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RFQ COPY

TYPE NAME/ADDRESS HERE

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 HHR90015

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER
304-558-0067

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HEALTH AND HUMAN RESOURCES
OPERATIONS
VARIOUS LOCALES AS INDICATED
ON PURCHASE ORDER

ADDRESS CHANGES TO BE NOTED ABOVE

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## 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 Viginia 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



MODOR

TITLE

RFQ COPY

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State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

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PAGE 2

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ROBERTA WAGNER 304-558-0067

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HEALTH AND HUMAN RESOURCES OPERATIONS VARIOUS LOCALES AS INDICATED ON PURCHASE ORDER

ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA FOB. FREIGHT TERMS 06/09/2008 BID OPENING DATE: 06/26/2008 BID OPENING TIME 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING. SIGNATURE COMPANY DATE REV. 11/96 END OF ADDENDUM NO. 0001 JΒ 770-93 ROOF REPLACEMENT SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE *TELEPHONE* DATE



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DATE PRINTED

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
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# Request for Quotation

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#### RFQ HHR90015 Valley Roof Prebid Addendum 1 06/05/08

#### Change Section 3.2.1 to read as follows:

Over the entire area, Contractor shall apply 2 layers of 1 1/2" flat Iso. Insulation

#### Add to Section 3.2.3

Existing 3' high brick wall shall be covered completely with membrane roofing and finished per industry standard.

#### Add to Section 3.2.5

Inoperative condenser unit, Carrier model 50DQ016400 and associated components shall be set off the roof. New metal deck shall be applied at rooftop unit area and insulated wall panels shall be installed where ductwork was removed.

#### Change Section 3.2.9 to read as follows:

Contractor shall provide and install new .040" aluminum kynar finish edging around the entire perimeter of the building.

#### Add to Section 3.3

And as necessary between rooftop HVAC units consisting of a minimum of eighty (80) 30" x 30" walkpads.

#### Add Section 3.3.2

Contractor shall fabricate and install 30 pitch pans at equipment screens.

#### Add Section 3.3.3

Contractor shall provide a price per square foot to replace damaged metal decking.

#### Response to Vendor(s) Question(s)

Q: Is there any Asbestos removal required for Roof replacement for this RFQ?

A: No

### P5

# SIGN IN SHEET

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RFQ/RFP No. HHR 90015

PLEASE PRINT

Date:

Page of

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD- RFQ/RFP #\_

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: Mansuello Roofing	116 Wood Street	PHONE "740-633"7320
Rep: Mark J Speirs	Narting Ferry, OH 43835	1 1
Email Address: Marke amministello rochmy. Com	The management of the state of	FAX 740-633-7322
COMPANY: TRI-STATE ROOFING & SHEETMENT	P.O. Box 892	475 -826 - 408 BHONE 304-328
Rep: KEN HANSON	MCREANTOWN, IN 26507-	TOLL FREE
Email Address: KHANSON @ TRI-STATESERVICE.COM	2180	FAX 304-378-5248
Company: S.M. KISNER & SEINS	1114 SPEEDWAY AVE.	PHONE 304-366-413/
Rep: Butc14 RUNGON	FAIRMONT, WV 26554	FREE
Email Address:	e militar produces per de de servicio produce en servicio per de desenvolución de servicio de servicio de desenvolución de servicio de ser	FAX 304-366-4187
Company: Scher Keepan & Moles a	Pollok 30.36	PHONE 304-624-6565
Rep: Daul Michals	Clarks burg 111. 36362-2036	TOLL FREE
Email Address: Sulle People a contract tow Mot		FAX 304422-3432
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX



1651 Blue Horizon Dr., (Rt. 19N) P.O. Box 892, Morgantown, WV 26507-0892 TELEPHONE (304) 328-5244 FAX (304) 328-5248

E-Mail: khanson@tri-stateservice.com

SHEET METAL ating Ventilation Dust Collectors Cabinets cial Febrication

ROOFING Built-up Metal Carlisle

SERVING AREA SINCE 1913



William (Butch) Runion Phone (304) 366-4131 Fax (304) 366-4197

## S. M. KISNER & SONS

INDUSTRIAL . COMMERCIAL ROOFING & SHEET METAL

> P. O. Box 827 • 1114 Speedway Fairmont, W. VA 26554



Paul F. Nichols

P.O. Box 2036 Stadium Drive Clarksburg, WV 26302-2036

WV License #000463

(304) 624-6565 Fax (304) 622-3637