



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
707C0004

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN JOHNSTON
304-558-2402

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS
 EQUIPMENT DIVISION
 ROUTE 33
 BRUSHY FORK ROAD
 BUCKHANNON, WV
 26201 304-472-1750

DATE PRINTED 08/23/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **09/14/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		765-13		
INSPECTION AND TESTING CRANES OPEN END CONTRACT TO PROVIDE THE INSPECTION AND TESTING OF CRANES, MANLIFTS, AND UNDERBRIDGE INSPECTION UNITS. SEE ATTACHED EXHIBIT 3 LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON 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. 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. 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) ONE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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**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 \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, 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. **BID SUBMISSION:** 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.

SIGNED BID TO:

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



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	(1) YEAR PERIODS.					
	<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 TO 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 CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. 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.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</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>					

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<p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A LOCAL BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY FOR ORDERS THAT ARE LESS THAN \$2,500 AS A CONDITION OF AWARD.</p> <p style="text-align: center;">VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I</p>						

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<p>WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA</p>						

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<p>WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p style="text-align: right;">BIDDER: -----</p>						

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<p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <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: 33</p> <p>RFQ. NO.: 707C0004</p>						

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<p>BID OPENING DATE AND TIME</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p>***** THIS IS THE END OF RFQ 707C0004 ***** TOTAL: _____</p>						

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WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
GENERAL TERMS AND CONDITIONS FOR SERVICES

- 1.0 General:
- 1.1 All work by the vendor shall be performed between the hours of 7:30 a.m. and 4:00 p.m., unless otherwise specified, only on working days observed by WV DOT. These working days are usually Monday through Friday of each week, except for holidays.
- 1.2 The vendor shall be responsible for damage to WV DOT's equipment and/or the work place and its contents, by its work, negligence in work, its personnel and equipment. The vendors shall be responsible and liable for the safety, injury and health of its working personnel while its employees are performing service work.
- 1.3 The vendor shall provide all labor and equipment necessary to perform this service. All employees of the vendor shall be no less than 17 years of age, and shall be experienced in the type of work to be performed. No visitors, wives, husbands or children of the vendor's employees will be allowed on state property during working hours, unless they are bona fide employees of the vendor.
- 1.4 The vendor shall at all times have a minimum of one (1) English speaking employee on the job and all employees shall be well-groomed and appropriately dressed at all times when on duty.
- 1.5 WV DOT is committed to maintaining an alcohol and drug free work place. Possession, use or being under the influence of alcohol or controlled substances by vendor's employees while in the performance of this service is prohibited. Violation of this requirement shall constitute grounds for termination of this service. In addition, vendor employees shall observe WV DOT's no smoking policy.
- 1.6 It is the intent of WV DOT to purchase goods, equipment, and services having the least adverse environmental impact, within the constraints of statutory purchasing requirements, departmental need, availability, and sound economical considerations. Suggested changes and environmental enhancements for possible inclusion in future revisions of this specification are encouraged.

2.0 Abandonment or Default:

2.1 A vendor who abandons or defaults the work on this purchase order and causes this service to be rebid and/or reawarded will not be considered in the readvertisement of this service and may not be considered in future bids for the same type of work unless the scope of work is significantly changed.

2.2 This service will be void if sold or assigned to another service company without written approval of WV DOT. Written notification of changes to company name, address, telephone number, etc., should be given to WV DOT as soon as possible but not longer than 30 days from date of change.

3.0 Cancellation:

3.1 This purchase order may be canceled, without penalty, by either party by providing 30 days written notice to the other party. WV DOT will pay the vendor the bid price, pro-rated for the service performed up to the date specified in the notice of cancellation. Termination under this paragraph shall not relieve the vendor of any obligation or liability that has occurred prior to cancellation.

4.0 Responsibility for Damage Claims:

4.1 The vendor agrees to indemnify and save harmless WV DOT, its agents and employees from all suits, action or claims and from all liability and damages for any and all injuries or damages sustained by any person or property in consequence of any neglect in the performance of the purchase order by the vendor and from any claims or amounts arising or recovered under the "Workers' Compensation Laws"; Civil Practice and Remedies Code, or any other laws. Vendor shall further so indemnify and be responsible for all damages or injury to property of any character occurring during the prosecution of the work resulting from any act, omission, neglect or misconduct of the vendor, his and her agent and employees, in the manner or method of executing the work; or from failure to properly execute the work; or from defective work or materials, Vendor shall not be released from these responsibilities until all claims have been settled and suitable evidence to that effect furnished to WV DOT.

5.0 Competence of Vendor:

5.1 To be entitled to consideration, the vendors shall have available, under its direct employment and supervision, the necessary organization and facilities to properly fulfill all the services required under this purchase order, and only personnel trained in services of this type shall be employed under and for this purchase order. Vendor shall obtain any licenses and permits required for the performance of this service.

5.2 A bid received by a company whose services have been documented as unsatisfactory and/or whose services have documented problems pending resolution in WV DOT may not be considered.

6.0 Right to Audit:

6.1 WV DOT shall have the right to audit the vendor's books and records pertaining to this service during the hours of the normal work day.

7.0 Applicable Laws:

7.1 This purchase shall be governed by the laws of the State of West Virginia.

8.0 Compliance with Laws:

8.1 The vendor shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any court or administrative bodies or tribunals in any matter affecting the performance of this purchase order, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the vendor shall furnish WV DOT with satisfactory proof of its compliance therewith.

9.0 Renewal of Services:

9.1 This service may be renewed for an amount of time not to exceed the original service period. Such renewal shall be at the same rate(s), terms and conditions and should be agreed to in writing by both parties prior to the expiration date.

10.0 Compliance:

10.1 This service shall be done in accordance with the purchase specifications. WV DOT will decide all questions which may arise as to the quality or acceptability of work performed, the manner of performance and the rate of progress of the work, the interpretation of the specifications and the acceptable fulfillment of the service on the part of the vendor.

11.0 Approximate number of each type of equipment to be tested:

Class 337	Truck Cranes (over 18 ton) - 17
Class 261 and 332	Hydraulic Truck Cranes (under 18 ton) - 23
Class 923, 933, and 934	Under Bridge Inspection Units - 4
Class 930 and 931	Bucket & Platform Trucks - 18
Class 336	Yard Cranes - 14
Class 936	Manlifts - 2
Various numbers	Overhead Shop Cranes - 12

12.0 Approximately half of these units will be tested at Nitro, WV, and the other half to be tested at the Equipment Division in Buckhannon, WV, excluding truck cranes over 18 ton. The successful vendor shall be required to travel to various locations throughout the state for these units. Successful Vendor will be required to coordinate testing of these units with D.O.H. Representative for scheduling.

See attached reference map for locations.

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
EQUIPMENT DIVISION

PROCUREMENT SPECIFICATIONS
CRANE INSPECTION 2006

1. PURPOSE: This specification describes service to provide the inspection and testing of cranes, man lifts, and bridge inspection units. These inspections and tests shall be in full compliance with all applicable ANSI and OSHA standards, rules, and regulations. Certification from the vendor that all testing is in full compliance with all applicable ANSI and OSHA standards, rules, and regulations shall be furnished to the West Virginia Department of Transportation (WVDOT) upon completion of the testing. Inspection and testing procedures and reporting shall meet or exceed all minimum requirements specified herein.
2. DEFINITION OF CRANES: For purposes of this specification, cranes shall be identified as any of the following:
 - 2.1 Those covered by ANSI/ASME B30.2 – 1983, or latest revision thereto.
 - 2.1.1 Overhead and gantry cranes (top running bridge, single or multiple girder, top running trolley hoist).
 - 2.2 Those covered by ASME/ANSI B30.17, or latest revision thereto.
 - 2.2.1 Safety standard for overhead and gantry cranes (top running bridge, single girder, under-hung hoist).
 - 2.3 Those covered by ASME/ANSI B30.5 – 1989, or latest revision thereto.
 - 2.3.1 Mobile and locomotive cranes.
 - 2.4 Those covered by ANSI A10.31 – 1987, or latest revision thereto.
 - 2.4.1 Digger Derricks – Safety Requirements, Definitions, and Specifications.
 - 2.5 Manlifts: Those covered by ANSI/SIA A92.2 – 1990 or latest revision thereto.
 - 2.6 Under Bridge Inspection Units: those covered by ANSI/SIA A92.8 – 1993 or latest revision thereto.
3. TESTING COMPANY REQUIREMENTS AND CERTIFICATION:
 - 3.1 Test equipment shall be van and/or trailer mounted to provide mobility to conduct any and all tests on location.
 - 3.2 Equipment shall be mounted so that electronic, X-ray developing, and other sensitive equipment is protected from the elements and equipped so that testing may be completed after normal working hours at specified times.
 - 3.3 All units shall be tested consecutively in compliance with DOH time Frame.
 - 3.3.1 Tests shall be conducted on a scheduled basis upon a two week notification or as agreed to by both parties.

- 3.4 Vendor shall designate a specific crew for nondestructive testing of WVDOT equipment for the entire service period including emergency responses.
- 3.5 Vendor shall not be responsible for the repair and/or maintenance of this equipment.
- 3.6 Vendor shall have an in-house Level II technician to review all methods of nondestructive testing and prepare and/or update all testing procedures. Vendor shall also be responsible for the certification of all Level I and II personnel. The Level II technician shall perform inspection and testing until all nondestructive testing required is accepted by WVDOT's personnel. WVDOT reserves the right to audit the vendor's records periodically to ensure that all inspection and testing is being performed in accordance with these specification requirements.

NOTE: For the purpose of this specification, the following definitions apply:

LEVEL I TECHNICIAN – Inspector who is certified according to the American Society for Nondestructive Testing (ANST) standards to set up testing.

LEVEL II TECNICIAN – Inspector who is certified by ASNT guidelines to do inspections.

- 3.7 All Level I and II technicians shall be certified to that level in accordance with the most current SNT-TC-1A guidelines.
- 3.8 All assistant technicians shall be certified to a minimum of Level I technician.
- 3.9 All inspectors shall be trained and certified in accordance with OSHA and ANSI guidelines.
- 3.10 Upon request, vendor shall provide certifications and resumes of all Level I and II technicians who will perform inspections and testing.
- 3.11 Vendor shall supply documentation to support and justify all reports of defects found during the inspection and testing.
- 3.12 Vendor shall have equipment specifically designed for the inspection and testing of mobile cranes.
- 3.13 All inspection and test reports shall be in accordance with the most current ANSI/ASME standards applicable to the crane being inspected and tested.
- 3.14 Vendor shall have copies of written procedures with the inspection and test vehicles and shall furnish copies (including calibration and criteria for all inspections and tests) to the WVDOT where the inspection and/or testing is performed.
- 3.15 Vendor shall have a minimum of five years experience in the inspection and testing of mobile and overhead cranes. Documentation of experience shall be furnished upon request.

4. REPORTING:

- 4.1 The vendor shall provide WVDOT with a written report where the inspection and/or testing is performed. Also a written report completed and mailed or given to the WVDOT Division of Highways Equipment Division, PO Box 610, Buckhannon, WV 26201, within 24 hours after completion of inspection and testing. The report shall cover items of concern found during the inspection. These items shall be separated into two categories:
 - 4.1.1 Items which must be repaired or replaced prior to the unit being returned to service.
 - 4.1.2 Items which are recommended for replacement, repair, or installation.

- 4.2 Each report shall contain:
 - 4.2.1 WVDOT equipment number, if a number is assigned.
 - 4.2.2 Equipment description with serial numbers.
 - 4.2.3 Date of inspection and/or test.
 - 4.2.4 Date of report.
 - 4.2.5 Signature(s) of inspector(s) including certification number and expiration date.
 - 4.2.6 Numbered pages (i.e., page _____ of _____).
 - 4.2.7 Test location.
- 4.3 Upon completion of satisfactory inspection and test, applicable certificates, documents, recorded date, and/or testimony and seals shall be furnished to the WVDOT where the inspection and/or test is performed.
5. INSPECTION AND TESTING PROCEDURES: Testing requirements for cranes shall be completed in accordance with the following procedures when called for on the invitation for bids or attachment(s) thereto.
 - 5.1 Visual inspection of the complete crane including slings. Mobile cranes shall include inspection of under chassis area which affects stability.
 - 5.2 Load test (for those cranes which have not been load tested within the past year).
 - 5.3 Magnetic particle testing (dry) shall be conducted on all critical welds and shall be conducted in accordance with ASTM E709-85 and E125-85, or latest revisions thereto.
 - 5.4 Ultrasonic testing shall be conducted on all critical pins and shall be conducted in accordance with ASTM E114-90, or latest revision thereto.
 - 5.5 Dye penetrant testing shall be conducted in accordance with ASTM E165-83, or latest revision thereto.
 - 5.6 Jib Test (if so equipped) in accordance with applicable ANSI/ASME B30.2 – 1983, and/or B30.5 – 1989, or latest revision thereto.
 - 5.7 Dielectric test (if unit is an electrically insulated type) shall be conducted on insulated derricks in accordance with applicable ANSI A10.31 – 1987, or latest revision thereto.
 - 5.8 GENERAL AND OR APPLICABLE TESTS: Shall be conducted to ensure compliance with the following as applicable to the crane:
 - 5.8.1 ASME/ANSI B30.2, safety standard for overhead and gantry cranes (top running bridge, single or multiple girder, tip running trolley hoist), or latest revision thereto.
 - 5.8.2 ASME/ANSI B30.17, safety standard for overhead and gantry cranes (top running bridge, single girder, under-hung hoist), or latest revision thereto.
 - 5.8.3 CMAA No. 70, specifications for overhead traveling cranes, or latest revision thereto.

- 5.8.4 CMAA No. 74, specification for top running and under running single girder electric overhead traveling cranes utilizing under running trolley hoists, or latest revision thereto.
- 5.8.5 NEC, Article 610, Cranes and Hoists, Section C, 610-21a, or latest revision thereto.
- 5.8.6 OSHA, 29 CFR 1910.179 (j), Inspection Procedures, or latest revision thereto.
- 5.9 Any mobile unit intended for use around electrically charged conductors shall meet the electrical requirements of ANSI/SIA A92.2 – 1990 or latest revision thereto.
- 6.0 The inspection of under bridge inspection units shall include all items specified by the manufacturer for the annual inspection – ANSI/SIA A92.8 – 1993 or latest revision thereto

CRANE INSPECTION 2006

BIDDER'S EVALUATION SHEET

Please provide quotation for specified service/inspection on the following units:

Truck Cranes (over 18 ton) – Class 337	\$ _____	EA.
Hydraulic Truck Cranes (under 18 ton) – Class 261, 332	\$ _____	EA.
Under Bridge Inspection Units – Class 932, 933, and 934	\$ _____	EA.
Bucket and Platform Trucks – Class 930 and 931	\$ _____	EA.
Yard Cranes – Class 336	\$ _____	EA.
Manlifts – Class 936	\$ _____	EA.
Overhead Shop Cranes	\$ _____	EA.

Travel expense charge for Truck Cranes (over 18 tons as noted in Section 12.0)	\$ _____	HR.
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Will all service be provided as specified? _____ YES _____ NO

For any service/inspection not provided as specified an exception sheet shall be attached explaining in detail any deviation for the specified requirements. Any such exceptions will be judged as to nonconformance to the specifications. It may be determined by the West Virginia Division of Highways that such exception does, or does not, reduce the quality and performance of the affected service/inspection below an acceptable level.

Failure to submit the Bidders Evaluation Sheet, complete in its entirety and according to directions indicated on subject sheet, may subject the bidder to disqualification.

A F F I D A V I T

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 owned 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 exceeds 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.

LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

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. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

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

Vendor's Name: _____

Authorized Signature: _____ Date: _____