



**State of West Virginia  
Request For Quotation  
Construction**

**Procurement Folder :** 508503

**Document Description :** Addendum No.1 Cass SP Group 2 Company House Rehabilitation

**Procurement Type :** Agency Contract - Fixed Amt

Date Issued	Solicitation Closes	Solicitation No	Version	Phase
2018-11-14	2018-11-20 13:30:00	ARFQ 0310 DNR1900000062	2	Draft

SUBMIT RESPONSES TO:	VENDOR
BID RESPONSE DIVISION OF NATURAL RESOURCES PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV 25303-1228 US	Vendor Name, Address and Telephone

**FOR INFORMATION CONTACT THE**  
 Angela W Negley  
 (304) 558-3397  
 angela.w.negley@wv.gov

**Signature X** **FEIN #** **DATE**

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No.01 is issued to publish and distribute the attached information to the Vendor Community.

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES WEST VIRGINIA STATE PARKS 324 4TH AVE SOUTH CHARLESTON WV25303-1228 US		SUPERINTENDENT DIVISION OF NATURAL RESOURCES CASS SCENIC RAILROAD STATE PARK 242 MAIN ST CASS WV 24927-0107 US	

Line	Commodity Line Description	Qty	Unit Issue	Unit Price	Total Price
1	Building maintenance and repair services				

Commodity Code	Manufacturer	Model #	Specification
72101500			

**Extended Description**

Rehabilitation and renovation of six (6) company houses.

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Non-Mandatory Pre-bid at 9:00 a.m., EST	2018-10-30
2	Technical Question Deadline at 9:00 a.m., EST	2018-11-08

<b>DNR1900000062</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No.1 Cass SP Group 2 Company House Rehabilitation	<b>Page 3</b> <b>of 3</b>
----------------------	--------------------------------	--	------------------------------

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

SOLICITATION NUMBER: ARFQ DNR19\*62  
Cass SP Group 2 Company House Rehabilitation  
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:**

Addendum issued to publish and distribute the attached documentation to the vendor community.

- 1. Attach agency responses to technical questions.**
- 2. Attach the power point presentation provided at the non-mandatory pre-bid.**

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**

**ADDENDUM NO. 01  
REQUEST FOR QUOTATION  
West Virginia Division of Natural Resources-Parks & Recreation  
ARFQ-0310-DNR19\*62 Cass SP Group 2 Company House Rehabilitation and Renovation**

**RESPONSE TO VENDOR QUESTIONS**

**Vendor Question No. 1:**

**Can you please advise if plans showing the existing and new layouts of the buildings will be provided for bidding purposes?**

**Agency Response:**

**See attached power point presentation, no other attachments are available for this. The RFQ specifications are clear and you may view the company house prior to bid deadline to get measurements. You should contact park staff to coordinate a visit to site when house is not occupied.**

**Vendor Question No. 2:**

**The last note in the “Project Scope of Work Section-Bathroom Structure” states, “Vendor must orient bathroom as per new configurations (see attachment).” This note is typical for all company houses in all 3 projects. There have been no attachments provided with the RFQ. Can you please provide the attachment with details on reconfiguring the bathroom?**

**Agency Response:**

**See attached power point presentation, no other attachments are available for this. The RFQ specifications are clear and you may view the company house prior to bid deadline to get measurements. You should contact park staff to coordinate a visit to site when house is not occupied.**

**Vendor Question No. 3:**

**The first note in “Project Scope of Work Section-Kitchen Cabinets” states, “Vendor must supply and install Shenandoah brand, or equal, kitchen base and kitchen cabinets as per new configurations (see attachment).” There have been no attachments provided with the RFQ. Can you please provide the attachment with details on the new kitchen cabinets?**

**Agency Response:**

**Shenandoah brand cabinet in the Winchester selection or equal. Finish will be approved by agency, but it will be in a medium to dark oak finish. See attached power point presentation, no other attachments are available for this. The RFQ specifications are clear and you may view the company house prior to bid deadline to get measurements. You should contact park staff to coordinate a visit to site when house is not occupied.**

**ADDENDUM NO. 01  
REQUEST FOR QUOTATION  
West Virginia Division of Natural Resources-Parks & Recreation  
ARFQ-0310-DNR19\*62 Cass SP Group 2 Company House Rehabilitation and Renovation**

**Vendor Question No. 4:**

The second note in “Project Scope of Work Section-Kitchen Countertops” states, “Vendor must supply and install commercial grade solid kitchen countertops with 8” center hole pre-drilled as per new configurations (see attachment).” There have been no attachments provided with the RFQ. Can you please provide the attachment with details on the new kitchen countertops?

**Agency Response:**

See attached power point presentation, no other attachments are available for this. The RFQ specifications are clear and you may view the company house prior to bid deadline to get measurements. You should contact park staff to coordinate a visit to site when house is not occupied.

**Vendor Question No. 5:**

Can you please provide the projected start date for these projects?

**Agency Response:**

Following purchase order award, the agency will issue a Notice to Proceed to the successful vendor which will establish the beginning and ending contract dates. The successful vendor will have 180-days to complete the work. However, if an extension of time is necessary due to circumstances beyond the control of the vendor, the Agency will work with the vendor to extend the contract through a change order if beneficial to both parties.

# Cass Scenic Railroad State Park Bid Meeting 10/30/2018





## Important information

- Sign in for each project you are interested in.
- This Pre-bid meeting is for three different projects for a total of 17 company houses.
- Meeting will begin with an overview of the project, and questions.
- We will then open houses for tours.
- If you did not get a copy of any of the needed materials they will be available at headquarters or can be emailed to you.

- The representative for this project from Cass Scenic Railroad is:
- Benny McCune 304-456-4300
- Mr. McCune and Mr. Markley cannot answer questions about the bid process after today's pre bid meeting. All questions need to go to the procurement office.
  
- **Technical Questions Deadline November 8<sup>th</sup> at 9am .**
- All Technical Questions must be submitted in writing to:
- Angela Negley
- Fax: 304-558-2165
- Email: [Angela.W.Negley@wv.gov](mailto:Angela.W.Negley@wv.gov)

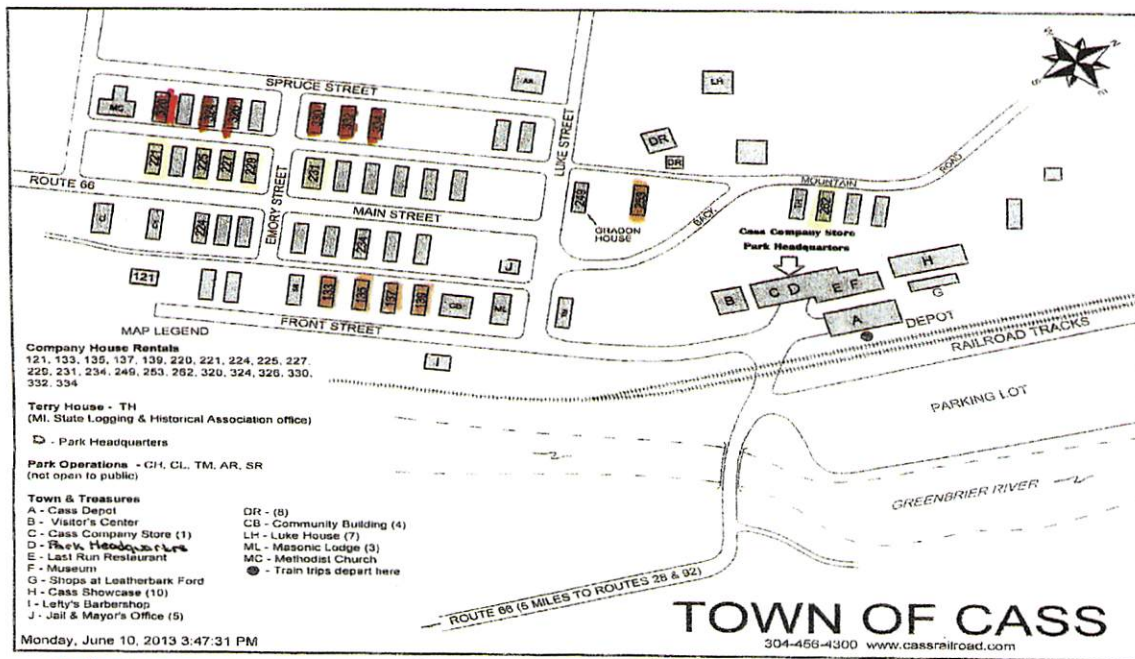
- Bid Open date is November 20<sup>th</sup> at 1:30 pm
- Bid Due Date is November 20<sup>th</sup> 1:30 pm.



## •Company House Projects:

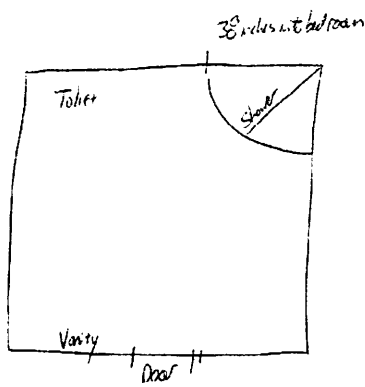
- Project #1 Houses 133,135,137,139,253
- Project #2 Houses 221,225,227,229,231,262
- Project #3 Houses 320,324,326,330,332,334





Project 1 133, 135, 137, 139, 253  
 Project 2 221, 225, 227, 229, 231, 262  
~~Project 3~~ 320, 324, 326, 330, 332, 334

Bathroom renovations spec.



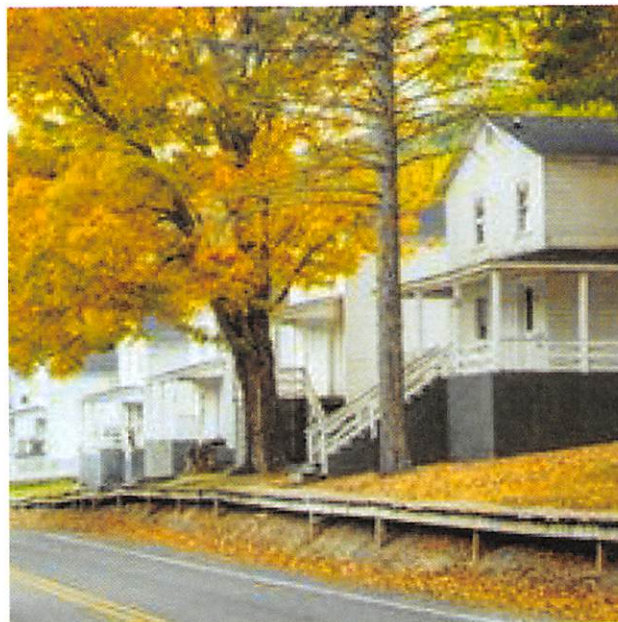
Proposed Houses

133	135
137	201
225	227
229	231
253	326
330	332
339	329

Bathroom renovations in all houses are similar. A drawing of the lay out of the bathroom renovation is pictured to the left. The next slide has an example of one of the bathrooms we have completed on the park with the same specs required in this bid project. House 242 and 139 will be available for viewing today to see what expectations will be concerning bathroom renovations. This includes all bathroom renovations with the exception of 262. and 253. In 262 and 253 the orientation of the bathroom is the same, but no additional room is needed from adjacent bedroom.



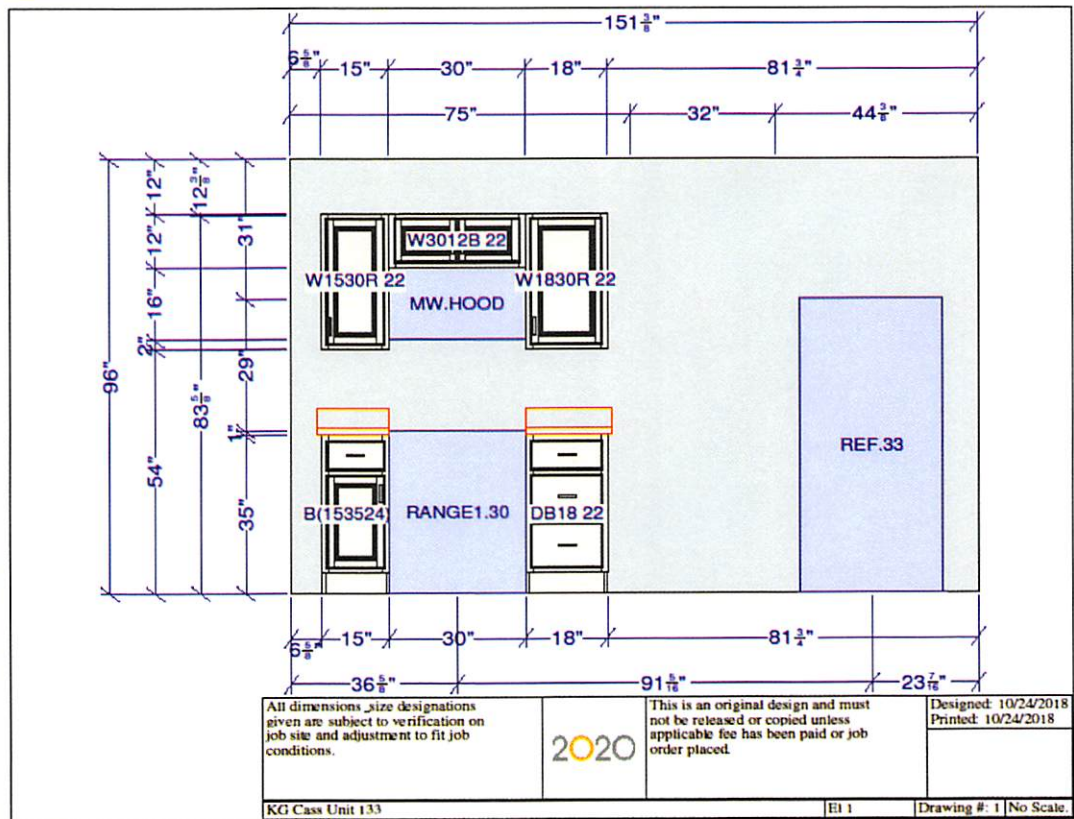
- Project 1
- Company Houses 133, 135, 137, 139(Kitchen only), and 253.





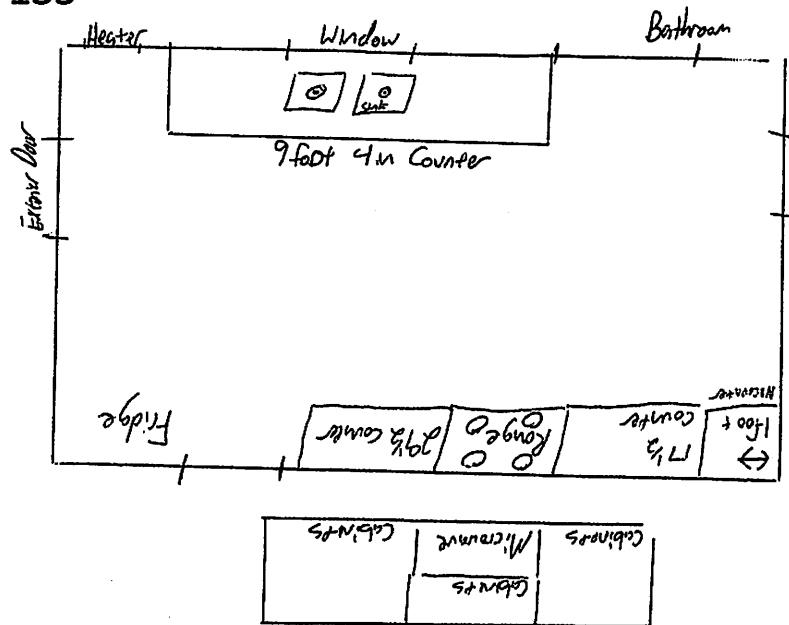


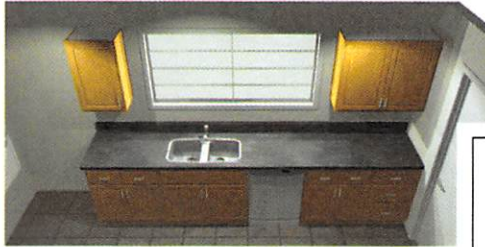
Company House 133



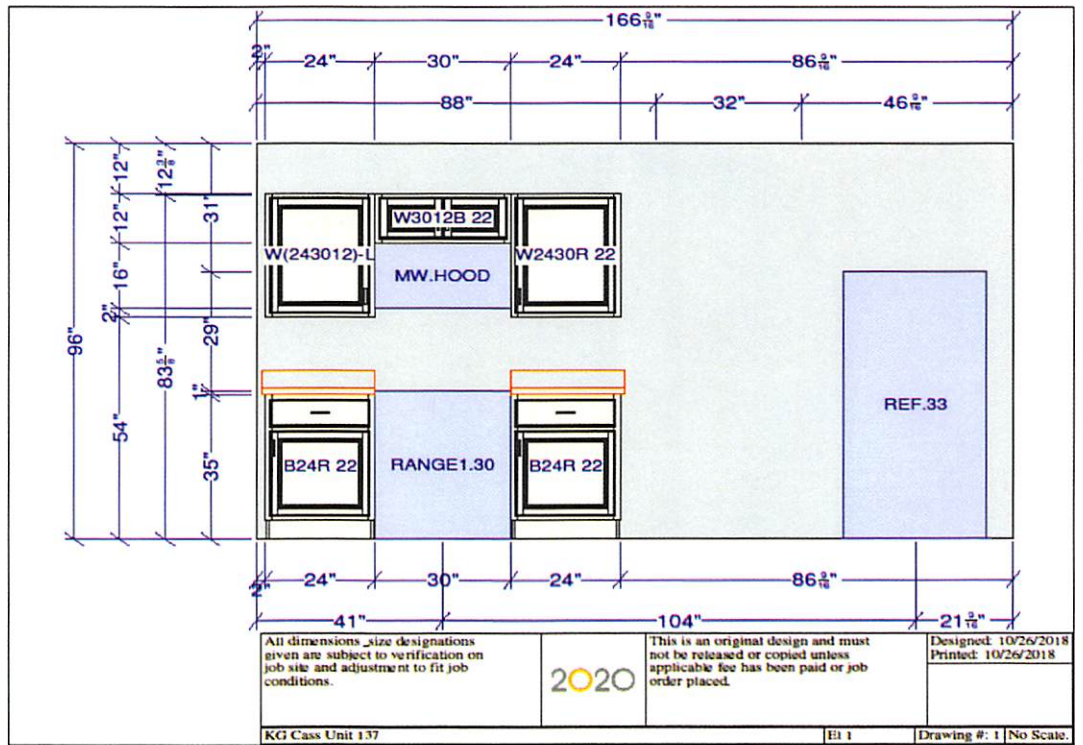
# Company House 135

Company House 135



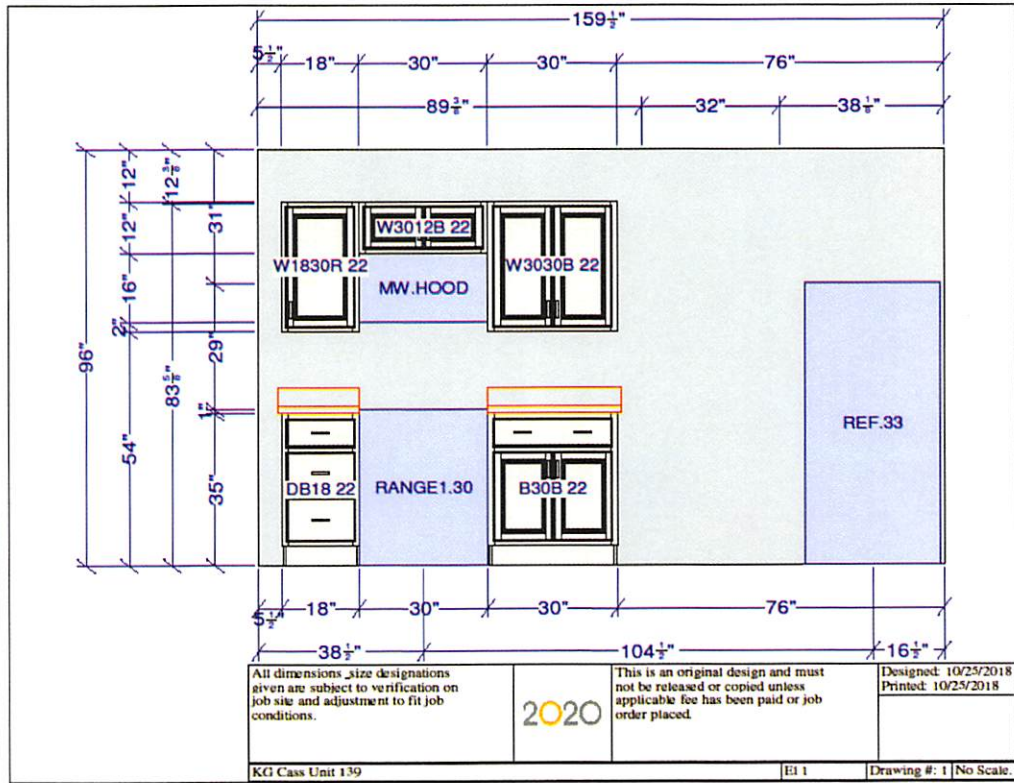


Company House  
137





# Company House 139



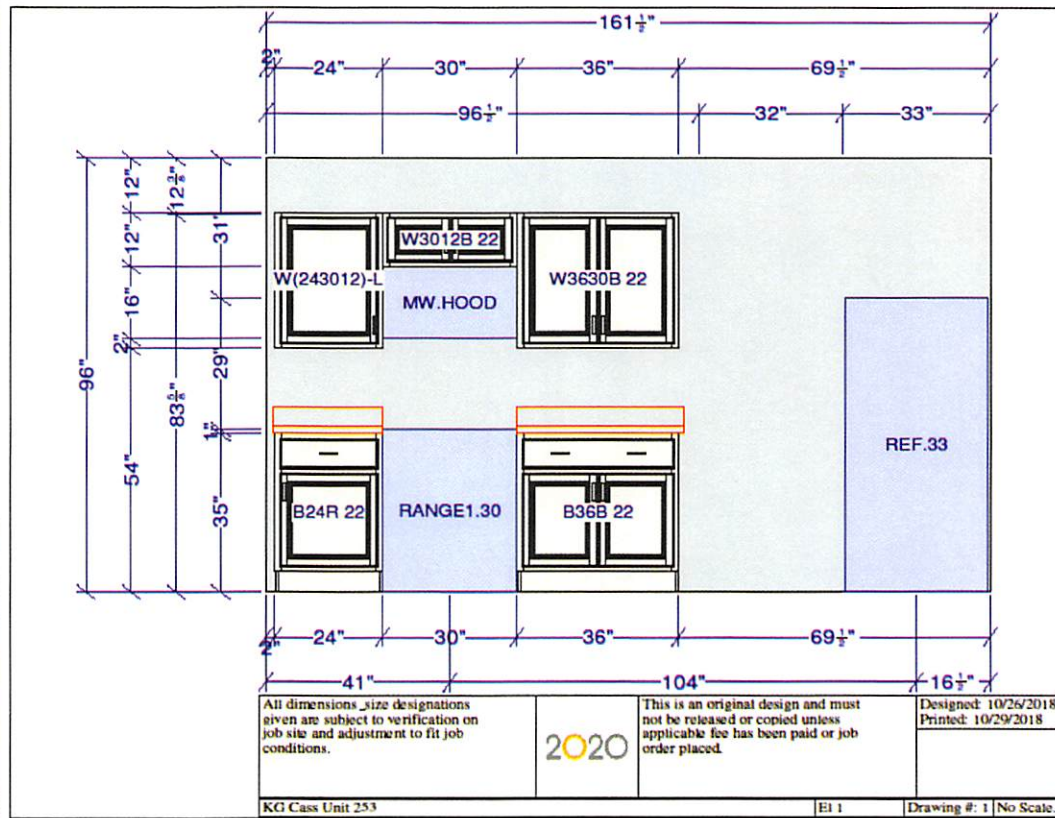
KG Cass Unit 139

EI 1

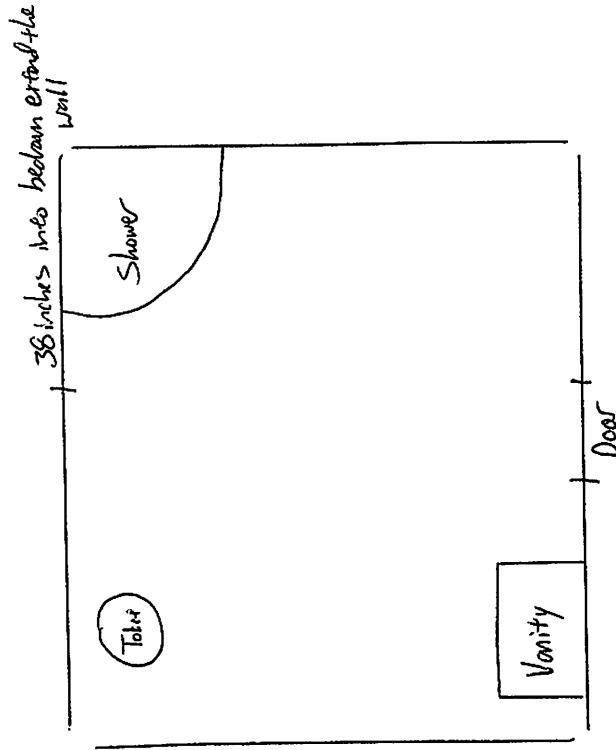
Drawing #: 1 | No Scale.



Company House  
253

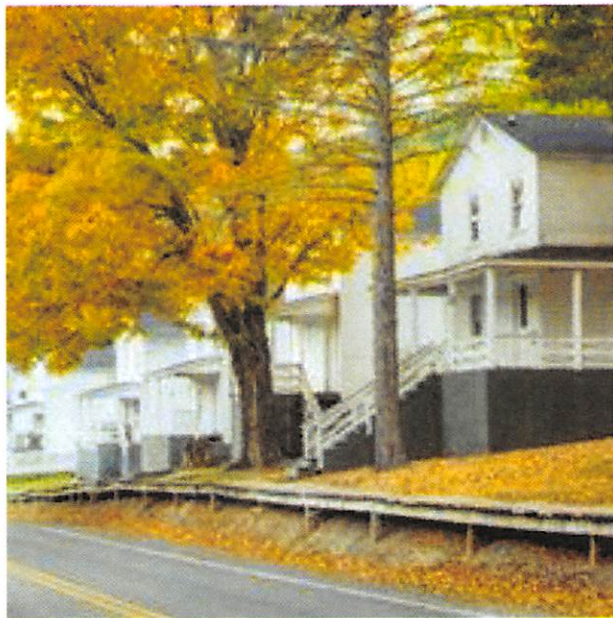


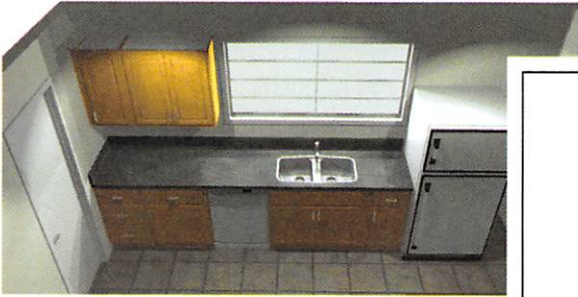
Company House 253  
Remove bathtub and Closet



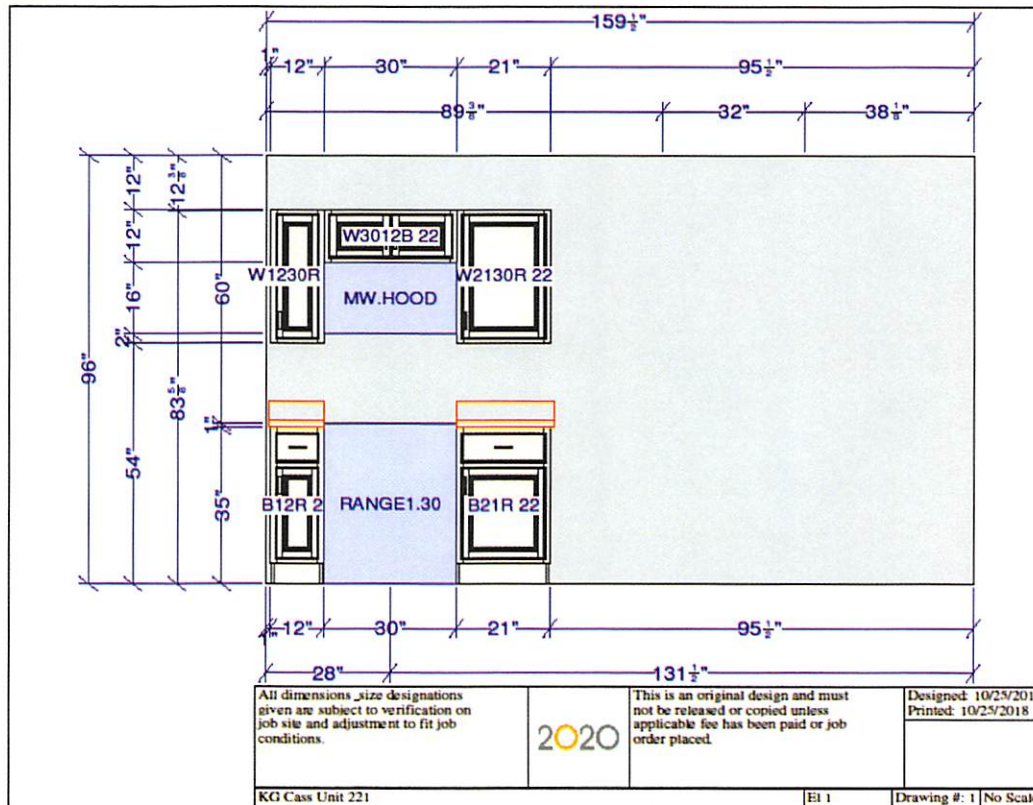
Company House 253  
Bathroom

- Company House Project 2
- Company Houses 221, 225, 227, 229, 231, 262(bathroom only)





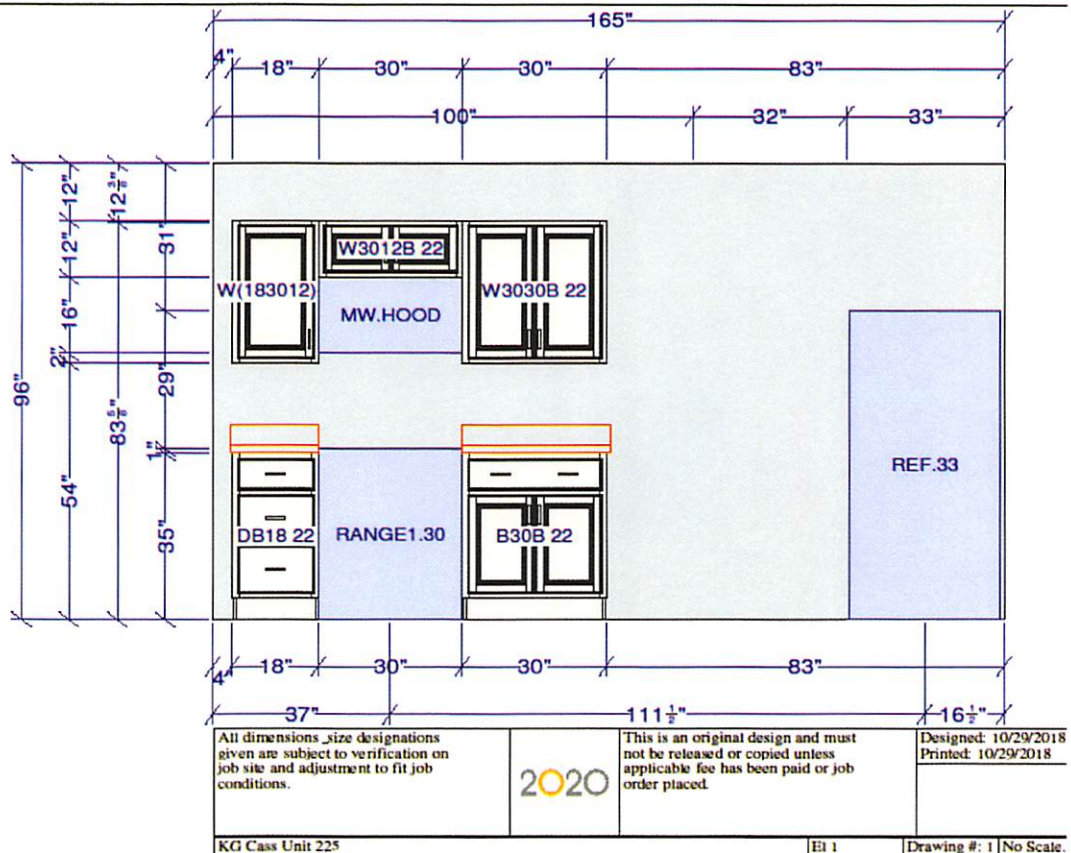
Company House  
221





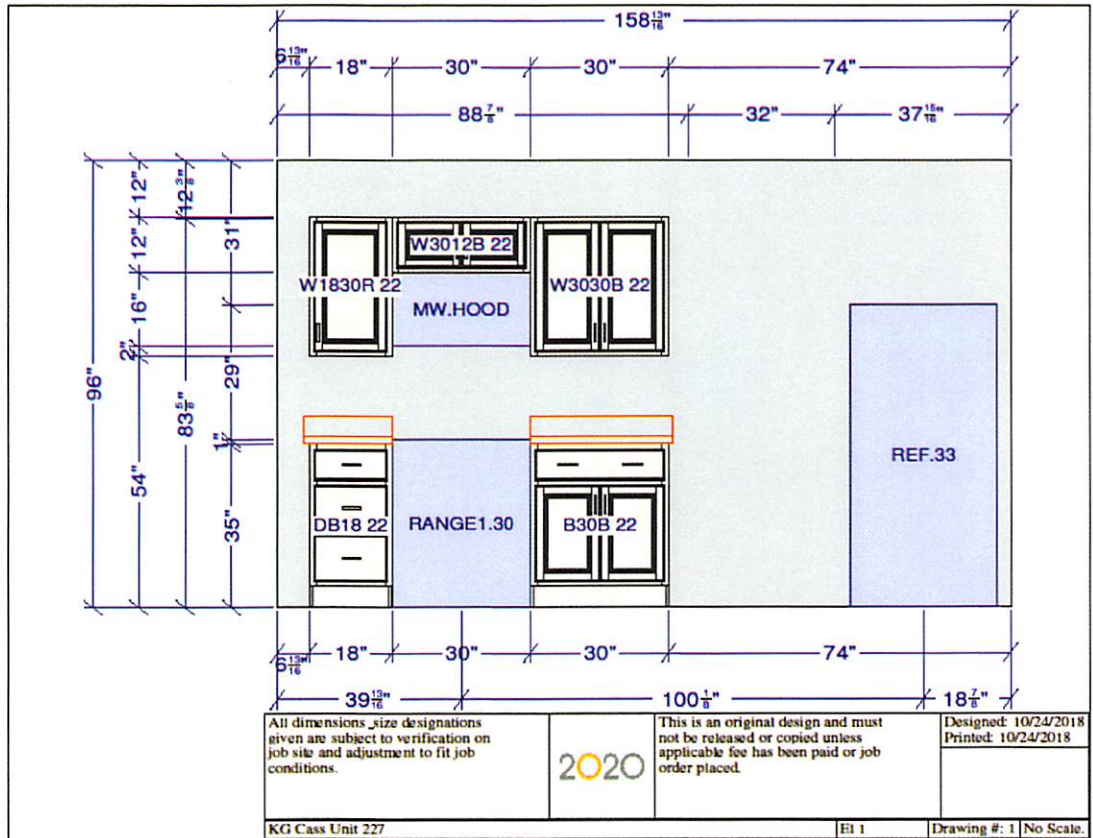


Company House  
225



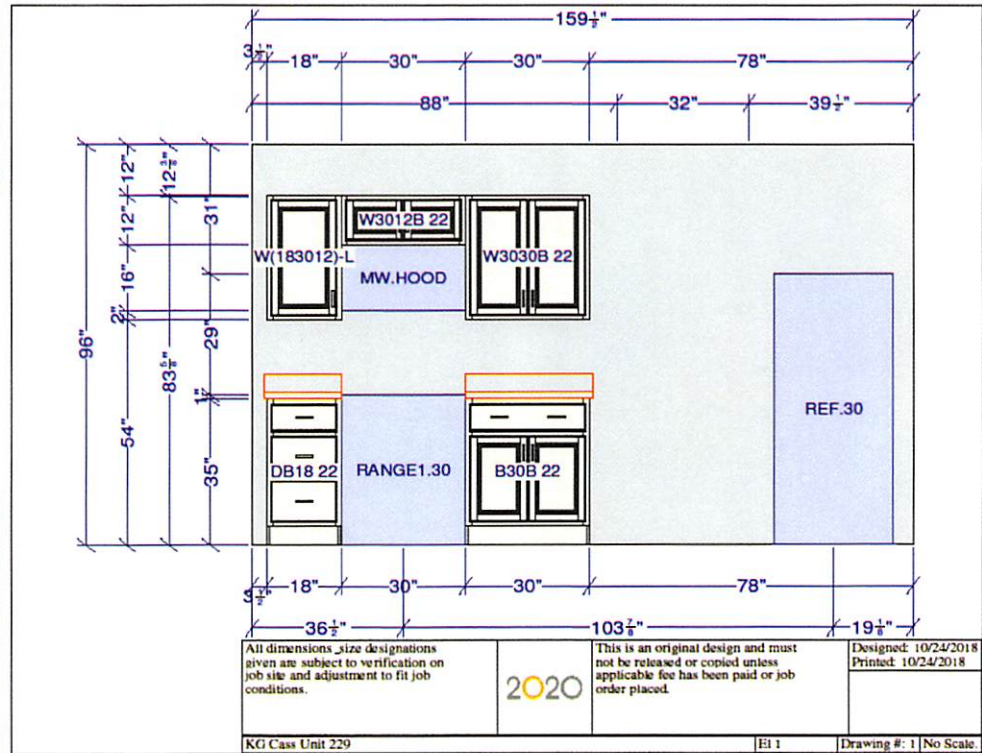


# Company House 227



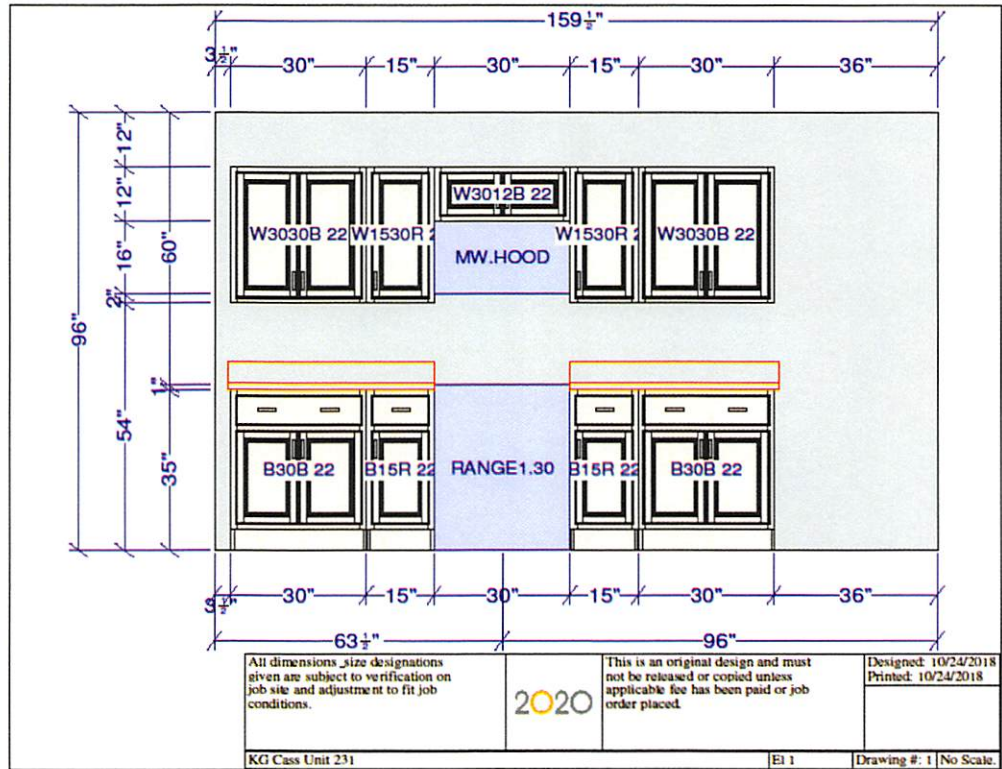


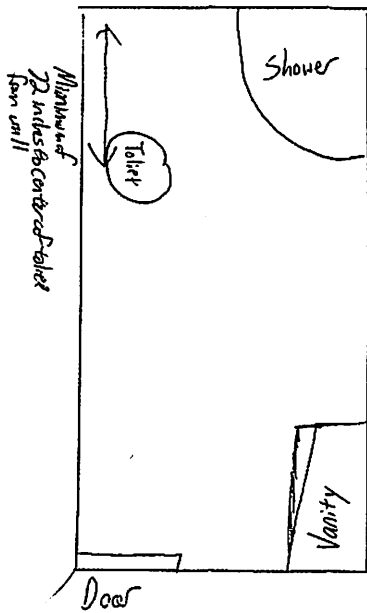
Company House  
229





# Company House 231





262

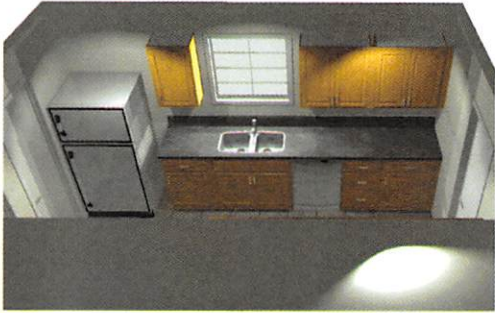
No bathroom Extension  
with this unit

Remove shower  
Leave the heater

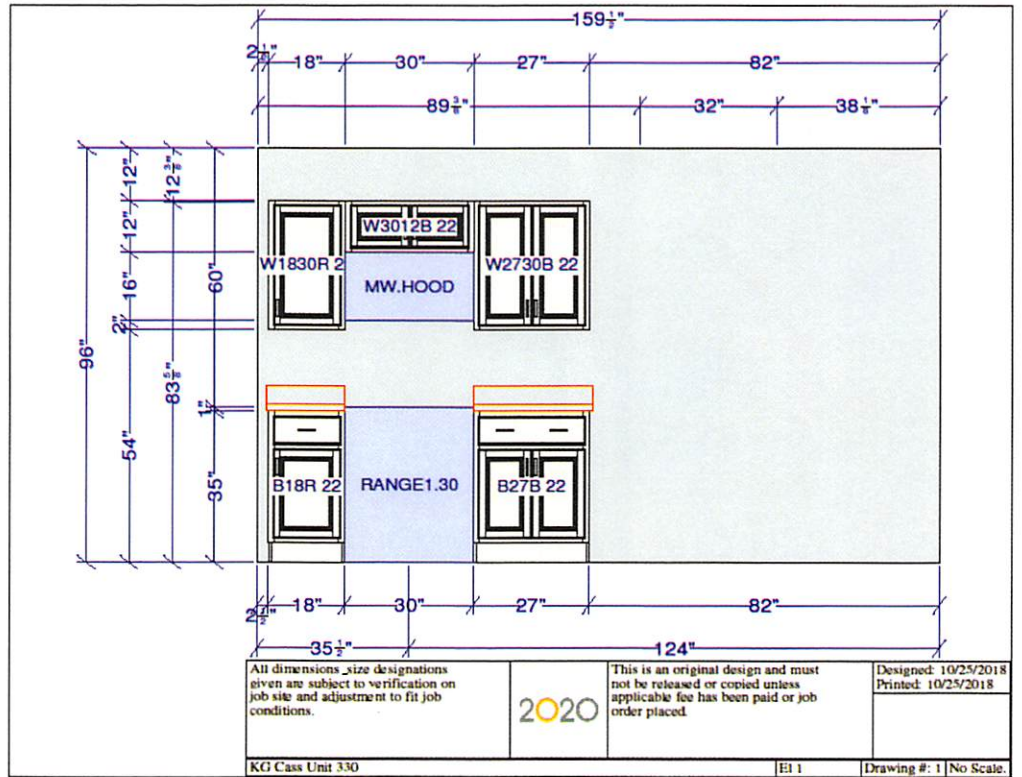
## Company House 262 Bathroom only

- Company House Project 3
- Company Houses 320(bathroom only), 324, 326, 330,332 and 334



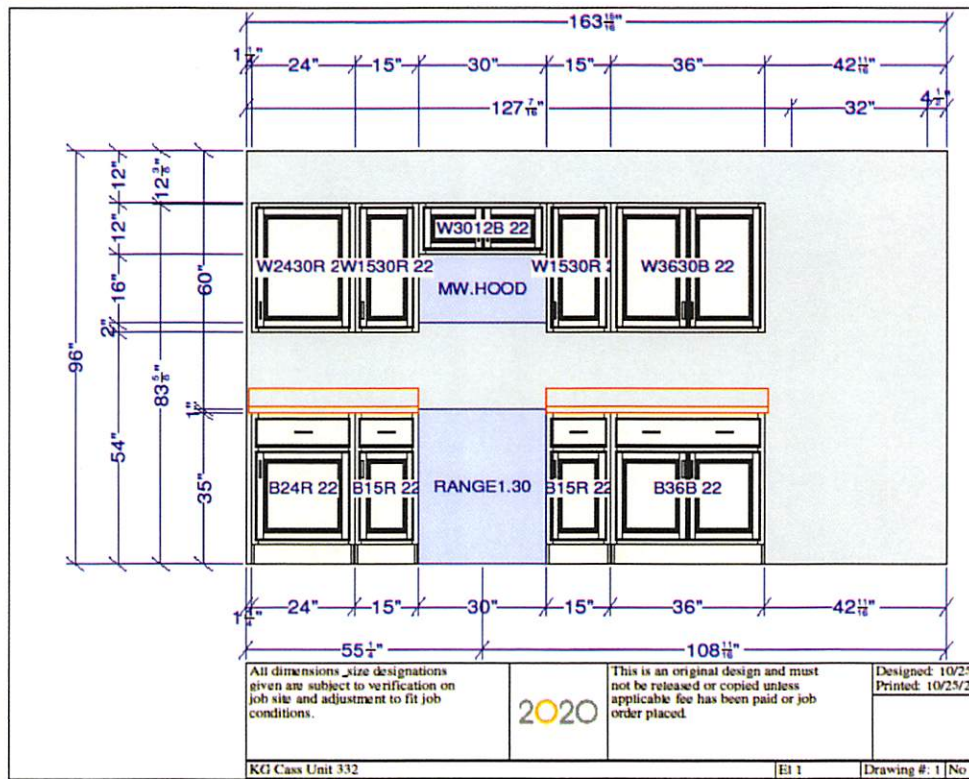


Company House  
330





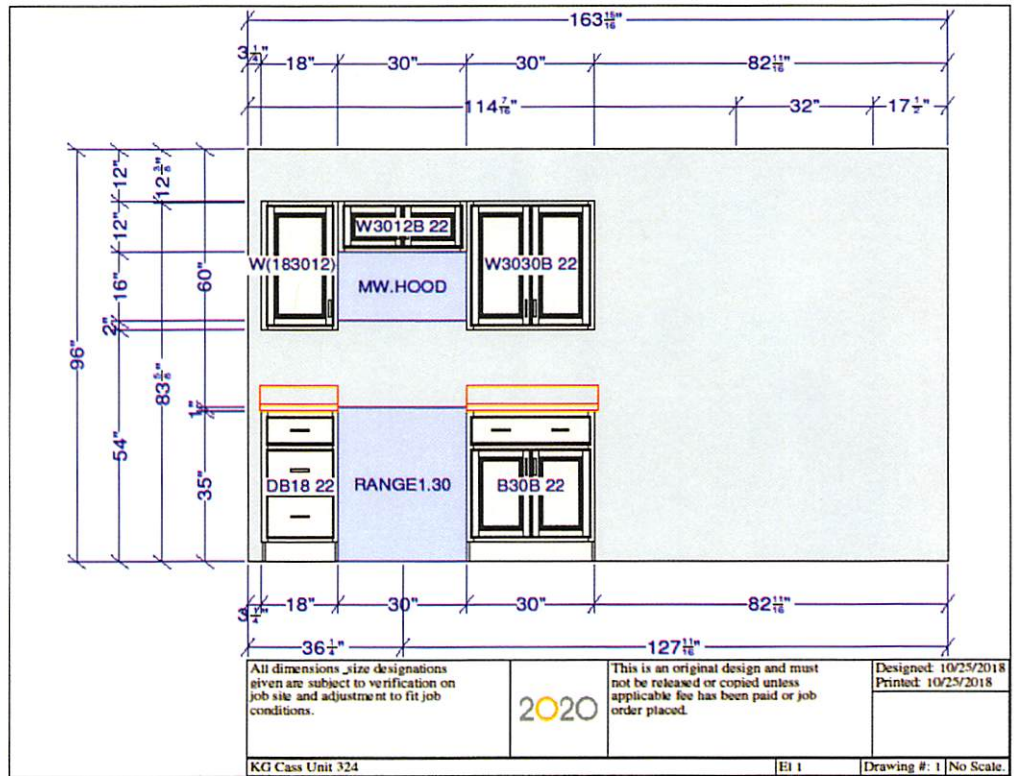
Company House 332





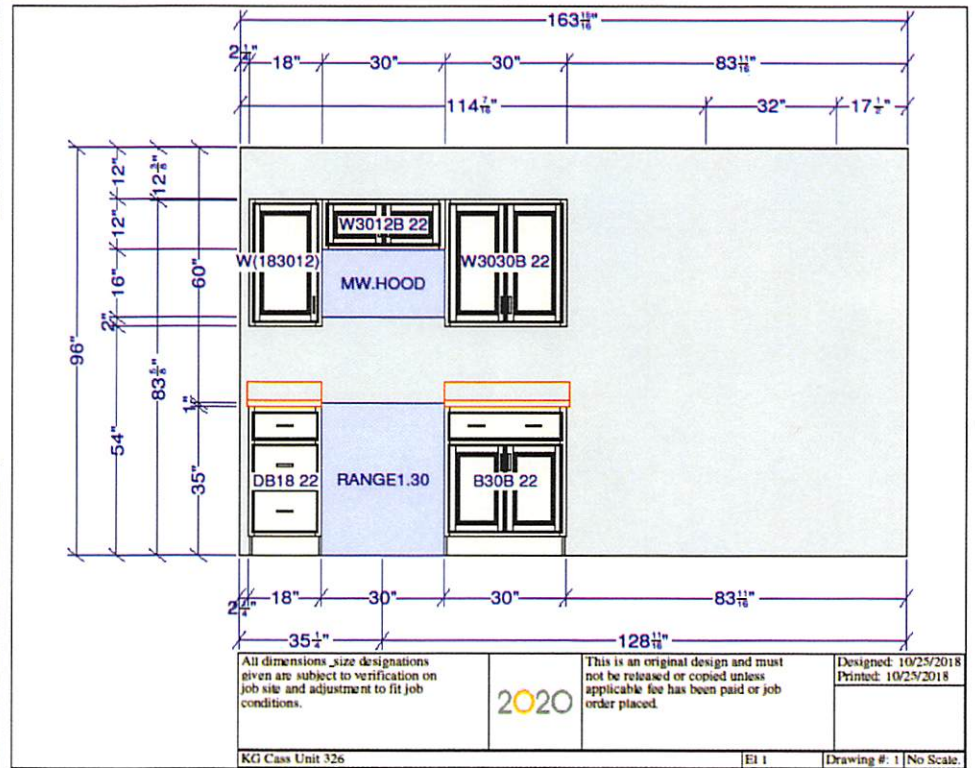


# Company House 324



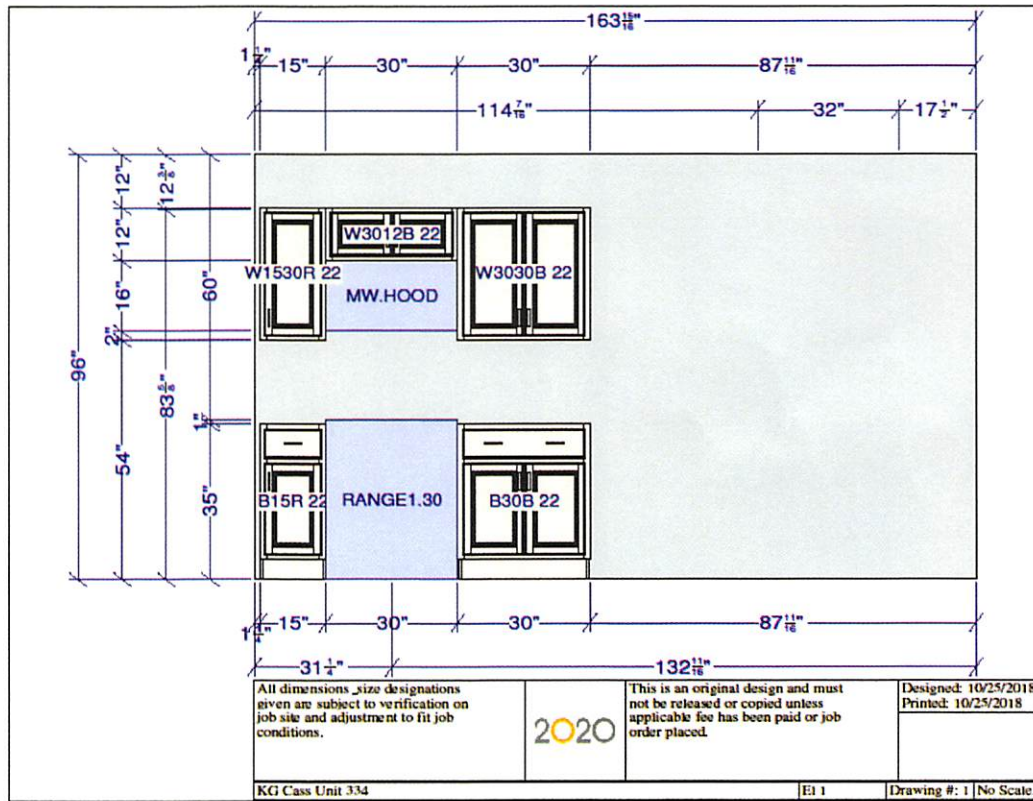


Company  
House  
326





# Company House 334



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: ARFQ DNR19\*62**

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 checked="" 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.