



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
GSD116432

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  
 BLDG 27 - SURPLUS PROPERTY  
 2700 CHARLES STREET  
 CHARLESTON, WV  
 25064 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/22/2011				

BID OPENING DATE: 03/03/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
THIS ADDENDUM IS ISSUED TO ANSWER ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN ADDENDUM NO. 2 TO REQUEST FOR QUOTATION GSD116432 PER THE ATTACHED.						
BID OPENING DATE REMAINS: 03/03/2011 BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 3 *****						
0001	1	LS		910-66		
BUILDING 27 ROOF INSTALLATION						
***** THIS IS THE END OF RFQ GSD116432 ***** 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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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).

GSD116432 Technical Question and Answers

Building #27 - Surplus Property

Q#1: In reference to the specifications, page 12 Scope item 1 & 2 calls for filling flutes with ISO insulation and covering with 1/2" dens deck. The additional weight added to the structure is approximately: dens deck at 1.97 lbs/sq ft (R-.56) 1.25" ISO at .295 lbs/sq ft (R-7.3) for a total additional weight of 2.265 lbs/ sq ft. I am requesting that you change the flute filler to expanded polystyrene (EPS) insulation and covering with 1" ISO. By changing the filler to an expanded polystyrene (EPS) insulation the new weight would be 1 1/4" at 1.25lbs/sq ft (R-4.8) and 1" ISO at .259 lbs/sq ft (R-6) for a total additional approximate weight of 1.51 lbs/sq ft. In addition the cost for the material should go down also. Please note, all weights are taken from manufacturers technical charts. Exact weight should be conducted by a structural engineer.

A#1: This approach is acceptable.

Q#2: Is the building engineered to accept the weight from the spec driven 1/2" Dens Deck?

A#2: The weight is within limits.

Q#3: Can the flutes be filled with EPS Insulation and then overlay the entire roof with 1" polyisoinsulation? The 1" will weigh less and have 10.7 times the R-value. (R-6) versus (R 5.6)

A#3: Yes.

Q#4: Will wood blocking be installed at all perimeters? What type (of wood block) and what type of fasteners will be used to attach it?

A#4: Treated wood and stainless mechanical screw fasteners

Q#5: Can a Black EPMD be used instead of white? This will allow a savings on energy when heating the building.

A#5: No, white shall be used.

Q#6: What gauge of metal will be used for fabricating the down spouts?

A#6: Per the RFQ, Scope of work #4, 24 gauge metal should be used.

Q#7: Flute fill is specified to be polyisocyanurate. A 1/2" dens deck coverboard is specified for installation over the flute fill. Dens deck is a heavy material; is the structure adequate to support this? If it is, the specification should be changed to Dens Deck Prime material as regular dens deck cannot be glued down.

A#7: No change is necessary. Item 2, under the "Scope" section in the RFQ, specifies "Mechanically attach by fasteners (per industry standard spacing) 1/2 inch Dens Deck (or equal) insulation board over the entire roof area."

Q#8: Typically, expanded polystyrene insulation is used as flute fill. (Is this acceptable?)

A#8: Yes

Q#9: A durable alternative to dens deck would be ½" high density polyisocyanurate insulation cover board. This high density insulation is extremely durable and rigid. (Is this acceptable?)

A#9: Yes

Q#10: There is one (1) roof vent at the ridge of the roof. The specification calls for the roof vent to be replaced, however, no product is specified. Can a roof vent specification be provided? Given the condition of the existing vent, it is unlikely it can be re-used. Typically, these types of vents can be done away with. Is this vent necessary?

A#10: Replace with a like type vent.

Q#11: Is the new rake flashing to match the profile of the existing rake flashing?

A#11: Yes