



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
DEFK6179

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
CHUCK BOWMAN 304-558-2157

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIV ENGINEERING & FACILITIES
 CAMP DAWSON ARMY TRAINING SITE
 240 ARMY ROAD
 KINGWOOD, WV
 26537-1077 304-329-4417

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/05/2006				

BID OPENING DATE: 04/27/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 1 *****						
ADDENDUM ISSUED TO DISTRIBUTE PAGES 6 & 7 OF THE SPECIFICATIONS & SCOPE OF WORK OMITTED FROM THE ORIGINAL BID PACKAGE. PLEASE ADD THE ATTACHED TWO PAGES TO THE BID PACKAGE.						
BID DATE AND OPENING TIME REMAIN 04/27/06 @ 1:30 PM.						
***** NO OTHER CHANGES *****						
0001		EA		968-77		
SURVEYING SERVICES (NOT AERIAL OR RESEARCH)						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

**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. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$45 fee.
5. All services performed or goods delivered under State Purchase Orders/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.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** 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. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **DUPLICATE BIDS:** All quotations must be delivered by the bidder to the respective offices 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.

ORIGINAL SIGNED BID TO:

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

DUPLICATE BID TO:

State Auditor's Office
Bid Observer
Building 1 Room W114
1900 Kanawha Boulevard, East
Charleston, WV 25305-0230

The collection of natural resource baseline information at the Camp Dawson Collective Training Area (CDCTA) is required under the Sikes Act (16 USC 670a et seq.), Army Regulation (AR) 200-3, and Department of Defense Instruction 4715.3. General faunal surveys have been completed as required through previous contracts. However, the United States Fish and Wildlife Service (USFWS) require specialized surveys for the Indiana bat (*Myotis sodalis*). The specialized surveys must target this species and require accredited personnel to make the species identification determinations. A (USFWS) qualified survey team is needed to conduct surveys that will determine if this species occurs on the CDCTA and to meet USFWS requirements.

The primary objective of this project is to determine if Indiana bats occur on site. The second objective is to better characterize the species of bats. The USFWS is a cooperator in the implementation of the Camp Dawson Integrated Natural Resources Management Plan (INRMP) in accordance with the Sikes Act. The USFWS, operating under Section 7 of the Endangered Species Act, concurred with the 2001 INRMP (USFWS Letter 15 Aug, 2005) because specialized surveys were conducted for the bat. However, the USFWS considers mist net surveys current for only three years. To garner the support of the USFWS again, these surveys must be conducted in the Spring/Summer of 06.

In order to achieve the above stated objectives the contractor shall perform the following tasks:

Task 1: Prepare a proposal for project defining methodologies to be employed for the surveys; how data will be collected, stored, and analyzed; how results will be reported and reports formatted; and a proposed schedule for all work submission of deliverables. The curriculum Vitae of the primary researchers and technicians for the various surveys shall also be submitted with this proposal.

Task 2: Meet with CD natural resource personnel to coordinate field surveys, use of CD materials, and develop an outline for a work plan.

Task 3: Prepare a work plan for the survey period.

INDIANA BAT

Surveys for Indiana bats will be conducted during June and July 2006 on all suitable habitats located on the 3 tracts. Surveys for this species should adhere to the guidelines outlined in the USFWS protocol. Surveys will not be conducted during rain events or when temperatures are below 50 deg F. Protocol calls for one net site per km of stream and two net sites per km of forested habitat. Each site should consist of: 1) at least four net nights, 2) a minimum of two net locations at each site, 3) a minimum of 2 nights of netting beginning at sunset for at least 5 hours. Based on site juxtaposition, approximately 1,500 ha of forested habitat and 16 km of stream, the mist netting intensity required is estimated to be 50-60 net nights. Each net site requires a crew of 2 persons and 3 crews can work at a time.

Task 4: Reports/Deliverables

1. The plan of work with attached start-up letter within thirty days (30) days after award of the contract.
2. Three (3) copies of the draft report and maps two (2) in hard copy and one (1) electronically by July 31, 2006.
3. Three (3) copies of the final report and maps in hard copy and one (1) electronically, incorporating review comments by August 30, 2006.

All work plans will be coordinated with the USFWS prior to the start of the project.

APPLICATIONS FOR PAYMENT:

A. Payment No 1 - Ninety percent (90%) of the contract sum less previous payments upon successful completion of the project.

B. Payment No. 2 - One hundred percent (100%) of the contract sum less previous payments, plus or minus all approved change orders upon final inspection and acceptance and a receipt of a certificate from the WV State Tax Commissioner that all applicable state taxes have been paid.

PRE-WORK CONFERENCE: The conference will be scheduled within 15 working days at Camp Dawson after the WV Purchase Order has been signed but prior to actual start of the Work. The agency, Camp Dawson Natural Resources, will coordinate with the Contractor on the date.

COMPLETION TIME: The completion time for the project will be 30 August 2006, which will be approximately 135 calendar days from the date encumbered on the purchase order furnished from the WV Purchasing Division.

Agency POC: Ladd Williams @ 304-329-4417