



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
 HOP10016

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 ROBERTA WAGNER
 304-558-0067

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

HEALTH AND HUMAN RESOURCES
 HOPEMONT HOSPITAL
 CENTRAL RECEIVING
 ROUTE 7
 TERRA ALTA, WV
 26764 304-789-2411

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/28/2009				

BID OPENING DATE: 08/13/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1 1. QUESTIONS AND ANSWERS ARE ATTACHED. 2. ADDENDUM ACKNOWLEDGMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID. EXHIBIT 10 REQUISITION NO.: HOP10016 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NO.'S: NO. 1 NO. 2 NO. 3 NO. 4 NO. 5 I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF TH ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS..						

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."

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



State of West Virginia
 Department of Administration
 Purchasing Division
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SHIP TO	HEALTH AND HUMAN RESOURCES HOPEMONT HOSPITAL CENTRAL RECEIVING ROUTE 7 TERRA ALTA, WV 26764	304-789-2411
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<p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE COMPANY DATE</p> <p>REV. 11/96</p> <p>END OF ADDENDUM NO. 1</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		910-65		
MODERNIZATION OF ONE ELEVATOR AT HOPEMONT HOSPITAL						
***** THIS IS THE END OF RFQ HOP10016 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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HOP10016 Pre-Bid Addendum

Pre-Bid Date: 07/27/09 at 10:30 AM

Changes and Additions:

- * Page 4, second paragraph and Section 13.1: Change the contract term from 90 calendar days to 180 calendar days after receipt of the notice to proceed.
 - * Section 1.2 and 3.1: Change ASME 17.1-2004 to ASME 17.1-2007 or the most current code in effect as of the receipt of the Purchase Order
 - * Section 3.1.1: Change serial number of 103135 to sales number 201101.
 - * Section 3.2: Add the requirement for this controller to be non-proprietary.
 - * Section 3.6: Eliminate the "Load Weighting" feature from this paragraph
 - * Section 3.8: Delete this section.
 - * Section 3.9: Delete this section.
 - *Section 3.14: Delete the first sentence, shunt trip breakers not needed.
 - * Add Section 3.17: Remove existing hoistway doors, frames, sills and hardware and replace with 36" two-speed, side slide doors.
 - * Add Section 3.18: Remove existing cab, platform sling and safety plank and replace new.
 - * Add Section 3.19: Adjust counterweight to compensate as necessary for new, lighter-weight equipment.
 - *Add Section 3.20: Remove existing governor and replace with new fully calibrated governor to meet all code requirements
 - * Add Section 3.21: Replace all hoisting and governor cables
 - * Add Section 3.22: Contractor shall replace the existing machine, motor and brake
 - * Add Section 3.23: As a deductive alternate, Contractor shall indicate the reduction in the base bid for reusing the existing machine instead of replacing it as required is Section 3.22.
- Section 8.1: Add the following language: As part of the base bid, Contractor shall include maintenance and warranty for one year after date of installation.

Section 18.1: Change this section to read as follows: Bidders shall submit a base bid for all the work as described herein with a deductive alternate stating the cost reduction for not replacing the existing machine as stated.

SIGN IN SHEET

Request for Proposal No.

PLEASE PRINT

Page 1 of 2

Date: 7-27-2009
HOPBOLD
HOPMOUNT ELEVATOR

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

FIRM & REPRESENTATIVE NAME

MAILING ADDRESS

TELEPHONE & FAX NUMBERS

Company:	EMAR Corp	919 College Hill Rd	PHONE 304-861-0414 TOLL FREE 877-863-5101
Rep:	Ken Gilchrist	Edgewood, Washington WV 26181	FAX 304-861-0416
Email Address:	emack@hughes.net		
Company:	ELIZABETH SOLUTIONS LLC	9606 DOWNSIDE AVE	PHONE 301-223-4806 TOLL FREE
Rep:	RICHARD BLOCK	HAGERSTOWN, MD 21740	FAX 301-223-8340
Email Address:	ELIZABETH SOLUTIONS @ COMCAST.COM		
Company:	Otis Elevator	4708 Chimney Drive	PHONE 301-341-4696 TOLL FREE 301-905-2780
Rep:	Austin Borek	Charleston, WV 25302	FAX 304-905-2787
Email Address:	Austin.Borek@otis.com		
Company:	Murphy Elevator	1004 4th Avenue	PHONE 304-529-3220 TOLL FREE 800-321-1537
Rep:	J.T. Rousey	Huntington, WV 25701	FAX 304-697-0675
Email Address:	jt@murphyelevator.com		
Company:	ORACLE ELEVATOR CO	4136 W WASHINGTON ST.	PHONE 304-744-4020 TOLL FREE 1800 210 2392
Rep:	KEN HARMAN	CHAS. WV 25313	FAX 304-744-4022
Email Address:	KEN.HARMAN@oracleelevator.com		

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Request for Proposal No.

PLEASE PRINT

Page 2 of 2

Date: 7-27-09

Hopewell
Hopewell Elevator

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

FIRM & REPRESENTATIVE NAME

MAILING ADDRESS

TELEPHONE & FAX NUMBERS

Company:	<u>KONE, INC</u>	<u>4420 Loftford Vista R</u>	PHONE	<u>301.459.8860</u>
Rep:	<u>Myron Taylor</u>	<u>Lanham, MD 20706</u>	TOLL FREE	
Email Address:	<u>myron.taylor@kone.com</u>		FAX	<u>301.459.8860</u>
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	
Company:			PHONE	
Rep:			TOLL FREE	
Email Address:			FAX	