



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
 GSD096457

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 84 CORNERSTONE
 1409 GREENBRIER ST
 CHARLESTON WV
 25311 304-558-2317

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

BID OPENING DATE: 07/21/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UQP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO:		
				1.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST AND		
				2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED PRIOR TO THE DEADLINE FOR TECHNICAL QUESTIONS		
				BID OPENING DATE REMAINS: 07/21/2009		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001		LS		936-75		
	1			BLDG#84 BOILER AND CONTROLS		

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."

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

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: ESD000057

Date: 6/25/2009

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:	CASD TECHNICAL SERVICES
Firm Address:	540 LEON SULLIVAN WAY CHARLESTON WV
Representative Attending:	STEVE JACKSON
Phone Number:	304-346-0549
Fax Number:	304-343-1723
Email Address:	S.JACKSON@CASDTECH.COM

Firm Name:	Dougherty Co Inc
Firm Address:	P.O. Box 1828 Charleston W.Va. 25327
Representative Attending:	Rick Engle
Phone Number:	304-925-6664
Fax Number:	304-925-4280
Email Address:	BRIAN.SMITH@DOUGHERTYCO.COM

Firm Name:	WV Heating & Plumbing
Firm Address:	1339 Smith Street Charleston WV 25325
Representative Attending:	Michael Ball
Phone Number:	304 342-3197
Fax Number:	304 342-3184
Email Address:	Michaelballwvhp@yahoo.com

Firm Name:	H.E. NEUMANN CO.
Firm Address:	1410 6TH AVE. CHARLESTON, WV 25312
Representative Attending:	GREG EDELHANN
Phone Number:	304-345-5580
Fax Number:	304-345-5543
Email Address:	gedelman@heneumann.com

Firm Name:	ELCO MECHANICAL
Firm Address:	1510 COONSKIN DR CHARLESTON WV 25311
Representative Attending:	Ron King
Phone Number:	304-346-0546
Fax Number:	304-346-0548
Email Address:	RONALD.KING@SUDDENLINKMAIL.COM

Firm Name:	Dan Hill Construction
Firm Address:	PO. Box 636 Goulet Ridge WV
Representative Attending:	TRAC ELSLUICK
Phone Number:	304-632-1800
Fax Number:	304-632-1501
Email Address:	Calvin_elsluick@hotmail.com

**REQUEST FOR QUOTATIONS #GSD096457
BUILDING 84, REPLACEMENT BOILER PROJECT**

TECHNICAL QUESTIONS AND ANSWERS

Question#1: Will the elevator be available for removal of old boiler and installation of new?

Answer#1: Yes, use care as not to damage interior and pad walls

Question#2: What is meant by "no existing boiler components will be used except for flue"? Does this mean expansion tank, circulating pump, make up water valve? If these are new please provide spec.

Answer#2: The existing expansion tank, circulating pump and makeup water valve may be reused.

Question#3: Confirm that controls are part of this project. If so, clarify "zone areas of control."

Answer#3: Controls are part of this project. Provide a mixing valve and primary loop piping and pump. Modulate the burner and mixing valve to maintain constant boiler temperatures. Provide OA sensor to allow for outside air reset of boiler. Zone controls are not required and are on a separate project.

Question#4: What is meant by "sufficient electrical sub panel? Can we not use existing boiler power circuit?

Answer#4: Existing power circuit may be reused if adequate. If equipment provided requires additional power contractor shall run circuit(s) to existing sub panel.

Question#5: Confirm that the intent is to use just one system circulating pump and there is not a requirement for a secondary boiler loop pump.

Answer#5: See answer to question #3

Question#6: Confirm that the three references does not have to be turned in with bid. But is required to be turned in, for review, by low bidder only prior to issuing purchase order.

Answer#6: The three references are NOT REQUIRED to be turned in WITH THE BID, but may be.

Question#7: Can you provide a spec on Boiler Loop Pump?

Answer#7: Existing loop pump may be reused. Provide primary loop pump.

Question#8: Item 3 in RFQ indicates that we are to re-use existing flue. This information shows an intake and vent. How do you want this done?

Answer#8: Existing flue may be reused. Provide venting as indicated on drawing and specifications.