



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
VET07C013

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF VETERANS AFFAIRS
ATTENTION: C. PRATHER
SUITE 101
1321 PLAZA EAST
CHARLESTON, WV
25301-1400 558-3661

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/23/2007				

BID OPENING DATE: 08/02/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #01						
<p>THIS ADDENDUM IS ISSUED TO CLARIFY, MODIFY, ADD TO, AND/OR DELETE REQUIREMENTS OF THE ORIGINAL REQUEST FOR QUOTATION; AND TO EXTEND THE BID OPENING TO 8/02/2007.</p> <p>ATTACHMENTS: 1. ADDENDUM #1 2. ADDENDUM ACKNOWLEDGEMENT</p>						

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 is automatically null and void, and is 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

West Virginia Veterans Nursing Facility
RFQ VE T07C013
Addendum # 1

1 Page 6

Current: Facility 2 location is Barboursville Veterans Home
New: Facility 2 location is **West Virginia Veterans Home**

2 Page 6
“Warranty”:

Currently states: The successful vendor will provide warranty support services at no additional cost to the West Virginia Veterans Nursing Facility.

New: The successful vendor will provide warranty support services at no additional cost to the **West Virginia Veterans Nursing Facility and the West Virginia Veterans Home.**

3 Page 7 Section 1: Understanding the Scope of Work

Current: Facility location for delivery is One Freedoms Way, Clarksburg, WV 26301

New: Facilities locations for delivery are: **West Virginia Veterans Nursing Facility, 1 Freedoms Way, Clarksburg, WV 26301; West Virginia Veterans Home, 512 Water Street, Barboursville, WV 25504**

4 Page 7 Section III: Support Maintenance and Warranty Requirements, Second Paragraph

Current: The successful vendor will be required to train 5 to 10 personnel on site.

New: The successful vendor will be required to train 5 to 10 personnel **at each facility on site.**

Statement from Vendor: Need further explanation on description of facilities.

Response:

1) **WV Veterans Home, 512 Water Street, Barboursville, WV 25504**

History:

The West Virginia Veterans Home is located in the Village of Barboursville, 15 miles from downtown Huntington. This home for West Virginia veterans, was authorized in 1975 and became a reality in 1981.

Eligibility Requirements:

- Veterans must have been discharged from the service with an honorable discharge from service with an honorable discharge or with a general discharge under honorable conditions.
- Veterans discharged after September 7, 1990 must have served at least 24 consecutive months.
- The veteran must have been a resident of the State of West Virginia from one year immediately prior to applicant or entered military service from the state. Proof of residency will be required.
- Due to the health and welfare of residents of the Barboursville Veterans Home, there are certain pre-admission medical tests which must be completed prior to being admitted to the hospital.
- All qualified veterans must be ambulatory and independent in all activities of daily living. The home is not a treatment facility and cannot accommodate veterans in need of daily care or skilled assistance. The home provides a nursing department and a contract physician. All medical treatment is provided by the VA Medical Center located in Huntington. Transportation is provided to the medical center three times daily.

Financial Determining Factors: 50% of regular monthly income

Current Accounting System: is a manual system.

2) West Virginia Veterans Nursing Facility, One Freedoms Way, Clarksburg, WV 26301

History: The West Virginia Veterans Nursing Facility is a brand new 120 bed nursing facility.

Eligibility Requirements:

- 1) Veterans who have served on active duty or performed active service in a reserve component of the armed forces for a period of at least 12 consecutive months; or who have been medically discharged for a service connected injury prior to 12 months service.
- 2) Veterans whose discharge status from military service is better than dishonorable.
- 3) Veterans who have continuously been a citizen of the state of West Virginia for one (1) year immediately prior to application to the WVVNF, or who was a resident of West Virginia at the time they initially entered active military service.
- 4) Veterans who are physically unable to maintain themselves in their own home by reason of age, disability or disease and meet the criteria for intermediate or skilled nursing care.

- 5) The WVVNF shall not admit any applicant who requires treatment primarily for mental retardation, mental illness, or substance abuse, or who has a documented history of physical violence and/or disciplinary problems, or whose needs cannot be met by the facility. As a matter of clarity, prospective residents with Alzheimer disease or dementia are eligible for consideration.
- 6) The veteran must be eligible for some form of federal assistance, VA compensation, pension, or agrees to pay an applicable amount or amounts established by the WVVNF.

Financial Determining Factors: It depends on the level of care.

Current Accounting System: There is not a system in place at this time.

**STATE OF WEST VIRGINIA
PURCHASING CONTINUATION SHEET**

Buyer:

Page

Req. or P. O. No.:

Vendor:

Spending Unit:

Requisition No.: _____

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

Addendum No.'s:

No. 1 _____

No. 2 _____

No. 3 _____

No. 4 _____

No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

Signature

Company

Date