



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Solicitation

NUMBER
DEN1651

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
TARA LYLE 304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DENMAR CORRECTIONAL CENTER
 HC-64, BOX 125
 DENMAR ROAD
 HILLSBORO, WV
 24946

DATE PRINTED
04/19/2013

BID OPENING DATE: 04/30/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				SEE ATTACHED PAGES.		
				END OF ADDENDUM NO. 1		
0001	1	JB		910-13		
				ELEVATOR INSPECTION		
0002	1	JB		910-13		
				SAFETY & FIVE-YEAR FULL LOAD TEST		
0003	1	HR		910-13		
				REGULAR LABOR RATE		
0004	1	HR		910-13		
				OVERTIME LABOR RATE		

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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0005	1	HR		910-13		
	HOLIDAY LABOR RATE					
0006	1	HR		910-13		
	EMERGENCY LABOR RATE					
0007	1	LS		110-22		
	ELEVATOR PARTS					
***** THIS IS THE END OF RFQ DEN1651 *****						TOTAL: _____

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: DEN1651
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as DEN1651 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

To provide the sign in sheet from the mandatory pre-bid meeting held on April 11, 2013. To issue clarifications – see Attachment A.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

DEN1651

Denmar Correctional Center

Elevator Maintenance Contract

Addendum #1

Clarifications:

- C1: Permits – Contractor shall secure and pay for any required permits and for all other permits, governmental fees, and license which are necessary for the proper execution and completion of the work as specified.
- C2: Security – Contractor must comply with all Division of Corrections and Facility security requirements. This includes but is not limited to security background check of any employee of contractor that will be working on-site on the project.
- C3: Tools – Contractor must comply with all Division of Corrections and Facility tool security requirements. This includes but is not limited to checking all tools brought into the Facility at the beginning of the work day, checking all tools being removed from the Facility at the end of the work day, keeping all tools locked up while not in use, and reporting any missing tools.
- C4: Code requirements – All work must comply with all federal, state, county, and city code requirements.
- C5: Damages – Any damages occurring to the building or property resulting from the contractor's performance of this work shall be the responsibility of the contractor to repair at the contractor's expense; either by using his/her own forces or that of an approved sub-contractor. The repair method and finished product will be subject to the approval of the owner.
- C6: Safety equipment – The Contractor shall provide safety barriers around work areas where heavy equipment may be in operation or as required by OSHA. The contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. Safety shall be the responsibility of the contractor. All related personnel shall be instructed daily to be mindful of the full time requirement to maintain a safe environment for the facility's occupants including staff, visitors, customers and the occurrence of the general public on or near the site.
- C7: Materials – Material can be shipped directly to the Facility as long as it does not require to be unloaded by the Facility. The Facility does not have the capability to unload heavy equipment or materials. If applicable to the project. If the contractor stores the material

at a location other than at this Facility, additional insurance is required to receive payment on stored materials.

- C8: Overtime work hours – Overtime work hours are classified at Monday thru Friday from 5:01 pm until 7:59 am, Saturday, and Sunday.
- C9: Warranty – One (1) year on all parts from the day each part is installed. This includes parts and labor. Minimum requirements of the Manufacturer's warranty on parts.
- C10: Vendor must obtain prior approval from Agency to purchase all parts. Agency reserves the right to competitively bid all parts and labor for major repairs on the elevators referenced under this RFQ.
- C11: For information on who attended the pre-bid meeting, please see Exhibit #1.

DEN1651 Pre-Bid
Request for Proposal No.

SIGN IN SHEET

PLEASE PRINT

Page 1 of 1

Date: 4-11-13

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: THYSSENKRUPP ELEVATOR	901 MORRIS ST	PHONE 304-541-8374
Rep: TONY JONES	CHARLESTON WV 25301	TOLL FREE 304-342-0187 x 4133
Email Address: TONY.JONES@THYSSENKRUPP.COM		FAX 866-812-5542
Company: MURPHY ELEVATOR	1004 4TH AVE	PHONE 304-529-3220
Rep: WALT BAKER	HUNTINGTON, WV 25701	TOLL FREE 800-321-1527
Email Address: walt@murphyelevator.com		FAX 304-697-0675
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	PHONE _____
Rep: _____	_____	TOLL _____
Email Address: _____	_____	FREE _____
Company: _____	_____	FAX _____

EXHIBIT #1

000005

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DEN1651

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Company

Authorized Signature

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.