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

Request for

RFQ NUMBER GSD126418 1

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 04-558-2596

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 86 P 1124 SMITH STREET CHARLESTON WV 25301 304-558-0250

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 01/25/2012 BID OPENING DATE: 02/29/2012 BID OPENING TIME 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT 0001 LIS 340-16 1 \$86,000 INSTALL FIRE ALARM SYSTEM IN BUILDING 86 REQUEST FOR QUOTATION 2012 FEB 29 AM 11: 19 (RFO) *GONSTRUCTION* WV PURCHASING THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE DIVISION AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING BIDS TO PROVIDE THE AGENCY WITH ALL LABOR MATERIALS, SUPPLIES, AND EQUIPMENT TO PROVIDE THE INSTALLATION OF A NEW FIRE ALARM SYSTEM IN BUILDING 86 (GREENBROCKE BUILDING) LOCATED AT 1124 SMITH STREET IN CHARLESTON WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS. A MANDATORY PRE-BID WILL BE HELD ON 02/09/12 AT 10:00 AM AT THE AGENCY'S LOCATION AT 1124 SMITH STREET IN CHARLESTON, WEST VIRGINIA. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER. AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE 309-395-1253 2012 PRESIDENT 550585904 ADDRESS CHANGES TO BE NOTED ABOVE

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties,
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 14. 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.
- 15. 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, and the West Virginia Insurance Commission. 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.
- 16. 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 material, 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.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
- 5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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RFQ NUMBER GSD126418 2

KRISTA FERRELL

ADDRESS CORRESPONDENCE TO ATTENTION OF: \$04-558-2596

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 86 1124 SMITH STREET Ţ CHARLESTON WV 25301 304-558-0250

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PAGE 3

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DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
BUILDING 86
1124 SMITH STREET
CHARLESTON WV
25301 304-558-0250

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 01/25/2012 BID OPENING DATE: 02/29/2012 BID OPENING TIME 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.

WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR KANAWHA COUNTY, PURSUANT TO WEST VIRGINIA GODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)

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 FERTAINING TO THIS CONTRACT ARE HEREBY DELETED.

WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.

ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:

(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 \$1,000,000.00.

() BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.

(XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL

SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

SIGNATURE TELEPHONE
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PAGE 5

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PAGE 6

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304-558-2596

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BUILDING 86

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T 1124 SMITH STREET
CHARLESTON WV
25301 3

304-558-0250

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Vice President

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KRISTA FERRELL 304-558-2596

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ADDRESS CHANGES TO BE NOTED ABOVE

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	BID OP	ENING T	IME:		1:30 PM					
	PLEASE TO CON	PROVID	E A F U REG	AX NU ARDIN	MBER IN CASE IT G YOUR BID: 304/345-1256	IS	NECE	SSARY		
	PLEASE	PRINT NING TH	OR TY IS QU	PE NA OTE:	ME OF PERSON TO Duane A. Shurow	CON	ITACT			
	-				Silutow					
			1	SEE RE	L VERSE SIDE FOR TERMS AND CO	NDITIO	ONS			.L
SIGNATURE	2				TELEPHONE	304/	345-12	253	DATE	2/20/2012
TITLE Vice P	residen	† FE	IN 5	5 058		104/			ANGE	2/29/2012 B TO BE NOTED ABOVE
					T NAME AND ADDDESO	11.6				O TO DE NOTEU ABOVE

State of West Virginia Department of Administration General Services Division GSD126418 Bldg 86 Fire Alarm

GSD126418 Attachment G: Bid Form

Bidder's Company	Name: Progressive Elegieic INC,
Bidder's Address:	PO Bax 3675
	CHARLESTON, WY 25336
Remittance Addres	s:
Phone Number:	304-345-1253
Fax Number:	309-345-1256
Email Address:	DSHUROW@WEWIREL.COM
WV Contractor's L	icense Number: WV # 0000 5
conditions affecting conditions to bidder	ersigned, having examined the site and being familiar with the loca the cost of the work and also being familiar with the general s, drawings, and specifications, hereby propose to furnish all nt, and labor to complete all work in a workmanlike manner, as ding Documents.
	T BID (Total to be written in words and numbers)
EIGHTY	Six Thousand of con
(\$ 86,000 °)

State of West Virginia Department of Administration

General Services Division GSD126418 Bldg 86 Fire Alarm

References

Reference Name:	John Strickland	
Position:	General Contractor - MCS Construction	Company
Address:	Charleston, WV	
Telephone Number:	304/925-3190	
Project Name:	WV Museum Remodel	
Project Description:	Remode1	
The state of the s		
Reference Name:	Carl Agsten	
Position:	General Contractor - Agsten Construct	ion Company
Address:	Charleston, WV	
Telephone Number:	304/343-5400	
Project Name:	Tri-State Racetrack	
Project Description:	Casino & Hotel	
•		
Reference Name:	Ray George	to
Position:	Construction Manager - CAMC Hospital	68
Address:	Charleston, WV	e?
Telephone Number:	304/388-9740	\$1 \$1
Project Name:	CAMC Hospital	···
Project Description:	Various Hospital projects	-3



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

STATE OFWest Virginia
COUNTY OF Kanawha , TO-WIT:
I, <u>Duane A. Shurow</u> , after being first duly sworn, depose and state as follows:
 I am an employee of Progressive Electric, Inc. ; and, (Company Name)
2. I do hereby attest that Progressive Electric, Inc. (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.
Progressive Electric, Inc. (Company Name)
By: Duane A. Shurow, Vice President Title: Vice President
Date: 2/29/2012
Taken, subscribed and sworn to before me this $\underline{28}$ day of $\underline{}$ February $\underline{}201.2$
By Commission expires OFFICIAL SEAL NOTARY PUBLIC STATE OF WEST VIRGINIA LISA B. LEDSOME 1519 Byng Drive, South Charleston, WV 25303 My Commission Expires January 16, 2019 (Notary Rublic)
THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE
A CET DAVIT WITH THE RID CHALL DECLIET IN DISCULAL TELCATION OF

THE BID.

Rev March 2009

	GSD12641842
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 owed 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:	Progressive Electric	, Inc.	
Authorized Signature: _	Duáne A. Shurow, Vice	Date:_	2/29/2012
State of West Vir			
County of Kanawha	, to-wit:		
Taken, subscribed, and	sworn to before me this 28 da	ay of February	, 20_12
My Commission expires	1/16	, 2019_	
AFFIX SEAL HERE	OFFICIAL SEAL NOTARY PUBLIC STATE OF WEST VIRGINIA LISA B. LEDSOME 1519 Byng Drive. South Charleston, WV 25303	NOTARY PUBLIC LISC	Bledsone

Agency	Purchasing	Division
	O#GSD126	The second secon

BID BOND

	KNOW ALL MEN BY THES	E PRESENTS, That we, the	undersigned, Progressive Electric, Inc.
of	Charleston ,		, as Principal, and Ohio Farmers Insurance Company
of	Westfield Center ,	OH, a	corporation organized and existing under the laws of the State of
	OH with its principal of	ffice in the City of Westfie	eld Center , as Surety, are held and firmly bound unto the State
of We	est Virginia, as Obligee, in the po	enal sum of Five Percent o	f Amount Bid (\$ 5%) for the payment of which,
well a	nd truly to be made, we jointly a	and severally bind ourselves,	our heirs, administrators, executors, successors and assigns.
	The Condition of the above	obligation is such that where	as the Principal has submitted to the Purchasing Section of the
Depa	rtment of Administration a certain	in bid or proposal, attached h	ereto and made a part hereof, to enter into a contract in writing for
Fire	Alarm System, Building 86,	Charleston, WV	
	NOW THEREFORE,		
	(a) If said bid shall be reject		
horote			enter into a contract in accordance with the bid or proposal attached by the bid or proposal, and shall in all other respects perform the
agree	ment created by the acceptance	e of said bid, then this obliga	tion shall be null and void, otherwise this obligation shall remain in full
	and effect. It is expressly under the penal amount of this oblig		ability of the Surety for any and all claims hereunder shall, in no event,
excee	to the penal amount of this oblig	gation as herein stateu.	
	The Surety, for the value rec	ceived, hereby stipulates and	agrees that the obligations of said Surety and its bond shall be in no
		nsion of the time within which	the Obligee may accept such bid, and said Surety does hereby
waive	notice of any such extension.		
	IN WITNESS WHEREOF, P	rincipal and Surety have her	eunto set their hands and seals, and such of them as are corporations
have	caused their corporate seals to	be affixed hereunto and thes	e presents to be signed by their proper officers, this
291			
	<u>, </u>	· · · · · · · · · · · · · · · · · · ·	
Principal Corporate Seal			Progressive Electric, Inc.
	•		(Name of Principal)
			Ву
			(Must be President or
			Vice President)
			PAUSI PUNIT
			(Title)
Suret	y Corporate Seal		Ohio Farmers Insurance Company
			(Name of Surety)
			Ву:
			Douglas P. Taylor, Ucensed WV Resident Agent Attorney-in-Fact

IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Corporate seals must be affixed, and a power of attorney must be attached.