



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

GSD126439

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL  
304-558-2596

RFQ COPY

TYPE NAME/ADDRESS HERE

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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
03/16/2012				

BID OPENING DATE:

03/22/2012

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
THIS ADDENDUM IS ISSUED TO:						
1.) PROVIDE CLARIFICATIONS TO THE SPECIFICATIONS,						
2.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST, AND						
3.) PROVIDE ATTACHMENT B: FLOOR PLAN DETAIL						
BID OPENING DATE REMAINS: 03/22/2012						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 2 *****						
0001	1	LS		968-42		
PAINT AND REPAIR DRYWALL 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)**

2

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](http://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).

#### GSD126439 Clarifications

-Any existing wood cove base or chair rail in any of the specified areas shall not be replaced by the Contractor but left in place as is.

-All existing vinyl and carpet cove base shall be replaced with 6" vinyl cove base with toe. Line item 3 under "Scope of Work" state that the cove base shall have (NO TOE). This statement is not correct. The vinyl cove base should have a toe.

-On page 13 of the RFQ the statement "The intent is that 16 new valves in the 11<sup>th</sup> floor boiler room are installed and load tested to achieve full operating capacity" shall be removed and replaced with "the intent is that the completed project shall consist of newly painted and repaired drywall in the halls corridors and elevator lobbies, as specified, of Building 22."

-The stairwells, elevator rooms, and lobby shall not be included in this project. Only the areas specified in Attachment B shall be included in this project.

-The stainless steel elevator door frames shall not be included in this project.

-The contractor shall reinstall any hallway signage or billboards that are taken down in order to paint the walls.

-The Contractor shall cover desk areas with drop cloth's if working overhead of employee work spaces. Daily, the Contractor shall clean any debris in the work area that is a result of the progress of the project before leaving the workspace.

-On the plan details in Attachment B, when a wall does not have a measurement, it is excluded from this project.

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number:

680176439

Date:

2/22/2012

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:	CornerStone Int
Firm Address:	PO Box 412 Eleanor WV 25070
Representative Attending:	DAVID BRADFORD
Phone Number:	304 222-1100
Fax Number:	
Email Address:	

Firm Name:	Allman General Contractors
Firm Address:	5317 Kanawha Ave Charleston WV 25304
Representative Attending:	Carol Allman
Phone Number:	304-549-8916
Fax Number:	
Email Address:	AQC1111@Hotmail.com

Firm Name:	AMERICAN STAR PAINTING
Firm Address:	201 MITCHELLS LANE Martinsburg WV
Representative Attending:	STEVE SMITH
Phone Number:	740-516-3557
Fax Number:	WWW.AMERICANSTARCOATINGS.COM
Email Address:	740-376-0677

Firm Name:	Prizm Painting
Firm Address:	20 Edgewood Dr Hurricane WV
Representative Attending:	Luke McGraw
Phone Number:	304-549-8750
Fax Number:	304-760-0191
Email Address:	LOALUKE@PRIZMWV.COM

Firm Name:	Marcel - Luke & Sons
Firm Address:	218 Woodland Dr Deto WV 25142
Representative Attending:	DOUG MARCEL
Phone Number:	202-211-2222
Fax Number:	304-211-2222
Email Address:	dpstaple@scottelink.net

Firm Name:	Ken Bowen
Firm Address:	1081 Kanawha Forest Rd Chesapeake VA 25314
Representative Attending:	Walter Wether
Phone Number:	304-744-9431
Fax Number:	304-744-9433
Email Address:	WGW@Frontier.com

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number:

650126439

Date:

2/28/2012

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:	AL VAREZ & CO INC
Firm Address:	201 WILSON AVE MILWAUKEE WISCONSIN 53136
Representative Attending:	DAN VAREZ 12345 DUNBAR
Phone Number:	412-331-4477
Fax Number:	412-331-9625
Email Address:	DAN@ALVAREZ.COM

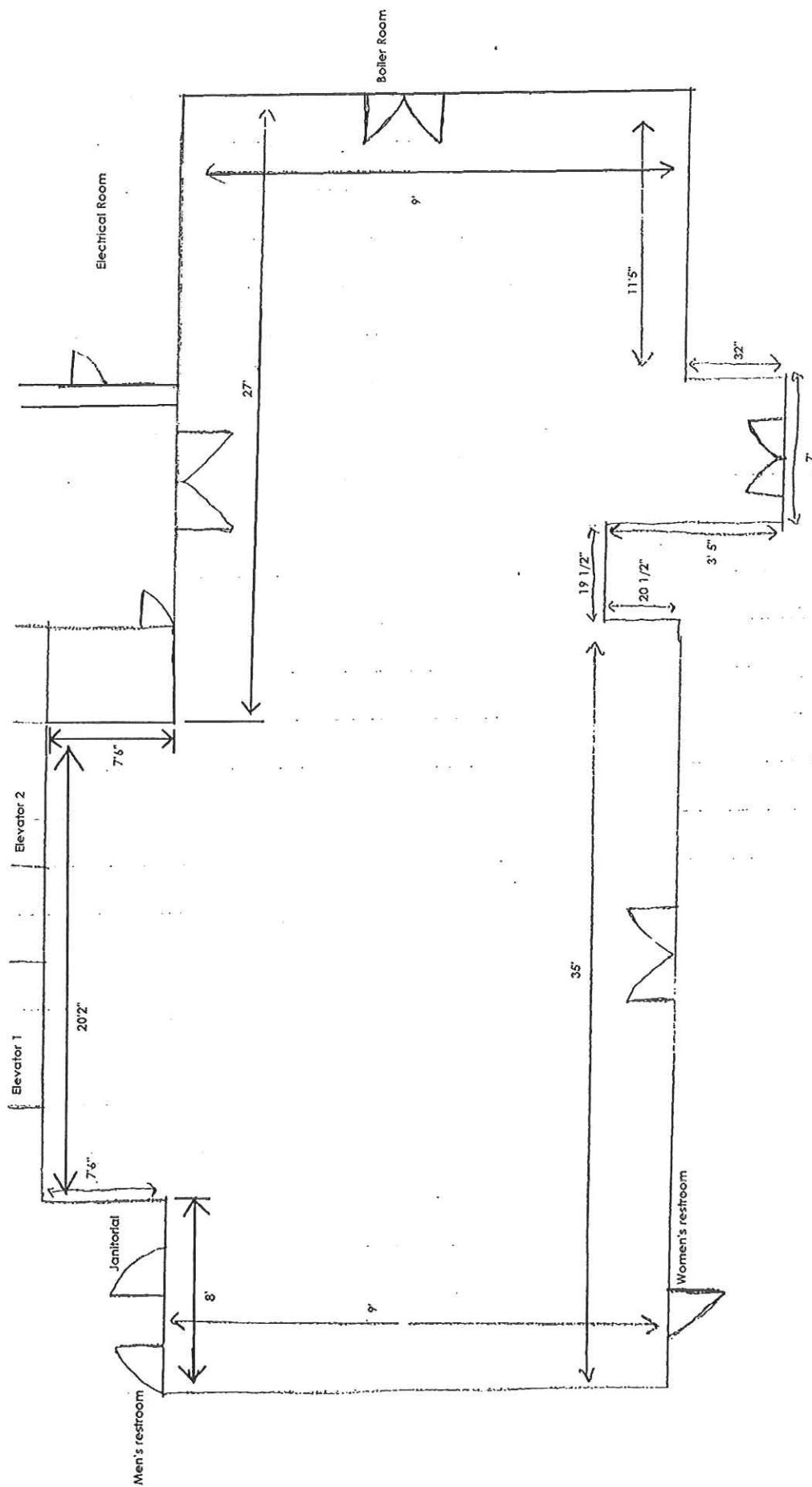
Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	DC 53 Painters Union
Firm Address:	
Representative Attending:	Jerry Scarburo
Phone Number:	1-304-539-2914
Fax Number:	1-304-343-8260
Email Address:	JScarburo@PaintersUnionDistrict53.org

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

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

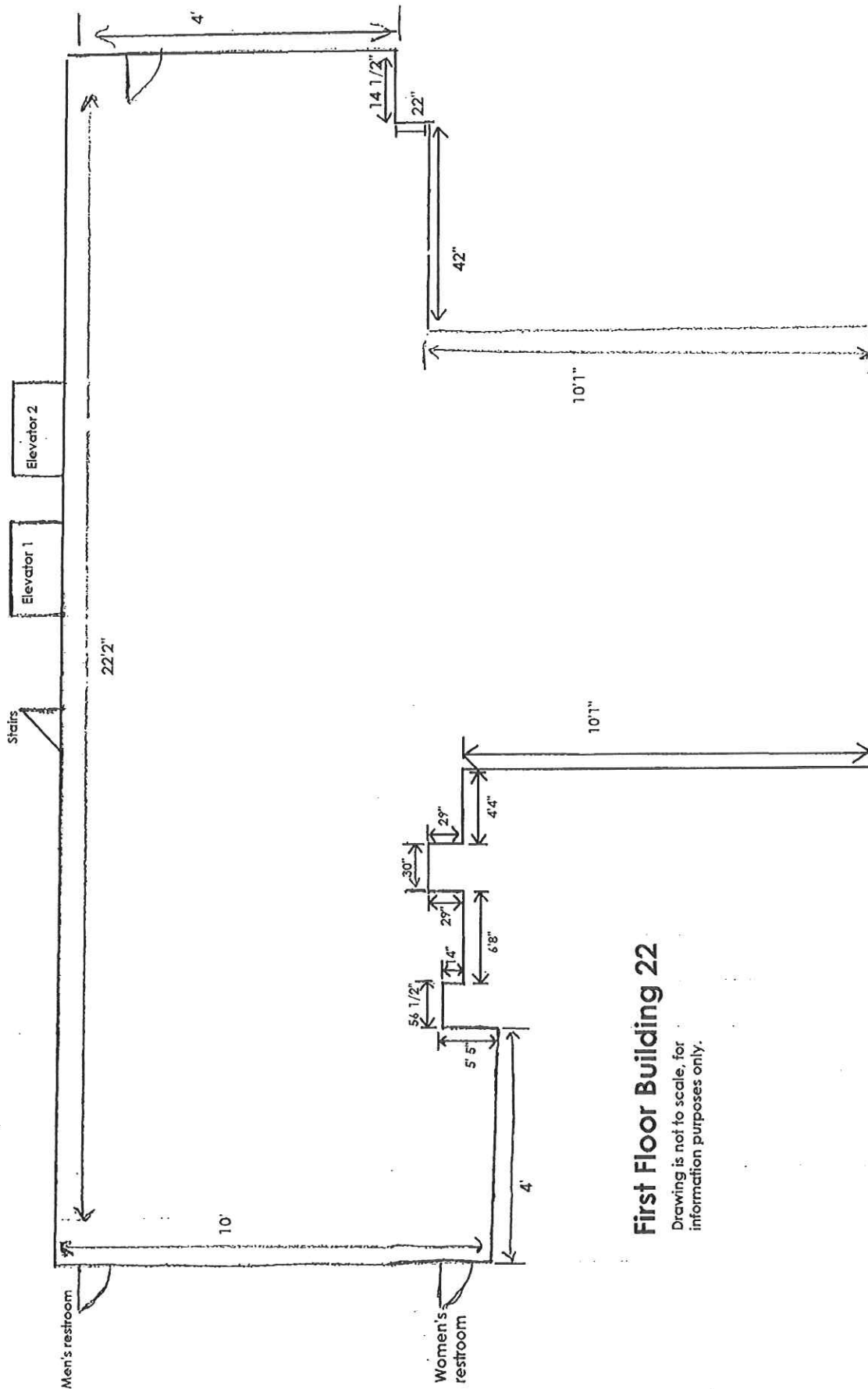
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Representative Attending:	
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## Basement Building 22

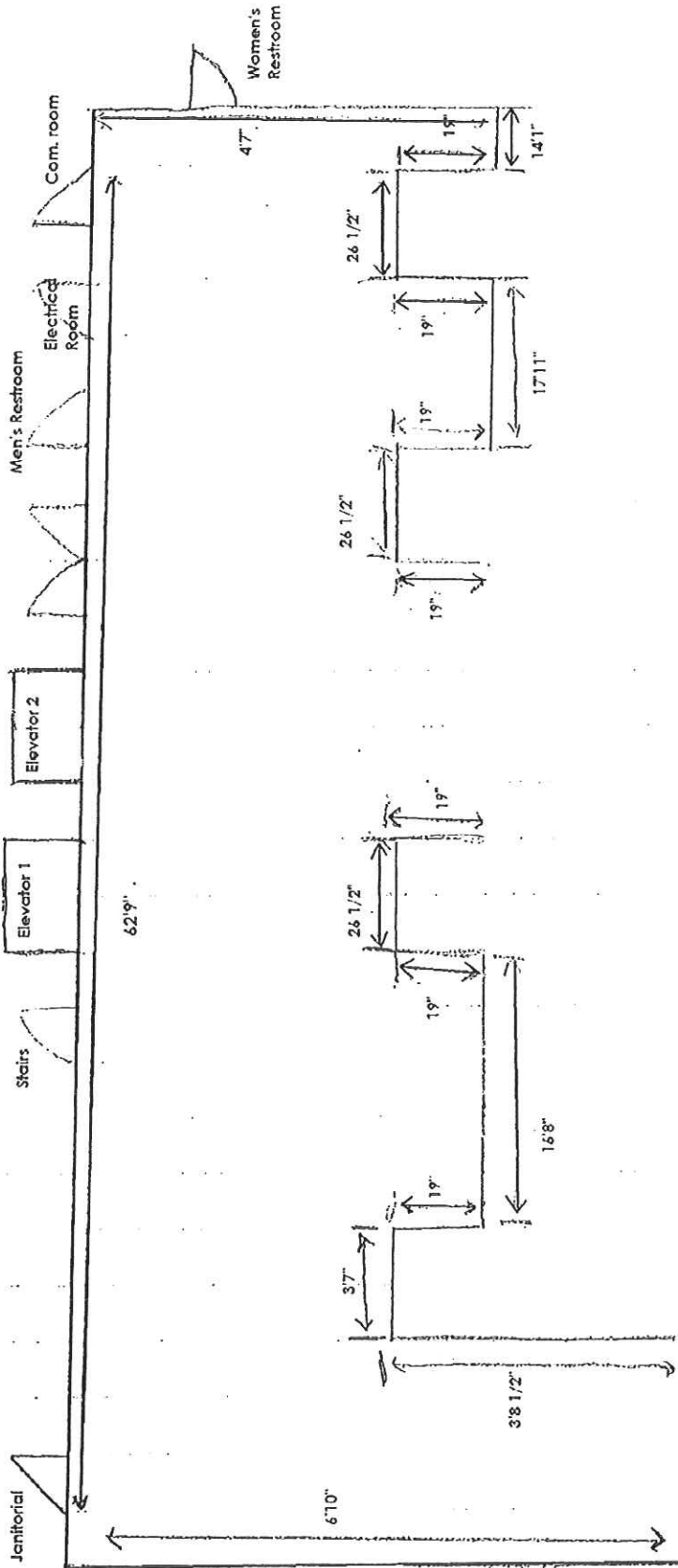
Drawing is not to scale, for information purposes only.





### First Floor Building 22

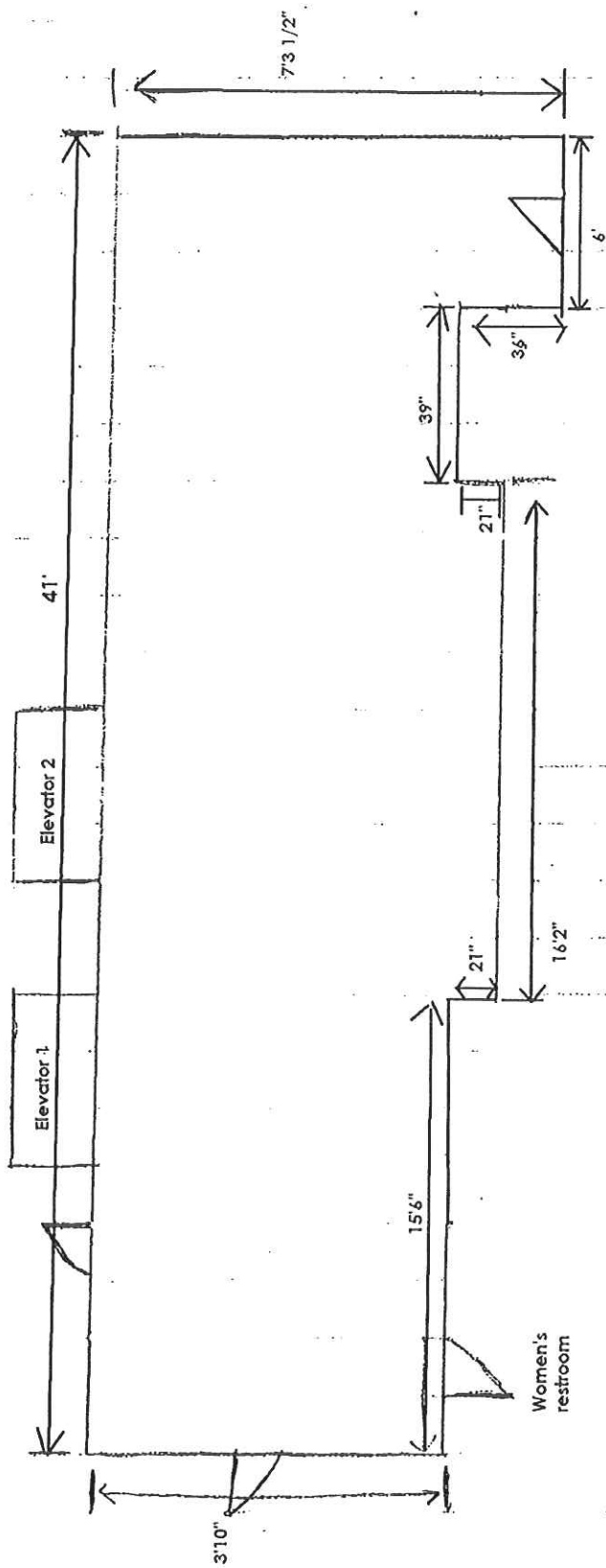
Drawing is not to scale, for information purposes only.



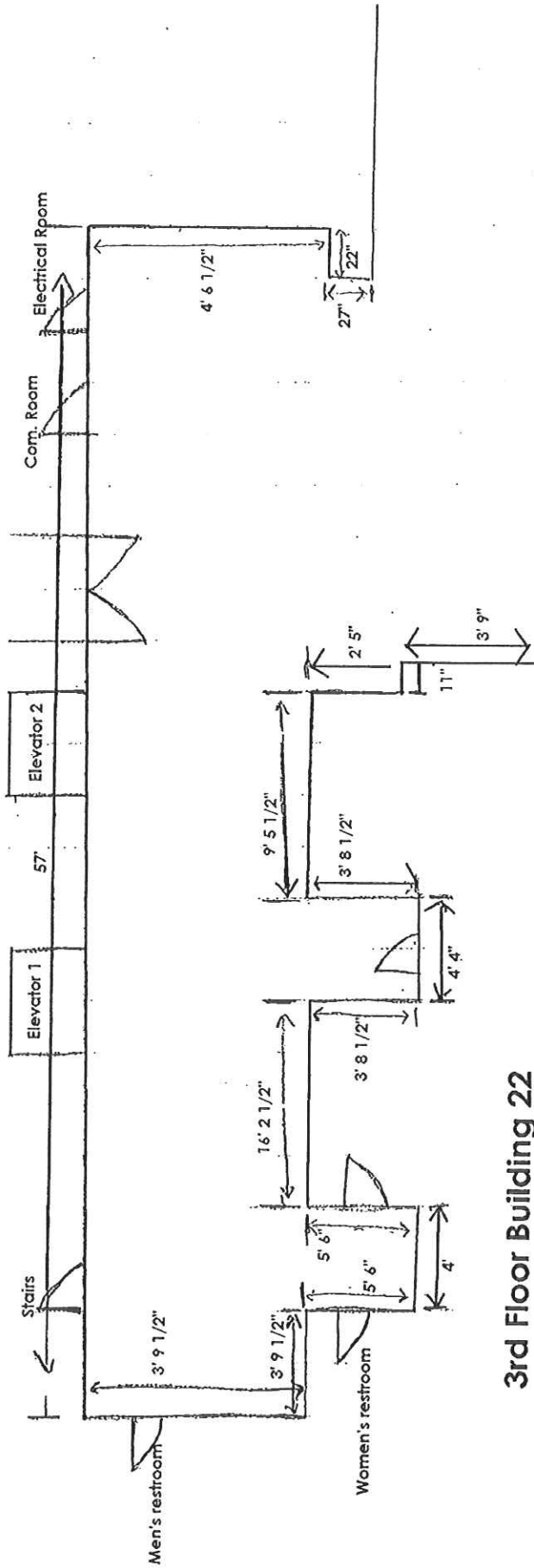
## Mezzanine Building 22

Drawing is not to scale. For information only.



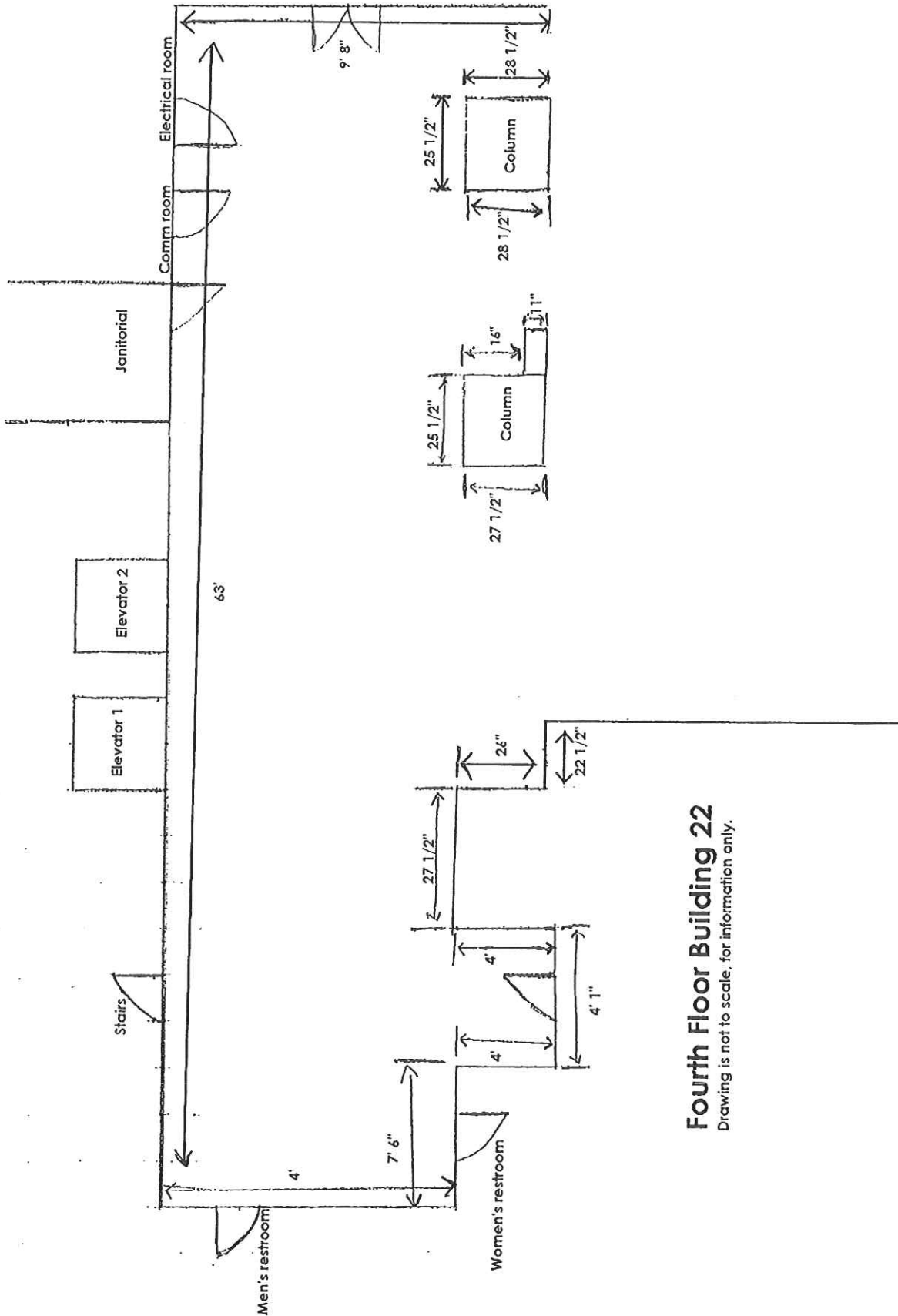


Building 22 2nd Floor



### 3rd Floor Building 22

Drawing is not to scale. For information only.



**Fourth Floor Building 22**  
Drawing is not to scale, for information only.