

RFQ COPY

TYPE NAME/ADDRESS HERE

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130 Charleston, WV 25305-0130

Request for Quotation

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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).



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130 Charleston, WV 25305-0130

Request for Quotation

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BUYER 33 304-558-2402

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BUYER 33 304-558-2402

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DIVISION OF HIGHWAYS JOBSITE SEE SPECIFICATIONS

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 12/07/2010 BID OPENING DATE: 12/29/2010 BID OPENING TIME 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT OF THIS CONTRACT: SUCCESSFUL VENDOR SHALL FURNISH PROOF (XX) INSURANCE: OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT. (XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/ MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCECPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR. REV. 11/00 EXHIBIT 7 DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE



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TO PROVIDE TEMPORARY TRAFFIC SIGNAL SYSTEM FOR PROJECT S308-16-14.78, HARTLAND BRIDGE IN CLAY COUNTY

SPECIFICATIONS

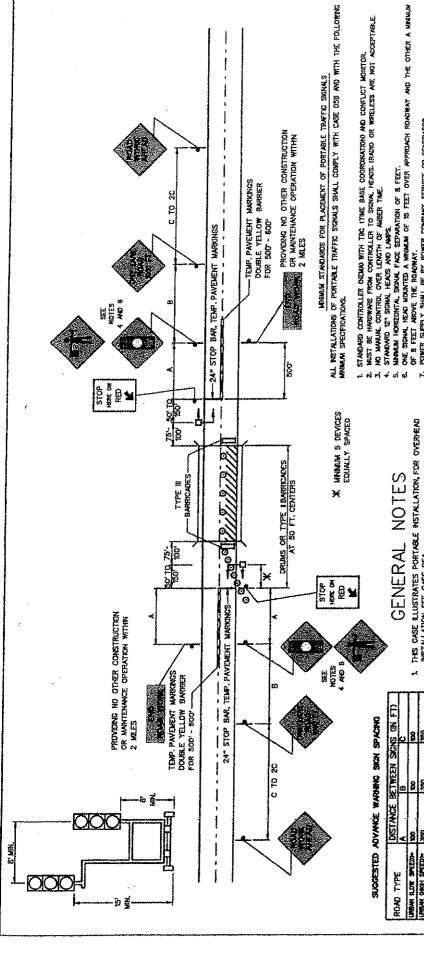
COST INCLUDES:

- 1. Installation and maintenance of temporary portable traffic light system to restrict traffic to one lane on the subject structure in accordance with Case D5B of the 2006 edition of the Department's Manual on Temporary Traffic Control for Streets and Highways. Traffic control signs and pavement markings will be done by others. Also no generators for power supply will be allowed.
- 2. The contractor has the option to install an overhead system in accordance with Case D5A of the same traffic manual.
- 3. Installation of electrical service pole and arranging for electrical service with the utility. Cost of electrical service will also be included. Electrical power wires will be carried by approved conduit which can be attached to the bridge.
- 4. Work is to begin within 10 calendar days of award.
- 5. This project is initially expected to last for 15 months until bridge replacement project is let. Bridge contractor will then assume cost of continuing service. Bridge project expected to last at least an additional 18 months.

Any questions are to be directed to Steve Campbell at 304-558-3775.

BID SCHEDULE

<u>ITEM</u>	$\underline{\text{QTY}}$		<u>DESCRIPTION</u>	UBP	<u>AMT</u>
1	1	LS	Mobilization and Installation of Portable Traffic Signal Sys.	····	
2	15	Mon.	Monthly Rental (Includes Maintenance)		amone distance processor de Antonias de
			TOTAL		



GENERAL NOTES

THS CASE ALUSTRATES PORTABLE INSTALLATION, FOR OVERHEAD INSTALLATION, SEE CASE D5A

SPEED CATEGORY TO BE DETERMINED BY NY DOL

CONESSWAY/FREEWAY 1,000

- WANTAKED AND/OR REPARED SHALL INCLUSE CONTROLLER, CABNETS, BETECTORS, SIGNAL FEADS, SUPPORT POSTS AND ANY OTHER EXUPPIEDT OR MISCELLANGOUS ITEMS IN PLACE FOR THIS SHOUL INSTALL THS RESPONSBILITY SHALL BEGIN WITH THE INTIMIZATION OF THE WORK AND CONTINUE FOR THE LIFE OF THE CONTRACT, MAINTENANCE SHALL INCLUDE BUT NOT BE LIMITED TO REPART OF ACTS OF YANDALSM AS WELL AS NORMAL WEAR AND BURN OUT, TIEMS TO BE THE CONTRACTOR SHALL BE RESPONSBLE FOR THE MANTENANCE OF THE TRAFFIC SIGNAL SYSTEM IN PLACE FOR THIS PROJECT.
- SIGNAL TAING MEDRALATION WELL BE FURNISHED BY THE DIVISION OF HIGHWAYS AND MAY NOT BE CHANGED OR MODIFIED WITHOUT APPROVAL OF THE DIVISION OF HIGHWAYS. rj
- ENFORCEMENT OFFICERS REQUIRED TO CONTROL TRAFFIC, F TRAFFIC CONTROL IS DONE BY CONTRACTOR PERSONNEL, AND SI N LIME WITH THETR VINCKAL WERGING DUTIES, NO COMPENSATION MAY BE REQUIRED. N NO CASE SHALL THE SIGNAL SYSTEM BE DOWN FOR MORE THAN 24 HOURS UNLESS APPROVED BY THE ENGINEER OR OTHERWISE STATED IN THE PLANS. IF DUE TO EQUIPMENT FALURES OR OTHER REASONS THE SIGNAL MAST BE PUT ON PLASH OR SHUT DOWN, THE CONTRACTOR IS REQUIRED TO PURMISH OR COMPENSATE THE FLAGGERS OR LAW

SIGN ON PORTABLE OR PERMANENT SUPPORT.

SIGN TYPE TRILIGHT

TYPE # BARBUCADES.

SIGNAL HEADS (12")

WORK AREA

HOURS, DUE TO NORMAL OR NEAR NORMAL, TRAFFIC CONDITIONS BEING RESTORED, THE CONTRACTOR MUST COVER THE SIGNAL HEADS. IF THE SIGNAL IS NOT NEEDED FOR A PERIOD OF CREATER THAN 24 ьò

TYPICAL APPLICATIONS

IF PLACEERS ARE USED INSTEAD OF SIGNALS THEY SHALL BE IN STRAT OF EACH DITHER OR IN DIRECT COMMUNICATION AT ALL TIMES AND SIGNAL AREAD SIGNS SHALL BE REPLACED WITH ADVANCE FLAGGER SIGNS.

- - GENERATOR POWER SUPPLY SHALL HAVE A BATTERY BACKUP IF GENERATOR SHOULD FALL POWER SUPPLY SHALL BE BY POWER COMPANY SERVICE OR CENERATOR
- THE GOVERAL GUIDLAES ARE THAT THE HIGHTLOW SIGNAL SHOULD BE PLACED ON THE SAME SIDE OF THE ROLD THAT THE DRIVER MUST STIDP. THIS MAY REQUIRE THE TRAMER WITH SIGNALS TO BE PLACED BEHAD CUARGRAM, OR SOME WETHOD TO PLACE THE FRANK THE NORDAWAY. WHEN USED AS A THREE PHACE SIGNAL FOR AN ADDITIONAL SIGNALED APPROVALA A THIGH TRAMER OF TEAPORARY SUPPORT SHOULD BE USED TO PROVIDE HIGHLUDW NURMATIONS SEPARATED HORIZORIALIT BY 8 FEET.

GENERAL NOTES

- 7. ALL SIGNS SHALL BE POST MOUNTED IF THE CLOSURE TIME EXCEEDS THREE DAYS.
- MINIMUM ADVANCE SIGHT DISTANCE ON ALL SIGNALS SHALL BE AS SPECFIED IN SECTION 4D.15 OF THE MANUAL ON UNFORM TRAFFIC CONTROL DEVISES, LATEST EDTION, EXACT LOCATION OF ALL SIGNALS HEADS SHALL BE AS DIRECTED BY THE ENGINEER. w.
- FOR TEMPORARY TRAFFIC SIGNALS USED BY CONJUNCTION WITH OR AS PART OF EXISTING TRAFFIC SIGNALS - SEE CONTRACT PLANS. σi
- FLASHBO WARNED LIGHTS AND/OR FLAGS MAY BE USED TO CALL ATTENTION TO THE ABOVE WARNED SIONS, AS NEEDED ON THE PLANS, AND/OR AS DRECTED BY THE DIRIBLER. è

D5B CASE

TWO-LANE, TWO-WAY TRAFFIC ONE LANE CLOSURE PORTABLE INSTALLATION DAY OR MIGHT OPERATIONS WHERE, AT ANY TIME, ANY VENCIE, EQUINENT, WORKERS OR THEIR ACTIVITIES WELL ENCROACH ON ONE LAWE OF A BRIDGE DECK, AND TRAFFIG SIGNALS ARE REQUERD.

