



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  
**ISCG0149**

PAGE  
**1**

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

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 IS&C - CHIEF FINANCIAL OFFICER  
 1 DAVIS SQUARE

CHARLESTON, WV  
 25301 304-558-5472

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/16/2007				

BID OPENING DATE: **05/31/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
<p>THIS ADDENDUM IS ISSUED TO ANSWER QUESTIONS RAISED AT THE MANDATORY PRE-BID MEETING HELD ON MAY 2, 2007 AND THOSE QUESTIONS RECEIVED PRIOR TO THE MAY 7, 2007 DEADLINE FOR TECHNICAL QUESTIONS.</p> <p>QUESTIONS CONCERNING THE ACTUAL SUBMISSION PROCESS FOR A VENDORS BID ONLY WILL BE CONTINUED TO BE ACCEPTED. THESE QUESTIONS MUST BE SUBMITTED TO KRISTA FERRELL IN THE WEST VIRGINIA PURCHASING DIVISION VIA FAX AT 304-558-4115, VIA EMAIL AT KFERRELL@WVADMIN.GOV, OR BY PHONE AT 304-558-2596.</p> <p>ALSO, THE BID OPENING DATE IS EXTENDED.</p> <p>BID OPENING DATE IS EXTENDED TO: MAY 31, 2007          BID OPENING TIME REMAINS: 1:30 PM</p> <p>THIS ADDENDUM INCLUDES THE DRAWINGS CONTAINED ON THE CD DISTRIBUTED AT THE MANDATORY PRE-BID MEETING AND THE ATTACHED ANSWERS AND CLARIFICATIONS.</p> <p>CLARIFICATION TO SECTION 2.3.4: "OF THAT NUMBER 15 PERCENT MUST BE REGISTERED AT THE TECHNICIAN LEVEL, AT LEAST 40 PERCENT MUST BE REGISTERED AT THE INSTALLER LEVEL 2, AND THE BALANCE MUST BE REGISTERED AT THE INSTALLER LEVEL 1. A COPY OF ALL REGISTRATIONS MUST BE SUBMITTED TO THE AGENCY. IT IS PREFERRED THAT THIS INFORMATION IS INCLUDED WITH THE VENDOR'S BID RESPONSE. THE AGENCY RESERVES THE RIGHT TO REQUEST THIS INFORMATION. VENDORS MUST PROVIDE THIS INFORMATION WITHIN 48 HOURS OF THE REQUEST. FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN BID</p>						

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 Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER  
**ISCG0149**

PAGE  
**2**

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

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 IS&C - CHIEF FINANCIAL OFFICER  
 1 DAVIS SQUARE

CHARLESTON, WV  
 25301 304-558-5472

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/16/2007				

BID OPENING DATE: **05/31/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>DISQUALIFICATION."</p> <p>ADD TO SECTION 4.0:VENDOR MUST ALSO INCLUDE AN HOURLY RATE FOR INSTALLATION.</p> <p>THIS RATE IS \$ PER HOUR.</p> <p>THIS COST IS ALL INCUSIVE. NO SEPARATE REIMBURSEMENT WILL BE MADE FOR TRAVEL.</p> <p>ADD TO RFQ THE FOLLOWING LANGUAGE:</p> <p>"PROGRESS PAYMENTS MAY BE MADE TO THE VENDOR ON THE BASIS OF PERCENTAGE OF WORK COMPLETED AND ACCEPTED BY THE AGENCY. 10% RETAINAGE SHALL BE HELD FROM ANY PROGRESS PAYMENTS UNTIL THE FINAL INVOICE IS ACCEPTED. PROGRESS REPORTS MUST BE SUBMITTED AND APPROVED BY THE AGENCY PRIOR TO ANY PROGRESS PAYMENT MADE."</p> <p>CLARIFICATION TO RFQ: EVALUATION OF THIS RFQ WILL BE BASED ON A LUMP SUM COST TO PROVIDE THE CABLE TRAY LISTED ON PAGE 004 OF THIS ADDENDUM, INSTALLATION AND ALL OTHER HARDWARE AND INSTALLATION REQUIREMENTS AS LISTED IN THIS RFQ AND THE ADDENDUM.</p> <p>***** END ADDENDUM NO. 1 *****</p>						

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'

## Addendum for ISCG0149

1. Is prevailing wage rates – electrician rates – to be used on this job?  
**This is considered a construction project. Refer to ...**  
**Dept. of Labor**     <http://www.labor.state.wv.us/wage/default.html>  
**Secretary of State**   <http://www.wvsos.com/adlaw/wagerates/building07.htm>
  
2. Is firestopping required in the tray? How is firestopping to be done? Do specifications show pillows for firestopping? Is firestopping part of phase 1 or phase 2? (vendor asked if this was duplicate effort) How is firestopping to be removed and put back (for Phase 2 or future expansion)? Is there to be firestopping around bulk heads and double swinging doors?  
**All firestopping will be accomplished using Wiremold flamestopper units or equal.**  
<http://www.wiremold.com/flamestopper/home.asp>  
[http://www.wiremold.com/shared\\_content/pdf/ed1312.pdf](http://www.wiremold.com/shared_content/pdf/ed1312.pdf)  
**All firestop must have a 4 hour rating.**  
**The amount of firestop units required will equal or exceed the capacity of the largest cable tray that is served by the penetration.**  
**No more than a 70% fill rate is allowed on any firestop unit.**  
**Firestopping will be installed in phase one.**  
**Phase two will be responsible for maintaining the integrity of the installed firestopping.**  
**Both phases have the same requirements.**  
**Firestopping is required at all locations where the cable tray pathway penetrates a wall.**
  
3. Does 45 days for installation include the measuring of job and the ordering of materials?  
**Yes. The State will adjust timelines if required.**
  
4. Does the “Buy American Act” apply?  
**The requirement “Exhibit 7” in the RFQ remains unchanged.**
  
5. Can the ceiling tiles, to be removed in the Main Unit, be trashed or will they go to Surplus?  
**The ceiling tiles in the Main Unit will be considered trash. The vendor will dispose of the removed tiles in a designated area or dumpster.**
  
6. Can the original tiles be put back up in the basement wings?  
**Yes, if they are not damaged during removal. The requirement states that the ceiling must be returned to the original finish.**
  
7. How is tray to be supported? – Center hung? Trapeze?  
**This is the vendor’s choice. Tray must meet 15 year warranty requirement.**
  
8. What is the elevation for the tray? Will state accept straight shot - if vendor goes with route of current inner duct - which is to be removed?  
**The tray will be installed above the elevation of the fire suppression sprinkler system that will be installed in the Main Unit cafeteria area. This elevation will be supplied when final A & E drawings for the remodel are available. The remainder of the tray will be installed a minimum of 3 inches above the top of the finished ceiling.**

9. Can the tray be flexible?

**The cable tray must meet the bid requirements for size and type. The tray elevation is flexible as long as a bend radius of 30 degrees is not exceeded.**

10. What is the process to build the tray around steam lines and chilled water pipes? What is priority in project? – cable tray vs. other items in ceiling

**The Office of Technology with the cooperation of General Services will attempt to move or reroute impediments or the cable tray as conditions require.**

11. Do we build in days for liquidated damages?

**Each vendor participated in a prebid meeting and site survey where the vendors were allowed unlimited access to the work areas. Vendors should use the information gathered from these opportunities to make that determination.**

12. Is the successful vendor responsible for holes?

**Only the ones the vendor makes.**

13. Concerning the tray to the rooms - Where does tray start / stop?

**The tray is to be installed per the drawings provided and the tray is to continue into each room a minimum of 12 inches.**

14. Will there be space for staging materials?

**Yes.**

15. What are the working hours?

**Hours can be flexible and varied but must be approved by Protective Services, General Services and Office of Technology.**

16. Where does vendor park during project?

**There is vendor parking (first come first serve) on the parking lot behind Building 3, the DMV Building additional parking is available at Laidley Field. Equipment may be unloaded in the loading dock areas but vehicles will not be allowed to remain there.**

17. Can state push the bid date back?

**The new bid opening date will be May 31, 2007**

18. **Clarification: Rooms WV04, EB61, and MB66 are existing. All other rooms will be constructed by General Services. The vendor is not responsible for the construction of the rooms, but will run cable tray in these rooms.**

## Cable Tray Requirements

Thomas and Betts (or equal)

**All vendors must bid the following.**

**Actual installed tray type and amount will be determined after award.**

Estimated Footage	Tray Type		
250	30" x 6" Solid Bottom	Aluminum, U-Beam	Series 2
600	30" x 4" Solid Bottom	Aluminum, U-Beam	Series 2
100	12" x 4" Ventilated	Aluminum, U-Beam	Series 2
100	12" x 4" - 6" Spaced Rung Ladder	Aluminum, U-Beam	Series 2
300	16" x 4" Wire Mesh	Electroplated	
300	8" x 4" Wire Mesh	Electroplated	
100	4" x 4" Wire Mesh	Electroplated	

**Award will be based on the total installed price of the cable tray listed above along with all other specified hardware and installation requirements in the RFQ.**

Print Company Name	Print and Sign Attendee's Name	Company Mailing Address	Phone and Fax No.	e-mail address
F CABLE NETWORKS	Theresa Peltz 	1927 SONES BRANCH MELBURN VA 22115	703 979 7400	thairdritten@SCORE.COM
AUGUSTA COUNTY	GARY JEFFERS 	YOUNG INDUSTRIAL PARK BIRKHOW DR. Charleston WV 25311	304 414-4009 (same fax)	GJEFFERS AUGUSTA ELEC, COM
ELECTRONIC SPECIALTY CO.	RAY HUNTER 	1325 DUNBAR AVE DUNBAR, WV 25064	304-766-6277 304-766-6270	SEVUICE@ELECTRONICSPECIALTY.COM TAYH@ELECTRONICSPECIALTY.COM
PROGRESSIVE ELECTRIC INC	DUANE SHUROW 	1019 YOUNG ST. CHAS, WV 25301	304-345-1253 304-345-1256	DSHUROW@WEWIREV.COM
CITY ELECTRIC CO	RONNIE SHORT 	PO BOX 6550 CHARLESTON WV 25362	304 345 6150 304 345 6151	RSHORT@CITYELECTRIC.WV.COM
CITY ESCORTER CO.	Fredric Johnson 	P.O. Box 6550 CHAS 25362	304-345-6150 304-345-6151	FJohnson@cityelectricwv.com
Advanced Electric	Brian Mace 	229 Capitol St. Chas. WV 25301	304-345-5530 345-55334	AEDATA COMM. @VERIZON.NET
"	Richard Mace 	"	"	
"				
GRAYBAR ELECTRIC	KEVIN HYPES 	1010 Young St Charleston WV 25301	344-2371 344-8324	Kevin.hypes@gbhe.com RBishop@MUTECH.US
Mon Valley Technologies	Robert Bishop 	3564 River Road Morgan Town, WV 26501	304 278-7773 304 278 7404	

