



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  
**DBSM102111**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**SHELLY MURRAY**  
**304-558-8801**

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

SHIP TO

**SCHOOL FOR THE DEAF & BLIND**  
**RECEIVING DEPARTMENT**

**301 EAST MAIN STREET**  
**ROMNEY, WV**  
**26757-1894 304-822-4810**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/22/2009				

BID OPENING DATE: **01/05/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 -----						
THIS ADDENDUM IS ISSUED TO ADDRESS THE QUESTIONS RECEIVED PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 12/15/2009.						
THE BID OPENING DATE REMAINS: 01/05/2010						
ATTACHMENTS: QUESTIONS AND RESPONSES PRE-BID SIGN IN SHEET						
----- END OF ADDENDUM NO. 1 -----						
0001	1	LS		295-70		
ELEVATORS, PASSENGER						

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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. 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.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **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.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.htm](http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) and 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.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

**DBSM102111****Addendum No. 1****Question:**

We just reviewed the elevator specification for the WV School of the Deaf & Blind and noted MRL gearless traction elevators are specified which is overkill for two stop elevators. We would like to request the opportunity to supply hydraulic elevators in lieu of the traction elevators specified to reduce your cost for these elevators.

**Question:**

We would like to be approved as an alternate elevator equipment on the Romney School Elevator Renovation.

We are proposing using a 2,500 lb. and 4,000 lb holeless elevator package supplied by canton Elevator Company. The hoist way size would not change on either elevator. The elevator pit would only need to be four feet deep not five feet. The overhead would only need to be 12' 6" to the underside of the hoist beam.

The only additional requirement we would need would be an elevator mechanical room, (7'6" X 5'6"), adjacent to the elevator, either on the top or bottom floor.

The speed would be 100 feet per minute, instead of 150, but since elevators require 3 feet to reach speed and 3 feet to stop, and the floors are 10 foot and 14 foot, the difference would only be a matter of 2 or 3 seconds in the travel time.

The Canton elevator would benefit State of West Virginia by being cheaper in total cost of installation by about \$20,000 to \$30,000. Also since this is a "Non-proprietary" system, it can be maintained by any elevator company. You would not be locked into one vendor for maintenance, and the monthly maintenance cost after warranty is about \$135.00. Per month as opposed to \$250-\$275. Per month for the Ecospace elevator. Additionally the electronic boards and parts on the Ecospace are more expensive, and can only be supplied by one vendor.

The elevators we are proposing to install would be very similar to the ones that are installed in the Boy's dormitory and the Kitchen at the school.

**Response:**

After reviewing the two questions and looking at the information provided by the architect, we have decided to stay with the original designs as there are spacing issues in the one location.

**SIGN IN SHEET**

Request for Proposal No. \_\_\_\_\_

PLEASE PRINT

Page 1 of 2

Date: 8/1/09

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

TELEPHONE & FAX NUMBERS

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	PHONE TOLL FREE	FAX
Company: <u>WJSD B</u>	<u>301 E MAIN Street</u>	PHONE <u>304-822-4800</u>	
Rep: <u>Kristin A. Willard</u>	<u>Bonney Way 26757</u>	TOLL FREE	
Email Address: <u>kwillard@access.k12.wv.us</u>		FAX <u>304-822-3370</u>	
Company: <u>Langan GC Corp</u>	<u>Route 1 Box 84, Cumberland St E</u>	PHONE <u>304-738-3300</u>	
Rep: <u>Steve Langan</u>	<u>Wiley Ford, WV 26763</u>	TOLL FREE	
Email Address: <u>steve.langan@langan.gc corp.com</u>		FAX <u>304-738-3384</u>	
Company: <u>HARBEL, INC.</u>	<u>11521 MILNOR AVE</u>	PHONE <u>301.729.5303</u>	
Rep: <u>ADAM STEW</u>	<u>CUMBERLAND, MD 21502</u>	TOLL FREE	
Email Address: <u>astew@thebeltgroup.com</u>		FAX <u>301.729.0163</u>	
Company: <u>THYSSENKRUPP ELEVATOR</u>	<u>6161 HERRIS STREET</u>	PHONE <u>304.342.8115</u>	
Rep: <u>JOE WHITLOCK</u>	<u>CHARLESTON, WV 25301</u>	TOLL FREE	
Email Address: <u>JOE.WHITLOCK@THYSSENKRUPP.COM</u>		FAX <u>1-866-812-5542</u>	
Company: <u>W. HARLEY MILLER CONTRACTORS, INC.</u>	<u>1193 HERDESVILLE RD.</u>	PHONE <u>304.267.8159</u>	
Rep: <u>KEN HALZHAUSER</u>	<u>MARTINSBURG, WV 25403</u>	TOLL FREE	
Email Address: <u>khalzhauser@whmcontractors.com</u>		FAX <u>304.267.3847</u>	

**SIGN IN SHEET**

Request for Proposal No. \_\_\_\_\_

PLEASE PRINT

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

Page 2 of 2  
Date: 12/11/09

TELEPHONE & FAX NUMBERS

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	PHONE TOLL FREE	FAX
Company: Mineral Fabrication	Po Box 21	PHONE 304-788-5855	
Rep: Kip Jenkins	Keyser WV 26726	TOLL FREE	FAX 304-788-5692
Email Address: minfab@mindspring.com			
Company: ELEVATOR SOLUTIONS	9606 DOWNSVILLE PIKE	PHONE 301-223-4806	
Rep: RICHARD BLOCK	HAGERSTOWN, MD, 21740	TOLL FREE	FAX 301-223-8340
Email Address: ELEVATOR SOLUTIONS@COMCAST.NET			
Company: WV Schools Ft Deaf & Blind	301 E. Main St.	PHONE 304-837-4813	
Rep: Jaye C. Cleaver	Romney, WV 26757	TOLL FREE	FAX 304-837-3370
Email Address: jcleaver@access.k12.wv.us			
Company: WV Schools for the Deaf and Blind	301 E. Main St.	PHONE 304-822-4825	
Rep: Patrick McLeod	Romney WV 26757	TOLL FREE	FAX 304-822-3370
Email Address: pmcleod@access.k12.wv.us			
Company: SIMG ARCHITECTS	1016 WAGSTON ST.	PHONE 410 685 3582	
Rep: ANTHONY J. MACHAOSKI	BALTIMORE, MD 21201	TOLL FREE	FAX 410 625 4790
Email Address: JMACHAOSKI@SIMGARCH.COM			