



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  
**DEFK9003**

PAGE  
**1**

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

**RFQ COPY**  
**TYPE NAME/ADDRESS HERE**

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**DIV ENGINEERING & FACILITIES**  
**ARMY AVIATION SUPPORT**  
**FACILITY 1**  
**387 AVIATION DR**  
**WILLIAMSTOWN WV**  
**26187**                      **304-561-6333**

DATE PRINTED <b>08/31/2008</b>	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
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BID OPENING DATE: **09/10/2008**                      BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				<b>ADDENDUM #01</b>		
				<b>THIS ADDENDUM IS ISSUED TO MODIFY AND ADD TO THE ORIGINAL REQUEST FOR QUOTATION SPECIFICATIONS, PER THE ATTACHED, AND DRAWINGS ISSUED BY THE ARCHITECT.</b>		
<b>0001</b>	<b>1</b>	<b>LS</b>		<b>340-16</b>		
				<b>FIRE ALARM SYSTEMS</b>		
				<b>***** THIS IS THE END OF RFQ DEFK9003 ***** TOTAL:</b>		

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 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130

Addendum #1 –AASF#1 Fire Alarm Systems

27 August 2008

Prepared / Submitted By: Michael J. Beckner  
Facilities Manager

RFQ Number: DEFK9003

Fire Alarm & Mass warning Notification Installation for WVARNG C&FMO at

## AASF#1 National Guard Flight Facility

Williamstown, West Virginia

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This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents.

**ATTACH THIS ADDENDUM TO THE FRONT COVER OF THE PROJECT MANUAL AND ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE BID FORM.**

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### CLARIFICATIONS/GENERAL COMMENTS:

#### Bidding Procedures

All Contractors submitting a bid are required to procure a bid packet from the State of West Virginia - Purchasing Division that contains specific instructions for submitting a bid. Contact Mr. John Abbott at State Purchasing for more information.

#### Pre-bid Conference

- a. A list of those attending the Pre-bid Conference is included in this addendum (sign in sheet attached)

#### Comments during Pre-Bid Meeting Minutes

- a. To arrange additional site visits please contact Tom Westfall or Terry Hupp at 304-201-3431
- b. During the vendors bid proposal period John Abbott will be primary point of contact for any questions. Phone: 304-558-2455
- c. The contractor shall obtain required permits for construction.
- d. Vendor shall utilize manufacture recommended aluminum pole for exterior mass notification system. If exterior system bid alt's are approved, one pole for the Armory and one for the AASF#1 will be utilized and be located no less than 200 feet from facility and no more than 500 feet.
- e. Removal of existing fire alarm system, NETTALLON system and their devices shall be included in the base bid as discussed during pre-bid. Written request for approval may be submitted for the use of Existing conduit, wiring or any other equipment and materials associated with the existing system.
- f. A copy of the certified payroll must accompany applications for payment.

- g. West Virginia State Fire Marshall's written approval of Fire alarm system / design must be forwarded to Michael J. Beckner, State Armory Board, 1707 Coonskin DR, Charleston, WV 25311 prior to vendor invoicing.
- h. It's the contractor responsibility to dispose of and removed debris material off site.
- i. Drawings for the Williamstown Armory will be sent separately from addendum, directly to and addressed to vendor representative per State Purchasing Sign in Sheet. Drawings sheet shall include: Systems Floor plan "A" First Floor, Systems Floor Plan "B" First Floor, Systems Floor Plan "B" Second Floor and a Electrical Site Utility Plan. There is not a Systems Floor Plan "A" Second Floor, this is open area to the first floor.
- j. Hours of work shall be Monday through Friday from 07:30 to 16:00. No weekend or holiday work will be permitted.
- k. Contractors conducted an on-site survey during pre-bid visit.
- l. **Recommendation: Extend the pre-bid opening Two weeks**

**BID Sheet:**

BID ITEMS	BID DESCRIPTION	PRICE
Base Bid	AASF#1 Expandable Emergency Evac Fire Alarm System	\$
Bid Alt #1	AASF#1 Exterior Mass Notification System	\$
*Bid Alt #2	Armory Expandable Emergency Evac Fire Alarm System	\$
*Bid Alt #3	Armory Exterior Mass Notification System	\$
<b>Total Cost</b>		\$
Bid Alt #2 & #3 are additional adds to original project		

**(\*) Note:**

**Bid Alt #2** - Vendor shall utilize the same specifications for Bid Alt #2 as the base bid to estimate proposal.

**Bid Alt #3** - Vendor shall utilize the same specifications for Bid Alt #3 as Bid Alt #2 to estimate proposal.

**END OF ADDENDUM**

**SIGN IN SHEET**

Request for Proposal No. \_\_\_\_\_

PLEASE PRINT

Page 1 of 2  
Date: 8/26/08

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

TELEPHONE & FAX NUMBERS

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	PHONE	TOLL FREE	FAX
Company: <u>Acree Daily</u>	<u>1531 Barhold Ave Suite 100</u>	<u>304. 422. 6018</u>		
Rep: <u>James Williams</u>	<u>Rockersburg WV 26101</u>			
Email Address: <u>James.Williams@acreedaily.com</u>				
Company: <u>B. Armstrong Electrical services</u>	<u>1100 Grand central Ave.</u>	<u>304. 422. 6018</u>		
Rep: <u>Scott Golden</u>	<u>Vienna WV 26105</u>			
Email Address: _____				
Company: <u>Pritchard Electric Co Inc</u>	<u>2425 8th Avenue</u>	<u>304-529-2566 x19</u>		
Rep: <u>Jerry Grubbs</u>	<u>Hastington WVA 25703-1901</u>		<u>877-457-8904</u>	
Email Address: <u>jerry.grubbs@pritchardelectric.com</u>				<u>304-529-2567</u>
Company: <u>Appalachian Signals 'n' Products</u>	<u>135 Rocky Gap Rd</u>	<u>304-757-6971</u>		
Rep: <u>Casey Mitchell</u>	<u>Scott Depot, WV 25560</u>			
Email Address: <u>casey@asepwr.com</u>				<u>304-757-6016</u>
Company: <u>AIRGAS MID AMERICA</u>	<u>One Oregon St</u>	<u>304-342-4124</u>		
Rep: <u>Mark Wilson</u>	<u>Charleston WV 25305</u>		<u>1-800-879-1301</u>	
Email Address: <u>DEBBIE.WARD@AIRGAS.COM</u>				<u>304-342-4191</u>

SIGN IN SHEET

Request for Proposal No.

PLEASE PRINT

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

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TELEPHONE & FAX NUMBERS

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>West Virginia Army National Guard</u>	<u>1707 Coonskin Drive</u>	PHONE <u>304-561-6550</u>
Rep: <u>Jonathan L. Neal</u>	<u>Charleston, WV 25304</u>	TOLL FREE _____
Email Address: _____	_____	FAX _____
Company: <u>West Virginia Army National Guard</u>	<u>1707 Coonskin Drive</u>	PHONE <u>304-561-6333</u>
Rep: <u>Michael Beckner</u>	<u>Charleston, WV 25301</u>	TOLL FREE _____
Email Address: _____	_____	FAX _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL FREE _____
Email Address: _____	_____	FAX _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL FREE _____
Email Address: _____	_____	FAX _____
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Rep: _____	_____	TOLL FREE _____
Email Address: _____	_____	FAX _____

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 PURCHASING DIVISION  
 STATE OF WV