



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
COR61360

PAGE
1

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

PURCHASER

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DENMAR CORRECTIONAL CENTER
HC-64, BOX 125
DENMAR ROAD
HILLSBORO, WV
24946

| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
|-------------------|---------------|----------|--------|---------------|
| 08/14/2007 | | | | |

BID OPENING DATE: **08/23/2007** BID OPENING TIME **01:30PM**

| LINE | QUANTITY | UOP | CAT NO | ITEM NUMBER | UNIT PRICE | AMOUNT |
|------|----------|-----|--------|---|------------|--------|
| | | | | ADDENDUM #01 | | |
| | | | | THIS ADDENDUM IS ISSUED TO ADD TO, DELETE, MODIFY, AND OR CHANGE THE REQUIREMENTS OF THE ORIGINAL SPECIFICATIONS; AND TO ESTABLISH THE 120 DAYS ALLOWABLE FOR COMPLETION OF THE PROJECT. | | |
| | | | | ATTACHMENT: 1. ADDENDUM #01 2. PRE-BID SIGN-IN SHEET | | |

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

August 10, 2007
Addendum No 1 – COR61360
Food Service Facility Expansion
Denmar Correctional Center

To: Prospective Bidders

From: ZMM, Inc. Architects & Engineers

This Addendum forms a part of the Contract Documents and modifies the original bidding documents. Attach this Addendum to the front cover of the Project manual and Acknowledge receipt of this addendum in the space provided for on the Bid Form.

The Pre-Bid Conference "Sign in Sheet" is attached to this Addendum.

The following items clarify the requirements of the Bidding and Contract Documents:

1. Temporary utilities (water and electricity) will be provided by the Owner.
2. Designated toilet facilities within the existing building may be used by the Contractor.
3. All Contractor's personnel (including personnel of all Sub-contractors) that will be on the site must pass a security background investigation that will be performed by the Owner. A security briefing for the Contractor and Sub-Contractors will be conducted by the Owner at the Pre-Construction meeting
4. The selected Contractor shall begin work upon receipt of a "Notice to Proceed" from the West Virginia department of Corrections which may not coincide with the receipt of a contract / purchase order from the West Virginia Division of Purchasing.
5. Requests for substitutions and questions regarding the Contract Documents will be received and considered by the Architect when received at least seven (7) days prior to the bid date.
6. Certified Payroll documentation shall be submitted with each monthly payment request.
7. The Contractor shall protect the existing kitchen from construction dirt and debris during window and wall demolition.

8. Where existing windows are to be removed (indicated to be closed with CMU or to be left open), the window sills shall also be removed.
9. Concrete foundations shall be a minimum of 3'-0" below the adjacent finish grade and shall be stepped in 8" increments to maintain the 3'-0" minimum requirement.
10. The Contractor shall provide compacted gravel backfill between sub-grade and the bottom of concrete slabs in thickness as required to insure that new floor slab elevation matches existing floor slab elevation.
11. The new sewer line shall be located to pass between the two existing tree stumps and outside of the utility pole and the basketball court.
12. The Owner will remove and re-install security wire to allow for the installation of the new sewer line below the existing security fence.
13. The owner will provide seeding at all disturbed soil areas. The Contractor shall fine-grade all disturbed soil areas.
14. The Contractor shall add "Unit Price No. 8" to the bid form which shall include a deduction from the Base Bid for the use of welded wire reinforcing mesh furnished by the Owner. The price shall be for each roll of 6' x 150' mesh.
15. The Contractor shall add "Unit Price No. 9" to the bid form which shall include a deduction from the Base Bid for the use of 6 mil polyethylene plastic sheeting (under-slab vapor barrier) furnished by the Owner. The price shall be for each roll of 20' x 100' sheeting
16. The Contract is to be performed within 120 (one hundred and twenty) calendar days upon the receipt of the notice to proceed.
17. "Snap-Loc 24" roof panels with Acrylic Coated galvalume finish may be used as a substitution to the manufacturers identified in Specification Section 07411-2.5.B.

ZMM.

SIGN IN SHEET

Request for Proposal No. CR26360

PLEASE PRINT

Page 1 of 1
Date: 8-9-07

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

TELEPHONE & FAX NUMBERS

| FIRM & REPRESENTATIVE NAME | MAILING ADDRESS | PHONE | TOLL FREE | FAX |
|--|----------------------------------|---------------------------|-----------|----------------------|
| Company: <u>Danhill Construction</u> | <u>P.O. Box 685</u> | <u>304-632-1600</u> | | |
| Rep: <u>Dan Hill</u> | <u>Gauley Bridge, W.Va</u> | | | |
| Email Address: <u>rdanhill@hotmail.com</u> | <u>25085</u> | | | |
| Company: <u>RBS Construction, INC</u> | <u>4300 1st Avenue</u> | <u>304-755-2800</u> | | |
| Rep: <u>Dana Womack</u> | <u>NiHo, WV 25143</u> | | | |
| Email Address: <u>rustutler@rbswv.com</u> | | | | <u>304-755-3022</u> |
| Company: <u>KYLE CONST</u> | <u>P.O. BOX 280 SUMMERSVILLE</u> | <u>PHONE 872-2870</u> | | |
| Rep: <u>JIM LUCHSINGER</u> | <u>SUMMERSVILLE</u> | | | |
| Email Address: _____ | <u>26651</u> | | | |
| Company: <u>DANHILL CONSTRUCTION CO</u> | <u>PO BOX 685</u> | <u>PHONE 304-632-1600</u> | | |
| Rep: <u>STAN HAYES</u> | <u>GAULEY BRIDGE, W.VA</u> | | | |
| Email Address: <u>R DANHILL @HOTMAIL.COM</u> | <u>25085</u> | | | <u>304-632-1501</u> |
| Company: <u>Houchins Mfg. Co</u> | <u>P.O. Box 1227</u> | <u>PHONE 304-853-5288</u> | | |
| Rep: <u>Bernard Baldwin</u> | <u>Beckley W.Va</u> | | | |
| Email Address: _____ | | | | <u>1800.924-8760</u> |
| | | | | <u>304-252-3111</u> |

SIGN IN SHEET

Page 1 of 2
Date: 8-9-07

Request for Proposal No. COL 61360 PLEASE PRINT

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

| FIRM & REPRESENTATIVE NAME | MAILING ADDRESS | TELEPHONE & FAX NUMBERS |
|---|--|---------------------------|
| Company: <u>Oval Construction Management</u> | <u>Summer</u> <u>179 Summer St. Charleston WV</u> | PHONE <u>304 547-8820</u> |
| Rep: <u>Denny Smith</u> | <u>Suite 610</u> | TOLL FREE |
| Email Address: <u>jeaney@ovalconstruction.com</u> | | FAX <u>304 547-8821</u> |
| Company: <u>ZMM, INC.</u> | | PHONE <u>304-342-0159</u> |
| Rep: <u>STEVE BORANUEL</u> | | TOLL FREE |
| Email Address: <u>Steve@zmm.com</u> | | FAX <u>304-345-8144</u> |
| Company: | | PHONE |
| Rep: | | TOLL FREE |
| Email Address: | | FAX |
| Company: | | PHONE |
| Rep: | | TOLL FREE |
| Email Address: | | FAX |
| Company: | | PHONE |
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