



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  
**ISCH0188**

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  
 BUILDING 1 ROOM MB60  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0123 304-558-2317**

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
<b>04/16/2008</b>				

**BID OPENING DATE: 05/13/2008 BID OPENING TIME 01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		285-10		
<p><b>FIBER OPTIC CABLING FOR 3 BUILDINGS</b></p> <p><b>REQUEST FOR QUOTATION</b></p> <p>THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA OFFICE OF TECHNOLOGY, IS REQUESTING QUOTATIONS FOR THE PROCUREMENT OF COMMSCOPE SYSTIMAX OR EQUIVALENT FIBER OPTIC CABLE, INCLUDING, INSTALLATION, TESTING, AND ACCEPTANCE. PRICES QUOTED SHALL BE ALL-INCLUSIVE AND REPRESENT COMPLETE INSTALLATION. THE VENDOR SHALL BE RESPONSIBLE FOR ALL PARTS, LABOR AND ALL OTHER ASSOCIATED APPARATUS NECESSARY TO COMPLETELY INSTALL, TEST, AND TURNOVER FOR ACCEPTANCE TO THE WVOT PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNCIAL QUESTIONS CONCERNING THIS PROJECT MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS RFQ, VIA FAX AT 304-558-4115 OR VIA EMAIL AT KRISTA.S.FERRELL@WVADMIN.GOV. TECHNICAL QUESTIONS INCLUDE, BUT ARE NOT LIMITED TO, SCOPE OF WORK, CLARIFICATIONS TO THE SPECIFICATIONS, LABOR, MATERIALS, ETC. DEADLINE FOR ALL TECHNICAL QUESTIONS IS APRIL 29, 2008 BY THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ANSWERED BY ADDENDUM AFTER THIS DEADLINE.</p> <p>QUESTIONS CONCERNING THE PROCESS BY WHICH A VENDOR MAY SUBMIT A BID TO THE STATE OF WEST VIRGINIA ARE NOT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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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 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



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 Department of Administration  
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<p>CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE AT ANY TIME PRIOR TO THE BID OPENING AND IN ANY FORMAT.</p> <p>EXHIBIT 5</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 45 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR KANAWHA COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:</p>						

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<p>IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT IS 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p>						

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<p><b>EXHIBIT 10</b></p> <p><b>ADDENDUM ACKNOWLEDGEMENT</b></p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p><b>ADDENDUM NOS. :</b></p> <p>NO. 1 .....</p> <p>NO. 2 .....</p> <p>NO. 3 .....</p> <p>NO. 4 .....</p> <p>NO. 5 .....</p> <p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS.</p> <p>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.</p> <p>.....SIGNATURE</p> <p>.....COMPANY</p>						

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<p>.....DATE</p> <p>REV. 11/96</p> <p><b>CONTRACTORS LICENSE</b></p> <p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:</p> <p>CONTRACTORS NAME: .....</p> <p>CONTRACTORS LICENSE NO.: .....</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p><b>APPLICABLE LAW</b></p> <p>THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING</p>						

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<p><b>DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</b></p> <p><b>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT.</b></p> <p><b>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</b></p> <p><b>REV. 1/2005</b></p> <p style="text-align: center;"><b>NOTICE</b></p> <p><b>A SIGNED BID MUST BE SUBMITTED TO:</b></p> <p style="text-align: center;"><b>DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</b></p> <p><b>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</b></p> <p><b>SEALED BID</b></p> <p><b>BUYER: KRISTA FERRELL-FILE 21</b></p> <p><b>REQ. NO.: ISCH0188</b></p>						

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<p>BID OPENING DATE: 05/13/2008</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>-----</p> <p>PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:</p> <p>-----</p> <p>***** THIS IS THE END OF RFQ ISCH0188 ***** TOTAL: _____</p>						

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**State of West Virginia  
Department of Administration  
Office of Technology  
Charleston, WV**

**Request for Quotation  
ISCH0188**

**1.0 OBJECTIVE**

The State of West Virginia, Department of Administration, Office of Technology (WVOT) is requesting quotations for the procurement of **Commscope Systimax (or equivalent) fiber optic cable, including installation, testing, and acceptance**. Prices quoted shall be all-inclusive and represent complete installation. The Vendor shall be responsible for all parts, labor and all other associated apparatus necessary to completely install, test, and turnover for acceptance to the WVOT

**1.1 Inquiries:**

Additional information inquiries regarding specifications of this RFQ must be submitted in writing to the State Buyer with the exception of questions regarding bid submission which may be oral. The deadline for written inquiries is identified in the Schedule of Events, Section 1.16. All inquiries of specification clarification must be addressed to:

Krista Ferrell, Senior Buyer  
Purchasing Division  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, WV 25305-0130  
Fax: (304) 558-4115

**Absolutely NO contact shall be made by the Vendor with any member of the evaluation committee.** Violation may result in rejection of the bid. The State Buyer named above is the sole contact for any and all inquiries after this RFQ has been released.

**1.2 Vendor Registration:**

Vendors participating in this process must complete and file a **Vendor Registration and Disclosure Statement** (Form WV-1) and remit the registration fee. Vendor is not required to be a registered Vendor in order to submit a bid, but the **successful bidder MUST** register and pay the fee prior to the award of an actual purchase order/contract.

**1.3 Oral Statements and Commitments:**

Vendor should clearly understand that any verbal representations made or assumed to be made during any oral discussions held between Vendor's representatives and any State personnel is **not** binding. Only the information issued in writing and added to the Request for Proposal specifications file by an official written addendum are binding.

#### 1.4 Response Submission:

State law requires that the original proposal be submitted to the Purchasing Division. All proposals must be submitted to the Purchasing Division **prior** to the date and time stipulated in the RFQ as the opening date. All bids will be date and time stamped to verify official time and date of receipt.

Vendors mailing proposals must allow sufficient time for mail delivery to ensure timely arrival. In accordance with State Code 5A-3-11, the Purchasing Division cannot waive or excuse late receipt of a bid that is delayed and late for any reason. Any proposal received after the bid opening date and time will be immediately disqualified in accordance with State law and the administrative rules and regulations.

WVOT requests that bidders also include a copy of their bid in electronic form on a CD.

**Submit:**

One original RFQ to:

Purchasing Division  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, WV 25305-0130

The outside of the envelope or package(s) must be clearly marked:

Buyer: 21

Req #:

Opening Date: \_\_\_\_\_

#### 1.5 Schedule of Events

The schedule may change depending on the results of the responses and a final schedule will be established prior to contracting with the successful Vendor.

#### 1.6 Incurring Costs:

The State and any of its employees or officers shall not be held liable for any expenses incurred by any bidder responding to this RFQ for expenses to prepare, deliver the proposal, or to attend any mandatory prebid meeting or oral presentations.

#### 1.7 Installation Completion Timeframe:

The installation completion time for this RFQ is 45 standard business days after issuance of P.O. These 45 days for installation include the measuring of job and the ordering of materials. The State at its discretion will adjust timelines, if required, due to unforeseen delays.

#### 1.8 Job Site Parking

There is vendor parking (first come first serve) on the parking lot behind Building 3, the DMV Building, additional parking is available at Laidley Field. Equipment may be unloaded in the loading dock areas but vehicles will not be allowed to remain there.

#### 1.9 Omissions

Omission in the proposal of any provision herein described shall not be construed as to relieve The Vendor of any responsibility or obligation requisite to the complete and satisfactory delivery, operation, and support of any and all equipment or services.

### 1.10 Warranty

Materials and workmanship hereinafter specified and furnished shall be fully guaranteed by The Vendor for **fifteen years** from transfer of title against any defects. Defects which may occur as the result of faulty materials or workmanship within **fifteen years** after installation and acceptance by The WVOT shall be corrected by The Vendor at no additional cost to The WVOT. The Vendor's warranties shall commence with acceptance of/or payment for the work in full.

This warranty shall in no manner cover equipment that has been damaged or rendered unserviceable due to negligence, misuse, acts of vandalism, or tampering by The WVOT or anyone other than employees or agents of The Vendor. The Vendor's obligation under its warranty is limited to the cost of repair of the warranted item or replacement thereof, at The Vendor's option. Insurance covering said equipment from damage or loss is to be borne by The Vendor until full acceptance of equipment and services.

### 1.11 Inspection, Acceptance, and Title

Inspection and Acceptance will be at destination and upon successful installation unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the successful Vendor until acceptance by The WVOT, unless loss or damage results from negligence by The WVOT. If the materials or services supplied to The WVOT are found to be defective or do not conform to the specifications, The WVOT reserves the right to cancel the contract upon written notice to The Vendor and return products at The Vendor's expense, based upon the terms of the Contract.

The WVOT shall at all times have access to the work wherever it is in preparation or progress, and The Vendor shall provide proper facilities for such access and for inspection.

The Vendor shall not close up any work until The WVOT has inspected the work. Should The Vendor close up the work prior to inspection by The WVOT, The Vendor shall uncover the work for inspection by The WVOT at no cost to The WVOT, and then recover the work according to the specification contained herein.

The Vendor shall notify The WVOT in writing when the work is ready for inspection. The WVOT will inspect the work as expeditiously as possible after receipt of notification from The Vendor.

### 1.12 Price Quotations

Price quotations are to include the furnishing of all materials, equipment, maintenance and training manuals, tools, and the provision of all labor and services necessary or proper for the completion of the work, except as may be otherwise expressly provided in the Contract Documents. The WVOT will not be liable for any costs beyond those proposed herein and awarded. This will be a single vendor award. **Time and materials quotes will be unacceptable.**

In case of discrepancy in computed bid prices, the lowest combined value of individual unit costs shall prevail.

### 1.13 Price Stability

Contract prices and discounts shall be fixed at the time of contract award. In the event of price changes the WV Purchasing rule 148-1-7, 7.15 shall be followed.

### 1.14 Variation in Quantities and Configurations

Equipped and capacity requirements are the best estimates currently available. The WVOT reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell The WVOT the revised quantity of items at the unit price as stated in the RFQ regardless of quantity changes.

### 1.15 Prime Vendor

In the event multiple Vendors submit a joint response to this RFQ, a single Vendor shall be identified as the Prime Vendor. Prime Vendor responsibilities shall include performing overall project administration and serving as a focal point for The WVOT to coordinate and monitor plans and schedules, maintain project budget and status information, administer changes required, preside over other Vendors participating or present at The WVOT meetings, and oversee preparation of reports and presentations. Prime Vendor shall also prepare and present a consolidated invoice for work performed. The WVOT shall issue only one (1) check for each consolidated invoice. Prime Vendor shall remain responsible for performing tasks associated with installation and implementation of Prime Vendor's portion of the contract.

### 1.16 Compliance with Laws and Regulations

The Vendor performance of the work shall comply with applicable federal, state, and local laws, rules, and regulations. The Vendor shall give required notices, shall procure necessary governmental licenses and inspections, and shall pay without burden to The WVOT, all fees and charges in connection therewith unless specifically provided otherwise. In the event of violation, The Vendor shall pay all fines and penalties, including attorney's fees and other defense costs and expenses in connection therewith.

#### 1.17.1 Federal Communications Commission

Equipment requiring FCC registration or approval shall have received such approval and shall be appropriately identified.

#### 1.17.2 Codes, Standards, and Ordinances

All work shall conform to the latest edition of the *National Electrical Code*<sup>®</sup>, the Building Code, and all local codes and ordinances, as applicable. ANSI/TIA/EIA-568-B.1 through ANSI/TIA/EIA-568-B.3, NECS/BICSI-568 and ANSI/TIA/EIA-569-A shall be adhered to during all installation activities. Methodologies outlined in the latest edition of the BICSI *Telecommunications Distribution Methods Manual* shall also be used during all installation activities. Should conflicts exist with the foregoing, the authority having jurisdiction for enforcement will have responsibility for making interpretation.

### 1.17 Safety

The Vendor shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Vendor shall at all times comply with the regulations set forth by federal, state, and local laws, rules, and regulations concerning "OSHA" and all applicable state labor laws, regulations, and standards. The Vendor shall indemnify and hold harmless The WVOT from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs) which may be imposed on The WVOT because of The Vendor, subcontractor, or supplier's failure to comply with the regulations stated herein.

### 1.18 Patents and Royalties

The Vendor, without exception, shall indemnify and hold harmless The WVOT and its employees from any liability of any nature or kind, including costs and expenses for, or on account of, any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by The WVOT. If The Vendor or subcontractor uses any design, device, or materials covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

## 1.19 Indemnification

The Vendor shall indemnify and hold harmless The WVOT, its agents, and employees from or on account of any injuries or damages, received or sustained by any person or persons, during or on account of any operation connected with this Contract; or by consequence of any negligence (excluding negligence by The WVOT, its agents, or employees) in connection with the same; or by use of any improper materials or by or on account of any act or omission of said Vendor or its subcontractors, agents, servants, or employees. The Vendor further agrees to indemnify and hold harmless The WVOT, its agents, or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by The Vendor, its agents, associates, or employees.

The indemnification provided above shall obligate The Vendor to defend at its own expense or to provide for such defense, at The WVOT's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against The WVOT which may result from the operations and activities under this Contract whether the installation operations be performed by The Vendor, subcontractor, or by anyone directly or indirectly employed by either.

The award of this Contract to The Vendor shall obligate The Vendor to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

## 1.20 Affidavit

West Virginia State Code 5A-3-10a requires that all bidders submit an affidavit regarding any debt owed to the State. The affidavit must be signed and submitted prior to award. It is preferred that the affidavit be submitted with the RFQ. The Affidavit can be found at [www.state.wv.us/admin/purchase/vrc/nodebt.pdf](http://www.state.wv.us/admin/purchase/vrc/nodebt.pdf).

## 2.0 QUALIFICATIONS

### 2.1 Project Manager

The Vendor will provide a Project Manager who will act as a single point of contact for all activities regarding this project. The Project Manager will be required to make on-site decisions regarding the scope of the work and any changes required by the work. The Project Manager must be on the job at any time work is being performed or workers are present. The Project Manager will be totally responsible for all aspects of the work and shall have the authority to make immediate decisions regarding implementation or changes to the work.

### 2.2 Construction Manager

The WVOT shall provide a Construction Manager who shall act as a single point of contact for all activities regarding this project. The Construction Manager will be responsible for all decisions required of The WVOT and shall coordinate with all departments during installation activities. The Construction Manager shall notify The WVOT Inspector when inspections are scheduled and shall coordinate the inspection between The Vendor and The WVOT Inspector.

### 2.3 Experience

2.3.1 The selected Vendor must be fully capable and experienced in the **telecommunications distribution system** specified. To ensure the system has continued support, The WVOT will contract only with Vendors having a successful history of sales, installation, service, and support. The Vendor must have a minimum of **five (5) years** of experience.

2.3.2 The Vendor must have an **RCDD**<sup>®</sup> (*Registered Communications Distribution Designer*) on staff that will be ultimately responsible for this project. The RCDD must have sufficient experience in this type project as to be able to lend adequate technical support to the field forces during installation, during the warranty period, and during any extended warranty periods or maintenance contracts. Should the RCDD assigned to this project change during the installation, the new RCDD assigned must meet all requirements of the RFQ.

2.3.3 If, in the opinion of The WVOT, the RCDD does not possess the required qualifications to support the project, The WVOT reserves the right to require The Vendor to assign an RCDD who, in The WVOT's opinion, possesses the necessary skills and experience required of this project.

2.3.4 The Vendor must also have **BICSI Registered Installers and Technicians** on staff and assign them to this project. The project shall be staffed at all times by Installers and Technicians who, in the role of lead crafts persons, will be able to provide leadership and technical resources for the remaining crafts persons on the project. A minimum of 30 percent of personnel shall be BICSI registered telecommunications installers. Of that number 15 percent shall be registered at the *Technician Level*, at least 40 percent shall be registered at the *Installer Level 2*, and the balance shall be registered at the *Installer Level 1*.

## 2.4 References

The WVOT may, with full cooperation of The Vendors, visit client installations to observe equipment operations and consult with references. Specified visits and discussion shall be arranged through The Vendors; however, The Vendor personnel shall **not** be present during discussions with references. The Vendor must provide a minimum of **three (3)** references which are of the same size in scope and design that have been completed by The Vendor within the last **two (2)** years.

## 2.5 Liability and Insurance

The Vendor shall assume the full duty, obligation, and expense of obtaining and maintaining necessary insurance.

### 2.5.1 Insurance Coverage

The Vendor shall be fully liable to provide and maintain in force during the life of this Contract, such insurance, including Public Liability Insurance, Product Liability Insurance, Auto Liability Insurance, Worker's Compensation, and Employer's Liability Insurance as will assure to The WVOT the protection contained in the foregoing indemnification provision undertaken by The Vendor. Such policies shall be issued by United States Treasury-approved companies authorized to do business in the State of West Virginia and having agents upon whom service of process may be made in The WVOT and shall contain as a minimum, the following provisions, coverage's, and policy limits of liability.

### 2.5.2 General Liability

General Liability Insurance shall protect The WVOT, The Vendor, subcontractor, agents, and employees from claims for damages. The limits of liability provided by such policy shall be no less than Five Hundred Thousand Dollars (U.S. \$500,000.00) per occurrence combined single limit bodily injury and property damage, and an amount not less than One Million Dollars (U.S. \$1,000,000.00) for damages on account of all occurrences.

### 2.5.3 Product Liability



Product Liability or Completed Operations Insurance shall have bodily injury limits of liability of not less than Five Hundred Thousand Dollars (U.S. \$500,000.00) per person; Five Hundred Thousand Dollars (U.S. \$500,000.00) per occurrence, and Five Hundred Thousand Dollars (U.S. \$500,000.00) aggregate.

#### 2.5.4 Auto Liability

Auto Liability Insurance shall have bodily injury limits of not less than Three Hundred Thousand Dollars (U.S. \$300,000.00) per occurrence and property damage limits of not less than One Hundred Thousand Dollars (U.S. \$100,000.00).

#### 2.5.5 Workers' Compensation and Employer's Liability

Workers' Compensation and Employer's Liability Insurance shall meet minimum requirements set by the State of West Virginia, but in no case less than One Hundred Thousand Dollars (U.S. \$100,000.00).

#### 2.5.6 Proof of Insurance

The Vendor shall furnish to The WVOT a Certificate of Insurance or duplicate policies of insurance described above which specifically protect The WVOT. This will be accomplished by naming The WVOT as a named insured under the policy and by providing an endorsement under the terms of which the insurer specifically agrees not only to pay any claims incurred by or resulting to The WVOT, but also agrees to enter a defense on behalf of The WVOT. The defense includes any and all suits or actions, in which the liability of The WVOT is vicarious and is predicated upon allegation of some act of omission by The Vendor, subcontractor, or his or her agents. This proof shall be received within two (2) working days after notice of award. Purchase order(s) will not be issued until Certificates of Insurance are received.

Such certification must contain a provision for notification of The WVOT thirty (30) days in advance of any material change in coverage or cancellation. Notification shall be in writing and signed in ink by a duly authorized officer of the Insurer.

#### 2.5.7 License Requirements

**The successful bidder MUST have a West Virginia Contractor's License. If partnering with subcontractors, only the vendor actually performing the installation of cabling must hold the contractor's license. The license number must be included with the bid response, but the certificate will be required only from the successful vendor. If the prime vendor replaces the networking installation vendor any time during the term of the contract, prior written approval from the WVOT and a properly executed change order to the contract must be processed. The replacement must have a contractor's license and provide a copy before the change will be approved.**

#### 2.5.8 Wage Rates

**The West Virginia Division of Labor's Building and Construction Wage Rates are made part of the RFQ by reference. The wage rates are available online at the Secretary of State's website: <http://www.wvsos.com/adlaw/wagerates/building02.htm>.**

#### 2.5.9 Bonding

##### 2.5.9.1 Bid Bond

A Surety Bond, Certified Check, Cashier's Check, Treasurer's Check, or bank draft of any State or National Bank representing five (5) percent of the total amount of the Vendor's response must accompany the response package.

#### 2.5.9.2 Performance, Labor, Materials Bond

Within five (5) working days after notice of award, The Vendor is required to have a valid Performance, Labor, Materials Bond in force covering the work performed up to the acceptance by The WVOT. The Bond must be in the amount of one hundred (100) percent of the Contract amount, guaranteeing to The WVOT the completion and performance of the work covered in such as well as full payment of all suppliers, agents, laborers, or subcontractors employed in the performance of the project. Such Bond shall be in a form and with a surety acceptable to The WVOT and shall provide for the protection of all persons supplying labor or materials used for the performance of the work. Purchase order(s) will not be issued until 100 percent payment bond is received.

The Vendor agrees to keep such Bond, or a replacement thereof, in force at all times during the course of the performance under this project. In addition to the foregoing requirements, such bond shall contain the provision, whether by attaching endorsements or supplemental agreements, guaranteeing to The WVOT the successful completion of the project. The Vendor may comply with the requirements of this provision by causing said Bond to specifically name The WVOT as one of the parties to whom the protection afforded by said Bond is extended or as an alternate, may furnish The WVOT with a separate Performance Bond meeting the same criteria.

#### 2.5.9.3 Qualification of Surety

The Performance, Labor, Materials Bond must be executed by a Surety Company of recognized standing, authorized to do business in the State of West Virginia. The bonds shall be on the State of WV form provided by the Purchasing Division. A certified check, or cashiers check made payable to the State of West Virginia, will also serve as the bid bond.

#### 2.5.9.4 Failure to Complete and Liquidated Damages

Because the actual damages for delay in completion are impractical to determine, the successful Vendor and its sureties shall be liable for and shall pay to The WVOT stipulated and fixed, agreed, and liquidated damages the sum of Five Hundred Dollars (U.S. \$500.00) for each calendar day past the agreed upon date of completion. The successful Vendor and its sureties shall be liable for and shall pay to The WVOT stipulated and fixed, agreed, and liquidated damages in the sum of One Thousand Dollars (U.S. \$1000.00) for each calendar day an outage is caused on an existing fiber run, Five Hundred Dollars (U.S. \$500.00) for each calendar day an outage is caused on an existing data run and One Hundred Dollars (U.S. \$100.00) for each calendar day an outage is caused on an existing voice run.

## 2.6 Special Conditions

This facility is a facility that provides services to the State of West Virginia and all those having business with the State. As such, activities in all buildings are critical to the provisioning of services and shall not be interrupted by The Vendor's work activities.

The computer and telecommunications systems associated with this work must not be taken off-line or removed from service during normal working hours without The Vendor first making specific arrangements to coordinate any such activities.

The Vendor will be required to work around all of the conditions listed above, as well as working with The WVOT staff to minimize disruptions to normal Customer activities.

## 2.7 Cancellation

In the event provisions of this RFQ are violated by The Vendor, The WVOT may give written notice to The Vendor stating the deficiencies. Unless deficiencies are corrected within five (5) working days, recommendations will be made to The Purchasing Division for immediate cancellation. The Purchasing Division reserves the right to terminate immediately any contract resulting from this RFQ for failure to correct deficiencies.

## 3.0 **INSTALLATION GUIDELINES**

This RFQ includes equipment, materials, labor, and services to provide telecommunications distribution system infrastructure fiber optic cable. System testing; Documentation and providing all equipment, materials, labor, and services, not specifically mentioned or shown, which may be necessary to complete or perfect all parts of the installation.

3.1 All work performed on this project will be installed in accordance with the current edition of the *National Electrical Code*®, the current edition of the *National Electrical Safety Code*®, the current issue of the *ANSI/NECA/BICSI-568 Standard for Installing Commercial Building Telecommunications Cabling*, the current edition of the *BICSI Telecommunications Distribution Methods Manual*, the current edition of the *BICSI Cabling Installation Manual*, the latest issue of the *ANSI/TIA/EIA Standards* as published by Global Engineering Documents as *ANSI/TIA/EIA Telecommunications Building Wiring Standards*, and all local codes and ordinances.

3.2 At a minimum, not limited to, design, manufacture, test, and install telecommunications infrastructure cable per manufacturer's requirements and in accordance with NFPA-70 (*National Electrical Code*®), state codes, local codes, requirements of authorities having jurisdiction, and particularly the following standards:

3.2.1 ANSI/NECA/ Telecommunications Cabling

3.2.2 ANSI/TIA/EIA-568-B.1 -- *Commercial Building Telecommunications Cabling Standard, Part 1: General Requirements*

3.2.3 BICSI-568 -- *Standard for Installing Commercial Building ANSI/TIA/EIA-569-A -- Commercial Building Standard for Telecommunications Pathways and Spaces*

3.2.4 ANSI/TIA/EIA-606(A) -- *The Administration Standard for the Telecommunications Infrastructure of Commercial Buildings*

3.2.5 ANSI/TIA/EIA-607(A) -- *Commercial Building Grounding and Bonding Requirements for Telecommunications*

3.3 Install in accordance with the most recent edition of BICSI® publications: BICSI -- *Telecommunications Distribution Methods Manual*

3.4 Federal, state, and local codes, rules, regulations, and ordinances governing the work, are as fully part of the specifications as if herein repeated or hereto attached. If the contractor should note items in the drawings or the specifications, construction of which would be code violations, promptly call them to the attention of the State of West Virginia's representative in writing. Where the requirements of other sections of the specifications are more stringent than applicable codes, rules, regulations, and ordinances, the specifications shall apply.

## INFRASTRUCTURE CABLE SYSTEM DESCRIPTION

### 4.0 INFRASTRUCTURE CABLE SYSTEM DESCRIPTION

The vendor must remove and properly dispose of any abandoned materials including, but not limited to, wires, ducts, trays, conduit, cable, Innerduct, fiber, pipe, hangers, boxes, or termination points that could pose a hazard to the public or State employees and their property. Vendor will coordinate and seek approval for the removal of any material that is not clearly and easily identified as abandoned with the construction manager or General Services before removal. Limited space will be provided to the vendor project manager as a work / desk area providing reasonable square footage to allow (at a minimum) for a desk, file cabinet and large format printer to allow on site technicians to receive, create, store and print work orders and updated drawings.

Fiber optic cable and termination hardware must be Commscope Systemax (or equal) and must seamlessly connect to the existing Systemax installed infrastructure.

All installed fiber strands must be fusion terminated and tested to manufactures specifications.  
ALL FIBER CABLE AS WELL AS ALL TERMINATION AND INSTALLATION MATERIAL USED  
MUST BE PLENUM RATED

Vendor should complete all of the included price sheets

### Building 6 to Building 5

#### SYSTIMAX 600G2 System

##### Single Mode Bldg 6 Vault

- |       |  |
|-------|--|
| One   | 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE<br>760032086                 |
| Two   | RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U<br>SHELF 760031856 |
| Eight | MODG2-12LC-SM-PT G2 Module_12LC TeraSPEED Pigtaills<br>760031039           |

##### Multi Mode Bldg 6 Vault

- |      |  |
|------|--|
| One  | 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide<br>760028324                |
| Two  | RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf<br>760039867 |
| Four | MODG2-12LC-LS-PT G2 Module_12LC LazrSPEED 550 Pigtaills<br>760027748       |

**Single Mode Building 5 Data Room**

- One 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE  
760032086
- Two RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U  
SHELF 760031856
- Eight MODG2-12LC-SM-PT G2 Module\_12LC TeraSPEED Pigtailes  
760031039

**Multi Mode Building 5 Data Room**

- One 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide  
760028324
- Two RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf  
760039867
- Four MODG2-12LC-LS-PT G2 Module\_12LC LazrSPEED 550 Pigtailes  
760027748

**Building 5 to Building 3**

## SYSTIMAX 600G2 System

**Single Mode Building 5 Data Room**

- One 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE  
760032086
- Two RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U  
SHELF 760031856
- Eight MODG2-12LC-SM-PT G2 Module\_12LC TeraSPEED Pigtailes  
760031039

**Multi Mode Building 5 Data Room**

- One 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide  
760028324
- Two RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf  
760039867
- Four MODG2-12LC-LS-PT G2 Module\_12LC LazrSPEED 550 Pigtailes  
760027748

**Single Mode Building 3 Data Room**

- One 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE  
760032086
- Two RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U  
SHELF 760031856
- Eight MODG2-12LC-SM-PT G2 Module\_12LC TeraSPEED Pigtailes  
760031039

**Multi Mode Building 3 Data Room**

- One 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide  
760028324
- Two RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf  
760039867
- Four MODG2-12LC-LS-PT G2 Module\_12LC LazrSPEED 550 Pigtailes  
760027748

**Building 3 to Culture and History Building 9****SYSTIMAX 600G2 System****Single Mode Building 3 Data Room**

- One 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE  
760032086
- Two RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U  
SHELF 760031856
- Eight MODG2-12LC-SM-PT G2 Module\_12LC TeraSPEED Pigtailes  
760031039

**Multi Mode Building 3 Data Room**

- One 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide  
760028324
- Two RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf  
760039867
- Four MODG2-12LC-LS-PT G2 Module\_12LC LazrSPEED 550 Pigtailes  
760027748

**Single Mode Building 9 Data Room**

- One 600G2-2U-MOD-SD 600G2 MODULE SHELF, 2U, SLIDE  
760032086
- Two RS-4AF-16SF ROLOSPLICE KIT E/W 4X FUSION SPLICE TRAY 2U  
SHELF 760031856
- Eight MODG2-12LC-SM-PT G2 Module\_12LC TeraSPEED Pigtailes  
760031039

**Multi Mode Building 9 Data Room**

- One 600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide  
760028324
- Two RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf  
760039867
- Four MODG2-12LC-LS-PT G2 Module\_12LC LazrSPEED 550 Pigtailes  
760027748

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3,000 Feet	CARLON TELECOM CG4X4C-6500	1.25 IN PLENUM WHITE W/TAPE PLENUM-GARD NON METALLIC CORRUGATED FLEXIBLE RACEWAY
5,500 Feet	COMMSCOPE SYSTIMAX 760012229	5125 048A WPBK SM IN/OUT TERASPEED PLENUM
4,500 Feet	COMMSCOPE SYSTIMAX 760016881	5125 024A XPBK MM IN/OUT LazrSPEED 550 PLENUM

## 5.0 **GROUNDING**

Cable tray grounding must conform to the *National Electrical Code*® 2005 – article 392.7 Grounding

Grounding must conform to ANSI/TIA/EIA 607(A) – *Commercial Building Grounding and Bonding Requirements for Telecommunications*, *National Electrical Code*®, ANSI/NECA/BICSI-568 and manufacturer's grounding requirements at a minimum.

Vendor must bond to the TMGB (Telecommunications Main Grounding Busbar) in room MB 66. The TMGB will be installed in the center of the northern wall a minimum of eight (8) feet above the floor. Vendor will be required to bond and ground equipment racks, housings, messenger cables, and raceways to the TGB ground system via #6 AWG green insulated copper grounding conductor.

Vendor must bond to the TGB (Telecommunications Grounding Busbar) in room all equipment rooms served by the solid trough cable tray. The TGB will be installed in the center of the wall designated by WVOT at a minimum of eight (8) feet above the floor. Vendor will be required to bond and ground equipment racks, housings, messenger cables, and raceways to the TGB ground system via #6 AWG green insulated copper grounding conductor.

## 6.0 **LABELING**

Labeling shall conform to ANSI/TIA/EIA-606(A) standards and in addition, provide the following:

- 6.1 Labels shall be machine-printed. Hand-lettered labels shall not be acceptable.
- 6.2 Labels shall be affixed to the infrastructure cable at a minimum of every twenty (20) feet.
- 6.3 Labels shall be at least one (1) inch high black lettering on a white background.

## 7.0 **AS – BUILT DRAWINGS**

Three (3) sets of as-built drawing shall be delivered to the State of West Virginia within four (4) weeks of acceptance of project by the State of West Virginia. A set of as-built drawings shall be provided to the State of West Virginia in electronic media form and utilizing CAD software that is acceptable to the State of West Virginia. Within six (6) weeks of acceptance of the project the electronic media must be delivered to the State of West Virginia.

## 8.0 **FIRESTOPPING MATERIALS**

All firestopping will be accomplished using Wiremold flamestopper units or equal.

<http://www.wiremold.com/flamestopper/home.asp>

[http://www.wiremold.com/shared\\_content/pdf/ed1312.pdf](http://www.wiremold.com/shared_content/pdf/ed1312.pdf)

All firestop must have a 4 hour rating.

The amount of firestop units required will equal or exceed the capacity of the largest cable tray that is served by the penetration.

No more than a 70% fill rate is allowed on any firestop unit.

Firestopping will be installed in phase one.

Phase two will be responsible for maintaining the integrity of the installed firestopping.

Both phases have the same requirements.

**Firestopping is required at all locations the cable tray pathway penetrates a wall.**

Products shall fill holes, spaces, and voids (hereinafter referenced as cavities) at communications penetrations. Firestopping materials shall also provide adhesion to substrates and maintain fire and smoke seal under normal expected movements of substrates, conduits, and cables.

## 9.0 **FIRESTOPPING**

### 9.1 **General**

9.1.1 New and existing raceways, cable trays, and cables for power, data, and communications systems penetrating non-rated and fire-rated floors, walls, and other partitions of building construction shall be firestopped where they penetrate new or existing building construction.

9.1.2 Firestopping shall be accomplished by using a combination of materials and devices, including penetrating raceway, cable tray, or cables, required to make up complete firestop.

9.1.3 Verify that cabling and other penetrating elements and supporting devices have been completely installed and temporary lines and cables have been removed.

### 9.2 **Installation**

9.2.1 Select appropriate type or types of through penetration firestop devices or systems appropriate for each type of communications penetration and base each selection on criteria specified herein.

9.2.2 Selected systems shall not be less than the hourly time delay ratings indicated in the Contract Documents for each respective fire-rated floor, wall, or other partition of building construction. Firestop for each type of communications penetration shall conform to requirements of an independent testing laboratory design drawing or manufacturer's approved modification when used in conjunction with details shown on the Drawings.

9.2.3 Perform all necessary coordination with trades constructing floors, walls, or other partitions of building construction with respect to size and shape of each opening to be constructed and device or system approved for use in each instance.

9.2.4 Coordinate each firestop selection with adjacent Work for dimensional or other interference and for feasibility. In areas accessible to public and other "finished" areas, firestop systems Work shall be selected, installed, and finished to the quality of adjacent surfaces of building construction being penetrated.

9.2.5 Use materials that have no irritating or objectionable odors when firestopping is required in existing buildings and areas that are occupied.



9.2.6 Provide damming materials, plates, wires, restricting collars, and devices necessary for proper installation of firestopping. Remove combustible installation aids after firestopping material has cured.

9.2.7 All firestops shall be installed in accordance with the manufacturer's instructions in order to maintain the specific rating assigned by the independent testing laboratory.

**9.3 Additional requirements for existing penetrations are as follows:**

9.3.1 Existing raceways, cable trays, and cabling that penetrate existing building construction shall be firestopped to the extent necessary to fill cavities that may exist between existing building construction and existing communications penetrations or existing conduit sleeve, and between existing conduits and existing conduit sleeve.

9.3.2 Assemblies consisting of individual steel hat type restricting collars filled with intumescent type materials that completely surround communications penetration shall be used for nonmetallic raceways and cabling.

**9.4 If required by inspecting authorities:**

9.4.1 Expose and remove firestopping to the extent directed by inspecting authority to permit his or her inspection.

9.4.2 Reinstall new firestopping and restore Work where removed for inspection.

**10. SLEEVES**

**10.1 Provide sleeves for new conduit and cable penetrations of building construction.**

10.1.1 Openings to accept sleeves in new building construction will be formed in building construction by the Contractor for General Construction work. Openings to accept sleeves in existing building construction shall be provided under this division of the Specifications. Refer to Article, CUTTING AND PATCHING in this Section.

10.1.2 Use electrical metallic tubing sleeves for penetrations through exterior masonry/concrete walls and foundations, concrete floor slabs on grade and above grade, and concrete-filled decks.

10.1.3 Use only fire-rated listed assemblies for the type of sleeve being installed through CMU walls or gypsum walls for communications penetrations. Sleeve type shall be electrical metallic tubing.

**10.2 Where conduits are installed before building construction being penetrated, install sleeves loose around conduits.**

10.2.1 Split, fit, and weld steel sleeves over existing conduits.

**10.3. Secure sleeves firmly in place using filling and patching materials (grout) that match with surrounding construction.**

**10.4 In floor penetrations, extend sleeve 4" above finished floor unless noted otherwise. In wall penetrations, cut sleeves flush with wall surface and use metal escutcheon plates in finished interior areas.**

**10.5 Seal voids between sleeves and building construction with joint sealants. Make allowances for and coordinate the Work with installation of firestopping, conduit insulation, and waterproofing, as applicable.**

**10.6 The Contractor shall be fully responsible for final and correct location of sleeves.**

10.6.1 Sleeves which are omitted or incorrectly located in existing building construction, shall be corrected and provided by the Communications Contractor.

**11.0 PENETRATIONS OF BUILDING SURFACES**

**11.1 Fire-resistant Areas**

11.1.1 Provide through-penetration firestop systems for penetrations through fire-rated walls, floors, and other partitions of building construction as specified in Article, FIRESTOPPING in this Section.

11.1.2 In walls or partitions with 2-hour or less fire ratings, provide only metallic outlet or device boxes installed per UL Fire Resistance Director, NEC, and other national building code requirements.

**11.2. Firestopping**

11.2.1 Manufacturer's technical data for each product including product description, specifications including labeling or listing by an agency acceptable to the Engineer/Designer, and storage requirements.

11.2.2 Firestop design basis documentation that shall include schedule indicating each type of communication penetration, type of building construction being penetrated including the hourly resistance rating of floor, wall, or other partition of building construction into which firestop design will be installed, and firestop device or system proposed for use.

11.2.3 Applicable design drawings by Engineer/Designer-approved testing laboratories.

11.2.4 Installation Procedures and Material Safety Data Sheets shall be included with products delivered to the job site.

11.2.5 Include in project's maintenance manuals, maintenance data that may be published by manufacturer.

**12.0 FIRESTOP REFERENCES**

The vendor must adhere to the following guidelines:

ASTM E814, Standard Method of Fire Tests of Through-Penetration Firestops.

UL 1479, Fire Tests of Through-Penetration Firestops.

UL Fire Resistance Directory: Through Penetration Firestop Devices (XHCR) and Through Penetration Firestop Systems (XNEZ).

ASTM E 119, Fire Tests of Building Construction and Materials (for fire-rated architectural barriers).

2002 NFPA National Electrical Code, Section 800-52, Paragraph 2(B), *Spread of Fire and Products of Combustion*.

ANSI/NECA/BICSI-568, Standard for Installing Commercial Building Telecommunications Cabling, Section 5, Clause 5.1 through 5.2.3, *Firestopping*

2000 edition of the BICSI Telecommunications Distribution Methods Manual, Chapter 15, *Firestopping*.

Factory Mutual Approval Guide.

ULC List of Equipment and Materials, VOL. II.

Installed firestopping systems shall meet approval of authorities having jurisdiction.

### **13.0 REMOVAL AND REPLACEMENT OF EXISTING CEILINGS**

13.1 Carefully remove entire existing ceilings in the main unit, which will be inclusive of the areas adjacent to the existing cafeteria space to perform the work. In the East and West Wing areas carefully remove existing ceilings as required to install cable tray. Store removed tiles in an area designated by the State of West Virginia. Modify and augment existing suspension systems as necessary. The ceiling tiles in the Main Unit will be considered trash. The vendor will dispose of the removed tiles in a designated area or dumpster.

13.2 Restoration of the ceiling systems to their original finish in the main unit, which will be inclusive of the areas adjacent to the cafeteria space, is not part of this procurement.

13.3 Restoration of the ceiling systems to their original finish in the East and West Wing areas will be a requirement of this RFQ. The original tiles may be put back up in the basement wings if they are not damaged during removal.

### **14.0 CUTTING AND PATCHING**

14.1 Provide openings, cutting, coring, and patching of openings in existing building construction as required. Patching includes openings and voids left in existing construction as a result of demolition.

14.2 The Work shall include necessary assemblies and materials to maintain required fire ratings.

14.3 Perform cutting as to not impair structural stability of building construction and systems. Do not drill holes or weld attachments to beams and other structural members without prior written approval from the State of West Virginia's Representative.

14.4 The Work shall be done by crafts persons skilled in the particular trades affected.

14.5 Patching materials shall match existing materials in type and quality. Patching shall be done in a manner to match appearance of adjacent surfaces.

14.6 The successful vendor is only responsible for openings in walls that the vendor makes.

### **15.0 CLEANING**

15.1 Cleaning shall be performed to the satisfaction of the State of West Virginia's Representative.

15.2 Unless otherwise indicated, clean shall mean free of dust, dirt, mud, debris, oil, grease, residues, and contamination. Acceptability shall be determined by sight, touch, and wiping with a clean soft cloth and suitable cleaning agent.

**16.0 PAINTING**

16.1 Touch up marred and bared surfaces of primed, galvanized, and finish painted equipment, materials, and accessories installed.

16.2 Restore patched surfaces as close to the original condition and finish as reasonably possible. Where patching occurs in smooth painted surface, extend final paint coat over entire unbroken surface containing patch, after patched area has received two coats of primer and two coats of finished paint.

**17.0** Hours can be flexible and varied but must be approved by Protective Services, General Services and Office of Technology.

**18.0** The State will provide space for staging of materials on site, but will not be responsible for staged materials.

**19.0** All termination hardware will be accomplished using Systemax products or equal.

# BID PRICE SHEET

## COMMSCOPE SYSTIMAX or EQUAL

					PRICE
6	760028324	600G2-1U-MOD-SD 600G2 Modular Shelf, 1U, Slide			0
12	760039867	RS-2AF-16SF RoloSplice Kit E/W 2x Fusion Splice Tray 1U Shelf			0
6	760032086	600G2-2U-MOD-SD 600G2 Modular Shelf, 2U, Slide			0
12	760031856	RS-4AF-16SF RoloSplice Kit E/W 4x Fusion Splice Tray 2U Shelf			0
48	760031039	MODG2-12LC-SM-PT G2 Module 12LC TeraSPEED Pigtails			0
24	760027748	MODG2-12LC-LS-PT G2 Module 12LC LazaSPEED 550 Pigtails			0
5,500 Feet	760012229	SYSTIMAX 5125 048A WPBK SM IN/OUT TERASPEED PLENUM			0
4,500 Feet	760016881	SYSTIMAX 5125 024A XPBK MM IN/OUT LazaSPEED 550 PLENUM			0
3,000 Feet	CG4X6C-6500	CARLON TELECOM 1.25 IN PLENUM WHITE W/TAPE PLENUM-GARD NON METALLIC CORRUGATED FLEXIBLE RACEWAY			0

<b>TOTAL MATERIALS COST</b>	
<b>TOTAL INSTALLATION COST</b>	
<b><u>EVALUATED TOTAL INSTALLED BID PRICE</u></b>	<b>\$0.00</b>

**ADDITIONAL HOURLY RATE per HOUR** \$ \_\_\_\_\_ **NOT PART OF EVALUATION**

COMMSCOPE SYSTEMAX or EQUAL

MATERIAL ID	FIBER STRANDS	TERASPEED	Lazr/SPEED 550	PLENUM	INDOOR	INDOOR / OUTDOOR		ALUMINUM INTERLOCKE D ARMOR	TIGHT BUFFERE	LOOSE TUBE	FIGURE 8 MESSENGER	DIELECTRIC	METALLIC	PRICE
						INDOOR	OUTDOOR							
760004317	2	X		X	X				X					
760004317-APYL	2	X		X	X			X	X					
760037168	2	X		X		X			X					
760057034	2		X	X	X				X					
760037408	2		X	X		X			X					
760004317	4	X		X	X				X					
760004317-APYL	4	X		X	X			X	X					
760037176	4	X		X		X			X					
760002576	4	X					X			X				
760002253	4	X					X			X				
760037416	4		X	X		X			X					
760007351	4		X				X			X			X	
760007245	4		X				X			X			X	
760004333	6	X		X	X				X					
760004333-APYL	6	X		X	X			X	X					
760036384	6	X		X		X			X					
760016550	6	X		X	X	X				X				
760016550-APBK	6	X		X		X		X		X			X	
760002584	6	X					X			X			X	
760002261	6	X					X			X			X	
760012138	6		X	X	X				X					
760012138-APAQ	6		X	X	X			X	X					
760036426	6		X	X	X	X			X					
760016873	6		X	X		X				X				
760007369	6		X				X			X			X	
760007252	6		X				X			X			X	
760004358	12	X		X	X				X					
760004358-APYL	12	X		X	X			X	X					
7600037192	12	X		X		X			X					
760037192-APBK	12	X		X	X	X		X	X					
760016568	12	X		X	X	X				X				
760016568-APBK	12	X		X	X	X		X		X			X	
760002592	12	X		X					X				X	
760002279	12	X		X					X				X	
760013680	12	X					X			X			X	
760006411	12		X	X	X				X					
760006411-APAQ	12		X	X	X			X	X					
760037432	12		X	X		X			X					
760037432-APBK	12		X	X	X	X		X	X					
760014837	12		X	X	X	X				X				
760014837-APBK	12		X	X	X	X		X		X			X	
760007377	12		X				X			X			X	
760007260	12		X				X			X			X	

COMMSCOPE SYSTEMAX or EQUAL

MATERIAL ID	FIBER STRANDS	TeraSPEED	LazrSPEED 560	PLENUM	INDOOR	INDOOR / OUTDOOR	INDOOR / OUTDOOR	ALUMINUM INTERLOCKED ARMOR	TIGHT BUFFERE	LOOSE TUBE	FIGURE 8 MESSENGER	DIELECTRIC	METALLIC	PRICE
760018630	24	X		X	X				X					
760018630-APYL	24	X		X	X			X	X					
760037218	24	X		X		X			X					
760037218-APBK	24	X		X		X		X	X					
760016576	24	X		X		X				X				
760016576-APBK	24	X		X		X		X		X		X		
760002618	24	X								X			X	
760002295	24	X								X			X	
760026328	24	X								X			X	
760018697	24		X	X	X				X					
760018697-APAQ	24		X	X	X			X	X					
760037457	24		X	X	X			X	X					
760037457-APBK	24		X	X	X			X	X					
760016881	24		X	X	X					X				
760016881-APBK	24		X	X	X			X		X		X		
760007393	24		X							X			X	
760007286	24		X							X			X	
7600070300	24		X							X			X	
760004382	48	X		X	X				X					
760004382-APYL	48	X		X	X			X	X					
760037903	48	X		X		X			X					
760037903-APBK	48	X		X		X		X	X					
760012229	48	X		X		X				X				
760012229-APBK	48	X		X		X		X		X		X		
760002634	48	X							X					
760002311	48	X							X					
760055434	48	X							X					
760024554	48	X		X	X				X					
760024554-APAQ	48	X		X	X			X	X					
760038141	48	X		X	X				X					
760038141-APBK	48	X		X	X			X	X					
760016907	48	X		X	X				X					
760016907-APBK	48	X		X	X			X	X			X		
760007419	48	X		X					X					
760007302	48	X		X					X					





Agency \_\_\_\_\_  
REQ.P.O# \_\_\_\_\_

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_, as Principal, and \_\_\_\_\_  
\_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_, a corporation organized and existing under the laws of the State of \_\_\_\_\_  
\_\_\_\_\_ with its principal office in the City of \_\_\_\_\_, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of \_\_\_\_\_ (\$ \_\_\_\_\_) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached  
hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the  
agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in full  
force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event,  
exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations  
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Principal Corporate Seal

\_\_\_\_\_  
(Name of Principal)

By \_\_\_\_\_  
(Must be President or  
Vice President)

\_\_\_\_\_  
(Title)

Surety Corporate Seal

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals  
must be affixed, a power of attorney must be attached.**

**BID BOND PREPARATION INSTRUCTIONS**

AGENCY \_\_\_\_\_ (A)  
 RFQ/RFP# \_\_\_\_\_ (B)

**Bid Bond**

- (A) WV State Agency  
(Stated on Page 1 "Spending Unit")  
Request for Quotation Number (upper right corner of page #1)
- (C) Your Company Name
- (D) City, Location of your Company
- (E) State, Location of your Company
- (F) Surety Corporate Name
- (G) City, Location of Surety
- (H) State, Location of Surety
- (I) State of Surety Incorporation
- (J) City of Surety Incorporation
- (K) Minimum amount of acceptable bid bond is 5% of total bid. You may state "5% of bid" or a specific amount on this line in words.
- (L) Amount of bond in figures
- (M) Brief Description of scope of work
- (N) Day of the month
- (O) Month
- (P) Year
- (Q) Name of Corporation
- (R) Raised Corporate Seal of Principal
- (S) Signature of President or Vice President
- (T) Title of person signing
- (U) Raised Corporate Seal of Surety
- (V) Corporate Name of Surety
- (W) Signature of Attorney in Fact of the Surety

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, \_\_\_\_\_ (C) of \_\_\_\_\_ (D), \_\_\_\_\_ (E) as Principal, and \_\_\_\_\_ (F) of \_\_\_\_\_ (G), \_\_\_\_\_ (H), a corporation organized and existing under the laws of the State of \_\_\_\_\_ (I) with its principal office in the City of \_\_\_\_\_ (J), as Surety, are held and firmly bound unto The State of West Virginia, as Obligee, in the penal sum of \_\_\_\_\_ (K) (\$ \_\_\_\_\_ (L)) for the payment of which, well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the Department of Administration a certain bid or proposal, attached hereto and made a part hereof to enter into a contract in writing for \_\_\_\_\_ (M)

**NOW THEREFORE.**

(a) If said bid shall be rejected, or  
 (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the agreement created by the acceptance of said bid then this obligation shall be null and void, otherwise this obligation shall remain in full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated

The Surety for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of time within which the Obligee may accept such bid: and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be affixed hereto and these presents to be signed by their proper officers, this \_\_\_\_\_ (N) day of \_\_\_\_\_ (O), 20 \_\_\_\_\_ (P).

Principal Corporate Seal

(R)

\_\_\_\_\_  
 (Name of Principal)  
 By \_\_\_\_\_ (S)  
 (Must be President or Vice President)  
 \_\_\_\_\_ (T)  
 Title

(U)  
 Surety Corporate Seal

\_\_\_\_\_  
 (Name of Surety)

\_\_\_\_\_  
 Attorney-in-Fact

NOTE: Dated, Power of Attorney with Raised Surety Seal must accompany this bid bond.

**IMPORTANT** – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised Corporate Seals must be affixed and a Power of Attorney must be attached.

RFQ No. \_\_\_\_\_

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**West Virginia Code §5A-3-10a states:** No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_