



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

Solicitation

NUMBER
HOUSE14

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

RFQ COPY

TYPE NAME/ADDRESS HERE

V
E
N
D
O
R

S
H
I
P
T
O

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED
01/17/2014

BID OPENING DATE: 01/23/2014 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
ADDENDUM IS ISSUED:						
1. TO PROVIDE A COPY OF THE PRE-BID MEETING SIGN-IN SHEET FOR THE ABOVE SOLICITATION.						
2. TO PROVIDE RESPONSES TO VENDORS' QUESTIONS REGARDING THE ABOVE SOLICITATION. QUESTION AND ANSWER PAGES ARE ATTACHED.						
3. 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. 3 *****						

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: HOUSE14
Addendum Number: 3

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 copy of the pre-bid meeting sign-in sheet.
2. To provide copy of vendor questions and responses.
3. 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

HOUSE 14

Addendum no. 3

- 1) Question: ITEMS 49, 51, AND 53. All of these are calling for "PARA". That product has been banned by the EPA several years ago and should be removed from the bidding process. All items currently being used are NON-PARA items.

- 1) Answer: Items 49, 51, and 53 are deleted from this solicitation.

- 2) Question: ITEM 77: 30" brooms are not available.

- 2) Answer: Item 77 is deleted from the solicitation.

- 3) Question: ITEM 83: We are not sure what "African Shero" is and we are unable to cross reference a Flatt #70203

- 3) Answer: Revise the description to be Flatt 70203 Street Broom 16 in. There is a brand of Weiler 42032 "or equal".

- 4) Question: ITEMS 96 and 97: The description is asking for a 16oz and 24oz. The industry has a 16 oz. and a 24 oz. They are two different items. In addition, most companies have what they call a "medium" size and a "large" size. They all differ on the actual weight and size per manufacturer. We need clarification on exactly what you are looking for.

- 4) Answer: Item 96 please revise the description to Looped end mop heads with wide bands at the top. 14-16 oz. Medium and item 97 to be Looped end mop heads with wide bands at the top. 22-24 oz. Large

SIGN IN SHEET

Request for Proposal No. HOUSE 14

PLEASE PRINT

Date: 12/17/13

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: Liberty Distributors		PHONE 304-547-0414
Rep: Morgan McCormick		TOLL FREE ext.116
Email Address: morganm@libertydistributors.com		FAX
Company: Liberty Distributors, INC		PHONE 304-547-0414 X159
Rep: Steve Shalleross		TOLL FREE 800-828-9920
Email Address: steves@libertydistributors.com		FAX 304-547-0490
Company: ZEP		PHONE 304-633-0495
Rep: JASON FOSTER		TOLL FREE 877-428-8937
Email Address: JASON.FOSTER@ZEP.COM		FAX 866-393-2329
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX



LIBERTY DISTRIBUTORS, INC.

Route 40
 P.O. Box 498
 Triadelphia, West Virginia, 26059
 (304) 547-0414
 FAX (304) 547-0490
 TOLL FREE 1-800-828-9920
 VOICE MAIL (304) 547-0320 (Ext. 157)
 Email: steves@libertydistributors.com

Stephen M. Shallcross
 Director of Purchasing

"Paper Products, Packaging & Shipping Materials, Janitorial Supplies"



LIBERTY DISTRIBUTORS, INC.

Route 40
 P.O. Box 498
 Triadelphia, West Virginia, 26059
 (304) 547-0414
 FAX (304) 547-0490
 TOLL FREE 1-800-828-9920
 VOICE MAIL (304) 547-0320 (Ext. 116)
 Email: steves@libertydistributors.com

~~Stephen M. Shallcross~~
 Director of Purchasing

Morgan McCormick - Marketing
"Paper Products, Packaging & Shipping Materials, Janitorial Supplies"

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: HOUSE14

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 acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012