Agency	
	GSD126424

### **BID BOND**

	KNOW ALL MEN BY THES	E PRESENTS, That w	e, the undersigned,	Nitro Electric	Company, Inc.	
of	Nitro	WV	, as l	Principal, and	Liberty Mutual Insurance	e Company
of	Boston				existing under the laws of t	
					are held and firmly bound	
	Virginia, as Obligee, in the p					• 1000 - 1000 - 1000 - 1000
well and	d truly to be made, we jointly	and severally bind our	selves, our heirs, add	ministrators, ex	xeculors, successors and a	assigns.
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	The Condition of the above					
	nent of Administration a certa					
GSD1	26424 - Provide HVAC R	epairs on Various U	Inits in Building 11	- According	to Plans & Specificatio	ns
	NOW THEREFORE,					
	(a) If said bid shall be reje	cted, or				I allooked
horelo	(b) If said bid shall be accorded shall furnish any other bo	ande and incurance rec	wired by the bid or o	roposal, and s	shall in all other respects pe	ertorm the
201000	ant created by the accentant	e of said bid, then this	obligation shall be r	iull and void, c	therwise this obligation shi	ali remain in tuii
force a	nd effect. It is expressly under the penal amount of this obli	erstood and agreed that dation as herein stated	at the liability of the S J.	surety for any a	and all claims hereunder si	ian, mino even,
0,,000	2					
	The Surety, for the value re paired or affected by any exte	ceived, hereby stipula	tes and agrees that	he obligations	of said Surety and its bon- uch hid, and said Surety do	d shall be in no bes hereby
way ım waive r	paired or affected by any extension.	susion of the time with	iii wiich the Obligee	may accept of	our bia, bita data data y	· ·
	•		20 2 50		and and such of thom on	ore cornerations
	IN WITNESS WHEREOF,					are corporations
	aused their corporate seals to		na these presents to	be signed by	their proper officers, this	
31s	day of January					
Deinain	al Corporate Seal			Nitro Elec	tric Company, Inc.	
Princip	ai Corporate Seai			N	(Name of Principal)	
				By Jan	If There	
				0/	(Must be President Vice President)	or
				D	Jest 1CEO	
				TRESI	(Tille)	
			\ /m-r-x		()	
Surely	Corporate Seal	HELLE	AED	Liberty Mu	utual Insurance Compa	ny
		A PART OF THE PART	MANAGE MEANS SHEET		(Name of Surely)	
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		VAA FISH I SEE		By:	Mucia H	1 Key
		WY CLRCI	IJS NG	Patricia A. M	oye, WV Resident Agent At	torney-in-Fact
		DIVISIC	JN.			

IMPORTANT - Surely executing bonds must be licensed in West Virginia to transact surely insurance. Corporate seals must be affixed, and a power of attorney must be attached.

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

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.

3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division

and have paid the required \$125 fee.

- 4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 14. CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.
- 15. LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
- 16. ANTITRUST: In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

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

### **INSTRUCTIONS TO BIDDERS**

- 1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.

3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.

4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130

5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

### LIBERTY MUTUAL INSURANCE COMPANY **BOSTON, MASSACHUSETTS** POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS: That Liberty Mutual Insurance Company (the "Company"), a Massachusetts stock insurance company, pursuant to and by authority of the By-law and Authorization hereinafter set forth, does hereby name, constitute and appoint

GREGORY T. GORDON, LARRY D. KERR, PATRICIA A. MOYE, KIMBERLY WILKINSON, ALLAN L. MCVEY, ALL OF THE CITY OF CHARLESTON, STATE OF WEST VIRGINIA.....

, each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its execution of such undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company in their own proper persons.

That this power is made and executed pursuant to and by authority of the following By-law and Authorization:

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

By the following instrument the chairman or the president has authorized the officer or other official named therein to appoint attorneys-in-fact:

Pursuant to Article XIII, Section 5 of the By-Laws, Garnet W. Elliott, Assistant Secretary of Liberty Mutual Insurance Company, is hereby authorized to appoint such attorneys-in-fact as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

That the By-law and the Authorization set forth above are true copies thereof and are now in full force and effect.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Company and the corporate seal of Liberty Mutual Insurance Company has been affixed thereto in Plymouth Meeting, Pennsylvania this 2nd day of 2010

LIBERTY MUTUAL INSURANCE COMPANY

Garnet W. Elliott, Assistant Secretary

COMMONWEALTH OF PENNSYLVANIA COUNTY OF MONTGOMERY

On this 2nd day of December \_\_ , <u>2010</u> , before me, a Notary Public, personally came <u>Garnet W. Elliott,</u> to me known, and acknowledged that he is an Assistant Secretary of Liberty Mutual Insurance Company; that he knows the seal of said corporation; and that he executed the above Power of Attorney and affixed the corporate seal of Liberty Mutual Insurance Company thereto with the authority and at the direction of said corporation.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year Rudis CHMONWER first above written.

COMMONWEALTH OF PENNSYLVANIA Notarial Seal

Teresa Pastella, Notary Public Prymouth Twp., Montgomery County My Commission Expires March 28, 2013

Member, Pennsylvania Association of Notaries

CERTIFICATE

I, the undersigned, Assistant Secretary of Liberty Mutual Insurance Company, do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy, is in full force and effect on the date of this certificate; and I do further certify that the officer or official who executed the said power of attorney is an Assistant Secretary specially authorized by the chairman or the president to appoint attorneys-in-fact as provided in Article XIII, Section 5 of the By-laws of Liberty Mutual Insurance Company.

This certificate and the above power of attorney may be signed by facsimile or mechanically reproduced signatures under and by authority of the following vote of the board of directors of Liberty Mutual Insurance Company at a meeting duly called and held on the 12th day of March, 1980.

VOTED that the facsimile or mechanically reproduced signature of any assistant secretary of the company, wherever appearing upon a certified copy of any power of attorney issued by the company in connection with surety bonds, shall be valid and binding upon the company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the said company, this CINYOUY

day of

1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

Attorney

validity of this Power of

To confirm the

ONARY PUB



David M. Carey, Assistant Secretary



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

# Request for Quotation

BFQ NUMBER
GSD126424

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

\*709060507 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE NITRO WV 25143

\$H-P-TO

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV

25305 304-558-2317

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

# Request for GSD126424

GSD126424

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION **BUILDING 11 CHILLER PLANT** 218 CALIFORNIA AVENUE CHARLESTON, WV

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

# Request for GSD126424

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

**\*709060507** 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE

NITRO WV 25143

DEPARTMENT OF ADMINISTRATION SHIPTO GENERAL SERVICES DIVISION **BUILDING 11 CHILLER PLANT** 218 CALIFORNIA AVENUE CHARLESTON, WV

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

# Request for GSD126424

GSD126424

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ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

\*709060507 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE 25143

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV

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

## Request for BFONUMBER Quotation

GSD126424

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ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

**\*709060507** 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE NITRO WV 25143

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION **BUILDING 11 CHILLER PLANT** 218 CALIFORNIA AVENUE CHARLESTON, WV 25305 304-558-2317

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\*709060507

NITRO WV

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

NITRO ELECTRIC COMPANY INC

25143

4300 #2 FIRST AVENUE

304-204-1512

# Request for Quotation

GSD126424

PAGE 6

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV

25305

304-558-2317

FREIGHT TERMS SHIP VIA DATE PRINTED TERMS OF SALE F.O.8. 12/14/2011 **BID OPENING DATE:** 01/31/2012 BID OPENING TIME 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS. IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL. REV. 3/88 EXHIBIT 9 NOTICE FOR ISSUANCE & ACKNOWLEDGEMENT OF CONSTRUCTION PROJECT ADDENDA THE ARCHITECT/ENGINEER AND/OR AGENCY SHALL BE REQUIRED TO ABIDE BY THE FOLLOWING SCHEDULE IN ISSUING CONSTRUCTION PROJECT ADDENDA FOR STATE AGENCIES: THE ARCHITECT/ENGINEER SHALL PREPARE THE ADDENDUM AND A LIST OF ALL PARTIES THAT HAVE PROCURED DRAWINGS AND SPECIFICATIONS FOR THE PROJECT. THE ADDENDUM AND LIST SHALL BE FORWARDED TO THE BUYER IN THE STATE PURCHASING DIVISION. THE ARCHITECT/ENGINEER SHALL ALS SEND A COPY OF THE ADDENDUM TO THE STATE AGENCY FOR WHICH THE CONTRACT IS ISSUED. THE BUYER SHALL SEND THE ADDENDUM TO ALL INTERESTED PARTIES AND, IF NECESSARY, EXTEND THE BID ANY ADDENDUM SHOULD BE RECEIVED BY THE OPENING DATE. SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE 304-204-1500 1/31/2012 FEIN ADDRESS CHANGES TO BE NOTED ABOVE AC MANAGER 208844160



**\*709060507** 

NITRO WV

HVXC MANAGER

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

NITRO ELECTRIC COMPANY INC

25143

4300 #2 FIRST AVENUE

304-204-1512

## Request for Quotation

RFQ NUMBER GSD126424

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KRISTA FERRELL 304-558-2596

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION **BUILDING 11 CHILLER PLANT** 218 CALIFORNIA AVENUE CHARLESTON, WV 25305 304-558-2317

ADDRESS CHANGES TO BE NOTED ABOVE

ADDRESS CORRESPONDENCE TO ATTENTION OF

TERMS OF SALE SHIP VIA FREIGHT TERMS DATE PRINTED F.O.B. 12/14/2011 BID OPENING DATE: 01/31/2012 BID OPENING TIME 01:30PM LINE UOP ITEM NUMBER UNIT PRICE AMOUNT QUANTITY BUYER WITHIN FOURTEEN (14) DAYS PRIOR TO THE BID OPENING DATE ALL ADDENDA SHOULD BE FORMALLY ACKNOWLEDGED BY ALL SUBMITTED THE STATE PURCHASING BIDDERS TO REGULATIONS DIVISION. THE SAME RULES AND BIDDING DOCUMENT THAT APPLY TO THE ORIGINAL SHALL ALSO APPLY TO AN ADDENDUM DOCUMENT. EXCEPTION MAY BE FOR AN ADDENDUM THAT IS ISSUED FOR THE SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR DATE. REV. 11/96 EXHIBIT 10 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NOS.: 1/19/2012 NO. 1 NO. 2 NO. 3 NO. 4 NO. 5 FAILURE TO CONFIRM THE RECEIPT OF TH I UNDERSTAND THAT SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE 304-204-1500 1/31/2012

208844160



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NITRO WV

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston WW 2505 0433 Charleston, WV 25305-0130

PAG	E
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ADDRESS CORRESPONDENCE TO ATTENTION OF KRISTA FERRELL 304-558-2596

304-204-1512 \*709060507 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE

25143

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV

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

# Request for p Quotation

RFQ NUMBER GSD126424

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

SHIP TO

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT

CHARLESTON, WV 25305

218 CALIFORNIA AVENUE

304-558-2317

\*709060507 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE NITRO WV 25143

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

# Request for

GSD126424

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

HODOK

304-204-1512 \*709060507 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE

NITRO WV 25143 DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV 304-558-2317 25305

ADDRESS CHANGES TO BE NOTED ABOVE

FREIGHT TERMS SHIP VIA F.O.B. TERMS OF SALE DATE PRINTED 12/14/2011 01:30PM OPENING TIME BID BID OPENING DATE: 01/31/2012 CAT. AMOUNT UNIT PRICE ITEM NUMBER UOP LINE QUANTITY BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID KRISTA FERRELL-FILE 21 BUYER: GSD126420 REQ. NO.: 01/31/2012 BID OPENING DATE: 1:30 PM BID OPENING TIME: PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 304-204-1350 PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE: JERRY PRIDDY SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATUR 304-204-1500 1/31/2012

208844160

**MANAGER** 

State of West Virginia Department of Administration General Services Division GSD126423 Bldg 32 HVAC Repair GSD126424 Bldg 11 HVAC Repairs

# GSD126423 Attachment A: Bid Form

Bidder's Company	Name: NITRO ELECTRIC COMPANY INC.
Bidder's Address:	and the second s
	Nitro, WV 25143
Remittance Addres (if different)	ss:
Phone Number:	304-204-1500
Fax Number:	304-204-1350
Email Address:	jpriddy@nitro-electric.com
WV Contractor's L	icense Number:WV042601
conditions affecting	ersigned, having examined the site and being familiar with the local the cost of the work and also being familiar with the general rs, drawings, and specifications, hereby propose to furnish all ent, and labor to complete all work in a workmanlike manner, as dding Documents.
TOTAL CONTRAC	CT BID (Total to be written in words and numbers)
Thirty Five Thousa	and Five Hundred and no/cents
(\$_35,500.00	

State of West Virginia Department of Administration

General Services Division <del>CSD126423 Bldg 32 HVAC Repai</del>r GSD126424 Bldg 11 HVAC Repairs

# References

Reference Name:	Bill Porter
Position:	Maintenance Coordinator
Address:	PO Box 1005, Insitute WV 25112
Telephone Number:	304-747-1649
Project Name:	Dow Maintenance
Project Description:	Chiller Controls
Reference Name: _	Gib Swisher
Position:	Gate Keeper
Address:	PO Box 1005, Institute, WV 25112
Telephone Number:	304-741-7544
Project Name:	Bayer CropScience
Project Description:	Chiller Controls
,	
Reference Name:	Randy Adams
Position:	Facility Team Leader
Address:	1 Sugar Maple Lane
Telephone Number:	304-937-7000
Project Name:	TMMWV
Project Description:	Chiller Controls



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

STAT	E OF _	West Virginia			э
COUN	NTY OF	Putnam	, то	-WIT:	
( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( )	ndi Lester as follov		_, after b	eing first duly s	worn, depose and
1.	I am ar	n employee of	Nitro Ele	ctric Company Inc	o.; and,
2.	I do he	reby attest that	Nitro Ele	ctric Company In (Company	
		ins a valid writte s in compliance v			olicy and that such <b>e</b> §21-1D-5.
The a	bove sta	ntements are swo	orn to und	ler the penalty	of perjury.
			Nitro	Electric Compan	y Inc.
#1			Ву:	(Company	Name)
i.			Title:	Corporate Safe	ty Director
			Date:	1/31/2012	
Taker	, subscr	ibed and sworn	to before	me this 31st.	day of January
By Co	EST ITALE	on expires OFFICIAL SEAL Fatina Withrow Notary Public State of West Virgini My Commission Expire August 05, 2018 401 Teresa Street Scott Depot, WV 2552	26		a lutture tary Public)
COMP	DAVIT V		ROVISIO SHALL R		TO INCLUDE THE QUALIFICATION OF
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Rev March 2009

	GSD126424
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STATE OF WEST VIRGINIA	
Purchasing Division	

# **PURCHASING AFFIDAVIT**

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

### **DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

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

# Vendor's Name: Nitro Electric Company Inc. Authorized Signature: Date: 1/31/2012 State of West Virginia County of Putnam, to-wit: Taken, subscribed, and sworn to before me this 31 stday of January, 2012. My Commission expires Notary Public Valua William Notary Public



WITNESS THE FOLLOWING SIGNATURE

OFFICIAL SEAL
Fatina Withrow
Notory Public
State of West Virginia
My Commission Expires
August 05, 2018
401 Teresa Street
Scott Depot, WV 25526



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

Request for REGNUMBER

GSD126424

PAGE 1

\*709060507 304-204-1512 NITRO ELECTRIC COMPANY INC 4300 #2 FIRST AVENUE

NITRO WV 25143 ADDRESS CORRESPONDENCE TO ATTENTION OF KRISTA FERRELL 304-558-2596

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 11 CHILLER PLANT 218 CALIFORNIA AVENUE CHARLESTON, WV 25305 304-558-2317

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		FEIN 2000		4-204-1500	1/31/2012
THVAC	MANAGER	20884	4160	ADDRESS CHANGE	S TO BE NOTED ABOVE

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

1. Awards will be made in the best interest of the State of West Virginia.

2. The State may accept or reject in part, or in whole, any bid.

3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.

- 4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
- Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code:
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vro/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 14. CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.
- 15. LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
- 16. ANTITRUST: In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable contribute of trade relating to the particular assembles. West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

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

### INSTRUCTIONS TO BIDDERS

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

5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

# GSD126424 Clarifications

Under "Scope of Work" in the RFQ, item 1 states work to be completed on Heat Exchanger #2. The work shall be completed on Heat Exchanger #1, not Heat Exchanger #2.

Under "Scope of Work" in the RFQ, the problem item 2 and item 5 are both believed to be caused by the soft starter unit on Chiller #5.

Under "Scope of Work" in the RFQ, Chiller Unit #3 and Condenser Pump #12- replace triple duty valve and the pump motor.

# PRE-BID CONFERENCE SIGN IN SHEET

pshoriosi) Request for Quotation Number:

Date:

PLEASE PRINT LEGIBLY. MAY RESULT IN DELAYS	please print legibly. This information is essential to contact the attendees in a timely manner. Falure to do so May result in delays in your company getting important bid information.	TACT THE ATTENDEES IN A INFORMATION.	TIMELY MANNER. FÅJLURE TO DO SO
Firm Name: Firm Address:	Nitro Mechanica 1 Uson First St. Nitro WV	Firm Address:	
Represenative Attending: Phone Number: Fax Number: Email Address:	Grea Good	Represenative Altanding: Phone Number. Fax Number: Email Address:	
Firm Name: Firm Address:	Girneo Inc. 2336 Virgina MOE Henraicana un 25526	Firm Address:	
Represenative Attending: Phone Number: Fax Number: Email Address:	Teff Gillenwater 364-562-7705 354-897-4178 51.3:1100122102 Plucous	Represenative Attending: Phone Number. Fax Number.	
Firm Name: Firm Address:	Alpha Mechanical Service 401 27th Street Dunbus W 25564	Firm Name: Firm Address:	
Represenative Attending: Phone Number. Fax Number. Email Address:	Londy Barrett 1006 304 766 1008 304 766 1008 Kanbe, Barrett () 000050 Wee. LOTA	Represenative Attending: Phone Number: Fax Number: Email Address:	