



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  
 PTR08025

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF PUBLIC TRANSIT

BUILDING 5, ROOM 830  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0432 304-558-0428

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/03/2008				

BID OPENING DATE: 05/20/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 2		
				THIS ADDENDUM IS ISSUED TO:		
				1.) PROVIDE RESPONSES AND CLARIFICATIONS FROM THE MANDATORY PRE-BID MEETING HELD ON MARCH 27, 2008		
				2.) AND TO EXTEND THE BID OPENING DATE		
				BID OPENING DATE IS EXTENDED TO: 03/20/2008		
				BID OPENING TIME REMAINS: 1:30 PM		
0001	1	EA		070-93		
				138" WHEELBASE NARROW BODY CUTAWAYS WITH A/C,		
				***** THIS IS THE END OF RFQ PTR08025 ***** 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.

---

**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

PTR08025  
Addendum #2  
Narrow Body Cutaway

1. Page 5 of RFQ- Change BID OPENING DATE TO 5/20/2008. Change the RFQ No: to PTR08025.
2. Page 21, Section 24- The vendors agrees to hold two (1) day training sessions per year at two locations selected by the Division of Public Transit.
3. Page 22, Section 25 of RFQ, Remove information for Chuck Bowman and ADD new buyer, Frank Whittaker- [frank.m.whittaker@wv.gov](mailto:frank.m.whittaker@wv.gov) and telephone number is (304) 558-2316.
4. Page 25, Section 1.2- Seat/Wheelchair capacity- only two foldaway seats are required.
5. Page 27, Section 5.1, change to read that the vendor will supply a 190 amp alternator or Approved Equal.
6. Page 35; Section 6.2(d) Change BTU rating from 42,000 to 55,000 and acceptable systems to include TransAir 712 Super, Carrier 622 Max or Approved Equals meeting the above specifications.
7. Page 43, Section 12.1- Windshield to be OEM tinted if standard. Remove the requirement to have a graduated dark band at the top.
8. Section 43, Section 13.0- add to first sentence to read fully adjustable heated outside rear view mirrors with auto shut off feature.
9. See attached examples on the CD containing the Logo and Striping patterns for RFQ.

**SIGN IN SHEET**

Request for Proposal No. RTR08025

PLEASE PRINT

Page 1 of       

Date: 3/27/08

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>BYNE BIRD BUS SALES OF PITT GIBSONIA PA 15044</u> Rep: <u>JOHN SCHAFER</u> Email Address: <u>JSCHAFFER@BWEBINDPGH.COM</u>	<u>534 WILKINSON FERRY</u> <u>PITTSBURGH PA 15044</u>	PHONE <u>724-898-2472</u> TOLL FREE <u>800-323-1455</u> FAX <u>724-898-2660</u>
Company: <u>Bus Service Inc</u> Rep: <u>Nick Prestifilippo</u> Email Address: <u>Bus @ Columbus . IL . com</u>	<u>8120 Howe Ind. Pkwy</u> <u>Canal Winchester OH</u> <u>43110</u>	PHONE <u>614 8330222</u> TOLL FREE FAX <u>614 3431940</u>
Company: <u>Bus Service Inc</u> Rep: <u>James Wallace</u> Email Address: <u>BusService1@yahoo.com</u>	<u>8120 Howe Industrial Pkwy</u> <u>Canal Winchester, Ohio 43110</u>	PHONE <u>614-833-0222</u> TOLL FREE FAX <u>614-837-4808</u>
Company: <u>TESCO</u> Rep: <u>Bob Holzhauser</u> Email Address: <u>B.Holzhauser@tescobus.com</u>	<u>6401 Seaman Rd</u> <u>Oregon Ohio 43066</u>	PHONE <u>419-836-2835</u> TOLL FREE <u>1-800-827-3572</u> FAX
Company: <u>TESCO</u> Rep: <u>THOMAS LAUGHERY</u> Email Address: <u>TLAUGHERY@TESCOBUS.COM</u>	<u>6401 Seaman Rd</u> <u>OREGON OH. 43066</u>	PHONE <u>604-397-0997</u> TOLL FREE <u>1-800-227-3572</u> FAX

**SIGN IN SHEET**

PLEASE PRINT

Request for Proposal No. PR08025

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME		MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company:	<u>National Bus Subs</u>	<u>2075 W. Main St.</u>	PHONE <u>800 282-7981</u>
Rep:	<u>Dana Clauson</u>	<u>Waynesboro, VA</u>	TOLL FREE <u>540 729-3751</u>
Email Address:	<u>davidclauson@earthlink.net</u> <u>dclauson@nationalbusales.com</u>	<u>22980</u>	FAX <u>540 337-4619</u>
Company:	<u>Savvy Management Inc.</u>	<u>5120 Woods Rd.</u>	PHONE <u>934-821-1000 Ext 322</u>
Rep:	<u>Chad Seals</u>	<u>Empylon VA. 24530</u>	TOLL FREE <u>800-533-1006</u>
Email Address:	<u>Chad@Savvymgmt.com</u>		FAX <u>934-821-4456</u>
Company:			PHONE _____
Rep:			TOLL FREE _____
Email Address:			FAX _____
Company:			PHONE _____
Rep:			TOLL FREE _____
Email Address:			FAX _____
Company:			PHONE _____
Rep:			TOLL FREE _____
Email Address:			FAX _____