



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
DNR209116

PAGE
1

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

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF NATURAL RESOURCES
 KANAWHA STATE FOREST
 ATTN: PARK SUPERINTENDENT
 ROUTE 2, BOX 285
 CHARLESTON, WV
 25314 304-346-5654

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/18/2009				

BID OPENING DATE: **05/26/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 1 *****						
THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED VENDOR QUESTIONS & ANSWERS AND MANDATORY PRE-BID SIGN IN SHEET						
BID OPENING DATE AND TIME HAVE NOT CHANGED.						
0001	1	LS		650-38		
PLAYGROUND EQUIPMENT (NOT OTHERWISE CLASSIFIED)						
***** THIS IS THE END OF RFQ DNR209116 ***** 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 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."

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

DNR209116
KANAWHA STATE FOREST
PLAYGROUND EQUIPMENT
ADDENDUM #1

1. To confirm, we are to delete page 56 from the bid.

Do not delete. It has a bench on it.

2. You guys will be removing all of the old equipment and doing excavating work where needed.

Yes.

3. The bid does call for us to provide the wood engineered fiber, however, there is no provision for the borders and it was discussed at the walk around that we are responsible for providing the borders. Please clarify if they are needed in the addendum.

Item 98 covers wood border.

4. In area two it is not clarified that each individual piece is to get its own sign as opposed to one sign. Please also clarify in an addendum.

Each piece gets its own sign.

KANAWHA STATE FOREST
 RT. 2 BOX 285
 CHAS. WV 25314
 304-558-3500

SIGN IN SHEET

Page 1 of 1

Date: 5-4-2009

Request for Proposal No.

PLEASE PRINT

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: CUMMINGS ASSOCIATES Box 240987 Rep: LARRY FITZGERALD Email Address: LARRY@CUMMINGSASSOCIATES.COM	CHARLOTTE, NC 28224	PHONE 800-438-2780 TOLL FREE X157 FAX 704-525-7356
Company: Altizer Contracting Ltd. Rep: Roger Altizer Email Address: raltizer@frontiernet.net	HC 37, Box 80K Frankford, WV 24938	PHONE 304-497-3304 TOLL FREE FAX 304-497-3304
Company: VA PLAYGROUNDS SERVICE Rep: JIM BENEDICT Email Address: JIM@VAPLAYGROUNDS.COM	14276 RIVERSIDE DR ASHLAND, VA 23005	PHONE 434-249-2158 TOLL FREE FAX 434-296-2899
Company: Service Supply Rep: Dan Melton Email Address: playgrounndpaw@yahoo	997 Sunset Ter Milton, WV 25511	PHONE 304-743-5260 TOLL FREE 800-848-7356 FAX 304-743-3850
Company: TAYLOR SPORTS & RECREATION Rep: Tom Nelson Email Address: CNE67@AOL.COM	836 Echo Rd So. Charleston WV 25303	PHONE 304-744-6548 TOLL FREE 800-286-9693 FAX 304-744-6545

304-558-3508

Kanawha State Forest

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KANAWHA STATE FOREST
RT. 2 BOX 286
CHAS. WV 25314
304-558-3500

SIGN IN SHEET

Page 1 of 2

Request for Proposal No. _____

PLEASE PRINT

Date: 5-4-2009

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Playground Specialists</u> Rep: <u>Tammy Wood</u> Email Address: <u>tammy@playspec.com</u>	<u>17852 N. Seton Avenue</u> <u>Emmitsburg, MD 21727</u>	PHONE <u>(301) 271-9236</u> TOLL FREE <u>(800) 385-0075</u> FAX <u>(301) 271-9239</u>
Company: <u>DAVIS ATHLETICS LLC</u> Rep: <u>JOHN R DAVIS</u> Email Address: <u>JR.DAVIS79@YAHOO.COM</u>	<u>2325 LIBERTY ST</u> <u>PARKERSBURG, WV</u> <u>26101</u>	PHONE <u>304-428-3001</u> TOLL FREE FAX <u>304-428-3002</u>
Company: _____ Rep: _____ Email Address: _____	_____ _____ _____	PHONE _____ TOLL FREE _____ FAX _____
Company: _____ Rep: _____ Email Address: _____	_____ _____ _____	PHONE _____ TOLL FREE _____ FAX _____
Company: _____ Rep: _____ Email Address: _____	_____ _____ _____	PHONE _____ TOLL FREE _____ FAX _____

304-558-3508

Kanawha State Forest

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