



Crabtree, Rohrbaugh & Associates

Architects

401 East Winding Hill Road
Mechanicsburg, Pennsylvania 17055
phone: (717) 458-0272 - fax: (717) 458-0047

October 9, 2009

Mr. John Abbott
Department of Administration - Purchasing Division
Building 15 2019 Washington Street – East
Charleston, WV 25305-0130

Dear Mr. Abbott:

We are pleased to have the opportunity to submit our proposal for consideration as architects to provide architectural services for the repair, replacement, and/or renovation of any and all building systems and major upgrades associated with the effective and efficient operation of the WV Regional Jail System. It is our privilege to be considered for such an important project. **We look forward to working with the WV Regional Jail & Correctional Facility Authority again. Our work on the prototypical development of the West Virginia Regional Jail System which included replacing all existing county jails with new 200-, 300- and 400-cell regional jail facilities back in 1995 provides us with the experience and familiarity with the processes of the Authority to provide an efficient and effective team.** After careful consideration we hope you will find our experience and qualifications commensurate to your standards for consideration as architects.


Crabtree, Rohrbaugh & Associates is a full service architecture firm headquartered in Mechanicsburg, PA that is providing design and planning services throughout the United States in thirty-nine states. The firm has specialized in correctional design since its inception in 1984 and has provided correctional design and master planning services for the State of New Hampshire, State of Pennsylvania, the State of West Virginia and several major County Correctional Programs throughout the Eastern United States. The project team that has provided the design services for every Crabtree, Rohrbaugh & Associates' correctional project is still employed with the firm and has significant experience.

Our team brings special strengths to your projects in numerous significant areas including the following:

- Experience completing Needs Assessments and Master Plans for Country Correctional Facilities throughout Mid-Atlantic Region;
- A nationally recognized in-house Correctional Facilities Planner;
- A recognized and established record of excellence in the design and documentation of prison facilities;
- A complete understanding of operating concepts and staffing patterns within correctional facilities;
- Commitment to a client-oriented approach to providing professional services;

We at Crabtree, Rohrbaugh & Associates would like to thank you for the consideration of our firm. If you should have any questions or would like to meet to discuss our credentials in more detail, please do not hesitate to call at 717-458-0272.

Sincerely,
CRABTREE, ROHRBAUGH & ASSOCIATES


G. Douglas Rohrbaugh
Chairman, Board of Directors

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PURCHASING DIVISION
STATE OF WV





State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
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Request for Quotation

RFQ NUMBER
RJCMNT012

PAGE
1

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

VENDOR

RFQ COPY
TYPE NAME/ADDRESS HERE
 Crabtree, Rohrbaugh & Associates
 401 East Winding Hill Road
 Mechanicsburg, PA 17055

SHIP TO

REG'L JAIL & CORR'L AUTH'Y
VARIOUS LOCALES AS INDICATED
BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/20/2009				

BID OPENING DATE: **10/13/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	I	LS		906-07		
<p>ARCHITECT SERVICES, PROFESSIONAL</p> <p>OPEN END CONTRACT TO PROVIDE ARCHITECT AND ENGINEERING SERVICES FOR THE WEST VIRGINIA REGIONAL JAIL AND CORRECTIONAL FACILITY AUTHORITY, PER THE SPECIFIC PROJECTS LISTED IN THE EXPRESSION OF INTEREST DOCUMENTATION.</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, 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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE TELEPHONE **717-458-0272** DATE **10/6/09**

TITLE **Chairman, Board of Dir.** FEIN **232303190** 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 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 SERVICE 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> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT</p>						

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<p>WITHOUT FURTHER ORDER.</p> <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 style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT (32)-----</p> <p>RFQ. NO.: RJCMNT012-----</p> <p>BID OPENING DATE: 10/13/2009-----</p> <p>BID OPENING TIME: 1:30 PM-----</p>						

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FILE Chairman, Board of Dir. FEIN **232303190** ADDRESS CHANGES TO BE NOTED ABOVE

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PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 717-458-0047 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): Randy Davis ----- ***** THIS IS THE END OF RFQ RJCMNT012 ***** TOTAL: _____						

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