



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
DNR80120

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT 304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF NATURAL RESOURCES
 PROCUREMENT OFFICE
 CAPITOL COMPLEX
 BUILDING 3, ROOM 630
 CHARLESTON, WV
 25305 304-558-3397

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
01/29/2007				

BID OPENING DATE: 02/13/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #01						
THIS ADDENDUM IS ISSUED AS A RESULT OF THE PRE-BID HELD ON JANUARY 25, 2007; WHEREAS THE ADDITIONS, DELETIONS, AND/OR MODIFICATIONS ARE STATED PER THE ATTACHED.						
ATTACHMENTS: 1. PRE-BID MEETING NOTES (INCLUDING PRE-BID SIGN-IN SHEET) 2. ADDENDUM #01						

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

PREBID MEETING NOTES

Project - Berwind Lake Pool Renovation
RFQ DNR80120

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|-------------------------------------|--|
| Sign in sheet | <ul style="list-style-type: none">• Attached |
| Addendum | <ul style="list-style-type: none">• Attached |
| Mandatory pre bid meeting/ | <ul style="list-style-type: none">• Bids not accepted from anyone not attending pre-bid meeting and signing sign-in sheet.• Attendance defined as being present before the meeting is formally adjourned. |
| Introduction of parties | <ul style="list-style-type: none">• Steve DeBarr, Chief Engineer 304-558-2775 or cell 304-553-9286• Nick Huffman, Park Superintendent 304-875-2577• John Abbott, Buyer Division of Purchasing 304-558-0492 (not present) |
| Bidding documents | <ul style="list-style-type: none">• Drawings.• Specifications.• Request for quotations.• Addendum. |
| Contact to obtain bidding documents | <ul style="list-style-type: none">• Drawings and specifications contact Steve DeBarr 304-558-2775.• Request for quotations contact John Abbott, Buyer Division of Purchasing 304-558-0492• Addendum will be forwarded from Division of Purchasing. |
| Bidding procedure | <ul style="list-style-type: none">• Submit as stipulated in RFQ.• Submit at time and locations stipulated in RFQ.• Lump sum bid.• Do not qualify bids in any manner. |
| Bid opening | <ul style="list-style-type: none">• 02-13-07 |
| Bid alternates | <ul style="list-style-type: none">• None. |

PREBID MEETING NOTES

Project - Berwind Lake Pool Renovation
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- | | |
|--------------------------------------|---|
| Probable notice to proceed date | <ul style="list-style-type: none">• 04-01-07 |
| Contract time | <ul style="list-style-type: none">• 180 days |
| Bonding and Insurance requirements | <ul style="list-style-type: none">• As described in RFQ.• Contact John Abbott for more information.• Need bid bond, performance bond, and materials/labor payment bond. |
| Wage Rates | <ul style="list-style-type: none">• Wage rates as shown in bidding documents• Pay higher of WV prevailing wage or Davis Bacon wage• Contractor to submit certified payrolls weekly to Sojuana Ellis, Region 3 |
| Safety | <ul style="list-style-type: none">• Contractors responsibility |
| Sequence of work requirements | <ul style="list-style-type: none">• None |
| On site work limitations | <ul style="list-style-type: none">• Morning start time - no limitation• Evening quit time - no limitation |
| Materials storage | <ul style="list-style-type: none">• Limited to site in vicinity of work |
| Permits to be obtained by Contractor | <ul style="list-style-type: none">• None |
| Permits obtained by Owner | <ul style="list-style-type: none">• Permission to construct from Division of Health |
| Working in vicinity of park guests | <ul style="list-style-type: none">• Keeps site clean and free of loose debris so as to not be an eyesore or nuisance.• Keep roads and walks clean and free from mud, dust, debris.• Pay attention to park speed limits. |

PREBID MEETING NOTES

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Work and or
materials
furnished by
Owner

- None

Payment
procedure

- Applications to be made monthly.
- Applications to be made on AIA Documents G702 and 703.
- Submit to engineer's attention.
- Progress payments to be made on estimated percent complete of each item listed in the approved schedule of values.
- Approved applications forwarded to Finance and Administration for payment.
- Typical time to receive payment is 4 to 6 weeks.

Project discussion
(items that clarify
but not modify
bidding documents
i.e. no addendum
required)

- Bid as drawn and specified.
- Contractor is expected to construct in strict accordance with the contract documents with deviation, unless such deviation or modification is approved by the Engineer
- Contractor responsible for locating all underground utilities prior to commencing work
- Parking area is not a part of this work
- Install vinyl liner according to manufacturers installation instructions, with particular attention to proper substrata preparation

PREBID MEETING NOTES

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Project discussion
(items that
modify bidding
documents i.e.
addendum
required)

- Remove and dispose of all concrete deck and replace with new concrete deck
- Properly and legally dispose of all demolished concrete offsite and delete all references on drawings to concrete being buried in the proposed parking area.
- Delete all references in documents to diving well being filled with stone.
- Diving well to be lined with vinyl liner.
- Delete references in documents to removing diving board stand and support concrete. Diving board stand and concrete support for diving board stand to remain.
- Delete references in documents to furnishing float line anchors and float line for lap swimming.

PREBID MEETING NOTES

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PRE-BID MEETING SIGN IN

Park/ Project: Berwind Lake Pool Replacement
Date: 01-25-07

sheet of

Representative name	Chris Dozier
Company name	Darbill Construction Company
Address	P.O. Box 685 Conroy Bridge, W.V. 25085
Phone	304 632-1600
Fax	304 632-1501
email	cdozier33@yahoo.com
Need plans and specifications?	
Representative name	Eric West
Company name	Sparkle Pool Company inc.
Address	1993 US Hwy 19 N Jane Lew, WV 26378
Phone	(304) 269-2705
Fax	(304) 269 2711
email	Dwest@sparklepoolco.com
Need plans and specifications?	

PROJECT ADDENDUM

Project - Berwind Lake Pool	Page 1 of 1
Addendum No. 1	01-25-07

Addendum (items that modify bidding documents) i.e.

1. Remove and dispose of all concrete deck and replace with new concrete deck
2. Properly and legally dispose of all demolished concrete offsite and delete all references on drawings to concrete being buried in the proposed parking area.
3. Delete all references in documents to diving well being filled with stone.
4. Diving well to be lined with vinyl liner.
5. Delete references in documents to removing diving board stand and support concrete. Diving board stand and concrete support for diving board stand to remain.
6. Delete references in documents to furnishing float line anchors and float line for lap swimming.