



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

# Request for Quotation

RFQ NUMBER
EDD308015

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

RFQ COPY  
 TYPE NAME/ADDRESS HERE

Mountain State University  
 P.O. Box 9003  
 Beckley, WV 25802-9003

DEPARTMENT OF EDUCATION  
 BUILDING 6  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/07/2009				

BID OPENING DATE: 02/04/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		924-10		
<p>THE WV PURCHASING DIVISION, FOR THE AGENCY, THE WV DEPARTMENT OF EDUCATION, IS SOLICITING BIDS FOR AN ANALYSIS OF THE WVDE'S EMERGENCY PLAN, TO CRITIQUE THE INFORMATION AND RECOMMEND AREAS OF IMPROVEMENTS.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO SHELLY MURRAY IN THE WV PURCHASING DIVISION VIA MAIL, AT THE ADDRESS SHOWN AT THE TOP OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA EMAIL AT SHELLY.L.MURRAY@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 1/22/2009 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>QUESTIONS CONCERNING THE ACTUAL PROCESS BY WHICH A VENDOR MAY SUBMIT A BID TO THE STATE OF WV ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE RFQ OPENING DATE AND IN ANY FORMAT.</p> <p>CONSULTING, EMERGENCY PLAN</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE UPON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE</p>						

SIGNATURE <i>C. Alexander</i>			TELEPHONE 304-25307351		DATE 2/3/09
TITLE Executive VP/Admin.	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE			

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATI-</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>Alexander</i>	TELEPHONE 304-253-7351	DATE 304-253-7351	
TITLE Exec. VP of Admin.	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE	

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p><b>CALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</b></p> <p><b>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</b></p> <p><b>REV. 04/11/2001</b></p> <p style="text-align: center;"><b>NOTICE</b></p> <p><b>A SIGNED BID MUST BE SUBMITTED TO:</b></p> <p style="text-align: center;"><b>DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</b></p> <p><b>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</b></p> <p><b>SEALED BID</b></p> <p><b>BUYER: SHELLY MURRAY</b></p> <p><b>RFQ. NO.: EDD308015</b></p> <p><b>BID OPENING DATE: 02/04/2009</b></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>W. Alexander</i>	TELEPHONE 304-253-7351	DATE 2/3/09
TITLE Exec. VP of Admin.	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:            -----            304-461-3429            -----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):            -----            Dr. William White            -----</p> <p>***** THIS IS THE END OF RFQ EDD308015 ***** TOTAL: <u>\$28,750.00</u></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE <i>W. Alexander</i>	TELEPHONE 304-253-7351	DATE 2/3/09
TITLE Exec. VP of Admin	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE

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# West Virginia K-12 Facility Research Project Proposal Outline

## **Background**

The West Virginia Department of Military Affairs and Public Safety (WVDMAPS) as well as Federal Emergency Management Agency (FEMA) and United States Department of Homeland Security (DHS) has identified schools as potential shelter, feeding stations, alternate health care facilities and rest areas in the event of a natural disaster or an act of terrorism. The West Virginia Department of Education (WVDE) is a major decision maker in the identification and the use of facilities for the above named scenarios. In this regard, we have identified a number of schools that may be specifically involved for both short-term and medium-term use. The intent of this Request for Quotation is to identify and quantify specific capacities, capabilities, and limitations of the identified facilities.

## **Project Overview**

The WVDE recognizes the increased need for current, relevant, and prudent emergency planning. There are numerous potential emergency situations in which public schools in West Virginia might need to be utilized as feeding stations, child care facilities, emergency shelters, hospitals, etc. Through the assistance of various government agencies the WVDE has identified facilities along the western migration route(s) that have the potential to be utilized in the event an emergency situation should occur. A list of these facilities has been included in attachment A.

These facilities need to be evaluated to establish what characteristics exist and to also identify areas where the facility requires improvement(s) that will allow the facility to function effectively in any of a number of roles during an emergency situation.

The successful vendor will compile and provide a complete inventory of the capabilities and limitations of the existing facilities. The vendor will also be required to establish standards for interdependent communication networks at each local facility in compliance with current practices for compatibility of equipment.

### **Mandatory Specifications**

- Qualifications include 5 years experience with similar emergency response scenarios including but not limited to working with agencies such as FEMA, DHS, and WVDMAPS, Military, Federal, State, and local law enforcement and fire service agencies. Proof of prior experience should be submitted with vendor's bid.

### **Future Deliverables**

After award, the successful vendor will be required to:

- Provide an inventory of the existing facility assets including: relevant capabilities/capacities including but not limited to student capacity, feeding capabilities, available parking, athletic fields, and the availability of on campus, or near campus, community health facilities.
- Identification of local response agencies and interoperable communications abilities.
- Compile floor plans including accurate square footage measurements, available utilities, and an inventory of mechanical systems of each respective facility.
- Establish GPS coordinates and specific distances from existing Interstates and US routes.
- Identify the capacity of the facility when utilized as an emergency shelter or feeding station, or other role in the event of a declared emergency.

- Evaluate facilities for capacity to provide health care, child care, and other existing infrastructure assets.
- Inventory existing security characteristics and critique weaknesses of the current security capabilities.
- Identify current traffic flow characteristics of the surrounding infrastructure and provide recommendations for how these would need to be improved in the event of an emergency.
- Identify reasonable food service capabilities including feeding capacity and proximity to food sources in the event of a declared emergency.
- Identify and compile lists of the type of mechanical system(s) that support each facility. Recommend areas of deficiency for site in the event it must handle increase capacities in the event of a declared emergency.
- Inventory areas of deficiency for each sites existing communication capabilities. Assist sites in evaluating an interdependency communication system that provides communication channels among the various organizations involved during an emergency situation.

### **Price Quotations**

Project price will be an all inclusive fixed cost.

The price(s) quoted in the bidder's proposal will not be subject to any increase and will be considered firm for the life of the contract, including any renewals, when applicable.

Any anticipated overhead, support staff, travel expenses, indirect costing of expenses or any other reimbursable expenses must be incorporated into the vendor's fee. No separate payments for these types of expenses will be made, and they shall be considered the sole responsibility of the vendor.

### **Incurring Costs**

The state and any of its employees or officers shall not be held liable for any expenses incurred by any bidder responding to this RFQ for expenses to prepare, deliver the bid, or to attend any meetings, oral presentations or protest hearings.

### **Verification of Qualifications**

The West Virginia Department of Education plans to commence activity based upon the results of this RFQ immediately upon award. Therefore, the Department is seeking a vendor who can submit verifiable proof of qualifications with their bid response. It is preferred that the information accompany the bids, however, the agency reserves the right to request this information after the bid. Vendors must provide requested information within 48 hours. Failure to provide current qualifications upon request may a result in disqualification of the vendor's bid.



COUNTY	SCHOOL	ADDRESS	CITY	ZIP	zip4	PHONE	FAX	url	grades	enrollment
1 Cabell	Cabell Midland High School	2300 Us Route 60 East	One	25545		743-7400	743-7577	http://cmhs.cabe.k12.wv.us/	9-12	1846
2 Cabell	Huntington High School	1 Highlander Way	Huntington	25701		528-8400	528-8422	http://www.huntington.k12.wv.us/	9-12	1590
3 Doddridge	Doddridge County Elementary	Rt.2 Box 35D	West Union	25456		873-3294	873-3297	http://boe.dodd.k12.wv.us	5-8	453
4 Doddridge	Doddridge County High School	201 Stuart Street	West Union	25456		873-2521	873-1873	http://www.wvonline.com/dchs/	9-12	399
5 Doddridge	Doddridge County Middle School	Rt 2 Box 35C	West Union	25456		873-2390	873-2541			382
6 Fayette	Meadow Bridge High School	2775 Main Street	Meadow Bridge	25976		484-7917				251
7 Greenbrier	Greenbrier East High School	One Spartan Lane	Lewisburg	24901		647-6464	645-2698		6-8	1159
8 Greenbrier	Western Greenbrier Middle School	HC 40 Box 14	Crawley	24931		392-8446				
9 Harrison	Bridgeport High School	515 Johnson Avenue	Bridgeport	26330		842-3693	842-6288	http://www.wvonline.com/bhs/	9-12	
10 Harrison	Liberty High School	One Mountaineer Drive	Clarksport	26301		624-3264	623-3159			
11 Harrison	Robert C. Byrd High School	One Eagle Way	Clarksburg	26301		624-2453	624-3211			
12 Kanawha	Capital High School	1500 Greenbrier St	Charleston	25311		348-6500	348-6509	http://www.capitalhigh.org/	0912 PK	
13 Kanawha	George Washington High School	1522 Tennis Club Rd	Charleston	25314		348-7729	344-4947			
14 Kanawha	Nitro High School	1300 Park Avenue	Nitro	25143		755-4321	755-4345			
15 Kanawha	Riverside High School	#1 Warrior Way	Belle	25015		348-1996				
16 Kanawha	Saint Albans High School	2100 Kanawha Terrace	St. Albans	25177		722-0212	722-0211			
17 Marion	South Charleston High School	1 Eagle Way	South Charleston	25309		766-0362	768-4663			
18 Marion	East Fairmont High School	1993 Airport Road	Fairmont	26554	9138	367-2140	367-2180	http://www.wvonline.com/efhs	9-12	
19 Marion	Fairmont Senior High School	Loop Park Drive	Fairmont	26554	2599	367-2150	366-5988	http://fhs.mari.k12.wv.us/	9-12	
20 Monongalia	Morgantown High School	109 Wilson Avenue	Morgantown	26501		291-9260	291-9263			
21 Monongalia	University High School	991 Price Street	Morgantown	26505		291-9270	291-9248			
22 Ohio	Wheeling Park High School	1976 Park View Rd	Wheeling	26003	9311	243-0400	243-0449			
23 Putnam	Hurricane High School	3350 Teays Valley Road	Hurricane	25526		562-3991	562-5460			
24 Putnam	Poca High School	Rt. 1, Box 5b	Poca	25159		755-5001	755-5009			
25 Raleigh	Independence High School	PO Box 1595	Coal City	25823		683-3228				
26 Raleigh	Beckley-Stratton	401 Gray Flats Road	Beckley	25801		256-4616				
27 Raleigh	Woodrow Wilson High School	400 Stanaford Road	Beckley	25801		256-4646				
28 Ritchie	Ritchie County Middle/High School	107 Ritchie County School Rd	Ellenboro	26346		869-3526	869-3596			
29 Summers	Summers County High School	One Bobcat Dr.	Hinton	25951		466-6040	466-6044			
30 Taylor	Grafton High School	400 Riverside Drive	Grafton	26354		285-3046				
31 Taylor	West Taylor Elementary	RR1 Box 186B-1	Flemington	26347		842-0490	842-0492		K-4	248
32 Wayne	Spring Valley High School	#1 Timbenwolf Drive	Huntington	25704		429-1699	429-7315			
33 Wood	Parkersburg High School	2101 Dudley Ave	Parkersburg	26101	3492	420-9595	420-9604			
34 Wood	Parkersburg South High School	1511 Blizzard Dr	Parkersburg	26101	6424	420-9610	420-9607			

Total

# State of West Virginia VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

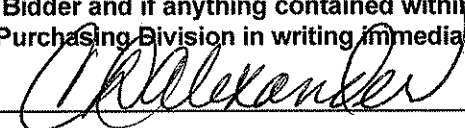
- 1. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or** 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
- 2. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
- 3. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
- 4. **Application is made for 5% resident vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
- 5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
- 6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: Mountain State University

Signed: 

Date: 2/3/09

Title: Executive VP of Administration

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**VENDOR OWING A DEBT TO THE STATE:**

*West Virginia Code* §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

**PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

**ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

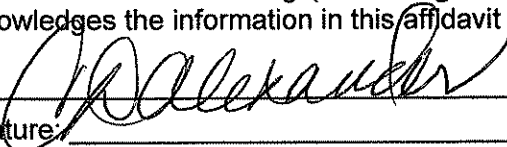
**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name:  - MOUNTAIN STATE UNIVERSITY  
Authorized Signature: \_\_\_\_\_ Date: 2/3/09

# **Mountain State University Capabilities**

## **Senior Consultant / Project Leader**

### **Dr. John Barnette**

Dr. John Barnette will serve as the senior consultant for this proposed project. Dr. Barnette will be primarily responsible for the evaluation of the sites identified by the West Virginia Department of Education to determine their capacity and preparedness to serve as emergency shelters. Dr. Barnette is a traditional National Guardsman who holds the rank of Major General. He serves in a part-time capacity as an Assistant Adjutant General and Commander of the West Virginia Army National Guard. In this role, General Barnette is responsible for all operations of the West Virginia Army Guard, including the training and readiness preparation of the guard units for their wartime missions.

General Barnette has also been instrumental in the development of the West Virginia National Guard's homeland security efforts. These efforts have included the development of a fully certified Crisis Support Team (CST), a Chemical Emergency Response Force (CERF), and a 500 person Ready Response Battalion. In his National Guard Command position, he has served as the task force commander in 57 FEMA declared National Emergencies in the State of West Virginia. He also served as a Task Force Commander leading the recovery efforts in Louisiana following Hurricanes Katrina and Rita. Because of these experiences, he is nationally known for his technical and leadership abilities in the emergency services and WMD arenas. In addition to Commanding the West Virginia Army Guard, MG Barnette also serves as the Wartime G-3 of the Eighth United States Army in Korea.

In his civilian capacity, Dr. Barnette has served as a consultant to the West Virginia Hospital Association (WVHA) and the West Virginia Department of Health and Human Services (WV DHHR) for various projects, including the facilitation, coordination, development, and primary writing of the Regional Response Plans for all hospitals and other first responders in the State of West Virginia. In addition to his role in the creation of the Regional Threat Preparedness Plans, Dr. Barnette served as the primary author for the accompanying operations manuals and developed and facilitated 12 Table Top Exercises in the individual regions and at the state level.

Dr. Barnette also serves as a faculty member in the School of Leadership and Professional Development for Mountain State University ("MSU") headquartered in Beckley, West Virginia. In this capacity he serves as a facilitator for cohorts in the Masters Level Strategic Leadership Program. He also performs consulting work for the Professional Development component of the school. Most recently, he and Dr. Ruth Wylie, Associate Dean of Leadership Studies of MSU, developed a crisis leadership program for the WV Division of Emergency Management. This program, targeted to developing the crisis leadership capabilities of emergency managers throughout the state, was enthusiastically received in its first iteration which concluded in December. As a result the Division has decided to extend and expand the offering and will be doing so in February 2009.

Scott Barnette

Scott Barnette will serve as the project leader and coordinator. Mr. Barnette will be primarily responsible for coordinating the project and for conducting and/or supervising the property inspections associated with the project. Mr. Barnette received his Doctor of Jurisprudence and Masters in Business Administration from West Virginia University in 1995. Mr. Barnette is an active member of the West Virginia State Bar and a State Certified General Real Estate Appraiser who has over ten years experience in the areas of commercial real estate inspection, appraisal, and construction.



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

# Request for Quotation

RFQ NUMBER  
**EDD308015**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**SHELLY MURRAY  
 304-558-8801**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

Mountain State University  
 P.O. Box 9003  
 Beckley, WV 25802-9003

DEPARTMENT OF EDUCATION

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/25/2009				

BID OPENING DATE: **02/04/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO ADDRESS THE QUESTIONS RAISE PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 01/22/2009						
ATTACHMENT: QUESTIONS AND RESPONSES						
THE BID OPENING DATE REMAINS: 02/04/2009						
0001	1	LS		924-10		
CONSULTING, EMERGENCY PLAN						
EXHIBIT 10						
REQUISITION NO.: EDD308015						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						
NO. 1 ..✓.....						
NO. 2 .. <del>NA</del> .....						
NO. 3 .. <del>NA</del> .....						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 304-253-7351	DATE 2/3/09
TITLE Executive VP of	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE

Admin. WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER
EDD308015

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
SHELLY MURRAY 304-558-8801

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

Mountain State University  
 P.O. Box 9003  
 Beckley, WV 25802-9003

SHIP TO

DEPARTMENT OF EDUCATION  
 BUILDING 6  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0330

DATE PRINTED 01/25/2009	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: 02/04/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 4	<del>NA</del>					
NO. 5	<del>NA</del>					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY 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.</p> <p>.....<i>Alexander</i>.....            SIGNATURE</p> <p>..Mountain State University..            COMPANY</p> <p>.....2/3/09.....            DATE</p> <p>REV. 11/96</p> <p>----- END OF ADDENDUM NO. 1 -----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>Alexander</i>	TELEPHONE 304-253-7351	DATE 2/3/09	
TITLE Executive VP or Admin.	FEIN 55-0370128	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**RESPONSES TO VENDOR QUESTIONS  
EDD308015**

- 1. What information regarding existing facilities (i.e. floor plans, security capabilities, mechanical systems, etc.) and communication networks will be available to the successful bidder?**

The information we have is limited. With that in mind, our Comprehensive Education Facility Plans-- provides floor plans, some information on security and information technology.

- 2. Have the "western migration routes" been specifically identified and defined? If so, can that information be released?**

The current Western Migration Route will be made available to the successful vendor.

- 3. What is the expected deliverable regarding the requirement to "establish standards for interdependent communication networks at each local facility in compliance with current practices for compatibility of equipment?"**

The information must include how First Response and the local boards of education communicate with each other and respond accordingly during an incident.

- 4. What is the expected deliverable regarding the requirement to "critique weaknesses of the current security capabilities?"**

Specifically, do holes exist in security from success to responding to an actual event? What information is needed to successfully respond during an event?

- 5. What is the expected deliverable regarding the requirement to "identify current traffic flow characteristics of the surrounding infrastructure and to provide recommendations for how these would need to be improved in the event of an emergency?"**

The successful vendor will be expected to address, within the deliverables, questions such as the following: "How does traffic routinely move? Is the traffic pattern appropriate in an event? What needs to be changed during an event, if anything? What changes are necessary and how do they need to be communicated with first responders and the local board?"

- 6. What is the expected format for the final deliverables (i.e. printed report, database, etc.)?**

This information must be provided in print, as well as, data information. This information will be provided to the West Virginia State Board of Education, the State Superintendent and the local school superintendents involved. It should be noted that the West Virginia will own the information.