



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
GSD086408

PAGE
1

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

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

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
09/25/2007				

BID OPENING DATE: **10/02/2007** 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 TECHNICAL QUESTIONS SUBMITTED DURING THE MANDATORY PRE-BID MEETING AND THOSE QUESTIONS RECEIVED PRIOR TO THE SEPTEMBER 25, 2007 DEADLINE FOR TECHNICAL QUESTIONS.</p> <p>ALSO TO ADD THE FOLLOWING: THIS IS A FAST TRACK PROJECT AND AS SUCH, THE SUCCESSFUL VENDOR WILL BE REQUIRED TO SUBMIT BOND REQUIREMENTS, INSURANCE REQUIREMENTS, AND CONTRACTOR'S LICENSE WITHIN 48 HOURS OF RECEIPT OF LETTER REQUESTING THIS INFORMATION.</p> <p>BID OPENING DATE REMAINS: 10/2/2007 BID OPENING TIME REMAINS: 1:30 PM</p> <p>***** END ADDENDUM NO. 1 *****</p>						
0001	1	JB		968-42		
	DEMO/CONST.	ELECTRICAL		ROOM MB44 MAIN	CAPITOL BLDG.	

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

**Pre-Bid Notes for RFQ#GSD086408
MB-44 Technology Room**

The following questions were raised during the mandatory pre-bid meeting for RFQ#GSD086408. Please refer to the original specifications and drawings to make the specific changes listed herein.

Question#1: Is the successful vendor to provide the switchboard? The breaker?

Answer#1: The successful vendor has only to provide the breaker, and not the switchboard. The existing switchboard is located on Drawing 4.

Question#2: Is the successful vendor to provide the UPS, as referred to on the Panel A-A section of Drawing 4?

Answer#2: No, the contractor is to install an owner-provided UPS.

Question#3: Is the successful vendor to provide card-access equipment for the doors, as per Drawing 2?

Answer#3: No, the successful vendor is to make the doors card-access ready by installing the hardware as listed on Drawing 2.

Question#4: Can disposal and delivery be accomplished using the West Wing loading dock?

Answer#4: No. The successful bidder must make arrangement with the Owner to use the East Wing Dock for all deliveries and disposal. The East Wing Dock is currently closed to all but contractors working on the Main Building; however, the number contractors at work on the Main Building at this time is high, so space in the East Wing Dock is at a premium.

Question#5: Is the feeder size listed in Panel A-A of Drawing 4 accurate?

Answer#5: **No, please correct the line to read, "Feeder Size: 5 #3/0 w/#4 GND in 2-1/2" Conduit."**

SIGN IN SHEET

Request for Quotation Number: GSD086408: MB44

Date: Friday September 21, 2007 10:00 am

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>J. WESLEY CARB TNG</u>
Firm Address:	<u>2 FORT CIRCLE DR CHAR NW 25314</u>
Representative Attending:	<u>SIM CARB</u>
Phone Number:	<u>343-5382</u>
Fax Number:	<u>343-3723</u>
Email Address:	<u>JAYWCL@SUPPLEN LINK.NET</u>

Firm Name:	<u>OVAL CONSTRUCTION</u>
Firm Address:	<u>P.O. Box 40 Char., WV 25322</u>
Representative Attending:	<u>Rick Bernard</u>
Phone Number:	<u>304 347 8820</u>
Fax Number:	<u>347 8821</u>
Email Address:	<u>RBERNARD@OVALCONSTRUCTION.COM</u>

Firm Name:	<u>Wiseman Construction</u>
Firm Address:	<u>1616 6th Ave Charleston, WV 25312</u>
Representative Attending:	<u>Hop White</u>
Phone Number:	<u>344-1200</u>
Fax Number:	<u>344-1281</u>
Email Address:	<u>hwhite@wisemanconst.com</u>

Firm Name:	<u>Summit Electric</u>
Firm Address:	<u>P.O. 284 Hurricane WV 25526</u>
Representative Attending:	<u>Jason Coping</u>
Phone Number:	<u>562-7091</u>
Fax Number:	<u>562-7137</u>
Email Address:	

Firm Name:	<u>WVSO5</u>
Firm Address:	
Representative Attending:	<u>BEIN AN SURBER</u>
Phone Number:	<u>558-6000</u>
Fax Number:	<u>558-0090</u>
Email Address:	<u>BSURBER@WVSO5.COM</u>

Firm Name:	<u>WV Office of Technology</u>
Firm Address:	
Representative Attending:	<u>RICHARD WICKERT</u>
Phone Number:	<u>304-558-8121</u>
Fax Number:	<u>304-558-8887</u>
Email Address:	<u>RICHARD.W.WICKERT@WV.GOV</u>

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: GSD086408: MB44

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Firm Name:	<u>F. Scott Mason</u>
Firm Address:	
Representative Attending:	<u>GSD</u>
Phone Number:	<u>558-0897</u>
Fax Number:	
Email Address:	<u>SMASON@WVADMIN.GOV</u>

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

Firm Name:	<u>Arista Ferrell</u>
Firm Address:	<u>WV Purchasing Division</u> <u>2019 Washington St. E</u> <u>Charleston, WV 25306</u>
Representative Attending:	
Phone Number:	<u>304-558-2596</u>
Fax Number:	<u>304-558-4115</u>
Email Address:	<u>kferrelle@wvadmin.gov</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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