



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
 GSD106437

PAGE
 1

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

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

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
01/07/2010				

BID OPENING DATE: 01/14/2010 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 COPY OF THE MANDATORY PRE-BID ATTENDEE LIST,		
				2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE REQUEST FOR QUOTATION, AND		
				3.) PROVIDE DRAWINGS OF THE FIRST FLOOR PLAN, SECOND FLOOR PLAN, AND THIRD FLOOR PLAN PER THE ATTACHED.		
				BID OPENING DATE REMAINS: 01/14/2009		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001	1	LS		936-73		
				SECURITY SYSTEM INSTALLATION, BLDG#84, CORNERSTONE		

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 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.

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)

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: 650106437

Date: 12/29/2005

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:	Secure US
Firm Address:	330 Scott Ave MORRISTOWN NJ 08508
Representative Attending:	SEAN ARTHURS
Phone Number:	304-291-2994
Fax Number:	304-284-9678
Email Address:	SARTHURS77@GMAIL.COM

Firm Name:	Burdette Electric
Firm Address:	6114 Sissonville Dr Sissonville, WV 25320
Representative Attending:	Mike Smolder
Phone Number:	304-984-0123 / 304-421-1005
Fax Number:	304-984-0124
Email Address:	MSMOLDER@Burdette-Electric.com

Firm Name:	ADT Security
Firm Address:	2800 7th Avenue Charleston WV 25312
Representative Attending:	Bester-Farrell Row VanDyke
Phone Number:	304-533-9990
Fax Number:	304-206-3076
Email Address:	Rvand@adtd.com

Firm Name:	Summit Electric
Firm Address:	P.O. Box 254 Harrison, WV 25526
Representative Attending:	Jason Caplinger
Phone Number:	304-562-7091
Fax Number:	304-562-7137
Email Address:	Kathy.Hicks@SummitLink.net

Firm Name:	PROGRESSIVE ELECTRY
Firm Address:	PO Box 3695 CHARLESTON, WV 25336
Representative Attending:	Duane Shurow
Phone Number:	304-345-1253
Fax Number:	304-345-1256
Email Address:	DSHUROW@WEWIWEN.COM

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

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: BSD106437

Date: 12/29/2007

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:	<u>WV ASD</u>
Firm Address:	
Representative Attending:	<u>Bob Kilpatrick</u>
Phone Number:	<u>(304) 558-0250</u>
Fax Number:	<u>(304) 558-1475</u>
Email Address:	<u>robert.p.kilpatrick@wv.gov</u>

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

Firm Name:	<u>WV BSD</u>
Firm Address:	
Representative Attending:	<u>David Parsons</u>
Phone Number:	
Fax Number:	
Email Address:	

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

Firm Name:	<u>WV BSD</u>
Firm Address:	
Representative Attending:	<u>Phil Kindly</u>
Phone Number:	
Fax Number:	
Email Address:	

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

**REQUEST FOR QUOTATIONS
#GSD106437
SECURITY SYSTEM INSTALLATION
WV Department of Administration
Building #84 – Cornerstone Building**

TECHNICAL QUESTIONS AND ANSWERS

Question#1: What type, brand/model, of fire panel is currently installed in this location?

Answer#1: Silent Night Model 5230

Question#2: Does the fire panel contain relay for “fail safe” on egress door mag locks?

Answer#2: Unknown, but unlikely as there are no other mag locks at this facility

Question#3: Who will be responsible for tying in to the fire panel? Bid winner or fire panel servicer?

Answer#3: Successful bidder will be responsible for tying in; this is a complete installation job.

Question#4: How many access cards will be needed?

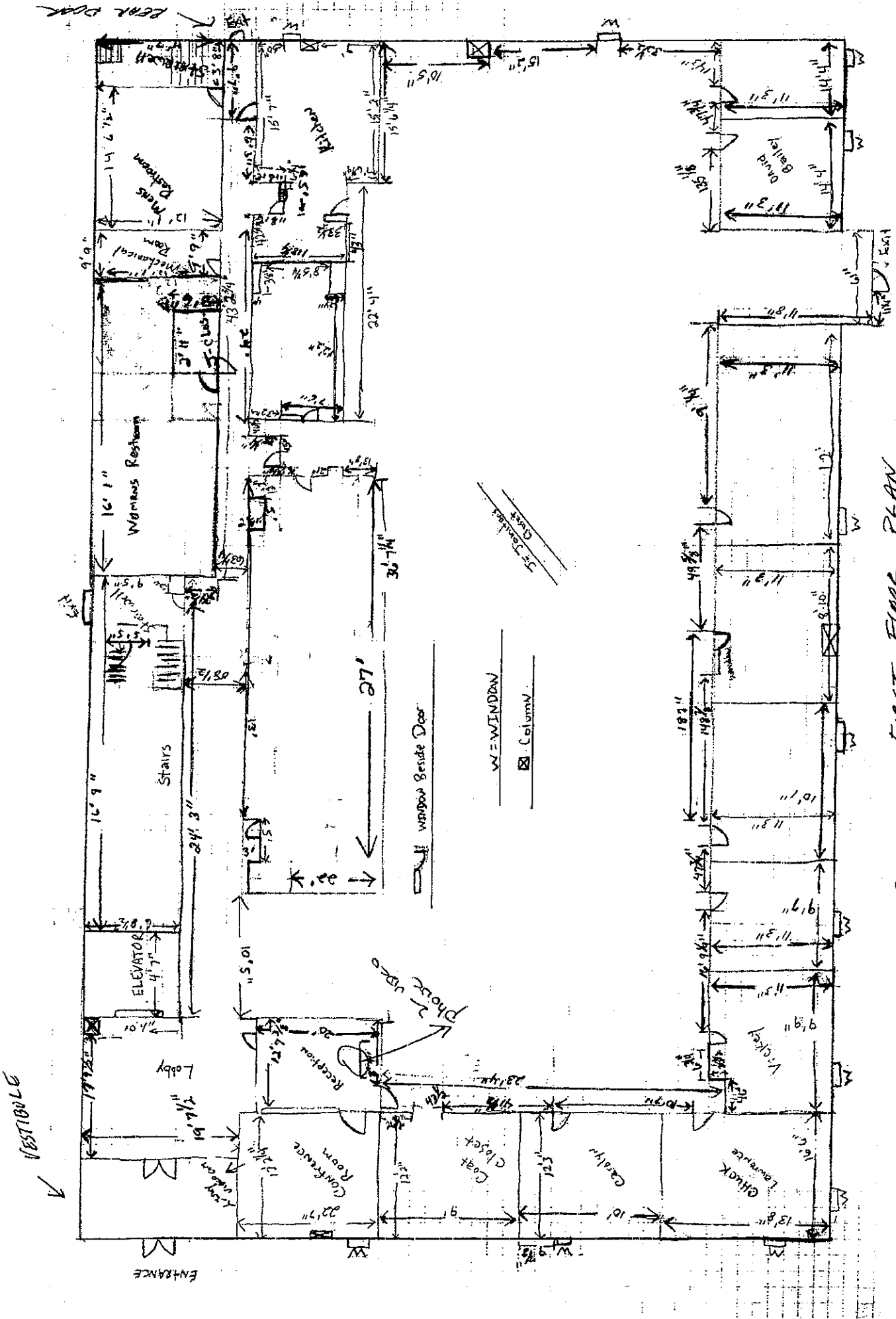
Answer#4: None will need to be provided by the successful bidder. Cards are either already in the possession of the tenants and other users, or are generally issued and programmed by the Division of Protective Services. There are approximately 75 tenants, but there are also a number of other employees that will be given security access to the doors.

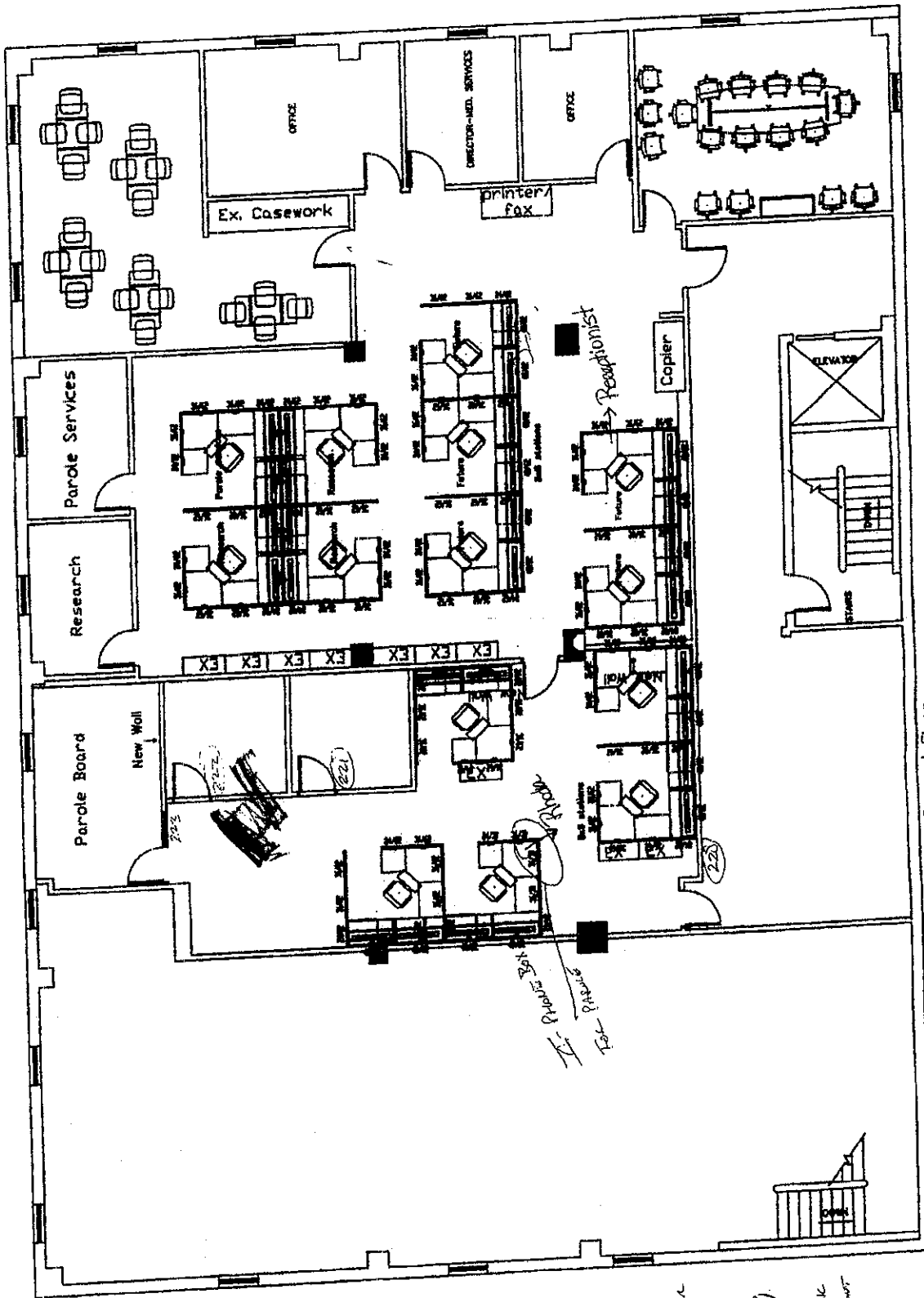
Question#5: What kind of cards, brand/model, are already distributed? What is the baud rate and number sequencing already there? Is there a facility code on the card?

Answer#5: The types of cards issued currently are CASI RUSCO Prox Lite and CASI RUSCO Entrée. No new cards are issued as part of this contract, and no existing cards are used for any purpose at this facility currently, so the answers to the subsequent questions are irrelevant.

Additional Information:

- The call box installed in the Main Lobby vestibule area shall be able to contact any of the four locations in which the video/voice communications stations independently. Instructions on how to contact individual stations shall be available on the call box itself (in print or digital media).
- Three sketch drawings are included to serve as rough floor plans to orient bidders to the basic locations discussed during the pre-bid. They are not meant to be to scale, nor to act as construction drawings.





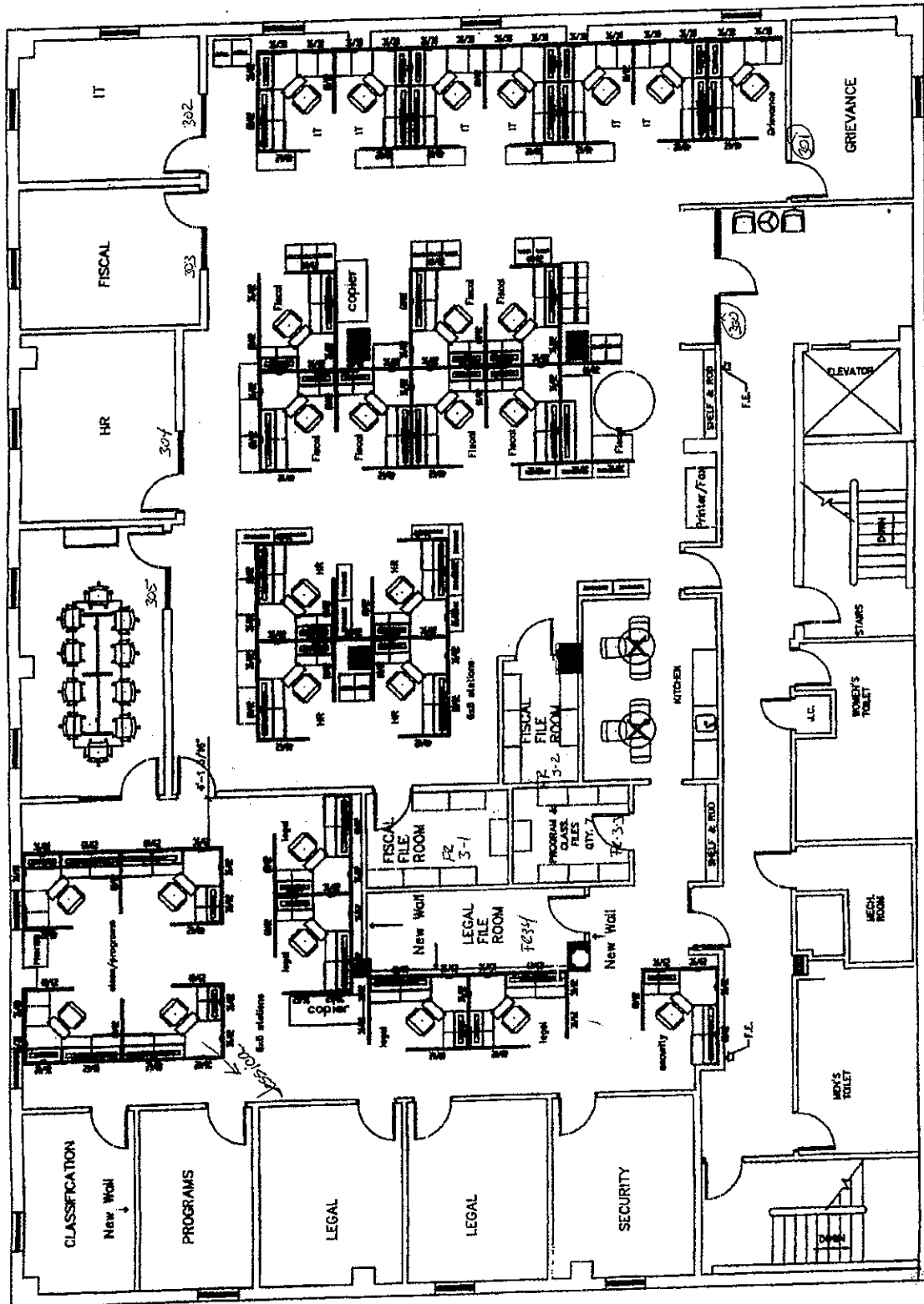
Second Floor
S C C O P I A N

FIRST FLOOR

- CARD ACCESS @ FRONT DOOR AND REAR DOOR
- COMBO LOCKS ON ALL 3 DOORS TO HALLWAY (1 EXISTING)
- I-Phone Box @ Mike's DESK RECEPTIONIST AREA IN FRONT

Handwritten notes on the floor plan:

- 122
- 222
- Receptionist
- Copier
- Printer
- Fax
- Director-Med. Services
- Office
- Parole Board
- Research
- Parole Services
- Ex. Casework
- printer/fax
- Receptionist
- Copier
- Staircase
- ELEVATOR
- STAIRS
- New Wall



Third Floor
 FLOOR PLAN
 SCALE: 1/8" = 1'-0"