



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
GSD126448

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
KRISTA FERRELL 304-558-2596

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

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
03/28/2012				

BID OPENING DATE: 04/05/2012 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 A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST,		
				2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (GSD126448),		
				3.) ADD SPECIFICATION SECTION 012300 ALTERNATIVES, AND		
				4.) REVISE THE BID FORM		
				BID OPENING DATE REMAINS: 04/05/2012		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 2 *****		
0001	1	LS		988-63		
				REPLACE SLATE STIR TREADS IN S STAIRWELL OF BLDG 22		
				***** THIS IS THE END OF RFQ GSD126448 ***** 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).

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: QSD126448

Date: 3/16/2012

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:	DAN HILL CONSTRUCTION
Firm Address:	PO Box 638 Garden Bridge, WV 25048
Representative Attending:	Michael Diermuth
Phone Number:	1-304-632-1600
Fax Number:	1-304-632-1501
Email Address:	R.Diermuth@hormann.com

Firm Name:	Allman General Contractors
Firm Address:	5317 Kenner Ave Charleston, WV 25304
Representative Attending:	Guy Allison II
Phone Number:	304-549-9916
Fax Number:	
Email Address:	guy@allman.com

Firm Name:	OVAL CONSTRUCTION
Firm Address:	PO Box 401 CHARLESTON, WV 25322
Representative Attending:	ERIC COFFEY
Phone Number:	304-347-8820
Fax Number:	304-347-8821
Email Address:	ecoffey@ovalconstruction.com

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

Firm Name:	Pearl Gate Construction
Firm Address:	7 Anchors Way Winfield, WV 25213
Representative Attending:	Craig Brown
Phone Number:	304-539-8999
Fax Number:	304-755-4885
Email Address:	Cbbrown10@yahoo.com

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

Gary Allmon Sr.
cell: 304-549-9916

Gary Allmon II
cell: 304-552-6720

Allmon General Contractors

5317 Kanawha, Ave.
Charleston, WV 25304

License #WV046968



Eric Coffey
Project Manager

**Construction
Management LLC**

Post Office Box 401 • Charleston, WV 25322
Phone 304.347.8820
Fax 304.347.8821 • Cellular 304.543.0842
ecoffey@ovalconstruction.com

PEARL GATE



CONSTRUCTION, INC.

Commercial & Residential Building

CRAIG BROWN, Contractor
License #026755
7 Anchors Way
Winfield, WV 25213
(304) 755-5330 Home
(304) 539-8999 Cell
(304) 755-4885 Fax

Cbbrown10@yahoo.com

A3) Contractor should use the measurements in this solicitation as a guide. The drawings are not to scale. Measurements must be field verified by contractor to ensure a snug uniform fit of treads with no more than a 1/8" gap on risers or side rails of steps or perimeter walls of landings. Sections of landings shall be tight with no gaps if installed in more than one unit.

Q4) How are left and right viewed? Are you ascending or descending the steps.

A4) Ascending the stairs

Q5) Will the contractor be responsible for the disposal of the old stair treads and platforms or will the owner have this responsibility.

A5) The State retains all salvage rights to the slate material that is removed. The Contractor must stage all slate material that was removed in the lobby of Building 22 at the end of each workday. The Contractor should take care to not damage material where possible.

Q6) Two options were discussed: Please verify that these options are correct.

Option A - Replace 78 stair treads and 13 platforms with Clifton Slate

Option B - Replace all 121 stair treads and all 17 platforms with pre-cast concrete

A6) The correct quantity for each option is as follows:

Option A: Replacing 91 stair treads and 13 landings with Clifton Slate

Option B: Replacing 119 stair treads and 17 landings with pre-cast concrete.

Contractors shall use the revised bid form included in Addendum 1. The revised bid form reflects the two material options: Clifton Slate or Pre-Cast Concrete.

"Option A" will be the base bid and "Option B" will be the alternate bid.

Q7) The existing stair treads appear to me mounted to the platform using two rivets inserted from the bottom. Can the replacement treads be mounted with an approved adhesive? Each stair tread will weigh approximately 65lbs.

A7) Replacement treads must be installed with rivets and adhesive.

Q8) Is there a designated storage and work area where the material can be staged and precut? This would also include temporary storage of the old material.

A8) There is not a storage area that can be used. There is a small area outside the rear door that may be utilized for work space.

Q9) Will the contractor be allowed to use the freight elevator to transport materials to the various elevations or will they be required to manually transport them via the stairwell? Some platform sections could weigh as much as 400 lbs.

A9) The Contractor will be allowed to use the freight elevator.

Q10) There could be rectangular cut outs to install platform sections around pipe penetrations. Will the voids have to be filled? If so what type of filler will be required and will the color have to match the new material?

A10) The gaps will not be filled by the contractor. Gaps must be 3/8" or less. See Q11.

Q11) Will cutouts be required in the new platforms that match the pipe penetration diameters? A section of the piping would then be removed, the new platform would be set in place and then the piping reinstalled?

A11) The contractor will be required to make rectangular cutouts with a 3/8" maximum gap between platform finish material and standpipes. Piping shall not be removed and reinstalled.

Q12) The contractor will have to work after 5:00PM and may be allowed to work on Saturdays with special approval. Please verify the working hours.

A12) The building is available from 5:00 pm to 7:00 am. Extended work hours or schedules may be arranged if acceptable and approved by the agency.

Attachment C

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Attachment D: Revised bid form, specifications and GSD126448 Technical Questions and Answers.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
 - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated revisions to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.

- D. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS

2.1 SCHEDULE OF ALTERNATES

A. Alternate No. 1: Pre-cast Concrete.

1. Base Bid: Replace existing stair treads and landing platforms and install new stair treads and landing platforms with Clifton Slate (or equal) with a honed face, gauged back, sawn edges, 1 1/8th thickness. Treads shall be grooved with 3" wide textured horizontal lines running the entire length of tread set back no more than 1" from edge of tread. The edge of tread shall be square nosed.
2. Alternate: Replace existing stair treads and landing platforms and install new stair treads and landing platforms with pre-cast concrete , with a honed face, gauged back, sawn edges, 1 1/8th thickness. Treads shall be grooved with 3" wide textured horizontal lines running the entire length of tread set back no more than 1" from edge of tread. The edge of tread shall be square nosed.

PART 3 - EXECUTION (Not Used)

END OF SECTION 012300

GSD126448 Technical Questions and Answers

Q1) The RFQ, page 1 has the pre bid meeting being held in the lobby of Bldg. 5 of the State Capitol Complex. Page 12 has the pre-bid meeting being held in the lobby of Bldg. 22 at 1001 Lee Street.

A1) The location of the pre-bid was clarified in Addendum 1.

Q2) Scope of Work: Describes replacing approximately 78 steps and 20 landings. No size is given for the steps. The original size was shown as 40-1/2"x11-1/2". There are sketches for only 13 landings.

A2) Scope of work shall be 91 steps and 13 landings. The approximate size of the steps is 40½" x 11½". Because there may be variations in the size of each stair, they must be field verified by the contractor to ensure a snug uniform fit of treads with no more than a 1/8" gap on risers or side rails of steps.

Q3. Landing Measurements

- Basement, Landing #1: The landings are square but the horizontal dimensions of the sketch do not match; bottom = 38", top = 42 5/16". The original platform size was shown as 43-1/2"x36".
- Between basement and 1st floor, Landing #2: The platforms are square but, the vertical dimensions do not match for the left and right sketches. The total horizontal dimensions = 90-3/16". The original platform size was shown as 85-1/2"x48".
- 1st Floor, Landing #3: The Platforms are square but the vertical dimensions do not match for the left and right sketches. The horizontal dimensions add up to 92-1/2". The original platform size was shown as 89" x 47".
- Between 1st and Mezzanine, Landing #4: The Platforms are square but, the vertical dimensions do not match for the left and right sketches. The original platform size was shown as 85"x47-1/2".
- Landing 5, Mezzanine: The platforms are square but, the vertical dimensions do not match for the left and right sketches. The original platform size was shown as 88" x 58".
- Landing 6, Between Mezzanine and 2nd Floor: The platforms are square but, the vertical dimensions do not match for the left and right sketches. The original platform size was shown as 85"x48".
- Landing 7, 2nd Floor: There is no left side sketch shown. The original platform size was shown as 88-1/2"x58".
- Between 2nd and 3rd, Landing #8: The platforms are square but, the vertical dimensions do not match for the left and right sketches. The original platform size was shown as 85-1/2"x47-1/2".
- Landing 9, 3rd Floor: Should this be shown as the upper intermediate Landing between 2nd and 3rd floor? A left or right side sketch is not shown. The original platform size was shown as 85"x57-1/2".
- Between 3rd and 4th Floor, Landing #10: Should this be shown as 3rd. Floor Landing ? The platforms are square but, the vertical dimensions do not match for the left and right sketches. The original platform size was shown as 88-1/2"x47-1/2".
- Between 3rd and 4th Floor, Landing #11: No left side sketch shown. The original platform size was shown as 85"x57".
- Between 3rd and 4th Floor, Landing#12: A left or right sketch is missing. The original platform size was shown as 85"x48".
- 4th Floor, Landing #13: A left or right sketch is missing. The original platform size was shown as 89-1/2"x55-1/2".

State of West Virginia
Department of Administration

General Services Division
GSD126448 Building 22 Stair Treads

GSD126448 Attachment D: Revised Bid Form

Bidder's Company Name: _____

Bidder's Address: _____

Remittance Address: _____
(if different) _____

Phone Number: _____

Fax Number: _____

Email Address: _____

WV Contractor's License Number: _____

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 propose to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding Documents.

BASE BID: "Option A", Slate (Total to be written in words and numbers)

(\$ _____)

Alternate No. 1: "Option B" Pre-Cast concrete

\$ _____ (Add/Deduct)

State of West Virginia
Department of Administration

General Services Division
GSD126448 Building 22 Stair Treads

References

Reference Name: _____
Position: _____
Address: _____
Telephone Number: _____
Project Name: _____
Project Description: _____

Reference Name: _____
Position: _____
Address: _____
Telephone Number: _____
Project Name: _____
Project Description: _____

Reference Name: _____
Position: _____
Address: _____
Telephone Number: _____
Project Name: _____
Project Description: _____