



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
70125003

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ALAN CUMMINGS 304-558-2402

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/05/2012				

BID OPENING DATE: 02/15/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO.01		
				ISSUED TO DISTRIBUTE PRE-BID SIGN-IN SHEETS AND QUESTION AND ANSWER PAGES.		
				BID OPENING DATE AND TIME REMAIN UNCHANGED AS: 02/15/2012 AT 1:30 P.M.		
0001	1	EA		031-06		
				HVAC SYSTEM AND ROOFTOP AIR CONDITIONING		
***** THIS IS THE END OF RFQ 70125003 ***** 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.html 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).

ADDENDUM # 1
70125003
TECHINICAL QUESTIONS AND ANSWERS
FOR HVAC UNIT

1. Question: Can we bid or equal?
Answer: Or Equal bids will be accepted.
2. Question: Are you wanting variable air volume units?
Answer: Variable air volume units required.
3. Question: Are we required to clean existing ductwork?
Answer: No ductwork cleaning required.
4. Question: How many different zones are in the system?
Answer: There is 12 zones in the system.
5. Question: What are the size and quantities of ductwork feeding each zone?
Answer: There are 2-6x13, 1-3x7, 1-4x9, 1-5x11, 2-8x12, 1-5x13, 1-9x11, 1-4x10,
1-4x7, 2-10x13.
6. Question: Will Vendor be required to test and balance?
Answer: No test and balance will be required.
7. Question: Will you be replacing existing concentric drop?
Answer: Existing concentric drop will remain.
8. Question: WVDOH will supply the lifting crane, will they supply the rigging?
Answer: No, vendor shall be responsible for the rigging. WVDOH will be responsible for the lifting crane.
9. Question: Will the HVAC System require a new electrical disconnect?
Answer: Yes it does require a new electrical disconnect.

10. Question: What brand of controls must be used?

Answer: Any brand but they must be compatible with the system.

11. Question: Does the wire mold need replacing?

Answer: The existing wire mold may be utilized.

12. Question: Is the WVDOH sales tax exempt?

Answer: Yes, the WVDOH is sales tax exempt.

13. Question: Is the Equipment Division located outside the city limits of Buckhannon, WV?

Answer: Yes.

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number:

70125003

Date:

01/26/2012 10:00 a.m.

Project Description:

HVAC System

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:	Pennington Plumbing & Heating
Firm Address:	301 George St. Beekley WV 25801
Representative Attending:	Eric Mahaffey
Phone Number:	304-252-7529
Fax Number:	304-253-1123
Email Address:	ericm@pphvv.com

Firm Name:	DOH E.g. Div
Firm Address:	
Representative Attending:	Thomas Brown
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	Abstein & Sons LLC
Firm Address:	3743 Winfield Rd Winfield WV 25213
Representative Attending:	Terry Legg
Phone Number:	304-257-2864
Fax Number:	304-586-3528
Email Address:	legter@aol.com

Firm Name:	Comco Inc
Firm Address:	2336 Valencia Ave HUBERTSVILLE WV 25526
Representative Attending:	LEE BROWN
Phone Number:	304-562-7705
Fax Number:	304-397-0197
Email Address:	lbrown@comcovv.com

Firm Name:	DOH E.g. Div.
Firm Address:	
Representative Attending:	David L. Soaker
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	BW-A Heating & Cooling
Firm Address:	13972 George Washington Hwy Rowlesburg WVA 26425
Representative Attending:	Bob Ryerson
Phone Number:	304-454-9714
Fax Number:	304-454-9716
Email Address:	bob@ryerson@yahoo.com

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Firm Name:	<u>A Durer Inc.</u>
Firm Address:	<u>425 Industrial Ave. Morgantown, WV 26505</u>
Representative Attending:	<u>Chris Myers, Dave Haught</u>
Phone Number:	<u>304-826-0225</u>
Fax Number:	<u>304-554-3318</u>
Email Address:	<u>Chris@adurer.com</u>

Firm Name:	<u>Tri-State Roofing and Sheet Metal</u>
Firm Address:	<u>1651 Blue Horizon Dr. Morgantown, WV 26501</u>
Representative Attending:	<u>Cory Strimer</u>
Phone Number:	<u>(304) 328-5244</u>
Fax Number:	<u>(304) 328-5248</u>
Email Address:	<u>cstrimer@tri-state-service.com</u>

Firm Name:	<u>Casto Technical Services Inc.</u>
Firm Address:	<u>540 Leon Sullivan Way PO Box 627 Charleston, WV 25301</u>
Representative Attending:	<u>Grant White</u>
Phone Number:	<u>304-346-0549</u>
Fax Number:	<u>304-345-4202</u>
Email Address:	<u>GWhite@castotech.com</u>

Firm Name:	<u>Ntro Mechanical</u>
Firm Address:	<u>43 street Nitro WV 25143</u>
Representative Attending:	<u>Greg Coatt</u>
Phone Number:	<u>304-204-1500</u>
Fax Number:	<u>304-204-1506</u>
Email Address:	

Firm Name:	<u>Richs Refrigeration Inc</u>
Firm Address:	<u>1151 Airport Rd Dutton WV</u>
Representative Attending:	<u>Becky Stewart</u>
Phone Number:	<u>304-765-5833</u>
Fax Number:	<u>304-765-2063</u>
Email Address:	<u>richs@richs.com</u>

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

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Firm Name:	<i>Southern Air Inc.</i>
Firm Address:	<i>#13 Mercer Plaza Mercer Mall Rd. Bluefield WV 24701</i>
Representative Attending:	<i>David Stowers</i>
Phone Number:	<i>304-324-4272</i>
Fax Number:	<i>304-324-4274</i>
Email Address:	<i>david.stowers@southern-air.com</i>

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

Firm Name:	<i>Alpha Mechanical</i>
Firm Address:	<i>401 27th Street Dunbar, WV 25064</i>
Representative Attending:	<i>John Jennings</i>
Phone Number:	<i>(304) 550-5289</i>
Fax Number:	<i>(502) 400-4958</i>
Email Address:	<i>john.jennings@amservice.com</i>

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

Firm Name:	<i>Pam Bell</i>
Firm Address:	<i>WV DOT</i>
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

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