



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

Request for Quotation

RFQ NUMBER
GSD096443

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**KRISTA FERRELL
 304-558-2596**

RFQ COPY
 TYPE NAME/ADDRESS HERE

S.A. COMUNALE CO., INC.
 2900 NEWPARK DR.
 BARBERTON, OH 44203

DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/17/2009				

BID OPENING DATE: **04/09/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		936-33		
<p>STANDPIPE/SPRINKLER SYSTEM INSPECTION/MAINTENANCE</p> <p>REQUEST FOR QUOTATION (RFQ) OPEN END CONTRACT</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING BIDS FOR AN OPEN END CONTRACT TO PROVIDE INSPECTIONS AND RELATED CORRECTIVE AND PREVENTIVE MAINTENANCE FOR SANDPIPE AND SPRINKLER SYSTEMS IN NUMEROUS DEPARTMENT OF ADMINISTRATION OWNED BUILDINGS LOCATED IN WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 03/31/2009 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ANSWERED BY ADDENDUM AFTER THE DEADLINE HAS LAPSED.</p> <p>QUESTIONS CONCERNING THE ACTUAL PROCESS BY WHICH A VENDOR MAY SUBMIT A BID TO THE STATE OF WEST VIRGINIA ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE BID OPENING AND IN ANY FORMAT.</p>						

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2009 APR -9 A 10:04

PURCHASING DIVISION
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Karen Luthy* TELEPHONE 1-800-776-7181 ext.107 DATE 4/8/09
 TITLE *Inspection Sales* FEIN 34-1122758 ADDRESS CHANGES TO BE NOTED ABOVE

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



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<p>EXHIBIT 1</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS, AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) SUCCESSIVE ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Karen Luthy</i>	TELEPHONE 800-776-7181 ext 107	DATE 4/8/09
TITLE <i>Inspection Sales</i>	FEN 34-1122758	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK).</p> <p>INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COVERAGE OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF THE CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$1,000,000.00.</p> <p>WORKER'S COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKER'S COMPENSATION IF SUCCESSFUL FOR THE LIFE OF THE CONTRACT INCLUDING ALL RENEWALS.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>REV. 9/98</p> <p>EXHIBIT 10</p> <p>REQUISITION NO.:</p> <p>ADDENDUM ACKNOWLEDGEMENT</p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NO.'S: NO. 1 ✓...4-2-09 NO. 2</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Karen Luthy* TELEPHONE *800-776-7181 ext. 107* DATE *4/8/09*
 TITLE *Inspection Sales* IDEN *34-1122758* ADDRESS CHANGES TO BE NOTED ABOVE

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LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 3					
NO. 4					
NO. 5					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY 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.</p> <p><i>Karen Luthy</i> SIGNATURE</p> <p><i>S.A. Comunale Co., Inc.</i> COMPANY</p> <p><i>4/8/09</i> DATE</p> <p>REV. 11/96</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Karen Luthy</i>	TELEPHONE <i>800-776-7181 ext. 107</i>	DATE <i>4/8/09</i>
TITLE <i>Inspection Sales</i>	FEIN <i>34-1122758</i>	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: KRISTA FERRELL-FILE 21</p> <p>RFQ. NO.: GSD096443</p> <p>BID OPENING DATE: 04/09/2009</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p style="text-align: center;">330-861-0937</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Karen Luthy</i>	TELEPHONE <i>800-776-7181 ext.107</i>	DATE <i>4/8/09</i>
TITLE <i>Inspection Sales</i>	FEIN <i>34-1122758</i>	ADDRESS CHANGES TO BE NOTED ABOVE

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BID OPENING DATE: **04/09/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
CONTACT PERSON (PLEASE PRINT CLEARLY):						
<i>Karen Luthy - 800-776-7181 ext. 107</i>						
<i>330-861-0937 FAX</i>						
<i>330-351-4430-CELL</i>						
***** THIS IS THE END OF RFQ GSD096443 *****						TOTAL: <u>\$ 8625.00</u>
						<i>Inspection Total</i>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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S.A. COMUNALE CO.,INC.
 2900 NEWPARK DR.
 BARBERTON, OH 44203

IV. AWARD CRITERIA

The State shall award this contract to the lowest bidder, according to the following award criteria. Failure to bid any of the factors in the formulation of the total bid will result in the disqualification of the entire quote (however, bids of "0.00" or "0.00%" will be acceptable as indication that the vendor intends to not charge for the listed services or to not markup the price of parts required by this contract. The amounts of hours and the aggregate expenditures on both types of supplied parts are estimates, used as a basis for award of the contract. Actual amounts required during the life of the contract may be greater or lower.

The following formula shall be used to award the contract:

A. List of Buildings:

Regular inspection fee of

Building 1:	<u>\$ 150.00</u> per inspection
Building 3:	<u>\$ 100.00</u> per inspection
Building 4:	<u>\$ 375.00</u> per inspection
Building 5:	<u>\$ 350.00</u> per inspection
Building 6:	<u>\$ 250.00</u> per inspection
Building 7:	<u>\$ 100.00</u> per inspection
Building 8:	<u>\$ 100.00</u> per inspection
Building 9:	<u>\$ 500.00</u> per inspection
Building 11:	<u>\$ 475.00</u> per inspection
Building 13:	<u>\$ 300.00</u> per inspection
Building 15:	<u>\$ 100.00</u> per inspection
Building 16:	<u>\$ 350.00</u> per inspection
Building 17:	<u>\$ 350.00</u> per inspection
Building 18:	<u>\$ 300.00</u> per inspection
Building 20:	<u>\$ 50.00</u> per inspection
Building 22:	<u>\$ 400.00</u> per inspection
Building 23:	<u>\$ 800.00</u> per inspection
Building 25:	<u>\$ 600.00</u> per inspection
Building 27:	<u>\$ 50.00</u> per inspection
Building 29:	<u>\$ 50.00</u> per inspection
Building 32:	<u>\$ 475.00</u> per inspection
Building 34:	<u>\$ 575.00</u> per inspection
Building 36:	<u>\$ 400.00</u> per inspection
Building 37:	<u>\$ 475.00</u> per inspection
Building 84:	<u>\$ 350.00</u> per inspection
Building 97:	<u>\$ 600.00</u> per inspection

INSPECTION TOTAL BID: \$ 8625.00 (insert in Bid Form, Section A)

B. Additional Work Details:

Your bid on additional hours of work is an hourly rate of \$ 75.00 per hour.
(Calculate into formula on Bid Form, Section B)

C. Replacement parts markup:

NOTE: The multiplier listed below is derived by taking the parts percentage markup listed in section III.A and converting it to a multiplier factor. For example, a 50% markup would equal a multiplier of 1.50; conversely, a 10% reduction would equal a multiplier of 0.9. Following is sample bid tabulation for reference:

Example: Parts cost \$100.00 X 15 %, Billable Amount: \$115.00
Markup

Your percentage markup/discount is 25 %, yielding a multiplier of 1.25.
(Calculate into formula on Bid Form, Section C)

D. Additional building inspections, as added by change order during the life of the contract as the Owner acquires new properties:

Bid the per square footage price for the sample building (46000 sq ft):

Your bid on additional buildings inspections at a square foot cost of \$.009.
(Calculate into formula on Bid Form, Section D)

Example: The addition of a 46,000 square foot building @ \$.05 per square foot = \$2,300.00.

S.A. COMUNALE CO., INC.
2900 NEWPARK DR.
BARBERTON, OH 44203

RFQ No. GSD 096 443

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code**. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code** and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the **West Virginia Code** may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (**West Virginia Code §61-5-3**), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: S.A. Comunale Co., Inc.
Authorized Signature: Karen Luthy Date: 4/8/09



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SHIP TO

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04/07/2009				

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO ANSWER ALL TECHNICAL QUESTIONS RECEIVED PRIOR TO THE DEADLINE FOR TECHNICAL QUESTIONS.						
BID OPENING DATE REMAINS: 04/09/2009						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 1 *****						
0001	1	EA		936-33		
STANDPIPE/SPRINKLER SYSTEM INSPECTION/MAINTENANCE						
***** THIS IS THE END OF RFQ GSD096443 ***** TOTAL:						<u>See pg. 6</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Karen Luty</i>	TELEPHONE 800-776-7181 ext.107	DATE 4/8/09
TITLE <i>Inspection Sales</i>	FEIN 34-1122758	ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia
West Virginia State Capitol
Building One

General Services Division
Operations & Maintenance Section
Sprinkler Systems Inspections & Maintenance

RFQ#GSD096443

Technical Questions and Answers

Question#1: Is backflow preventer testing to be included in the contract?

Answer#1: Yes, as part of the annual inspection, when present.

Question#2: Can we know the type of sprinkler system and/or standpipe (wet or dry) in Bldgs #1, 3, 7, 8, 15, 20, 27, 29, 84, and 97?

Answer#2: Per the RFQ, site visits can be arranged to review building systems by contacting David Parsons at (304)558-0689.

S.A. COMUNALE CO.,INC.
2900 NEWPARK DR.
BARBERTON, OH 44203



S.A. Comunale

An EMCOR Company

Dept. of Administration
General Services
State of West Virginia
Enclosed is a list of references per RFQ # GSD096443

Cabelas
1 Cabela Dr.
Tridelfia , WV
Contact: Scott Larkin
304-238-0101

Certainteed Gypsum
7200 Energy Rd.
Proctor, WV
Contact: John Schneider
304-843-3024

IRS Computing Center
250 Mural Dr.
Kearneysville, WV
Contact : Billie Seckman
304-263-8372

West Liberty State College
St. Rt.88
West Liberty, WV
Contact: Ed Stewart
304-336-8510

Reynolds Hospital
800 Wheeling Ave.
Glendale, WV
Contact ; Glen Tyler
304-845-32116.

Wheeling Downs
1 S. Stone St.
Wheeling , WV
Contact : Greg Salomen
304-232-5050

Please let me know if I can provide any additional references.

Thank You,
Karen Luthy
330-351-4430
S.A.Comunale Co.,Inc.

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV013100

Classification:

SPRINKLER AND FIRE PROTECTION

S A COMUNALE CO INC
DBA S A COMUNALE CO INC
2900 NEWPARK DR
BARBERTON, OH 44203

Date Issued

DECEMBER 30, 2008

Expiration Date

DECEMBER 30, 2009

Authorized Company Signature

Michael A. Carl
Chair, West Virginia Contractor
Licensing Board

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.