



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
GSD126416

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
 BLDG 22 - TAX AND REVENUE
 1001 LEE STREET
 CHARLESTON WV
 25301 304-558-2317

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/06/2011				

BID OPENING DATE: 12/13/2011 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 PROVISION OF THE ORIGINAL REQUEST FOR QUOTATION (GSD126416), AND		
				3.) EXTEND THE BID OPENING DATE.		
				BID OPENING DATE IS EXTENDED TO: 12/13/2011		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001		LS		988-63		
	1			INSTALL STAIR TREAD OVERLAY IN BUILDING 22		

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).

GSD126416 Building 22 Stair Treads Technical Questions and Answers

Q1. Most of the stair treads are 11 1/2 inches deep. The recommended manufacturer, "Nystrom" model A11D are only 11 inches deep. Will this be sufficient enough for the treads?

A1. No, 11 inch depth will not be sufficient. Discussions conducted with the manufacturer during market research indicated that the 11 1/2 size treads could be custom made. The tread overlays must be full size of the existing stair tread.

Q2. There are 3 or 4 rounded stair treads. How are the rounded treads to be covered with the new square treads if they can't be modified?

A2. The tread overlay would run as far as possible towards the radius of the turn but would cover walk area, there may be an area on the corner with no tread covering.

Q3. If the fire doors rub at the bottom after installing the new material in the landings, who will be responsible for replacing the doors? If it is our responsibility, would this be done as a change order or should it be included in the bid?

A3. Realigning door clearances will be the responsibility of the contractor. Metal doors which may rub will be cut by the contractor to tolerances allowed within NFPA guidelines. This work should be considered when submitting your bid. No new doors should be required.

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: GS126416

Date: 11-16-2011

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>DAVHILL CONSTRUCTION</u>
Firm Address:	<u>PO Box 685 GAULEY BEIGE, WV 25083</u>
Representative Attending:	<u>MIKE SIEMIAZKO</u>
Phone Number:	<u>1-304-632-1600</u>
Fax Number:	<u>1-304-632-1501</u>
Email Address:	<u>ROUSKINWV@HOTMAIL.COM</u>

Firm Name:	<u>MIRC CONSTRUCTION SERVICES</u>
Firm Address:	<u>PO BOX 465 SCOTT DEPOT, WV 25560</u>
Representative Attending:	<u>ADAM SAMPLES</u>
Phone Number:	<u>304 757 0880</u>
Fax Number:	<u>304 757 0881</u>
Email Address:	<u>ASAMPLES@MIRC.CONSTRUCTION.COM</u>

Firm Name:	<u>L+L Contracting</u>
Firm Address:	<u>7461 WV HWY 5E BURNSVILLE WV 26335</u>
Representative Attending:	<u>RICK LEMASTER</u>
Phone Number:	<u>304-991-1614</u>
Fax Number:	<u>304-270-6592</u>
Email Address:	<u>Lemaster-Rick@yahoo.com</u>

Firm Name:	<u>OVAL CONSTRUCTION</u>
Firm Address:	<u>P.O. Box 401 CHARLESTON, WV 25322</u>
Representative Attending:	<u>JIM CARKE</u>
Phone Number:	<u>304-347-8320</u>
Fax Number:	<u>347-8324</u>
Email Address:	<u>JCARKE@OVALCONSTRUCTION.COM</u>

Firm Name:	<u>Pearl Gate Construction</u>
Firm Address:	<u>7 Anchors Way Leasfield, WV 25215</u>
Representative Attending:	<u>Chris Blum</u>
Phone Number:	<u>304-539-8599</u>
Fax Number:	<u>304-755-4885</u>
Email Address:	<u>Chblum@pegate.com</u>

Firm Name:	<u>Allman General Contractors</u>
Firm Address:	<u>5317 Keweenaw Ave Martinsburg, WV 25104</u>
Representative Attending:	<u>Gregory Allman Jr</u>
Phone Number:	<u>304-572-6720</u>
Fax Number:	
Email Address:	