

**ADDENDUM NO. 1
REQUEST FOR EXPRESSION OF INTEREST (EOI) 21168**

**B&O BUILDING EXTERIOR RESTORATION AND CLEANING
FOR WEST VIRGINIA NORTHERN COMMUNITY COLLEGE**

April 19, 2021

A. CLARIFICATIONS AND MODIFICATIONS TO THE RFP

1. This Addendum and subsequent Addenda (if any) will be posted on the West Virginia Higher Education Policy Commission (HEPC) purchasing webpage at the following URL. The name of the successful vendor(s) will also be posted on the HEPC purchasing webpage and will constitute official notification of the contract award.

<https://wvhepc.org/purchasing/>

2. The date for receipt of sealed Expressions of Interest has been changed. Expressions of interest will be received until 3:00 PM, Eastern Time, April 29, 2021, by:

Chief Procurement Officer
EOI 21168
West Virginia Council for Community and Technical College Education
1018 Kanawha Boulevard, East, Suite 700
Charleston, WV 25301

Electronically transmitted (faxed or emailed) EOIs will not be considered.

3. If questions were submitted by the deadline, 5:00 PM, EDST, April 16, 2021, but are not answered in this Addendum please contact the Chief Procurement Officer immediately but not later than 5:00 PM, Eastern Time, April 22, 2021: rich.donovan@wvhepc.edu

B. DRAWINGS AND OTHER INFORMATION PROVIDED

The B&O Building is a West Virginia listing on the National Register of Historic Places.

C. VENDOR QUESTIONS AND ANSWERS TO QUESTIONS

- Q1.** I am interested in bidding this project. Is there a scope of work or prints for this project? Also, do I need to schedule an onsite visit to look at the building.

Answer: We are currently advertising for an architect who will develop a scope of work and prepare bidding documents. If you are still interested in visiting the building, you may contact:

Tricia Marker, PMP
Director of Facilities CEM
West Virginia Northern Community College
1704 Market Street, Wheeling WV 26003
Cell (304)830-2812 | www.wvncc.edu

- Q2.** When the plans are available we would love to put them in our plan room here at the OVCEC in Wheeling.

Answer: We always provide them to OVCEC in Wheeling.

Q3. [Our firm] is interested in submitting an EOI for the historic preservation work and cleaning of the WV Northern Community College. However, we will need to understand the size and scope of the work prior to putting an EOI together. We would like to schedule a visit to the site and to speak with a WVNCC Representative who can inform us of the conditions with the building to enable us to form a better understanding of the needs to be addressed. Who do we need to contact in order to make that happen?

Answer: The size and scope of the work is yet to be determined. It will be based on an initial evaluation by the selected firm, in consultation with the CTCS and WVNCC. To schedule a visit to the B&O Building, please contact:

Tricia Marker, PMP
Director of Facilities CEM
1704 Market Street, Wheeling WV 26003
Cell (304)830-2812 | www.wvncc.edu

Q4. Will you have a grading scale for the EOI and interviews, and can you let us know what that might be? We want to make sure we have all the items you are looking for addressed.

Answer: There will be an evaluation sheet. I will send out in Addendum No. 1.

WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE SYSTEM

**EVALUATION CRITERIA
EOI 21168**

**B&O BUILDING CLEANING & RESTORATION
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE**

Firm: _____

1. Relevant prior experience of the firm and its proposed consultants, the "project team," with similar projects.

Poor 1 - 5	Marginal 6 - 10	Acceptable 11 -15	Good 16 - 20	Outstanding 20 - 25	Score

2. Perceived quality of the firm's management and project team's capability to provide the services identified. The firm will be expected to clearly demonstrate that it has the expertise and flexibility to work with Council and WVNCC staff to meet program objectives.

Poor 1 - 4	Marginal 5 - 9	Acceptable 10 -14	Good 15 - 20	Outstanding 21 - 25	Score

3. Determination that the firm and project team is of sufficient size and has the capability to handle this project by providing services required on a timely basis and within the fee agreed to at the outset.

Poor 1 - 3	Marginal 4 - 8	Acceptable 9 - 13	Good 14 - 17	Outstanding 18 - 20	Score

4. Firm's and project team's enthusiasm about this engagement; perceived ability to work effectively with the Council and WVNCC staff to produce the kind of facility envisioned; experience in designing aesthetically pleasing, energy efficient projects; and meeting project schedules and milestones.

Poor 1 - 3	Marginal 4 - 6	Acceptable 7 - 9	Good 10 - 12	Outstanding 13 - 15	Score

5. Estimated timeline of getting the project to construction bidding stage. WVNCC prefers this project be completed over the summer and autumn months if at all possible, with the goal of starting construction this summer and achieving substantial completion by November 15, 2021.

Poor 1 - 3	Marginal 4 - 6	Acceptable 7 - 9	Good 10 - 12	Outstanding 13 - 15	Score

COMPOSITE RAW SCORE _____

Each proposal will be independently evaluated on the Criteria by three or more qualified individuals. The raw scores will be averaged to obtain a composite raw score. This composite raw score will then be converted to a true score by use of the following formula:

Composite raw score of this proposal $\frac{XX}{XX}$ x 100 = True Score _____
Highest composite raw score of all proposals $\frac{XX}{XX}$

Persons performing evaluation:

Print Name _____

Signature _____

