



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
GSD116456

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
KRISTA FERRELL 304-558-2596

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION
 GENERAL SERVICES
 BUILDING 1 ROOM MB60
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0123 304-558-2317

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

BID OPENING DATE: 05/17/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO:		
				1.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST,		
				2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (GSD116456),		
				3.) AND ADD DRAWING (THIRD AND FORTH FLOOR LIGHTING PLAN)		
				BID OPENING DATE REMAINS: 05/17/2011		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001	1	LS		931-53		
				LIGHTING FIXTURE MAINTENANCE AND REPAIR		

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 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).

GSD116456: Technical Questions and Answers

Q1. Can there be a determination on the number of lighting contactors desired and the number of poles for each?

A1. Approach is varied depending on the panel used and circuit configuration.

Light control shall be a Watt Stopper LP8S-8-115 (or equal). The light control is specified only to establish an acceptable quality and performance level required for this project.

On the Mezzanine and First Floor new lighting circuits and conduit shall be installed. Existing old circuits shall be deleted and removed.

Clarifications

C1. The lights in the lobby and entrance have already been upgraded and are not a part of this project. 8 mini-can directional lights around the perimeter of the lobby will remain and will not be replaced.

C2. GSD shall be responsible for purchasing the 2x2 pieces of grid necessary for inserting replacement tile.

C3. The wall sconces in the halls will remain. They are not included in this project.

C4. There are some lights marked to be replaced where there are ceiling registers. The ceiling markings represent the best placement for lighting fixtures, however, some obstructions may be encountered requiring that a fixture shift position. General Services Division personnel will address these as they are/may be discovered and provide guidance to the Contractor. Low profile fixtures were specified to minimize clearance issues.

C5. The stairwell emergency lighting is not part of this RFQ. General Services will replace these lighting fixtures.

C6. The up-lighting fixtures attached to the furniture on the 3rd and 4th floor will **not** be removed.

C7. The linear runs of 2x4 hanging fixtures on the 3rd floor shall be removed.

C8. Two storage rooms in the basement shall have 2x4 hanging fixtures replaced 1 for 1 with new 2x4 fixtures.

C9. Can lights in the drywall ceiling on the Mezzanine level are not included in this project therefore they shall not be replaced by the Contractor.

C10. Ceiling Markings

- All existing lighting fixtures that are field marked with a red "X" shall be permanently removed and ceiling tile put in its place.
- Ceiling tiles field marked in yellow shall have a new 2x2 light installed.
- Ceiling tiles field marked in blue shall have a new 2x4 light installed.
- Can lighting in ceiling tile shall be replaced 1 for 1 with a 2x2 fixture unless otherwise marked "2x4". In this case the can light is replaced with a 2x4 fixture.
- All other lighting that is not marked shall be replaced 1 for 1.
- 3rd and 4th floor drawings are attached with this addendum.

Contact Richard Miller at 304-989-4424 to arrange site visits to field verify quantities.

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number:

GED116456

Date:

4/27/2011

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: The Summit Electric Group
 Firm Address: Po Box 254
Lurcisburg WV 25526
 Representative Attending: Tim Reed
 Phone Number: 304-562-7091
 Fax Number: 304-562-7137
 Email Address: timreed@suddenlink.net, com

Firm Name: Yanhill Construction
 Firm Address: P.O. Box 685
Gauley Bridge WV, 25085
 Representative Attending: Justin Dozier
 Phone Number: 304-632-1600
 Fax Number: 304-632-1501
 Email Address: cdozier33@yahoo.com

Firm Name: So. Charstrom Electric Co
 Firm Address: Po Box 8494
So. Char. WV 25303
 Representative Attending: John Moore
 Phone Number: 304-744-3407
 Fax Number: 304-744-3408
 Email Address: johnmoore@mcw.com

Firm Name: Platoon Electric Inc
 Firm Address: P.O. Box 39
Seabeck WV 25919
 Representative Attending: Rodney Towry
 Phone Number: 304-465-0947
 Fax Number: 304-465-0968
 Email Address: rodtoe@platoon.net

Firm Name: Nitro Electric
 Firm Address: P.O. Box 879
Nitro, WV 25143
 Representative Attending: Randy Witt
 Phone Number: 304-204-1500
 Fax Number: 304-204-1350
 Email Address: rwitt@nitro-electric.com

Firm Name: Robert S. Kennell Assoc.
 Firm Address: One Crantley Drive Suite 1
Charmles to B, WV 25314
 Representative Attending: Kevin Corbett
 Phone Number: 304-346-2005
 Fax Number: 304-346-9241
 Email Address: Kevin@rcna.com

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Firm Name: PROGRESSIVE ELECTRIC INC
 Firm Address: 1019 Young St
Charleston WV 25301
 Representative Attending: _____
 Phone Number: HANNA GRESHAM
304-345-1253
 Fax Number: 304-345-1256
 Email Address: HGRESHAM@WVPOWER.COM

Firm Name: EASTERN ELECTRIC
 Firm Address: P.O. BOX 101
MT AEBR WV
 Representative Attending: _____
 Phone Number: MICHAEL HARKOL
304-877-4165
 Fax Number: 304-877-3634
 Email Address: Mharkol@easternelectricinc.com

Firm Name: CITY ELECTRIC INC
 Firm Address: 1215 Pa. Avenue
Charleston WV 25302
 Representative Attending: _____
 Phone Number: FRANK HODSON
304-345-6150
 Fax Number: 304-345-6151
 Email Address: Fhops.n@cityelectricwv.com

Firm Name: CITY ELECTRIC CO
 Firm Address: Po 6550
CHARLESTON, WV 25362
 Representative Attending: _____
 Phone Number: ANDY MYERS
304 345-6150
 Fax Number: 304 345-6151
 Email Address: AMYERS@CITYELECTRICWV.COM

Firm Name: MIRC CONSTRUCTION SERVICES
 Firm Address: PO Box 465
SCOTT DEPOT WV 25320
 Representative Attending: _____
 Phone Number: ADAM SAMPLES
304 993 7843
 Fax Number: 383 491 8174
 Email Address: ASAMPLES.MIRC@HUGHES.NET

Firm Name: GSD
 Firm Address: _____
 Representative Attending: _____
 Phone Number: Procurement Dept.
Melody Haynes.
 Fax Number: _____
 Email Address: _____