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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 DNRB12088 1

FRANK WHITTAKER \$04-558-2316

ADDRESS CORRESPONDENCE TO ATTENTION OF

DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

þ 324 4TH AVENUE SOUTH CHARLESTON, WV 25303-1228 304-558-3397

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2	) REVI	SED FO	RM OF	PROF	OSAL PAGES	FP-1	TO FP-5.	
3	) TECH	NICAL	CLARI	FICAT	IONS DATED	01/06	/2012	
4	) DRAW	ING: E	XISTI	NG SN	OW MAKING	PUMP S'	TATION PLAN.	
5)	) MAND	ATORY	PRE-B	ID SI	GN IN SHEE	т.		
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TITLE		FE	IN				ADDRESS CHA	NGES TO BE NOTED ABOVE

# **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 director or spending unit to provide all necessary releases to obtain information to enable the 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 Alternates offered by the bidder as EQUAL to the specifications must be clearly indicated by the bidder. 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).



Canaan Valley State Park
Contract No. 6
Snow Making Raw Water Main
RFQ DNRB12088
Pre-Bid Meeting Minutes
12-29-2011

## Clarifications noted in Bold Italics

Introductions:

Owner - West Virginia DNR, Division of Parks and Recreation

Brad Leslie, PE, Assistant Chief, WV DNR

Debbie Demyan, Project Manager / Engineer, WVDNR Don McFarland, Park Ranger, Canaan Valley State Park

Engineer - <u>Chapman Technical Group</u> Mike Johnson, PE

Brad Leslie Reviewed the attached Pre-Bid Meeting Checklist. Specific items of relevance were noted as follows:

Sign-In Sheet: Must sign attendance sheet for bid to be opened.

RFQ (Bid Package): Must be obtained by contacting:

Frank Whittaker, Senior Buyer West Virginia Purchasing Division 2019 Washington Street, East Charleston, WV 25305 Phone: 304-558-4115

Bidders must be registered with WV Division Purchasing to submit a bid. Specific documentation is required with the bid and is detailed in the RFQ.

Last Day for Questions: January 2, 2012. All questions should be directed to Purchasing.



Canaan Valley State Park Snow Making Raw Water Main RFQ DNRB12088 Pre-Bid Minutes December 29, 2011 Page 2 of 3

Requests for substitutions can only be made from prime contractors who have signed the attendance sheet for today's meeting.

Bid Opening:

January 26, 2012 1:30 PM, Department of Administration

Purchasing Division

Building 15

2019 Washington Street, East Charleston, WV 25305-0130

Form of Proposal & Basis of Award: It was discussed that a Form of Proposal was not issued in the purchasing RFQ and would likely be issued as part of an addendum; however, it is contained in the Project Manual. There was some discussion with respect to the basis of award at the meeting. Clarification: The contract will be awarded based on the Total Base Bid. The Total Base Bid does not necessarily have to be the sum of the unit price items listed above. The unit price items will serve as adjustment in the Contract Sum should estimate quantities differ from actual installed quantities.

Mike Johnson, CTG, noted the importance of reading the Project Specification book prior to preparing bids, and particularly section 01150 – Measurement and Payment to understand what is included with each unit price item.

Brad Leslie, WV DNR, cautioned bidders to have bonding companies read specific bid bond instructions in the RFQ, as purchasing has rejected bids in the past due to the Bid Bond being incorrectly filled out.

Communication with the Contractor would be through Mike Johnson, CTG, who would communicate to Debbie Demyan, WV DNR, for official changes in work. Site access would be generally coordinated with Don McFarland, WV DNR.

Project Description: Approximately 7,300 LF of 6" PVC water main; 125 LF of 12" Steel Casing installed via Bore & Jack; Install remote telemetry units in three existing pump stations; Modify piping in one existing pump station. There are pay items for crossing of wet areas.

A question was asked if HDPE would be allowed for horizontal directional drill installation through wet areas and/or in lieu of PVC for open cut installation. This will be addressed in an Addendum.

Brad Leslie, WV DNR, noted several contracts for differing work would be proceeding concurrently, and the successful bidder would need to be aware and coordinate with adjacent contractors.

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Canaan Valley State Park Snow Making Raw Water Main RFQ DNRB12088 Pre-Bid Minutes December 29, 2011 Page 3 of 3

Brad Leslie, WV DNR, noted that prevailing wage rates would apply to this project.

A question was asked whether any buy American provisions / ARRA documentation was required. Mike Johnson, CTG, noted the project was not ARRA funded; however, in the purchasing RFQ there was language with respect to material origin preferences.

Generally, there is no working hour restrictions or work sequencing requirements. However, it was noted a small portion of the work takes place on the golf course, so the Contractor would be required to coordinate with the golf course staff. As such, there may be specific dates where the contractor may not be allowed to work in this area.

Mike Johnson, CTG, noted that there is a permitted size of waste site area noted in the Environmental Notes on the Project Drawing's detail sheets. Upon award of the Contract, the Contractor shall notify the Engineer of the location of the waste site. The size of the waste site should not exceed what is indicated on the detail sheet.

Notice to Proceed: Will be delayed until spring.

Addenda: Today's meeting minutes, attendance sign in sheet, and any technical clarifications necessary will be issued via Addendum. All Addenda should be acknowledged on the Bid form for the bid to be accepted by Purchasing.

Site Access: Bidders were encouraged to view the site as required to become familiar with conditions any time after today's meeting. Brad Leslie, WV DNR, noted that since the work is within State Park boundaries no specific permission is required to enter the site. Should access be needed to areas that are specifically restricted to the public contact Don McFarland (304-940-2892).

Site Tour: After the meeting, meeting attendees visited the Golf Course Maintenance Facility, which is within view of the existing pump station where the new water main will begin. The attendees then drove to the Ski Area Maintenance Facility which is within view of the existing ponds where the new water main will end.

END

Revised per Addendum No.1

DIVISION OF NATURAL	RESOURCES	FORM OF PROPOSAL
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We, the undersigned, having examined the site and being familiar with the local conditions affecting the cost of the work and also being familiar with the general conditions to bidders, drawings, and specifications, hereby proposes to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding documents.

### Base Bid

### Contract No. 6

The project generally consists of installation of 7,300 LF of 6" PVC raw water main; 125 LF of 12" steel casing pipe-bore and jack installation; air release valve vaults; and wireless, internet based pump control system. The work is identified as Contract No. 6 – Canaan Valley Resort State Park. The cost for the work shall be as itemized below. The total of all items shall be summarized as the Total Base Bid in the space indicated below.

Revised per Addendum No.1

FORM OF PROPOSAL

Amounts to be shown in both words and figures. In case of a discrepancy, the amount in words shall govern.

QTY.	<u>unit</u>	DESCRIPTION UNIT PRICE IN WORDS	UNIT PRICE IN FIGURES	TOTAL PRICE IN FIGURES
7,300	L.F.	6" PVC Raw Water Main PipeDollars andCents	\$	\$
50	L.F.	Stream CrossingDollars andCents	\$	\$
230	L.F.	Wet Crossing Pipe (Class B bedding w/native topsoiDollars andCents	1) \$	\$
125	L.F.	12" Steel Casing Pipe Bore & Jack InstallationDollars andCents	\$	\$
5	EA.	Air Release Valve Vault AssemblyDollars andCents	\$	\$
1	EA.	Water Main Connection No. 1Dollars andCents	\$	\$
15	L.F.	Type 'C' Trench Restoration Dollars and Cents	\$	\$
1	EA.	6" Gate Valve AssemblyDollars andCents	\$	\$
1	L.S.	Pump Station Modifications Dollars and Cents	\$	\$

Revised per Addendum No.1

Canaan Valley Resort State Park
Ski Area Improvements Project
Contract 6 – Snow Making Raw Water Main
DIVISION OF NATURAL RESOURCES

FORM OF PROPOSAL

QTY.	UNIT	DESCRIPTION UNIT PRICE IN	I WORDS	UNIT PRICE IN FIGURES	TOTAL PRICE IN FIGURES		
70	S.F.	Asphalt Restore	ation Dollars _Cents	\$	\$		
1	LS.	Rip Rap Outfall	Dollars _Cents	\$	\$		
1	LS.	Audio Video Co and	lor Taping Dollars _Cents	\$	\$		
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Unit Prices shall be used solely for the formulation of any Change Orders requested subsequent to the award of the Contract. They shall not be calculated into the Base Bid in any manner when determining award of the Contract.

The bidder understands that to the extent allowed by the West Virginia Code, the Owner reserves the right to waive any informality or irregularity in any Bid, or Bids, and to reject any or all Bids in whole or in part; to reject a bid not accompanied by the required bid security or by other data required by the Bidding Documents; to reject any condition of the bid by the Bidder that is in any way inconsistent with the requirements, terms and conditions of the Bidding Documents; or to reject a bid that is in any way incomplete or irregular.

Revised per Addendum No.1

### FORM OF PROPOSAL

The Bidder, if successful and awarded the contract, agrees that all work is to be complete within 120 consecutive calendar days following receipt of the Owner's written Notice to Proceed. For each calendar day of delay in achieving completion, the Contractor shall be liable for, and shall pay the Owner liquidated damages in the amount of \$250 per day.

Any work performed or any materials contracted for prior to the receipt of the Owner's written Notice to Proceed, shall be at the Bidder's risk.

PROGRESS PAYMENTS - The CONTRACTOR will make current estimates in writing once each month on AIA Forms G702 and G703 on or before the date set by the OWNER at the time of starting the WORK. The progress payments shall be a true estimate of the materials complete in place and the amount of WORK performed in accordance with the CONTRACT during the preceding month and the value thereof figured at the CONTRACT unit prices or based on the approved schedule of value. Should there be any doubt of the OWNER as to the integrity of any part of the COMPLETED work, the estimates for that portion will not be allowed modified by the CONTRACTOR accordingly. CONTRACTOR shall submit evidence to document the extent of progress payments as required by the OWNER.

Progress payments will not be made when the total value of the WORK done since the last estimate amounts to less than Five Hundred Dollars (\$500.00). From the total of the amounts ascertained as payable, an amount equivalent to and in accordance with Article 9 of A201-1997 Supplementary Conditions of the State of West Virginia will be deducted and retained by the OWNER until completion of the entire CONTRACT in an acceptable manner. The balance, less all previous payments, will be certified for payment by the OWNER.

When the WORK under contract has been completed and its acceptance is recommended by the OWNER, the retainage shall be released and paid to the CONTRACTOR.

### ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum and have made the necessary revisions to my bid or proposal.

Addendum No.	Date	
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Revised per Addendum No.1

FORM OF PROPOSAL

I understand that failure to confirm the receipt of the Addendum is cause for rejection of my bid or proposal.

Respectfully submitted:		
Date:		
WV Vendor Registration Number:		
By: (signature in ink)		
Title:		
Firm Name:		,
Firm Address:		
	To the state of th	



### WEST VIRGINIA DIVISION OF NATURAL RESOURCES CANAAN VALLEY STATE PARK SNOW MAKING RAW WATER MAIN TUCKER COUNTY, WEST VIRGINIA

CONTRACT NO. 6

**JANUARY 6, 2012** 

### TECHNICAL CLARIFICATIONS

### A. GENERAL

- 1. All electrical connections must be completed by a licensed Master Electrician.
- 2. At the Contractor's option, 8" SDR-11 HDPE may be utilized in lieu of 6" PVC DR-18. Payment for installation of HDPE will be made per LF based on the 6" PVC Raw Water Main Pipe pay item. Material and Installation shall be as provided in the Detail Specifications.
- 3. At the Contractor's option, wet area crossings may be installed via Horizontal Directional Drill Method in lieu of Open Cut. Payment for wet area crossings will be made as indicated on the bid form regardless of installation method. Payment will be made only for the pipe within the limits of wet areas. Any pipe installed via Horizontal Directional Drill outside of wet areas shall be paid for as part of the 6" PVC Raw Water Main pay item. Material and Installation shall be as provided in the Detail Specifications.

### DETAIL SPECIFICATIONS B.

1. Add the following to specification section 022668, 2.2, as item D.

HDPE Pipe: High Density Polyethylene (HDPE) pipe may be used in lieu of PVC. Acceptable HDPE shall be nominal 8" IPS or DIPS, SDR 11, Class 160 when used in place of 6" C-900 PVC. Pipe material shall be high-density polyethylene, PE 3408, manufactured in accordance with ASTM D2239. Pipe shall be black, with a green stripe extruded longitudinally. All pipe and fittings shall be butt heat fusion welded. Transitions to fittings or other pipe materials shall be with a fused HDPE MJ adapter.

2. Add the following to specification section 022668, 3.1, as item I.

On each day butt fusions are to be made, the first fusion of the day shall be a trial fusion. The trial fusion shall be allowed to cool completely, and then fusion test straps shall be cut out. The test strap shall be 12" or 30 times the wall thickness in length (minimum) and 1" or 1.5 times the wall thickness in width as a minimum. Bend the test strap until the ends of the strap touch. If the fusion fails, a new trial fusion shall be made, cooled completely and tested. Butt fusion of pipe to be installed shall not commence until a trial fusion has passed the bent strap test. Socket and saddle fusions shall be tested by a bent strap test described by the pipe manufacturer. The pipe 200 Sixth Avenue manufacturer shall provide visual guidelines for inspecting the butt, saddle and socket St. Albans, W 25177 fusion joints

304.727.5501 (AX 304.727.5580

Buckhannon, WV Mortinsburg, WV

www.chaptach.com

SOUND APPROACH, SOUD DELIVERY



Canaan Valley State Park Contract No. 6 Technical Clarifications Page 2 of 2

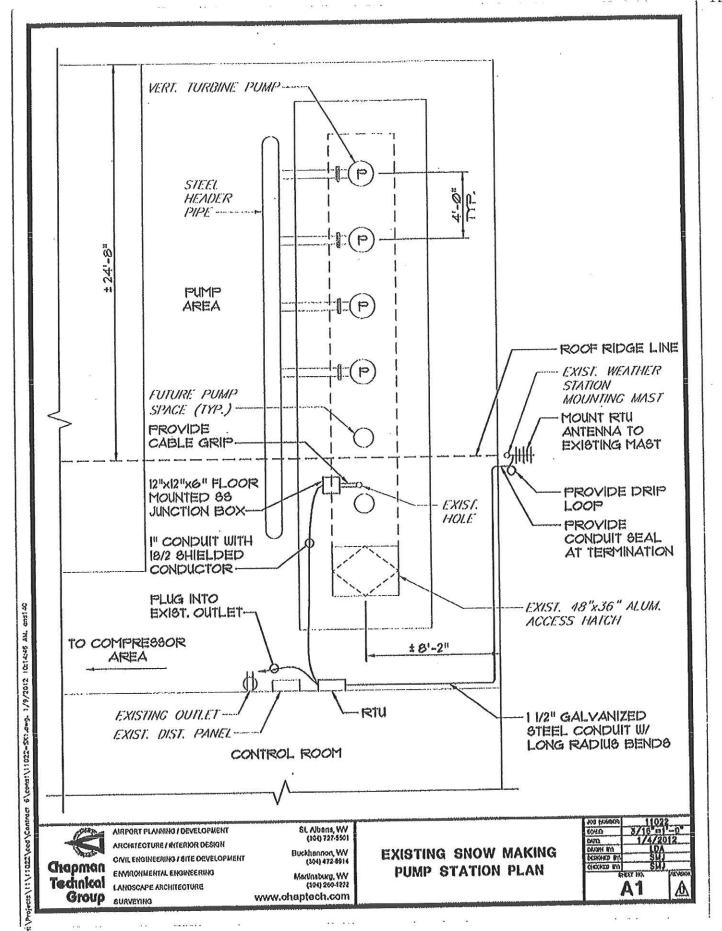
### DRAWINGS C.

- The attached detail A1 shall be incorporated as part of the Contract Documents. 1.
- Modify Sheet W-9 as follows: 2.
- The electrical circuit shown connecting to the RTU in Existing Pump Station No. 1 and a, Existing Pump Station No. 2 shall terminate with a 15 Amp spec grade electrical outlet mounted in a wall mount housing. The RTU's will be provided with a standard wall plug.
- Delete all items listed under Snow Making Pump Station Scope of Work. This b. information is provided on the attached detail A1.
- The conduit utilized for the RTU antenna cable at all Pump Stations shall be 1.5" C. galvanized steel utilizing long radius bends. Other conduit may be ridged PVC or Galvanized Steel at the Contractor's option.
- Submersible Level Transducers shall be used in lieu of Ultrasonic Level Transducers as d. indicated on the Drawings.
- The following notes apply to detail A1: e.
  - 1. All horizontal conduit runs shall be attached to metallic roof trusses.
  - 2. Roof truss height +-10' A.F.F.
  - 3. Suspend submersible level transducer with stainless steel chain attached to existing future pump space cover.
  - 4. Clear well depth +-26' deep below finished floor. Suspend submersible transducer approximately 3" above finished floor.

END

CHAPMAN TECHNICAL GROUP

Stephen M. Johnson, PE Project Engineer



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# WEST VIRGINIA DNR - PARKS & RECREATION CANAAN VALLEY STATE PARK Snow Making Raw Water Main



# PRE-CONSTRUCTION CONFERENCE ATTENDANCE LIST December 29, 2011 @ 10:00 A.M.

SCOTT SMETH	Frank Volito	Mike Hollman	Bryon Regar	JC Linkinggor	BILL BOLYARD	Rut & Day	Dale Legg	POWNIE BOWLING	Andrew Chainciki	Mile Jarrett	DAVID WARE	Howard Hanger	Rick Lemostel	Name
A.L.Z. CONSTRUCTION, INC Steve. SZabol	JEMIEN CO.	Jimmy Dunn Excavating	Pao Conteacting Inc.	Wiseman Construction Co, Inc	CHARLES & BUNNED +501 INC	Coward up INC	Danhill Construction Co.	EASTERY LANK	Chojnacki co Inc	M. Haus Properties Inc.	, "	TWO IE H CONST.	Lth Cooker is	Сотрапу
Steve. Szabo@racketneil.com	O. Shurer @ JEAH La . com	Maken Simuydun xcocoling co	Fullag 3 9 act. Com	Thinkinoggan@wisemanconst.com 304-344-1200 X212 304-344-1281	cebsine @ frontier.com	DCE_Owanilus @ Earthhaking	rdantill @ hotmail.com	EASTERMIANIC BIRDWINENETNET 304-324-2672	AlliCho; nacki Aslican	mile jassett 1805 @ yahou. com (304) 545-0408	OLANGE CONSTR C ADL. COM (304) 291-6765		hemoster-Rick® Yahoo con	e-mail
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304-693-7199	3544-72 88 cjo	6150-484-48E	304 622-2410	364-344-1281	304-329-157/	309-739-4401	304-632-1501	304-324-8692	309 775 32 99		(304) 291-6975	304636477	304 385 ×\$\$872	Fax No.



# WEST VIRGINIA DNR - PARKS & RECREATION CANAAN VALLEY STATE PARK Snow Making Raw Water Main

PRE-CONSTRUCTION CONFERENCE ATTENDANCE LIST

December 29, 2011 @ 10:00 A.M.



		0	Deblie Demyan	317537 (WIE	MARK PLACE	Tracy Curtis	IOMAS CASERES	MICKET FARMOR	Kenneth Vacure "Busto"	Bree Comell	GARY TINSLEY	Name
			WUDNR	WUSNR	Hobas P. Reace Inc	Grea River Brange	ASPEN CORDEATION	Capital Valley Confronting	Vacute Constitution The	WELDING TAK	Robert BesTIEL Exc.	Сотрапу
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