



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
861000002

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
MICHAEL AUSTIN
304-558-2402

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
11/06/2009				

BID OPENING DATE: 11/18/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				CHANGES TO THE SPECIFICATIONS PER THE ATTACHED:		
				BID OPENING DATE CHANGE		
				FROM: 11/11/2009 @ 1:30 PM		
				TO: 11/18/2009 @ 1:30 PM		
				NO OTHER CHANGES		
0001	1	LS		220-54		
				PERMANENT AUTOMATIC TRAFFIC RECORDER		
				***** THIS IS THE END OF RFQ 861000002 ***** 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

West Virginia Department of Transportation-
 Division of Highways (WVDOH)
 Traffic Analysis Unit
 PATR (Permanent Automatic Traffic Recorder) Installation Contract
 October 28, 2009

REQUEST FOR QUOTATION
861000002

ADDENDUM #1

- Sheet 2, change bid opening date from 11/11/2009 to 11/18/2009
- Sheet 11, paragraph 1, change “6 pre-pass sites” to “5 pre-pass sites”
- Sheet 11, remove “X” from paving required column for sites 10, 13, 24, 31, & 45
- Sheet 12, remove “X” from paving required column for pre-pass sites both I-79 NB and I-79 SB
- Sheet 12, change site 51 location information from WV-20 .6 mi S of WV-55 to WV-55 0.1mi. East of County 15/4 (Alderson Church Rd.)
- Sheet 12, change site 26 location information from I-64 between MPs 2.0 to 4.0 to I-64 3.07 mi. east of US-52 (exit 1)
- Sheet 12, add the following row below site 37:

Pre-pass & 39	WIM calibration	PUT	I-64 0.14 mi W of CR40 overpass	4	none	
------------------	--------------------	-----	------------------------------------	---	------	--
- Sheet 12, remove the following row:

Pre-pass & 39	Loops & Piezo install	PUT	I-64 0.14 mi W of CR40 overpass	4	8-12'	
------------------	--------------------------	-----	------------------------------------	---	-------	--
- Sheet 12, under bid item #2 material description change “2” steel pipe for all underground push unders and to cabinet” to “2” **rigid aluminum** pipe for all underground push unders and to cabinet”
- Sheet 12, under bid item #3 change “Pre-pass minimum material required for loops and encapsulated sensors installation only per site (6 sites)” to “Pre-pass minimum material required for loops and encapsulated sensors installation only per site (5 sites)”
- Sheet 13, at 3 lane pre-pass material description and quantity add (see sheet 19 for typical section)

- Sheet 13, Bid Item #4 change the WIM calibration site totals
 From: Total 4-lane sites = 10 To: Total 4-lane sites = 9
 Total 2-lane sites = 23 Total 2-lane sites = 24

- Sheet 13, add piezo lead-in lengths

site 1	4-200'	4-300'	
Site 8	4-200'	4-300'	
Site 10	2-100'	2-200'	
Site 13	4-300'		
Site 14	2-100'	2-200'	4-300'
Site 15	4-100'		
Site 17	4-100'		
Site 18	4-100'		
Site 19	4-100'		
Site 20	4-200'		
Site 21	4-200'		
Site 22	4-100'		
Site 24	4-100'		
Site 26	2-100'	2-200'	4-300'
Site 31	2-100'	4-200'	2-300'
Site 32	4-200'	4-300'	
Site 34	4-100'		
Site 38	2-100'	2-200'	
Site 40	4-100'		
Site 42	2-100'	2-200'	4-300'
Site 43	4-100'		
Site 44	4-100'		
Site 45	4-100'		
Site 46	4-100'		
Site 50	4-200'	4-300'	
Site 51	4-100'		
All the above are BL's			
Pre-Pass sites			
I-70	2-300 BL's	2-100' WIM	2-150' WIM
I-79 N&S	4-100 WIM	4-200' WIM	
I-77 N&S	4-100' WIM	4-200' WIM	
Paving contract			
Site 27	2-100'	4-200'	6-300;
Paving contract for Pre-Pass and PATR			
Site 39	4-200' WIM	4-300' WIM	

- Sheet 13, add bullet to "PATR additional instructions for both 2 and 4 Lane installs:" noting that DOH personnel will determine lead-in lengths & perform

electrical readings of sensors during installation and will inspect pavement cuts which must utilize a ¾" cut blade.

- Sheet 14, within WIM performance paragraph add:
"Calibration vehicle will consist of the following characteristics: class 9 (5 axle) combination vehicle with operator, air ride equipped, and minimum 70K pound weight with weigh bill. Calibration process will consist of 4 to 6 passes per lane per site. Upon completion of field calibration, adjustment factors for each site will be provided to DOH office personnel."
- Sheet 14; add the following paragraph regarding receipt of payment for work completed.

Payment:

The WVDOH currently utilizes the VISA purchasing card program for payments of services received. The successful contractor/vendor must accept the State of West Virginia VISA purchasing card for payment of all orders placed by any state agency as a condition of award. Detailed invoices will be submitted to the Traffic Analysis Unit within the WVDOH's Program Planning and Administration Division for review and approval.

Contractor may request partial payment of materials purchased for bid items 1, 2, and 3. Prior to partial payment, contractor must coordinate material inspection and approval by WVDOH field personnel.

Contractor may request partial payment upon completion of PATR and Pre-pass site installation for bid items 1, 2, and 3. Prior to request for partial payment, contractor must supply WVDOH with a detailed breakdown of installation cost per PATR and Pre-pass site.

Contractor may not invoice partial payment for services rendered or materials purchased more than once per calendar month. Invoice interval limit does not apply at the request of contract payment upon completion.

- Sheet 14, add note "Notice to proceed will be within 45 days of bid opening. Contract duration will be 1 year from notice to Proceed."
- Sheet 16, under Bid Item #3 change number of sites from (6 sites) to (5 sites)