



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
BVH352

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

WEST VIRGINIA VETERANS HOME

512 WATER STREET  
 BARBOURSVILLE, WV  
 25504 736-1027

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
11/12/2009				

BID OPENING DATE: 11/19/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM #01		
				THIS ADDENDUM IS ISSUED TO MODIFY THE ORIGINAL REQUEST FOR QUOTATION SPECIFICATIONS, AND ANSWER VENDOR QUESTIONS, PER THE ATTACHED; AND EXTEND THE BID OPENING TO 11/19/2009; 1:30 PM		
				REVISED BID OPENING: 11/19/2009; 1:30 PM		
				NO ADDITIONAL QUESTIONS WILL BE ACCEPTED.		
0001	1	LS		910-66		
				ROOFING MAINTENANCE, REPAIR, AND INSTALLATION		
				***** THIS IS THE END OF RFQ	BVH352 *****	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."

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**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

**ARCHITECTURAL PLANNING AND DESIGN**

Robert J. Summerfeldt, A.I.A., Registered Architect

1102 W. Memorial Blvd, Suite 107, Huntington, WV 25701

Phone - (304) 521-2929

FAX - (304) 521-2933

Email - [Apdrjs264@aol.com](mailto:Apdrjs264@aol.com)

November 5, 2009

TO: All Planholders – Replace Existing Roofing – Building D – WV Veterans Home, Barboursville, WV  
**ADDENDUM #1**

The following items add to, clarify or replace information contained in previously published drawings and specifications. The items are in random order, so be certain to read all items and ensure that the appropriate information is distributed to the appropriate subcontractors or suppliers.

1. PRE-BID MEETING ATTENDEES – List attached.
2. ADDITIONAL ROOF AREA – Attached is a revised partial roof plan. The area hatched is an existing cornice assembly outside and below the parapet wall. Extend the new membrane roofing and flashing utilizing fully-adhered systems and details to cover this existing area, terminating in a small drip edge overhanging the existing fascia.
3. ACCEPTABLE MANUFACTURERS – No additional roofing manufacturers are approved for this project.
4. BID DATE – Date of Bid Opening has been changed to November 19, 2009.
5. QUESTIONS – Due to short time available prior to the bid opening, no additional questions can be accepted.

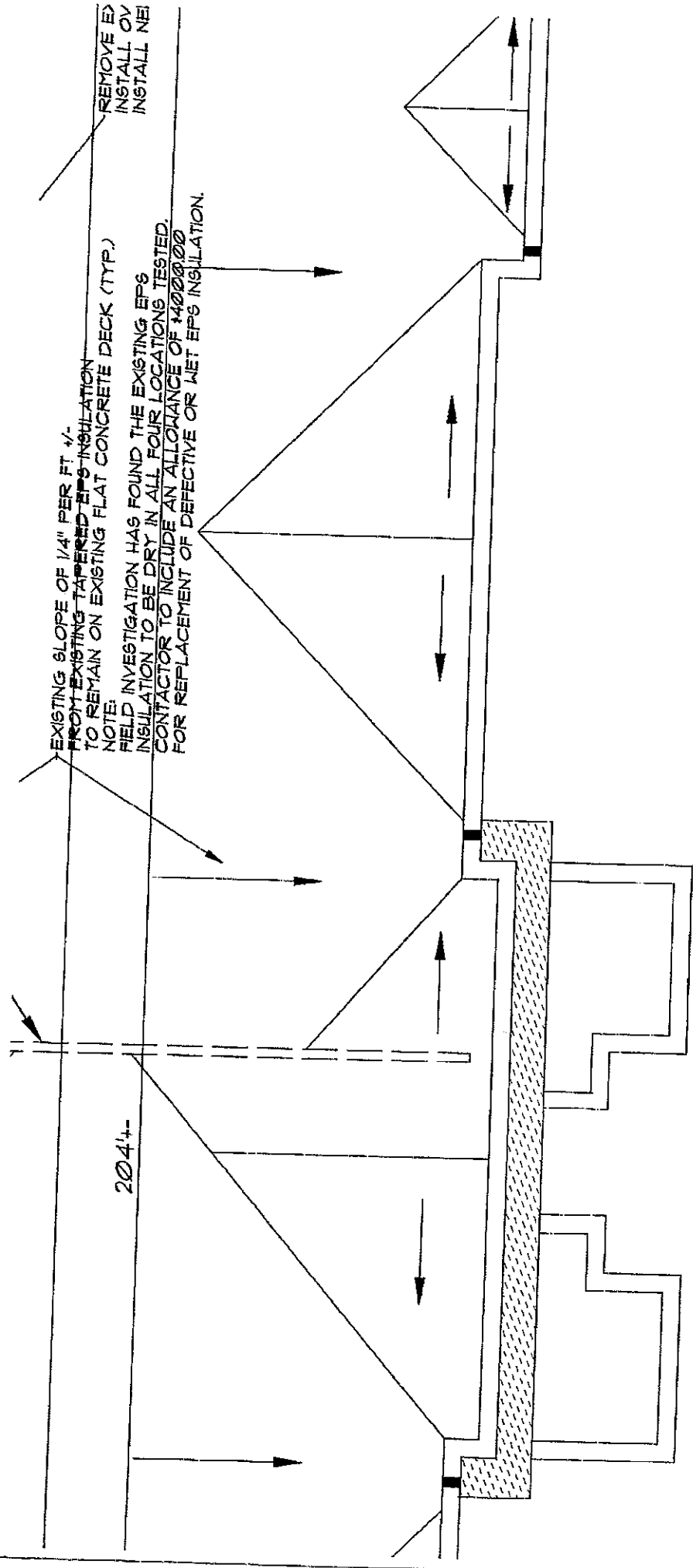
**END OF ADDENDUM #1**

Robert J. Summerfeldt, A.I.A.  
 President, APD, Inc.

CC by FAX and/or e-mail.

**AFFILIATIONS**

AMERICAN INSTITUTE OF ARCHITECTS - WEST VIRGINIA SOCIETY OF ARCHITECTS - CONSTRUCTION SPECIFICATIONS INSTITUTE - NATIONAL TRUST FOR  
 HISTORIC PRESERVATION - ASSOCIATE MEMBER, TRI-STATE HOME BUILDERS ASSOCIATION - HUNTINGTON AREA CHAMBER OF COMMERCE



ROOF PLAN - BUILDING - F  
 0 8'-0"

Revised 11/5/09

Pre-Bid Conference  
**SIGN IN SHEET**

[Please Print]

Request for Proposal No: BUN 352 Date: 11/4/09 10:00am

Firm & Representative Name	Mailing Address	Telephone & FAX Numbers
1. <u>Capital Builders</u> <u>Rachel Merritt</u>	<u>4008 5th St Rd</u> <u>Huntington WV 25701</u>	T: <u>(304) 697-5002</u> T: <u>304 697-5004</u> F: _____
2. <u>DESIGN RESTORATIONS</u> <u>Todd Townsend</u>	<u>3768 Sleep Hollow Dr</u> <u>Harrison WV</u>	T: <u>(304) 760-8915</u> F: <u>304-757-5862</u>
3. <u>Brian Puseel</u> <u>Design Restorations</u>	<u>3768 Sleep Hollow Dr</u> <u>Harrison WV</u>	T: <u>304-760-8915</u> F: <u>304-757-5862</u>
4. <u>Mike Hesson</u> <u>Fria Fox Inc</u>	<u>114 County Road 3</u> <u>P.O. Box 400</u> <u>Chapman, WV 26019</u>	T: <u>709 567 2727</u> F: <u>None</u>
5. <u>Dan Hill</u> <u>Dan Hill Const.</u>	<u>Glen FARRIS</u> <u>wv/Ridex Hill@Hotmail.com</u>	T: <u>304-632-1600</u> F: <u>304-632-1501</u>
6. <u>BRIAN LINVILLE</u> <u>TRI-STATE ROOFING &amp; SHEET METAL</u>	<u>PO Box 1231</u> <u>CHARLESTON, WV 25324</u> <u>blinville@tri-stateservice.com</u>	T: <u>304-755-8135</u> F: <u>-755-5275</u>
7. <u>Stan Gaudin</u> <u>Halkent the roofing</u>	<u>41 40th street</u> <u>WV</u>	T: <u>304-232-8500</u> F: <u>304-232-8005</u>
8. _____	_____	T: _____ F: _____
9. _____	_____	T: _____ F: _____
10. _____	_____	T: _____ F: _____

Please print or write legibly. The fax number is essential to contact the attendees in a timely manner.