	<u>Morgantown WV</u>	
Email Address: <u>jberkshire@veritaswv.com</u>		FAX <u>304-598-2287</u>
Company: _____	_____	PHONE _____
Rep: _____	_____	_____
Email Address: _____	_____	FAX _____

MEETING MINUTES/ ADDENDUM #1
Tygart Lake State Park Lodge: Kitchen HVAC Renovation
Pre-Bid Meeting: 12 Mar 2014

This Addendum forms a part of the Contract Documents and modifies the original bidding Documents as noted below. This Addendum consists of the following Pre-Bid Meeting Summary and Pre-Bid Meeting sign- in Sheet, attached.

CALL TO ORDER:

Meeting called to order by Brad Leslie with the WV Division of Natural Resources

INTRODUCTIONS:

Introduced the Owner's Personnel and Agents in attendance including:
Brad Leslie PE – Assistant Chief, WV Division of Natural Resources
Deborah Demyan – Project Engineer, WV Division of Natural Resources
Travis Taylor PE – Engineer, MEI – Engineer of Record
Brennan O'Sullivan – Superintendent, Tygart Lake State Park

BIDDING / ADMINISTRATIVE:

Contractors were reminded that the pre-bid was mandatory and they are required to sign in to be eligible to submit a bid. Bids are due as indicated in the Request for Bids. Bids will be received at the following address:

Department of Administration, Purchasing Division
2019 Washington Street East
PO Box 50130
Charleston, WV 25305-0130

Brad notified the bidders that the Purchasing Division has made changes to the bidding documents, and that all bidders should review these documents carefully. Any further questions regarding bid documents should be sent to:

Dean Wingerd
2019 Washington Street East
PO Box 50130
Charleston, WV 25305-0130
Fax: (304) 558-0648
Email: dean.c.wingerd@wv.gov

Plans and specifications are available for purchase from Miller Engineering for \$125. The phone number for Miller Engineering is (304) 291-2234.

Brad reminded everyone that the project is prevailing wage.

The cut-off for questions is the close of business on March 20th. All questions must be submitted to Dean Wingerd with the Purchasing Division. Dean's contact information is listed above. Questions may be submitted in writing to him via US Mail, Fax, or via email.

Brad reminded that there is a 5% bid bond required.

Brad reminded those attending that apparent low bidder will have one business day to submit a list of all subcontractors to the Purchasing Division. They were encouraged to prepare that list ahead of time in case they are asked to produce it.

The bidder is responsible for acknowledging all addendums on the bid forms.

TECHNICAL OVERVIEW:

Travis Taylor with MEI presented a general review of the project scope for the bathhouse.

The project consists of demolishing existing air conditioning units and exhaust fans serving the kitchen. A new rooftop unit will be installed to serve the kitchen. New supply and return ductwork will be installed from the RTU into the kitchen. The unit will be mounted on steel supports to distribute the load. The exhaust fans serving the existing kitchen hood will be replaced and the duct will be cleaned. The existing hood has holes from an old suppression system that must be repaired and sealed. A new kitchen hood will be installed over the pizza oven. This existing hood has a fire suppression system that is to remain. The new hood over the pizza oven does not require a fire suppression system per the West Virginia State Fire Marshal.

Some lighting as well as sprinkler lines will have to be relocated for the installation of ductwork and new hood.

A new LP tank will be installed next to the existing tank and new piping will be installed to the rooftop unit. Brad clarified that the contractor will furnish the LP tank and service. Filling of the tank will be by the owner.

The roofing replacement consists of replacing both shingled and EPDM roofing as indicated on the plans. Sections of the roof will be repaired where existing HVAC equipment is being demolished. A cupola will be installed over the new rooftop unit duct penetrations. Included is fascia and soffit replacement. The

contractor will also be responsible for painting.

CONTRACT TIME / SITE ACCESS:

The contract time is 120 days from the issue of Notice to Proceed.

Representatives from the Boston Beanery indicated that weekday operations during summer hours are from 8am to 11pm. Brad stated that all work will be scheduled through both the park and the Boston Beanery, and that all parties will have to make concessions for this work to be completed. Brennan O'Sullivan mentioned that non operating hours for the restaurant also coincide with quiet hours for the lodge. Brennan said that the lodge may have to close off a portion of rooms to allow for certain phases of construction.

Brennan stated that a location at the lodge for construction storage would be limited, but that the park maintenance office would have space for material and equipment storage. The maintenance location is approximately 1 mile from the lodge.

LAST DAY FOR QUESTIONS:

The last day for questions is on Thursday March 20, 2014 by 5pm. All questions must be submitted to Dean Wingerd at the contact information above. Only written questions by mail, fax, or email will be considered.

ATTACHMENTS:

An Attendance Log/ Sign in Sheet is attached to these minutes for reference.

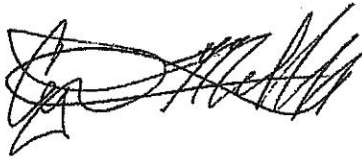
BID DATE:

Sealed bids will be received until 1:30 PM on April 3, 2014 per the RFQ.

ACKNOWLEDGEMENT:

The above minutes are a true and accurate reflection of the meeting content to the best of our knowledge. Please contact Craig Miller at Miller Engineering with any concerns regarding these minutes by the cutoff date and time for bidding questions.

The minutes, questions, answers and comments detailed herein are part of the project documents for this project and are to be acknowledged as ADDENDUM #1. Submitted this 13th day of March, 2014, by Miller Engineering.

A handwritten signature in black ink, appearing to read 'Craig Miller', written over a horizontal line.

Craig Miller PE
President
Miller Engineering, Inc

Cc: Brad Leslie PE

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DNR214097

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. 2

<input type="checkbox"/> Addendum No. 3

<input type="checkbox"/> Addendum No. 4

<input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 6

<input type="checkbox"/> Addendum No. 7

<input type="checkbox"/> Addendum No. 8

<input type="checkbox"/> Addendum No. 9

<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