

**WVDOH TRAINING CONTRACT  
7012C011**

**I. PURPOSE AND SCOPE:**

The purpose of this Request for Quotation No. 7012C011 and resulting contract (“Contract”) between West Virginia Department of Transportation, Division of Highways (“DOH”) and the winning vendor (“Vendor”) is to provide a Training Package consisting of Air Conditioning Systems, Clutch Systems, and Electrical Systems as required by the WV DOH.

**II. GENERAL REQUIREMENTS:**

1. The WVDOT/Equipment Division at Buckhannon WV will provide a classroom and shop environment with vehicles, air and hand tools for the instructor and technicians.
2. Cost of training to include:
  - a. Student material
  - b. Instructor’s travel expenses
3. Exhibit A provides a list of the 3 training classes to be provided. Exhibit A must be completed for evaluation purposes.

**III. COURSES TO BE COVERED ARE:**

1. Air Conditioning Systems (One 8 hour day)
  - a. Compressor diagnostics and repair
  - b. Proper service procedures
  - c. Preventing repeat failures
  - d. Sensor inputs
  - e. AC control components
  - f. Clutch and coolant system integration
  - g. Blend doors
  - h. Dash controls
  - i. Wiring
  - j. Fan motor control
  - k. Scan tool use
2. Clutch Systems (One 8 hour day)
  - a. Clutch construction
  - b. Clutch operation
  - c. Clutch insulation
  - d. Driveline and clutch trouble shooting
  - e. Clutch failure analysis
3. Electrical Systems (Two 8 hour days)
  - a. Advanced electrical theory
  - b. DVOM use
  - c. Voltage drop testing
  - d. Testing using current probes
  - e. Battery testing
  - f. Charging system testing
  - g. Finding a short
  - h. Wiring diagram use

**IV. PRICING:**

1. This Contract shall be awarded based on total quoted price.
2. Vendor shall submit the Bid Evaluation Price Chart, attached hereto and incorporated herein by reference as Exhibit A, to allow bid evaluation. The Vendor should insert the quoted price in the space provided. The Vendor should then multiply the estimated quantity by the discounted unit price to obtain the total discounted price to agency. After obtaining the total discounted cost to agency for each item listed, the column containing the total discounted cost to agency should be added together to arrive at the total. (Estimated Quantity X Discounted Unit price = Total Discounted price to Agency) (Sum of total Discounted cost to Agency for all items = Total).

**V. PAYMENT:**

1. The State of West Virginia currently utilizes a Visa purchasing card program. The State of West Virginia Visa purchasing card is the preferred method of payment, but other methods of payments may be utilized from time to time at the sole description of DOH. The successful vendor must accept the State of West Virginia Visa purchasing card for payment of all orders placed under this Contract.
2. Vendor must supply a credit receipt, sales receipt, or cash register receipt to DOH after Payment has been made.
3. Payment shall be made after DOH has received and accepted the services being offered. Vendor shall not charge the State of West Virginia Visa purchasing card until services are received and accepted by DOH.

**VI. MISCELLANEOUS:**

1. This Contract will be awarded complete and not split.