



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

Solicitation

NUMBER
04130307

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ALAN CUMMINGS 304-558-2402

RFQ COPY

TYPE NAME/ADDRESS HERE

V
E
N
D
O
R

DIVISION OF HIGHWAYS
 JOBSITE
 SEE SPECIFICATIONS

S
H
I
P
T
O

DATE PRINTED
09/23/2013

BID OPENING DATE: 10/09/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 02						
ISSUED TO MAKE CHANGES TO THE SPECIFICATIONS PER THE ATTACHED. BID OPENING DATE AND TIME HAVE CHANGED FROM: 09/25/2013 AT 1:30 P.M. TO 10/09/2013 AT 1:30 P.M.						
0001	1	EA		031-23		
HVAC AND DROP CEILING INSTALL						
***** THIS IS THE END OF RFQ 04130307 ***** 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: 04130307
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as (“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:

Issued to correct and replace page 7 of the terms & conditions, attach pre-bid sign-in sheets, and attach form WV-75 Construction Bid Submission Review Form to the specifications. The bid opening date and time have changed from 09/25/2013 at 1:30 P.M. to 10/09/2013 at 1:30 P.M.

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.

ATTACHMENT A

- One Time Purchase:** The term of this Contract shall run from the issuance of the Purchase Order until all of the goods contracted for have been delivered, but in no event shall this Contract extend for more than one fiscal year.
- Other:** See attached.
4. **NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Purchase Order will be considered notice to proceed
5. **QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.
- Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.
- Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.
- Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.
- One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.
6. **PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.
7. **EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.
8. **REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

**PRE-BID CONFERENCE
SIGN IN SHEET**

Request for Quotation Number: 04130307

Date: 9/12/2013 0:00

Project Description: HVAC AND DROP CEILING INSTALL

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.

09/13/13 01:51:47 PM

Firm Name:	<u>Curtiss Dillon Const LLC</u>
Firm Address:	<u>442 Lockwood Rd Rock WV 24747</u>
Representative Attending:	<u>Curtiss Dillon</u>
Phone Number:	<u>304-887-3029</u>
Fax Number:	<u>304-467-8712</u>
Email Address:	<u>Curtissdillon@yahoo.com</u>

Firm Name:	<u>Quality Air West Virginia Purchasing Division</u>
Firm Address:	<u>5116 N Grant St. Clarksburg WV 26301</u>
Representative Attending:	<u>James Krupia</u>
Phone Number:	<u>304 609 1388</u>
Fax Number:	<u>304 622 1557</u>
Email Address:	<u>bids@qualityairnow.com</u>

Firm Name:	<u>Pleasant Air Heating & Cooling</u>
Firm Address:	<u>5200 Emerson Ave Parkersburg, WV, 26104</u>
Representative Attending:	<u>Craig Townsend</u>
Phone Number:	<u>304-428-5799</u>
Fax Number:	<u>304-485-7601</u>
Email Address:	<u>Pleasant Air @ Hotmail.com</u>

Firm Name:	<u>Lombardi Development</u>
Firm Address:	<u>649 Virginia Ave. Follansbee WV, 26027</u>
Representative Attending:	<u>PAUL NUZUM</u>
Phone Number:	<u>304-748-5920</u>
Fax Number:	<u>304-748-2488</u>
Email Address:	<u>bernie@lombardi-development.com</u>

Firm Name:	<u>Hranec Sheetmetal</u>
Firm Address:	<u>763 Rt 21 Uniontown PA 15401</u>
Representative Attending:	<u>Josh Tressler</u>
Phone Number:	<u>724 437 2211 ext 115</u>
Fax Number:	<u>724 437 2233</u>
Email Address:	<u>JTressler@hranec.com</u>

Firm Name:	<u>Veritas Contracting</u>
Firm Address:	<u>1233 Pineview Dr. Suite 1 Morgantown WV 26505</u>
Representative Attending:	<u>Ron Joseph</u>
Phone Number:	<u>304-598-2285</u>
Fax Number:	<u>304-598-2287</u>
Email Address:	<u>K.SOLANICK@veritaswv.com</u>

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number:

04130307

Date:

9/12/2013 0:00

Project Description:

HVAC AND DROP CEILING INSTALL

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:	Danhill Const. Co.
Firm Address:	PO Box 685 Gauley Bridge Wv 25085
Representative Attending:	David Elmick
Phone Number:	304 632-1600
Fax Number:	304 632-1501
Email Address:	rdanhill@hotmail.com

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

Firm Name:	B-W-A Heating & Cooling
Firm Address:	13972 George Washington Hwy Rowlesburg WVa. 26425
Representative Attending:	Robert E Ayersman
Phone Number:	304-454-9714
Fax Number:	304-454-9716
Email Address:	bobayersman@yahoo.com

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

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

Firm Name:	
Firm Address:	09/13/13 01:51:53 PM West Virginia Purchasing Division
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number:

04130307

Date:

9/12/2013 0:00

Project Description:

HVAC AND DROP CEILING INSTALL

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:	WV DOH
Firm Address:	P.O. Box 4220 CLARKSBURG, WV 26302
Representative Attending:	ANDY SIMPSON
Phone Number:	304-842-1598
Fax Number:	304-842-1616
Email Address:	CHUCK.J.McCULLOUGH

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

Firm Name:	W.V. DOH
Firm Address:	P.O. Box 4220 CLARKSBURG, WV 26302
Representative Attending:	LARRY YATES
Phone Number:	304-842-1598
Fax Number:	304-842-1616
Email Address:	CHUCK.J.McCULLOUGH@WV.GOV

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

Firm Name:	WV DOH
Firm Address:	1900 Kanawha Blvd E Bldg 5 Charleston WV 25305
Representative Attending:	Dusty Smith
Phone Number:	304 558 9398
Fax Number:	304 558-7844
Email Address:	dusty.j.smith@wv.gov

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

09/13/13 01:51:58 PM
West Virginia Purchasing Division

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: 04130307

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 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 acknowledgment should be submitted with the bid to expedite document processing.
 Revised 6/8/2012

WV-75
Created 07/18/12



State of West Virginia
PURCHASING DIVISION
Construction Bid Submission Review Form

This list has been provided for informational purposes only and is not to be construed as a complete list of request for quotation or bidding requirements for any individual construction project. This list does not and cannot include every item, mistake or oversight that could cause a contractor's bid to be disqualified. Rather, this list is intended to draw attention to some of the most common problems that the Purchasing Division encounters in the bidding process for construction projects. All potential bidders must read the request for quotation, all additional documents, and all instructions relating thereto ("Bid Documents") in their entirety to identify the actual request for quotation and bidding requirements. Failure to read the Bid Documents in their entirety and comply with the stated requirements contained therein may result in bid disqualification.

Errors That Shall Be Reason for Immediate Bid Disqualification

1. Failure to attend a mandatory pre-bid meeting
2. Failure to sign the bid
3. Failure to supply West Virginia contractor's license # on bid
4. Failure to supply a signed drug free workplace affidavit with the bid
5. Failure to supply a valid bid bond or other surety approved by the State of West Virginia
6. Failure to meet any mandatory requirement of the RFQ
7. Failure to acknowledge receipt of Addenda (only if stipulated as mandatory)
8. Failure to submit bid prior to the bid opening date and time
9. Federal debarment
10. State of West Virginia debarment or suspension

**Errors that May Be Reason for Bid Disqualification
Before Contract Award**

1. Uncontested debt to the State exceeding \$1,000.00 (must be cured prior to award)
2. Workers' Compensation or Unemployment Compensation delinquency (must be cured prior to award)
3. Not registered as a vendor with the State (must be cured prior to award)
4. Failure to obtain required bonds and/or insurance
5. Failure to provide the sub-contractor listing within 1 business day of bid opening.
6. Failure to use the provided RFQ form (only if stipulated as mandatory).