



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
AGR0728

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
RON PRICE 304-558-0492

VENDOR	RFQ COPY
	TYPE NAME/ADDRESS HERE

SHIP TO	DEPARTMENT OF AGRICULTURE
	MOOREFIELD FIELD OFFICE BOX 302 RR 1 MOOREFIELD, WV 26836-0302 304-558-2222

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
10/24/2006				

BID OPENING DATE: **11/02/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				CHANGE THE BID OPENING DATE FROM 10/26/06 TO 11/2/06		
				CHANGES TO THE SPECIFICATIONS AS PER THE ATTACHED		
0001	1	LS		971-08		
				CONSTRUCTION OF A POLE BUILDING		
***** THIS IS THE END OF RFQ AGR0728 ***** 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.

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



State of West Virginia
DEPARTMENT OF AGRICULTURE

Gus R. Douglass, Commissioner

Janet L. Fisher
Deputy Commissioner

Steve Hannah
Deputy Commissioner

MEMORANDUM

TO: Sandi Gillispie, Director
Administrative Services Division

FROM: Michael Steadman
Building and Grounds

SUBJECT: ADDENDUM TO RFQ NO. AGR0728

DATE: October 24, 2006

RECEIVED
2006 OCT 24 PM 1:33
PURCHASING DIVISION
STATE OF WV

Change the following line items to RFQ No. AGR0728:

Page 11

I. GENERAL,

B. SUBMITTALS

- 1) The successful bidder must submit shop drawings with completed information on the proposed building to the WVDA for approval. All shop drawings must be stamped by a Professional Engineer, registered in West Virginia, verifying compliance with the 2003 IBC code. Shop drawings shall show methods of installation, footer design, and spacing for pole, wall girts, purlins, trusses, and bracing, roof and wall panels, ridge vent, gutter, downspout layout, and load calculations.

Page 13

II. SCOPE OF WORK

A. SITE PREPARATION

- 1) Work will commence on existing grade.

Addendum to RFQ No. AGR0728

Page 2 of 2

October 16, 2006

B. BUILDING DETAILS

- 2) Garage doors - Install four (4) operational, non-insulated, sectional, overhead, and commercial, garage doors with locks. Doors shall be equipped with electronic opener. Electric hookup will be provided by others. All four (4) garage doors shall be at least 12-feet wide x 16-feet high.
- 4) An awning shall be constructed using the same style and color of the main roof panels. The awning shall be no less than six (6) feet wide x four (4) feet deep and shall be centered above the entrance door opening.

D. WALL AND ROOF COVERING

Page 14

7. Snow retention system shall be installed in accordance to the manufactures instructions.

Pre-Bid Conference SIGN IN SHEET

[Please Print]

Request for Proposal No.: AGRD 728 Date: 10/12/06

Firm & Representative Name	Mailing Address	Telephone & FAX Numbers
1. <u>LEE REGER BUILDS, INC</u> <u>JOHN KISSELLA</u>	<u>PO BOX 1872</u> <u>SHINNISTON, WV 26431</u>	T: <u>304-592-2083</u> F: <u>304-592-3920</u>
2. <u>R&R CONSTRUCTION</u>	<u>P.O. BOX 692</u> <u>FORT ASHBY WV</u> <u>26719</u>	C- <u>301-707-4365</u> T: <u>304-726-4595</u> F: _____
3. _____ _____	_____	T: _____ F: _____
4. _____ _____	_____	T: _____ F: _____
5. _____ _____	_____	T: _____ F: _____
6. _____ _____	_____	T: _____ F: _____
7. _____ _____	_____	T: _____ F: _____
8. _____ _____	_____	T: _____ F: _____
9. _____ _____	_____	T: _____ F: _____
10. _____ _____	_____	T: _____ F: _____

RECEIVED
 2006 OCT 17 P 3:33
 PURCHASING DIVISION
 STATE OF WV

Please print or write legibly. The fax number is essential to contact the attendees in a timely manner.