



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

**Solicitation**

NUMBER
RMA14013

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
LAURA HOOPER 304-558-2306

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

WV STATE RAIL AUTHORITY  
 (DBA) SOUTH BRANCH VALLEY  
 RAILROAD  
 120 WATER PLANT DRIVE  
 MOOREFIELD, WV  
 26836 304-538-2305

DATE PRINTED
12/10/2013

BID OPENING DATE: 12/19/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO MODIFY THE ORIGINAL SOLICITATION PER THE ATTACHED DOCUMENTATION.						
0001	1	EA		750-35		
				STONE DELIVERED TO MOOREFIELD YARD		
0002		EA		962-24		
				COURIER/DELIVERY SERVICES		
***** THIS IS THE END OF RFQ RMA14013 ***** 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: RMA14013**  
**Addendum Number: 1**

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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:**

- To extend the bid opening date to 12/19/2013 at 1:30 PM EST
- To distribute revised Specifications including #3 or #4 ballast
- To provide the revised Pricing Page

**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

REQUEST FOR QUOTATION  
RMA14013 – Open End Contract to supply stone for SRA on SBVR  
Addendum

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**SPECIFICATIONS**

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the WV State Rail Authority (SRA) for a vendor or vendor(s) to furnish all labor, materials and equipment necessary to supply stone to the SRA at the locations and under the conditions specified. It is also to be expressly understood that this contract does not obligate the spending unit to purchase any quantity of material. The quantities listed in this RFQ are only estimates. This is an open end contract.
  
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
  - 2.1 **“Contract Services”** means the price per ton of stone delivered to the South Branch Valley Railroad (SBVR) Moorefield Yard located at 120 Water Plant Drive, Moorefield, WV 26836. Also, the cost per ton of stone at the vendor’s location.
  
  - 2.2 **“Pricing Page”** means the pages upon which Vendor should list its proposed price for the Contract Services. The Pricing Page is either included on the last page of this RFQ or attached hereto as Exhibit A.
  
  - 2.3 **“RFQ”** means the official request for quotation published by the Purchasing Division and identified as RMA14013.
  
  - 2.4 **“SBVR”** means the South Branch Valley Railroad.
  
  - 2.5 **“SRA”** means State Rail Authority.
  
  - 2.6 **“AREMA”** means American Railway Engineering and Maintenance-of-Way Association. ([www.AREMA.org](http://www.AREMA.org))

REQUEST FOR QUOTATION  
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**Addendum**

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**3. GENERAL REQUIREMENTS:**

**3.1 Material Description:** All material furnished shall be in accordance with the appropriate specifications of the American Railroad Engineering and Maintenance-of-Way Association ([www.AREMA.org](http://www.AREMA.org))

**3.1.1** Ballast shall be crushed stone and shall conform to the current AREMA “Specifications of Prepared Stone, Slag and Gravel Ballast”. Size shall be AREMA #3 or #4. Either size is acceptable.

AREMA #3

Size of Opening	Percent Passing by Weight
2 ½”	100
2”	95 - 100
1 ½”	35 – 70
1”	0 – 15
½”	0 - 5

AREMA #4

Size of Opening	Percent Passing by Weight
2”	100
1 ½”	90 – 100
1”	20 – 55
¾”	0 - 15

**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agency with a purchase price for the stone at specific locations and vendor storage site. The Contract shall be awarded to the Vendor that provides the lowest overall cost per ton multiplied by the estimated quantity at each location as shown on the Pricing Page. The quantities listed are only an estimate of what may be purchased during the duration of this open end contract. Lowest overall cost per ton multiplied by the estimated quantity at each location will be awarded contract regardless of which size stone is bid by the vendor.

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**4.2 Pricing Page:** Vendor should complete the Pricing Page by listing the unit cost per ton for each location listed on the Pricing Page.

Notwithstanding the foregoing, the Purchasing Division may correct errors as it deems appropriate. Vendor should type or electronically enter the information into the Pricing Page to prevent errors in the evaluation.

**5. PAYMENT:** Invoices must contain the following information:

5.1.1 – All weigh ticket numbers for material delivered during the invoicing period.

5.1.2 – West Virginia State Contract Purchase Order (SCO) number and this contract number.

5.1.3 – Total quantity and unit price with the total cost of each type of material furnished. (Total quantity invoiced shall be scale weights (supported by weigh tickets))

**6. DELIVERY:**

**6.1** Stone shall be delivered to SBVR Moorefield Yard located 120 Water Plant Drive, Moorefield, WV 26836. Stone will be delivered within one business day of ordering and shall be dumped at designated location at Moorefield Yard.

**6.2** Vendor shall also provide separate pricing for SBVR to pick up stone at the vendor storage site.

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**7. MISCELLANEOUS:**

7.1 No Substitutions: Vendor shall supply only Desired Items submitted in response to the RFQ. Vendor shall not supply substitute items.

7.2 Vendor Supply: Vendor must carry sufficient inventory of the Desired Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Desired Items contained in its bid response.

7.3 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Normal business hours are M-F 6:30 AM EST through 4:30 PM EST.

7.4 Waiver: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue and remain in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

RMA 14013 - Open End for Stone

Line Item	Description	Unit Cost	Unit of Measure	Estimated Annual Quantity	Extended Cost
	<b>Stone - #3 or #4 Ballast</b>				
1	#3 or #4 Ballast Delivered to Moorefield Yard	\$	per ton	4,000	\$
	<b>Stone - #3 or #4 Ballast</b>				
2	FOB Vendor Storage Site	\$	per ton	1,500	\$
		\$			\$
			TOTAL BID		\$

\* Quantities listed are only an estimate.



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: RMA14013**

**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.

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Company

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Authorized Signature

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Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012