



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:
 PSH90063

PAGE:
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 ROBERTA WAGNER
 304-558-0067

RFQ COPY
 TYPE NAME/ADDRESS HERE

HEALTH AND HUMAN RESOURCES
 PINECREST HOSPITAL
 105 SOUTH EISENHOWER DRIVE
 BECKLEY, WV
 25801 304-256-6614

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/02/2009				

BID OPENING DATE: 01/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1 1. TO MOVE BID DATE OPENING FROM 1/8/9 TO 1/15/9. 2. TO CHANGE QUANTITIES: ITEM 3.2.1-A TOTAL OF FIVE (5) DIGITAL VIDEO RECORDERS (DVR) WILL BE REQUIRED. (THIS WAS CHANGED FROM EIGHT (8) DVR'S THAT WAS LISTED IN THE ORIGINAL SPECIFICATIONS.) ITEM 3.7.2-FIVE (5) 16 CHANNEL POWER SUPPLIES WILL BE REQUIRED. (THIS WAS CHANGED FROM EIGHT (8) 16 CHANNEL POWER SUPPLIES THAT WAS LISTED IN THE ORIGINAL SPECIFICATIONS.) 3. QUESTIONS AND ANSWERS ATTACHED. 4. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID. EXHIBIT 10 REQUISITION NO.: PSH90063 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NO.'S: NO. 1						

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



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
 PSH90063

PAGE
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 ROBERTA WAGNER
 304-558-0067

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

HEALTH AND HUMAN RESOURCES
 PINECREST HOSPITAL
 105 SOUTH EISENHOWER DRIVE
 BECKLEY, WV
 25801 304-256-6614

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/02/2009				

BID OPENING DATE: 01/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 2					
NO. 3					
NO. 4					
NO. 5					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE</p> <p>..... COMPANY</p> <p>..... DATE</p> <p>REV. 11/96</p> <p>END OF ADDENDUM NO. 1</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'

Questions from Mandatory Pre-Bid Meeting
Tuesday, December 16, 2008
Pinecrest Hospital – Conference Room 1B
Request for Quotation - PSH90063

Question #1: Item 3.2.3 - Should the DVR storage be increased from 250GB to 1.0TB of storage space?

Answer #1: Yes. Each DVR's shall have a minimum of 1.0TB of storage space.

Question #2: Item 3.2.4. The question was asked as to where the "central location" for the back up of the DVR's would be.

Answer #2: The DVR storage space will be provided by the facility. This will be over our network and will be in the computer room located on Unit 1A.

Question #3: Item 3.5.1 - Should the camera focusing lens be 3.5-8mm .

Answer #3: The camera lens should be a vandal proof dome with a 2.8 to 10mm auto focusing lens.

Question #4: Item 3.6.1 - Do we want "special license plate recognition ultra sensitivity" cameras for the external cameras?

Answer #4: No – Remove "Special license plate recognition ultra sensitivity" requirement from the outdoor camera specification.

Question #5: Item 3.9.2 - What is the compatibility requirements?

Answer #5: Windows XP or Windows Vista

Question #6: Item 13 - Can the work be completed within 120 days from approval of installation plan/notice to proceed letter versus 60 day?

Answer #6: Yes. Installation must be completed and operational within 120 days from approval of the installation plan/notice to proceed letter.

Question #7: What operation system do you want the DVR's to operate with, Windows Based System or Embedded Type System?

Answer #7: Windows based. (See Question#5)

Question #8: What is the max resolution and max frame rate per camera do you want?

Answer #8: Minimum 640 x 480 resolution min camera resolution and 6fps per camera min is acceptable.

Question #9: What max frames do you want for the system?

Answer #9: Recommended full 480 fps system is acceptable.

Question #10: Is the vendor to provide mounting equipment for the DVR's in the equipment rooms?

Answer #10: Yes

Question #11: The DVR's are to be connected to 1200VA UPS, are the camera power supplies going to be connected to the UPS as well?

Answer #11: Yes

Question #12: As discussed in the meeting, it is not feasible to back up all data on every hard drive. It is better to install large hard drive in each DVR and allow incident back up at the DVR and remote computers. Please clarify.

Answer #12: We do want a larger hard drive with incident back up. (See response to Question #1)

Question #13: 3.4 Cabling - Will we be allowed to use current wall and floor penetrations?

Answer #13: Yes, as long as any fire block that is removed is replaced.

Question #14: Will we have to sleeve and fire block all new penetrations?

Answer #14: Yes. All work will be in compliance with the Fire Marshal's regulations.(see Part 1.2 of bid specifications.)

Question #15: Indoor & Outdoor Cameras – please clarify count and location. Need a camera schedule.

Answer #15: Please see spreadsheet.

Question #16: Bid Opening - It is requested that the bid opening date be moved back at least one week. This will allow for the vendors to gather the cost for the project and submit for the bonding. With the holidays it may become difficult to get the costing and bonding arranged.

Answer #16: Bid Opening Date is changed to 1/15/2009.

Question #17: It was asked during the pre-bid conference, why there was not line on the Request for Quote (on page 10) for the vendor to include their cost for the 8 Digital Video Recorders like there is on the cost sheet on page 18.

Answer #17: Please see Page 1 of the request for quotation.

PINECREST HOSPITAL

PSH90063 Security Camera System

SUMMARY OF "A" WING

Outside	1	Digital Video Recorders	1
Basement	1	16 channel	
1st Floor	2		
2nd Floor	2	Power Supply	1
3rd Floor	1	minimum 16 channel	
Total	7		

SUMMARY OF "B" WING

Outside	4	Digital Video Recorders	2
Basement	0	16 channel	
1st Floor	9		
2nd Floor	4		
3rd Floor	4	Power Supply	2
4th Floor	3	minimum 16 channel	
Total	24		

SUMMARY OF "C" WING

Outside	1	Digital Video Recorders	1
Basement	1	16 channel	
1st Floor	4		
2nd Floor	4		
3rd Floor	3	Power Supply	1
		minimum 16 channel	
Total	13		

SUMMARY OF "D" WING

Outside	3	Digital Video Recorders	1
Basement	1	16 channel	
1st Floor	3		
2nd Floor	1		
3rd Floor	2	Power Supply	1
4th Floor	2	minimum 16 channel	
5th Floor	2		
6th Floor	2		
Total	16		

SUMMARY OF DIETARY

Outside	1		
Basement	0		
1st Floor	1		
2nd Floor	1		
Total	3		
CAMERA TOTAL	63		

Mandatory Vendor Pre-Bid Conference for SIGN IN SHEET

Please Print

Date: 12/16/08 at 10:00 AM

Page _____ of _____

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD.
FIRM & REPRESENTATIVE NAME MAILING ADDRESS

TELEPHONE & FAX NUMBERS

Company:	ADVANCED COMMUNICATIONS Co.	P.O. Box 6650	PHONE 354-233-3000
Rep:	Roy Kypkner	2744 Golf Steer	TOLL FREE 800-336-4933
Email Address:	Hayhurst@MCCENTRAX.com	WHEELING, WV, 26003	FAX 304-233-9666
Company:	Safe and Sound Security	P.O. Box 57	PHONE 304-466-4978
Rep:	Don Childers	100 3rd St.	TOLL FREE 1-888-800-5897
Email Address:	techsupport@safeandsoundsecurity.com	Hinton, WV	FAX 304-466-4708
Company:	WACHTEL NETWORK SERVICES	4936 State Road	PHONE
Rep:	Steve Brooks	Cochranwood, PA 16314	TOLL FREE 888-777-2081
Email Address:	sbrooks@wachtel.com		FAX
Company:			PHONE
Rep:			TOLL FREE
Email Address:			FAX

Mandatory Vendor Pre-Bid Conference for

SIGN IN SHEET

Please Print

Page _____ of _____

Date: 12/16/08 at 10:00 AM

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Syndyne Security Inc</u>	<u>821 9th St</u>	PHONE <u>304-523-8260</u>
Rep: <u>Jason Henry</u>	<u>Huntington, WV 25701</u>	TOLL FREE <u>1-800-359-1763</u>
Email Address: <u>jasonhenry@syndyne.com</u>		FAX <u>304-523-4797</u>
Company: <u>Master Service Mid Atlantic</u>	<u>1403 Livingston Ave</u>	PHONE <u>304-636-8170</u>
Rep: <u>Patrick Smith</u>	<u>Elkins WV 26241</u>	TOLL FREE
Email Address: <u>MSMA@verizon.net</u>		FAX <u>304-636-8206</u>
Company: <u>IMPROVEMENTS UNLIMITED</u>		PHONE <u>304 497-1266</u>
Rep: <u>STEVEN DORRMAN</u>	<u>Bill Brown</u>	TOLL FREE
Email Address: <u>sdorrman@earthlink.net</u>		FAX <u>304 497-2176</u>
Company: <u>Patrick Forest Biotech</u>	<u>PO Box 575</u>	PHONE <u>304-252-9102</u>
Rep: <u>Kenneth Turner</u>	<u>Beaumont WV 25813</u>	TOLL FREE <u>1-800-764-0028</u>
Email Address:		FAX <u>304 252 9102</u>
Company:		PHONE
Rep:		TOLL
Email Address:		FREE
		FAX

Mandatory Vendor Pre-Bid Conference for

SIGN IN SHEET

Please Print

Page _____ of _____
Date: 12/16/08 at 10:00 AM

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

FIRM & REPRESENTATIVE NAME MAILING ADDRESS TELEPHONE & FAX NUMBERS

Company:	Simplex Grinnell	PHONE (304) 206-0012
Rep:	JEFF WEST	TOLL FREE
Email Address:	JeffWest@SimplexGrinnell.com	FAX (304) 746-4089
Company:	Ingersoll Rand	PHONE 734-595-0042
Rep:	Mercedes Bailey / Sim Hayward	TOLL FREE
Email Address:	Mercedes_Bailey@IREO.com	FAX 734-655-8183
Company:	Summit Electric	PHONE 304-562-7091
Rep:	Richard Milam	TOLL FREE
Email Address:	richie.milam@SummitInc.net	FAX 304-562-7137
Company:	Long's Security Camera Systems LLC	PHONE 304-925-0338
Rep:	Alan Lebig	TOLL FREE
Email Address:	longscstv@csoddlelink.net	FAX 304-925-0338
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX

SIGN IN SHEET
 Mandatory Vendor Pre-Bid Conference for

Please Print

Page ___ of ___
 Date: 12/16/08 at 10:00 AM

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Burdette Electric Inc.</u> Rep: <u>P.R. Burdette</u> Email Address: <u>Burdette@burdette-electric.com</u>	<u>1807 Winding Hills Rd</u> <u>Chas. WV 25320</u>	PHONE <u>304-984-0133</u> TOLL FREE FAX
Company: <u>MARSHALL STATE BUSINESS AUTOMATION</u> Rep: <u>CHRIS CAETZ</u> Email Address: <u>ccatz@msbaautomation.com</u>	<u>6444 SISSAWAY DR</u> <u>CHAS. WV 25320</u>	PHONE <u>304-984-0415</u> TOLL FREE FAX <u>304-984-0124</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