

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

Solicitation

NUMBER GSD146410 PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING FIVE - HIGHWAYS 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-2317

Nitro Electric Company Inc. 4300 1st. Avenue Nitro, WV 25143

TYPE NAME/ADDRESS HERE

RFQ COPY

DATE PRINTED 09/12/2013

LINE QUANTITY UOP CAT. ITEM NUMBER UNIT PRICE 0001 LS 936-75 1 INSPECTION, CLEANING AND MAINTENANCE OF BOILERS	AMOUNT
INSPECTION, CLEANING AND MAINTENANCE OF BOILERS	
INSPECTION, CLEANING AND MAINTENANCE OF BOILERS	
REQUEST FOR QUOTATION (RFQ) CONSTRUCTION	
THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, TO ESTABLISH A CONTRACT FOR ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES FOR ANNUAL INSPECTION, CLEANING AND REPAIRS OF FOUR BOILERS LOCATED ON THE 11TH FLOOR OF BUILDING FIVE ON THE CAPITOL COMPLEX, LOCATED AT 1900 KANAWHA BLVD, EAST IN CHARLESTON, WEST VIRGINIA.	
***** THIS IS THE END OF RFQ GSD146410 ***** TOTAL:	\$31,127.00
10/08/13 13:23:42 West Virginia Purchasing Division	
SIGNATURE A TELEPHONE DATE	40/00/0055
304-204-1500	10/08/2013 S TO BE NOTED ABOVE

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:	Nitro Electric Company Inc.
Contractor's License !	oWV042601

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:

Revised 08/21/2013

State of West Virginia General Services Division Attachment A: Bid Form

Charleston, WV - Building 5 Boiler Inspection, Cleaning and Repair Project No. GSD 146410

GENERAL SERVICES DIVISION GSD146410 BID FORM

We, the undersigned, having examined the site and being familiar with the local conditions affecting the cost of the work and also being familiar with the general conditions to bidders, drawings, and specifications, hereby propose to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding Documents.

BASE BID: All labor, materials and equipment as stipulated in the Bidding Documents.

BASE BID AMOUNT for Boiler Inspection, Cleaning and Repair and other specified work:

THIRTY ONE THOUSAND ONE HUNDRED HUNDRED TWENTY SEVEN AND NO/CENTS (\$ 31,127.00 (Total to be written in numbers and words. Where numbers and words differ, numbers will prevail.) References: Reference Name: **David Parsons** Position: Address: WV GSD Bldg. 11 Telephone Number: 304-558-0689 Project Name: Boiler PM - Annual Project Description: **Boiler PM** Reference Name: Tom Watts Position: Chief Engineer Address: ARH Hospital Beckley WV Telephone Number: <u>304-573-5738</u> Project Name: Boiler Annual PM Project Description: Annual Services Reference Name: John Ipollita Position: President - Combustion Equipment Address: Caibsornia PA Telephone Number: _ 800-762-1651 **Project Name:** Bryan Boiler Project Description: New Equipment Start Up and Commissioning

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.

NITRO ELECTRIC COMPA	ANY INC.
(Company)	
(Authorized Signature)	
Jerry Priddy	HUAL Manager
(Representative Name, Title)	
304-204-1500	304-204-1350
(Phone Number)	(Fax Number)
10/08/2013	
(Date)	

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.:

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 N (Check the box	umbers Received: x next to each addendum receiv	ed)			
X	Addendum No. 1		Addendum N	0. 6	
	Addendum No. 2		Addendum N	o. 7	
	Addendum No. 3		Addendum N	o. 8	
	Addendum No. 4		Addendum No	. 9	
	Addendum No. 5		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.					
		NITR	O ELECTRIC CO	OMPANY INC	
			1	Company	
		le	1,6		
		/	pr) &	Authorized Signature	
		10/0	08/2013		
				Date	

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

SOLICITATION NUMBER: GSD146410 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.

Appli	icab	le A	Addendum Category:
	1	1	Modify bid opening date and time
	[1	Modify specifications of product or service being sought
	[4	/	Attachment of vendor questions and responses
	[🗸	1	Attachment of pre-bid sign-in sheet
	I	1	Correction of error
	I	1	Other

Description of Modification to Solicitation:

To distribute the Technical Questions and Answers

To distribute the Pre-Bid Sign-In sheet

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

GSD146410 Technical Questions, Answers and Clarifications

Q1: Will the 15 relief valves be required to be tested and certified as part of this RFQ, if not how many will be required?

A1: Yes- all relieve valves shall be tested and certified in accordance with established boiler operations, regulation and underwriter's requirements

Clarifications

Section 4.1.3 states: "Vendor shall perform pre-season startup service to bring units to full operation per the initial startup procedure, beginning on page 22 of Attachment B."

The page number should read page 51 of the RFQ.

Section 4.1.5 states: "Vendor shall perform post-season shutdown, purge, inspection and place in standby status for next season as specified in Attachment B, Section 4.0, page 35.

The page number should read page 63 of the RFQ.

PRE-BID CONFERENCE SIGN IN SHEET

Request for	r Quotation	Number
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6 <u>SD</u>	IIII	016	10
57	IWV	74	T()

Date:

9/25/2013

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Email Address: REQUARTE Ni just ecuprical. con Email Address:	
Representative Attending: Phone Number: Fax Number: Email Address: A300 ISTARE	
Representative Attending: Phone Number: Fax Number: Email Address: Representative Attending: Representative Attending: Phone Number: Fax Number: Fax Number: Fax Number: Email Address: Firm Name: Firm Name: Firm Name: Firm Name:	
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Representative Attending: Late General	
Phone Number: Representative Attending:	
Email Address: Fax Number:	
Email Address: brown @ CIMOWV- com Email Address:	
Firm Name: Naclodia Haus ma GCD Firm	
Firm Address:	
Firm Address: Firm Address:	
Representative Attending:	
Phone Number:	
Phone Number:	1
Fax Number:	
Email Address:	

PRE-BID CONFERENCE SIGN IN SHEET

Request for Quotation Num	65D146410	Date:	9/25/2013
PLEASE PRINT LEGIBLY. MAY RESULT IN DELAYS	THIS INFORMATION IS ESSENTIAL TO CONT IN YOUR COMPANY GETTING IMPORTANT B	ACT THE ATTENDEES IN A	TIMELY MANNER. FAILURE TO DO SO
Firm Name: Firm Address:	HE HELMANN CO. 1410 GAN AUE CHAS. WV 25387	Firm Name: Firm Address:	
Represenative Attending: Phone Number: Fax Number: Email Address:	CHET REBERTS 304-533-4831 304-345-5543 Croberts & heneumary.com	Represenative Attending: Phone Number: Fax Number: Email Address:	
Firm Name: Firm Address: P6B6X	ELEO MEUNANICAL (349 CAAS WU 25322	Firm Name: Firm Address:	
Phone Number: Fax Number:	WILLIAM E. DSHWARDA 304 346 0546 " " 0548 elcolosuddenlinkmait.eom	Represenative Attending: Phone Number: Fax Number: Email Address:	
Firm Name: Firm Address:	,	Firm Name: Firm Address:	
Represenative Attending: Phone Number: Fax Number: Email Address:		Represenative Attending: Phone Number: Fax Number: Email Address:	

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

		Numbers Received: ox next to each addendum rec	eive	d)	
]	X]	Addendum No. 1	[]	Addendum No. 6
[]	Addendum No. 2	I]	Addendum No. 7
[]	Addendum No. 3	1]	Addendum No. 8
I]	Addendum No. 4]]	Addendum No. 9
1]	Addendum No. 5	[]	Addendum No. 10
I understa	ınd tl	hat failure to confirm the rece	ipt o	f ac	Idenda may be cause for re

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.

ITRO ELECTRIC	Company
Ju Be	Authorized Signature
10/08/2013	
	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 GSD146410

PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 04-558-2596

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING FIVE - HIGHWAYS 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-2317

DATE PRINTED 09/12/2013

RFQ COPY

4300 1st. Avenue

Nitro, WV 25143

TYPE NAME/ADDRESS HERE

Nitro Electric Company Inc.

BID OPENING DA	TE: 10/08	/2013			BID (OPENING TI	ME 1:3	3 O P M	
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SIGNATURE	***** THI	S IS THI	E ENI	OF RFQ	TELEPHONE	10 *****	TOTAL:	\$31,127.00	
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Projegt N	vianager	FEIN 20 884	44160			ADDRES	S CHANGES	TO BE NOTED ABOVE	



CERTIFICATE OF LIABILITY INSURANCE

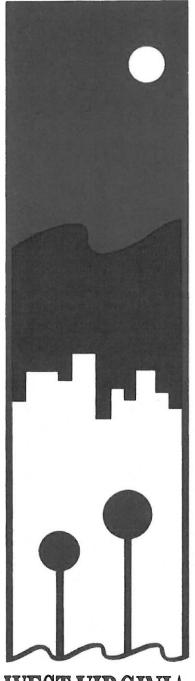
DATE (MM/DD/YYYY) 1/2/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s)

	ertificate holder in lieu of such endor		1905		naorse	ment. A Sta	terrierit on ti	ns certificate does fiot c	omer	inginis to the
	DUCER		,-/-		CONTAC NAME:	т				
Will	is of Pennsylvania, Inc. 26 Century Blvd.				PHONE (A/C, No.	Ext): (877) 9	45-7378	FAX (A/C, No):	(888)	467-2378
P.O	. Box 305191				E-MAIL ADDRES					
Nas	hville, TN 37230-5191					INS	URER(S) AFFOR	RDING COVERAGE		NAIC#
					INSURE	RA:Arch In	surance Co	mpany		11150
INSU	JRED				INSURE	RB:				
	Nitro Electric Company, Inc.				INSURE	RC:				
	100 Industrial Lane				INSURE	RD:				
	Huntington, WV 25702				INSURE	RE:				
		200			INSURE	RF:				
	NAME OF THE PARTY			NUMBER:				REVISION NUMBER:		
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	GENERAL LIABILITY							EACH OCCURRENCE	\$	1,000,000
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	CLAIMS-MADE X OCCUR							MED EXP (Any one person)	\$	5,000
								PERSONAL & ADV INJURY	\$	1,000,000
								GENERAL AGGREGATE	\$	2,000,000
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	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
Α	X ANY AUTO			ZACAT9143000		1/1/2013	1/1/2014	BODILY INJURY (Per person)	\$	
	ALL OWNED SCHEDULED AUTOS							BODILY INJURY (Per accident)	\$	
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	EXCESS LIAB CLAIMS-MADE							AGGREGATE	\$	
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			7414/010004000		4/4/0043	4/4/2044	↑ TORY LIMITS ER	100	4 000 000
Α	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A		ZAWCI9281800		1/1/2013	1/1/2014	E.L. EACH ACCIDENT	\$	1,000,000 1,000,000
	If ves, describe under							E.L. DISEASE - EA EMPLOYEE		1,000,000
	DÉSCRIPTION OF OPERATIONS below		_					E.L. DISEASE - POLICY LIMIT	\$	1,000,000
DES Wes	CRIPTION OF OPERATIONS / LOCATIONS / VEHIC t Virginia Police is included as an Addi	LES (Attional I	nsu	ACORD 101, Additional Remarks : red as respects to Genera	Schedule, I Liabilit	if more space is y and Auto I	s required) Liability wher	e required by written con	tract.	
CE	RTIFICATE HOLDER			*	CANC	ELLATION				
	State of West Virginia			-	THE	EXPIRATION	N DATE TH	ESCRIBED POLICIES BE C EREOF, NOTICE WILL CY PROVISIONS.		
	Purchasing Division				AUTHOR	RIZED REPRESE	NTATIVE	2 77 22 7		
	Building 15				Cis	No.				

Charleston, WV 25305



WEST VIRGINIA CONTRACTOR LICENSING BOARD

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV042601

Classification:

ELECTRICAL HEATING, VENTILATING & COOLING PIPING

NITRO ELECTRIC COMPANY INC DBA NITRO MECHANICAL SERVICES 4300 1ST AVE #2 NITRO, WV 25143-1001

Date Issued

Expiration Date

JUNE 13, 2013

JUNE 13, 2014

Authorized Company Signature

n minimum 6

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.

Nitro Electric Co.

REMITTER 2100-23

BANK ASSOCIATE Huntington

BRANCH NAME (304) 781-2362

BRANCH TELEPHONE #

PAY TO THE

@ your service

PARKERSBURG, WV 26101

October 08, 2013

DATE

***31,127.00

ORDER OF Purchaser Notification. In the event this check is lost, stolen, or

State of WV

destroyed, a notarized affidavit and 90-day waiting period will be required the type of type

ZERO CENTS VOID OVER

*****31,127.00

OFFICIAL BANK CHECK

HORIZED SIGNATURE

WV-73 Rev. 08/2013



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

STATE OF WEST VIRGINIA,
COUNTY OF PUTNAM , TO-WIT:
I, <u>CINDI LESTER</u> , after being first duly sworn, depose and state as follows:
I am an employee of NITRO ELECTRIC COMPANY INC. ; and,
2. I do hereby attest that NITRO ELECTRIC COMPANY INC. (Company Name)
maintains a valid written drug free workplace policy and that such policy is in compliance with West Virginia Code §21-1D.
The above statements are sworn to under the penalty of perjury. By:
Title: SAFETY DIRECTOR
Company Name: NITRO ELECTRIC COMPANY INC.
Date: 10/08/2013
Taken, subscribed and sworn to before me this <u>8TH</u> day of <u>OCTOBER</u> , <u>2013</u> .
By Commission expires MARCH 16, 2020
Scal) OTTON SOFT MOTANT PUBLIC STATE OF MISS VALUE ALCOLA A MARRON OTTON DE TRANSPORT COMMENTA DE SENS

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.

RFQ No. GSD146410

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 exceed 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: