



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
GSD096436

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
KRISTA FERRELL 304-558-2596

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DEPARTMENT OF ADMINISTRATION
 GENERAL SERVICES DIVISION
 BUILDING 84 CORNERSTONE
 1409 GREENBRIER ST
 CHARLESTON WV
 25311 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/16/2009				

BID OPENING DATE: 03/19/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST, AND						
2.) PROVIDE ANSWERS FOR ALL TECHNICAL QUESTIONS SUBMITTED PRIOR TO THE DEADLINE FOR TECHNICAL QUESTIONS.						
BID OPENING DATE REMAINS: 03/19/2009						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 1 *****						
0001	1	JB		968-42		
ADA COMPLIANT RESTROOM RENOVATIONS, BLDG#84						

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

PRE-BID CONFERENCE
SIGN IN SHEET

1

Request for Quotation Number: GSD096436

Date: Tuesday, March 3, 2009 at 10:00 am

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<u>WV Purchasing Division</u>
Firm Address:	<u>2019 Washington St, East Charleston, WV 25305</u>
Representative Attending:	<u>Krista Ferrell, Buyer Supervisor</u>
Phone Number:	<u>304-558-2596</u>
Fax Number:	<u>304-558-4115</u>
Email Address:	<u>krista.g.ferrell@wv.gov</u>

Firm Name:	<u>Dan Hill Construction Co.</u>
Firm Address:	<u>P.O. 685 Ganley Bridge WV. 25085</u>
Representative Attending:	<u>Dale Legg</u>
Phone Number:	<u>304-632-1600</u>
Fax Number:	<u>304-632-1501</u>
Email Address:	<u>dolanhill@hotmail.com</u>

Firm Name:	<u>NEIGHBORHOOD CONST.</u>
Firm Address:	<u>1210 7TH AVE HUNTINGTON, WV 25701</u>
Representative Attending:	<u>KEEL MERCER</u>
Phone Number:	<u>304-525-5181</u>
Fax Number:	<u>304-525-7195</u>
Email Address:	<u>KMERCER@NETIONENERGY.COM</u>

Firm Name:	<u>OMAL CONSTRUCTION MGMT, LLC</u>
Firm Address:	<u>P.O. Box 741 CHARLESTON, WV 25301</u>
Representative Attending:	<u>RICK BERNARD</u>
Phone Number:	<u>304 347 8820</u>
Fax Number:	<u>304 347 8821</u>
Email Address:	<u>BERNARD@OMALCONSTRUCTION.COM</u>

Firm Name:	<u>A.J. Smith, Inc. dba Capital Builders</u>
Firm Address:	<u>4008 5th Street Road Huntington, WV 25701</u>
Representative Attending:	<u>BRENDA BLOWER</u>
Phone Number:	<u>304-697-5002</u>
Fax Number:	<u>304-697-5004</u>
Email Address:	<u>gccapitalbuild@aol.com</u>

Firm Name:	<u>HARRIS BROS.</u>
Firm Address:	<u>1533 HANSFORD ST CHARLESTON WV 25311</u>
Representative Attending:	<u>GREY HARRIS</u>
Phone Number:	<u>304 343 5566</u>
Fax Number:	<u>304 343 5568</u>
Email Address:	<u>grey.harris@verizon.net</u>

PRE-BID CONFERENCE
SIGN IN SHEET

2

Request for Quotation Number: GSD096436

Date: Tuesday, March 3, 2009 at 10:00 am

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<i>WV Roof & Plumb,</i>
Firm Address:	<i>P.O. Box 1507 Charleston WV 25325</i>
Representative Attending:	<i>Michael Ball</i>
Phone Number:	<i>342-3197</i>
Fax Number:	<i>342-3184</i>
Email Address:	<i>Michaelballwv@yahoo.com</i>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<i>J.M. Steerts & Associates, LLC</i>
Firm Address:	<i>206 Chase Dr. HERRIAGE, WV 25526</i>
Representative Attending:	<i>JASON STEERTS</i>
Phone Number:	<i>304-760-6020</i>
Fax Number:	<i>304-760-6019</i>
Email Address:	<i>JSTEERTS@STEERTSHOMEFS.COM</i>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<i>Dan Hill Const</i>
Firm Address:	<i>P.O. Box 685 Gaulsby Bldg</i>
Representative Attending:	<i>Dan Hill</i>
Phone Number:	<i>304-632-1606</i>
Fax Number:	
Email Address:	<i>Rdanhill@hotmail.com</i>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

RFQ#GSD096436
BUILDING 84 RESTROOM RENOVATIONS
TECHNICAL QUESTIONS AND ANSWERS

Question#1: Does the building fall within the City of Charleston city limits?

Answer#1: Bidders should bid as if it does; successful Contractor will be required to obtain all permits necessary from the City of Charleston.

Question#2: What is the preferred phasing of the project?

Answer#2: Successful Contractor should coordinate all activities with the Owner. It is required that the project proceed so that restroom facilities are available for the tenants at all times during the project. It is preferred that the restroom renovations on the 2nd and 3rd floors occur simultaneously first, with the 1st Floor being the final area of the project sequence.

Question#3: Are all walls metal studs or masonry in restrooms?

Answer#3: Metal stud and drywall.

Question#4: Does Contractor remove all ceramic on walls and floors in restrooms?

Answer#4: Yes.

Question#5: Does the Contractor install new ceramic on floors and walls in restrooms?

Answer#5: Yes.

Question#6: How many electrical 110V receptacles are required in each restroom?

Answer#6: Replace existing and install to code.

Question#7: Are new exhaust fans in each restroom required?

Answer#7: Yes.

Question#8: After Contractor has removed all fixtures, partitions, mirrors, vanities and toilet accessories, do they haul them away?

Answer#8: No; place on pallets for removal by WV State Surplus Property.

Question#9: Are floor drains with traps required in each restroom?

Answer#9: No. Use existing floor drains with traps in each restroom.

Question#10: What toilet accessories are required other than grab bars? Who installs new toilet accessories.

Answer#10: Owner will purchase and install toilet accessories other than grab bars.

Question#11: Are new ceiling tiles required in all restrooms?

Answer#11: Contractor will replace ceiling tile and install new grid. Replaced ceiling tiles will match existing ceiling tiles.

Question#12: Are new lights over mirrors required?

Answer#12: Yes; ADA compliant lights over mirrors are required.

Question#13: Is a water cooler on the 2nd and 3rd floors existing or required in this contract?

Answer#13: ADA compliant water coolers on 2nd and 3rd floors are to be purchased and installed by Contractor.

Question#14: Are General Partitions, Accurate Partitions, Bobrick or Global Partitions approved as equals for toilet partitions?

Answer#14: Any substitute products must meet the mandatory specifications as listed in the RFQ; it is strongly preferred that bidders wishing to submit bids based upon substitute products submit documentation substantiating that a substitute product meets said specifications.

Question#15: Are Kohler or American Standard approved as equals for commodes and urinals?

Answer#15: Any substitute products must meet the mandatory specifications as listed in the RFQ; it is strongly preferred that bidders wishing to submit bids based upon substitute products submit documentation substantiating that a substitute product meets said specifications

Question#16: Are Sloan Automatics approved as equals for flush valves for commodes and urinals?

Answer#16: Any substitute products must meet the mandatory specifications as listed in the RFQ; it is strongly preferred that bidders wishing to submit bids based upon substitute products submit documentation substantiating that a substitute product meets said specifications

Question#17: If the walls are ceramic, what is to be painted: walls, door frames, doors? Is Sherwin-Williams an approved manufacturer for the Paint, or is the Owner providing the paint?

Answer#17: Doors and door frames are to be painted. Contractor is to provide paint. Per the specifications, paint must match color and texture of product listed to meet specifications.

Question#18: Is copper piping in walls and ceilings to be insulated?

Answer#18: Yes.

Question#19: Are walls and ceilings to be sound insulated?

Answer#19: Yes, if not pre-existing.

Question#20: Are all waste lines to be PVC or Cast Iron No-Hub?

Answer#20: PVC.

Question#21: Is asbestos insulation is uncovered in the walls or ceilings, Owner is to have abated by their contractor; can Contractor charge an overhead for expense of delay time and money?

Answer#21: No. Given substantial delay due to asbestos abatement, Contractor can submit a change order request for time extension.

Question#22: Is 1st Floor over a basement or crawl space?

Answer#22: No.