



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
GSD116460

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 DIVISION  
 BUILDING SIX  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/07/2011				

BID OPENING DATE: 06/16/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 2		
				THIS ADDENDUM IS ISSUED TO:		
				1.) ANSWER ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (GSD116460),		
				2.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST, AND		
				3.) PROVIDE ADDITIONAL DRAWINGS OFFICE LAYOUT, BUILDING 6, 7TH FLOOR SE CORNER OFFICE LAYOUT, BUILDING 6, 8TH FLOOR		
				BID OPENING DATE REMAINS: 06/16/2011 BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 2 *****		
0001	1	LS		340-84		
				FIRE SPRINKLER SYSTEM INSTALLATION, BUILDING SIX		
				***** THIS IS THE END OF RFQ GSD116460 ***** 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).

Request for Quotations #GSD116460  
Building 6 Fire Sprinkler Systems Project  
Capitol Complex, Charleston, WV

Technical Questions and Answers

Question#1: On page 12 it states abatement will be required after routing is determined. Who is responsible for the abatement?

Answer#1: Abatement is the responsibility of the Agency.

Question#2: Has an asbestos survey report been conducted? If so, can we have a copy of that report?

Answer#2: Yes, the report has been conducted, but a copy will not be made available to bidders, as all abatement work is the responsibility of the Agency.

Question#3: There is a sketch of the first, seventh and eight (sic) floors attached to the request to bid. Are there any other contract drawings for this project?

Answer#3: See attached; Addendum #1 includes office layout drawings for the two occupied spaces covered by this contract.

Question#4: It appears the best route for the sprinkler main on the first floor is to run down the corridor that runs parallel to room B-122 as discussed with the owners (sic) reps during the pre bid meeting. Please confirm that this corridor should receive sprinklers.

Answer#4: All areas that are opened for routing of pipe shall be sprinklered.

Question#5: For the 7,900 square feet on the west side of the eight floor, as discussed with the owners reps during the pre bid meeting it also appears the best route for the sprinkler main is to run down the corridor that runs parallel to the space being sprinklered. Please confirm that this corridor should receive sprinklers.

Answer#5: Yes, this corridor shall be sprinklered.

Question#6: Please confirm that the owner will provided (sic) asbestos abatement and access above ceilings to provide drains to the outside of the building.

Answer#6: The General Services Division will be responsible for all abatement.

State of West Virginia  
General Services Division

Capitol Campus – Bldg 6  
Project No. GSD 116460

---

Question#7: Is the contract (sic, interpreted as "contractor") responsible for the wiring of tamper and flow switches?

Answer#7: Yes, the contractor is responsible to install and wire all required devices to meet NFPA 13 requirements.

Question#8: Is the contract (sic, interpreted as "contractor") responsible for the programming of tamper and flow switches into the fire alarm panel?

Answer#8: Yes, the contractor shall have all devices programmed into the new EST panel located on the 1<sup>st</sup> floor level of Building 7.

Question#9: There appears to be two existing fire alarm panels located in building 7. The oldest panel is located in the basement, and the newest panel is located on the first floor. Which fire alarm panel is the tamper and flow switches to connected too (sic)?

Answer#9: The new system shall be connected to the new EST panel located on the 1<sup>st</sup> floor of Building 7.

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: 6SD116440

Date: May 17, 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:	<u>SWAL CONSTRUCTION</u>
Firm Address:	<u>P.O. Box 401 CHARLESTON, WV 25322</u>
Representative Attending:	<u>JIM CARNEY</u>
Phone Number:	<u>304-347-8820</u>
Fax Number:	<u>304-347-8821</u>
Email Address:	<u>JCARNEY@SWALCONSTRUCTION.COM</u>

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

Firm Name:	<u>Brewer's Company</u>
Firm Address:	<u>P.O. Box 3108 CHARLESTON, WV 25331</u>
Representative Attending:	<u>DOUG MEELKS</u>
Phone Number:	<u>304-744-5314</u>
Fax Number:	<u>304-744-4899</u>
Email Address:	<u>dougmeelks@brewersprinc.com</u>

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

Firm Name:	<u>MR PDA - BSD</u>
Firm Address:	
Representative Attending:	<u>Jim Tompkins, Project Manager</u>
Phone Number:	<u>Bob Tompkins</u>
Fax Number:	
Email Address:	

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

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: 65DR116 VBA Date: May 17, 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:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	<u>SVAL CONSTRUCTION</u>
Firm Address:	<u>P.O. Box 401</u> <u>CHARLESTON, WV 25322</u>
Representative Attending:	<u>JIM CAREY</u>
Phone Number:	<u>304-347-8820</u>
Fax Number:	<u>304-347-8821</u>
Email Address:	<u>J.CAREY@SVALCONSTRUCTION.COM</u>

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

Firm Name:	<u>Brewer &amp; Company</u>
Firm Address:	<u>P.O. Box 3108</u> <u>CHARLESTON, WV 25331</u>
Representative Attending:	<u>DOUG MEEKS</u>
Phone Number:	<u>304-744-5314</u>
Fax Number:	<u>304-744-4899</u>
Email Address:	<u>doumeeks@brewerappraisal.com</u>

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

Firm Name:	<u>MC PRA - BSD</u>
Firm Address:	
Representative Attending:	<u>Jim Paul Birch Corporation, Reservations,</u> <u>Bob L. Paulsch</u>
Phone Number:	
Fax Number:	
Email Address:	