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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

RFO NUMBER ISCG0043

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

DEPARTMENT OF ADMINISTRATION IS&C - DATA CENTER MANAGER BUILDING 6, ROOM B110 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305-0135 304-558-5914

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## 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.
- 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 Viginia 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



VENDOR

State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

### Request for Quotation

RFO NUMBER ISCG0043

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ANDOR

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State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

### Request for Quotation

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F.O.B.

KRISTA FERRELL 304-558-2596

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DEPARTMENT OF ADMINISTRATION
IS&C - DATA CENTER MANAGER
BUILDING 6, ROOM B110
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305-0135 304-558-5914

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1900 KANAWHA BOULEVARD, EAST 25305-0135 304-558-5914

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SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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#### REQUEST FOR QUOTATION

The Office of Technology is replacing the Uninterruptible Power System (UPS) that currently provides back-up power for the mainframe and the server room located on the first floor of Office Building 6, State Capitol Complex, Charleston, West Virginia. To add a secondary power supply, this request for quotation includes a back-up generator for this UPS. This procurement will cover all equipment as well as the electrical work, labor and materials required to install all equipment.

A mandatory vendor conference is scheduled to be held on **September 25, 2006**, at 10:00 a.m.. The location will be the Purchasing Division Bid Room, 2019 Washington Street, East, Charleston, West Virginia. All interested bidders are required to attend this meeting. Failure to addend the mandatory prebid conference shall automatically result in disqualification. No one person can represent more than on vendor.

After initial discussion of the project, vendors may ask questions. If any changes occur in the RFQ requirements, an addendum will be issued. Vendors will have a tour of the facilities where the equipment will be installed.

The contractor must be a WV licensed electrician. All work must be completed, approved by the State agency and the invoice received prior to November 30, 2006. The project is grant-funded and time extensions shall not be permitted. Please provide pricing as requested below. Payment may be made for each phase of the work..

The vendor shall remove and properly dispose of the existing UPS equipment, batteries, wiring and debris.

The vendor shall meet or exceed all national electrical code specifications while completing construction of this project. The vendor shall provide a detailed schematic/map of the installation when the work is complete.

Upon notification of the completion of each stage, the State shall within five (5) days perform acceptance tests to determine whether: (a) the products meet the specifications and standards described in this contract and (b) that they perform repetitively on a variety of inputs without failure. Upon completion of the last stage described, final acceptance must verify (acceptance and verification from whom?) that the entire package works as planned, performs the defined functions as an entirety and with internal consistency, and meets all specifications and standards. If any test discloses deficiencies, the vendor shall within thirty (30) days correct such deficiencies and user shall thereafter have an additional thirty (30) days to re-conduct the acceptance tests. Failure to meet specifications after the second test shall entitle the State at its option, to cancel this contract on the same basis as if vendor had failed to deliver the products required.

Due to the nature of the funding for this project, progress payments are acceptable and preferred. Payment may be made for the work completed in each phase. Specifically, the Office of Technology requires upon completion, installation and testing of any phase (for example phase 1 uninterruptible power supply) that the vendor would invoice the Office of Technology for the bid amount for the respective phase at that time. All phases must be completed, installed, and invoiced by November 30, 2006. The Office of Technology reserves the right to refuse payment in the event the completed work is not commensurate with industry standards or is substandard in any way or does not meet specifications outlined in this RFQ.

Equipment other than Liebert will be considered, but the vendor must certify their product provides 100% of all features and functions of the Liebert equipment. The Office of Technology reserves the right to determine equivalency on any bids submitted.

#### PHASE 1:

## One (1) 150kVA/120kW Capacity Liebert Series 610 Three Phase Multi-Module Uninterruptible Power System:

System AC input voltage 480V (three-phase, three-wire plus ground)
System AC bypass voltage 208V (three-phase, three or four-wire plus ground)
System AC output voltage 208V (three-phase, three or four-wire plus ground)

## One (1) 150kVA/120kW, Multi-Module Unit, Model U39MM154A0CB, with the following features and characteristics:

Module AC input voltage 480V (three-phase, three-wire plus ground) Module AC output voltage 208V (three-phase, four-wire plus ground)

- On-line reverse transfer configuration
- Capability for top and bottom cable entry of conductors
- Input circuit breaker
- 6-pulse phase-controlled rectifier/charger
- Input filter with 7% THD at full output load
- 6-Step/PWM (pulse-width modulated) transistorized inverter, output transformer and filter
- Output circuit breaker
- Microprocessor-based monitoring with LCD display (English)
- Automatic equalize charger timer
- Site Scan Monitoring interface
- Two-step battery charge current limit
- Redundant cooling fans
- ETL listed to UL 1778 standard, CSA22.2, No. 107.1

## One (1) 800 Amp System Control Cabinet, Model U39CC80C4CT, with the following features and characteristics:

- Microprocessor based monitoring with LCD display (English)
- System paralleling and transfer controls
- Electrically operated system isolation and bypass circuit breakers
- Auto-dial Critical Information Reporting System
- Alarm Status Contacts
- Site Scan Monitoring Interface
- Maintenance bypass interlock interface
- Local E.P.O. with provision for remote E.P.O.
- ETL listed to UL 1778 standard, CSA22.2, No. 107.1

## Two (2) Liebert Battery Power Pack System rated for 26 minutes at a 120kW load, Model U36BP150WJBNUUU, with the following features:

- Each system consists of one cabinet(s)
- Each battery cabinet includes a circuit breaker to isolate the battery during maintenance
- The cabinet utilizes valve regulated lead acid battery cells in flame retardant cases
- ETL listed to UL 1778 standard
- The battery is provided with a 3-year full and 7-year prorata warranty

## One (1) Three Breaker 800 Amp Maintenance Bypass Panel board, Model MBP3800C00S3911, with the following features:

Wall mounted panel board Copper main bus 80% rated Standard interrupting Key Interlock System UL 67 listed

#### Start-up Services including the following:

UPS Start-Up Plus 7x24 – SU61M151P7 Maintenance Bypass Start-Up Plus 7x24 – SPBBS6BP124 System Control Cabinet Start-Up Plus 7x24 – SPSBS6AP124

### Critical Monitoring and Alarm Notification System

- Front End Graphic Workstation
- 24-hour Monitoring and Alarm Notification
- Monitoring for Air Units, Power Units, and Generator System

## One (1) ASCO 3003600N1XC11BG Series-300 600 amp Automatic Transfer Switch with the following:

A Programmable Engine Exerciser in a MEMA 1 enclosure

#### PHASE 2:

### Two (2) Caterpillar Diesel Generator, standby, 200kW, 250kVA, 480VAC, 3 phase, 60 Hz

- Vendor will be responsible for a boom truck and a crane if required.
- To be installed with a CAE-Sound Attenuated Enclosures.
- To be installed with a 12 hour closed top diked skid base Fuel Tanks, one per generator.
- To be installed to run in parallel with each other.

### Installation to include the following:

- Distribution panel with two breakers to be located on the load side of the transfer switch
- Conduit, wire and termination for the terms listed below. All feeds sized for 600-amps at 480-volt.
  - Normal Feed to transfer switch from main get in the UPS room
  - o Emergency feed from the generator, located by the loading dock
  - o Load feed to the new distribution panel
  - o Feed to the UPS from the distribution panel
  - Feeds from the UPS distribution cabinet to the existing distribution panel and bus duct

- Receiving and setting of the new UPS, transfer switch and generator. Items supplied above.
- Vendor will be responsible to install the concrete pad and supply any and all necessary material, parts, or labor to install the above hardware.
- All work must meet Federal, State or Local building and Fire codes.
- All necessary building permits and inspection fees are the responsible of the winning vendor.

### PHASE 3:

### Demolition and Disposal to include the following:

- Demolition of the exiting UPS, 400 HZ and batteries
- Disposal of the existing UPS, 400 HZ and batteries

	HARDWARE COST	LABOR AND INSTALLATION	TOTAL COST PER PHASE
Phase 1			
Phase 2			
Phase 3			
TOTAL PROJECT COST			

RFQ No.	ISCG0043	

## **AFFIDAVIT**

- 014

West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate.

### **DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

#### **EXCEPTION:**

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

### LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

### **CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name:	
Authorized Signature:	Date: