



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

## State of West Virginia Purchase Order

Order Date: 03-13-2023

CORRECT ORDER NUMBER MUST APPEAR  
ON ALL PACKAGES, INVOICES, AND  
SHIPPING PAPERS. QUESTIONS  
CONCERNING THIS ORDER SHOULD BE  
DIRECTED TO THE DEPARTMENT  
CONTACT.

Order Number:	CPO 0203 3810 CPR2300000002 1	Procurement Folder:	1181107
Document Name:	Hayworth furniture and parts	Reason for Modification:	Award of CSSD CPR2300000002
Document Description:	Hayworth furniture and parts		
Procurement Type:	Central Sole Source		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000200768 CAPITOL BUSINESS INTERIORS 711 INDIANA AVE  CHARLESTON WV 25302 US Vendor Contact Phone: 304-343-7551 Extension:  Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Cynthia L Adkins Requestor Phone: (304) 558-3570 Requestor Email: cindy.l.adkins@wv.gov  <b>23</b> FILE LOCATION
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
CONSOLIDATED PUBLIC RETIREMENT 4101 MACCORKLE AVE SE  CHARLESTON WV 25304 US	CONSOLIDATED PUBLIC RETIREMENT 4101 MACCORKLE AVE SE  CHARLESTON WV 25304 US

3-14-23 BAT

Total Order Amount: \$128,836.13

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <u>Tara H. 3/13/2023</u> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <u>John D. Gray 3/14/2023</u> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <u>Beverly Jones 3-14-23</u> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

One-Time Purchase

This Purchase Order constitutes the acceptance of contract made by and between the State of West Virginia by the Purchasing Division for the Agency, the West Virginia State Consolidated Public Retirement Board and the Vendor: Capitol Business Interiors, of Charleston, WV for a contract to provide Hayworth furniture and parts per the Vendor's Quote and the Terms and Conditions, as attached.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	56111500	1.00000	LS	128836.130000	128836.13
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Hayworth product**Extended Description:**

Hayworth Systems Furniture, by Separate Quotes "add to existing"

Project #: 99-444

Proposal #: 106200

Proposal #: 106201

Proposal #: 106202

Proposal #: 106203

Proposal #: 106205

## **GENERAL TERMS AND CONDITIONS:**

**1. CONTRACTUAL AGREEMENT:** Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

**2. DEFINITIONS:** As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

**2.1. "Agency" or "Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

**2.2. "Bid" or "Proposal"** means the vendors submitted response to this solicitation.

**2.3. "Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

**2.4. "Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.

**2.5. "Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.

**2.6. "Award Document"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

**2.7. "Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

**2.8. "State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

**2.9. "Vendor" or "Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☐ **Term Contract**

**Initial Contract Term:** The Initial Contract Term will be for a period of \_\_\_\_\_ . The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as \_\_\_\_\_), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to \_\_\_\_\_ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☐ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within \_\_\_\_\_ days.

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within \_\_\_\_\_ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

☐ the contract will continue for \_\_\_\_\_ years;

☐ the contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

☒ **One-Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as \_\_\_\_\_), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in \_\_\_\_\_

**4. AUTHORITY TO PROCEED:** Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

**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/Award Document 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.

☐ **Construction:** This Contract is for construction activity more fully defined in the specifications.

**6. 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 a 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.

**7. REQUIRED DOCUMENTS:** All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

☐ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

☐☐☐☐

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

**8. INSURANCE:** The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

☒ **Commercial General Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

☒ **Automobile Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

☐ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: \_\_\_\_\_ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: \_\_\_\_\_ per occurrence.

☐ **Cyber Liability Insurance** in an amount of: \_\_\_\_\_ per occurrence.

☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

☐ **Pollution Insurance** in an amount of: \_\_\_\_\_ per occurrence.

☐ **Aircraft Liability** in an amount of: \_\_\_\_\_ per occurrence.

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**9. WORKERS' COMPENSATION INSURANCE:** Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

**10. VENUE:** All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

**11. LIQUIDATED DAMAGES:** This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

☐ \_\_\_\_\_ for \_\_\_\_\_.

☐ Liquidated Damages Contained in the Specifications.

☒ Liquidated Damages Are Not Included in this Contract.

**12. ACCEPTANCE:** Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

**13. 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. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

**14. PAYMENT IN ARREARS:** Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

**15. PAYMENT METHODS:** Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

**16. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.



**17. ADDITIONAL FEES:** Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia, included in the Contract, or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

**18. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

**19. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

**20. TIME:** Time is of the essence regarding all matters of time and performance in this Contract.

**21. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code, or West Virginia Code of State Rules is void and of no effect.

**22. COMPLIANCE WITH LAWS:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

**SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

**23. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

**24. MODIFICATIONS:** This writing is the parties' final expression of intent.

Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

**25. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

**26. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

**27. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

**28. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

**29. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

**30. PRIVACY, SECURITY, AND CONFIDENTIALITY:** The Vendor agrees that it 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/default.html>.

**31. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

**DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.**

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

**32. LICENSING:** In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor 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, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

**SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

**33. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to 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 Vendor.

**34. VENDOR NON-CONFLICT:** Neither Vendor nor its representatives are permitted to have any interest, nor shall they acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

Revised 11/1/2022

**35. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

**36. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

**37. NO DEBT CERTIFICATION:** In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State. By submitting a bid, or entering into a contract with the State, Vendor is affirming that (1) for construction contracts, the Vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

**38. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

**39. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

☒ Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

☐ Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.division@wv.gov](mailto:purchasing.division@wv.gov).

**40. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**41. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
  1. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
  2. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

**42. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

**43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE:** W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the Vendor must submit to the Agency a disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

**44. PROHIBITION AGAINST USED OR REFURBISHED:** Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

**45. VOID CONTRACT CLAUSES:** This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

**46. ISRAEL BOYCOTT:** Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Kelli D. Bragg, Sales Manager

(Address) 711 Indiana Avenue

(Phone Number) / (Fax Number) 304.343.7551 304.346.3350

(Email address) kbragg@champion-industries.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Capitol Business Interiors

(Company)

(Signature of Authorized Representative)

Kelli D. Bragg, Sales Manager

(Printed Name and Title of Authorized Representative) (Date)

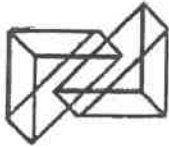
304.343.7551

(Phone Number) (Fax Number)

kbragg@champion-industries.com

(Email Address)





**CAPITOL  
BUSINESS  
INTERIORS**

P R O P O S A L

DATE: 01/23/23

TERMS: NET 15-STATE

PROPOSAL FOR:  
WV CONSOLIDATED RETIREMENT BOARD

BILL TO:  
WV CONSOLIDATED RETIREMENT BOARD

4101 MACCORKLE AVE  
CHARLESTON WV 25304

4101 MACCORKLE AVE  
CHARLESTON WV 25304

PROPOSAL # 106200 PROJECT # 99-444  
CLIENT: 1257

SALESPERSON: KELLI D. BRAGG

CONTACT: CINDY ADKINS

PHONE: 558-3570

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

#	QTY	PRODUCT #	DESCRIPTION	UNIT	EXTENDED
1	4	VFAH-24-5	CAPITOL BUSINESS INTERIORS V Series, Pedestal, Attache, B/B/F, 24"D, Lk, P td Frt, No Top, Standard Pull	0.00	0.00
		, TR-AK	CHALK GRD A		
		, TR-AK	CHALK GRD A		
		, LR-BP	CHROME GRD A		
			Mfgr: HAF		
2	2	BFM-1-B	HAWORTH, INC. Base Feed Module, Hardwire, 3 Cir, 332	110.97	221.94

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

B	3 6	E2MP-3046-	HAWORTH, INC. Mono Panel, Sq Top Cap, 3 Cir, 332, 30In. WxX 48In. H, Base Trim	0.00	0.00
		(L6)	HIGHLANDS GRD A		
		, L6-AH	HEATHER GRD A		
		(L6)	HIGHLANDS GRD A		
		, L6-AH	HEATHER GRD A		
		, TR-AK	CHALK GRD A		
		, TR-AK	CHALK GRD A		
	4 8	E2MP-346-BHAWORTH, INC.	Mono Panel, Sq Top Cap, 3 Cir, 332, 36In. WxX 48In. H, Base Trim	0.00	0.00
		(L6)	HIGHLANDS GRD A		
		, L6-AH	HEATHER GRD A		
		(L6)	HIGHLANDS GRD A		
		, L6-AH	HEATHER GRD A		
		, TR-AK	CHALK GRD A		
		, TR-AK	CHALK GRD A		
	5 2	E2FS-46	HAWORTH, INC. UniGroup Too, 180 Deg Finish Post, Ptd, 48In H, Full Hgt	0.00	0.00
		, TR-AK	CHALK GRD A		
		, TR-AK	CHALK GRD A		
		, TR-AK	CHALK GRD A		
	6 4	WURA-2472-LJSA	HAWORTH, INC. Worksurface, Rect, 24Dx72W, Lam, Edg eband, Std Core, Notched	0.00	0.00
		, H-AE	MAPLE GRD A		
		, HP-AK	CHALK GRD A		
	7 10	HE-46	HAWORTH, INC. Panel, Hinge, 46in Panel, UniGroup (one set)	5.65	56.50
		, TR-R	BEIGE GRD A		
			Mfgr: HAW		

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

8 4 E2PC-46 HAWORTH, INC. 41.84 167.36  
90Deg Finish  
Post, Painted, 48In.H,  
Full Hgt

,TR-AK CHALK GRD A  
,TR-AK CHALK GRD A  
,TR-AK CHALK GRD A

Mfgr: HAW

ALL OF THIS PRODUCT  
CAME FROM LEFT OVER  
UPSTAIRS ON 2ND  
FLOOR

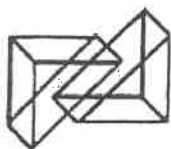
ACCEPTED BY: *Jerry Blech*

SUBTOTAL....: 445.80

TOTAL 445.80

SALESPERSON: Kelli D. Bragg

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551



**CAPITOL  
BUSINESS  
INTERIORS**

P R O P O S A L

DATE: 01/23/23

TERMS: NET 15-STATE

PROPOSAL FOR:  
WV CONSOLIDATED RETIREMENT BOARD

BILL TO:  
WV CONSOLIDATED RETIREMENT BOARD

4101 MACCORKLE AVE  
CHARLESTON WV 25304

4101 MACCORKLE AVE  
CHARLESTON WV 25304

PROPOSAL # 106201 PROJECT # 99-444  
CLIENT: 1257

SALESPERSON: KELLI D. BRAGG

CONTACT: CINDY ADKINS

PHONE: 558-3570

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

#	QTY	PRODUCT # DESCRIPTION	UNIT	EXTENDED
1	1	VEZF-7200-P HAWORTH, INC. UniGroup Too, Filler Post, Slider Door, 72In H	207.98	207.98
		Mfgr: HAW		
2	2	VUZF-7242-XLNE HAWORTH, INC. Places, UniGroup, Sliding Door, Panel Mounted, With Track Translucent, 42Wx72H, Left Hd, Non Locking	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

3	4	E2PC-70	HAWORTH, INC. 70" Corner Cover	0.00	0.00
4	3	UESN-0842-PM	HAWORTH - COMFORTO Open Shelf 8" x 42"	0.00	0.00
5	3	JCTB-24	HAWORTH X Series, Pedestal, Cush ion Top Kit, 24"D	0.00	0.00
6	4	JPMA-24-S2C	HAWORTH X Series, Pedestal, Mobi le, B/F, 24"D, PtdDrwFr t, Stl Lkrl, Radius Pull, Cstr, No Top	0.00	0.00
7	4	SCD-19	HAWORTH - FREESTANDING 19" Steel Center Drawer	0.00	0.00
8	4	E2MN-470-BHAWORTH, INC.	Mono Panel, Sq Top Cap, No-Pwr, 48In.Wx72 In.H, Base Trim	0.00	0.00
9	6	E2MP-270-BHAWORTH, INC.	Mono Panel, Sq Top Cap, 3 Cir, 332, 24In.Wx72In. H, Base Trim	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

10 1	E2MP-4230-B	HAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,42In.Wx32In. H,Base Trim	0.00	0.00
11 3	E2MP-4270-B	HAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,42In.Wx72In. H,Base Trim	0.00	0.00
12 1	E2MP-430-B	HAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,48In.Wx32In. H,Base Trim	0.00	0.00
13 3	E2MP-470-B	HAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,48In.Wx72In. H,Base Trim	0.00	0.00
14 6	E2MP-570-B	HAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,60In.WxX 72In.H,Base Trim	0.00	0.00
15 2	E2PC-30	HAWORTH, INC. 90Deg Finish Post,Painted,32In.H, Full Hgt	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

16 3	E2PS-70	HAWORTH, INC. UniGroup Too, 180 Deg Finish Post, Ptd, 72In R, Full Hgt	0.00	0.00
17 3	HTB-4211	HAWORTH, INC. Places, Tackboard 42In. X 11In.	0.00	0.00
18 1	HTB-4811	HAWORTH, INC. Places, Tackboard 48In. X 11In.	0.00	0.00
19 8	LUTS-0042-16UEP	HAWORTH, INC. 42" Task Ligt	0.00	0.00
20 2	UESN-0848-PM	HAWORTH, INC. UPPER STORAGE, UNIGROUP, STD MT SHELF, SQ END PNL 48IN.	0.00	0.00
21 3	UESN-0860-PM	HAWORTH, INC. UPPER STORAGE, UNIGROUP, STD MT SHELF, SQ END PNL 60IN.	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

22	2	VUZF-7242-XRNE HAWORTH, INC. Places, UniGroup, Sliding Door, Panel Mounted, With Track Translucent, 42Wx72H, Right Hd, Non Locking	0.00	0.00
23	4	WURA-2442-LTSA HAWORTH, INC. Workforce 24 x 42	0.00	0.00
24	4	WURA-2448-LTSA HAWORTH, INC. Workforce 24 x 48	0.00	0.00
25	4	WURA-2460-LTSA HAWORTH, INC. Workforce 24 x 60	0.00	0.00
26	1	BFM-1-B HAWORTH, INC. Base Feed Module, Hardwire, 3 Cir, 332	110.97	110.97
Mfgr: HAW				
27	20	HE-70 HAWORTH, INC. Panel, Hinge, 70in Panel, UniGroup (one set)	6.15	123.00
		, TR-R BEIGE GRD A		
Mfgr: HAW				

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

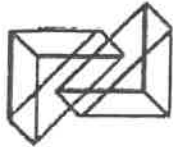


ACCEPTED BY: Jeffrey Clark

SUBTOTAL....: 441.95

TOTAL 441.95

SALESPERSON: Kelli D. Bragg



**CAPITOL  
BUSINESS  
INTERIORS**

P R O P O S A L

DATE: 01/23/23

TERMS: NET 15-STATE

PROPOSAL FOR:  
WV CONSOLIDATED RETIREMENT BOARD

BILL TO:  
WV CONSOLIDATED RETIREMENT BOARD

4101 MACCORKLE AVE  
CHARLESTON WV 25304

4101 MACCORKLE AVE  
CHARLESTON WV 25304

PROPOSAL # 106202 PROJECT # 99-444  
CLIENT: 1257

SALESPERSON: KELLI D. BRAGG

CONTACT: CINDY ADKINS

PHONE: 558-3570

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

#	QTY	PRODUCT #	DESCRIPTION	UNIT	EXTENDED
1	6	AKP-2	HAWORTH, INC. KEYBOARD TRAY	0.00	0.00
2	4	BFM-1-B	HAWORTH, INC. Base Feed Module, Hardwire, 3 Cir, 332	110.97	443.88
Mfgr: HAW					
3	4	EMN-366-B	HAWORTH, INC. Unigroup Fabric Panel No-Power 36In.Wx68In.H, Base Trim	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

4	1	EMN-466-B HAWORTH, INC. Unigroup Fabric Panel No-Power 48In.Wx68In.H,Base Trim	0.00	0.00
5	9	EMP-266-B HAWORTH, INC. Unigroup Fabric Panel Power,3 Cir,332,24In.Wx68In. H,Base Trim	0.00	0.00
6	14	EMP-366-B HAWORTH, INC. Unigroup Fabric Panel Power,3 Cir 332,36In.Wx68In.H,Ba se Trim	0.00	0.00
7	4	EMP-466-B HAWORTH, INC. Unigroup Fabric Panel Power,3 Cir,332,48In.Wx68In. H,Base Trim	0.00	0.00
8	6	FDRF-3 HAWORTH, INC. 3' FLIPPER DOOR	0.00	0.00
9	5	FDRF-4 HAWORTH, INC. 4' FLIPPER DOOR	0.00	0.00
10	4	FPPC-66-B HAWORTH, INC. UniGroup,90 Deg	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

Finish Post,Ptd 68In  
H

11	4	FPPS-66-B HAWORTH, INC. UniGroup,180 Deg Finish Post,Ptd 68In H	0.00	0.00
12	20	HE-28 HAWORTH, INC. Panel, Hinge, 30in Panel, UniGroup (one set)  ,TR-R BEIGE GRD A	5.27	105.40
13	7	HTL-0036-HAWORTH, INC. 36" TASKLIGHT	0.00	0.00
14	6	HTL-0048 HAWORTH, INC. 48" TASKLIGHT  -T	0.00	0.00
15	3	JLPD-0230-S2 HAWORTH, INC. 2 High 30"w lateral file	0.00	0.00
16	3	JSPY-0242-S1A HAWORTH - FREESTANDING X Series,2H x 42"W,Closed Cabinet,Two Doors,Ptd Dr Front,Ptd Lock Bar,Attached Mount,Ellipse Pull	0.00	0.00

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CHARLESTON, WV 25302  
304-343-7551

17	1	LFRS-230	HAWORTH, INC. 2 HIGH 30" .LATERAL FILE	0.00	0.00
			-LD0F		
18	6	PDX-24-HLN	HAWORTH, INC. B/B/F PEDESTAL	0.00	0.00
			-JLN		
19	7	SR-3	HAWORTH, INC. 3' SHELF	0.00	0.00
20	6	SR-4	HAWORTH, INC. 4' SHELF	0.00	0.00
21	1	WRCS-324	HAWORTH, INC. 3' CORNER WORKSURFACE	0.00	0.00
22	9	WS-324	HAWORTH, INC. 3' X 24" WORKSURFACE	0.00	0.00
23	6	WS-424	HAWORTH, INC. 4' X 24" WORKSURFACE	0.00	0.00

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

24 3	WURA-2436-LJSA		
	HAWORTH, INC.	110.63	331.89
	Worksurface,		
	Rect, 24Dx36W, Lam, Edg		
	eband, Std		
	Core, Notched		
	, H-AE		
	MAPLE GRD A		
	, HP-AE		
	MAPLE GRD A		
	Mfgr: HAW		

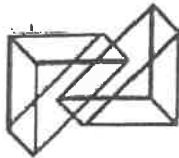
25 1	WURA-2472-LTSA		
	HAWORTH, INC.	0.00	0.00
	24" x 72"		
	Worksurface		

26 5	ZEFS-2400-LNEJ		
	HAWORTH, INC.	0.00	0.00
	24" PANEL LEG		
	??		

ACCEPTED BY: 	SUBTOTAL....: 881.17
	=====
	TOTAL 881.17

SALESPERSON: Kelli D. Bragg

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551



**CAPITOL  
BUSINESS  
INTERIORS**

P R O P O S A L

DATE: 01/23/23

TERMS: NET 15-STATE

PROPOSAL FOR:  
WV CONSOLIDATED RETIREMENT BOARD

BILL TO:  
WV CONSOLIDATED RETIREMENT BOARD

4101 MACCORKLE AVE  
CHARLESTON WV 25304

4101 MACCORKLE AVE  
CHARLESTON WV 25304

PROPOSAL # 106203 PROJECT # 99-444  
CLIENT: 1257

SALESPERSON: KELLI D. BRAGG

CONTACT: CINDY ADKINS

PHONE: 558-3570

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

#	QTY	PRODUCT #	DESCRIPTION	UNIT	EXTENDED
1	2	BFM-1-B	HAWORTH, INC. Base Feed Module, Hardwire, 3 Cir, 332	110.97	221.94

TAG #1: NEW PRODUCT  
Mfgr: HAW

2	6	E2AG-316-F	HAWORTH, INC. Add-On Panel, Glazed, 36In.W X 16In.H, Fabric Conn	0.00	0.00
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TAG #1: HAVE 56 NEED 6  
Mfgr: HAW

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

3	3	E2AG-416-FHAWORTH, INC. Add-On Panel, Glazed, 48In.Wx 16In.H, Fabric Conn	299.03	897.09
TAG #1: HAVE 3 NEED 6 Mfgr: HAW				
4	3	E2AG-416-FHAWORTH, INC. Add-On Panel, Glazed, 48In.Wx 16In.H, Fabric Conn  ,SK-1C            CLEAR GRD A ,TR-R            BEIGE GRD A	0.00	0.00
TAG #1: NEW PRODUCT Mfgr: HAW				
5	4	E2AG-4216-F HAWORTH, INC. Add-On Panel, Glazed, 42In.Wx 16In.H, Fabric Conn	0.00	0.00
TAG #1: HAVE 12 NEED 4 Mfgr: HAW				
6	2	E2DN-362-BHAWORTH, INC. Mono Lam PanelSq Top CapNo Pwr36In.W X 64In. H, Base Trim	0.00	0.00
TAG #1: HAVE 20 NEED 2 Mfgr: HAW				
7	2	E2DN-4262-B HAWORTH, INC. Mono Lam PanelSq Top CapNo Pwr42In.W X 64In. H, Base Trim	0.00	0.00
TAG #1: HAVE 3 NEED 2 Mfgr: HAW				
8	2	E2DN-462-BHAWORTH, INC. Mono Lam PanelSq Top CapNo Pwr48In.W X 64In. H, Base Trim	0.00	0.00
TAG #1: HAVE 2 NEED 2 Mfgr: HAW				

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551



9	4	E2DP-362-BHAWORTH, INC. Mono Lam PanelSq Top Cap3 Cir,33236In.W X 64In.H,Base Trim	0.00	0.00
TAG #1: HAVE 28 NEED 4 Mfgr: HAW				
10	4	E2DP-4262-B HAWORTH, INC. Mono Lam PanelSq Top Cap3 Cir,33242In.W X 64In.H,Base Trim	0.00	0.00
TAG #1: HAVE 4 NEED 2 Mfgr: HAW				
11	4	E2DS-4278-BHL HAWORTH, INC. Single Mono Door W/Frame,Sq Top Cap,42In.Wx78In.H,Le ver,Left Hand	0.00	0.00
TAG #1: HAVE 6 NEED 4 Mfgr: HAW				
12	7	E2MP-262-BHAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,24In.Wx64In. H,Base Trim	0.00	0.00
TAG #1: HAVE 7 NEED 4 Mfgr: HAW				
13	8	E2MP-362-BHAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,36In.WxX 64In.H,Base Trim	0.00	0.00
TAG #1: HAVE 21 NEED 8 Mfgr: HAW				
14	1	E2MP-462-BHAWORTH, INC. Mono Panel,Sq Top Cap,3	0.00	0.00

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551

Cir,332,48In.Wx64In.  
H,Base Trim  
TAG #1: HAVE 1 NEED 1

15	4	E2PC-78	HAWORTH, INC. 90Deg Finish Post,Painted,80In.H, Full Hgt	0.00	0.00
----	---	---------	---	------	------

TAG #1: HAVE 10 NEED 4  
Mfgr: HAW

16	4	E2PS-78	HAWORTH, INC. UniGroup Too,180 Deg Finish Post,Ptd,80In H,Full Hgt	0.00	0.00
----	---	---------	---	------	------

TAG #1: HAVE 10 NEED 4  
Mfgr: HAW

17	4	JFP21/S	HAWORTH, INC. keyboard trays	0.00	0.00
----	---	---------	---------------------------------	------	------

TAG #1: HAVE 5 NEED 4  
Mfgr: RAP

18	4	JLPD-0236-L8	HAWORTH - FREESTANDING X Series,27.5"H x 36"W,Lateral File,File,Lam Drw Frnt,Ptd Lock Rail,Freestanding,Li near Pull,Glides	0.00	0.00
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TAG #1: HAVE 4 NEED 4  
Mfgr: HAF

19	4	JPAH-24-S8	HAWORTH - FREESTANDING X Series,Pedestal,Atta ched,B/B/F,24"D,PtdD rwFrnt, Stil Lkrl,Linear Pull	0.00	0.00
----	---	------------	--	------	------

TAG #1: HAVE 6 NEED 4  
Mfgr: HAF

20	3	UEKS-1636-PML HAWORTH, INC. PLACES, UniGroup, UniG roup Too, Upper Storage, 36"W, Painted Front, Panel Mount, Hinge, Swing, Lo cking	0.00	0.00
TAG #1: HAVE 3 NEED 3 Mfgr: HAW				
21	1	UEHS-1636-PML HAWORTH, INC. PLACES, UniGroup, UniG roup Too, Upper Storage, 36"W, Painted Front, Panel Mount, Sliding, Lockin g	0.00	0.00
TAG #1: HAVE 3 NEED 1 Mfgr: HAW				
22	3	WURA-2436-LJSA HAWORTH, INC. Worksurface, Rect, 24Dx36W, Lam, Edg eband, Std Core, Notched	110.63	331.89
TAG #1: HAVE 7 NEED 3 Mfgr: HAW				
23	4	WURA-2448-LJSA HAWORTH, INC. Worksurface, Rect, 24Dx48W, Lam, Edg eband, Std Core, Notched	0.00	0.00
TAG #1: HAVE 4 NEED 4, ONE WORKSURFACE IS IN STORAGE LOCKER 1107 Mfgr: HAW				

24	10	ZUBF-0000-PN HAWORTH, INC. Flush Mount Plate	8.95	89.50
TAG #1: NEW PRODUCT Mfgr: HAW				
25	6	E2DP-462-BHAWORTH, INC. Mono Lam PanelSq Top Cap3 Cir,33248In.W X 64In.H,Base Trim	912.40	5,474.40
		,H-AM AMBER CHERRY GRD A ,H-AM AMBER CHERRY GRD A ,TR-R BEIGE GRD A ,TR-R BEIGE GRD A		
TAG #1: NEW PRODUCT Mfgr: HAW				
26	4	WURA-2460-LJSA HAWORTH, INC. Worksurface, Rect,24Dx60W,Lam,Edg eband,Std Core,Notched	176.33	705.32
		,H-AM AMBER CHERRY GRD A ,HP-AM AMBER CHERRY GRD A		
TAG #1: NEW PRODUCT Mfgr: HHK				
27	1	PCSS-3-B HAWORTH, INC. UniGroup-Straight Pan Power Connector,Pwr,3CIR,3 32	51.79	51.79
TAG #1: NEW PRODUCT Mfgr: HAW				

ACCEPTED BY:

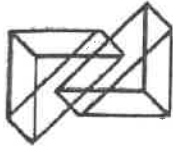


SUBTOTAL....: 7,771.93

TOTAL 7,771.93

SALESPERSON: Kelli D. Bragg

711 INDIANA AVENUE  
CHARLESTON, WV 25302  
304-343-7551



**CAPITOL  
BUSINESS  
INTERIORS**

P R O P O S A L

DATE: 01/25/23

TERMS: NET 15-STATE

PROPOSAL FOR:  
WV CONSOLIDATED RETIREMENT BOARD

BILL TO:  
WV CONSOLIDATED RETIREMENT BOARD

4101 MACCORKLE AVE  
CHARLESTON WV 25304

4101 MACCORKLE AVE  
CHARLESTON WV 25304

PROPOSAL # 106205 PROJECT # 99-444  
CLIENT: 1257

SALESPERSON: KELLI D. BRAGG

CONTACT: CINDY ADKINS

PHONE: 558-3570

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

#	QTY	PRODUCT # DESCRIPTION	UNIT	EXTENDED
1	11	E2MN-3046-B HAWORTH, INC. Mono Panel, Sq Top Cap, No-Pwr, 30In. WxX 48In. H, Base Trim  TAG #1: NEED 11 HAVE 116 Mfgr: HAW	0.00	0.00
2	62	E2MP-246-BHAWORTH, INC. Mono Panel, Sq Top Cap, 3 Cir, 332, 24In. Wx48In. H, Base Trim  TAG #1: HAVE 64 NEED 62 Mfgr: HAW	0.00	0.00

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3	118	E2MP-346-BHAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,36In.WxX 48In.H,Base Trim  TAG #1: HAVE 144 NEED 118 Mfgr: HAW	0.00	0.00
4	32	E2MP-446-BHAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,48In.Wx48In. H,Base Trim  TAG #1: HAVE 32 NEED 57 Mfgr: HAW	0.00	0.00
5	25	E2MP-446-BHAWORTH, INC. Mono Panel,Sq Top Cap,3 Cir,332,48In.Wx48In. H,Base Trim  TAG #1: NEW ORDER Mfgr: HAW	468.66	11,716.50
6	30	BFM-1-B HAWORTH, INC. Base Feed Module,Hardwire, 3 Cir,332  TAG #1: NEW ORDER Mfgr: HAW	110.97	3,329.10
7	55	E2AG-216-FHAWORTH, INC. Add-On Panel,Glazed,24In.Wx 16In.H,Fabric Conn  TAG #1: HAVE 55 NEED 56 Mfgr: HAW	0.00	0.00
8	1	E2AG-216-FHAWORTH, INC. Add-On Panel,Glazed,24In.Wx 16In.H,Fabric Conn  TAG #1: NEW ORDER Mfgr: HAW	394.47	394.47

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9	56	E2AG-4216-F	HAWORTH, INC. Add-On Panel, Glazed, 42In.Wx 16In.H, Fabric Conn	490.06	27,443.36
			TAG #1: NEW ORDER Mfgr: HAW		
10	56	E2MP-4246-B	HAWORTH, INC. Mono Panel, Sq Top Cap, 3 Cir, 332, 42In.Wx48In. H, Base Trim	446.89	25,025.84
			TAG #1: NEW ORDER Mfgr: HAW		
11	4	E2PC-46	HAWORTH, INC. 90Deg Finish Post, Painted, 48In.H, Full Hgt	0.00	0.00
			TAG #1: HAVE 4 NEED 22 Mfgr: HAW		
12	18	E2PC-46	HAWORTH, INC. 90Deg Finish Post, Painted, 48In.H, Full Hgt	41.84	753.12
			TAG #1: NEW ORDER Mfgr: HAW		
13	31	E2PC-46-V	HAWORTH, INC. 90Deg Finish Post, Painted, 48In.H, Var Hgt	0.00	0.00
			TAG #1: HAVE 31 NEED 84 Mfgr: HAW		
14	53	E2PC-46-V	HAWORTH, INC. 90Deg Finish Post, Painted, 48In.H, Var Hgt	48.44	2,567.32
			TAG #1: NEW ORDER Mfgr: HAW		

15 3	E2PS-46-V2I	HAWORTH, INC. UniGroup Too,180 Deg Finish Post,Ptd,48In H,Var Hgt,2 Tab,180 Deg  TAG #1: HAVE 3 NEED 28 Mfgr: HAW	0.00	0.00
16 25	E2PS-46-V2I	HAWORTH, INC. UniGroup Too,180 Deg Finish Post,Ptd,48In H,Var Hgt,2 Tab,180 Deg  TAG #1: NEW ORDER Mfgr: HAW	40.97	1,024.25
17 57	HTB-3611	HAWORTH, INC. Places,Tackboard 36In. X 11In.  TAG #1: HAVE 57 NEED 57 Mfgr: HAW	0.00	0.00
18 57	JCPT-0230-S2A	HAWORTH - FREESTANDING X Series,Combo Unit,27.5"H x 30"W,File (L),Box,Box (R),LatFile,Ptd Drw Frnt,Ptd Lock Rail,Rad Pull,Att,Glides  TAG #1: HAVE 61 NEED 57 Mfgr: HAF	0.00	0.00
19 57	KU2A-0017-1P	HAWORTH, INC. Keyboard Tray  TAG #1: HAVE 62 NEED 57 Mfgr: HAW	0.00	0.00



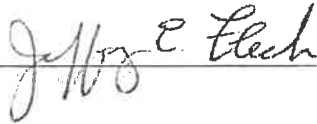
20 114	LUTS-0030-16UEP HAWORTH, INC. Tasklight 30"	0.00	0.00
	TAG #1: HAVE 116 NEED 114 Mfgr: HAW		
21 57	UEJS-1648-PML HAWORTH, INC. PLACES, UniGroup, UniG roup Too, Upper Storage, 48"W, Painted Front, Panel Up Mount, Sliding, Lockin g	425.17	24,234.69
	TAG #1: NEW ORDER Mfgr: HAW		
22 57	UELS-1636-PML HAWORTH, INC. PLACES, UniGroup, UniG roup Too, Upper Storage, 36"W, Painted Front, Panel Up Mount, Hinge, Swing, Lo cking	0.00	0.00
	TAG #1: HAVE 58 NEED 57 Mfgr: HAW		
23 57	WURA-2442-LJSA HAWORTH, INC. Worksurface, Rect, 24Dx42W, Lam, Edg eband, Std Core, Notched	123.73	7,052.61
	TAG #1: NEW ORDER Mfgr: HAW		
24 57	WURA-2484-LJSA HAWORTH, INC. Worksurface, Rect, 24Dx84W, Lam, Edg eband, Std Core, Notched	228.73	13,037.61
	TAG #1: NEW ORDER Mfgr: HAW		

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25	2	ZEFS-2400-LNEJ	HAWORTH, INC. Worksurface Support Panel, Unigroup/Too/P laces, 24In.D, Lam, 3mm Edgeband Top	0.00	0.00
			TAG #1: HAVE 2 NEED 10 Mfgr: HAW		
26	8	ZEFS-2400-LNEJ	HAWORTH, INC. Worksurface Support Panel, Unigroup/Too/P laces, 24In.D, Lam, 3mm Edgeband Top	129.89	1,039.12
			TAG #1: NEW ORDER Mfgr: HAW		
28	100	HE-46	HAWORTH, INC. Panel, Hinge, 46in Panel, UniGroup (one set)	5.64	564.00
			Tag(s): NEW ORDER Mfgr: HAW		
29	30	SRE-46	HAWORTH, INC. Side Rail 46"H	34.93	1,047.90
			TAG #1: NEW ORDER Mfgr: HAW		
30	1	PRD-3-B	HAWORTH, INC. Duplex Receptacles (Box Of 6), 3 Cir, 332, No ctrl	65.39	65.39
			TAG #1: NEW ORDER Mfgr: HAW		

SUBTOTAL....: 119,295.28

ACCEPTED BY:



TOTAL 119,295.28

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