



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation
 09 - Construction

Proc Folder: 264501

Doc Description: Addendum 1-OPEN END CONTRACT FOR CCTV MAINTENANCE

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-12-13	2016-12-20 13:30:00	CRFQ 0506 HHR1700000005	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR


Vendor Name, Address and Telephone Number:

Longs Security Camera Systems LLC
 102 30th ST SE
 Charleston, WV 25304

12/20/16 08:47:16
 WV Purchasing Division

FOR INFORMATION CONTACT THE BUYER

Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@wv.gov

Signature  FEIN # 20-3881880 DATE 12-20-2016

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

Addendum

Addendum No.01 issued to publish and distribute the attached information to the vendor community.

The West Virginia Purchasing division is soliciting bids on behalf of the West Virginia Department of Health and Human Resources (WV DHHR) Office of Safety, Security, and Loss Management to establish an open-end contract for Closed Circuit Television (CCTV) System Maintenance at locations identified in Exhibit C per the Specifications, and Terms and Conditions as attached.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Annual Preventative Maintenance - Various Locations	0.00000	1	5630.00	5630.00

Comm Code	Manufacturer	Specification	Model #
81112201			

Extended Description :
Annual Preventative Maintenance for various locations per the attached detailed specs. and exhibits A - D.

REQUEST FOR QUOTATION
 Closed Circuit Television System Preventative and Corrective Maintenance

EXHIBIT A - PRICING PAGES

Preventive Maintenance:

Location (See Exhibit B)	=	Annual Total Cost for PM
B1 (One Davis Square)	=	\$ <u>400.00</u>
B2 (Diamond Building)	=	\$ <u>400.00</u>
B3 (DHHR Parking Garage)	=	\$ <u>400.00</u>
B4 (Kanawha County BCSE)	=	\$ <u>400.00</u>
B5 (OLS)	=	\$ <u>400.00</u>
B6 (OCME)	=	\$ <u>400.00</u>
B7 (OIG LSW)	=	\$ <u>400.00</u>
B8 (OIG B6)	=	\$ <u>400.00</u>
B9 (ONS)	=	\$ <u>400.00</u>
B10 (DHHR Warehouse)	=	\$ <u>400.00</u>
Total Preventative Maintenance Cost:		\$ <u>4000.00</u>

Corrective Maintenance:

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ <u>50.00</u>	x	30	=	\$ <u>1500.00</u>

Parts Mark Up
 $\$100.00 \times \% (M \underline{30}) = \$ (N \underline{30})$. $\$ (N \underline{30}) + \$100 =$ *\$ 130.00

**(M equals your percentage markup. Multiply M by \$100. This equals N, which is your dollar amount for your markup. Add N to \$100 to get your total dollar amount for parts on your bid submission.)*

Grand Total Cost: \$ 5630.00

* Total Cost is calculated by adding the Total per site Preventive Maintenance Cost, Total Corrective Maintenance Labor Cost, and the Total Parts Mark Up Cost.

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 Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" 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.

Long's Security Camera Systems LLC
Company

Allen E. Long
Authorized Signature

12-20-2016
Date

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



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

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

I, Alan E Long, after being first duly sworn, depose and state as follows:

1. I am an employee of Long's Security Camera Systems LLC; and,
(Company Name)
2. I do hereby attest that Long's Security Camera Systems LLC
(Company Name)

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

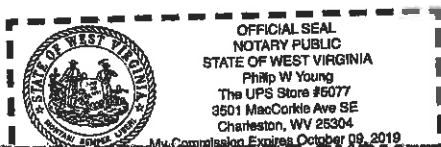
The above statements are sworn to under the penalty of perjury.

Printed Name: Alan E Long
 Signature: [Handwritten Signature]
 Title: Owner
 Company Name: Long's Security Camera Systems LLC
 Date: 12/20/2016

Taken, subscribed and sworn to before me this 20TH day of DECEMBER, 2016.

By Commission expires 10/9/2019

(Seal)



[Handwritten Signature]
 (Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

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 of 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: Longs Security Camera Systems LLC

Authorized Signature: [Signature] Date: 12-20-2016

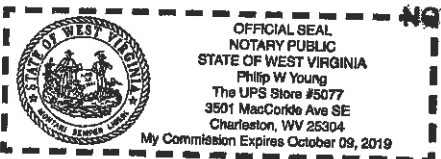
State of WEST VIRGINIA

County of KANAWHA, to-wit:

Taken, subscribed, and sworn to before me this 20th day of DECEMBER, 2016.

My Commission expires 10/9, 2019.

AFFIX SEAL HERE



NOTARY PUBLIC [Signature]

Purchasing Affidavit (Revised 08/01/2015)

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV040102

Classification:

LOW VOLTAGE SYSTEMS

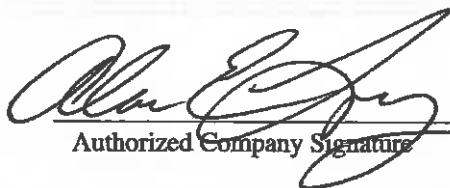
LONGS SECURITY CAMERA SYSTEMS LLC
DBA LONGS SECURITY CAMERA SYSTEMS LLC
102 38TH STREET SE
CHARLESTON, WV 25304

Date Issued

DECEMBER 30, 2016

Expiration Date

DECEMBER 30, 2017


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.

**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Alan E Long / Owner
 (Name, Title)
ALAN E LONG / OWNER
 (Printed Name and Title)
102 38th ST SE Charleston, WV 25304
 (Address)
304-925-0338 / 304-925-0338
 (Phone Number) / (Fax Number)
longscctug@suddenlink.net
 (email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Longs' Security Camera Systems LLC
 (Company)
Alan E Long / Owner
 (Authorized Signature) (Representative Name, Title)
ALAN E LONG / OWNER
 (Printed Name and Title of Authorized Representative)
12-20-2016
 (Date)
304-925-0338 / 304-925-0338
 (Phone Number) (Fax Number)

REQUEST FOR QUOTATION
Closed Circuit Television System Preventative and Corrective Maintenance

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. **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: Alan E Long
Telephone Number: 304-925-0338
Fax Number: 304-925-0338
Email Address: longscctv@suddenlink.net

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: Longs Security Camera Systems LLC
 Contractor's License No. WV040102

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a Award Document.

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. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

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 shall 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.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

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

(1) Information to show that the education and training service to the requirements of West Virginia Code § 21-1D-5 was provided;

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 Award Document 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. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

BID BOND (Construction Only): Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid 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 received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

ON FILE WITH LAST BID FOR THIS CONTRACT
IF REQUIRE. This contract is a service contract.
Revised 09/09/2016

EXHIBIT D

**DIVISION OF PROTECTIVE SERVICES
CAPITOL POLICE**

**Building 1, Room 152-A
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305
Telephone: 304-558-9911
Fax: 304-558-5604**

**EARL RAY TOMBLIN
GOVERNOR**

**Kevin J. Foreman
Director**

Application for Background Inquiry

Pursuant to West Virginia Code 15-2D-3 (e) The Director of the Division of Protective Services shall require any service providers 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 submit to a fingerprint based background inquiry through the state repository. To comply with this mandate applicants are required to complete this application and forward the same to the Division of Protective Services before fingerprints are submitted at L1 Solutions (Morpho Trust).

Applicants are required to undergo a fingerprint based criminal history investigation completed by both the West Virginia State Police and Federal Bureau of Investigation.

The procedures for obtaining a change, correction, or updating of your FBI criminal history record are set forth at Title 28, Code of Federal Regulations (CFR), Section 16.34.

(PRINT ALL INFORMATION IN FULL OR APPLICATION WILL BE RETURNED)

Name of Applicant: Alan E Long

Mailing Address: 102 38th ST SE.
Charleston WV 25304

Home Phone: 304-925-2367 Cellular Phone: 304-206-7131

Company Name: Long's Security Camera Systems Business Phone: 304-925-0338

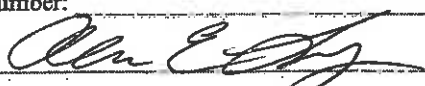
Contact: Alan E Long Business Phone: 304-925-0338

Type of work: Security Contractor

Location of work: Various DHHR Facilities

Agency awarding contract: Health and Human Resources

Agency Contact & number: _____

Applicant Signature:  Date: 12-20-2016