



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  
 GSD096452

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 KRISTA FERRELL  
 304-558-2596

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES DIVISION  
 BUILDING 11 CHILLER PLANT  
 218 CALIFORNIA AVENUE  
 CHARLESTON, WV  
 25305 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/14/2009				

BID OPENING DATE: 08/04/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO:		
				1.) PROVIDE A GENERAL INFORMATION SHEET AND		
				2.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST		
				BID OPENING DATE REMAINS: 08/04/2009		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001	1	LS		968-42		
				SECONDARY POWER FEED PROJECT, BLDG#11		

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."

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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

**General Information Sheet for RFQ#GSD096452  
Chiller Plant Secondary Power Feed**

To arrange site visits, prior to the bid opening date, please contact:

Phil Kingrey, Building Maintenance Supervisor      Cell: (304)982-0533

**NOTE: Agency personnel may not answer technical questions during site visits. Any questions resulting from site visits must be submitted in accordance with the provisions of the Request for Quotation. No verbal representations are binding until such time as they are issued by addendum.**

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: GSD096452 Date: 07/09/2009 @ 1:00 pm

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	WV State Purchasing Division
Firm Address:	2019 Washington St. East Charleston, WV 25305
Representative Attending:	Krista Ferrell
Phone Number:	304-558-2596
Fax Number:	304-558-4115
Email Address:	krista.s.ferrell@wv.gov

Firm Name:	Dan Hill Constr Co.
Firm Address:	P.O. Box 685 Ganley Bridge WV 25085
Representative Attending:	Dan Hill
Phone Number:	304-632-1600
Fax Number:	304-632-1501
Email Address:	Ddanhill@hotmail.com

Firm Name:	Glem Company
Firm Address:	P.O. Box 2109 Charleston, WV 25320
Representative Attending:	Robert C. Brown
Phone Number:	1-304-342-2721
Fax Number:	1-304-344-0833
Email Address:	rc.brown@wvdsi.net

Firm Name:	GSD / ERIGUERENOWG
Firm Address:	
Representative Attending:	SCOTT MASON
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	GSD / Maintenance
Firm Address:	
Representative Attending:	Philip Kragrey
Phone Number:	558-2123
Fax Number:	
Email Address:	

Firm Name:	GSD / Engineering
Firm Address:	
Representative Attending:	Robert A. Norvell
Phone Number:	304-959-8137
Fax Number:	
Email Address:	Robert.A.Norvell@wv.gov

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Firm Name:	Brown Electric
Firm Address:	1100 Charles Ave Dunbar, WV 25064
Representative Attending:	Bernard Mitchell
Phone Number:	304-768-0407
Fax Number:	304-768-0426
Email Address:	bmitchell@brownelectric.com

Firm Name:	GEXPRO
Firm Address:	#1 CRADDOCK WAY POCA, WV 25157
Representative Attending:	PAUL CANTRELL
Phone Number:	304 7556860
Fax Number:	304 7556871
Email Address:	PAUL.CANTRELL@GEXPRO.COM

Firm Name:	PROGRESSIVE ELECTRIC INC.
Firm Address:	1019 YOUNG ST. CHARLESTON, WV 25301
Representative Attending:	BRIAN A. THOMAS
Phone Number:	304-345-1253
Fax Number:	304-345-1256
Email Address:	bthomas@weewire.com

Firm Name:	Summit Elect
Firm Address:	P.O. Box 254 HARRISBURG WV 25526
Representative Attending:	Richard Gandy
Phone Number:	304 562 7091
Fax Number:	304 562 7137
Email Address:	

Firm Name:	Master Service Mid Atlantic
Firm Address:	1403 Livingston Ave. Elkins WV. 26241
Representative Attending:	Pat Smith
Phone Number:	(304) 636-8170
Fax Number:	(304) 636-8206
Email Address:	patsmith.msm@verizon.net

Firm Name:	CITY ELECTRIC CO.
Firm Address:	P.O. Box 6550 Charleston, WV 25362
Representative Attending:	Chris Myers
Phone Number:	304 345-6150
Fax Number:	304 345-6151
Email Address:	cmyres@cityelectricwv.com

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Firm Name:	<u>ONAL Construction Mgmt., LLC</u>
Firm Address:	<u>P.O. Box 401 Charleston, WV 25322</u>
Representative Attending:	<u>Rick Bernard</u>
Phone Number:	<u>304 347-8820</u>
Fax Number:	<u>304 347 8821</u>
Email Address:	<u>bernard@onalconstruction.com</u>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<u>Verhill Associates</u>
Firm Address:	<u>PO Box 7-71 9357 Seneca Av WHEELERSBURG, OH 45694</u>
Representative Attending:	<u>DAN SCHOMBURG</u>
Phone Number:	<u>740-574-1335</u>
Fax Number:	<u>740-574-9808</u>
Email Address:	<u>dan.schomburg@verhill.com</u>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	