



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

**Solicitation**

NUMBER
COR61683

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

\*709035456      304-744-5314  
 BREWER & COMPANY OF WV INC  
 PO BOX 3108  
 CHARLESTON WV 25331

VENDOR

DIVISION OF CORRECTIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

SHIP TO

DATE PRINTED
05/14/2014

BID OPENING DATE: 05/27/2014      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
SEE ATTACHED PAGES.						
END OF ADDENDUM NO. 2						
0001	1	LS		340-84		
SPRINKLER SYSTEMS, FIRE						
***** THIS IS THE END OF RFQ COR61683 ***** TOTAL:						
05/27/14 12:50:47PM West Virginia Purchasing Division						

SIGNATURE <i>Jim Mace</i> - Jim MACE	TELEPHONE 304-744-5314	DATE 05/16/14
TITLE SERVICE/INSPECTION MGR	FEIN 55-0334215	ADDRESS CHANGES TO BE NOTED ABOVE

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

**Addendum Number: 2**

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The purpose of this addendum is to modify the solicitation identified as COR61683 ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. Responses to vendor questions attached.
2. Pre-bid sign-in sheet attached.
3. The bid opening has moved from 05/20/2014 to 05/27/2014. The bid opening time remains at 1:30 pm.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT AQuestions:

Q1: What is the frequency of the inspections?

- A1: 1) Sprinkler systems (NFPA 25)
- A) Water flow alarm/ water motor gong – quarterly
  - B) System Tamper switch – quarterly
- 2) Backflow preventer – annual test (NFPA 25, and West Virginia Health Department)
- 3) Fire hydrants – annual test( NFPA 25)
- 4) Fire pump – annually, or as approved by AHJ
- 5) Stand pipe system (NFPA 25)
- A) Class I and class III stand pipe systems tested annually.
  - B) Class II stand pipe systems tested every 3 years.
  - C) Hose for class II and class III stand pipe systems inspected annually.
  - D) Hose service tested every 3 years.

Q2: In what month would the annual, bi-annual and quarterly tests and inspections be required for each facility?

A2: The successful vendor will have to coordinate the inspections and testing schedule with the facilities after the contract has been encumbered and completed.

Q3: For clarification, the bid documents refer to “inspections that are required annually, bi-annually, quarterly and monthly.” In NFPA “inspection” and “test” are defined 2 very different ways. The definition of “inspection” refers specifically to visual inspections only and does not include the required functional test. The term “testing” refers to specific physical functional testing of devices. Are we actually providing the code required tests and inspections required annually, bi-annually, quarterly and monthly on the fire systems?

A3: The inspections and testing that are required by the NFPA code.

- Q4: Our Legal Department has given our District Manager a Delegation of Authority letter and raised seals in the form of raised stickers. We were wondering if this would be ok to use for the signatures on these bid documents?
- A4: Some have called into question the validity of raised stickers, it is best to use a seal that embosses the paper.
- Q5: Should the bid bond be for the total of all the "Overall Cost" sections for each location or just the total of all the "Annual Price For All Required Inspections and Testing". Since the "Overall Cost" section includes estimates for bid evaluation only, we were not sure which amounts to include.
- A5: As stated in the RFQ, "[a]ll Vendors shall furnish a bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia." This would include the total of all the "overall cost" sections for each facility.

**Other Information:**

1. Pre-bid sign-in sheets attached. See Exhibit #1.
2. Delete Section 1.04(C) in its entirety stating "*The Lead Technician must be National Institute for Certification in Engineering Technology (NICET) Level (2) or higher.*"
3. The bid opening has moved from 05/20/2014 to 05/27/2014. The bid opening time remains at 1:30 pm.
4. No additional questions will be accepted on this RFQ.

10R61683

SIGN IN SHEET

Request for Proposal No.

PLEASE PRINT

Date: 5/1/2014

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: Tyco Simplex Grinnell	2800 7TH AVE	PHONE 304-410-6065
Rep: Casey Harbour	COTUMESTON WJ 25387	TOLL FREE
Email Address: CHARBOR@SIMPLEXGRINNELL.COM		FAX
Company: Tyco/Simplex Grinnell	88 St. John Rd	PHONE (540) 384-7776
Rep: Corey Knight	Salem VA 24153	TOLL FREE
Email Address: cknight@simplexgrinnell.com		FAX (540) 384-7005
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX

EXHIBIT #1

000005

10R 61683

SIGN IN SHEET

Page 2 of 2

Request for Proposal No.

PLEASE PRINT

Date: 5/1/2014

EXHIBIT #1

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: Brewer & Co		PHONE 304-549-2237
Rep: Robert McCallister		TOLL FREE 800-642-8598
Email Address: robert@brewersprinkler.com		FAX 304-744-5353
Company: Sentry Fire Protection, Inc	114 8 <sup>th</sup> AVE. WEST	PHONE 304-523-7211
Rep: Jeff Long	Huntington, WV 25701	TOLL FREE
Email Address: jlong@sentryfireprotection.com		FAX 304-523-7119
Company: _____		PHONE
Rep: _____		TOLL FREE
Email Address: _____		FAX
Company: _____		PHONE
Rep: _____		TOLL FREE
Email Address: _____		FAX
Company: _____		PHONE
Rep: _____		TOLL FREE
Email Address: _____		FAX

000005

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: COR61683**

000007

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that 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.

Brewer ? COMPANY OF WV  
Company

\_\_\_\_\_  
Authorized Signature

05/16/14

\_\_\_\_\_  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
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TARA LYLE 304-558-2544

VENDOR

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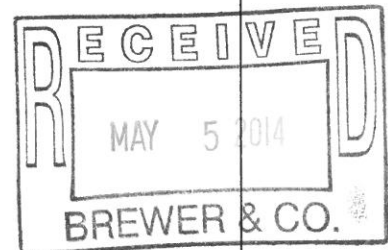
SHIP TO

DIVISION OF CORRECTIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
05/01/2014

BID OPENING DATE: 05/20/2014      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
SEE ATTACHED PAGES.						
END OF ADDENDUM NO. 1						
0001	1	LS		340-84		
SPRINKLER SYSTEMS, FIRE						
***** THIS IS THE END OF RFQ COR61683 ***** TOTAL:						



SIGNATURE <i>J. Mace</i> - JIM MACE	TELEPHONE 304-744-5314	DATE 05/16/14
TITLE SERVICE INSPECTION MGR	FEIN 55-0334215	ADDRESS CHANGES TO BE NOTED ABOVE

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



**Addendum Number: 1**

---

The purpose of this addendum is to modify the solicitation identified as COR61682 ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. Exhibit B – Pricing pages attached.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

## COR61683 - Sprinkler Systems, Backflow Prevernter, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Anthony Correctional Center, Box N-1, HC 70, White Sulphur Springs, WV 24986

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$640.00	\$2560.00

Subtotal A \$2560.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$80.00	\$9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$6250.00

Subtotal D \$6250.00**OVERALL COST (by adding subtotals A, B, C and D):** \$26,935.00**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV, INC.

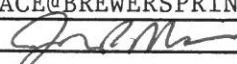
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Beckley Correctional Center, 111 South Eisenhower Drive, Beckley, WV 25801

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$320.00	\$1280.00

Subtotal A \$1280.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$6250.00

Subtotal D \$6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$25,655.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV, INC.

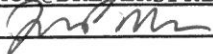
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.

Failure to use this form may result in disqualification

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Charleston Work Release Center, 607 Brooks Street, Charleston, WV 25301

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$ 40.00	\$160.00

Subtotal A \$160.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$6250.00

Subtotal D \$6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$24,535.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV INC.

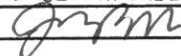
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Denmar Correctional Center, 4319 Denmar Road, Hillsboro, WV 24946-8509

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$640.00	\$2560.00

Subtotal A \$2560.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$6250.00

Subtotal D \$6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$26,935.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV, INC.

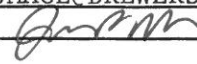
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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\*\* Estimated cost for bid evaluation purposes only.

Failure to use this form may result in disqualification

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Huntington Work Release Center, 1236 5th Avenue, Huntington, WV 25701

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$320.00	\$1280.00

Subtotal A \$1280.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$25,655.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV INC.

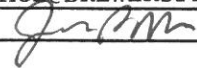
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## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Huttonsville Correctional Center, PO Box 1, Huttonsville, WV 26273

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$1280.00	\$5120.00

Subtotal A \$5120.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$ 29,495.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV. INC.

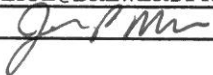
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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Failure to use this form may result in disqualification

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Lakin Correctional Center, 11264 Ohio River Road, West Columbia, WV 25287

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protection Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$1280.00	\$5120.00

Subtotal A \$5120.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
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Subtotal C \$3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$6250.00

Subtotal D \$6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$29,495.00</b>
--	--------------------

**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV. INC.

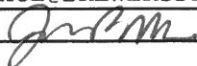
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.



## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Martinsburg Correctional Center, 38 Grapevine Road, Martinsburg, WV 25405

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$320.00	\$1280.00

Subtotal A \$1280.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$25,655.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV INC.

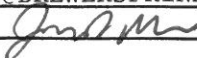
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.

Failure to use this form may result in disqualification

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

## Mount Olive Correctional Center, 1 Mountainside Way, Mount Olive, WV 25185

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protection Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$1920.00	\$7680.00

Subtotal A \$7680.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$32,055.00</b>
--	--------------------

**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV INC.


Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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\*\* Estimated cost for bid evaluation purposes only.

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Northern Correctional Center, 112 Northern Region Correctional Drive, Moundsville, WV 26041

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$480.00	\$1920.00

Subtotal A \$1920.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$ 100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$ 125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$ 100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

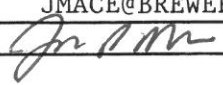
Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$26,295.00</b>
--	--------------------

**Bidder/Vendor Information:**

Name: BREWER & COMPANY OF WV, INC.  
Address: 3601 7TH AVENUE  
CHARLESTON, WV 25387  
Phone No.: 304-744-5314  
Fax No.: 304-744-4899  
Email Address: JMACE@BREWERSPRINKLER.COM  
Authorized Signature: 

**NOTES:**

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Parkersburg Correctional Center, 225 Holiday Hills Drive, Parkersburg, WV 26104

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$400.00	\$1600.00

Subtotal A \$1600.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$25,975.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV., INC.

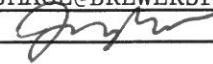
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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\*\* Estimated cost for bid evaluation purposes only.

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Pruntytown Correctional Center, PO Box 159, Grafton, WV 26354-0159

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$640.00	\$2560.00

Subtotal A \$2560.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$26,935.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV, INC.

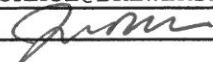
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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\*\* Estimated cost for bid evaluation purposes only.

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Saint Marys Correctional Center, 2880 N. Pleasants Highway, Saint Marys, WV 26170-4573

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$480.00	\$1920.00

Subtotal A 1920.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$ 100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$ 125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$ 100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$26,295.00</b>
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**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV., INC.

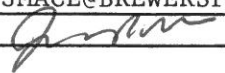
Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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Failure to use this form may result in disqualification

## COR61683 - Sprinkler Systems, Backflow Preventers, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Pricing Page

Salem Correctional Center, 7 Industrial Boulevard, Industrial, WV 26426

Inspections and Testing	Units (Quarterly)	Quarterly Price For All Required Inspections and Testing	Annual Price For All Required Inspections and Testing
<b>Fire Protection Systems</b>			
Fire Protections Systems including - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems	4	\$480.00	\$1920.00

Subtotal A \$1920.00

Normal Hourly Rates	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	120	\$ 80.00	\$ 9600.00
Overtime Labor Rate	Hour	32	\$100.00	\$ 3200.00
Holiday Labor Rate	Hour	8	\$125.00	\$ 1000.00
Emergency Labor Rate	Hour	8	\$100.00	\$ 800.00

Subtotal B \$14,600.00

Prevailing Wage Rates (When Applicable)	Unit of Measure	Estimated Annual Hours *	Unit Price	Extended Amount
Regular Labor Rate	Hour	40	\$ 80.00	\$ 3200.00
Overtime Labor Rate	Hour	1	\$100.00	\$ 100.00
Holiday Labor Rate	Hour	1	\$125.00	\$ 125.00
Emergency Labor Rate	Hour	1	\$100.00	\$ 100.00

Subtotal C \$ 3525.00

Parts Quote	Estimated Parts Cost **	Markup Percentage	Extended Amount
Parts	\$5,000.00	25 %	\$ 6250.00

Subtotal D \$ 6250.00

<b>OVERALL COST (by adding subtotals A, B, C and D):</b>	<b>\$26,295.00</b>
--	--------------------

**Bidder/Vendor Information:**

Name: BREWER &amp; COMPANY OF WV., INC.

Address: 3601 7TH AVENUE

CHARLESTON, WV 25387

Phone No.: 304-744-5314

Fax No.: 304-744-4899

Email Address: JMACE@BREWERSPRINKLER.COM

Authorized Signature **NOTES:**

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

**Solicitation**

NUMBER
COR61683

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

\*709035456      304-744-5314  
 BREWER & COMPANY OF WV INC  
 PO BOX 3108  
 CHARLESTON WV 25331

VENDOR

SHIP TO

DIVISION OF CORRECTIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
04/10/2014

BID OPENING DATE: 05/20/2014      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** PLEASE NOTE A MANDATORY PRE-BID MEETING IS SCHEDULED FOR 05/01/2014 AT 10:30 AM AT THE WV DIVISION OF CORRECTIONS HEADQUARTERS LOCATED AT 1409 GREENBRIER STREET CHARLESTON, WV. VENDORS SHOULD PRE-REGISTER PRIOR TO THE MEETING WITH PHILIP FARLEY BY PHONE AT 304-549-1050 OR BY EMAIL AT PHILIP.K.FARLEY@WV.GOV. *****						
0001	1	LS		340-84		
				SPRINKLER SYSTEMS, FIRE		
THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF CORRECTIONS, IS SOLICITING BIDS TO PROVIDE INSPECTIONS, TESTING, MAINTENANCE, REPAIRS, REPLACEMENT PARTS AND INSTALLATION OF NEW DEVICES AND EQUIPMENT FOR THE SPRINKLER SYSTEMS, FIRE HYDRANTS, FIRE PUMPS AND STAND PIPE SYSTEMS AT MULTIPLE CORRECTIONAL CENTERS THROUGHOUT THE STATE, PER THE ATTACHED SPECIFICATIONS.  ATTACHMENTS INCLUDE:  1. INSTRUCTIONS TO VENDORS SUBMITTING BIDS 2. GENERAL TERMS AND CONDITIONS 3. ADDITIONAL TERMS AND CONDITIONS (CONSTRUCTION CONTRACTS ONLY)						

SIGNATURE <i>Jim Mace</i> JIM MACE	TELEPHONE 304-744-5314	DATE 05/16/14
TITLE SERVICE/INSPECTION MGR	FEIN 55-0334215	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, 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

# Solicitation

NUMBER
COR61683

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

\*709035456      304-744-5314

BREWER & COMPANY OF WV INC  
 PO BOX 3108

CHARLESTON WV 25331

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DIVISION OF CORRECTIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
04/10/2014

BID OPENING DATE: 05/20/2014      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
4.				COR61683 SPECIFICATIONS		
5.				CERTIFICATION AND SIGNATURE PAGE		
6.				PURCHASING AFFIDAVIT		
7.				DRUG-FREE WORKPLACE AFFIDAVIT		
8.				BID BOND INSTRUCTIONS AND FORM		
9.				WV-75-CONSTRUCTION BID SUBMISSION REVIEW FORM		
***** THIS IS THE END OF RFQ COR61683 ***** TOTAL:						_____

SIGNATURE <i>Jim Mace</i> - Jim MACE	TELEPHONE 304-744-5314	DATE 05/06/14
TITLE SERVICE/INSPECTION MGR	FEIN 55-0334215	ADDRESS CHANGES TO BE NOTED ABOVE

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

**INSTRUCTIONS TO VENDORS SUBMITTING BIDS**

1. **REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.
2. **MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.
3. **PREBID MEETING:** The item identified below shall apply to this Solicitation.

- A pre-bid meeting will not be held prior to bid opening.
- A **NON-MANDATORY PRE-BID** meeting will be held at the following place and time:

- A **MANDATORY PRE-BID** meeting will be held at the following place and time:

May 1, 2014 at 10:30 am

WV Division of Corrections - Headquarters  
1409 Greenbrier Street  
Charleston, WV 25311

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing. Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. **VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are non-binding.

Question Submission Deadline: May 7, 2014 at 5:00 pm

Submit Questions to: Tara Lyle, File 32

2019 Washington Street, East

Charleston, WV 25305

Fax: (304) 558-4115

*(Vendors should not use this fax number for bid submission)*

Email: [Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov)

5. **VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including that made at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.
6. **BID SUBMISSION:** All bids must be signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include hand delivery, delivery by courier, or facsimile. The bid delivery address is:

Department of Administration, Purchasing Division

2019 Washington Street East

Charleston, WV 25305-0130

**GENERAL TERMS AND CONDITIONS:**

1. **CONTRACTUAL AGREEMENT:** Issuance of a Purchase Order signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.
  
2. **DEFINITIONS:** As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.
  - 2.1 **"Agency" or "Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.
  
  - 2.2 **"Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods and services requested in the Solicitation.
  
  - 2.3 **"Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.
  
  - 2.4 **"Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.
  
  - 2.5 **"Purchase Order"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the successful bidder and Contract holder.
  
  - 2.6 **"Solicitation"** means the official solicitation published by the Purchasing Division and identified by number on the first page thereof.
  
  - 2.7 **"State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.
  
  - 2.8 **"Vendor" or "Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

The bid should contain the information listed below on the face of the envelope or the bid may not be considered:

SEALED BID: \_\_\_\_\_  
 BUYER: \_\_\_\_\_  
 SOLICITATION NO.: \_\_\_\_\_  
 BID OPENING DATE: \_\_\_\_\_  
 BID OPENING TIME: \_\_\_\_\_  
 FAX NUMBER: \_\_\_\_\_

In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus N/A convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE:  Technical  
 Cost

7. **BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when time stamped by the official Purchasing Division time clock.

Bid Opening Date and Time: May 20, 2014 at 1:30 pm

Bid Opening Location: Department of Administration, Purchasing Division  
 2019 Washington Street East  
 Charleston, WV 25305-0130

8. **ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.
9. **BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

3. **CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:



**Term Contract**

**Initial Contract Term:** This Contract becomes effective on award  
and extends for a period of one (1) year(s).

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal must be submitted to the Purchasing Division Director thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to two (2) successive one (1) year periods. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

**Reasonable Time Extension:** At the sole discretion of the Purchasing Division Director, and with approval from the Attorney General's office (Attorney General approval is as to form only), this Contract may be extended for a reasonable time after the initial Contract term or after any renewal term as may be necessary to obtain a new contract or renew this Contract. Any reasonable time extension shall not exceed twelve (12) months. Vendor may avoid a reasonable time extension by providing the Purchasing Division Director with written notice of Vendor's desire to terminate this Contract 30 days prior to the expiration of the then current term. During any reasonable time extension period, the Vendor may terminate this Contract for any reason upon giving the Purchasing Division Director 30 days written notice. Automatic extension of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases, but Attorney General approval may be required.

**Release Order Limitations:** In the event that this contract permits release orders, a release order may only be issued during the time this Contract is in effect. Any release order issued within one year of the expiration of this Contract shall be effective for one year from the date the release order is issued. No release order may be extended beyond one year after this Contract has expired.



**Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within days.

- One Time Purchase:** The term of this Contract shall run from the issuance of the Purchase Order until all of the goods contracted for have been delivered, but in no event shall this Contract extend for more than one fiscal year.
- Other:** See attached.
4. **NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Purchase Order will be considered notice to proceed
5. **QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.
- Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. 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.
- Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.
- Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.
- One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.
6. **PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.
7. **EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.
8. **REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

**BID BOND:** All Vendors shall furnish a bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

**PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of 100% of contract value . The performance bond must be issued and received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

**LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be issued and delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

**MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

**WORKERS' COMPENSATION INSURANCE:** The apparent successful Vendor shall have appropriate workers' compensation insurance and shall provide proof thereof upon request.

**INSURANCE:** The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award and shall list the state as a certificate holder:

**Commercial General Liability Insurance:**  
\$250,000.00 or more.

**Builders Risk Insurance:** builders risk – all risk insurance in an amount equal to 100% of the amount of the Contract.



The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.

**LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

WV Contractor's License

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

**9. LITIGATION BOND:** The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

**10. ALTERNATES:** Any model, brand, or specification listed herein establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or

other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount  
for

This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

**13. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part. Vendor's signature on its bid signifies acceptance of the terms and conditions contained in the Solicitation and Vendor agrees to be bound by the terms of the Contract, as reflected in the Purchase Order, upon receipt.

**14. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee if applicable.

**15. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

**16. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

**17. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears, to the Agency at the address on the face of the purchase order labeled "Invoice To."

**18. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

**19. DELIVERY:** All quotations are considered freight on board destination ("F.O.B. destination") unless alternate shipping terms are clearly identified in the bid. Vendor's listing of shipping terms that contradict the shipping terms expressly required by this Solicitation may result in bid disqualification.

**20. INTEREST:** Interest attributable to late payment will only be permitted if authorized by the West Virginia Code. Presently, there is no provision in the law for interest on late payments.

**21. PREFERENCE:** Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Resident Vendor Certification form has been attached hereto to allow Vendor to apply for the preference. Vendor's

failure to submit the Resident Vendor Certification form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

- 22. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid on or after July 1, 2012, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to submission of its bid to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority-owned business shall be applied in accordance with W. Va. CSR § 148-22-9.
- 23. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 24. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-7.16.2.
- 25. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.
- 26. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.
- 27. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.
- 28. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendors acknowledge that they have reviewed, understand, and will comply with all applicable law.
- 29. PREVAILING WAGE:** On any contract for the construction of a public improvement, Vendor and any subcontractors utilized by Vendor shall pay a rate or rates of wages which shall not be less than the fair minimum rate or rates of wages (prevailing wage), as established by the West Virginia Division of Labor under West Virginia Code §§ 21-5A-1 et seq. and available at <http://www.sos.wv.gov/administrative-law/wagerates/Pages/default.aspx>. Vendor shall be responsible for ensuring compliance with prevailing wage requirements and determining when prevailing wage

requirements are applicable. The required contract provisions contained in West Virginia Code of State Rules § 42-7-3 are specifically incorporated herein by reference.

- 30. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.
- 31. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary, no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). **No Change shall be implemented by the Vendor until such time as the Vendor receives an approved written change order from the Purchasing Division.**
- 32. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.
- 33. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.
- 34. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.
- 35. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.
- 36. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.
- 37. BANKRUPTCY:** In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

**38. [RESERVED]**

**39. CONFIDENTIALITY:** The Vendor agrees that it 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/default.html>.

**40. DISCLOSURE:** Vendor's response to the Solicitation and the resulting Contract are considered public documents and will be disclosed to the public in accordance with the laws, rules, and policies governing the West Virginia Purchasing Division. Those laws include, but are not limited to, the Freedom of Information Act found in West Virginia Code § 29B-1-1 et seq.

If a Vendor considers any part of its bid to be exempt from public disclosure, Vendor must so indicate by specifically identifying the exempt information, identifying the exemption that applies, providing a detailed justification for the exemption, segregating the exempt information from the general bid information, and submitting the exempt information as part of its bid but in a segregated and clearly identifiable format. Failure to comply with the foregoing requirements will result in public disclosure of the Vendor's bid without further notice. A Vendor's act of marking all or nearly all of its bid as exempt is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor's act of marking a bid or any part thereof as "confidential" or "proprietary" is not sufficient to avoid disclosure and WILL NOT BE HONORED. In addition, a legend or other statement indicating that all or substantially all of the bid is exempt from disclosure is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor will be required to defend any claimed exemption for nondisclosure in the event of an administrative or judicial challenge to the State's nondisclosure. Vendor must indemnify the State for any costs incurred related to any exemptions claimed by Vendor. Any questions regarding the applicability of the various public records laws should be addressed to your own legal counsel prior to bid submission.

**41. LICENSING:** In accordance with West Virginia Code of State Rules §148-1-6.1.7, Vendor 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 agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

**42. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Purchase Order from any agency of the State of West Virginia, the Vendor agrees to 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 Vendor.

- 43. VENDOR CERTIFICATIONS:** By signing its bid or entering into this Contract, Vendor certifies (1) that its bid was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid for the same material, supplies, equipment or services; (2) that its bid is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this RFQ in its entirety, understands the requirements, terms and conditions, and other information contained herein. Vendor's signature on its bid also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

The individual signing this bid on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

- 44. PURCHASING CARD ACCEPTANCE:** The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

- 45. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, *etc.* and the filing of all necessary documents, forms and returns pertinent to all of the foregoing. Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

- 46. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered

by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

- 47. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.
- 48. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE:** This Contract may be utilized by and extends to other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). This Contract shall be extended to the aforementioned Other Government Entities on the same prices, terms, and conditions as those offered and agreed to in this Contract. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.
- 49. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire any interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.
- 50. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:
- Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.
  - Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.requisitions@wv.gov](mailto:purchasing.requisitions@wv.gov).
- 51. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information

to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision.

The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304)558-9911 for more information.

**52. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.

The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

- a. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
- b. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.



**53. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a “substantial labor surplus area”, as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products.

This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

**ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)**

1. **CONTRACTOR'S LICENSE:** West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor.

West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. Failure to include a contractor's license number on the bid shall result in Vendor's bid being disqualified. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: BREWER & COMPANY OF WV, INC.

Contractor's License No. WV001124

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a purchase order/contract.

2. **DRUG-FREE WORKPLACE AFFIDAVIT:** W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit at the same time an affidavit that the Vendor has a written plan for a drug-free workplace policy. To comply with this law, Vendor must either complete the enclosed drug-free workplace affidavit and submit the same with its bid or complete a similar affidavit that fulfills all of the requirements of the applicable code. Failure to submit the signed and notarized drug-free workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, with the bid shall result in disqualification of Vendor's bid.

**2.1 DRUG-FREE WORKPLACE POLICY:** Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article.

The awarding public authority may cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

3. **DRUG FREE WORKPLACE REPORT:** Pursuant to W. Va. Code § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. For contracts over \$25,000, the public authority shall be the West Virginia Purchasing Division. For contracts of \$25,000 or less, the public authority shall be the agency issuing the contract. The report shall include:

- (1) Information to show that the education and training service to the requirements of West Virginia Code § 21-1D-5 was provided;
- (2) The name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- (3) The average number of employees in connection with the construction on the public improvement;
- (4) Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

Vendor should utilize the attached Certified Drug Free Workplace Report Coversheet when submitting the report required hereunder.

4. **AIA DOCUMENTS:** All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the AIA A101-2007 and A201-2007 or the A107-2007 documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein.
5. **SUBCONTRACTOR LIST SUBMISSION:** In accordance with W. Va. Code § 5-22-1, The apparent low bidder on a contract for the construction, alteration, decoration, painting or improvement of a new or existing building or structure valued at more than \$250,000.00 shall submit a list of all subcontractors who will perform more than \$25,000.00 of work on the project including labor and materials. This provision shall not apply to any other construction projects, such as highway, mine reclamation, water or sewer projects. Additionally, if no subcontractors who will perform more than \$25,000.00 of work are to be used to complete the project, it will be noted on the subcontractor list.
  - a. **Required Information.** The subcontractor list shall contain the following information:
    - i. Bidder's name
    - ii. Name of each subcontractor
    - iii. License numbers as required by W. Va. Code § 21-11-1 et. seq.
    - iv. Notation that no subcontractor will be used to perform more than \$25,000.00 of work, when applicable
  - b. **Submission.** The completed subcontractor list shall be provided to the Purchasing Division within one business day of the opening of bids for review. Failure to submit the subcontractor list within one business day after the deadline for submitting bids shall result in disqualification of the bid.
  - c. **Substitution of Subcontractor.** Written approval must be obtained from the State Spending Unit before any subcontractor substitution is permitted. Substitutions are not permitted unless:

- i. The subcontractor listed in the original bid has filed for bankruptcy;
  - ii. The subcontractor in the original bid has been debarred or suspended; or
  - iii. The contractor certifies in writing that the subcontractor listed in the original bill fails, is unable, or refuses to perform his subcontract.
6. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: *Provided*, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

## COR61683 - REQUEST FOR QUOTATIONS

CONTRACT FOR THE FIRE PROTECTION SYSTEMS WHICH INCLUDES THE SPRINKLER SYSTEMS, BACKFLOW PREVENTERS, FIRE HYDRANTS, FIRE PUMPS, AND STAND PIPE SYSTEMS AT ALL WEST VIRGINIA DIVISION OF CORRECTIONS AS SPECIFIED BELOW

The West Virginia Division of Corrections Facility (DOC) is soliciting bids for an open-ended contract for the fire protection systems which includes the sprinkler systems, backflow preventers, fire hydrants, fire pumps, and stand pipe systems at all DOC Correctional and Work Release Centers.

A mandatory pre-bid conference is scheduled for May 1, 2014 at 10:30 am at the West Virginia Division of Corrections Central Office. The office is located at 1409 Greenbrier Street, Charleston, WV 25311. Vendors interested in attending the pre-bid conference should call or email, but is not required, to pre-register with the following individual:

Name: Philip Farley  
Phone: 304-549-1050  
Email: [Philip.K.Farley@wv.gov](mailto:Philip.K.Farley@wv.gov)

Optional facility site visits are available, but must be coordinated with the above-mentioned contact.

Vendors quoting this project **SHALL** comply with the below Specifications:

## PART I: SUMMARY OF PROJECT, STANDARD SPECIFICATIONS, AND REQUIREMENTS

**1.01 DESCRIPTION, PURPOSE, AND SCOPE**

- A. The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Correction to establish a contract to provide inspections, testing, maintenance, repairs, replacement parts, and installation of new devices and equipment for the sprinkler systems, backflow preventers, fire hydrants, fire pumps, and stand pipe systems at the following facilities:

- 1) Anthony Correctional Center
- 2) Beckley Correctional Center
- 3) Charleston Work Release Center
- 4) Denmark Correctional Center
- 5) Huntington Work Release Center
- 6) Huttonsville Correctional Center

- 7) Lakin Correctional Center
- 8) Martinsburg Correctional Center
- 9) Mount Olive Correctional Center
- 10) Northern Correctional Center
- 11) Parkersburg Correctional Center
- 12) Pruntytown Correctional Center
- 13) Saint Marys Correctional Center
- 14) Salem Correctional Center

B. The contract will included the following:

- 1) Sprinkler systems
- 2) Fire hydrants
- 3) Fire pump systems
- 4) Stand pipe systems
- 5) Estimated information for each of the above stated facilities is attached under Exhibit A for the sprinkler systems, backflow preventers, fire hydrants, fire pump systems, and stand pipe systems. Please note Exhibit A is estimated information and it will be the Vendors responsibility to get a correct amount of devices.
- 6) Any new or renovations of existing system of the above stated information in section 1.01(B).

**1.02 DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section two (2) of the General Terms and Conditions of the RFQ.

- A. Inspection as herein stated, shall be defined as organized examinations or formal evaluation of the fire alarm system and their parts and components in accordance with all current state and federal laws, to include any annual, bi-annual, quarterly, or monthly inspections.
- B. Corrective Maintenance as stated herein, shall mean maintenance performed on an as required basis to correct a malfunction or failure in the equipment. No preventative or correction maintenance shall be performed without authorization by the Agency.

- C. Holidays shall mean days designated by WV Code § 2-2-1 as legal holidays (New Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, West Virginia Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Lincoln's Day, Election Days, and Christmas Day).
- D. Costs for Parts as herein stated, shall be defined as the actual documented cost for the parts as purchased by the Vendor.
- E. "Pricing Page" as stated herein, shall mean the pages upon which Vendor should list its proposed price for the Contract Services. The Pricing Pages of the RFQ are attached hereto as Exhibit B. **Please note: Pricing pages will be added by separate addendum.**
- F. "RFQ" as stated herein, shall mean the official request for quotation published by the Purchasing Division and identified as COR61683.

**1.03 QUALIFICATIONS:** Vendor shall have the following minimum qualifications:

- A. All technicians must be factory trained with five years minimum experience in fire protection systems inspections, testing, maintenance, repairs, and replacement parts.
- B. Evidence of factory training and minimum experience requirement shall be submitted prior to award of contract.
- C. At all times, vendor shall ensure appropriately trained and qualified technicians perform preventative and corrective maintenance.
- D. Agency reserves the right to request information from the Vendor as to experience, qualifications, and corporate references insofar as it relates to services being requested under this contract.

**1.04 MANDATORY REQUIREMENTS:** Contract Services must meet or exceed the mandatory requirements listed below.

- A. All technicians must have the proper fire protection license from the State Fire Marshall's office for what work they are performing.
- B. All Technicians must have a low voltage license or higher.
- C. The Lead Technician must be National Institute for Certification in Engineering Technology (NICET) Level Two (2) or higher.
- D. For all maintenance, repairs, replacement parts, and installation of addition devices or equipment to the system, the vendor must use a device that is the same brand and part number or approved by the manufacture of the parts.

- E.** Vendor shall maintain a continuous 24/7/365 emergency telephone service. Vendor shall establish a call down list or other procedure that will ensure the quickest possible response time.
- F.** Agency's contact shall be the Associate Warden of Operations or designee. Vendor shall report and confer with the Associate Warden of Operations or designee prior to performing any work specified in this contract.
- G.** Vendor shall compile and maintain a suitable log/diagram/chart for entering inspection, maintenance, and repair data. Said report shall remain on Agency's premises. Status reports shall be submitted to the Associate Warden of Operations or designee.
- H.** Vendor shall submit a time ticket and a detailed report of services, inspections, and/or repairs to the Associate Warden of Operations or designee for approval.
- I.** Vendor shall not subcontract any services performed under this contract.
- J.** After award, Vendor and Agency shall agree upon a performance schedule of contract services.
- K.** Vendor shall quote a single, flat rate per facility to do inspections and testing for the entire year performed under this contract.
- L.** The following information under this item will be for maintenance, replacing parts, and installation of new parts:

  - 1) Vendor shall quote an hourly rate for regular labor hours. Regular labor rate hours shall be between the hours of 8:00 a.m. and 5:00 p.m., Monday-Friday.
  - 2) Vendor shall quote an hourly rate for overtime labor hours. Overtime labor rate hours shall be between the hours of 5:01 p.m. and 7:59 a.m. for the days of Monday thru Friday, all day Saturday, and all day Sunday.
  - 3) Vendor shall quote an hourly rate for holiday labor hours. Holiday labor rate hours shall be between the hours of 12:00 a.m. and 11:59 p.m., Sunday thru Saturday, for nationally recognized holidays.
  - 4) Vendor shall quote an hourly rate for emergency labor hours. Emergency labor rates shall be charged to Agency when any occurrence is declared an emergency by the Agency.
- M.** Vendor shall perform inspections and testing during regular business days and hours.



- N. When possible, Vendor shall perform all maintenance, replacing parts, and installation of new parts during regular business days and hours
- O. Vendor shall respond to corrective maintenance requirements by telephone or in person within two hours and must arrive onsite as soon as possible, but no later than twenty-four (24) hours after Vendor is notified by Agency. No exceptions to the twenty-four (24) hour requirement unless granted by Agency.
- P. Vendor must, however, obtain advanced approval from the Agency prior to purchasing any part(s). Agency reserves the right to competitively bid any part or labor for a major repair to said systems. All parts and labor charges exceeding \$25,000.00 may be competitively bid by the Agency.
- Q. Vendor shall provide copies of the invoice and manufacturer's warranty on parts purchased under this contract.
- R. Parts shall be procured by the Vendor, but reimbursed by the Agency, with the appropriate markup quoted by the Vendor. All parts supplied by Vendor shall include shipping/freight charges. Shipping/freight costs will be reimbursed at a pass through cost, no markup shall be permitted. Vendor shall provide a copy of the itemized invoice and manufacturer's warranty prior to reimbursement.
- S. All correspondence, either written or electronic, responses to the Agency's request must also be sent to the DOC Construction Manager or designee, no exceptions.

#### **1.05 EXTENT OF WORK**

- A. Vendor shall provide all labor, material, tools, equipment, and supplies necessary to provide inspections, testing, maintenance, repairs, replacement parts, and new installation of devices and equipment and all the work previously stated in section 1.01, 1.02, 1.03, and 1.04 all inclusive of vendors quoted prices.

#### **1.06 PERMITS**

- A. Contractor shall secure and pay for any required permits and for all other permits, governmental fees, and license, which are necessary for the proper execution and completion of the work as specified.

#### **1.07 TERMS OF WORK**

- A. The open-ended contract is for a one (1) year period with the potential of two (2) one (1) year contract renewals. The Notice to Proceed will be the date specified on the encumbered contract from the WV Purchasing Division.

**1.08 SECURITY**

- A. Contractor must comply with all Division of Corrections and Facility security requirements. This includes but is not limited to security background check of any employee of contractor that will be working on-site on the project.

**1.09 TOOLS**

- A. Contractor must comply with all Division of Corrections and Facility tool security requirements. This includes but is not limited to checking all tools brought into the Facility at the beginning of the work day, checking all tools being removed from the Facility at the end of the work day, keeping all tools locked up while not in use, and reporting any missing tools.

**1.10 CODE REQUIREMENTS**

- A. All work must comply with the most recent National Fire Protection (NFPA) and National Electric Code (NEC) codes and standards that have been adopted by the State Fire Marshall's Office and the State of West Virginia.
- B. All work must meet or exceed the federal, state, county, and city code requirements.

**1.11 SUBMITTALS**

- A. Required on all new or renovation projects or as requested by the Agency.

**1.12 PRODUCT DELIVERY, STORAGE AND HANDLING**

- A. Material can be shipped directly to the Facility as long as it does not require to be unloaded by the Facility. The Facility will not be responsible for short shipped items.
- B. If the contractor stores the material at a location other than at this Facility, additional insurance is required to receive payment on stored materials.
- C. Any materials which are found to be damaged shall be removed and replaced at the contractor's expense.

**1.13 WORK TIMES**

- A. The standard hours of work are Monday thru Friday from 8:00 am until 5:00 pm unless otherwise noted.
- B. If for any reason, the contractor wishes to work other than the previous stated days and hours, the request must be turned into the Facility at least forty-eight (48) hours in advance for approval. The request must be submitted to the Associate Warden of Operations or designee.

**1.14 PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.

**1.15 WORK SEQUENCE:** Schedule and execute work to coordinate with the Facility.

**1.16 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below. The previous specified information must be submitted prior to award of contract.

Contract Manager: Jim MACE  
 Telephone Number: 304-744-5314  
 Fax Number: 304-744-5353  
 Email Address: jmace@brewersprinkler.com

**1.17 DAMAGES**

- A. Any damages occurring to the building or property resulting from the contractor's performance of this work shall be the responsibility of the contractor to repair at the contractor's expense; either by using his/her own forces or that of an approved sub-contractor. The repair method and finished product will be subject to the approval of the owner.

**1.18 CLEANUP**

- A. The Contractor shall keep the work area as clean as possible during the entire progress of work, and shall be responsible to remove from the site, the packaging materials from the products and other debris as it accumulates. All items that are removed to allow the installation of the new items will become the property of the contractor to dispose of unless otherwise noted.

**1.19 SAFETY**

- A. The contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. Safety shall be the responsibility of the contractor. All related personnel shall be instructed daily to be mindful of the full time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.

**1.20 WORKMANSHIP**

- A. All work shall be of highest quality and in strict accordance with the manufacturer's published specifications and to the building owner's satisfaction.

**1.21 QUALITY ASSURANCE**

- A. Unless otherwise noted in this specification, the contractor must strictly comply with the manufacturer's current specifications and details.

**1.22 WARRANTY**

- A. A. One (1) year on any part that is installed from the date of installation, including both parts and labor.
- B. One (1) year on new complete system from the date the system becomes fully-operational, including parts and labor.
- B. Minimum requirements of the Manufacturer's warranty on equipment and material.

**1.23 VENDOR DEFAULT:**

- A. The following shall be considered a vendor default under this Contract.
  - 1) Failure to perform Contract Services in accordance with the requirements contained herein.
  - 2) Failure to comply with other specifications and requirements contained herein.
  - 3) Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
  - 4) Failure to remedy deficient performance upon request.

**1.24 PAYMENT:** Agency shall pay a single, flat rate per facility to do inspections and testing for the entire year performed under this contract. Agency shall pay a single flat hourly rate per timeframe for all services quoted by the hour and shall reimburse Vendor for the cost of parts as set forth above. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**1.25 CONTRACT AWARD**

- A. **Contract Award:** The Contract is intended to provide Agency with a purchase price for the Contract Services. The Contract shall be awarded to

multiple vendors providing the Contract Services meeting the required specifications for the lowest overall total cost per facility as shown on the Pricing Pages.

- B. Pricing Page: Vendor should complete the Pricing Page by inserting the requested information in the appropriate spaces and performing the calculations necessary to arrive at a total cost. The requested information include, annual cost for inspections and testing; hourly labor rates for maintenance, repairs, installation of replacement parts, and new installation; a percentage markup on parts and the total labor cost; to all be added up to calculate the overall cost. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page in its entirety may result in Vendor's bid being disqualified.

The pricing page contains an estimated number of labor hours and an estimated cost for parts. The estimates for labor and parts represent amounts for bid evaluation purposes only. No future use of the Contract or any individual item is guaranteed or implied

Notwithstanding the foregoing, the Purchasing Division may correct errors as it deems appropriate. Vendor should type or electronically enter the information into the Pricing Page to prevent errors in the evaluation.

- C. **TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the Agency separately.
- D. The vendor must perform all work. There cannot be any subcontractors used on this contract. Please only bid on the services which the vendor can perform.
- E. Any work such as programming or certain equipment that is proprietary or can only be provided by one vendor will be handled separately and will not be part of this contract.

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

<b>ANTHONY CORRECTIONAL CENTER</b>			
<b>Product</b>	<b># of Units</b>	<b>Manufacture</b>	<b>Model Number</b>
<b>Sprinkler Systems</b>			
Wet Sprinkler System Risers	6	Brewer	Model E
Dry Sprinkler System Risers	1	Brewer	
Sprinkler Flow Switches-Water Flow	6	Potter	VSR4,6,8
Sprinkler Tamper Switches	7	System Sensor	OSY2
Sprinkler Pressure Alarm Switches	7	System Sensor	Eps10-1
Water Motor & Gong	7	Reliable	Model C
<b>Fire Hydrant</b>			
Public Water System	3	American Darling Valve	85F 6AA

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

BECKLEY CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
Fire Hydrant			
Public Water System	1		

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

CHARLESTON WORK RELEASE CENTER			
Product	# of Units	Manufacture	Model Number
Fire Hydrant			
Public Water System	1		



## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

<b>DENMAR CORRECTIONAL CENTER</b>			
<b>Product</b>	<b># of Units</b>	<b>Manufacture</b>	<b>Model Number</b>
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	1	Various	Various
Dry Sprinkler System Riser	1	Various	Various
Sprinkler Flow Switches-Water Flow	1	Various	Various
Sprinkler Tamper Switches	4	Various	Various
Post Indicator Valves	2	Various	Various
<b>Fire Hydrant</b>			
Private Water System	7	Kennedy	
<b>Stand Pipe Systems</b>			
Length and size of hose	4	4 at 50" hose	

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

HUNTINGTON WORK RELEASE CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
Dry Sprinkler System Riser	1	Reliable Automatic	4" Model D
Sprinkler Flow Switches-Water Flow	1		
Sprinkler Tamper Switches	1		

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

<b>HUTTONSVILLE CORRECTIONAL CENTER</b>			
<b>Product</b>	<b># of Units</b>	<b>Manufacture</b>	<b>Model Number</b>
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	16	RASCO/Straight Gut	Model E
Dry Sprinkler System Riser	2	Reliable	A2.5
Sprinkler Flow Switches-Water Flow	18	Reliable	Model C
Sprinkler Tamper Switches	41	Victaulic	708W
Post Indicator Valves	1	Clow	
Sprinkler Pressure Alarm Switches	11		
Water Motor and Gong	10	Reliable	
Control Valves	43		
Fire Department Connections	10		
<b>Fire Hydrant</b>			
Private Water System	7	MH/Clow	455755/10WA
<b>Fire Pump Systems</b>			
Fire Pump	1	Patterson	2011
<b>Stand Pipe Systems</b>			
Stand Pipe Systems	14	Reliable	
Length and size of hose	50' / 75'	Jime Double Jacket	AHDJ150X50ANS

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

LAKIN CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	19	Brewer Installed	
Sprinkler Flow Switches-Water Flow	19	Brewer Installed	Potter
Sprinkler Tamper Switches	19	Brewer Installed	Victaulic
Post Indicator Valves	2	Brewer Installed	
<b>Fire Hydrant</b>			
Public Water System	9	Mason County PSD	

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

<b>MARTINSBURG CORRECTIONAL CENTER</b>			
<b>Product</b>	<b># of Units</b>	<b>Manufacture</b>	<b>Model Number</b>
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	1		
Sprinkler Flow Switches-Water Flow	1	United Electric	8295
Sprinkler Tamper Switches	1	Potter	05454-2
<b>Fire Hydrant</b>			
Public Water System	1	400 Feet	
<b>Stand Pipe Systems</b>			
Length and Size of Hoses	2	Guardian	503

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

MOUNT OLIVE CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
Wet Sprinkler System Risers	20		
Dry Sprinkler System Risers	2		
Sprinkler Flow Switches-Water Flow	20		
Sprinkler Tamper Switches	144		
Post Indicator Valves	1		
<b>Fire Hydrant</b>			
Public Water System	13		
<b>Fire Pump Systems</b>			
Fire Pump	1		
<b>Stand Pipe Systems</b>			
Stand Pipe Systems	15		

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

<b>NORTHERN CORRECTIONAL CENTER</b>			
<b>Product</b>	<b># of Units</b>	<b>Manufacture</b>	<b>Model Number</b>
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	4	Brewer & Company	
Dry Sprinkler System Risers	1		
Sprinkler Flow Switches-Water Flow	4	Brewer & Company	SIGA-WTM
Sprinkler Tamper Switches	4	Brewer & Company	OSY2
Post Indicator Valves	2	Brewer & Company	System Sensor PIBV2
Water Motor & Gong	2		
<b>Fire Hydrant</b>			
Public Water System	4	City of Moundsville	Muller

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

PRUNTYTOWN CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	1		
Dry Sprinkler System Riser	1		
Sprinkler Flow Switches-Water Flow	1		
Post Indicator Valves	1		
<b>Fire Hydrant</b>			
Public Water System	7	Grafton City Department	
<b>Fire Pump Systems</b>			
Fire Pump	1		



## EXHIBIT A

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

SAINT MARYS CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
Wet Sprinkler System Riser	9		
Dry Sprinkler System Riser	1		
Sprinkler Flow Switches-Water Flow	19		
Sprinkler Tamper Switches	18		
Sprinkler Pressure Alarm Switches	11		
Water Motor & Gong	11		
<b>Fire Hydrant</b>			
Public Water System	7		

## COR61683 - Sprinkler Systems, Fire Hydrants, Fire Pumps, and Stand Pipe Systems Summary Page

SALEM CORRECTIONAL CENTER			
Product	# of Units	Manufacture	Model Number
<b>Sprinkler Systems</b>			
West Sprinkler System	6		
Sprinkler Flow Switches-Water Flow	10		
Sprinkler Tamper Switches	16		
Post Indicator Valves	2		
<b>Fire Hydrant</b>			
Public Water System	4		
<b>Fire Pump Systems</b>			
Fire Pump	3		

**EXHIBIT B**

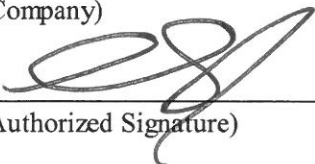
**Pricing Pages will be added by addendum.**

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Brewer & Company of WV

(Company)



(Authorized Signature)

THOMAS T. KING JR. - TREASURER

(Representative Name, Title)

304-744-5314

(Phone Number)

304-744-5353

(Fax Number)

05/16/14

(Date)

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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 exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_, to-wit:

Taken, subscribed, and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

My Commission expires \_\_\_\_\_, 20\_\_.

**AFFIX SEAL HERE**

**NOTARY PUBLIC** \_\_\_\_\_



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

**STATE OF WEST VIRGINIA,**

**COUNTY OF \_\_\_\_\_, TO-WIT:**

I, \_\_\_\_\_, after being first duly sworn, depose and state as follows:

1. I am an employee of \_\_\_\_\_; and,  
(Company Name)

2. I do hereby attest that \_\_\_\_\_  
(Company Name)

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

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Taken, subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

By Commission expires \_\_\_\_\_

(Seal)

\_\_\_\_\_  
(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.**

BID BOND PREPARATION INSTRUCTIONS

AGENCY (A) \_\_\_\_\_
RFQ/RFP# (B) \_\_\_\_\_

- (A) WV State Agency (Stated on Page 1 "Spending Unit")
(B) Request for Quotation Number (upper right corner of page #1)
(C) Your Business Entity Name (or Individual Name if Sole Proprietor)
(D) City, Location of your Company
(E) State, Location of your Company
(F) Surety Corporate Name
(G) City, Location of Surety
(H) State, Location of Surety
(I) State of Surety Incorporation
(J) City of Surety's Principal Office
(K) Minimum amount of acceptable bid bond is 5% of total bid. You may state "5% of bid" or a specific amount on this line in words.
(L) Amount of bond in numbers
(M) Brief Description of scope of work
(N) Day of the month
(O) Month
(P) Year
(Q) Name of Business Entity (or Individual Name if Sole Proprietor)
(R) Seal of Principal
(S) Signature of President, Vice President, or Authorized Agent
(T) Title of Person Signing for Principal
(U) Seal of Surety
(V) Name of Surety
(W) Signature of Attorney in Fact of the Surety

Bid Bond
KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned,
(C) of (D) (E)
as Principal, and (F) of (G) (H),
a corporation organized and existing under the laws
of the State of (I) with its principal office in the City of
(J), as Surety, are held and firmly bound unto The State
of West Virginia, as Obligee, in the penal sum of (K)
(\$ (L)) for the payment of which, well and truly to be made,
we jointly and severally bind ourselves, our heirs, administrators, executors,
successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the Department of Administration a certain bid or proposal, attached hereto and made a part hereof to enter into a contract in writing for

(M)

NOW THEREFORE

(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the agreement created by the acceptance of said bid then this obligation shall be null and void, otherwise this obligation shall remain in full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated

The Surety for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of time within which the Obligee may accept such bid: and said Surety does hereby waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and Surety, or by Principal individually if Principal is an individual, the (N) day of (O), 20 (P).

Principal Seal (Q)
(Name of Principal)

(R) By (S)
(Must be President, Vice President, or Duly Authorized Agent)

(T)
Title

Surety Seal (U)
(Name of Surety)

(W)
Attorney-in-Fact

NOTE 1: Dated Power of Attorney with Surety Seal must accompany this bid bond.

IMPORTANT - Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and must attach a power of attorney with its seal affixed.

Agency \_\_\_\_\_  
REQ.P.O# \_\_\_\_\_

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_, as Principal, and \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_  
\_\_\_\_\_ with its principal office in the City of \_\_\_\_\_, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of \_\_\_\_\_ (\$ \_\_\_\_\_) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOW THEREFORE,**

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal  
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform  
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in  
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no  
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Principal Seal

\_\_\_\_\_  
(Name of Principal)  
By \_\_\_\_\_  
(Must be President, Vice President, or  
Duly Authorized Agent)  
\_\_\_\_\_  
(Title)

Surety Seal

\_\_\_\_\_  
(Name of Surety)  
\_\_\_\_\_  
Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and  
must attach a power of attorney with its seal affixed.**





State of West Virginia

## PURCHASING DIVISION

### Construction Bid Submission Review Form

*This list has been provided for informational purposes only and is not to be construed as a complete list of request for quotation or bidding requirements for any individual construction project. This list does not and cannot include every item, mistake or oversight that could cause a contractor's bid to be disqualified. Rather, this list is intended to draw attention to some of the most common problems that the Purchasing Division encounters in the bidding process for construction projects. All potential bidders must read the request for quotation, all additional documents, and all instructions relating thereto ("Bid Documents") in their entirety to identify the actual request for quotation and bidding requirements. Failure to read the Bid Documents in their entirety and comply with the stated requirements contained therein may result in bid disqualification.*

#### Errors That Shall Be Reason for Immediate Bid Disqualification

1. Failure to attend a mandatory pre-bid meeting
2. Failure to sign the bid
3. Failure to supply West Virginia contractor's license # on bid
4. Failure to supply a signed drug free workplace affidavit with the bid
5. Failure to supply a valid bid bond or other surety approved by the State of West Virginia
6. Failure to meet any mandatory requirement of the RFQ
7. Failure to acknowledge receipt of Addenda (only if stipulated as mandatory)
8. Failure to submit bid prior to the bid opening date and time
9. Federal debarment
10. State of West Virginia debarment or suspension

#### Errors that May Be Reason for Bid Disqualification Before Contract Award

1. Uncontested debt to the State exceeding \$1,000.00 (must be cured prior to award)
2. Workers' Compensation or Unemployment Compensation delinquency (must be cured prior to award)
3. Not registered as a vendor with the State (must be cured prior to award)
4. Failure to obtain required bonds and/or insurance
5. Failure to provide the sub-contractor listing within 1 business day of bid opening.
6. Failure to use the provided RFQ form (only if stipulated as mandatory).



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

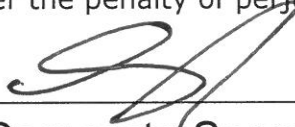
**STATE OF WEST VIRGINIA,**  
**COUNTY OF Kanawha, TO-WIT:**

I, Douglas Meeks, after being first duly sworn, depose and state as follows:

1. I am an employee of Brewer & Company of WV, Inc.; and,  
(Company Name)
2. I do hereby attest that Brewer & Company of WV, Inc.  
(Company Name)

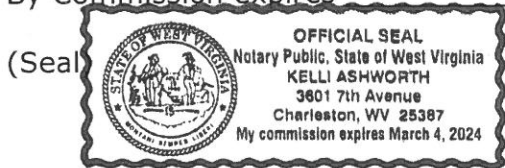
maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D**.

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

By:   
 Title: Corporate Secretary/Treasurer  
 Company Name: Brewer & Company of WV, Inc.  
 Date: 5/16/2014

Taken, subscribed and sworn to before me this 16th day of April, 2014.

By Commission expires 3/4/2024



  
 (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.**

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 exceeds 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: Brewer & Company of WV, Inc.

Authorized Signature: [Signature] Date: 5/16/2014

State of WV

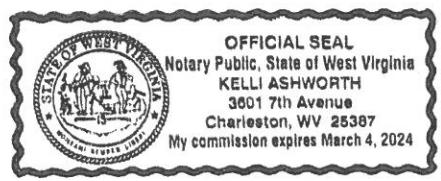
County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 16<sup>th</sup> day of May, 2014.

My Commission expires 3/4, 2024.

**AFFIX SEAL HERE**

NOTARY PUBLIC [Signature]



BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Brewer & Company of West Virginia, Inc.  
of Charleston, WV, 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 office in the City of Westfield Center, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
Division of Corrections Inspection & Maintenance of Fire Suppression Systems

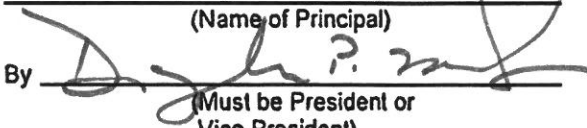
NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached  
hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the  
agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in full  
force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event,  
exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension 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, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations  
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this  
20th day of May, 2014.

Principal Corporate Seal

Brewer & Company of West Virginia, Inc.  
(Name of Principal)  
By   
(Must be President or Vice President)  
President Douglas Meeks  
(Title)

Surety Corporate Seal

Ohio Farmers Insurance Company  
(Name of Surety)  
By:   
Kimberly S. Burdette, Licensed 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.

General Power of Attorney

Westfield Insurance Co. Westfield National Insurance Co. Ohio Farmers Insurance Co. Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint ANDREW K. TEETER, KIMBERLY L. MILES, JANIS KAY PEACOCK, DOUGLAS P. TAYLOR, TRAVIS A. HILL, JR., PAMELA V. LANHAM, GARY R. FREEMAN, KIMBERLY S. BURDETTE, JOINTLY OR SEVERALLY

of CHARLESTON and State of WV its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship-

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 16th day of AUGUST A.D., 2013 .

Corporate Seals Affixed



WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

By: Dennis P. Baus

Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio County of Medina ss.:

On this 16th day of AUGUST A.D., 2013 , before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed



William J. Kahelin

William J. Kahelin, Attorney at Law, Notary Public My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 20th day of May A.D., 2014



Frank A. Carrino Secretary

Frank A. Carrino, Secretary