



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

# Solicitation

NUMBER  
DBSM142100

PAGE  
1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
EVELYN MELTON  
304-558-2306

RFO COPY

V  
E  
N  
D  
O  
R

**Master Service Mid Atlantic**  
**1945 Harrison Avenue**  
**Elkins, WV 26241**

S  
H  
I  
P  
T  
O

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT

301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED  
02/06/2014

BID OPENING DATE: 02/20/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 4						
ADDENDUM ISSUED:						
1. TO PROVIDE RESPONSES TO QUESTIONS SUBMITTED REGARDING THE ABOVE SOLICITATION.						
2. TO PROVIDE A REVISED PRICING SHEET TO REFLECT ANSWERS TO ABOVE QUESTIONS.						
3. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 4						
02/19/14 10:10:52AM West Virginia Purchasing Division						

SIGNATURE

TITLE

TELEPHONE

DATE

FEIN

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
DBSM142100

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
EVELYN MELTON 304-558-2306

RFQ COPY

TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT  
301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED
02/06/2014

BID OPENING DATE: 02/20/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		099-00-01-001		
INTEGRATED CONTROLLED ACCESS MANAGEMENT SYSTEM						
INCLUDING VIDEO SURVEILLANCE EQUIPMENT.						
***** THIS IS THE END OF RFQ DBSM142100 ***** TOTAL:						

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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



# SOLICITATION NUMBER: DBSM142100

## Addendum Number: 4

---

The purpose of this addendum is to modify the solicitation identified as ("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. To provide responses to additional questions received.
2. To provide a revised pricing page.
3. To provide Addendum Acknowledgment

**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 A

**ADDENDUM NO. 4  
DBSM142100**

1. On revised Pricing Sheet, line item #3B the quantity is 3. Which door in Bid Item #3 A1, A2, A7 or A15 does not require a card reader?

**A: All doors require a card reader. The quantity in line item #3B must be is to read 4.**

2. On revised Pricing Sheet, Line item # 3C shows a quantity of 4. Shouldn't the quantity be 5? Door #A1 is a double door with 1 pair of vertical rod Panic exit devices. Which means either door could be opened? This would then require 2 Magnetic contacts for Door A1

**A: The quantity is to read 5. Door A1 is a double door with no mullion. Each door will require a magnetic contact.**

3. On revised Pricing Sheet, Line item #3H and #3I account for door strike hardware for a total of 3 doors. Which door A1, A2, A7 or A15 does not required a electronic door strike of some means?

**A: The door hardware needs to be adjusted to account for all 4 doors. These doors are to include A1, A2, A7, and A15.**

4. On revised Pricing sheet, Line Item #5M shows a quantity of 1. The description is for 1 camera channels, there are 2 cameras in this building. One for CCTV and one on the back of the building for Video surveillance (labeled as Camera #3 on page 31 of project documents.) should this item be changed to a different model to accommodate 2 cameras.

**A: The equipment will need to have two channels, one for each the cameras. There is to be a cctv camera for the secretary to watch/monitor and a camera #3 on page 31 that will watch the transportation building and fuel pumps. Each camera will have to be connected to the DRV.**

5. On revised Pricing Sheet, the items under bid item #6 are for a CCTV door. However Page #42 drawing for the school for the Blind dormitories does not show door M1 to be a CCTV installation. Will door #M1 require the CCTV and all associated CCTV hardware list under Bid Item #6?

**A: Door M1 will have door access with CCTV and drawing on page #42 is incorrect. Bid item #6 is correct.**

6. On revised Pricing Sheet, items under bid item #6 refer to door #M1 possibly being a CCTV type door. All other CCTV doors are shown to have a wireless door bell system. However there is none shown for bid item #6. Will this door if it is to be a CCTV door require a door bell system? Also will a remote release button be required?

**A: Door M1 will require a wireless door bell system. There will also be a remote release button located in the space directly adjacent on the left of the Door M1.**

7. On revised Pricing Sheet, bid item #7 is for doors in the school for the Blind. There are 2 doors ( Door #J4 and #J1) shown on the Drawing on Page 45 that are to receive access control system, however item #7B, #7C And #7D quantity is 1. This will only account for enough of these items for installation on 1 set of doors. Shouldn't the correct quantity be as follows: #7A quantity 2. #7B quantity 4. #7C quantity 2?

**A: The correct quantity is #7A quantity (2)  
#7B quantity (4)  
#7C quantity (2)**

8. On revised Pricing Sheet, Bid item #8 for Seaton hall. Item #8C shows a quantity of 6, is this correct? There are only 3 doors (#F1, #F3, #F5) in Seaton hall that are to receive access control. Of those only door # F1 will require 2 magnetic contacts. Should this item's quantity be 4?

**A: All three doors are double doors. There should be magnetic contact on each door leaf. The quantity of six (6) is correct.**

9. On revised Pricing Sheet, Bid item #8 for Seaton hall. Item #8E and #8F show a quantity of 2. Door number F3 is the only door that is to receive a CCTV system in this building. Shouldn't the quantity of these items be 1?

**A: Seaton Hall is to have two CCTV systems. One system is located on door F1 and the other is located on door F3.**

10. On revised Pricing Sheet, Bid item #10 for the Freight storage, Parking Area Surveillance camera. Item #10F is for trenching, conduit and fittings. However Page #31 show this camera (camera A) to be mounted on the exterior of the deaf and blind multi handicapped facility training building, this was also confirmed during the walkthrough. Has this item been relocated off of the building, where trenching, conduit and fittings will be required? Or will this item be deleted?

**A: There will be no trenching needed, the camera will be located on the MSP wing of the Elementary School for the Deaf.**

11. Addendum #2 question#19 Addressed the question of the requirement that only those with a West Virginia General contractors license will be permitted to bid this project. Were the contractors required to have their General contractor license prior to the Mandatory prebid meeting? Or can they acquire them prior to bid day?

**A: No general contractor's licenses were submitted at the time of the prebid meeting. The contractor is responsible to acquire the license prior bid day.**

**WV SCHOOLS FOR THE DEAF AND THE BLIND PRICING PAGES FOR DBSM142100**
**CAMPUS WIDE CARD ACCESS SECURITY MANAGEMENT SYSTEM**

ITEM NUMBER	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
<b>1</b>		<b>ITEM 1 COMPONENTS: HEAD-END SOFTWARE HARDWARE (to include mark up on labor, installation,materials, equipments, programming, in-service, check-out, training &amp; anything incidental)</b>		
1A	1	UTC/LENEL/GE SECURITY FCWnx v7 Pro single server software license package (1) server client, (1) remote client, (16) readers w/GE Micro driver or equivalent		
1B	1	Dell Precision R5500 Rack Mount Workstation, Dual Quad Core Intel Xeon Processor E5603, 1.6Ghz, 4M L3, 4.8GT/S, 4Gb RAM, 2 X 250Gb Raid 1 SATA HD, 1.0GB Nvidia Quadro 600, Dual Monitor, 1 DP & 1 DVI, 8X Slimline DVD +/-RW, Gigabit NIC Card, Windows 7 Professional OS or equivalent		
1C	1	Dell 15FP 1U Rack Console w/Versarail, 15" TFT LCD, 83 key mini-kybd US or equivalent		
1D	1	Dell Optiplex 390 Small Form Workstation, Intel® Core™ 13 2120 Processor (3.3 Ghz, 3M) 4GB RAM, 250GB SATA HD, Dual Monitor Support (2 DVI), 8X Slimline DVD +/-RW, Giga NIC, Windows 7 Pro 32Bit, VGA/DVI, 3-Year On-site Next Business Day warranty or equivalent product/warranty		
1E	1	19" DVI/RGB Flat Panel		
1F	1	GE Keyboard Wedge Reader, GE Proximity Desktop Credntial Reader (USB Connection) or equivalent product		
1G	3	UTC/Lenel/Ge Security Entrée Proximity Card (500) w/Tab Run Data File on CD or equivalent product		
1H	1	Avigilon ACC Gateway connetion license for a single NVR or equivalent product		
1I	1	Avigilon HD NVR Workstation, 6.0 TB Storage or equivalent product		
1J	1	LG Monitor, 22", LED, 1366 X 768 or equivalent product		
1K	1	Cyber Power Systems UPS c/w Rack Mount Kit; configured for above equipment or equivalent product		
1L	1	UTC/Lenel/GE Security 24-Port 10/100+2 GlgE TP/SFP Full PoE Managed Switch or equivalent product		
1M	1	Middle Atlantic Environmental Equipment Rack configured for the above equipment or equivalent product		
1N	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 1 : (1A THROUGH 1N)</b>				<b>\$ 29,800.00</b>
<b>2</b>		<b>ITEM 2: ID BADGE IMAGING SYSTEM (to include mark up on labor, installation,materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
2A	1	UTC/Lenel/GE Security FCWnx Integrated Photo ID Credentialing Option per Client or equivalent product		
2B	1	Dell Optiplex 390 Small Form Workstation, Intel® Core™ 13 2120 Processor (3.3 Ghz, 3M) 4GB RAM, 250GB SATA HD, Dual Monitor Support (2 DVI), 8X Slimline DVD +/-RW, Giga NIC, Windows 7 Pro 32Bit, VGA/DVI, 3-Year On-site Next		



		Business Day warranty or equivalent product/warranty		
2C	1	19" DVI/RGB Flat Panel		
2D	1	Videology Image Capture Camera System; Camera, stand; power supply & USB cable or equivalent product		
2E	1	Fargo DTC 4500 single-sided base model USB and Ethernet printer or equivalent product		
2F	1	Backdrop stand sturdy or equivalent product		
2G	3	Fargo YMCKO Full-color ribbon w/ resin black and clear overlay panel--500 images or equivalent product		
2H	15	Thin white PVC card with adhesive back, .024" thick, 100/lot		
2I	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 2: (2A THROUGH 2I)</b>				<b>\$ 21,000.00</b>
<b>3</b>		<b>ITEM 3: ELEMENTARY SCHOOL FOR THE FOR THE DEAF CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
3A	1	UTC/Lenel/Ge Security M2000 PXNplus, FC Wnx 7.6 or higher, licensed for ACU Feature Support, Serial & 10/100 Mb Ethernet, Dual NIC, 110 VAC, w/ standard M2000 enclosure or equivalent product		
3B	4	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
3C	5	UTC/Lenel/Ge Security Surface Mount Magnetic Contact w/ Wire Leads, Closed Loop or equivalent product		
3D	4	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
3E	1	Single door wireless doorbell system		
3F	1	Securitron Surface Mount remote Release button or equivalent product		
3G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
3H	3	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
3I	1 PAIR	Corbin Russwin Surface Mount Vertical Rod Panic exit device: c/w (1) electronic latch retraction, controller & power supply, brass finish or equivalent product which includes all of the listed items		
3J	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
3K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
3L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
3M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
3N	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
3O	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		

3P	1	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
3Q	1	U. L. Listed Plenum Rated CARD READER POWER Cable / 1000'		
3R	2	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
3S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 3: (3A THROUGH 3S)</b>				<b>\$ 53,400.00</b>
<b>4</b>		<b>ITEM 4: SECONDARY SCHOOL FOR THE DEAF CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
4A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
4B	2	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
4C	4	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
4D	2	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
4E	1	Single door wireless doorbell system		
4F	1	Securitron Surface Mount remote Release button or equivalent product		
4G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
4H	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
4I	1 pair	Von Duprin Surface Mount Vertical Rod Panic Exit Device; c/w (1) electronic latch retraction, controller & power supply, US26D finish or equivalent product		
4J	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
4K	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
4L	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
4M	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
4N	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
4O	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
4P	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
4Q	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
4R	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		
4S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 4: (4A THROUGH 4S)</b>				<b>\$ 35,000.00</b>
<b>5</b>		<b>ITEM 5: PHYSICAL EDUCATION BUILDING CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		

5A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
5B	1	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
5C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/ Wire Leads, Closed Loop or equivalent product		
5D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
5E	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
5F	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
5G	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
5H	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
5I	1	Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
5J	1	Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
5K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
5L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
5M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
5N	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
5O	0.25	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
5P	0.25	U. L. Listed Plenum Rated CARD READER POWER Cable / 1000'		
5Q	1	U. L. Listed Plenum Rated Siamese Video/Power CCTV Cable		
5R	1	U. L. Listed Plenum Rated Cat 6 Data Comm Cable		
5S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 5: (5A THROUGH 5S)</b>				<b>\$ 37,700.00</b>
<b>6</b>		<b>ITEM 6: SCHOOL FOR THE BLIND DORMITORIES CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
6A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
6B	1	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
6C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
6D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		

6E	1	Single door wireless doorbell system	
6F	1	Securitron Surface Mount remote Release button or equivalent product	
6G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product	
6H	1 pair	Von Duprin Concealed Vertical Rod Panic Exit Device; c/w (1) Electronic Latch Retraction, Controller & Power Supply, US28 Finish or equivalent product	
6I	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons	
6J	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product	
6K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product	
6L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product	
6M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product	
6N	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video	
6O	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product	
6P	0.25	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'	
6Q	0.25	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'	
6R	36 Months	Maintenance & warranty for technical services	
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 6: (6A THROUGH 6P)</b>			<b>\$ 26,500.00</b>
<b>7</b>		<b>ITEM 7: SCHOOL FOR THE BLIND CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>	
7A	2	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product	
7B	4	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product	
7C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product	
7D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product	
7E	1	Single door wireless doorbell system	
7F	1	Securitron Surface Mount remote Release button or equivalent product	
7G	2 pair	Von Duprin Surface Mount Vertical Rod Panic Exit Device; c/w (1) electronic latch retraction, controller & power supply, US26D finish or equivalent product	
7H	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons	
7I	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product	
7J	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product	
7K	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent	



7L	1	product		
7L	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
7M	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
7N	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
7O	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
7P	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		
7R	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 7: (7A THROUGH 7R)</b>				<b>\$ 34,100.00</b>
<b>8</b>		<b>ITEM 8: Seaton Hall Controlled Door Access System (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
8A	1	UTC/Lenel/Ge Security M2000 PXNplus, FC Wnx 7.6 or higher, licensed for ACU Feature Support, Serial & 10/100 Mb Ethernet, Dual NIC, 110 VAC, w/ standard M2000 enclosure or equivalent product		
8B	3	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
8C	6	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
8D	3	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
8E	2	Single door wireless doorbell system		
8F	2	Securitron Surface Mount remote Release button or equivalent product		
8G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
8H	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
8I	1	RCI All Purpose Electric Strike or equivalent product		
8J	1 pair	Corbin Russwin Surface Mount Vertical Rod Panic exit device: c/w (1) electronic latch retraction, controller & power supply, brass finish or equivalent product		
8K	1	U.L. listed ADA compliant handicap electric door operator with (2) push buttons		
8L	2	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
8M	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
8N	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
8O	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
8P	2	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
8Q	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
8R	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
8S	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		

8T	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 8: (8A THROUGH 8T)					\$ 41,000.00
9			ITEM 9: Shipping and Receiving Camera (to include mark up on labor, installation, materials, programming, in-service, check-out, training & anything incidental)		
9A	1		Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
9B	1		Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
9C	1		Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
9D	1		UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
9E	1		Middle Atlantic Environmental Enclosure for Switch or equivalent product		
9F	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 9: (9A THROUGH 9F)					\$ 21,000.00
10			ITEM 10: Freight Storage, Parking Lot Camera (to include mark up on labor, installation, materials, programming, in-service, check-out, training & anything incidental)		
10A	1		Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
10B	1		Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
10C	1		Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
10D	1		UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
10E	1		Middle Atlantic Environmental Enclosure for Switch or equivalent product		
10F	100	foot	Trenching, conduit and fittings		
10G	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 10: (10A THROUGH 10G)					\$ 22,200.00
*GRAND TOTAL EXTENDED COSTS = THE SUM OF ALL EXTENDED CONTRACT ITEM COSTS QUOTED				*GRAND TOTAL EXTENDED COST	\$ 321,700.00
VENDOR SHOULD WRITE "nb" FOR NO BID FOR ANY ITEM NOT BEING BID					
CONTRACT WILL BE AWARDED TO THE VENDOR WITH THE LOWEST GRAND TOTAL EXTENDED COST MEETING SPECIFICATIONS.					



## VENDOR INFORMATION:

Name:

Master Service Mid-Atlantic Inc.

Address:

1945 Hampton Avenue,ELKINS WV 26241

Phone #:

(304) 636-8170

E-mail Address:

BRYAN@MasterServiceCorp.com

Date:

2-17-2014

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DBSM142100**

**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 checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" 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 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.

Master Service Mid Atlantic  
Company

[Signature]  
Authorized Signature

2-17-2014  
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012



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

# Solicitation

NUMBER
DBSM142100

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
EVELYN MELTON 304-558-2306

REC COPY

V  
E  
N  
D  
O  
R

**Master Service Mid Atlantic**  
**1945 Harrison Avenue**  
**Elkins, WV 26241**

S  
H  
I  
P  
T  
O  
SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT  
301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED
02/05/2014

BID OPENING DATE: 02/20/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
ADDENDUM ISSUED:						
1. TO MOVE THE BID OPENING DATE; FROM: FEBRUARY 6, 2014 @ 1:30 P.M. TO: FEBRUARY 20, 2014 @ 1:30 P.M.						
2. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 3						

SIGNATURE <i>Buyer G. Z...</i>	TELEPHONE 304-696-8170	DATE 2-17-2014
TITLE V.P.	FEIN 55-0667885	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
DBSM142100

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
EVELYN MELTON 304-558-2306

RFQ COPY

TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT

301 EAST MAIN STREET

ROMNEY, WV

26757-1894

304-822-4810

S  
H  
I  
P  
T  
O

DATE PRINTED
02/05/2014

BID OPENING DATE: 02/20/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		099-00-01-001		
INTEGRATED CONTROLLED ACCESS MANAGEMENT SYSTEM						
INCLUDING VIDEO SURVEILLANCE EQUIPMENT.						
***** THIS IS THE END OF RFQ DBSM142100 ***** TOTAL:						

SIGNATURE		TELEPHONE		DATE
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE

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

**SOLICITATION NUMBER: DBSM142100**  
**Addendum Number: 3**

---

The purpose of this addendum is to modify the solicitation identified as ("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. To move bid opening date:  
     From: February 6, 2014  
     To: February 20, 2014
2. To provide Addendum Acknowledgment.

**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 A



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DBSM142100**

**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 checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" 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 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.

Master Service Mid Atlantic  
 Company

  
 Authorized Signature

2-18-2014  
 Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012



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

## Solicitation

NUMBER

DBSM142100

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF

EVELYN MELTON  
304-558-2306

RFO COPY

V  
E  
N  
D  
O  
R

**Master Service Mid Atlantic**  
**1945 Harrison Avenue**  
**Elkins, WV 26241**

S  
H  
I  
P  
T  
O

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT

301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED

01/27/2014

BID OPENING DATE: 02/06/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
ADDENDUM ISSUED:						
1. TO PROVIDE RESPONSES TO VENDORS' QUESTIONS REGARDING THE ABOVE SOLICITATION.						
2. TO COMPLETELY REVISE AND MODIFY THE SPECIFICATION SECTION OF THE SOLICITATION. PLEASE REFER TO THE ATTACHED REVISED SPECIFICATION.						
3. TO PROVIDE A REVISED PRICING PAGE. REVISED PRICING PAGE IS ATTACHED.						
4. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 2						

SIGNATURE

TITLE

TELEPHONE

DATE

V.P.

FEIN

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

DBSM142100

PAGE

2

ADDRESS CORRESPONDENCE TO ATTENTION OF:

EVELYN MELTON

304-558-2306

RFQ COPY

TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

S  
H  
I  
P  
T  
O

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT

301 EAST MAIN STREET

ROMNEY, WV

26757-1894

304-822-4810

DATE PRINTED:

01/27/2014

BID OPENING DATE: 02/06/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		099-00-01-001		
INTEGRATED CONTROLLED ACCESS MANAGEMENT SYSTEM						
INCLUDING VIDEO SURVEILLANCE EQUIPMENT.						
***** THIS IS THE END OF RFQ DBSM142100 ***** TOTAL:						
SIGNATURE						
TITLE				TELEPHONE		DATE
FEIN				ADDRESS CHANGES TO BE NOTED ABOVE		

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

## SOLICITATION NUMBER: DBSM142100

### Addendum Number: 2

---

The purpose of this addendum is to modify the solicitation identified as ("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. To completely modify the specification section of the solicitation. Please refer to the attached revised specification.
2. To provide a revised Pricing Page.
3. To provide responses to Vendors' questions.
4. To provide Addendum Acknowledgement

**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 A

**ADDENDUM NO. 1****DBSM142100 – QUESTIONS & ANSWERS**

1. What types of raceways are acceptable for installation exposed on walls?

A: EMT conduit for exterior and white wire mold or conduit for the interior.

2. What type raceways (conduits) will be acceptable in areas with non-accessible (hard) ceilings, where the raceways will be surface mounted and exposed to view?

A: EMT conduit for exterior and white wire mold or conduit for the interior.

3. Will the Contractor (Vender) be responsible for painting of raceways (conduits) that are installed in finished areas?

A: No, however EMT conduit for exterior and white wire mold or conduit for the interior are required where necessary.

4. Will the Contractor (Vender) be responsible for the removal and replacement of existing finishes, hard ceiling panels, finished drywall ceiling, etc. that will that will need to be removed or openings cut into to allow access for installation of raceways or cables?

A: Yes.

5. Will contractor be responsible for the repair and touch up of existing finishes that are damaged during installation of Raceways, Hardware, etc.?

A: Yes.



6. Is plenum rated cable acceptable in above accessible ceiling locations?

A: Yes.

7. Will Fiber optic cabling be required to the physical education building for the extension of internet access? If so where will this derive from? And what will be the acceptable installation? Steam tunnels with existing interdict was mentioned in the pre-bid meeting. What amount of fiber would be required? And where will these items be listed on the pricing pages?

A: The physical education building does not have internet access at this time. Either fiber optic cabling or another method as determined by the contractor will be necessary. The internet will derive from the Seton Hall Dormitory, which is the adjacent building. The acceptable installation is that which is customary with internet cabling and installation as determined by the contractor. The amount of cabling will vary based on the installation location and method utilized by the contractor. These items will not be listed on the pricing pages.

8. Where will the LCD monitors, and work stations be located?

A: All monitors will be located in the contract item area where it is identified as a minimum requirement in the pricing page.

9. Will the Contractor (Vender) be responsible for the replacement of any 2'x4' ceiling tiles that may become dented, broken, or damaged during removal to allow access of cable installation?

A: Yes.

10. Will there be on campus lodging available to the crew to reduce the overall cost of the project?

A: No

11. Will openers and mag locks be required for both doors on sets of double doors?

A: Yes.

12. Do these doors need to be on their own breakers?

A: Generally, no, however the main panel and any other equipment as determined by the contractor will need to be.

13. If so and additional sub-panels are to be added, is that the responsibility of the sub-contractor?

A: Yes.

14. Can power be sourced at the closest 110volt source or do we need a dedicated circuit?

A: Generally, yes, however the main panel will need to be a dedicated circuit.

15. If a connection is required from the door access to the fire alarm panel, who is responsible for contacting the alarm company and paying for the service call?

A: The contractor will be responsible for this.

16. Will handicap push button and card reader both be placed in the same location, far enough from the door to allow entrance with a wheelchair?

A: Yes.

17. What is the projected budget for this project?

A: This information is not available for disclosure.

18. Because each bid item has a different degree of complexity, and will require materials of different nature to match the needs of each application. Can a updated pricing sheet be provided that does not show a predetermined quantity and unit pricing for items such as installation, cabling lengths, or Can lump sum pricing, instead of unit pricing, be provided on the pricing pages for items that are subject to estimating interpretation?

A: Yes. The pricing sheet has been modified accordingly.

19. Page 9 of the Instructions to Vendors Submitting bids states that any bidder must have a WV General Contractor's License.

I have a West Virginia Contractor's License (WV023811), but the classification is electrical.

Question: Am I certified to put a bid in on this project?

A: No. Unless your WV Contractors License is that of a General Contractor License, you will not be able to bid on this project.

20. Each item number on the bid breakout sheet has a line for installation (labor, check out, demo, etc.). All of these items have a quantity in them. Example: line 1N has a quantity of 80.

Question: can these line items be bid as a lump sum?

A: Yes. The pricing sheet has been modified accordingly.

21. Item #3 (Elementary School for the Deaf) Line item 3B shows (4) card readers. The electrical sketches only show (3). Doors A1, A2, & A15.

Question: Where is the fourth card reader located? Please note there is only enough related hardware in the bid items to install (3) doors.

A: The pricing sheet has been modified accordingly.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**SPECIFICATIONS**

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of WV Schools for the Deaf and the Blind (WVSDB) to establish a contract for the labor, materials and equipment necessary to install a card access control security management system.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
  - 2.1 **“Contract Item”** means all parts, materials, software, equipment and installation necessary for a fully functioning card access control security management system.
  - 2.2 **“Pricing Page”** means the pages upon which Vendor should list its proposed price for the Contract Items in the manner requested. The Pricing Page is either included on the last page of this RFQ or attached hereto as Exhibit A.
  - 2.3 **“RFQ”** means the official request for quotation published by the Purchasing Division and identified as **DBSM142100**.
3. **GENERAL REQUIREMENTS:**

**Mandatory Contract Item Requirements:** All work will be performed in compliance with all applicable safety regulations, subject to verification and inspection by the WVSDB Director of Operations. Work schedules will be reviewed and approved by the WVSDB Director of Operations. Contractor will be afforded access as required to complete work on schedule. Work may not begin until successful vendor has received a signed purchase order and notice to proceed. All work will be inspected and approved by the WVSDB Director of Operations prior to approval and payment of invoices. The contractor will furnish installation labor, equipment, software and licenses, programming, training, anything incidental, in addition to any miscellaneous supplies to perform a complete installation and operational service. A separate 36 months maintenance and warranty cost for (technical) services must be included in the quote price. Contract items must meet or exceed the mandatory requirements listed below.

**3.1.1 Head-End Software and Hardware**

- 3.1.1.1** Head-End Software and Hardware must include all parts, labor, materials, software, equipment and installation necessary for a

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

fully functioning card access control security management system.

3.1.1.2 Head-end Software and Hardware must meet or exceed the equipment specifications as specified on the pricing page.

**3.1.2 ID BADGE IMAGING SYSTEM**

3.1.2.1 ID Badge Imaging System must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

3.1.2.2 ID Badge Imaging System must meet or exceed the equipment specifications as specified on the pricing page.

**3.1.3 ELEMENTARY SCHOOL FOR THE DEAF CONTROLLED ACCESS SYSTEM HARDWARE & INSTALLATION**

3.1.3.1 Elementary School for the Deaf Controlled Access System Hardware & Installation—Item 3 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

3.1.3.2 Elementary School for the Deaf Controlled Access System Hardware & Installation—Item 3 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.4 SECONDARY SCHOOL FOR THE DEAF CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.4.1** Secondary School for the Deaf Controlled Access System Hardware & Installation—Item 4 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.4.2** Secondary School for the Deaf Controlled Access System Hardware & Installation—Item 4 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.5 PHYSICAL EDUCATION BUILDING CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.5.1** Physical Education Building Controlled Access System Hardware & Installation—Item 5 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.5.2** Physical Education Building Controlled Access System Hardware & Installation—Item 5 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled. .

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.6 SCHOOL FOR THE BLIND DORMITORIES CONTROLLED  
ACCESS SYSTEM HARDWARE & INSTALLATION**

**3.1.6.1** School for the Blind Dormitories Controlled Access System Hardware & Installation—Item 6 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.6.2** School for the Blind Dormitories Controlled Access System Hardware & Installation—Item 6 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled. .

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.7 SCHOOL FOR THE BLIND CONTROLLED ACCESS SYSTEM  
HARDWARE & INSTALLATION**

**3.1.7.1** School for the Blind Controlled Access System Hardware & Installation—Item 7 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.7.2** School for the Blind Controlled Access System Hardware & Installation—Item 7 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.8 SEATON HALL CONTROLLED ACCESS SYSTEM HARDWARE &  
INSTALLATION**

**3.1.8.1** Seaton Hall Controlled Access System Hardware & Installation—Item 8 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.8.2** Seaton Hall Controlled Access System Hardware & Installation—Item 8 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.



REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.9 SHIPPING & RECEIVING CAMERA CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.9.1 Shipping & Receiving Camera Controlled Access System Hardware & Installation**—Item 9 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.9.2 Shipping & Receiving Camera Controlled Access System Hardware & Installation**—Item 9 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.10 FREIGHT STORAGE & PARKING LOT CAMERA CONTROLLED  
ACCESS SYSTEM HARDWARE & INSTALLATION**

**3.1.10.1 Freight storage & parking lot camera Controlled Access System Hardware & Installation**—Item 10 package must include all parts, labor, materials, software, equipment and installation necessary for a fully functioning card access control security management system.

**3.1.10.2 Freight storage & parking lot Camera Controlled Access System Hardware & Installation**—Item 10 package must meet or exceed the equipment specifications as specified on the pricing sheet. See attached schematics for location of equipment and which doors are to be controlled.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price for the Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest grand total extended cost as shown on the Pricing Pages.

**4.2 Pricing Page:** Vendor should complete the Pricing Page by providing the unit price and extended price of each item being bid. Extended Price is your cost per unit multiplied by the contract item inclusive of overhead or mark-up, installation, training, programming, in-service, check-out, freight on board (F.O.B.), transportation, materials and services costs. A 36 months maintenance and warranty cost for technical services must be provided separately as shown in the pricing page. Vendor should write "nb" for no bid for any item not being bid. 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.

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.

**5. PAYMENT:**

**5.1 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**6. DELIVERY AND RETURN:**

**6.1 Shipment and Delivery:** Vendor shall ship the Contract Items immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Vendor shall deliver and install the Contract Items within [100] working days after receiving a purchase order or notice to proceed. Contract Items must be delivered to Agency at WV Schools for the Deaf & the Blind, 301 East Main Street, Romney, WV 26757.

**6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if the shipment of the Contract Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the Contract, and/or obtaining the Contract Items from a third party.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

- 6.3 Delivery Payment/Risk of Loss:** Vendor shall deliver the Contract Items F.O.B. destination to the Agency's location.
- 6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.
- 7. 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.
- 8. 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.
- 9. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:
- a.** Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

- b. Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
- c. Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
- d. Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
- e. Vendor shall inform all staff of Agency's security protocol and procedures.

**10. VENDOR DEFAULT:**

- a. The following shall be considered a vendor default under this Contract.
  - i. Failure to perform Contract Services in accordance with the requirements contained herein.
  - ii. Failure to comply with other specifications and requirements contained herein.
  - iii. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
  - iv. Failure to remedy deficient performance upon request.
- b. The following remedies shall be available to Agency upon default.
  - i. Cancellation of the Contract.
  - ii. Cancellation of one or more release orders issued under this Contract.
  - iii. Any other remedies available in law or equity.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**11. MISCELLANEOUS:**

- a. **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.

**Contract Manager:** Miles Park  
**Telephone Number:** (304) 636-8170 ext. 120  
**Fax Number:** (304) 636-8206  
**Email Address:** Miles@MasterServiceMA.com

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DBSM142100**

**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 checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" 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 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.

Master Service Mid Atlantic  
 Company  
[Signature]  
 Authorized Signature  
2-17-2014  
 Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012



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

## Solicitation

NUMBER

DBSM142100

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

EVELYN MELTON  
304-558-2306

V  
E  
N  
D  
O  
R

**Master Service Mid Atlantic**  
**1945 Harrison Avenue**  
**Elkins, WV 26241**

S  
H  
I  
P  
T  
O

**SCHOOL FOR THE DEAF & BLIND**  
**RECEIVING DEPARTMENT**

301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED

01/14/2014

BID OPENING DATE:

02/06/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM ISSUED:						
1. TO MOVE THE BID OPENING DATE; FROM: JANUARY 23, 2014 @ 1:30 P.M. TO: FEBRUARY 6, 2014 @ 1:30 P.M.						
2. TO PROVIDE VENDORS A COPY OF THE MANDATORY PRE-BID SIGN-IN SHEETS. SIGN-IN SHEETS ARE ATTACHED.						
3. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						
0001	1	LS		099-00-01-001		
INTEGRATED CONTROLLED ACCESS MANAGEMENT SYSTEM						
INCLUDING VIDEO SURVEILLANCE EQUIPMENT.						

SIGNATURE

*By C. J. H.*

TELEPHONE

304-636-8170

DATE

2/5/14

TITLE

V.P.

FEIN

55-0667885

ADDRESS CHANGES TO BE NOTED ABOVE

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

**SOLICITATION NUMBER: DBSM142100****Addendum Number: 1**

---

The purpose of this addendum is to modify the solicitation identified as ("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. To move the bid opening date from January 23, 2014 to February 6, 2014 @ 1:30 P.M.
2. To provide Vendors a copy of the Mandatory Pre-bid sign-in sheets.
3. To provide Addendum Acknowledgment.

**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 A

## SIGN IN SHEET

Page 1 of 3

Request for Proposal No. DBSM142100 PLEASE PRINT

Date: 1-8-14

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Sts Electric, Inc</u>	<u>Rt. 1 Box 91A</u>	PHONE <u>364-738-9406</u>
Rep: <u>Sean Strietbeck</u>	<u>Ridgely WV 26753</u>	TOLL FREE
Email Address: <u>Sselectric.sean.Gatlanticbb.net</u>		FAX <u>304-738-3251</u>
Company: <u>Master Service Mid Atlantic</u>	<u>1945 Harrison Ave N.W.</u>	PHONE <u>(304) 635-8170</u>
Rep: <u>Miles Park</u>	<u>Elkin's WV 26241</u>	TOLL FREE
Email Address: <u>Miles@Master-Service.MA.com</u>		FAX <u>(304) 636-8206</u>
Company: <u><del>Terry Vaughn</del> Mason &amp; Berry, Inc</u>	<u>101 Smiley Dr</u>	PHONE <u>(304) 755-0781</u>
Rep: <u>Terry Vaughn</u>	<u>St. Albans, WV 25717</u>	TOLL FREE
Email Address: <u>tvaughan@masonberry.com</u>		FAX <u>304-755-4010</u>
Company: <u>Micrologic Inc</u>	<u>PO Box 328</u>	PHONE <u>304-472-4596</u>
Rep: <u>Joe Karp</u>	<u>Buckhannon WV 26201</u>	TOLL FREE
Email Address: <u>JKarp@3WLogic.NET</u>		FAX <u>304 472-6577</u>
Company: <u>TYCO INTEGRATED SECURITY</u>	<u>2-8 METROPOLITAN CT</u>	PHONE <u>301-212-8300</u>
Rep: <u>ROBERT WOODS</u>	<u>GAITHERSBURG, MD 20878</u>	TOLL FREE
Email Address: <u>ROBERT.WOODS@TYCO.com</u>		FAX <u>301-990-8822</u>

## SIGN IN SHEET

Page 2 of 3

Request for Proposal No.

PLEASE PRINT

Date: 1/8/14

DBSM142100

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

FIRM &amp; REPRESENTATIVE NAME

MAILING ADDRESS

TELEPHONE & FAX  
NUMBERS

Company: <u>WVSOB</u>		PHONE
Rep: <u>Lynn Boyer</u>		TOLL
Email Address: <u>lboyer@access.k12.wv.us</u>		FREE
		FAX
Company: <u>WVSOB</u>		PHONE
Rep: <u>Jaye Cleaver</u>		TOLL
Email Address: <u>JCleaver@ACCESS.K12.WV.US</u>		FREE
		FAX
Company: <u>WVSDB</u>		PHONE
Rep: <u>Mark Gandolfi, CEA</u>		TOLL
Email Address: <u>mgandolfi@access.k12.wv.us</u>		FREE
		FAX
Company: <u>WVSDB</u>		PHONE
Rep: <u>Patrick McLeod</u>		TOLL
Email Address: <u>pmcleod@access.k12.wv.us</u>		FREE
		FAX
Company: <u>Electronic Specialty</u>		PHONE <u>304-766-6277</u>
Rep: <u>Bryan Hanning</u>		TOLL
Email Address: <u>Bryan@Electronicspecialty.com</u>		FREE
		FAX <u>304-766-6270</u>

## SIGN IN SHEET

Page 3 of 3

Request for Proposal No.

PLEASE PRINT

Date: 1-8-14DBSM142100

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Electronic Specialty Company</u>	<u>1725 Dunbar Ave</u>	PHONE <u>304-766-6277</u>
Rep: <u>Tom Juzwik</u>	<u>Dunbar WV 25004</u>	TOLL FREE <u>800-642-5500</u>
Email Address: <u>Tom@electronic-specialty.com</u>		FAX <u>304-766-6270</u>
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	FAX _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	FAX _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	FAX _____



**S & S ELECTRIC, INC.**  
ELECTRICAL CONSTRUCTION

Sean Strietbeck  
Project Manager

Rt. 1, Box 91A  
Ridgeley, WV 26753  
Phone: (304) 738-8406  
Fax: (304) 738-3251  
Cell: (301) 707-4484  
E-mail: sselectric.sean@attentibb.net



**MASTER SERVICE**

**MID ATLANTIC**

A Service Disabled Veteran  
Owned Small Business

WV Contractors License  
#010533  
Business: (304) 636-8170  
Cell: (304) 940-9178  
Fax: (304) 636-8206

Miles Park  
Estimator/Project Manager

1845 Harrison Avenue  
Elkins, WV 26241  
miles@MasterServiceMA.com

Commercial / Industrial Electrical Contractor

P.O. Box 328  
Buckhannon, WV 26201  
E-Mail: micrologic@technologist.com

Tel (888) 651-8431  
Fax (304) 472-6577  
WV028342

**MI MICROLOGIC INC.**  
AUTOMATION • TELECOMMUNICATIONS • SECURITY

- Security Systems
- Computer Systems
- Fiber Optic Cabling
- Telephone Systems
- Network Systems

**JOE KARP**  
Sales Engineer

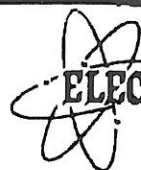
THE ONLY LOGICAL CHOICE



// Robert C. Woods  
Commercial Account Executive

// Tyco Integrated Security  
2-8 Metropolitan Court  
Gaithersburg, MD 20878 USA

Tel: 301 212 8300  
Cell: 240 291 5411  
Fax: 301 990 8822  
robertwoods@tyco.com  
www.tycois.com



**ELECTRONIC SPECIALTY COMPANY**

Since 1947

**TOM JUZWIK**  
SR. ACCOUNT EXECUTIVE

Toll Free [800] 642-6600 • Cell [304] 415-3738  
Office [304] 766-6277 X29 • Fax [304] 766-6270  
1325 Dunbar Avenue • Dunbar, WV 25064  
tom@electronicspecialty.com  
www.electronicspecialty.com

Service/Sale Locations: Dunbar, WV • Ashland, KY • Morgantown, WV



Since 1947

**ELECTRONIC SPECIALTY COMPANY**

**Bryan C. Hanna**

Integrated Systems Business Development

PO Box 400  
1325 Dunbar Avenue  
Dunbar, WV 25064  
Bryan@electronicspecialty.com



Office 304.766.6277  
or 800.642.5500  
Mobile 304.807.5227  
Fax 304.766.6270

NICET Certification Number 92350



Jaye C. Cleaver  
Accountant III  
301 East Main St  
Romney, WV 26757  
Office: 304-822-4813  
Fax: 304-822-3370  
jcleaver@accasa.k12.wv.us

**Schools for the Deaf and Blind**  
Excellence in Education

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DBSM142100**

**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 type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input 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 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.

---

Company

---

Authorized Signature

---

Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012



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

# Solicitation

NUMBER
DBSM142100

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
EVELYN MELTON 304-558-2306

RFQ COPY  
TYPE NAME/ADDRESS HERE

SCHOOL FOR THE DEAF & BLIND  
RECEIVING DEPARTMENT

301 EAST MAIN STREET  
ROMNEY, WV  
26757-1894 304-822-4810

DATE PRINTED
12/09/2013

BID OPENING DATE: 01/23/2014 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
THE WEST VIRGINIA PURCHASING DIVISION IS SOLICITING BIDS ON BEHALF OF THE WEST VIRGINIA SCHOOL FOR THE DEAF AND THE BLIND (WVSDDB) TO ESTABLISH A CONTRACT FOR THE LABOR, MATERIALS AND EQUIPMENT NECESSARY TO INSTALL AN INTEGRATED CARD ACCESS CONTROL AND SECURITY MANAGEMENT SYSTEM PER THE ATTACHED SPECIFICATIONS AND INSTRUCTION TO BIDDERS.						
0001	1	LS		099-00-01-001		
INTEGRATED CONTROLLED ACCESS MANAGEMENT SYSTEM INCLUDING VIDEO SURVEILLANCE EQUIPMENT.						
***** THIS IS THE END OF RFQ DBSM142100 ***** TOTAL:						

SIGNATURE <i>Buy C. Pitt</i>	TELEPHONE 304-636-8170	DATE 2/5/14
TITLE V.P.	FEIN 55-0667885	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:

301 East Main Street - Staff Dining Room  
Romney, WV 26757

January 8, 2014 - Wednesday @ 10.A.M.



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: January 10, 2014 - end of business

Submit Questions to: Evelyn P. Melton

2019 Washington Street, East  
Charleston, WV 25305  
Fax: 304-558-4115  
Email: [evelyn.p.melton@wv.gov](mailto:evelyn.p.melton@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 bid delivery address is:

Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

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

SEALED BID

BUYER: EVELYN MELTON  
 SOLICITATION NO.: DBSM 142100  
 BID OPENING DATE: February 6, 2014  
 BID OPENING TIME: 1:30 pm  
 FAX NUMBER: (304) 558-4115

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 \_\_\_\_\_ 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: January 23, 2014 @ 1:30 P.M.

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.

**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.

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 \_\_\_\_\_  
and extends for a period of \_\_\_\_\_ 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 \_\_\_\_\_ 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 \_\_\_\_\_ 100 working \_\_\_\_\_ 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 of 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 . 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:**

\$ 1,000,000.00 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 General 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: MASTER SERVICE Mid Atlantic

Contractor's License No. WV016533

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:

# CONTRACTOR LICENSE

Authorized by the

**West Virginia Contractor Licensing Board**

**Number:**

WV010533

**Classification:**

ELECTRICAL  
GENERAL BUILDING  
RESIDENTIAL

MASTER SERVICE MID ATLANTIC INC  
DBA MASTER SERVICES  
1945 HARRISON AVE  
ELKINS, WV 26241


**Date Issued**

OCTOBER 01, 2013

**Expiration Date**

OCTOBER 01, 2014

  
Authorized Company Signature

  
Chair, West Virginia Contractor  
Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.

- (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.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of WV Schools for the Deaf and the Blind (WVSDB) to establish a contract for the labor, materials and equipment necessary to install a card access control security management system.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
  - 2.1 **"Contract Item"** means all parts, materials, software, equipment and installation necessary for a fully functioning card access control security management system.
  - 2.2 **"Pricing Page"** means the pages upon which Vendor should list its proposed price for the Contract Items in the manner requested. The Pricing Page is either included on the last page of this RFQ or attached hereto as Exhibit A.
  - 2.3 **"RFQ"** means the official request for quotation published by the Purchasing Division and identified as DBSM142100.
3. **GENERAL REQUIREMENTS:**
  - 3.1 **Mandatory Contract Item Requirements:** All work will be performed in compliance with all applicable safety regulations, subject to verification and inspection by the WVSDB Director of Operations. Work schedules will be reviewed and approved by the WVSDB Director of Operations. Contractor will be afforded access as required to complete work on schedule. Work may not begin until successful vendor has received a signed purchase order and notice to proceed. All work will be inspected and approved by the WVSDB Director of Operations prior to approval and payment of invoices. The contractor will furnish labor equipment, software and licenses in addition to any miscellaneous supplies to perform a complete installation and operational service. Contract items must meet or exceed the mandatory requirements listed below.
    - 3.1.1 **Head-End Software and Hardware**
      - 3.1.1.1 Head-End Software and Hardware must include all equipment, materials, software, and installation as specified on the pricing sheet.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

3.1.1.2 Head-end Software and Hardware must be compatible with the UTC/Lenel GE- Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

3.1.1.3 Head-end Software and Hardware must meet all standards as specified on attached pricing list.

**3.1.2 ID BADGE IMAGING SYSTEM**

3.1.2.1 ID Badge Imaging System must include all equipment, materials, software, and installation as specified on the pricing sheet.

3.1.2.2 ID Badge Imaging must be compatible with the UTC/Lenel GE- Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

3.1.2.3 ID Badge Imaging System must meet all standards as specified on attached pricing list.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.3 ELEMENTARY SCHOOL FOR THE DEAF CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.3.1** Elementary School for the Deaf Controlled Access System Hardware & Installation—Item 3 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.3.2** Elementary School for the Deaf Controlled Access System Hardware & Installation—Item 3 package must be compatible with the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

**3.1.3.3** Elementary School for the Deaf Controlled Access System Hardware & Installation—Item 3 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.



REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.4 SECONDARY SCHOOL FOR THE DEAF CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.4.1** Secondary School for the Deaf Controlled Access System Hardware & Installation—Item 4 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.4.2** Secondary School for the Deaf Controlled Access System Hardware & Installation—Item 4 package must be compatible with [the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

**3.1.4.3** Secondary School for the Deaf Controlled Access System Hardware & Installation—Item 4 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.5 PHYSICAL EDUCATION BUILDING CONTROLLED ACCESS  
SYSTEM HARDWARE & INSTALLATION**

**3.1.5.1** Physical Education Building Controlled Access System Hardware & Installation—Item 5 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.5.2** Physical Education Building Controlled Access System Hardware & Installation—Item 5 package must be compatible with [the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.



REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.5.3** Physical Education Building Controlled Access System Hardware & Installation—Item 5 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.6 SCHOOL FOR THE BLIND DORMITORIES CONTROLLED ACCESS SYSTEM HARDWARE & INSTALLATION**

**3.1.6.1** School for the Blind Dormitories Controlled Access System Hardware & Installation—Item 6 package must include [all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.6.2** School for the Blind Dormitories Controlled Access System Hardware & Installation—Item 6 package must be compatible with the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

**3.1.6.3** School for the Blind Dormitories Controlled Access System Hardware & Installation—Item 6 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.7 SCHOOL FOR THE BLIND CONTROLLED ACCESS SYSTEM  
HARDWARE & INSTALLATION**

**3.1.7.1** School for the Blind Controlled Access System Hardware & Installation—Item 7 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.7.2** School for the Blind Controlled Access System Hardware & Installation—Item 7 package must be compatible with [the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency. School for the Blind Controlled Access System Hardware & Installation—Item 7 package must [meet all standards as specified on attached pricing list.

**3.1.7.3** School for the Blind Controlled Access System Hardware & Installation—Item 7 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.8 SEATON HALL CONTROLLED ACCESS SYSTEM HARDWARE &  
INSTALLATION**

**3.1.8.1** Seaton Hall Controlled Access System Hardware & Installation—Item 8 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.8.2** Seaton Hall Controlled Access System Hardware & Installation—Item 8 package must be compatible with [the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

- 3.1.8.3** Seaton Hall Controlled Access System Hardware & Installation—  
Item 8 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

**3.1.9 SHIPPING & RECEIVING CAMERA CONTROLLED ACCESS SYSTEM HARDWARE & INSTALLATION**

- 3.1.9.1** Shipping & Receiving Camera Controlled Access System Hardware & Installation—Item 9 package must include [all equipment, materials, software, and installation as specified on the pricing sheet.
- 3.1.9.2** Shipping & Receiving Camera Controlled Access System Hardware & Installation—Item 9 package must be compatible with the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.
- 3.1.9.3** Shipping & Receiving Camera Controlled Access System Hardware & Installation—Item 9 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled]

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**3.1.10 FREIGHT STORAGE & PARKING LOT CAMERA CONTROLLED  
ACCESS SYSTEM HARDWARE & INSTALLATION**

**3.1.10.1** Freight storage & parking lot camera Controlled Access System Hardware & Installation—Item 10 package must include all equipment, materials, software, and installation as specified on the pricing sheet.

**3.1.10.2** Freight storage & parking lot Camera Controlled Access System Hardware & Installation—Item 10 package must be compatible with [the UTC/Lenel GE-Security Facility Commander WinX Card Access Control System and fully capable of integrating with the same system managed by the WV Department of Protective Services at the State Capitol or equivalent product as determined by the Agency.

**3.1.10.3** Freight storage & parking lot Camera Controlled Access System Hardware & Installation—Item 10 package must meet all standards as specified on attached pricing list. See attached schematics for location of equipment and which doors are to be controlled.

**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price for the Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest grand total extended cost as shown on the Pricing Pages.

**4.2 Pricing Page:** Vendor should complete the Pricing Page by providing the unit cost of each item being bid. Unit cost is your cost per unit inclusive of overhead or mark-up, freight on board (F.O.B.), transportation, materials and services costs. Vendor should write “nb” for no bid for any item not being bid. 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.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

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.

**5. PAYMENT:**

**5.1 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**6. DELIVERY AND RETURN:**

**6.1 Shipment and Delivery:** Vendor shall ship the Contract Items immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Vendor shall deliver and install the Contract Items within [100] working days after receiving a purchase order or notice to proceed. Contract Items must be delivered to Agency at WV Schools for the Deaf & the Blind, 301 East Main Street, Romney, WV 26757.

**6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if the shipment of the Contract Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the Contract, and/or obtaining the Contract Items from a third party.

Any Agency seeking to obtain the Contract Items from a third party under this provision must first obtain approval of the Purchasing Division.

**6.3 Delivery Payment/Risk of Loss:** Vendor shall deliver the Contract Items F.O.B. destination to the Agency's location.

**6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

REQUEST FOR QUOTATION  
[DBSM142100] [Card Access Control Security Management System]

---

**6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

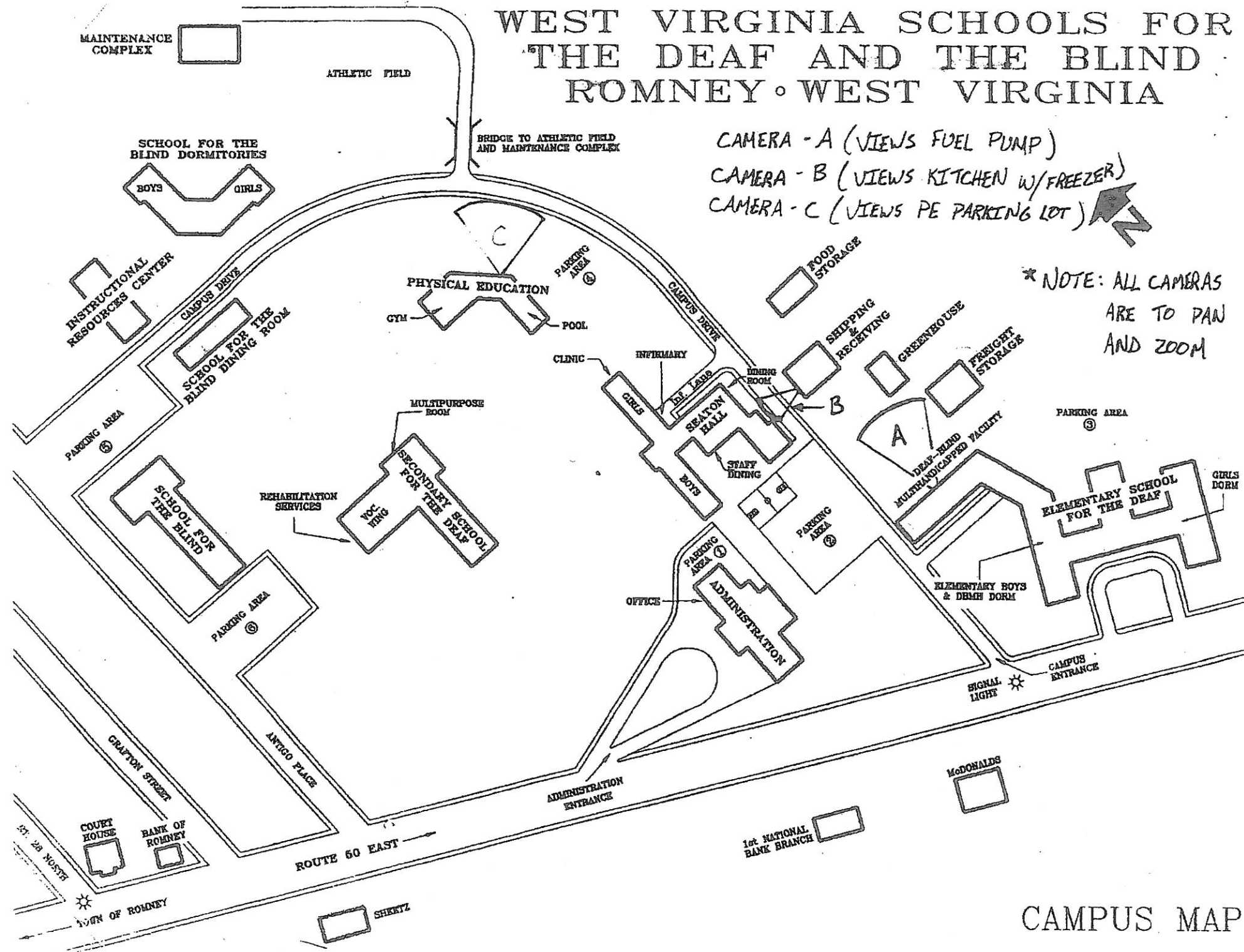
# WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND ROMNEY • WEST VIRGINIA

CAMERA - A (VIEWS FUEL PUMP)

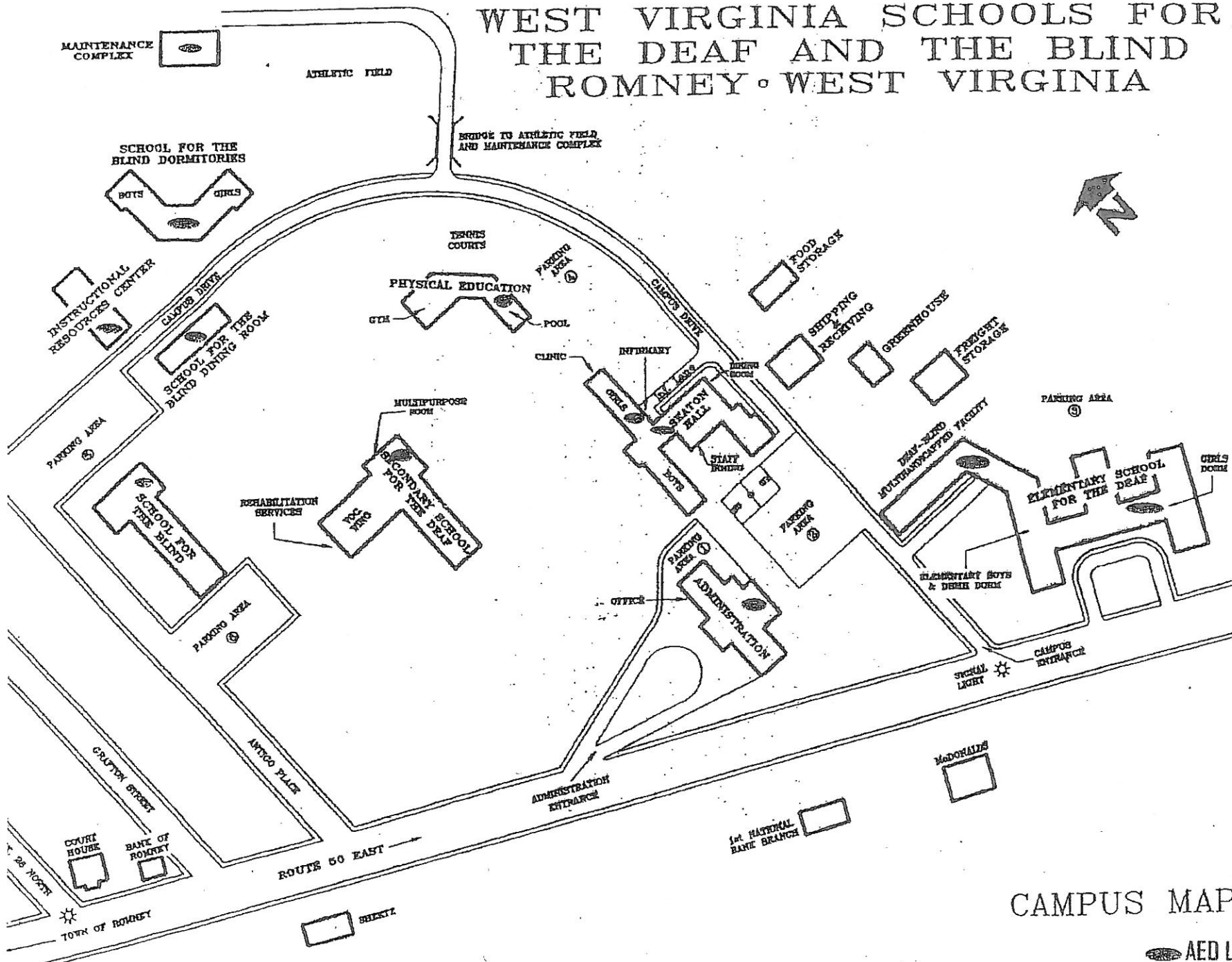
CAMERA - B (VIEWS KITCHEN W/FREEZER)

CAMERA - C (VIEWS PE PARKING LOT)

\* NOTE: ALL CAMERAS  
ARE TO PAN  
AND ZOOM



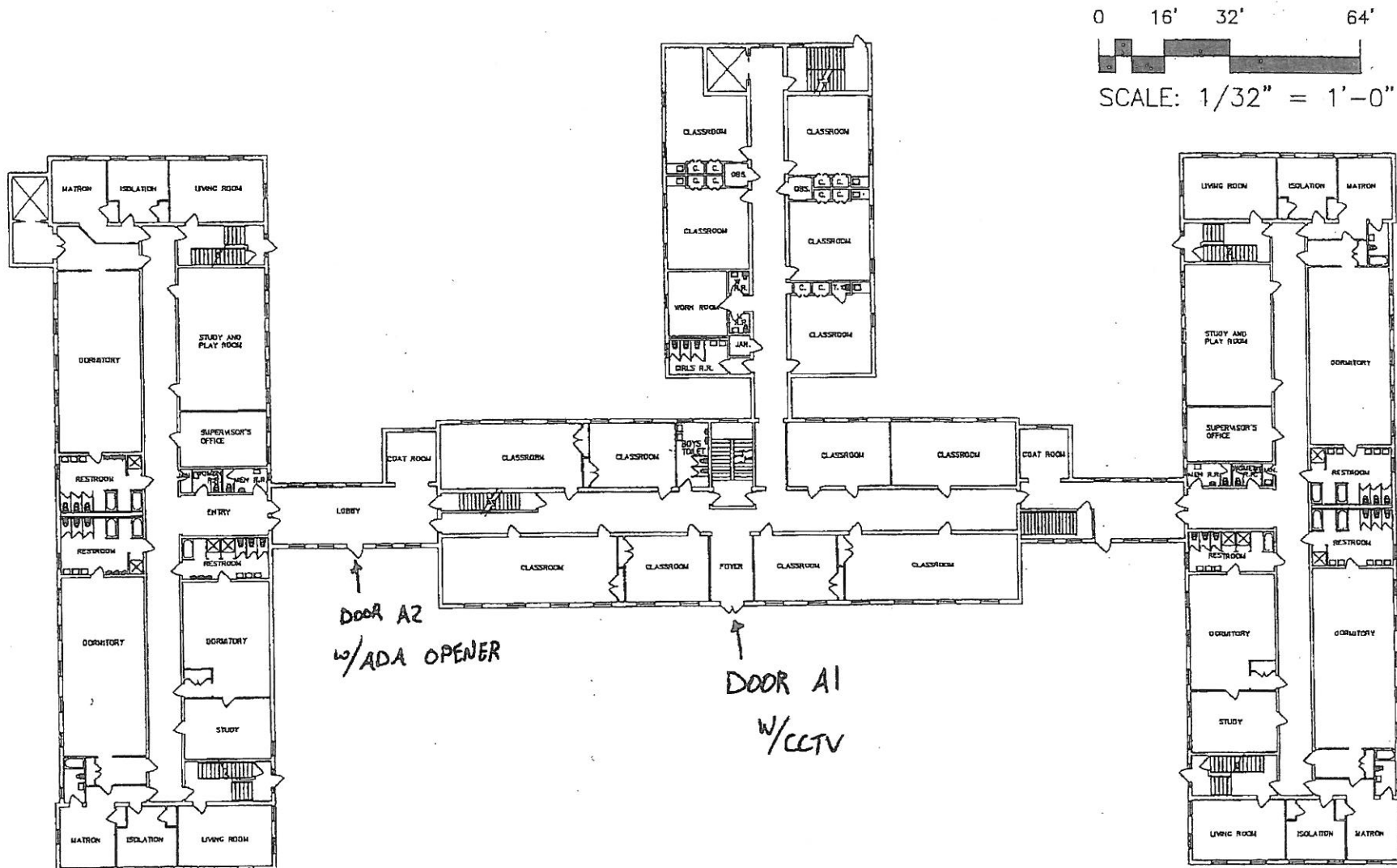
# WEST VIRGINIA SCHOOLS FOR THE DEAF AND THE BLIND ROMNEY • WEST VIRGINIA



CAMPUS MAP

 AED Locations

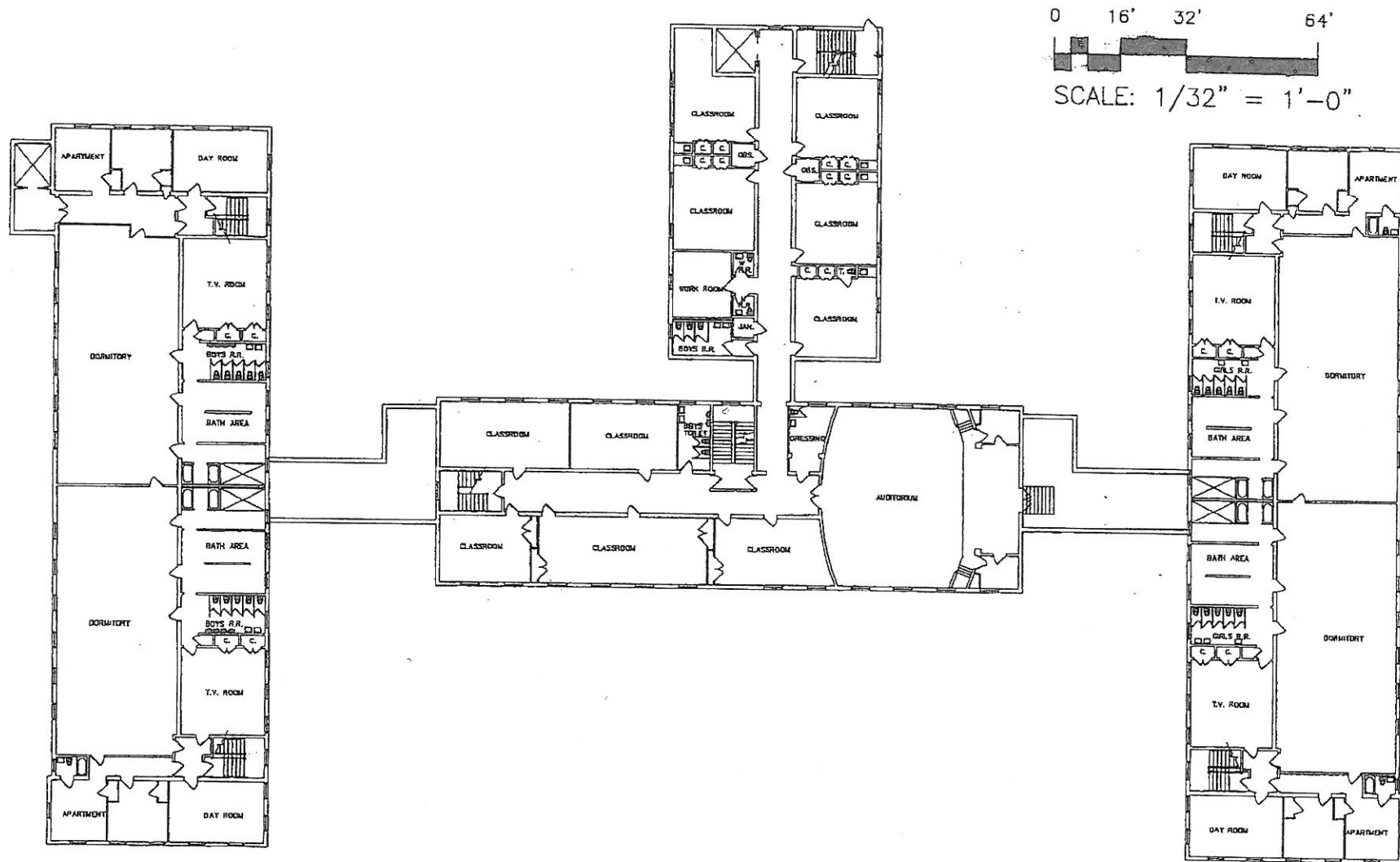




# Elementary School for the Deaf

## Overall First Floor Plan

① Exterior Door Tag	⌚ Main Electrical Shutoff
ⓐ Main Gas Shutoff	⌚ Main Water Shutoff
Ⓔ Electrical Box	
Ⓕ Fire Extinguisher	

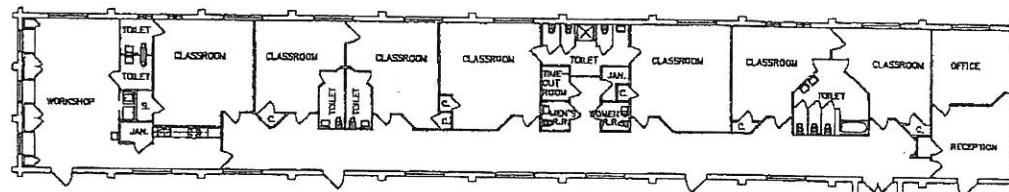


# Elementary School for the Deaf

## Overall Second Floor Plan

- (1) Exterior Door Tag
- (G) Main Gas Shutoff
- (E) Electrical Box
- (F) Fire Extinguisher

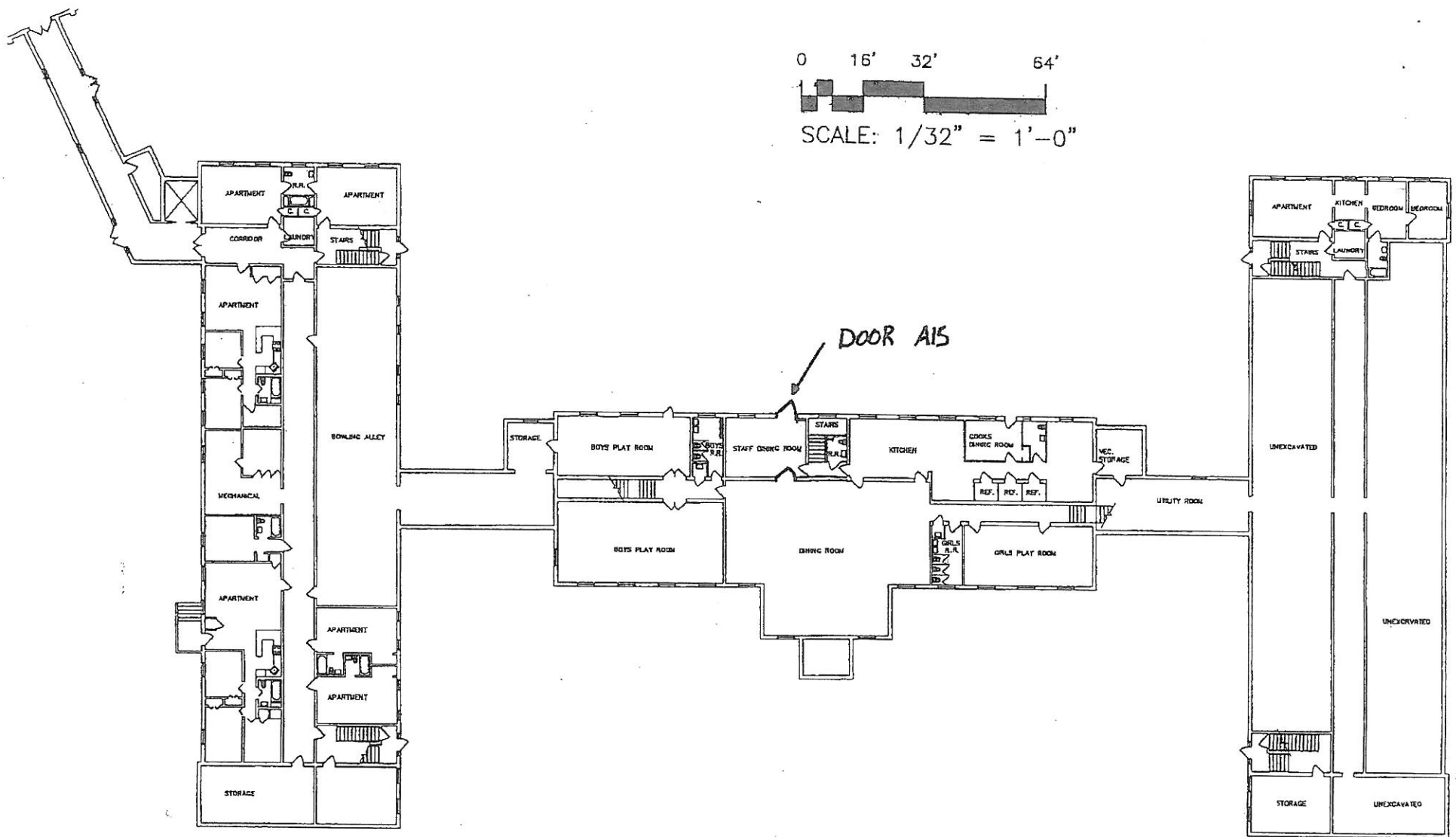
- (Z) Main Electrical Shutoff
- (W) Main Water Shutoff



DOOR A7  
w/ADA OPENER

0' 16' 32' 64'  
SCALE: 1/32" = 1'-0"

<b>Trade Building</b>  <b>Overall Basement Floor Plan</b>	Exterior Door Tag	Main Electrical Shutoff
	Main Gas Shutoff	Main Water Shutoff
	Electrical Box	
	Fire Extinguisher	



# Elementary School for the Deaf

## Overall Basement Floor Plan

① Exterior Door Tag

Ⓐ Main Gas Shutoff

Ⓔ Electrical Box

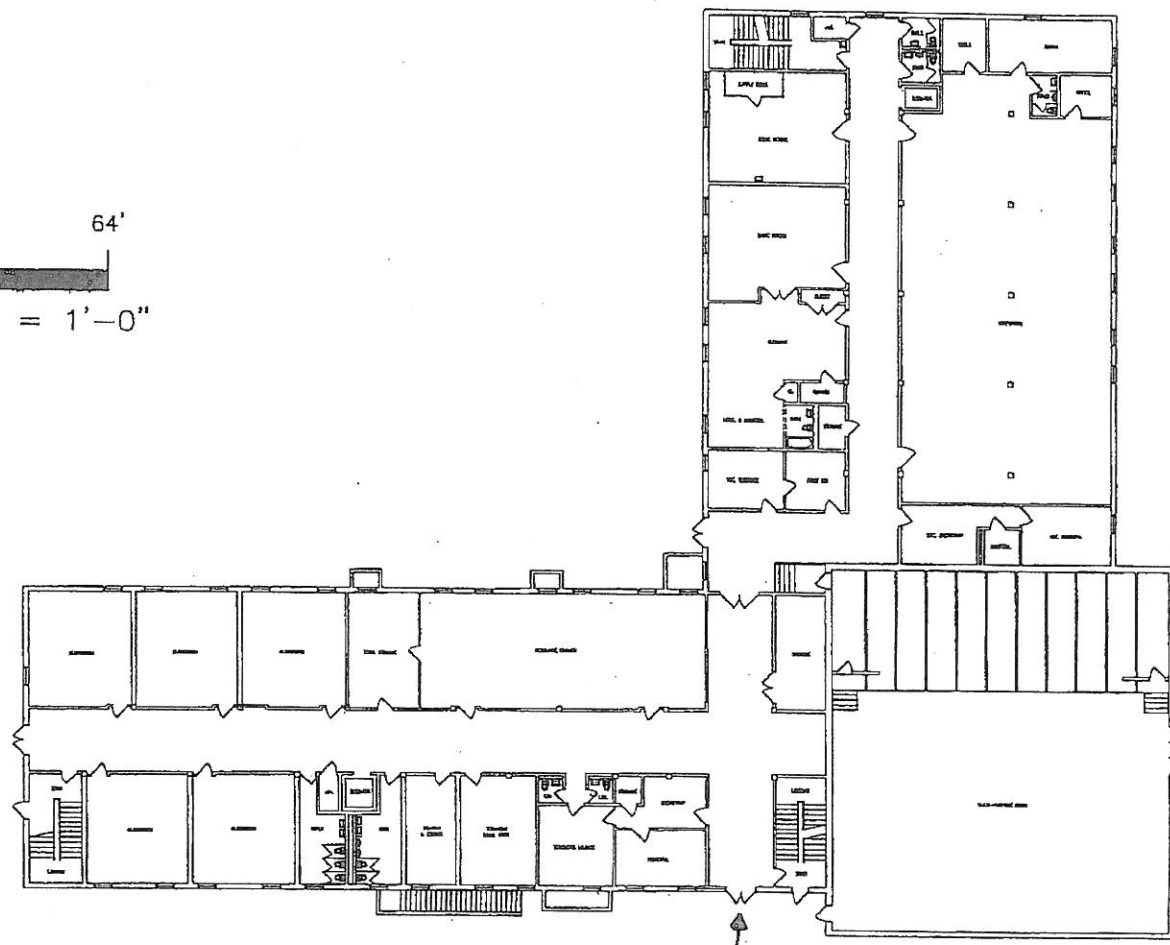
Ⓕ Fire Extinguisher

Ⓗ Main Electrical Shutoff

Ⓖ Main Water Shutoff

0 16' 32' 64'

SCALE: 1/32" = 1'-0"



DOOR H11  
w/ CCTV AND ADA OPENER

## Secondary School for the Deaf

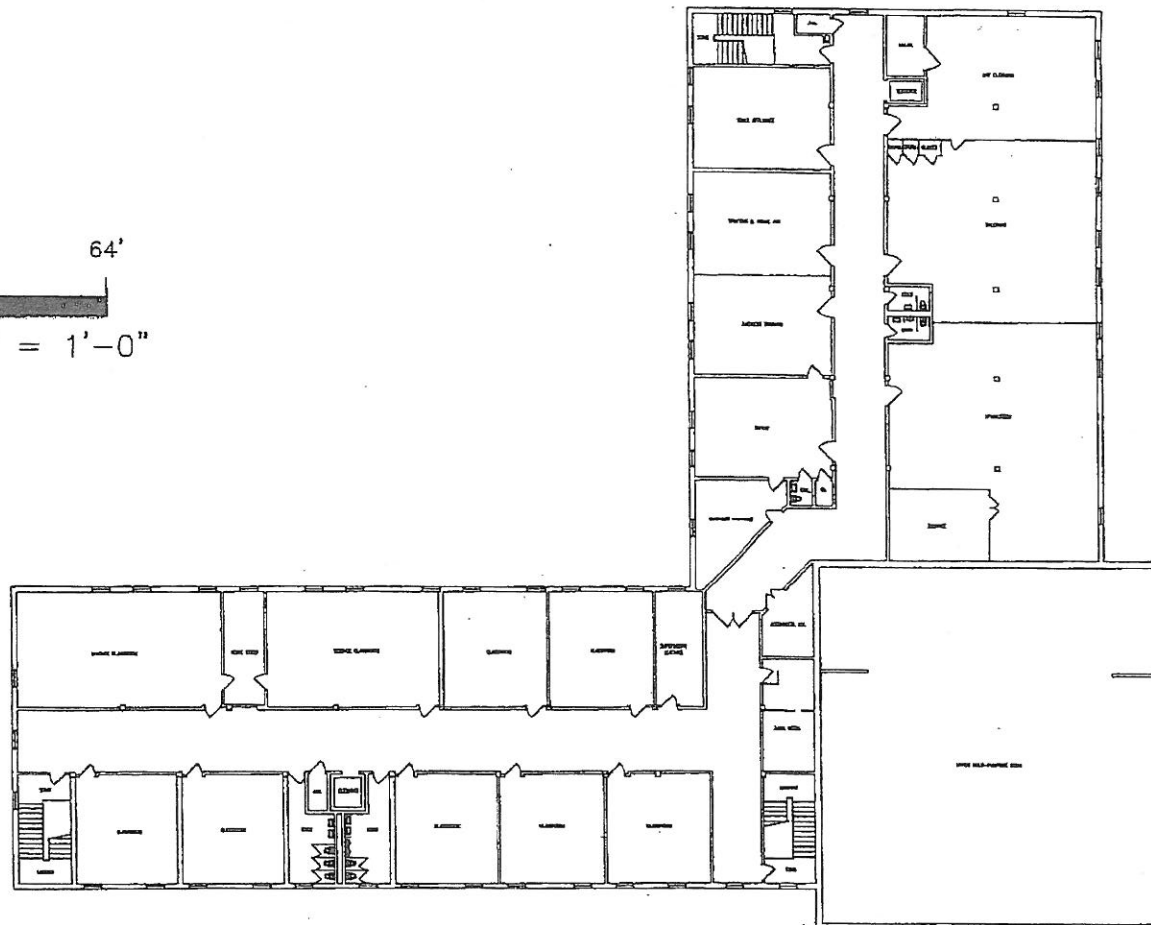
### Overall First Floor Plan

- ① Exterior Door Tag
- ⓐ Main Gas Shutoff
- ⓔ Electrical Box
- ⓕ Fire Extinguisher

- Ⓜ Main Electrical Shutoff
- Ⓦ Main Water Shutoff

0 16' 32' 64'

SCALE: 1/32" = 1'-0"



## Secondary School for the Deaf

### Overall Second Floor Plan

① Exterior Door Tag

ⓐ Main Gas Shutoff

ⓔ Electrical Box

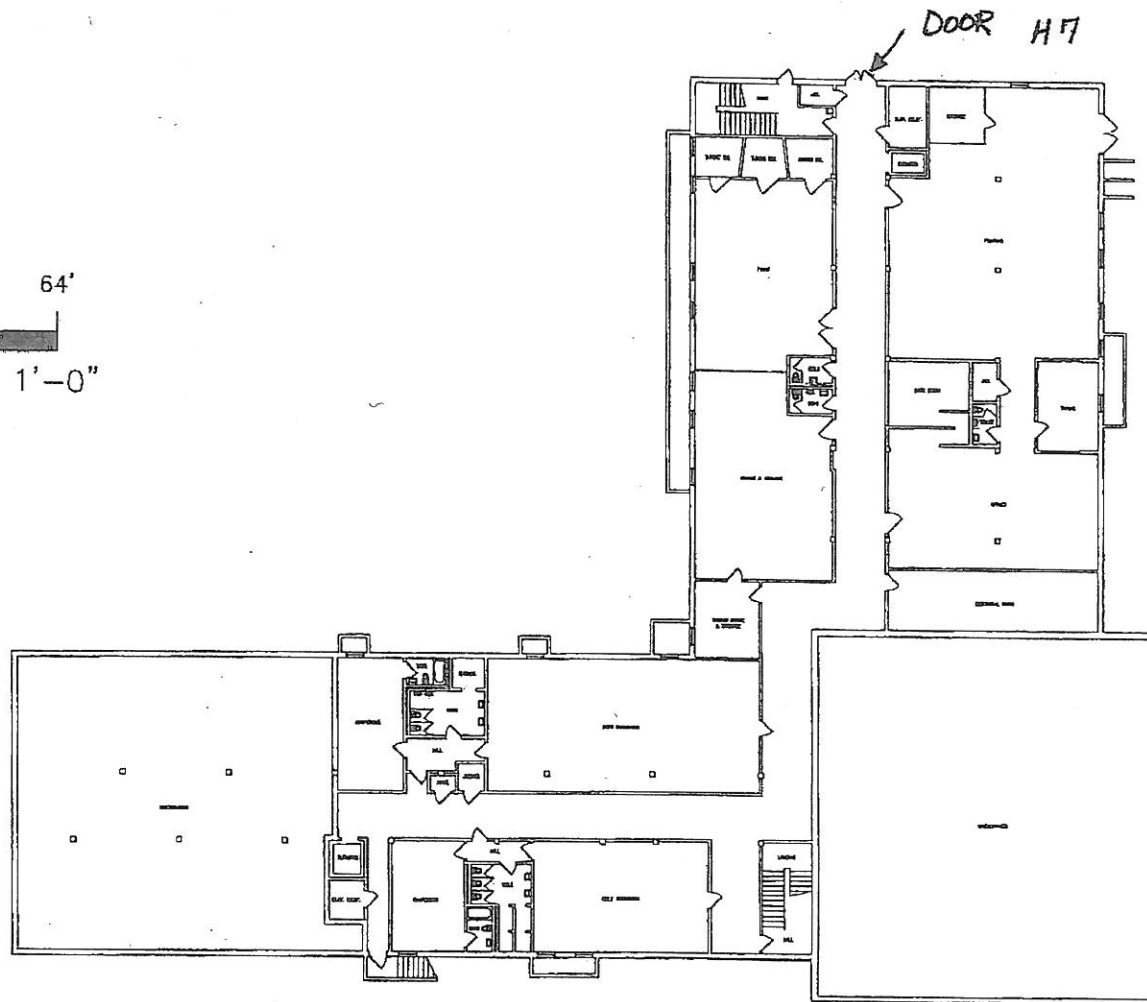
ⓕ Fire Extinguisher

Ⓣ Main Electrical Shutoff

Ⓦ Main Water Shutoff

0 16' 32' 64'

SCALE: 1/32" = 1'-0"



## Secondary School for the Deaf

### Overall Ground Floor Plan

① Exterior Door Tag

Ⓐ Main Gas Shutoff

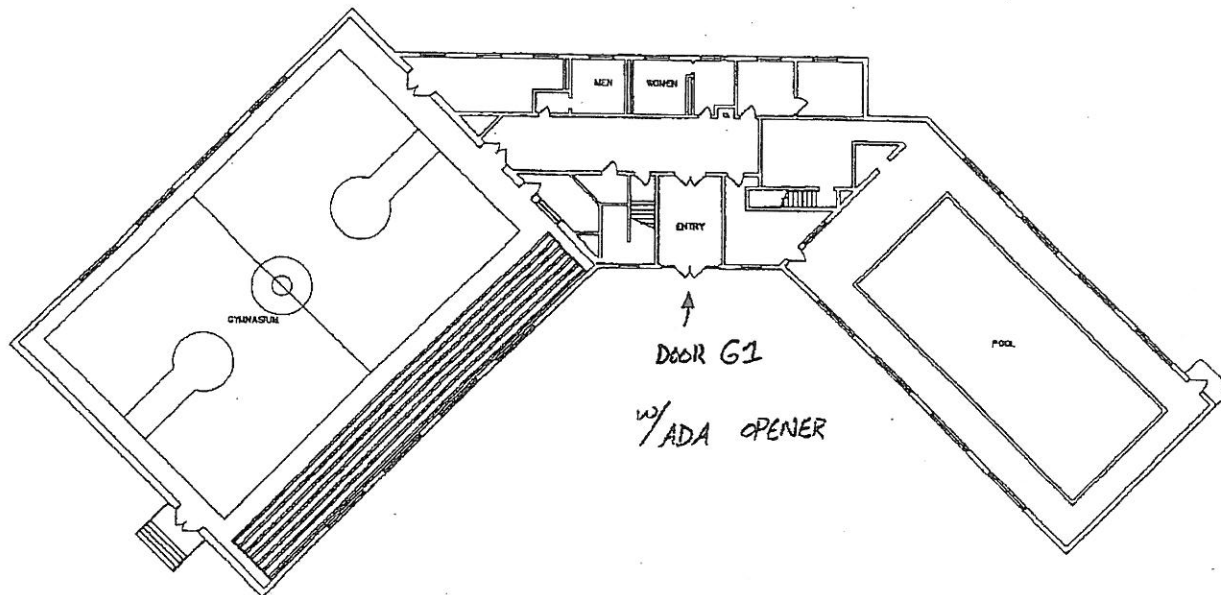
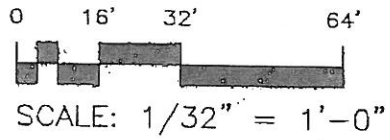
Ⓔ Electrical Box

Ⓕ Fire Extinguisher

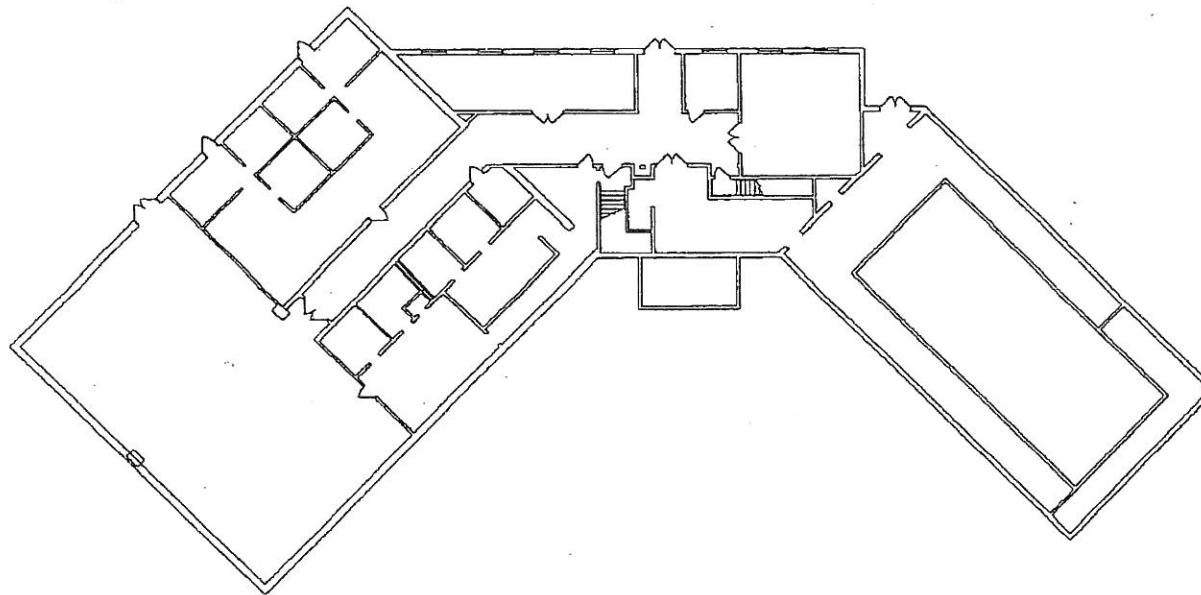
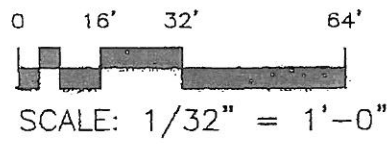
Ⓗ Main Electrical Shutoff

Ⓖ Main Water Shutoff

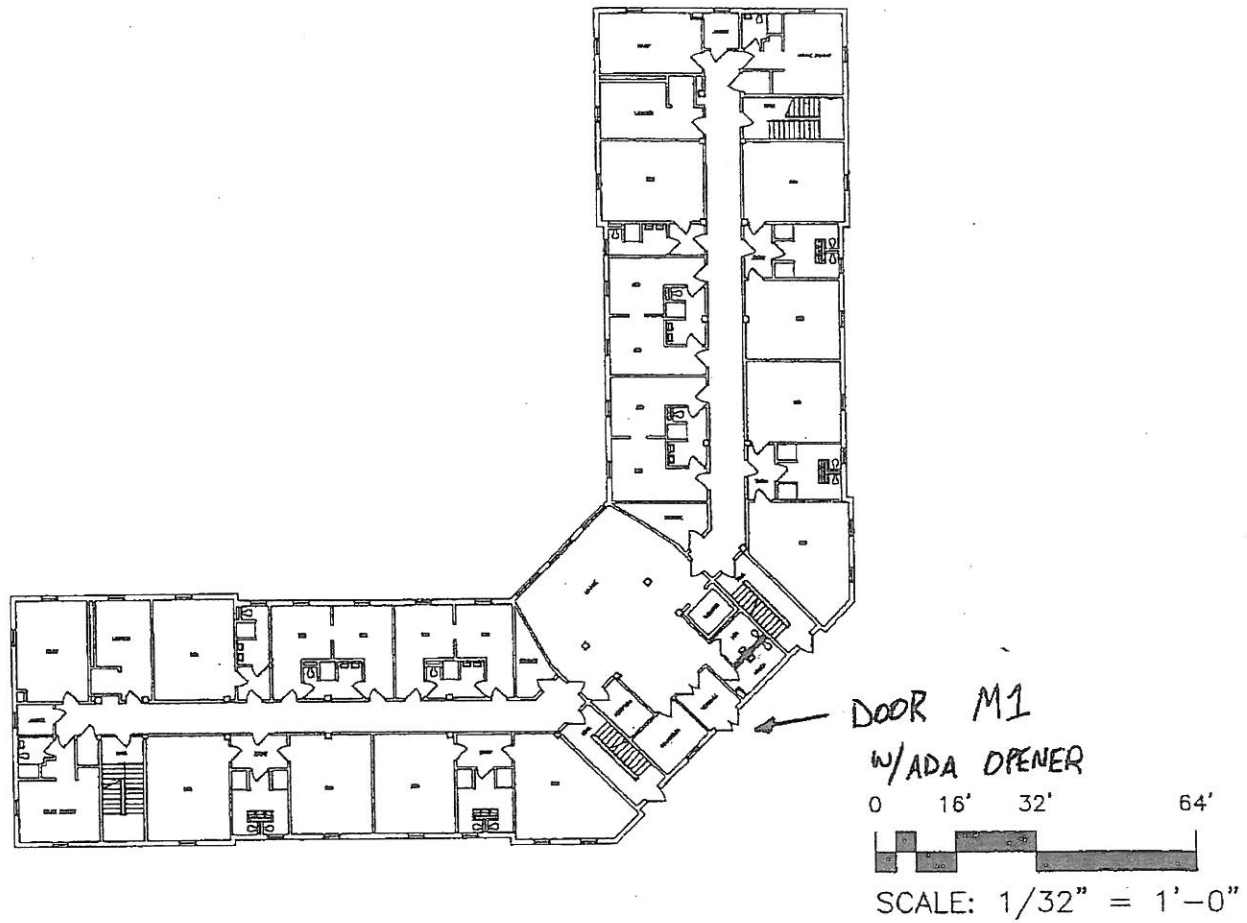




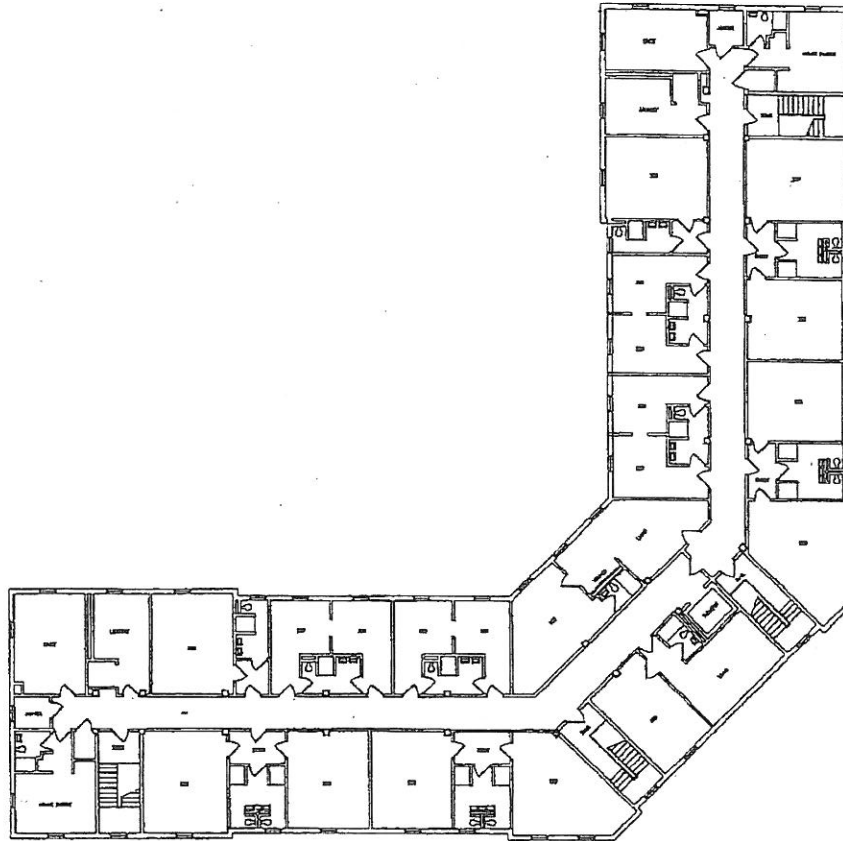
Physical Education	① Exterior Door Tag		② Main Electrical Shutoff
	ⓐ Main Gas Shutoff		Ⓜ Main Water Shutoff
Overall First Floor Plan	ⓔ Electrical Box		
	ⓕ Fire Extinguisher		



Physical Education Overall Ground Floor Plan	① Exterior Door Tag	⚡ Main Electrical Shutoff
	⛔ Main Gas Shutoff	🚒 Main Water Shutoff
	⚡ Electrical Box	
	🔥 Fire Extinguisher	



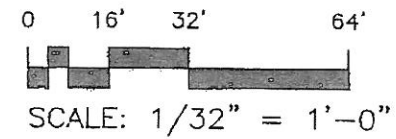
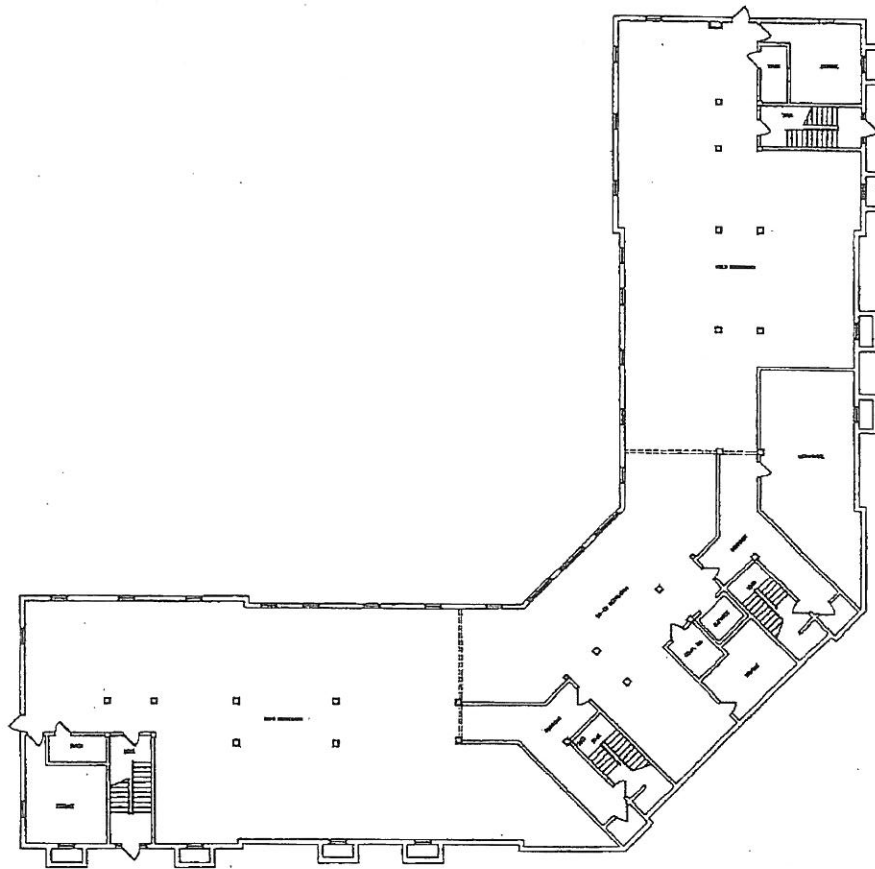
School for the Blind Dormitories	① Exterior Door Tag	⚡ Main Electrical Shutoff
	Ⓜ Main Gas Shutoff	⛑ Main Water Shutoff
Overall First Floor Plan	Ⓜ Electrical Box	
	Ⓕ Fire Extinguisher	



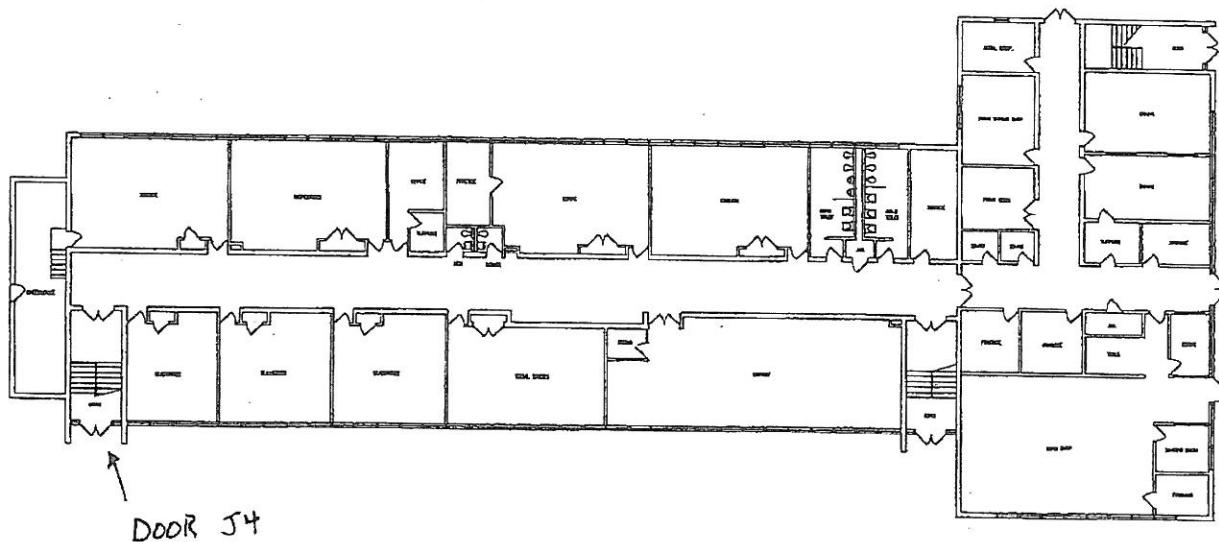
0 16' 32' 64'

SCALE: 1/32" = 1'-0"

<b>School for the Blind Dormitories</b>  <b>Overall Second Floor Plan</b>	① Exterior Door Tag	Ⓜ Main Electrical Shutoff
	ⓐ Main Gas Shutoff	Ⓦ Main Water Shutoff
	ⓔ Electrical Box	
	ⓕ Fire Extinguisher	



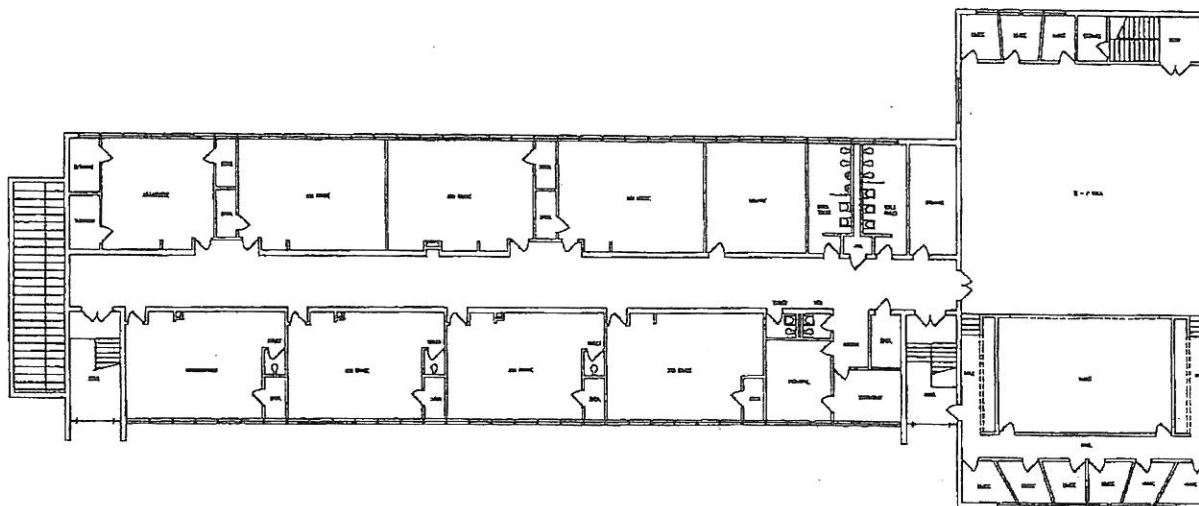
<b>School for the Blind Dormitories</b>  <b>Overall Ground Floor Plan</b>	① Exterior Door Tag	Ⓜ Main Electrical Shutoff
	Ⓜ Main Gas Shutoff	Ⓜ Main Water Shutoff
	Ⓜ Electrical Box	
	Ⓜ Fire Extinguisher	



0 16' 32' 64'

SCALE: 1/32" = 1'-0"

<b>School for the Blind</b>  <b>Overall Ground Floor Plan</b>	<b>(I)</b> Exterior Door Tag	<b>(E)</b> Main Electrical Shutoff
	<b>(G)</b> Main Gas Shutoff	<b>(W)</b> Main Water Shutoff
	<b>(E)</b> Electrical Box	
	<b>(F)</b> Fire Extinguisher	

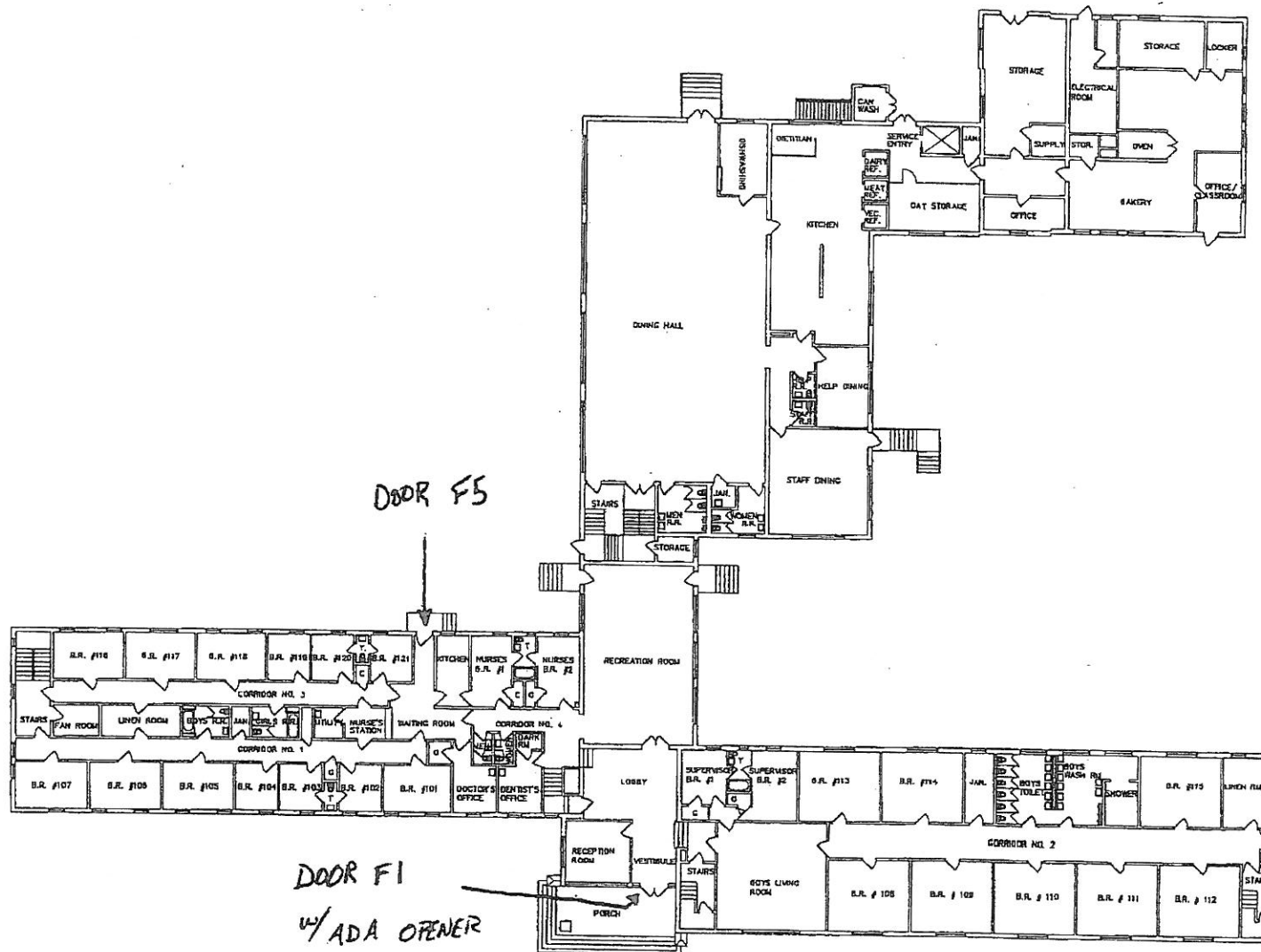


0 16' 32' 64'

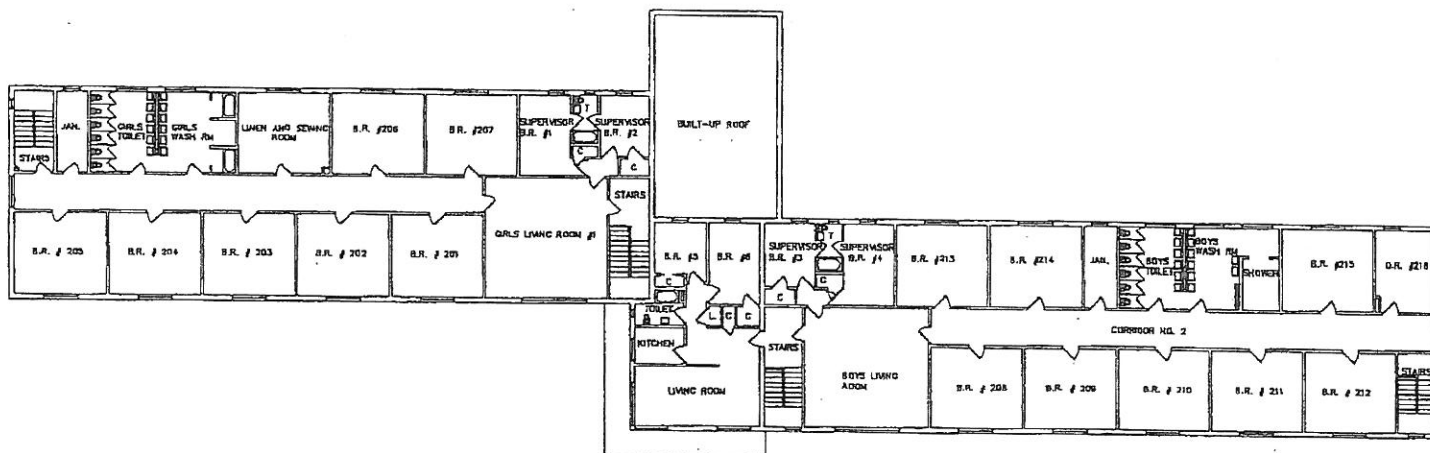
SCALE: 1/32" = 1'-0"

<b>School for the Blind</b>  <b>Overall First Floor Plan</b>	① Exterior Door Tag	⌂ Main Electrical Shutoff
	ⓐ Main Gas Shutoff	⚡ Main Water Shutoff
	Ⓜ Electrical Box	
	F Fire Extinguisher	

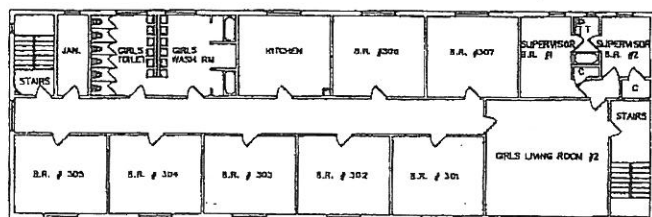
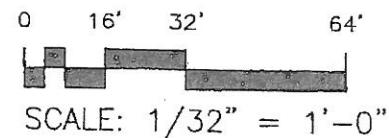




Seaton Hall	① Exterior Door Tag		⚡ Main Electrical Shutoff
	Ⓜ Main Gas Shutoff		⚙ Main Water Shutoff
	Ⓜ Electrical Box		
	Ⓜ Fire Extinguisher		



SECOND FLOOR



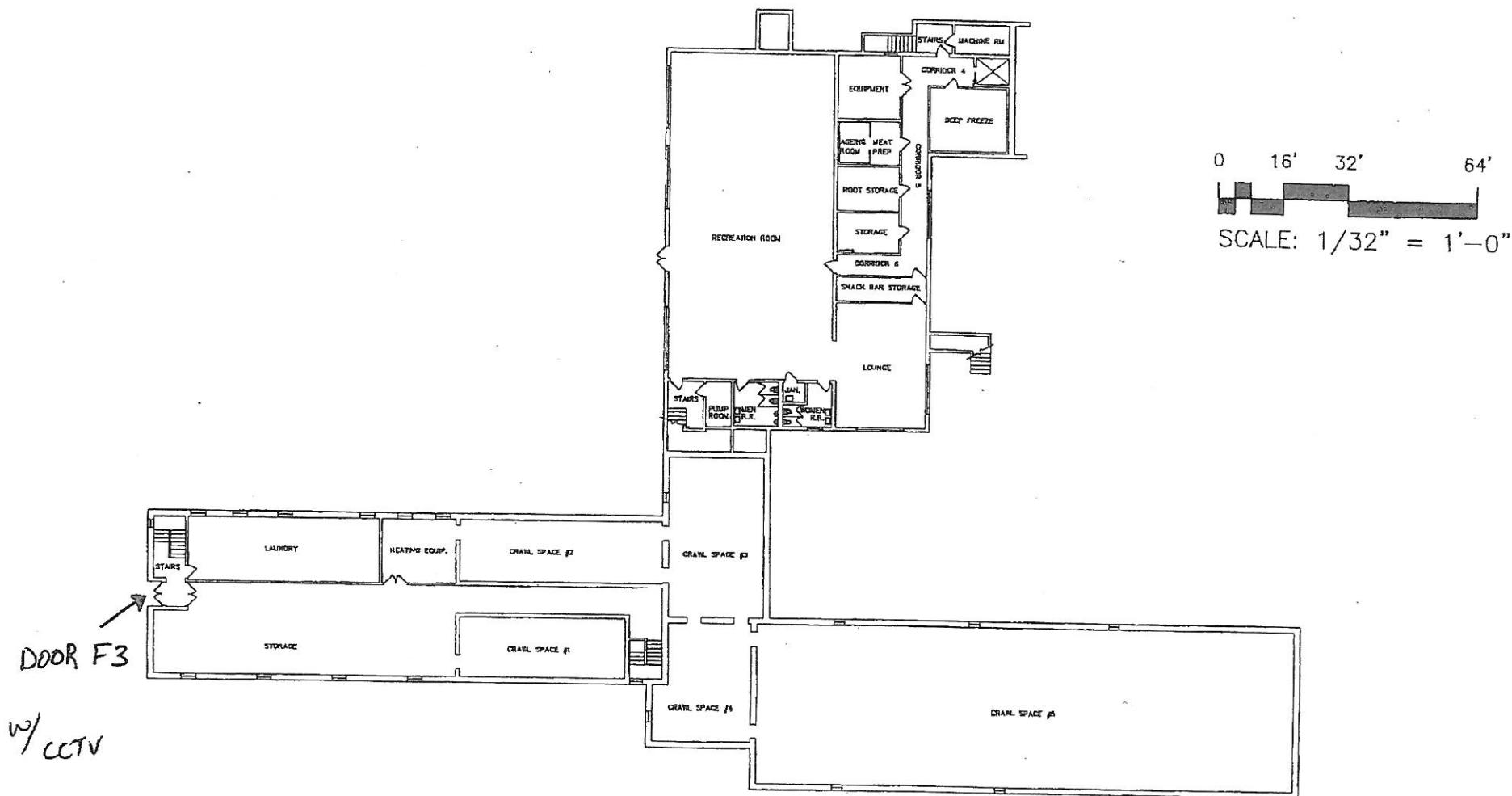
THIRD FLOOR

## Seaton Hall

### Overall Second and Third Floor Plan

- (1) Exterior Door Tag
- (a) Main Gas Shutoff
- (E) Electrical Box
- (F) Fire Extinguisher

- (1) Main Electrical Shutoff
- (a) Main Water Shutoff



Seaton Hall		① Exterior Door Tag	Main Electrical Shutoff
Overall Basement Floor Plan		Ⓐ Main Gas Shutoff	Main Water Shutoff
		Electrical Box	
		Fire Extinguisher	

**WV SCHOOLS FOR THE DEAF AND THE BLIND PRICING PAGES FOR DBSM142100**
**CAMPUS WIDE CARD ACCESS SECURITY MANAGEMENT SYSTEM**

ITEM NUMBER	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
<b>1</b>		<b>ITEM 1 COMPONENTS: HEAD-END SOFTWARE HARDWARE (to include mark up on labor, installation,materials, equipments, programming, in-service, check-out, training &amp; anything incidental)</b>		
1A	1	UTC/LENEL/GE SECURITY FCWnx v7 Pro single server software license package (1) server client, (1) remote client, (16) readers w/GE Micro driver or equivalent		
1B	1	Dell Precision R5500 Rack Mount Workstation, Dual Quad Core Intel Xeon Processor E5603, 1.6Ghz, 4M L3, 4.8GT/S, 4Gb RAM, 2 X 250Gb Raid 1 SATA HD, 1.0GB Nvidia Quadro 600, Dual Monitor, 1 DP & 1 DVI, 8X Slimline DVD +/-RW, Gigabit NIC Card, Windows 7 Professional OS or equivalent		
1C	1	Dell 15FP 1U Rack Console w/Versarail, 15" TFT LCD, 83 key mini-kybd US or equivalent		
1D	1	Dell Optiplex 390 Small Form Workstation, Intel® Core™ 13 2120 Processor (3.3 Ghz, 3M) 4GB RAM, 250GB SATA HD, Dual Monitor Support (2 DVI), 8X Slimline DVD +/-RW, Giga NIC, Windows 7 Pro 32Bit, VGA/DVI, 3-Year On-site Next Business Day warranty or equivalent product/warranty		
1E	1	19" DVI/RGB Flat Panel		
1F	1	GE Keyboard Wedge Reader, GE Proximity Desktop Credntial Reader (USB Connection) or equivalent product		
1G	3	UTC/Lenel/Ge Security Entrée Proximity Card (500) w/Tab Run Data File on CD or equivalent product		
1H	1	Avigilon ACC Gateway connetion license for a single NVR or equivalent product		
1I	1	Avigilon HD NVR Workstation, 6.0 TB Storage or equivalent product		
1J	1	LG Monitor, 22", LED, 1366 X 768 or equivalent product		
1K	1	Cyber Power Systems UPS c/w Rack Mount Kit; configured for above equipment or equivalent product		
1L	1	UTC/Lenel/GE Security 24-Port 10/100+2 GIG TP/SFP Full PoE Managed Switch or equivalent product		
1M	1	Middle Atlantic Environmental Equipment Rack configured for the above equipment or equivalent product		
1N	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 1 : (1A THROUGH 1N)</b>				<b>\$ 29,800.00</b>
<b>2</b>		<b>ITEM 2: ID BADGE IMAGING SYSTEM (to include mark up on labor, installation,materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
2A	1	UTC/Lenel/GE Security FCWnx Integrated Photo ID Credentialing Option per Client or equivalent product		
2B	1	Dell Optiplex 390 Small Form Workstation, Intel® Core™ 13 2120 Processor (3.3 Ghz, 3M) 4GB RAM, 250GB SATA HD, Dual Monitor Support (2 DVI), 8X Slimline DVD +/-RW, Giga NIC, Windows 7 Pro 32Bit, VGA/DVI, 3-Year On-site Next		

		Business Day warranty or equivalent product/warranty		
2C	1	19" DVI/RGB Flat Panel		
2D	1	Videology Image Capture Camera System; Camera, stand; power supply & USB cable or equivalent product		
2E	1	Fargo DTC 4500 single-sided base model USB and Ethernet printer or equivalent product		
2F	1	Backdrop stand sturdy or equivalent product		
2G	3	Fargo YMCKO Full-color ribbon w/ resin black and clear overlay panel--500 images or equivalent product		
2H	15	Thin white PVC card with adhesive back, .024" thick, 100/lot		
2I	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 2: (2A THROUGH 2I)</b>				<b>\$ 21,000.00</b>
<b>3</b>		<b>ITEM 3: ELEMENTARY SCHOOL FOR THE FOR THE DEAF CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
3A	1	UTC/Lenel/Ge Security M2000 PXNplus, FC Wnx 7.6 or higher, licensed for ACU Feature Support, Serial & 10/100 Mb Ethernet, Dual NIC, 110 VAC, w/ standard M2000 enclosure or equivalent product		
3B	4	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
3C	5	UTC/Lenel/Ge Security Surface Mount Magnetic Contact w/ Wire Leads, Closed Loop or equivalent product		
3D	4	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
3E	1	Single door wireless doorbell system		
3F	1	Securitron Surface Mount remote Release button or equivalent product		
3G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
3H	3	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
3I	1 PAIR	Corbin Russwin Surface Mount Vertical Rod Panic exit device: c/w (1) electronic latch retraction, controller & power supply, brass finish or equivalent product which includes all of the listed items		
3J	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
3K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
3L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
3M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
3N	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
3O	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		

3P	1	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
3Q	1	U. L. Listed Plenum Rated CARD READER POWER Cable / 1000'		
3R	2	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
3S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 3: (3A THROUGH 3S)</b>				<b>\$ 53,400.00</b>
<b>4</b>		<b>ITEM 4: SECONDARY SCHOOL FOR THE DEAF CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
4A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
4B	2	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
4C	4	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
4D	2	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
4E	1	Single door wireless doorbell system		
4F	1	Securitron Surface Mount remote Release button or equivalent product		
4G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
4H	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
4I	1 pair	Von Duprin Surface Mount Vertical Rod Panic Exit Device; c/w (1) electronic latch retraction, controller & power supply, US26D finish or equivalent product		
4J	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
4K	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
4L	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
4M	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
4N	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
4O	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
4P	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
4Q	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
4R	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		
4S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 4: (4A THROUGH 4S)</b>				<b>\$ 35,000.00</b>
<b>5</b>		<b>ITEM 5: PHYSICAL EDUCATION BUILDING CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		



5A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
5B	1	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
5C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/ Wire Leads, Closed Loop or equivalent product		
5D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
5E	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
5F	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
5G	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
5H	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
5I	1	Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
5J	1	Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
5K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
5L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
5M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
5N	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
5O	0.25	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
5P	0.25	U. L. Listed Plenum Rated CARD READER POWER Cable / 1000'		
5Q	1	U. L. Listed Plenum Rated Siamese Video/Power CCTV Cable		
5R	1	U. L. Listed Plenum Rated Cat 6 Data Comm Cable		
5S	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 5: (5A THROUGH 5S)</b>				<b>\$ 37,700.00</b>
<b>6</b>		<b>ITEM 6: SCHOOL FOR THE BLIND DORMITORIES CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
6A	1	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
6B	1	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
6C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
6D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		



6E	1	Single door wireless doorbell system		
6F	1	Securiton Surface Mount remote Release button or equivalent product		
6G	1	Securiton U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
6H	1 pair	Von Duprin Concealed Vertical Rod Panic Exit Device; c/w (1) Electronic Latch Retraction, Controller & Power Supply, US28 Finish or equivalent product		
6I	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
6J	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
6K	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
6L	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
6M	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
6N	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
6O	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
6P	0.25	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
6Q	0.25	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		
6R	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 6: (6A THROUGH 6P)</b>				<b>\$ 26,500.00</b>
<b>7</b>		<b>ITEM 7: SCHOOL FOR THE BLIND CONTROLLED DOOR ACCESS SYSTEM (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
7A	2	UTC/Lenel/GE Security GE Security (2) Reader Capacity MicroController; DD1FC or equivalent product		
7B	4	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
7C	2	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
7D	1	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
7E	1	Single door wireless doorbell system		
7F	1	Securiton Surface Mount remote Release button or equivalent product		
7G	2 pair	Von Duprin Surface Mount Vertical Rod Panic Exit Device; c/w (1) electronic latch retraction, controller & power supply, US26D finish or equivalent product		
7H	1	U. L. Listed ADA compliant handicap electric door operator with (2) push buttons		
7I	1	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
7J	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
7K	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent		

Item	Qty	Product		
7L	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
7M	1	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
7N	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
7O	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
7P	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		
7R	36 Months	Maintenance & warranty for technical services		
<b>TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 7: (7A THROUGH 7R)</b>				<b>\$ 34,100.00</b>
<b>8</b>		<b>ITEM 8: Seaton Hall Controlled Door Access System (to include mark up on labor, installation, materials, programming, in-service, check-out, training &amp; anything incidental)</b>		
8A	1	UTC/Lenel/Ge Security M2000 PXNplus, FC Wnx 7.6 or higher, licensed for ACU Feature Support, Serial & 10/100 Mb Ethernet, Dual NIC, 110 VAC, w/ standard M2000 enclosure or equivalent product		
8B	3	UTC/Lenel/GE Security Model T-520SW Reader Kit, Black, Mullion Mount, M/RJ Box or equivalent product		
8C	6	UTC/Lenel/GE Security Surface Mount Magnetic Contact w/Wire Leads, Closed Loop or equivalent product		
8D	3	UTC/Lenel/GE Security Request to Exit Dual Tech Sensor, Black or equivalent product		
8E	2	Single door wireless doorbell system		
8F	2	Securitron Surface Mount remote Release button or equivalent product		
8G	1	Securitron U. L. Listed, Power Supply with battery back-up for door hardware or equivalent product		
8H	1	HES Electric strike RIM surface mount panic hardware, 3/4" clearance or equivalent product		
8I	1	RCI All Purpose Electric Strike or equivalent product		
8J	1 pair	Corbin Russwin Surface Mount Vertical Rod Panic exit device: c/w (1) electronic latch retraction, controller & power supply, brass finish or equivalent product		
8K	1	U.L. listed ADA compliant handicap electric door operator with (2) push buttons		
8L	2	GE TruVision IR INT Dome camera; 650 TVL, color, 3.3-12 mm VF lens, 82' IR range or equivalent product		
8M	1	Altronix (4) Camera U. L. Listed Power Supply, (4) circuit breakers or equivalent product		
8N	1	Avigilon 4-port H.264 Analog Video Encoder with 4 audio support or equivalent product		
8O	1	Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
8P	2	LCD 15" monitor, 1025 X 768, BNC, VGA, S-video		
8Q	1	UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
8R	0.5	U. L. Listed Plenum Rated CARD READER shielded Comm DATA cable per 1000'		
8S	0.5	U. L. Listed Plenum Rated CARD READE POWER Cable/ 1000'		

8T	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 8: (8A THROUGH 8T)					\$ 41,000.00
9			ITEM 9: Shipping and Receiving Camera (to include mark up on labor, installation, materials, programming, in-service, check-out, training & anything incidental)		
9A	1		Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
9B	1		Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
9C	1		Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
9D	1		UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
9E	1		Middle Atlantic Environmental Enclosure for Switch or equivalent product		
9F	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 9: (9A THROUGH 9F)					\$ 21,000.00
10			ITEM 10: Freight Storage, Parking Lot Camera (to include mark up on labor, installation, materials, programming, in-service, check-out, training & anything incidental)		
10A	1		Avigilon 2.0 Megapixel (1080p) WDR Day/Night 20x, Pendant Dome or equivalent product		
10B	1		Avigilon Compact wall bracket for use with H3PTZ-DPPendant dome cameras or equivalent product		
10C	1		Avigilon ACC 4 Enterprise HD NVMS for 1 camera channels and unlimited viewing clients or equivalent product		
10D	1		UTC/Lenel/GE Security 8-Port 10/100+2 GigE TP/SFP Full PoE Managed Switch or equivalent product		
10E	1		Middle Atlantic Environmental Enclosure for Switch or equivalent product		
10F	100	foot	Trenching, conduit and fittings		
10G	36	Months	Maintenance & warranty for technical services		
TOTAL EXTENDED PRICE FOR ALL CONTRACT ITEMS 10: (10A THROUGH 10G)					\$ 22,200.00
*GRAND TOTAL EXTENDED COSTS = THE SUM OF ALL EXTENDED CONTRACT ITEM COSTS QUOTED				*GRAND TOTAL EXTENDED COST	\$ 321,700.00
VENDOR SHOULD WRITE "nb" FOR NO BID FOR ANY ITEM NOT BEING BID					
CONTRACT WILL BE AWARDED TO THE VENDOR WITH THE LOWEST GRAND TOTAL EXTENDED COST MEETING SPECIFICATIONS.					

VENDOR INFORMATION:

Name:

MASTER SERVICE MED - ATLANTIC, INC.

Date: 2/5/14

Address:

1945 HARRISON AVENUE

ELKINS, WV 26241

Phone #:

304-636-8170

E-mail Address:

BRYAN C MASTER SERVICE CORP. COM

WV-96A  
Rev. 12/12

## AGREEMENT ADDENDUM FOR SOFTWARE

In the event of conflict between this addendum and the agreement, this addendum shall control:

1. **DISPUTES** - Any references in the agreement to arbitration or to the jurisdiction of any court are hereby deleted. Disputes arising out of the agreement shall be presented to the West Virginia Court of Claims.
2. **HOLD HARMLESS** - Any provision requiring the Agency to indemnify or hold harmless any party is hereby deleted in its entirety.
3. **GOVERNING LAW** - The agreement shall be governed by the laws of the State of West Virginia. This provision replaces any references to any other State's governing law.
4. **TAXES** - Provisions in the agreement requiring the Agency to pay taxes are deleted. As a State entity, the Agency is exempt from Federal, State, and local taxes and will not pay taxes for any Vendor including individuals, nor will the Agency file any tax returns or reports on behalf of Vendor or any other party.
5. **PAYMENT** - Any references to prepayment are deleted. Fees for software licenses, subscriptions, or maintenance are payable annually in advance. Payment for services will be in arrears.
6. **INTEREST** - Any provision for interest or charges on late payments is deleted. The Agency has no statutory authority to pay interest or late fees.
7. **NO WAIVER** - Any language in the agreement requiring the Agency to waive any rights, claims or defenses is hereby deleted.
8. **FISCAL YEAR FUNDING** - Service performed under the agreement may be continued in succeeding fiscal years for the term of the agreement, contingent upon funds being appropriated by the Legislature or otherwise being available for this service. In the event funds are not appropriated or otherwise available for this service, the agreement shall terminate without penalty on June 30. After that date, the agreement becomes of no effect and is null and void. However, the Agency agrees to use its best efforts to have the amounts contemplated under the agreement included in its budget. Non-appropriation or non-funding shall not be considered an event of default.
9. **STATUTE OF LIMITATION** - Any clauses limiting the time in which the Agency may bring suit against the Vendor, lessor, individual, or any other party are deleted.
10. **SIMILAR SERVICES** - Any provisions limiting the Agency's right to obtain similar services or equipment in the event of default or non-funding during the term of the agreement are hereby deleted.
11. **FEES OR COSTS** - The Agency recognizes an obligation to pay attorney's fees or costs only when assessed by a court of competent jurisdiction. Any other provision is invalid and considered null and void.
12. **ASSIGNMENT** - Notwithstanding any clause to the contrary, the Agency reserves the right to assign the agreement to another State of West Virginia agency, board or commission upon thirty (30) days written notice to the Vendor and Vendor shall obtain the written consent of Agency prior to assigning the agreement.
13. **LIMITATION OF LIABILITY** - The Agency, as a State entity, cannot agree to assume the potential liability of a Vendor. Accordingly, any provision in the agreement limiting the Vendor's liability for direct damages is hereby deleted. Vendor's liability under the agreement shall not exceed three times the total value of the agreement. Limitations on special, incidental or consequential damages are acceptable. In addition, any limitation is null and void to the extent that it precludes any action for injury to persons or for damages to personal property.
14. **RIGHT TO TERMINATE** - Agency shall have the right to terminate the agreement upon thirty (30) days written notice to Vendor. Agency agrees to pay Vendor for services rendered or goods received prior to the effective date of termination. In such event, Agency will not be entitled to a refund of any software license, subscription or maintenance fees paid.
15. **TERMINATION CHARGES** - Any provision requiring the Agency to pay a fixed amount or liquidated damages upon termination of the agreement is hereby deleted. The Agency may only agree to reimburse a Vendor for actual costs incurred or losses sustained during the current fiscal year due to wrongful termination by the Agency prior to the end of any current agreement term.
16. **RENEWAL** - Any reference to automatic renewal is deleted. The agreement may be renewed only upon mutual written agreement of the parties.
17. **INSURANCE** - Any provision requiring the Agency to purchase insurance for Vendor's property is deleted. The State of West Virginia is insured through the Board of Risk and Insurance Management, and will provide a certificate of property insurance upon request.
18. **RIGHT TO NOTICE** - Any provision for repossession of equipment without notice is hereby deleted. However, the Agency does recognize a right of repossession with notice.
19. **ACCELERATION** - Any reference to acceleration of payments in the event of default or non-funding is hereby deleted.
20. **CONFIDENTIALITY** - Any provision regarding confidentiality of the terms and conditions of the agreement is hereby deleted. State contracts are public records under the West Virginia Freedom of Information Act.
21. **AMENDMENTS** - All amendments, modifications, alterations or changes to the agreement shall be in writing and signed by both parties. No amendment, modification, alteration or change may be made to this addendum without the express written approval of the Purchasing Division and the Attorney General.

ACCEPTED BY:

STATE OF WEST VIRGINIA

VENDOR

Spending Unit: \_\_\_\_\_

Company Name: MASTER SERVICE MED-ATLANTIC, INC.

Signed: \_\_\_\_\_

Signed: Buy C. T. 11/15

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

Title: V.P.

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

Date: 2/5/14

**Software Attachment**

Attachment

PO#: DBSM142100

This agreement constitutes the entire agreement between the parties, and there are no other terms and conditions applicable to the licenses granted hereunder.

Agreed

B. C. P. 2/5/14  
Signature Date

V.P.  
Title

MASTER SERVICE MED-ATLANTIC,  
Company Name INC.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency/Division



BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Master Service Mid-Atlantic, Inc.  
of Elkins, WV, as Principal, and Travelers Casualty and Surety Company of America  
of Hartford, CT, a corporation organized and existing under the laws of the State of  
CT with its principal office in the City of Hartford, 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  
Install Security Card Reader and CCTV Cameras at different locations throughout the campus of WV School for the  
Deaf and Blind

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

23rd day of January, 2014.

Principal Corporate Seal

Master Service Mid-Atlantic, Inc.

(Name of Principal)

By [Signature]  
(Must be President or  
Vice President)

VICE PRESIDENT  
(Title)

Surety Corporate Seal

Travelers Casualty and Surety Company of America

(Name of Surety)

By [Signature]  
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.





## POWER OF ATTORNEY

Farmington Casualty Company  
 Fidelity and Guaranty Insurance Company  
 Fidelity and Guaranty Insurance Underwriters, Inc.  
 St. Paul Fire and Marine Insurance Company  
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
 Travelers Casualty and Surety Company  
 Travelers Casualty and Surety Company of America  
 United States Fidelity and Guaranty Company

Attorney-In Fact No. 227002

Certificate No. 005592770

**KNOW ALL MEN BY THESE PRESENTS:** That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Andrew K. Teeter, Douglas P. Taylor, Kimberly L. Miles, Christopher A. Michel, and Kimberly S. Burdette

of the City of Charleston, State of West Virginia, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 8th day of August, 2013.

Farmington Casualty Company  
 Fidelity and Guaranty Insurance Company  
 Fidelity and Guaranty Insurance Underwriters, Inc.  
 St. Paul Fire and Marine Insurance Company  
 St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
 Travelers Casualty and Surety Company  
 Travelers Casualty and Surety Company of America  
 United States Fidelity and Guaranty Company



State of Connecticut  
 City of Hartford ss.

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

Robert L. Raney, Senior Vice President

On this the 8th day of August, 2013, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.  
 My Commission expires the 30th day of June, 2016.



Marie C. Tetreault  
 Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 23rd day of January, 20 14.

  
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at [www.travelersbond.com](http://www.travelersbond.com). Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

## BID BOND PREPARATION INSTRUCTIONS

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

**Bid Bond**

- (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

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 Oblige, 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  
 Oblige 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

(R)

(Q)  
 (Name of Principal)

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

(T)  
 Title

Surety Seal

(U)

(V)  
 (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

---

**CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET**

---

In accordance with *West Virginia 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. That report must include each of the items identified below in the Required Report Content section.

**Instructions:** Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

**Contract Identification:**

Contract Number: DBSM 142100

Contract Purpose: To Purchase a Card Access System & Surveillance System

Agency Requesting Work: WV Purchasing Division / West Virginia School for Deaf & Blind

**Required Report Content:** The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- ☐ Information indicating the education and training service to the requirements of *West Virginia Code* § 21-1D-5 was provided;
- ☐ Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- ☐ Average number of employees in connection with the construction on the public improvement;
- ☐ 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 Contact Information:**

Vendor Name: Master Service Mid Atlantic Vendor Telephone: 304 636-8170

Vendor Address: 1945 Harrison Ave Vendor Fax: 304 636-8206  
Elkins WV 26241



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

STATE OF WEST VIRGINIA,

COUNTY OF RANDOLPH, TO-WIT:

I, BRYAN TOTTEN, after being first duly sworn, depose and state as follows:

1. I am an employee of MASTER SERVICE MED-ATLANTIC, INC.; and,  
(Company Name)
2. I do hereby attest that MASTER SERVICE MED-ATLANTIC, 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: Bryan Totten

Title: V.P.

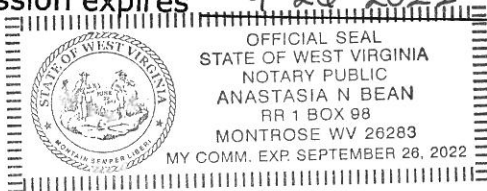
Company Name: MASTER SERVICE MED-ATLANTIC, INC.

Date: 2/5/14

Taken, subscribed and sworn to before me this 5<sup>th</sup> day of February, 2014.

By Commission expires 9-26-2022

(Seal)



Anastasia N. Bean  
(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.**



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.

MASTER SERVELE MED-ATLANTIC, INC.  
(Company)

Bryan C. Totten  
(Authorized Signature)

BRYAN C. TOTTON, V.P.  
(Representative Name, Title)

304-636-8170      304-636-8206  
(Phone Number)      (Fax Number)

2/5/14  
(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: MASTER SERVELE MID-ATLANTIC, INC.

Authorized Signature: By C. J. [Signature] Date: 2/5/14

State of WV

County of Randolph, to-wit:

Taken, subscribed, and sworn to before me this 5<sup>th</sup> day of February, 2014.

My Commission expires September 26, 2022.

AFFIX SEAL HERE

NOTARY PUBLIC

Anastasia N. Bean

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DBSM142100**

**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 checked="" type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input checked="" 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 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.

MASTER SERVICE Mid Atlantic  
Company

By: C. [Signature]  
Authorized Signature

February - 5, 2014  
Date

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