



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  
**GSD076429**

PAGE  
**1**

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

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES DIVISION  
 BUILDING 1  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305 304-558-3517

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/11/2007				

BID OPENING DATE: **07/19/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO ANSWER THE QUESTIONS RAISED AT THE MANDATORY PRE-BID MEETING AND THOSE QUESTIONS SUBMITTED PRIOR TO THE JULY 5, 2007/9:00 AM DEADLINE. ALSO TO PROVIDE A COPY OF THE PRE-BID ATTENDEE LIST.						
BID OPENING DATE REMAINS: JULY 19, 2007 BID OPENING TIME REMAINS: 1:30 PM ***** END ADDENDUM NO. 1 *****						
0001	1	JB		968-42		
RESTORATION OF SIX (6) STAIRWELLS, MAIN CAPITOL						
***** THIS IS THE END OF RFQ GSD076429 ***** 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.

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**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

**Plaster Repairs and Stairwell Restoration**  
**GSD 076429**  
**Comments From Pre-Bid Conference and Submitted Questions**  
July 9, 2007

The following items were noted in the Prebid Conference held on June 28, 2006 or in the questions submitted following the conference:

1. Number of Fire Extinguishers required:
  - West Wing - 10 Required - One at each floor landing'
  - Main unit - 18 Required - 5 at each south stairwell and 4 at each north stairwell.
  
2. Limits of work at the stairwell: The stopping points at various stairwells was discussed during the walkthrough. In general, repair damaged plaster and repaint the underside of soffit panels at the beams separating stairwell from corridor. The wall below these panels should also be repaired and painted to the outside edge of the corridor. Marble cleaning for walls should also be done to the outside face of the columns. The exception to this includes the basement areas, the upper floor (roof in main unit and penthouse in West Wing) and the First Floor of the West Wing. As mentioned in the specifications at the First Floor of the West Wing the stopping point will be the outside edge of the stone arch.

At the floor level, travertine marble will be cleaned to the edge of the terrazzo flooring (2<sup>nd</sup> floor main unit) or the edge of white marble (Ground & 1<sup>st</sup> floor). The Tennessee marble treads in the West Wing will be cleaned to the terrazzo flooring.
  
3. Marble Cleaning Instructions: Vermont white wall marble (in main Unit) was previously cleaned using "K & E Chemical Klenztone #9" poultice and then polished using "White Diamond Butcher Wax". Tennessee pink marble (West Wing) was cleaned using 'Prosoco Standoff Liquid Marble Cleaner' and polished with 'Prosoco Standoff Liquid Limestone and Marble Protector'.
  
4. Marble Finish: Marble finish shall be a 'Honed - Waxed' finish to match nearby finishes. A highly polished finish is not the desired result.
  
5. Stair Treads -- Reset loose stair tread on West Wing.
  
6. Marble Repairs: See Work Description - Page (027) General Comments at top of page. "Clean, patch and seal Travertine marble stair treads and landings." Remove the word 'patch'. Repair of chipped areas will not be part of the base bid.
  
7. Marble Polishing: See page 09780-3 Section 3.2 paragraph 6: Polishing kit is only required for scratch removal. A honed finish matching adjacent surfaces is the intended result. If required to remove scratches or surface defects, marble may be polished (course grit) to create a uniform surface texture.

8. Wood Handrail Finish: Finish to match the color of original finish with a satin urethane sealer. Handrail removal prior to construction and finishing offsite or finishing handrail in place with damage protection during construction is the contractor's option.
9. Unit Prices: The unit prices requested on the Bid Form are **only** for work outside of the stairwells and the defined ceiling area on the first floor. Plaster work in the stairwells and defined first floor ceiling area are included in the base bid price.
10. Asbestos Note: – Floor tile does not contain asbestos. Asbestos was noted in the mastic adhering the tile to the floor. Tile / mastic removal will be completed before plaster restoration work starts. Note that lead based paint is present in the wall and steel stair paint. The existing wall/ceiling plaster has been tested for asbestos. Asbestos was not found in the stairwell wall and ceiling plaster.
11. Radiator Covers: Note the finish on brass radiator covers. Strip, clean and polish covers to match other covers in Main Unit.
12. Lacquer Finish on Brass: Do not include lacquer finish on brass radiator covers. Brass shall be cleaned to match other exposed radiator covers in the main unit of the building.
13. Construction Signage: Signage for construction work, detours and alternative exiting will be done in cooperation with the Contractor and GSD.
14. Windows: Note that windows will **not** be painted. Clean interior surfaces of window frame and the interior glass surfaces. (Windows are not part of this work and will be included in a later restoration project.)
15. Worker Parking: Worker parking is available at the Laidley Field area for a monthly fee.
16. Material Storage: Limited storage areas for materials will be available onsite. No construction trailer will be required (no room available for locating trailer on-site).
17. Temporary Barriers: Temporary barriers are needed for dust control. May use 6 mil plastic for barriers. Plywood barriers are not required. Windows may be used for exhaust air to achieve negative pressure in stairwell (negative pressure required for dust and odor control).
18. Wall Paint Finish: Wall paint will have an eggshell finish.
19. West Wing Stairs: Note peeling paint on underside of metal stairs. Remove paint to bare metal. Provide primer to bond paint to metal stair pans.

**Responses to Questions:**

20. Chips in Stair Treads: Patching chips in the travertine marble stair treads are not included in the base bid.
21. Paint Colors: The stair stringers will remain black. Under the stairs will be assumed to remain white.
22. “Clean, Patch and Seal” - Remove the word patch from this phrase. Cleaning and sealing of travertine stair treads is included in the base bid. If it is later determined by Owner to be required and cost effective, some patching in later defined areas may be later included as a change order. Polishing of some minor spots may be required minimize the appearance of small chips and defects.
23. Lacquer finish on brass. See response above.
24. “Georgia” Marble – All marble walls will have a ‘Honed finish’ to match surrounding marble.
25. Stair Treads – Question asked about cleaning the travertine stair treads. Filling holes with ivory colored grout and replacing stair treads in lieu of cleaning. Response is cleaning travertine stair treads will be required. Since the stair treads are part of the historic fabric of the building, replacement is not being considered.

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: CUSD076429 Date: Tuesday, June 28, 2007 @ 10:00am

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>W. O. Walters Co</u>
Firm Address:	<u>Rt 2 Box 368 Char</u> <u>WVa 25314</u>
Representative Attending:	<u>Bob Walters</u>
Phone Number:	<u>744-9431</u>
Fax Number:	<u>744-9433</u>
Email Address:	

Firm Name:	<u>Parsons Builders</u>
Firm Address:	<u>PO Box 1370</u> <u>St. Albans WV 25177</u>
Representative Attending:	<u>Charles Lucas</u>
Phone Number:	<u>(304) 727-2770</u>
Fax Number:	<u>(304) 723-4230</u>
Email Address:	<u>clucas@pmbuild.com</u>

Firm Name:	<u>Allegheny Restoration</u>
Firm Address:	<u>PO Box 18032</u> <u>Martinsburg WV 26007</u>
Representative Attending:	<u>Blair Lee</u>
Phone Number:	<u>304 594 2570</u>
Fax Number:	<u>304 594 2810</u>
Email Address:	<u>BLAIR@ALLEGHENYRESTORATION.COM</u>

Firm Name:	<u>Danhill Construction Company</u>
Firm Address:	<u>P.O. Box 655</u> <u>Cowley Bridge, W.V. 25085</u>
Representative Attending:	<u>Chris Dozier</u>
Phone Number:	<u>304-632-1600</u>
Fax Number:	<u>304-632-1501</u>
Email Address:	<u>@DOZIER33@Yahoo.com</u>

Firm Name:	<u>WV GSD</u>
Firm Address:	
Representative Attending:	<u>Robert Krauss</u>
Phone Number:	<u>580-9018</u>
Fax Number:	
Email Address:	

Firm Name:	<u>W. O. Walters</u>
Firm Address:	<u>Rt. 2 Box 368</u> <u>Char. WVa. 25314</u>
Representative Attending:	<u>Richard Wilkerson</u>
Phone Number:	<u>744-9431</u>
Fax Number:	<u>744-9433</u>
Email Address:	

PRE-BID CONFERENCE  
SIGN IN SHEET

*Tuesday, June 19, 2007 10:00am*

Request for Quotation Number: GSD076429

Date:

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>WV GSD</u>
Firm Address:	
Representative Attending:	<u>Brian Gillespie</u>
Phone Number:	<u>558-9018</u>
Fax Number:	
Email Address:	

Firm Name:	<i>[Signature]</i>
Firm Address:	<u>2019 Washington Division Charleston, WV 25</u>
Representative Attending:	
Phone Number:	<u>558-2596</u>
Fax Number:	<u>558-4115</u>
Email Address:	<u>Kfernelle@wvadmin.gov</u>

Firm Name:	
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Representative Attending:	
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PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: CS0076429

Date: Tuesday, June 28, 2007 @ 10:00am

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>QUANTILL CONSTRUCTION SERVICES</u>
Firm Address:	<u>179 NEWCOMER ROAD 2D CLEVELAND OH 44129</u>
Representative Attending:	<u>DAVID L. MARRIS</u>
Phone Number:	<u>304 - 744 - 8712</u>
Fax Number:	<u>304 744 8736</u>
Email Address:	<u>DL@CSLWN.COM</u>

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