



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
GSD096440

PAGE
1

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION
 GENERAL SERVICES
 BUILDING TEN - HOLLY GROVE
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/26/2009				

BID OPENING DATE: 06/04/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 6						
THIS ADDENDUM IS ISSUED TO:						
1.) ADD REVISED SECTION 00400-BID FORM						
2.) ADD REVISED DRAWINGS:						
GSD096440 DRAWING A-203						
GSD096440 DRAWING A-507						
GSD096440 DRAWING T-1						
3.) EXTEND THE BID OPENING DATE						
BID OPENING DATE IS EXTENDED TO: 06/04/2009						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 6 *****						
0001	1	LS		968-42		
HOLLY GROVE MANSION EXTERIOR REHABILITATION						
***** THIS IS THE END OF RFQ GSD096440 ***** 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, the State may deem this contract null and void, and terminate such contract 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

SWANKE HAYDEN CONNELL ARCHITECTS

Addendum 6

**Holly Grove Mansion
Exterior Rehabilitation and Selective Interior Demolition
State of West Virginia, Department of Administration**

SHCA Project No. 6520.B
Addendum No. 6

To: All Bidders

Note: This Addendum is part of the Contract Documents. It modifies Specifications and Drawings dated February 13, 2009.

Acknowledge receipt of this Addendum in the space provided on the Bid Form.
Failure to do so may result in the disqualification of your Bid.

Revisions to Contract Documents as listed below:

ARCHITECTURAL:

DWG/SPEC Title	Description	Date
Section 00400 – Bid Form	Reorganization of and revised descriptions of Repair ID's on Bid Form Unit Price Table, Section 00400—Pages 2-3. Revise "BR 03" Brick Stitching to "BR 03a" Brick Stitching. Revise "BR 03a" Brick Stitching to "BR 03b Brick Stitching at Chimney". Revise CN 01 from "Concrete Crack Repair" to "Concrete Crack Repair with Epoxy." Remove FL 01 Remove LI 03a Remove PN 05 Revise LI 03 Steel Lintel Replacement" to "LI 03a Steel Lintel Replacement at Cellar Door." Revise WD 04 from "Replace Soffit Assembly" to "Replace Selective Soffit Assembly." Revise WD 05 from "Replace Soffit Fascia" to "Replace Selective Soffit Fascia". Remove WD 07 Remove WD 08 Revise WD 09 from "SF" to "LF." Remove WD 10 Remove RO (SL) 04 Remove RO (SL) 04a Remove RO (SM) 04 Add LI 03b Steel Lintel Installation and Jack Arch Reconstruction. Add PN 02 Chemical Scrape and Paint Window Sash (Exterior and Interior). Add SM 02 New Copper Strainer Basket.	May 20, 2009

Addendum No. 6
 To Holly Grove Mansion: Exterior Rehabilitation and Selective Interior Demolition
 Date May 20, 2009
 Page 2

DWG/SPEC Title	Description	Date
	Add Repair ID's to Bid Form Total Bid Breakdown Table, Section 00400— Pages 3-4.	
T-1	Revise Architectural Quantities of Repair to correspond with changes in Section 00400, Bid Form.	May 20, 2009
A-203	Add repair tag WI 01 showing area of work.	May 20, 2009
A-507	Revise 2/A-507 from FL 05 to FL 05/ WD 07. Revise 1/A-507 from FL 04 to FL 04/ SM 02.	May 20, 2009

End of Addendum #6

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HOLLY GROVE MANSION
EXTERIOR REHABILITATION & SELECTIVE DEMOLITION
SHCA PROJECT #: 6520.B

SECTION 00400 - BID FORM

PROJECT HOLLY GROVE MANSION
EXTERIOR REHABILITATION & SELECTIVE DEMOLITION/PROBES
CHARLESTON, WEST VIRGINIA

SUBMISSION PLACE
State of West Virginia
Department of Administration _____
Purchasing Division
2019 Washington Street East _____
Post Office Box 50130
Charleston, WV 25305-0130
Attn: Krista Ferrell, Senior Buyer
Tel.: (304) 558-2596

Mark on lower left hand of envelope: "HOLLY GROVE MANSION: EXTERIOR REHABILITATION"

BID FOR: _____
(Bidder's Name)

(Bidder's Address)

(Date)

The undersigned, in compliance with the "Instructions to Bidders," having examined the Drawings and Specifications prepared by Swanke Hayden Connell Architects and related documents, visited the site of the proposed Work, and being familiar with all of the conditions surrounding the construction of the proposed Project, including availability of materials and labor, proposes to furnish labor, services, equipment and material and to perform work required for the construction of the above referenced Project for the consideration of the following amount:

BID AMOUNT, (STIPULATED SUM), SUM OF:

_____ Dollars (\$ _____)

HOLLY GROVE MANSION
EXTERIOR REHABILITATION & SELECTIVE DEMOLITION
SHCA PROJECT #: 6520.B

The undersigned stipulates hereby that this Bid will remain valid for ninety (90) days from the above submission date or any postponement therefrom.

UNIT PRICE

Unit Prices provided in this section are not part of the Base Bid, but shall be used to adjust for approved variations in the quantities shown in the project drawings, by change order.

ID	DESCRIPTION	UNIT	PRICE
BR 01	Brick Crack Repair <i>(In accordance with Section 04200 of the Project Manual)</i>	LF	
BR 02	Brick Spall Repair <i>(In accordance with Section 04200 of the Project Manual)</i>	SF	
BR 03a	Brick Stitching <i>(Work requires salvaging of existing brick and/or replacement with custom, handmade units. See Section 04200 & 04535 of the Project Manual for additional information.)</i>	SF	
BR 03b	Brick Stitching at Chimney <i>(Refer to notes for BR 03a.)</i>	SF	
CN 01	Concrete Crack Repair with Epoxy	LF	
CN 02	Concrete Spall Repair	SF	
FL 02	Replace Step Flashing at Dormers <i>(To be fabricated and installed according to SMACNA Standards.)</i>	LF	
FL 03	Replace Perimeter Flashing <i>(To be fabricated and installed according to SMACNA Standards.)</i>	LF	
FL 04	Copper Gutter Liner Replacement <i>(To be fabricated and installed according to SMACNA Standards.)</i>	LF	
LI 03b	New Steel Lintel Installation & Jack Arch Reconstruction <i>(Scope of work includes installation of steel lintel, reconstruction of jack arch to match adjacent and brick stitching. Refer to BR 03a for additional notes.)</i>	LF	
LI 04	New Steel Lintel Installation at West Porch <i>(Scope of work includes installation of steel lintel, removal and reinstallation of existing stone lintel and selective brick stitching. Refer to BR 03a for additional notes.)</i>	LF	
PN 01	Chemical Strip and Paint Wood <i>(Wood to be stripped to a paintable surface. Refer to Section 09890 in the Project Manual for additional information.)</i>	LF	
PN 02	Chemical Strip and Paint Window Sash (Exterior and Interior) <i>(Scope of work includes removal of sash, protection of glazing, chemical stripping of exterior/interior faces, painting of exterior face, and priming of interior face.)</i>	LS	
PN 04	Chemical Strip and Paint Steel with a Rust Inhibitive Coating	LF	
PO 01	Brick Repointing <i>(Refer to Section 04100 for mortar types, depth of pointing & additional information.)</i>	SF	
PO 02	Stone Repointing <i>(Refer to Section 04100 for mortar type, depth of pointing &</i>	LF	

HOLLY GROVE MANSION
 EXTERIOR REHABILITATION & SELECTIVE DEMOLITION
 SHCA PROJECT #: 6520.B

	<i>additional information.)</i>		
RO 05	New Precast Concrete 30" Splash Block	LS	
SE 01	Sealant Replacement at Brick/ Concrete Joints <i>(Scope of work includes removal and replacement of existing sealant with backer rod to depth indicated on detail 3/A-501 and protection of surrounding elements.)</i>	LF	
SE 02	Sealant Replacement at Masonry/Wood Joints <i>(Refer to notes for SE 01)</i>	LF	
SM 01	New Copper Leader <i>(Copper leader & all attachments to match detail 3/A-507)</i>	LF	
SM 02	New Copper Strainer Basket	LS	
ST 02	Stone Spall Repair with a Composite Patch	SF	
WD 01	Wood Repair with Composite Patch	SF	
WD 02	Replace Top & Bottom Rail of Railing at South Portico	LF	
WD 03	Replace Post at Railing at South Portico	EA	
WD 04	Replace Selective Soffit Assembly <i>(Scope of work includes stripping area of work, selective removal of assembly, inspection of structural substrate, fabrication of new units, reinstallation, and surface preparation.)</i>	LF	
WD 05	Replace Selective Soffit Fascia <i>(Refer to notes for WD 04.)</i>	LF	
WD 06	Replace Fascia at West Porch <i>(Refer to notes for WD 04.)</i>	LF	
WD 09	Dutchman at Dormer Sill	LF	
WD 11	Replace Wood Sheathing w/ 2 New layers of 5/8" CDX Plywood <i>(Remove existing deteriorated sheathing & attachments down to joists. Install new wood sheathing according to Section 06100 in the Project Manual.)</i>	SF	

TOTAL BID BREAKDOWN (Including Overhead and Profit)

Break down base bid into lump sum portions for each Section listed below. The Repair Tags listed refer to the Quantities of Architectural Repair on Drawing T-1.

SECTION	DESCRIPTION	COST
-----	Scaffolding / Rigging / Mobilization	\$
02070	Removal Work, Selective Demolition and Protection (Including Shutter Removal)	\$
02222	Protection, Salvage and Removal of Historic Elements	\$

HOLLY GROVE MANSION
 EXTERIOR REHABILITATION & SELECTIVE DEMOLITION
 SHCA PROJECT #: 6520.B

	(Including Replacement of One Broken Window)	
03930	Concrete Rehabilitation (CN 01, CN 02)	\$
04100	Mortar and Repointing (PO 01, PO 02)	\$
04200	Brick Unit Masonry (BR 01, BR 02, BR 03a, BR 03b)	\$
04520	Stone Restoration (ST 02)	\$
05120	Structural Steel (LI 03a, LI 03b, LI 04)	\$
06100	Rough Carpentry (WD 11)	\$
06300	Epoxy Repair for Deterioration and Decay in Wooden Members (WD 01)	\$
06401	Exterior Architectural Woodwork (WD 02, WD 03, WD 04, WD 05, WD 06, WD 07, WD 08, WD 09)	\$
07315	Slate Roofing (RO (SL) 04, RO (SL) 04a)	\$
07610	Flat Seamed Sheet Metal Roofing (RO (SM) 04)	\$
07620	Sheet Metal Flashing and Trim (FL 01, FL 02, FL 03, FL 04, FL 05, SM 01, SM 02, Concrete Splash Blocks)	\$
07920	Joint Sealants (SE 01, SE 02)	\$
09890	Coating Removal (Include for All Wood & Metal Elements)	\$
09900	Painting and Protective Coatings (Include All Surface Prep & Coating of Wood & Metal Elements)	\$
-----	General Conditions/Requirements	\$
-----	Building Department Permits, Etc.	\$
-----	Insurance	\$
TOTAL		\$

HOLLY GROVE MANSION
 EXTERIOR REHABILITATION & SELECTIVE DEMOLITION
 SHCA PROJECT #: 6520.B

REJECTION OF BID

The undersigned acknowledges the Owner's right to reject bids and to waive informalities in the bidding.

NOTICE OF ACCEPTANCE

The undersigned designates the person and office, to which Notice of Acceptance may be mailed, telegraphed or delivered:

Respectfully submitted,

BY
 (Signature)

FIRM

ADDRESS

DATED:

NOTE: Type under signature the name and title of signing officer. If Bidder is a corporation, write State of Incorporation under firm address, and if a partnership, give full name of parties.

DIRECTIONS FOR MAILING BIDS

Envelope containing Bid should be sealed, marked and addressed as follows:

ADDRESS:

State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130
 Attn: Krista Ferrell, Senior Buyer

TIME OF RECEIPT

Date
 Time