



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:
DRS080614

PAGE:
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**SHELLY MURRAY
 304-558-8801**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

**DIV OF REHABILITATION SERVICES
 WV REHABILITATION CENTER
 ATTENTION: RECEIVING
 INSTITUTE, WV
 25112 766-4621**

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/12/2008				

BID OPENING DATE: **03/27/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO ADDRESS QUESTIONS/CONCERNS RAISED DURING THE MANDATORY PRE-BID CONFERENCE OF 03/05/2008 AND THE QUESTION SUBMISSION DEADLINE OF 03/07/2008.						
ATTACHMENTS: SPECIFICATION CLARIFICATIONS PRE-BID SIGN IN SHEET						
BID OPENING DATE REMAINS: 03/27/2008						
----- END OF ADDENDUM NO. 1 -----						

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 may be deemed null and void, and 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

**DRS080614
ADDENDUM #01**

The following specifications are changed to read:

Notice to Proceed: The Notice to Proceed is increased from 30 days to 90 days to allow time for delivery of the equipment.

4. 250 amps

30. Provide and set new generator pad, 5' x 10' x 8" deep

34. Furnish materials and install new 250 amp feed to generator utilizing 50 feet of 3" Schedule 40 PVC conduit for the portion encased in concrete outside and 100 feet of 3" EMT inside the building.

35. Furnish materials and install new controls circuit (transfer switch to generator set) utilizing 50 feet of 1" Schedule 40 PVC conduit for the portion encased in concrete outside and 100 feet of 1" EMT inside the building.

36. Furnish materials and install new block heater and battery charger circuit utilizing 50 feet of 1" Schedule 40 PVC conduit for the portion encased in concrete outside and 100 feet of 1" EMT inside the building.

37. Furnish materials and install new annunciator circuit and panel utilizing 50 feet of 1" Schedule 40 PVC conduit for the portion encased in concrete outside and 100 feet of 1" EMT inside the building.

38. Furnish materials and install 250 amp feed for transfer switch to enclosed breakers utilizing 50 feet of 3" Schedule 40 PVC conduit for the portion encased in concrete outside and 100 feet of 3" EMT conduit inside the building.

39. Supply and install 120/208V, 250 amp Emergency Panelboard, Nema 12, 42 Ckt.

48. 150 amps

74. Supply and install 42 circuit, 200 amp, 3 pole emergency panel.

Delete Specifications:

Specification numbers 28 and 29 are deleted from the specifications. The agency will not remove the existing tank at this time.

Add General Specification:

When a major outage is expected during the course of the work, the work shall be scheduled to be done after hours on weekdays or on the weekend.

Clarification:

The agency believes the existing transformer for the 45 amp panel to be adequate for the FRP Building generator. No additional transformer is needed for this panel.

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: DRS080614 Date: 8/5/08

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	CITY ELECTRIC Co.
Firm Address:	1219 PENNSYLVANIA AVE. P.O. Box 6550 CHARLESTON, WV 25362
Representative Attending:	CHRIS MYRES
Phone Number:	(304) 345-6150
Fax Number:	(304) 345-6151
Email Address:	CMYRES@CITYELECTRICWV.COM

Firm Name:	Progressive Electric
Firm Address:	1019 Young St. Charleston WV 25301
Representative Attending:	Randy Rhodes
Phone Number:	345-1255
Fax Number:	345-1256
Email Address:	RRHODUS@WEWIREU.COM

Firm Name:	Mikeo Electric
Firm Address:	500 Teays Corporate Center P.O. Box 510 Scott Depot, WV 25560
Representative Attending:	Bob Bradshaw
Phone Number:	722-9901
Fax Number:	757-1213
Email Address:	RWBH@WV-Tea-Center.com

Firm Name:	Brown Electric
Firm Address:	1100 Charles Ave. Dunbar WV 25064
Representative Attending:	Bronson Kennedy
Phone Number:	768-0407
Fax Number:	768-0426
Email Address:	B.Kennedy@Brownelec.com

Firm Name:	EASTERN ELECTRIC LLC
Firm Address:	P.O. Box 92 MTNEBO
Representative Attending:	Michael D Harkon
Phone Number:	304-872-4868
Fax Number:	304-872-3634
Email Address:	mharkon@EasternElectric.com

Firm Name:	LOWE BROTHERS ELECTRIC
Firm Address:	1907 S. KANAWHA ST. BECKLEY, WV 25801
Representative Attending:	J SMITH
Phone Number:	304 253 8328
Fax Number:	304 253 8329
Email Address:	

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: DRS080614

Date: 3/5/08

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<u>Generator & Starter Repair</u>
Firm Address:	<u>6480 MacCorkle Ave</u> <u>Saint Albans, WV 25177</u>
Representative Attending:	<u>Mark A. Atkin</u>
Phone Number:	<u>(304) 768-7351</u>
Fax Number:	<u>(304) 766-6154</u>
Email Address:	<u>gsrimark@buechelinkmail.com</u>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<u>MONARCH SERVICE CORP.</u>
Firm Address:	<u>P.O. Box 11106</u> <u>Charleston, WV 25339</u>
Representative Attending:	<u>C.E. Lewis</u>
Phone Number:	<u>304-744-5939</u>
Fax Number:	<u>304-744-6344</u>
Email Address:	<u>clewis@monarchservicecorp.com</u>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
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Email Address:	

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

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PURCHASING DIVISION
STATE OF WV