



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 |
| 707EC003   |

|      |
|------|
| PAGE |
| 1    |

|   |
|---|
| ADDRESS CORRESPONDENCE TO ATTENTION OF: |
| JOHN JOHNSTON<br>304-558-2402           |

RFQ COPY  
 TYPE NAME/ADDRESS HERE

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

|              |               |          |        |               |
|--------------|---------------|----------|--------|---------------|
| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
| 08/27/2006   |               |          |        |               |

BID OPENING DATE: 09/06/2006 BID OPENING TIME 01:30PM

| LINE   | QUANTITY | UOP | CAT NO | ITEM NUMBER                                     | UNIT PRICE | AMOUNT |
|--|----------|-----|--------|---|------------|--------|
|  |          |     |        | ADDENDUM NO. 1                                  |            |        |
|  |          |     |        | CHANGES TO THE SPECIFICATIONS PER THE ATTACHED. |            |        |
|  |          |     |        | BID OPENING DATE AND TIME REMAINS THE SAME.     |            |        |
|  |          |     |        | NO OTHER CHANGES.                               |            |        |
| 0001   | 1        | EA  |        | 020-04<br>BRUSH CHIPPER, TRAILER MOUNTED        |            |        |
| ***** THIS IS THE END OF RFQ 707EC003 ***** TOTAL: |          |     |        |   |            |        |

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 \$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.

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**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

ADDENDUM #1  
707EC003

OPEN END CONTRACT  
BRUSH CHIPPER, TRAILER MOUNTED

CHANGES TO SPECIFICATIONS:

FROM:

4.2 – DELIVERY (2<sup>ND</sup> Paragraph – Line 2 and 3)

Delivery is preferred within 135 days maximum

TO:

4.2 – DELIVERY (2<sup>ND</sup> Paragraph – Line 2 and 3)

Delivery is preferred within 135 days

FROM:

10.4 – Discharge chute shall be provided with manufacturers recommended support leg,  
and a 360° fully adjustable end deflector

TO:

10.4 - Discharge chute shall be provided with manufacturers recommended support leg,  
and a 360° fully adjustable end deflector

DELETE:

10.4.2 - Hydraulic self feeding roller/s with control bar that starts, stops, and reverses the  
flow of feed.

ADDENDUM #1  
707EC003

OPEN END CONTRACT  
BRUSH CHIPPER, TRAILER MOUNTED

CHANGES TO BIDDERS EVALUATION REPORT:

X4 2 – DELIVERY No change required

FROM:

X10 4 Is discharge chute provided with manufacturers recommended support leg,  
and 360E fully adjustable end deflector?  YES  NO

TO:

X10 4 Is discharge chute provided with manufacturers recommended support leg,  
and 360° fully adjustable end deflector?  YES  NO

DELETE:

X10 4 2 Does unit have hydraulic self feeding roller/s with control bar that starts,  
stops, and reverses the flow of feed?

# SIGN IN SHEET

Page 1 of     

RF# 707EC003  
Date 8-27-06

| Firm & Representative Name:                              | Mailing Address:                                      | Phone&Fax#:                                    |
|--|---|--|
| 1 <u>Middletown Tractor</u><br><u>Zach Marsh</u>         | <u>2032 Fairmont Ave</u><br><u>Fairmont WV 26554</u>  | P <u>304-366-4690</u><br>F <u>304-366-4698</u> |
| 2 <u>WEST VIRGINIA TRACTOR</u><br><u>GARY GRADY</u>      | <u>P.O. BOX 473</u><br><u>CHARLESTON WV 25322</u>     | <u>346-5301</u><br><u>346-5305</u>             |
| 3 <u>Vermeer of W. Va</u><br><u>George Jones</u>         | <u>P.O. Box 29 ST Albans</u><br><u></u>               | <u>768-5965</u><br><u></u>                     |
| 4 <u>Unionstown Ind. EQ</u><br><u>MIKE CLOWEN</u>        | <u>100 COLLEGE DR</u><br><u>LEWISTOWN FURNACE, PA</u> | <u>800-229-5948</u><br><u></u>                 |
| 5 <u>Valley Air, Inc.</u><br><u>Jim Pawley</u>           | <u>P.O. Box 6516</u><br><u>CHARLESTON, WV 25362</u>   | <u>304, 345-2851</u><br><u>304, 345-2856</u>   |
| 6 <u>Beina Cantrell</u><br><u>Anderson Equipment Co.</u> | <u>7 Ruskin Dr.</u><br><u>Fairmont, WV 26554</u>      | <u>304-366-3075</u><br><u>304-366-7214</u>     |
| 7 <u>Fores Coakley</u><br><u>Dorisee</u>                 | <u>DOH</u><br><u></u>                                 | <u></u><br><u></u>                             |

Please print or write legibly!  
Your Fax # is essential to contact you timely!