



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  
 COR61492

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 TARA LYLE  
 304-558-2544

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

HUTTONSVILLE CORRECTIONAL CENT  
 ROUTE 250 SOUTH  
  
 HUTTONSVILLE, WV  
 26273 335-2291

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/10/2011				

BID OPENING DATE: 05/24/2011 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. TO MOVE THE BID OPENING DATE FROM 05/17/2011 TO 05/24/2011. 3. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
END OF ADDENDUM NO. 1						
0001	1	JB		405-13		
GAS SERVICE LINE INSTALLATION						
***** THIS IS THE END OF RFQ COR61492 ***** 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).

State of West Virginia  
Military Affairs & Public Safety  
Division of Corrections

**COR61492**

**ADDENDUM NO. 1**

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Huttonsville In House Gas Service Line

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**QUESTIONS, ANSWERS & CLARIFICATIONS**

- 1C: The work to switch Huttonsville Correctional Center's source of heat from propane and heating oil to natural gas is being carried out by Mountaineer Gas Company(MGC), with a couple of sub contractors retained by MGC. Therefore, the Division of Corrections is working cooperatively and closely with Mountaineer Gas Company to complete these responses.
- 1Q: How deep does gas line have to be?
- 1A: A minimum of 24"
- 2Q: Does gas line have to have gravel or sand around it?
- 2A: limestone sand or suitable rock free backfill. If on rocky ditchline, 2" of limestone sand or equivalent on bottom of ditchline and 6" on top of pipe.
- 3Q: Does gas line have to be put in conduit to hang off bridge?
- 3A: Yes. Plastic pipe is not allowed in casing above ground. Coated Steel pipe inserted thru steel pipe with casing insulators a minimum of every 10'. Link seals or equalivent to seal the ends of casings.
- 4Q: Does gas line have to be 10ft off the perimeter of the fence?
- 4A: First, it will be field located to suit the existing location. Second, 10 -12 ft is reasonable. Please use some kind of markings to locate pipe(s).
- 5Q: Can 6 inch steel pipe in boiler house be threaded instead of welded?
- 5A: Any steel houseline above 2" has to be welded.

6Q: Are there any in line poly valves to be installed in this gas system, if there are how many and what size?

6A: We recommended a valve be installed within 6' on any lines branching off the 6" trunkline. This will enable Huttonsville Correctional Center to shut down the branchline and leave gas on the mainline.

7Q: What kind of connection is there to be at the Mountaineer Gas meter house? Size and what type of tie-in for material?

7A: Huttonsville Correctional Facility houseline will be reduced to enable a tie-in by electrofusion coupling to MGC's outlet leg of the set. That will be 4" plastic outlet leg so it will require a 4" electro fusion tie-in.

8Q: What is to be installed at each termination point? Warden's house, Educational Industrial building, Etc., What is to be installed? Plastic cap or flex riser with valve?

8A: A pre-fab riser with a lock-wing valve, then a union before going thru the wall. If the wall is concrete or block, a wall sleeve is required.

9Q: Has anyone discussed what is to be installed in the boiler house? Who is responsible for final connection to boilers? What size pipe must feed each unit?

9A: The successful vendor is responsible for final connection to boilers. Approximately three or four inch (3-4) pipe, we believe will fit. The firm that installed the Boilers, Johnson Boiler Works out of Benwood, West Virginia is available for reference.

10Q: Is pipe in boiler house steel welded or screw pipe? What kind of certification is needed to work hooking up to these boilers?

10A: Any steel pipe above 2" has to be welded.

11Q. Basically do we design the system to what we think or is there somebody there to tell us what they want? Please do not misunderstand me but there is a lot of generalities and not specifics to bid from for a lump sum price.

11A: You will have an inspector on site and Mountaineer Gas will be available for advice and reference.

12Q: What is the pressure rating for: A. PE pipe (SDR\_\_\_\_\_?) B. Steel pipe (schedule\_\_\_\_\_?)

12A: referring to Manufacturers specks on Driscoplex 2406 pipe:

SDR 11.5 operates less than 76# psi

SDR 11 operates less than 80# psi (This is the grade of pipe that MGC typically uses in the distribution system.)

SDR 10 operates less than 89 # psi

SDR 13.5 operates less than 64# psi

13Q: What are the aggregate bedding & backfill requirements? What type? How much?

13A: Limestone sand or equivalent; priced by the ton. If it is a rocky ditch line, a 2" bed of sand below pipe and at least 6" above pipe. We recommend a depth of 30" to the top of the pipe; tracer wire should be installed with plastic pipe and warning tape is recommended in the top 6" to 12" of cover.

14Q: The drawing provided shows no valves? What locations require valves?

14A: MGC recommends a valve at each building above ground on the riser and before the regulator.

MGC recommends installing a valve within 6' on each line that is branched off the trunk line. This will enable the line after the tee to be shut down without interrupting gas flow to the rest of the complex if needed.

15Q: What is the pressure rating of the system? We need to find the right regulators.

15A: By the rating information provided, the system after MGC regulation and metering will be operated at 10# psi.

16Q: We were told that we would suspend our casing pipe (what type?) from the bridge when crossing the stream. Are any design showing fasteners, hangers or support brackets available?

16A: I have info on systems from GLAS MESH CO. INC. @ [glasmesh.com](http://glasmesh.com). I am sure there are plenty others out there.

17Q: It is unclear where the 2" service lines end. Do we stop at the risers with shut-off?

17A: Not viewing what was provided to the contractors, per MGC engineer Rich Pistner, MGC recommends using 2" pipe to cross to the buildings across route 250. A smaller lateral could be used to branch off to each building depending on the load of each building. MGC recommends using a shut-off above each riser at all buildings.

18Q: Will regulators be necessary in the boiler building?

18A: Yes, at each boiler

19Q: There could be one on the 6' main or three (one at each boiler)?

19A: Yes must be at each boiler, separate regulators are needed at the unit

20Q: What is the main line pressure expected to be?

20A: By the rating information provided, the system after MGC regulation and metering will be operated at 10# psi.

21Q: What pressure reduction will be needed at each boiler?

21A: The existing gas trains on each boiler have regulating actuators provided and they are good to 10 PSIG. However, **if the gas pressure would ever exceed 10 PSIG, the excessive pressure could damage and destroy the regulating actuator.** For that reason, we would recommend a "cut" regulator, or a regulator that would cut the supply pressure from 10 PSIG to about 5PSIG prior to the regulating actuator

**END  
OF  
ADDENDUM # 1**

0261492

In-House Natural Gas Line  
Request for Proposal No.

SIGN IN SHEET  
PLEASE PRINT

Page 1 of 1  
Date: 4/27/2011

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

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Danhill Const.</u>	<u>Cowley Bridge W.V.</u>	PHONE <u>304 632 1600</u>
Rep: <u>Jerry Devins</u>	<u>Fax 304 632 1501</u>	TOLL FREE
Email Address:		FAX
Company: <u>C. J. Hughes</u>	<u>HUNTINGTON W.V.</u>	PHONE <u>304-522-7868</u>
Rep: <u>Teddy May</u>	<u>Fax 304-522-729</u>	TOLL FREE
Email Address:		FAX
Company: <u>ORANGE CONCRETE CORP.</u>	<u>170 OLD CHEAT RD.</u>	PHONE (304) <u>291-6765</u>
Rep: <u>DAVID WARE</u>	<u>MARGARTON, W.V. 26508</u>	TOLL FREE
Email Address: <u>ORANGE.CONCRETE@AOL.COM</u>		FAX (304) <u>291-6975</u>
Company: <u>Lacerte inc.</u>	<u>Bent's Run Rd</u>	PHONE <u>304-296-7531</u>
Rep: <u>John Smith</u>	<u>Morgan town w.v.</u>	TOLL FREE
Email Address:		FAX
Company: <u>TIPLE H COAT</u>	<u>P.O. Box 176</u>	PHONE <u>304-636-1194</u>
Rep: <u>Chad Harper</u>	<u>Beverly W.V. 26252</u>	TOLL FREE
Email Address:		FAX <u>304-636-3180</u>

EXHIBIT 10

REQUISITION NO.: .....

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 THE  
ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. 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.

.....  
SIGNATURE

.....  
COMPANY

.....  
DATE