



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

Solicitation

NUMBER
EDD405237

PAGE
1

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

RFQ COPY

TYPE NAME/ADDRESS HERE

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DEPARTMENT OF EDUCATION

BUILDING 6 ROOM 215
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

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DATE PRINTED
04/02/2014

BID OPENING DATE: 04/08/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM ISSUED:						
1. TO PROVIDE A RESPONSE TO VENDOR'S QUESTION REGARDING 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'



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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		952-83		
OPERATIONAL SERVICES - ALL-INCLUSIVE TOTAL COST						
(TO INCLUDE CAMP TIME, ALL PRE-CAMP MEETINGS, CALLS, TRAVEL, PROGRAM DIRECTOR, PROGRAM DIRECTOR-TIME, DEVELOPING OF STAFF JOB THAT MEET SPECIFICATION REQUIREMENTS, STAFF, STAFF-TIME, PUBLICATION POSTINGS, MEETINGS, DEVELOPMENT OF MASTER CAMP SCHEDULE, MEAL SCHEDULES, CAMP SHIRTS, SURVEYS AND REPORTING AND/OR ANY COMMODITIES OR SERVICES NEEDED TO MAKE THE PROGRAM OPERATIONAL.)						
***** THIS IS THE END OF RFQ EDD405237 ***** 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: EDD405237

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 response to Vendor's question.

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.

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

EDD405237**Question and Response**

1. On page 10, under Section 17 (Payment), it states that “The Vendor shall submit invoices, in arrears, to the Agency...” May the vendor submit as throughout the contract period or will you only accept one invoice at the time of completion?

EDD405237 Pricing Page (pg. 24) is based on cost per student; therefore the successful vendor can submit one invoice prior to June 1, 2014, based on fifty percent (50%) of the number of student applications received.

Example: 110 students submit an application and the cost per student is \$1.00 , the invoiced amount can be no more than \$55.00

NOTE: student applications are due by May 2, 2014.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: EDD405237

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