



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  
**HUT984**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

VENDOR

\*709042342      304-636-3950  
**DAVIS ELECTRICAL SERVICE INC**  
**PO BOX 810**  
**SCOTT STREET**  
**ELKINS WV 26241**

SHIP TO

**HUTTONSVILLE CORRECTIONAL CENTER**  
**ATTENTION: CLINTON SEMMLER**  
**ROUTE 250 SOUTH**  
**HUTTONSVILLE, WV 26273**      **335-2291**

DATE PRINTED <b>01/05/2010</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **01/28/2010**      BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		936-10		17,800.00
<p><b>HVAC MAINTENANCE &amp; REPAIR</b></p> <p>OPEN-END CONTRACT TO PROVIDE HVAC MAINTENANCE &amp; REPAIR SERVICES FOR THE HUTTONSVILLE CORRECTIONAL CENTER, PER THE SPECIFICATIONS.</p> <p>OPTIONAL SITE VISIT: SITE VISITS MAY BE SCHEDULED UNTIL 1/21/2010; 4:00 PM, BY CONTACTING LANCE YARDLEY AT 304-335-2291 EXT. 202</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... 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 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,</p>						

**RECEIVED**  
**2010 FEB -1 AM 9:33**  
**WV PURCHASING DIVISION**

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *John Davis*      TELEPHONE: **304-636-3950**      DATE: **1/26/10**

TITLE: *54105*      FEIN:      ADDRESS CHANGES TO BE NOTED ABOVE

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



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<p>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>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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<i>John Davis</i>		
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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BID OPENING DATE: <b>01/28/2010</b> <b>BID OPENING TIME 01:30PM</b>				

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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.</p> <p>REV. 05/26/2009</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAG RATES AS ESTABLISHED FOR XXXXXXXXXXXX COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:</p> <p>(XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.</p> <p style="text-align: center;"><b>CONTRACTORS LICENSE</b></p>						

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01/05/2010				

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<p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY B MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:</p> <p>CONTRACTORS NAME: .....<i>Davis Electrical Service Inc.</i>.....</p> <p>CONTRACTORS LICENSE NO.: .....<i>WV 002211</i>.....</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p style="text-align: center;">APPLICABLE LAW</p> <p>THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</p> <p>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO</p>						

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	EFFECT.					
	BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.					
	REV. 5/2009					
	NOTICE					
	A SIGNED BID MUST BE SUBMITTED TO:					
	DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130					
	THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:					
	SEALED BID					
	BUYER:	JOHN ABBOTT (32)-----				
	REQ. NO.:	HUT984-----				
	BID OPENING DATE:	01/28/2010-----				
	BID OPENING TIME:	1:30 PM-----				
	PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:					

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				304636-0367 - Fax		
PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:				John Davis		
***** THIS IS THE END OF RFQ HUT984 ***** TOTAL:						17,800.00

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1. Purpose of this contract is to provide the contracted assurance that the HVAC equipment and HVAC control system operated within the prescribed guidelines.
2. Vendor is to make repairs to various HVAC systems on an as needed basis. An inventory of all equipment is listed below.
3. Huttonsville Correctional Center's Maintenance staff will evaluate the problem and determine when the vendor is needed for service, at this time the vendor needs to respond within 24 hours
4. Vendor must be a factory authorized dealer for commercial HVAC systems. Vendor must have certified technicians providing service on the equipment. Vendor must be able to repair complex commercial HVAC equipment listed in the specs.
5. Vendor must provide Liability Insurance coverage.
6. The Vendor, as an independent contractor, is solely liable for the acts and omissions of its employees and agents. You control the means, method and manner of performing the services for which you are being retained, within the specifications of the contract.
7. Reports on readings if applicable.
8. Hourly rates shall include all minimum fees or show up costs.
9. Estimated Annual Parts Usage X % of Mark-up must be completed in chart listed below.
10. The BID form shall be completed as written.
11. Renewal shall be in accordance with the Terms and Conditions of this contract. It shall be limited to two additional successive one year periods. Vendor is responsible to notify the Owner of its intent to renew within 60 days of termination of the contract with a letter of intent.
12. An invoice of purchased parts must be attached for verification when billing.

Inventory List:

Staff Building

Micro Z  
 Z Pack MZ-3070  
 Serial #920113  
 2 Motor/Split Unit  
     1-1/2 HP 480V  
     2 HP 480V  
 2,400 CFM

K Building

Trane  
 15 HP 480V  
 MCCA 021GA UOABA 000BC CA00B A0000 BE00 B0000 00A0  
 Serial K98#39670

Electrical Class

Trane  
 1-1/2 HP 208V 3PH  
 MCCA 006GA UOABA 000BC CA00B A0000 BE000 B00000 00A0

Vocational Building

McQuay (Snyder-General)  
 Model: LHC111CH  
 Serial: 3XM01617-06  
 5HP 460 V/3 PH

Multi-Purpose Building

McQuay  
 Model: LHD114DH

Serial: 3XM016190-04  
10 HP 460 V/3 PH

Furniture Plant

McQuay  
Model: LHD 106 CH  
Serial: 3XM01618-06

Units B-1, B-2 E-1 and B-2

Trane  
MCCA 025GA AU0AB C000H 0ECA0 0BAA0 000BC 000D0 00000A0  
15 HP 460 HP/ 60 HZ / 3 PH

Laundry

Hastings  
Serial: 53837  
Model: SBS- 2115-9-VD  
9,000 CFM  
7-1/2 HP / S08V / 60 HZ / 3 PH  
1765 RPM 21.4 AMPS

Unit's A & C

Hastings  
Serial : 52695-2  
Model: SBS-115-5-MB  
Size: SBS-115  
5,000 CFM  
5 HP / 208 V / 60 HZ / 3 PH  
1750 RPM 10.5 AMP's

Unit G

There are 3 roof units  
Magic Aire  
Model: 120BRW  
4,000 CFM  
1-1/2 HP / 208 V / 3 PH

Unit D

York Magnum Ultra High Efficiency HVAC Unit  
Model DJ180C00V4AE1

Unit F

York Magnum Ultra High Efficiency HVAC Unit  
Model DJ180C00V4AE1



**HUTTONSVILLE CORRECTIONAL CENTER HVAC MAINTENANCE CONTRACT BID FORM**

Item #	Description	Estimated Annual Usage	* Unit Price	Extended Price
1	ANNUAL MAINTENANCE CONTRACT - HCC	1		\$
2	REGULAR WORK HOURS	120	\$ 50 <sup>00</sup>	\$ 6000 <sup>00</sup>
3	AFTER REGULAR WORK HOURS	60	\$ 75 <sup>00</sup>	\$ 4500 <sup>00</sup>
4	HOLIDAY WORK HOURS	60	\$ 75 <sup>00</sup>	\$ 4500 <sup>00</sup>
5	EST. ANNL. PARTS USAGE x % MARK-UP	\$2,000.00	% M/U: 40	\$ 2800 <sup>00</sup>
Failure to use this form may result in disqualification			<b>Total</b>	\$ 17,800 <sup>00</sup>
<u>Bidder / Vendor Information:</u>				
Name:	Davis Electric			
Address:	PO Box 810			
	Elkins, WV 26241			
Phone# :	304-636-3950			
Email Address:	daviselectric@wvnet.net			
<u>Contract Coordinator Information:</u>				
Name:	Huttonsville Correctional Center			
	Attention: Robert Armentrout			
Address:	P O Box 1			
	Huttonsville, WV 26278			
Phone# :	304-335-2291 EXT 169			
Email Address:	rarmen1@mail.wvnet.edu			
* Item #1 = Annual; Items 2, 3, & 4 are hourly unit prices; Item #5 = \$2,000 X % Mark-up over cost				

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: Davis Electric Signed: John Davis
Date: 11/26/10 Title: Sola

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

RFQ No. \_\_\_\_\_

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** 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 owned is an amount greater than one thousand dollars in the aggregate

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, Limited Liability Company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement

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.

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Davis Electric

Authorized Signature: John Davis Date: 1/26/10

State of West Virginia

County of Randolph, to-wit:

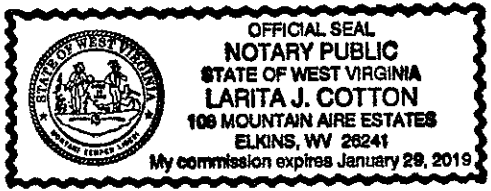
Taken, subscribed, and sworn to before me this 26 day of January, 2010.

My Commission expired 1/29, 2019

AFFIX SEAL HERE

NOTARY PUBLIC

Larita J. Cotton





State of West Virginia  
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT  
West Virginia Code §21-1D-5

STATE OF West Virginia

COUNTY OF Randolph, TO-WIT:

I, John Davis, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Davis Electric; and,  
(Company Name)
- 2. I do hereby attest that Davis Electric  
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

Davis Electric  
(Company Name)

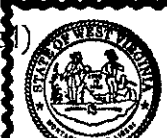
By: John Davis

Title: Saler

Date: 1/26/10

Taken, subscribed and sworn to before me this 26<sup>th</sup> day of January, 2010

By Commission expires 1/29/19

(Seal)  OFFICIAL SEAL  
NOTARY PUBLIC  
STATE OF WEST VIRGINIA  
LARITA J. COTTON  
106 MOUNTAIN AIRE ESTATES  
ELKINS, WV 26241  
My commission expires January 29, 2019

Larita J. Cotton  
(Notary Public)

**THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.**

Copy of Previous Bid

WV-43 (REV 10/04)

# REQUEST FOR QUOTATIONS

THIS IS NOT AN ORDER

Return by 3:00 p.m.  
on Nov. 20, 2009

Req No
Acct No

Return to:  
Huttonsville Correctional Center  
P O Box 1  
Huttonsville, WV 26273 Attn: Pam Jones 304-335--2291

Date <b>November 6, 2009</b>
To Be Delivered To:

Vendor * Davis Electric
Address * P O Box 810 Elkins, WV 26241
Telephone Number * 304-636--3950

PLEASE NOTE DELIVERY REQUIREMENTS AND QUOTE DEFINITE DELIVERY IN NUMBER OF DAYS AFTER RECEIPT OF ORDER.

QUOTATIONS TO BE BASED ON TERMS AND CONDITIONS PRINTED HEREON.

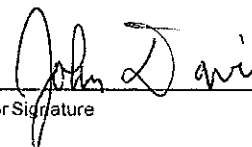
Delivery Requirements	FEIN	Terms	Delivery Date	F O B
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Item Number	Quantity	Description	Unit Price	Amount
		<p>The BID Request for the HVAC System for Huttonsville Correctional Center's Specifications are attached.</p> <p>If a walk-thru is needed please phone before BID closing date, 304-335-2291 and ask to speak to Lance Yardley, Associate Warden of Operations or Robert Armentrout, Maintenance Dept. Super or Pam Jones, Business Manager</p>		
			<b>TOTAL</b>	<b>\$ 17,800.00</b>

HIPAA Business Associate Addendum - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160 103) and will be disclosing Protected Health Information (45 CFR §160 103) to the vendor

John Davis/Sales

Vendor - Authorized Representative and Title (Please Print)



Authorized Vendor Signature

**STATE OF WEST VIRGINIA  
PURCHASE CONTINUATION SHEET**

Buyer:	Page: <b>2</b>	Requisition or P.O. No.:
Spending Unit:		

Vendor: \_\_\_\_\_

1. Purpose of this contract is to provide the contracted assurance that the HVAC equipment and HVAC control system operated within the prescribed guidelines.
2. Vendor is to make repairs to various HVAC systems on an as needed basis. An inventory of all equipment is listed below
3. Huttonsville Correctional Center's Maintenance staff will evaluate the problem and determine when the vendor is needed for service, at this time the vendor needs to respond within 24 hours
4. Vendor must be a factory authorized dealer for commercial HVAC systems. Vendor must have certified technicians providing service on the equipment. Vendor must be able to repair complex commercial HVAC equipment listed in the specs
5. Vendor must provide Liability Insurance coverage.
6. The Vendor, as an independent contractor, is solely liable for the acts and omissions of its employees and agents. You control the means, method and manner of performing the services for which you are being retained, within the specifications of the contract.
7. Reports on readings if applicable
8. Hourly rates shall include all minimum fees or show up costs
9. Estimated Annual Parts Usage X % of Mark-up must be completed in chart listed below.
10. The BID form shall be completed as written.
11. Renewal shall be in accordance with the Terms and Conditions of this contract. It shall be limited to two additional successive one year periods. Vendor is responsible to notify the Owner of its intent to renew within 60 days of termination of the contract with a letter of intent.
12. An invoice of purchased parts must be attached for verification when billing.

Inventory List:

Staff Building

Micro Z  
Z Pack MZ-3070  
Serial #920113  
2 Motor/Split Unit  
    1-1/2 HP 480V  
    2 HP 480V  
2,400 CFM

K Building

Trane  
15 HP 480V  
MCCA 021GA U0ABA 000BC CA00B A0000 BE00 B0000 00A0  
Serial K98#39670

Electrical Class

Trane  
1-1/2 HP 208V 3PH  
MCCA 006GA U0ABA 000BC CA00B A0000 BE000 B00000 00A0

Vocational Building

McQuay (Snyder-General)  
Model: LHC111CH  
Serial: 3XM01617-06  
5HP 460 V/3 PH

Multi-Purpose Building

McQuay  
Model: LHD114DH

STATE OF WEST VIRGINIA  
**PURCHASE CONTINUATION SHEET**

Buyer:	Page: <b>3</b>	Requisition or P.O. No.:
Spending Unit:		

Vendor: \_\_\_\_\_

Serial: 3XM016190-04  
 10 HP 460 V/3 PH

Furniture Plant

McQuay  
 Model: LHD 106 CH  
 Serial: 3XM01618-06

Units B-1, B-2 E-1 and B-2

Trane  
 MCCA 025GA AU0AB C000H 0ECA0 0BAA0 000BC 000D0 00000A0  
 15 HP 460 HP/ 60 HZ / 3 PH

Laundry

Hastings  
 Serial: 53837  
 Model: SBS- 2115-9-VD  
 9,000 CFM  
 7-1/2 HP / S08V / 60 HZ / 3 PH  
 1765 RPM 21 4 AMPS

Unit's A & C

Hastings  
 Serial : 52695-2  
 Model: SBS-115-5-MB  
 Size: SBS-115  
 5,000 CFM  
 5 HP / 208 V / 60 HZ / 3 PH  
 1750 RPM 10.5 AMP's

Unit G

There are 3 roof units  
 Magic Aire  
 Model: 120BRW  
 4,000 CFM  
 1-1/2 HP / 208 V / 3 PH

Unit D

York Magnum Ultra High Efficiency HVAC Unit  
 Model DJ180C00V4AE1

Unit F

York Magnum Ultra High Efficiency HVAC Unit  
 Model DJ180C00V4AE1

STATE OF WEST VIRGINIA  
PURCHASE CONTINUATION SHEET

Buyer:	Page: <b>4</b>	Requisition or P.O. No.:
Spending Unit:		

Vendor: Davis Electric

HUTTONSVILLE CORRECTIONAL CENTER HVAC MAINTENANCE CONTRACT BID FORM

Item #	Description	Estimated Annual Usage	* Unit Price	Extended Price
1	ANNUAL MAINTENANCE CONTRACT - HCC	1		\$
2	REGULAR WORK HOURS	120	\$ 50.00	\$ 6000.00
3	AFTER REGULAR WORK HOURS	60	\$ 75.00	\$ 4500.00
4	HOLIDAY WORK HOURS	60	\$ 75.00	\$ 4500.00
5	EST. ANNL. PARTS USAGE x % MARK-UP	\$2,000.00	% M/U: 40	\$ 2800.00
Failure to use this form may result in disqualification			<b>Total</b>	<b>\$ 17,800.00</b>

*Bidder / Vendor Information:*

Name: Davis Electric/John Davis  
 Address: PO Box 810  
Elkins, WV 26241  
 Phone#: 304-636-3950  
 Email Address: daviselectric@meer.net

*Contract Coordinator Information:*

Name: Huttonsville Correctional Center  
Attention: Robert Armentrout  
 Address: P O Box 1  
Huttonsville, WV 26278  
 Phone#: 304-335-2291 EXT 169  
 Email Address: rarmen1@mail.wvnet.edu

\* Item #1 = Annual; Items 2, 3, & 4 are hourly unit prices; Item #5 = \$2,000 X % Mark-up over cost

Fax 335-4681