



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  
**DNR210036**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**FRANK WHITTAKER**  
**304-558-2316**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

CAMP CREEK  
 DAVID E BOBBS, SUPT.  
 STAR ROUTE BOX 310  
 CAMP CREEK, WV  
 25820 425-9481

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/30/2009				

BID OPENING DATE: **10/15/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		968-42		
ADDENDUM NO. 1 ATTACHED ARE RESPONSES TO QUESTIONS FROM THE PRE-BID THE NAMES OF THOSE WHO WERE IN ATTENDANCE AT THE PRE-BID CONFERENCE. BID OPENING DATE REMAINS 10/15/09 AT 1:30 PM. GENERAL CONSTRUCTION ***** THIS IS THE END OF RFQ DNR210036 ***** 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



**Chapman  
Technical  
Group**

## CAMP CREEK WASTEWATER SYSTEM IMPROVEMENTS

RFQ Number: DNR210036

Pre-Bid Conference (Mandatory)

September 24, 2009, 1:00 P.M.

Camp Creek State Park

### Attendance

Greg Belcher	Chapman Technical Group
Brian Carney	WV DNR Parks and Recreation
Paul Ashburn	Ashco-A-Corp
Randy Zickefoose	Bear Contracting
John Kuhn	Eastern Electric
Derrick Sears	Foster Supply
David Bolton	W. Va. Pipeline
John Persun	Orders Construction
Keith Skelton	Breckenridge Corp.
Steven Dorman	Improvements Unlimited
Chris McComb	Able Construction
Tracy Curtis	Green River Group
Dan Hill	Danhill Construction Co.
Reed Johnson	Orenco Systems
Ron Hayes	Teays River Construction Co.
Rex Weese	WV DNR – Camp Creek

A tour of the project site was conducted and a brief overview of the project was provided by Greg Belcher, Chapman Technical Group, and Brian Carney, WV DNR.

The following questions and issues were discussed during the conference:

Attendees were advised that the project involved a pre-cast concrete recirculating sand filter wastewater treatment plant with a capacity of 6,400 gpd. The basis of design was a treatment system as manufactured by Ashco-A-Corp, Morgantown, WV, and any alternate treatment systems would have to be submitted to the Department of Administration for approval in order to be allowed as a substitute system. Such requests were to be made by a general contractor licensed in the state of WV.

The project includes a Base Bid and two (2) Additive Alternates. The Base Bid primarily includes the treatment plant and work located at the existing dump station, including a new submersible pump station, as detailed on the plans and specifications. Additive Alternate No. 1 primarily includes the construction of additional forcemain, including a creek crossing and renovation of the Mash Fork existing pump station as detailed on the plans and specifications. Additive Alternate No. 2 includes primarily the construction of a new submersible pump station at the ballpark restroom facility.

The RFQ states that all technical questions must be submitted in writing to Mr. Frank Whittaker in the Purchasing Division no later than Monday, September 28, 2009.

Bid Opening Date is scheduled for October 15, 2009, at 1:30 P.M.

200 Sixth Avenue  
St. Albans, WV 25177

304.727.5501  
FAX 304.727.5580

Buckhannon, WV  
Martinsburg, WV

[www.chaptech.com](http://www.chaptech.com)



Prevailing Wages apply to this Project.

Successful Contractor will be required to provide proof of Workers Compensation and Commercial General Liability Insurance in the amount of \$250,000 as a minimum. Same applies to Builder Risk Insurance in an amount equal to 100% of the contract amount.

Five percent (5%) bid bond shall be submitted with the Bid. Successful Contractor shall be required to provide Performance Bond and Labor Material Bond for 100% of the contract amount.

Bidders were directed to review the RFO requirements carefully.

Questions/Answers:

1. When would the contract be anticipated start?

**It is anticipated to be 60 to 90 days after bid opening date.**

2. Would WV DNR consider delaying the Notice to Proceed due to winter start time?

**Possibly, but the Park's busy season begins just before Memorial Day, and WV DNR would desire to have the system in operation prior to such date.**

3. What is the lead time for the wastewater treatment plant?

**Lead time is estimated to be 3 to 5 weeks.**

3. Is there a borrow site on-site for the plant fill?

**The Contractor is responsible for obtaining satisfactory fill material for the project.**

4. Is the wetwell of the Mash Fork pump station to be elevated three (3) feet as is the valve vault?

**Yes, and such will be noted in an addendum.**

5. What is the required depth of cover of the forcemain creek crossing?

**The creek crossing must have a minimum of three (3) feet of cover.**

6. Who is responsible for removing trees from the wastewater treatment plant site?

**The Contractor is responsible for such and it was noted that the trees would remain the property of the Park.**

7. Is there an on-site location for storage of treatment plant, etc. upon delivery?

**Yes, the Park will allow orderly storage of materials in the area adjacent to the proposed plant site, and it was noted that such was located in a flood prone area. Additionally, the Park can provide secure storage for smaller items such as pumps and control panels.**

The Pre-Bid Conference concluded at approximately 2:30 P.M.

9/24/09

# Camp Creek WWST - Pre Bid Conference

Name	Representing	Phone / Fax
Greg Belcher	Chapman Technical Group	727-5501 / 727-5580
Paul Ashburn	Ashco-A Corp	291-0808 / 291-0893
Wally Zickefoose	BEAR Contracting	842-3002 / 842-9433
OHIO KAHN	EASTERN ELECTRIC	872-4868 / 872-3634
JERRICK SEARS	FOSTER SUPPLY	304-553-6565 / 304-755-8280
DAVID BOLTON	W. VA. PIPELINE	304-425-4053 / 304-425-8057
JOHN PERSUN	ORDERS CONST.	304-722-4237 / 304-201-2405
Keith Skelton	Breckenridge Corp	304-472-3350 304-472-8506
Steven Dorman	improvements unlimited	304-487-1266 / 304-487-2176
Wes McComb	Able Construction	304-667-7791 / 304-667-7791
Tracy Curtis	Green River Group, LLC	304-203-4623 / 304-594-3992
Dan Hill	Danhill Const. Co	304-632-1600 / 304-632-1501
reed Johnson	Oreenco Systems	757- <sup>645 8662</sup> <del>255-34</del> 1-800-348-9843 EXT. 335
ow Hayes	TEAYS RIVER CONST CO	776-0448 / 776-0451
Brian Carney	WV DNR	EMAIL TEAYS RIVER 1992 @ AOL.COM