



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
7011EC04

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
BUYER 33
304-558-2402

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

BUYER

DIVISION OF HIGHWAYS  
 EQUIPMENT DIVISION  
 ROUTE 33  
 BRUSHY FORK ROAD  
 BUCKHANNON, WV  
 26201 304-472-1750

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
11/10/2010				

BID OPENING DATE: 11/17/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO:						
1.) ADDRESS CHANGES MADE TO SPECIFICATIONS AS DISCUSSED AND AGREED UPON DURING MANDATORY PRE-BID MEETING.						
2.) TO EXTEND BID OPENING DATE FROM 11/10/2010 TO 11/17/2010.						
3.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST.						
SEE THE ATTACHED						
NO OTHER CHANGES						
0001	EA		755-10			
	1			ASPHALT DISTRIBUTOR MOUNTED		
***** THIS IS THE END OF RFQ 7011EC04 ***** TOTAL:						

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](http://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).

PREBID ADDENDUM  
70-11-EC04  
1500 GALLON ASPHALT DISTRIBUTOR  
MOUNTED ON A 32,000 LB. GVW CHASSIS CAB TRUCK

CHANGES TO SPECIFICATIONS:

FROM:

4.2 DELIVERY – (2<sup>nd</sup> Paragraph 2<sup>nd</sup> Sentence)  
Delivery is preferred within 120 calendar days.

TO:

4.2 DELIVERY – (2<sup>nd</sup> Paragraph 2<sup>nd</sup> Sentence)  
Delivery is preferred within 180 calendar days.

FROM:

4.2 DELIVERY – (3<sup>rd</sup> Paragraph)  
**A completed pilot model for inspection must be provided within 90 calendar days after receipt of the purchase agreement by the successful vendor.**

TO:

4.2 DELIVERY – (3<sup>rd</sup> Paragraph)  
**A completed pilot model for inspection must be provided within 150 calendar days after receipt of the purchase agreement by the successful vendor.**

FROM:

7.2 Cab to axle dimensions to be 102 inches minimum.

TO:

7.2 Cab to axle dimensions to be 102 usable inches minimum

FROM:

7.11.5 Strobe light Target Tech Model Multi-flash, 5x, 12/48 VDC, 11 Jules with dash mounted switch, generating not more than 1.0 UV of interference on a radio receiver with 12 DB of quieting.

TO:

7.11.5 Strobe light must be equipped with a Class 1 LED beacon

Page 2  
 Prebid Addendum  
 70-11-EC04

FROM:

7.21.1 Cab exterior and interior to be painted Federal Standard White 595A (No. 17875) or approved equal.

TO:

7.21.1 Cab exterior and interior to be painted manufacturers standard white.

FROM:

**8.1.8 Pump must be capable of returning material in spray bar to tank by pump suction without reversing the pump direction.**

TO:

**8.1.8 Pump must be capable of returning material in spray bar to tank.**

FROM:

8.2.4.2 Three (3) inch diameter flow pipe to be fitted inside the well to drain through the bottom of the tank clearing all chassis members.

TO:

8.2.4.2 Three (3) inch diameter overflow pipe to be fitted inside the well to drain through the bottom of the tank clearing all chassis members.

FROM:

**8.2.7 Tank design and construction shall meet all applicable Federal cargo tank regulations.**

TO:

**8.2.7 Tank design and construction shall meet all applicable Federal tank regulations.**

FROM:

**8.6.4 Bar screen should be (3/16) inches minimum mesh size, cylindrical construction, full flow, easy clean**

TO:

**8.6.4 Fill line strainer and pump strainer shall be included**

Page 3  
Prebid Addendum  
70-11-EC04

**DELETE:**

**8.6.5 Pump screen should be (3/16) inches minimum mesh size, cylindrical construction, full flow, easy clean.**

PREBID ADDENDUM  
70-11-EC04  
1500 GALLON ASPHALT DISTRIBUTOR  
MOUNTED ON A 32,000 LB. GVW CHASSIS CAB TRUCK

CHANGES TO BIDDER'S EVALUATION REPORT:

NO CHANGE REQUIRED;

X4.2 DELIVERY:

X4.2.1 Delivery date of completed representative unit: \_\_\_\_\_ Calendar Days After Receipt  
Of Purchase Agreement

X4.2.2 Delivery date of balance of completed units: \_\_\_\_\_ Calendar Days After Receipt of  
Purchase Agreement

FROM:

X7.2 Cab to axle dimensions \_\_\_\_\_ inches

TO:

X7.2 Cab to axle dimensions \_\_\_\_\_ usable inches

FROM:

X7.11.5 Strobe light: \_\_\_\_\_ Dash mounted switch, generating not more  
than 1.0 UV of interference on a radio receiver with 12 DB of quieting?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

TO:

X7.11.5 Is strobe light equipped with a Class 1 LED beacon \_\_\_\_\_ YES \_\_\_\_\_ NO

FROM:

X7.21.1 Is cab exterior/interior painted Federal Standard White 595A (No. 17875) or  
approved equal? \_\_\_\_\_ YES \_\_\_\_\_ NO

TO:

X7.21.1 Is cab exterior and interior manufacturers standard white paint?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

Page 2  
 Bidder's Evaluation Report  
 7011EC04

FROM:

**X8.1.8 Is pump capable of returning material in spray bar to tank by pump suction without reversing the pump direction? \_\_\_\_\_ YES \_\_\_\_\_ NO**

TO:

**X8.1.8 Is pump capable of returning material in spray bar to tank \_\_\_\_\_ YES \_\_\_\_\_ NO**

FROM:

**X8.2.4.2 Is 3 inch diameter flow pipe as specified fitted in the well which drains through the bottom of the tank clearing all chassis members? \_\_\_\_\_ YES \_\_\_\_\_ NO**

TO:

**X8.2.4.2 Is the 3 inch diameter overflow pipe as specified fitted in the well which drains through the bottom of the tank clearing all chassis members? \_\_\_\_\_ YES \_\_\_\_\_ NO**

FROM:

**X8.2.7 Does tank design/construction meet all applicable Federal cargo tank regulations? \_\_\_\_\_ YES \_\_\_\_\_ NO**

TO:

**X8.2.7 Does tank design/construction meet all applicable Federal tank regulations? \_\_\_\_\_ YES \_\_\_\_\_ NO**

FROM:

**X8.6.4 Is bar screen \_\_\_\_\_ inch mesh size, cylindrical construction, full flow, easy clean? \_\_\_\_\_ YES \_\_\_\_\_ NO**

TO:

**X8.6.4 Is fill line strainer and pump strainer included? \_\_\_\_\_ YES \_\_\_\_\_ NO**

**DELETE:**

**X8.6.5 Is pump screen \_\_\_ inch mesh size, cylindrical construction, full flow, easy clean\_Y\_N**

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: DOH-7011EC04

Date: 10/28/2010 at 9:00 am

Asphalt Distributor

Project Description:

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 State Purchasing Division</u>
Firm Address:	<u>2019 Washington St. East Charleston, WV 25305</u>
Representative Attending:	<u>Krista Ferrell, Buyer Supervisor</u>
Phone Number:	<u>304.558.2596</u>
Fax Number:	<u>304.558.4115</u>
Email Address:	<u>krista.s.ferrell@wv.gov</u>

Firm Name:	<u>RISH EQUIPMENT COMPANY</u>
Firm Address:	<u>P.O. BOX 906 BRIDGEPORT, WV 26330</u>
Representative Attending:	<u>ANTONIO D. SELARFO</u>
Phone Number:	<u>304-842-3511 EXT. 6514</u>
Fax Number:	<u>304-842-6126</u>
Email Address:	<u>aselarfo@rish.com</u>

Firm Name:	<u>WVDOH</u>
Firm Address:	
Representative Attending:	<u>Kevin Riley</u>
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<u>Angie Moorman</u>
Firm Address:	<u>WVDOH</u>
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<u>WEST VIRGINIA TRACTOR</u>
Firm Address:	<u>P.O. BOX 473 CHARLESTON WV 25322</u>
Representative Attending:	<u>GARY GRADY</u>
Phone Number:	<u>304-346-5301</u>
Fax Number:	<u>304-346-5305</u>
Email Address:	<u>grady@wvtractor.com</u>

Firm Name:	<u>Marcia Lee</u>
Firm Address:	<u>DOH</u>
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	



**SIGN IN SHEET**

Request for Quotation Number:

**DOH-7011EC04**

Date:

**10/28/2010 at 9:00 am**

Project Description:

**Asphalt Distributor**

**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:	<i>Fanned Cochran</i>
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	<i>DOH</i>
Email Address:	

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

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