



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
EDD265462

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**KRISTA FERRELL
 304-558-2596**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/08/2007				

BID OPENING DATE: **01/18/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
THIS ADDENDUM IS ISSUED TO ANSWER QUESTIONS RECEIVED AT THE MANDATORY PRE-BID MEETING AND TO ADD SKETCHES INADVERTANTLY MISSED IN THE ORIGINAL RFQ.						
BID OPENING DATE REMAINS: 01/18/2007 BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 2 *****						
0001	1	EA		924-10		
CONSULTING, EDUCATIONAL						
***** THIS IS THE END OF RFQ EDD265462 ***** 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

Addendum #2 to EDD265462
Building 6, 6th Floor Renovation

A mandatory pre-bid meeting was held on Wednesday, January 03, 2007 in the lobby of the 6th floor of Building 6 of the Capitol Complex. Attached is the attendees list. The following questions were asked:

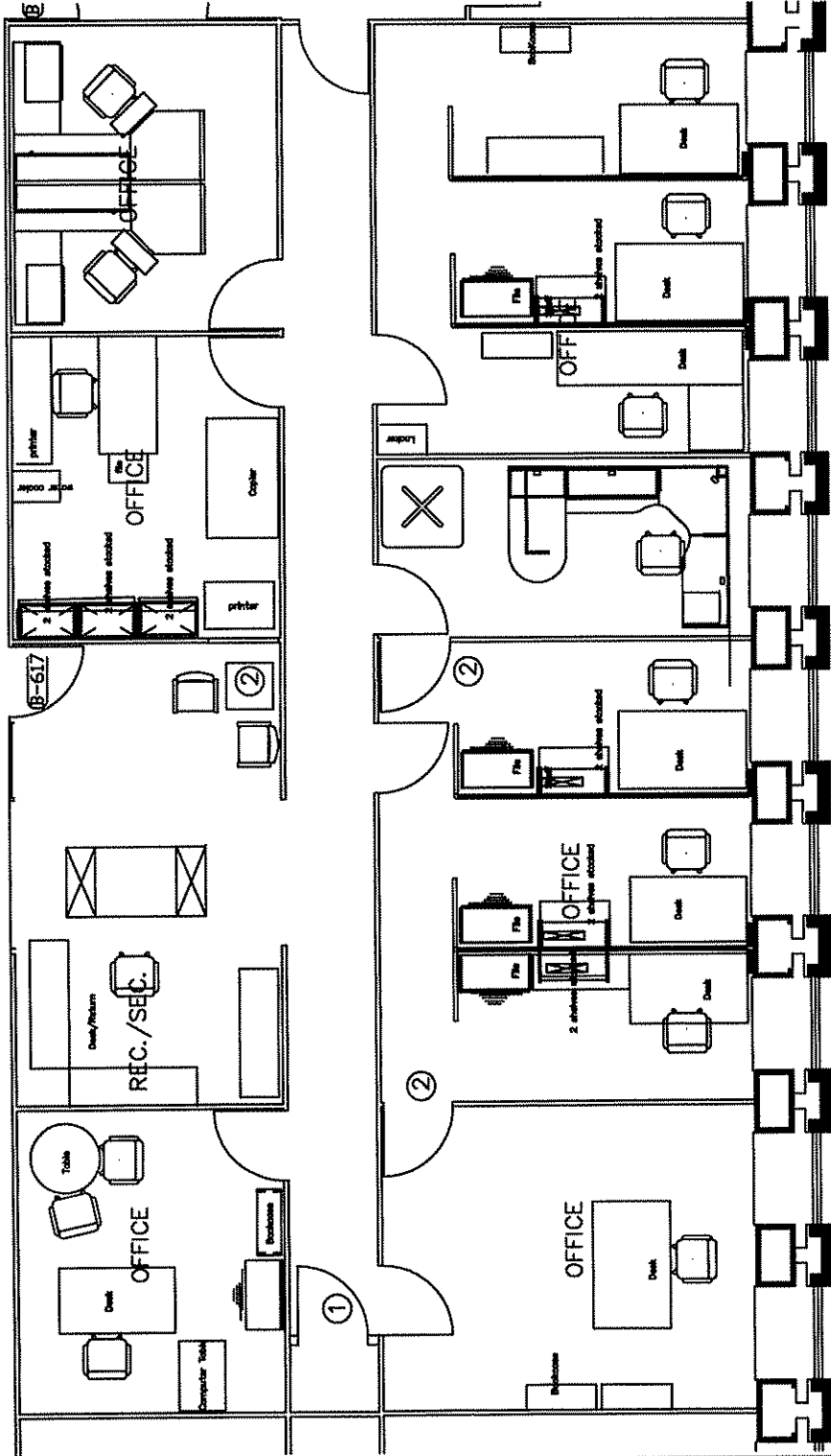
1. Q. Who is responsible for drilling through the asbestos floor tile?
A. The asbestos work will be a separate contract. This contractor is responsible for marking all core drilled holes. The asbestos contractor will then isolate the area and drill the holes?
2. Q. What material is to be used for the waste line for the alternate sink?
A. PVC is an acceptable material.
3. Q. Are isolation valves installed on the hot and cold water lines at each floor of the building?
A. Yes.
4. Q. Are sketches of the area available for the contractor's use?
A. Sketches SK-1, SK-2, SK-3, and SK-4 are attached to this addendum.
5. Q. Are new receptacles to be surface mounted?
A. Yes.

Questions will be accepted until 5:00 PM on Tuesday, January 9. All questions must be submitted in writing to Purchasing per the Request for Quotation.

Notes:

(Apply to SK-1 and SK-2)

- ① New stud wall. Extend to 18" below ceiling. Provide new wood door, frame, and locking hardware.
- ② Remove existing panel containing door. Replace with new blank panel provided by owner. Turn over door to owner.
- ③ Not used.
- ④ Not used.
- ⑤ Not used.
- ⑥ Remove door from hinges. Turn over to owner.
- ⑦ Not used.
- ⑧ Install sink in existing countertop. Remove and reinstall cabinets as required for new furred wall.



Partial Sixth Floor Plan

Scale: 1/8" = 1'-0"

SK-1

West Virginia Department of Education Building 6 - Sixth Floor Renovation

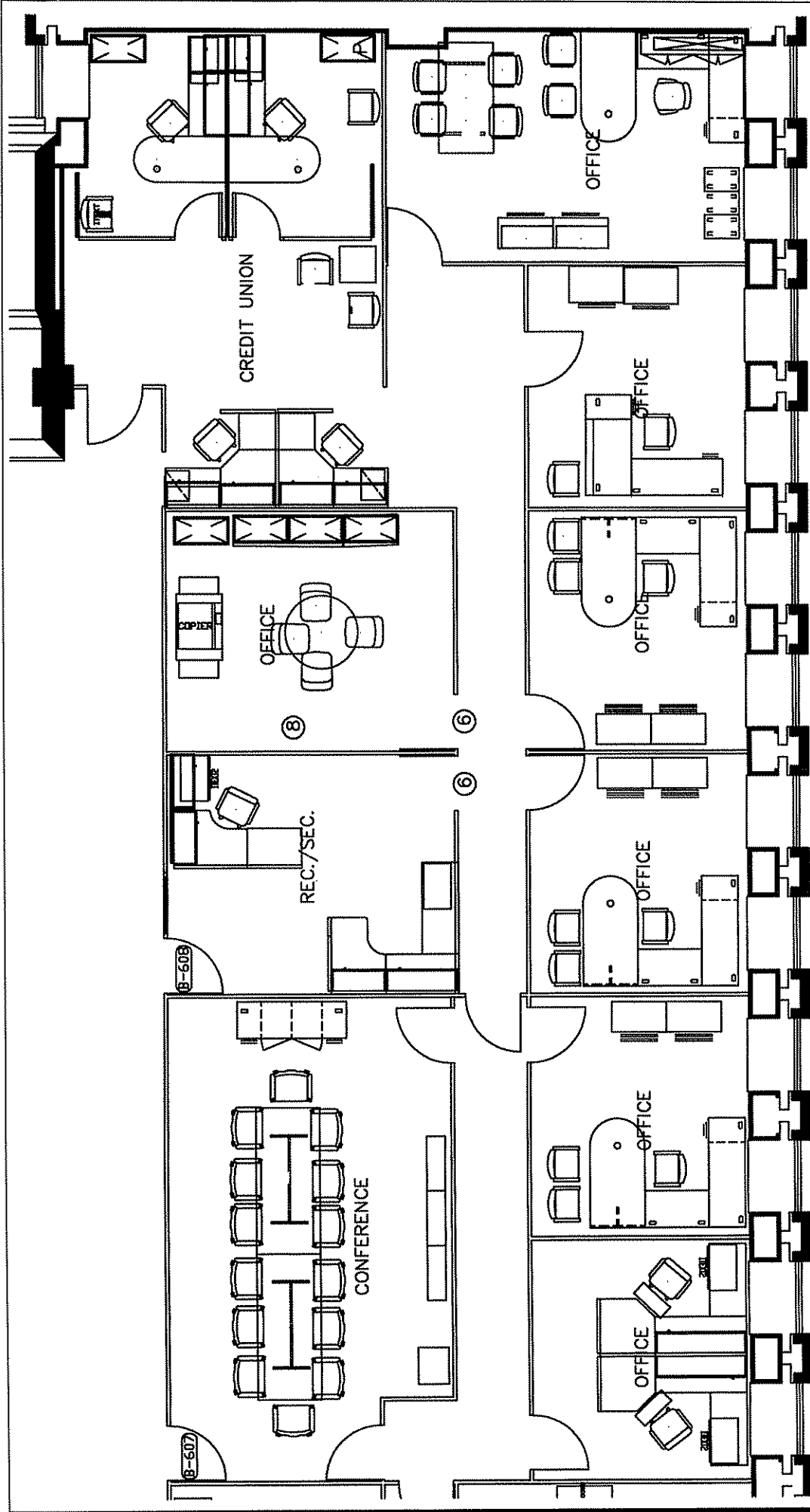
Office of School Facilities

Bill Elswick, Exec. Director

Date: 10/26/06

Drawn by: JEH

003



Partial Sixth Floor Plan

Scale: 1/8" = 1' - 0"

West Virginia Department of Education Building 6 - Sixth Floor Renovation

Office of School Facilities

Bill Elswick, Exec. Director
Date: 10/26/06
Drawn by: JEH

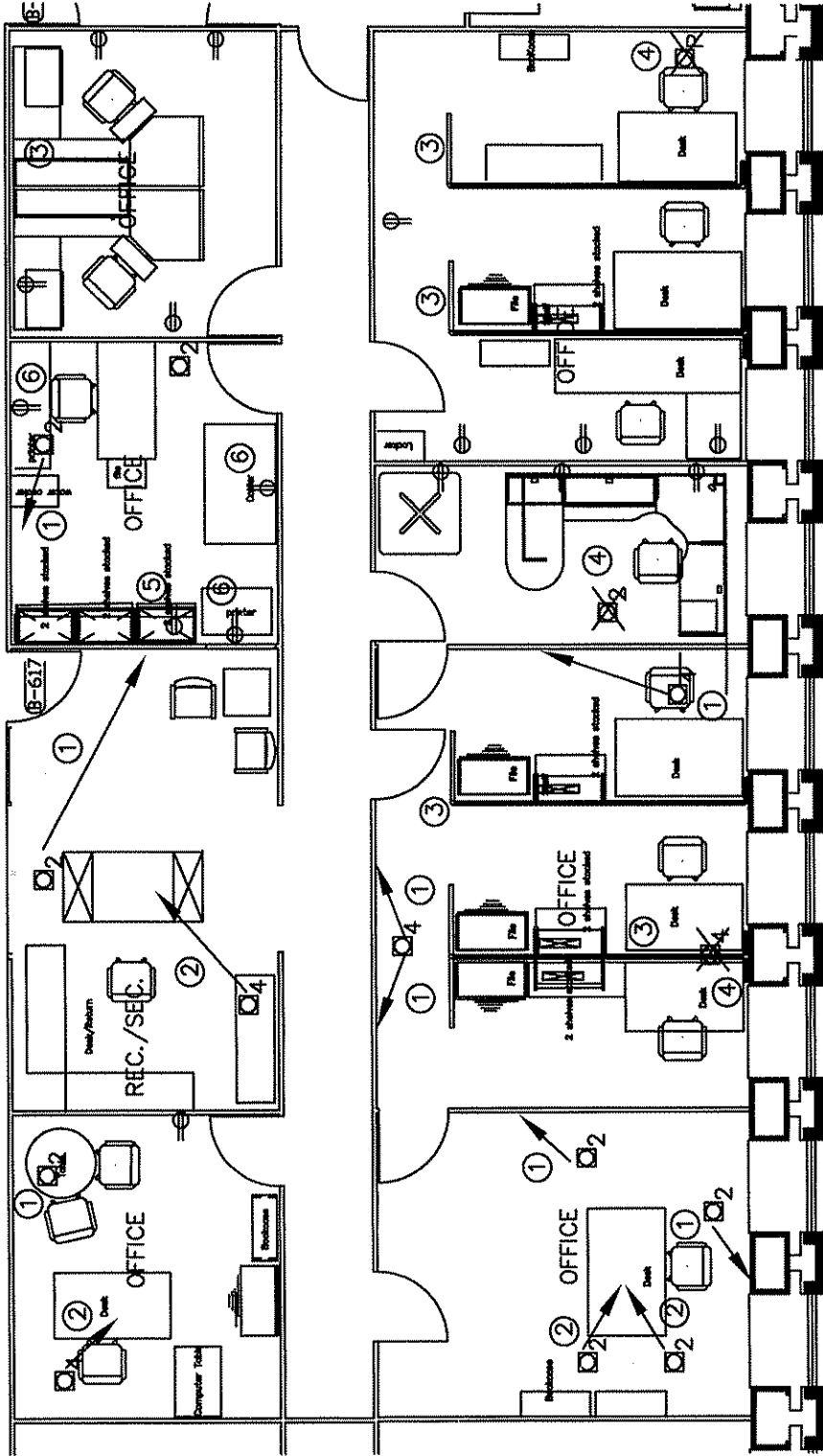
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SK-2

Notes:

(Apply to SK-3 and SK-4)

- ① Cap existing floor box and relocate to wall as shown.
- ② Relocate existing floor box as shown. Replace with new as required.
- ③ Pull power and connect pigtail provided by furniture supplier.
- ④ Cap existing floor box.
- ⑤ Relocate existing receptacle to above work space. Coordinate height with furniture supplier.
- ⑥ New receptacle.



Partial Sixth Floor Plan

Scale: 1/8"=1'-0"

SK-3

West Virginia Department of Education Building 6 - Sixth Floor Renovation

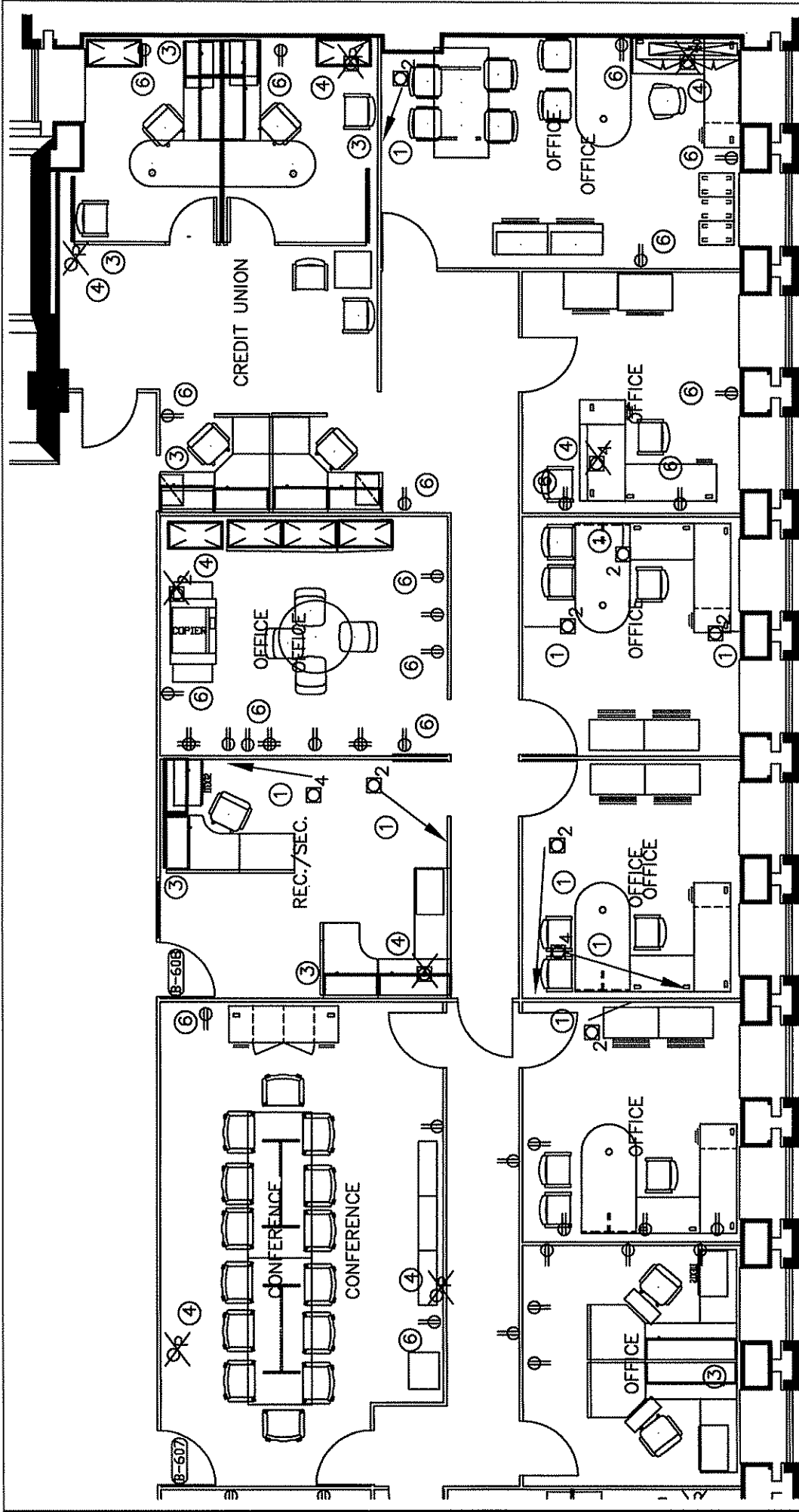
Office of School Facilities

Bill Elswick, Exec. Director

Date: 10/26/06

Drawn by: JEH

005



Partial Sixth Floor Plan

Scale: 1/8"=1'-0"

SK-4

West Virginia Department of Education Building 6 - Sixth Floor Renovation

Office of School Facilities

Bill Elswick, Exec. Director
Date: 10/26/06
Drawn by: JEH

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