



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
HHR70055

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES
 BUILDING MANAGEMENT
 VARIOUS LOCALES AS INDICATED

DATE PRINTED 10/13/2006	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
BID OPENING DATE: 10/25/2006		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
1. EQUIPMENT LIST HAS BEEN UPDATED AS PER ATTACHED.						
2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
3. THE BID OPENING DATE HAS BEEN MOVED FROM OCTOBER 20, 2006 TO OCTOBER 25, 2006.						
NO OTHER CHANGES						
0001	1	JB		936-10		
BLANKET CONTRACT TO PROVIDE HVAC MAINTENANCE						
***** THIS IS THE END OF RFQ HHR70055 ***** 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

#	Building Location and Type of Equipment	No. of Units	Manufacturer	Size	Area Served	Model Number	Serial Number	O&M Manual Reference	Monthly Cost
350 Capitol Street, Charleston, WV 25301 (Diamond Building)									
1	Computer Room Water-Cooled AC	2	Data Aire, Inc.	17 ton	Section 1	O&M 10/89		Page 23	\$
2	Computer Room Steam Humidifiers	2	Nortec Industries		Section 1	MES-U MES-P		Page 4	\$
3	Water Source Heat Pumps	192	Trane	1-5 tons	Section 2			Pages 107-109	\$
4	Programmable Thermostats	190	Honeywell		Section 2	VAV-ION-8		Pages 1-2	\$
5	Cooling Tower & Water Treatment	4	Trane VariTrac II	600 ton	Section 3	M248/1-OBA PP-5M-8/96			\$
6	Closed Recovery System & Separator	1	Baltimore Aire Coil		Section 3	CRS-360-C LS-574 LS-301N			\$
7	Plate Frame Heat Exchanger	1	Lakos		Section 3				\$
8	Centrifugal Pumps	3	Armstrong		Section 4	PFX85			\$
9	Flow Combination Valves	3	Armstrong		Section 5	4030 SERIES			\$
10	Roof Top Gas Fired Make-up Air Units	3	Armstrong		Section 5	FLO-TREX			\$
11	Honeywell Damper Motor	3	Trane		Section 6	1200 PBH			\$
12	Power Roof Ventilators	3	Honeywell		Section 6	M436A/MK36A,B			\$
13	Centrifugal Roof Ventilator	1	Loren Cook Company		Section 7	H-SERIES-M-A		Pages 7-11	\$
14	Propeller Wall Fan	2	Loren Cook Company		Section 7	AC-SERIES-AC-M-8		Pages 6-8	\$
15	Motorized Outside Air Louvers	2	Loren Cook Company		Section 7	30-XLHP S X-STREAM 5/97		Page 4	\$
16	Hot Water Heating Boiler	2	Stebe		Section 7	MA-305 F-06491-22 BK		Page 4	\$
17	Packaged Terminal Air Conditioners	2	Lochinvar Copper-Fin		Section 8	CB0985 MNL7019 REV A		Pages 8-11	\$
18	Water Treatment	2	Trane		Section 9	PTECM-1		Pages 18-19	\$
19	Filter Service External Units	1			Section 10				\$
		3			Section 11				\$

#	Building Location and Type of Equipment	No. of Units	Manufacturer	Size	Area Served	Model Number	Serial Number	O&M Manual Reference	Monthly Cost
20	Filter Service Internal Units	192			Section 11				\$
21	Filter Service Computer Room	2			Section 11				\$
22	Wall Resistance Heaters	3 1	Qmark Ray Wall		Section 12				\$
23	Infrared Radiant Heater	1	Re Verber Ray		Section 12	DR 30 NSPI-9 120V UNVENTED			\$
24	DDC Controls Tracer Building Mgmt. System	1	Trane		Section 13	SERIES EMTB-OG-15			\$
500 Capitol Street, Charleston, WV 25301 (Parking Building)									
1	HVAC Packaged Unit	2	Trane		Section 11	PTEC1502G13A			\$
619 Virginia Street, West, Charleston, WV 25302 (Medical Examiner's Building)									
1	Outdoor makeup air dx cooling and dehumidification unit	2	REZNOR	12.5 ton		RDDA-144-300			\$
2	Outdoor makeup air dx cooling and dehumidification unit	1	REZNOR	8.5 ton		RDDA-102-200			\$
3	Outdoor makeup air dx cooling, gas heat unit w/condenser	2	REZNOR	5.0 ton		RDCA-060-100			\$
4	Belt driven Exhaust fan w/backward inclined centrifugal wheel	2	GREENHECK	230		SWB-215-30			\$
5	Centrifugal Roof Exhaust Fan	1	GREENHECK	50		GB-071-6			\$
6	Belt driven Exhaust fan w/backward inclined centrifugal wheel	1	GREENHECK	140		SWB-210-7			\$
7	Centrifugal Roof Exhaust Fan	1	GREENHECK	50		GB-081-6			\$
8	Centrifugal Upblast Exhaust Fan	1	GREENHECK	25		SQ-70-G			\$
9	Lay-in Electric Ceiling Heater	1	QMARK			CDF-548			\$
10	Wall Mount Electric Heater	4	QMARK			AWF-4404			\$
11	Canopy Hood	1	LABCRAFTERS			H-466			\$
12	Air Control Valve								\$
13	Filter Service		American Air Filter						\$

#	Building Location and Type of Equipment	No. of Units	Manufacturer	Size	Area Served	Model Number	Serial Number	O&M Manual Reference	Monthly Cost
14	DDC Control System	1	Johnson			METASYS			\$
167 11th Avenue, South Charleston, WV 25303 (Laboratory Services)									
1	Rooftop Unit	1	YORK	7.5 ton		DF090N10PAAA4			\$
2	Rooftop Unit	1	YORK	5 ton		DM060N08P2AAJ 1			\$
3	Rooftop Unit	1	YORK	5 ton		DM060N08P2SSJ 1			\$
4	Rooftop Unit	1	YORK	4 ton		DM048N06P2AAJ 1			\$
5	Rooftop Unit	1	YORK	6 ton		DF072N08P2AAJ 1			\$
6	Rooftop Unit	1	YORK	6 ton		DF072N08P2AAJ 1			\$
7	Rooftop Unit	1	YORK	10 ton		DF120N15P2AAA 3			\$
8	Rooftop Unit	1	YORK	6 ton		DF072N08P2AAJ 1			\$
9	Rooftop Unit	1	YORK	8.5 ton		DF102N10P2AAA 4			\$
10	Rooftop Unit	1	YORK	5 ton		DM060N08P2AAJ 1			\$
11	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-070-6			\$
12	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-141-3			\$
13	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-101-4			\$
14	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-151-5			\$
15	Belt driven Exhaust fan w/backward inclined centrifugal wheel	1	GREENHECK			SWB-210-5			\$
16	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-101-4			\$
17	Belt driven Exhaust fan w/backward inclined centrifugal wheel	1	GREENHECK			SWB-131-5			\$
18	Centrifugal Roof Exhaust Fan	1	GREENHECK			GB-131-5			\$
19	Centrifugal Roof Exhaust Fan-Belt Driven	1	COOK			ACEB-100C2B			\$

#	Building Location and Type of Equipment	No. of Units	Manufacturer	Size	Area Served	Model Number	Serial Number	O&M Manual Reference	Monthly Cost
20	Centrifugal Roof Exhaust Fan-Belt Driven	1	COOK			ACEB-70C2B			\$
21	Filter Service								\$
22	Rooftop Unit	1	Aaon	10 ton		RM-010-8-0AA02-334	200602-AMGJ23854		\$
23	Rooftop Unit	1	Aaon	6 ton		RM-006-8-0-AA01-322	200602-AMGF24080		\$
24	Rooftop Unit	1	Aaon	13 ton		RM-013-8-0-AA	200		\$
167 11th Avenue, South Charleston, WV 25303 (Bio-Safety Level III Laboratory)									
1	Makeup Air	1	Aaon	16		49207	200312-AKCHO 11201		\$
2	Makeup Air	1	Aaon	8		49206	200312-AKCHO 7823		\$
3	Exhaust with HIPA Filtration	1	Acme	3hp		QBR161	03A711210		\$
4	Exhaust with HIPA Filtration	1	Acme	3hp		QBR161			\$
5	Control System	1	Honeywell			Excel 500			\$
6	Filter Service								\$
								Monthly Total =	\$
<p>Other Work: When non-preventative maintenance work is requested of the Vendor by the Agency, the Vendor shall provide labor and material needed to accomplish the requested work. Vendor shall bill for this labor at his regular hourly rate and materials shall be billed at the Vendor's cost, plus 10%.</p> <p>Mechanic = \$ _____ per hour Helper = \$ _____ per hour</p> <p>Documentation of the Vendor's cost for materials, in the form of invoices from third-party vendors, shall accompany any bills to the Agency for work as defined in this paragraph.</p>									
<p>Contractor's Name: _____</p> <p>Telephone Numbers: _____</p> <p>Normal Business Hours: _____</p> <p>After Normal Business Hours: _____</p> <p>Competence of Vendor: Vendor should attach information to demonstrate experience and resume of employees.</p>									
<p>Monthly Sub-Totals by Location</p> <p>350 Capital Street \$</p> <p>500 Capital Street \$</p> <p>619 Virginia St.W \$</p> <p>167 11th Ave (Lab) \$</p> <p>167 11th Ave (Bio) \$</p>									

Vendor:	Spending Unit:
---------	----------------

Requisition No.: HHR70055

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

Addendum No.'s:

No. 1 _____

No. 2 _____

No. 3 _____

No. 4 _____

No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

Signature

Company

Date