



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  
 GSD086418

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 SIX  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/14/2008				

BID OPENING DATE: 02/20/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO:		
				1.) ANSWER QUESTIONS SUBMITTED DURING THE MANDATORY PRE-BID MEETING AND THOSE SUBMITTED PRIOR TO THE FEBRUARY 8, 2008 DEADLINE FOR TECHNICAL QUESTIONS.		
				2.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST.		
				BID OPENING DATE REMAINS: 02/20/2008		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001	1	JB		968-42		
				EQUIPMENT DISASSEMBLY & REMOVAL, BLDG#6		
				***** THIS IS THE END OF RFQ GSD086418 ***** 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 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.

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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

**RFQ#GDS086418 Bldg#6 Equipment Disassembly & Removal Project**  
Mandatory Pre-Bid Meeting: 2/6/2008

Technical Questions & Answers

Question #1: Will the Owner coordinate the start of GSD086418 with the start of GSD086417 in the event one Contractor is awarded both projects?

Answer#1: Yes, but the bidders submitting bids on both projects should prepare to be working both projects simultaneously.

Question#2: Is the Condenser Water Pipe going out onto the removed to be removed?

Answer#2: Yes, stubs of pipe on either side of wall should be cut, capped and welded approximately 8-12" from wall. The pipe will also be removed within the building.

Question#3: The chilled water supply piping is live above the valves; how should this pipe be removed/capped?

Answer#3: This pipe should be removed up to the valve, with a blind flange being placed on the valve in its place.

Question#4: Will the Owner verify that electrical boxes are active or inactive?

Answer#4: Yes. However, bidders should have their own electrician on hand to verify status of any electrical components removed as part of this contract.

Question#5: Are the two pumps on the 9<sup>th</sup> floor to be removed?

Answer#5: Yes.

Question#6: Are the concrete pads with no equipment resting on them to be removed?

Answer#6: Three of the four empty concrete pads on the 9<sup>th</sup> floor are to be removed; the excluded pad is the one with conduit attached.

Question#7: Will asbestos on piping be removed by the Contractor?

Answer#7: No, the owner will be responsible for asbestos removal. The Contractor should notify Owner personnel if any asbestos is encountered.

Question#8: How can the Contractor access the Roof?

Answer#8: The Contractor will be allowed space on the southern or eastern space around the building to place a crane. This placement will be coordinated with Owner personnel.

Question#9: Will the Owner allow for motorized equipment emitting exhaust fumes, eg a Bobcat, to be used on the 9<sup>th</sup> floor or roof?

Answer#9: No.

Question#10: Will there be a pre-construction meeting?

Answer#10: Yes, in which the physical location of the project will be revisited by both Owner and Contractor personnel.

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: G5D0826418

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:	GLEN COMPANY
Firm Address:	PO Box 2109 CHARLESTON WV 25328
Representative Attending:	DAVID MUSER
Phone Number:	304 341 9098
Fax Number:	304 344 0833
Email Address:	dmusser@wvdst.net

Firm Name:	Rich's Refs
Firm Address:	1151 Airport Rd. Sutton WV, 26061
Representative Attending:	Shane Oney
Phone Number:	304-765-5833
Fax Number:	765-2063
Email Address:	Oney@RichsAC.com

Firm Name:	Cimco Inc
Firm Address:	Po Box 480 Culloden WVA 25510
Representative Attending:	Jeff Gillenwater
Phone Number:	562-0121
Fax Number:	562-0320
Email Address:	Cimcaw@verizon.net

Firm Name:	ACA Mechanical Service
Firm Address:	3760 Sheep Hollow Dr. Hurricane WV 25826
Representative Attending:	Mike Hatfield
Phone Number:	767-5616
Fax Number:	757-6716
Email Address:	Mike.Hatfield@acmserve.com

Firm Name:	Carrier Commercial Service
Firm Address:	2 Mission Way Scott Depot WV 25560
Representative Attending:	Bryan Graham
Phone Number:	304-757-0395 304-941-8331 cell
Fax Number:	304 757-3018
Email Address:	bryan.graham@carrier-wv.com

Firm Name:	Costo Technical Services
Firm Address:	540 Leon Sullivan Rd. Charleston WV
Representative Attending:	Charles Row
Phone Number:	(304) 340-0549
Fax Number:	
Email Address:	crow@costotech

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: GS D086418

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>ELCO MECHANICAL</u>
Firm Address:	<u>PO BOX 349 CHARLESTON WV 25312</u>
Representative Attending:	<u>WILLIAM E. ASHWORTH</u>
Phone Number:	<u>304 346-0546</u>
Fax Number:	<u>304 346-0548</u>
Email Address:	

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

Firm Name:	<u>BADGER CONCRETE CO.</u>
Firm Address:	<u>51 STOCKETT FLD. MORGANTOWN WV 26050</u>
Representative Attending:	<u>PHILIP ASSI F 688-</u>
Phone Number:	<u>304-594-1964/2016</u>
Fax Number:	<u>304-594-9125</u>
Email Address:	<u>PHASSIF@iol.com</u>

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

Firm Name:	<u>Garcie R. Marker &amp; Sons Inc.</u>
Firm Address:	<u>1119 Jefferson Rd. St. Chas. WV. 25309</u>
Representative Attending:	<u>Allen Marker</u>
Phone Number:	<u>744 0540</u>
Fax Number:	<u>746-5203</u>
Email Address:	

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