

Request for Quotation

DEFK 7031

RFQ NUMBER

ADDRESS	CORRESP	PONDENC	ETOATI	ENTION OF

CHUCK BOWMAN 304-558-2157

RFQ COPY TYPE NAME/ADDRESS HERE VENDOR Michel, Inc. P.O. Box 1140 Bridgeport, WV 26330

ROUTE 4,

SHIP

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DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY SOUTH

BUCKHANNON, WV 26201 341-6368

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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. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, 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.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: 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. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 6. BID SUBMISSION: 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.

SIGNED BID TO:

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



Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

CHUCK BOWMAN 304-558-2157

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RFQ COPY TYPE NAME/ADDRESS HERE

Michel, Inc. P.O. Box 1140 Bridgeport, WV 26330 DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY ROUTE 4, SOUTH

BUCKHANNON, WV 26201

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

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RFQ NUMBER DEFK7031 PAGE

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Michel, Inc.

P.O. Box 1140

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Bridgeport, WV 26330

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Charleston, WV 25305-0130

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CHUCK BOWMAN 304-558-2157

OH-P-O

DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY ROUTE 4, SOUTH

BUCKHANNON, WV 26201

341-6368

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 07/19/2006 BID OPENING DATE: 08/30/2006 BID OPENING TIME 01:30PM CAT LINE QUANTITY. UOP ITEM NUMBER UNIT PRICE AMOUNT NO. ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT: (XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT. FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF (XX) BONDS: THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/ MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK, IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A PERFORMANCE AND LABOR & MATERIAL BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCECPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR. REV. 11/00 EXHIBIT 7 SEE REVERSE SIDE FOR TERMS AND CONDITIONS TELEPHONE SIGNATURE DATE 8/30/06 304-622-7923 TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE President 61-1109182



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

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TO

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CHUCK BOWMAN 304-558-2157

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BUCKHANNON, WV 26201

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TITLE

President

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Bridgeport, WV 26330

State of West Virginia
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BUCKHANNON, WV 26201

341-6368

8/30/06

ADDRESS CHANGES TO BE NOTED ABOVE

Michel, Inc.
P.O. Box 1140

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. **EREIGHT TERMS** 07/19/2006 BID OPENING DATE: 08/30/2006 BID OPENING TIME 01:30PM CAT LINE QUANTITY UOP ITEM NUMBER. UNIT PRICE: AMOUNT ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL. REV. 3/88 EXHIBIT 9 NOTICE FOR ISSUANCE & ACKNOWLEDGEMENT OF CONSTRUCTION PROJECT ADDENDA THE ARCHITECIT/ENGINEER AND/OR AGENCY SHALL BE REQUIRED TO ABIDE BY THE FOLLOWING SCHEDULE IN ISSUING CONSTRUCTION PROJECT ADDENDA FOR STATE AGENCIES: THE ARCHITECT/ENGINEER SHALL PREPARE THE ADDENDUM AND A LIST OF ALL PARTIES THAT HAVE PROCURED DRAWINGS AND SPECIFICATIONS FOR THE PROJECT. THE ADDENDUM AND LIST SHALL BE FORWARDED TO THE BUYER IN THE STATE PURCHASING DIVISION. THE ARCHITECT/ENGINEER SHALL ALSO SEND A COPY OF THE ADDENDUM TO THE STATE AGENCY FOR WHICH THE CONTRACT IS ISSUED. THE BUYER SHALL SEND THE ADDENDUM TO ALL (2) INTERESTED PARTIES AND, IF NECESSARY, EXTEND THE BID OPENING DATE. ANY ADDENDUM SHOULD BE RECEIVED BY THE BUYER WITHIN FOURTEEN (14) DAYS PRIOR TO THE BID OPENING DATE. ALL ADDENDA SHOULD BE FORMALLY ACKNOWLEDGED BY AL BIDDERS AND SUBMITTED TO THE STATE PURCHASING DIVISION AND THE STATE AUDITOR'S OFFICE. THE SAME RULES AND REGULATIONS THAT APPLY TO THE ORIGINAL BIDDING DOCUMENT SHALL ALSO APPLY TO AN ADDENDUM DOCUMENT. THE ONLY EXCEPTION MAY BE FOR AN ADDENDUM THAT IS ISSUED FOR THE SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE

|FEIN61-1109182

304-622-7923



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304-558-2157

CHUCK BOWMAN

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

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CHUCK BOWMAN 304-558-2157

RFQ COPY TYPE NAME/ADDRESS HERE Michel, Inc. P.O. Box 1140 Bridgeport, WV 26330

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DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY ROUTE 4, SOUTH

BUCKHANNON, WV 26201

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DATE PRINTED. TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 07/19/2006 **BID OPENING DATE:** 08/30/2006 BID OPENING TIME 01:30PM CAT. QUANTITY LINE UOP ITEM NUMBER UNIT PRICE AMOUNT PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 304-624-1252 PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE: Thomas H. Michel ____ THIS IS THE END OF RFQ DEFK7031 ***** TOTAL: SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE 304-622-7923 8/30/06 TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE 61-1109182 President

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Department of Administration a cen	ain bid or proposal, attach	ed hereto and made	a part hereof.	lo enter into a contr	act in writing to
KFQ #DEFK/031, Div	<u>ision Engineering</u>	& Facilities,	National	Guard Armory.	Route /
South, Buckhannon, WV 2	6201 - provide for	r the replacem	ent of an	existing HVAC	system.
NOW THEREFORE,					,
(a) If said bid shall be rejective (b) If said bid shall be accepted and shall lurnish any other boagreement created by the acceptance force and effect. It is expressly under exceed the penal amount of this oblig	pted and the Principal shands and insurance require of said bid, then this oblicts of and agreed that the	a by the pin or propo	isai, and shall i	in all other respects	perform the
The Surety, for the value rec vay impaired or affected by any exten vaive notice of any such extension.	eived, hereby stipulates ar sion of the time within whi	nd agrees that the ob ch the Obligee may	oligations of sa accept such bid	id Surely and its bo d, and said Surety d	nd shall be in no loes hereby
IN WITNESS WHEREOF, Pri	ncipal and Surety have he	raunta cal linais ham	dm ====11		
ave caused their corporate seals to b	e affixed hereunto and the	te Dieresis is he si-	is ano seais, a	nd such of them as	are corporations
30th day of August	, 20 <u>06</u> .	ac breachts to be sig	lined by their pi	roper officers, this	•
	, c vVQ ,	,	•		
incipal Corporate Seal			•		
"Topal colporate Seal	•	MIC	HEL, INC.		
	•			Name of Principal)	1//
•	•	Ву	Lome	Jan	che!
		•	1,0	Must be President o /ice President)	Г
•		. '	Pro	esident	
	•			(Title)	
ely Corporate Seat		T <u>RAVE</u>	LERS CASUA	LTY AND SURETY	Z COMPANY OF
		·		ame of Surety)	AMERICA

ORTANT — Surety executing bonds must be licensed in West Virginia to transact surety insurance. Corporate seals must be affixed, wer of attorney must be attached



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
Seaboard Surety Company
St. Paul Fire and Marine Insurance Company

St. Paul Guardian Insurance Company St. Paul Mercury Insurance Company Travelers Casualty and Surety Company Travelers Casualty and Surety Company of America United States Fidelity and Guaranty Company

Attorney-In Fact No.

213849

Certificate No. 000055779

KNOW ALL MEN BY THESE PRESENTS: That Seaboard Surety Company is a corporation duly organized under the laws of the State of New York, that St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc. is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Christopher A. Michel, Kathy J. Messinger, and William A. Moore Jr.

of the City ofBridgeport_ each in their separate capacity if more than one is named above other writings obligatory in the nature thereof on behalf of the contracts and executing or guaranteeing bonds and undertaking	e, to sign, execute, seal and acking the companies in their business of	of guaranteeing the fidelity of persons,	ces, conditional undertakings and
IN WITNESS WHEREOF, the Companies have caused this is day of, 2006 Farmington Casualty Companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused this is a second control of the companies have caused the control of the companies have control of the control of the companies have caused the control of the	ipany	St. Paul Guardian Insurance	e Company
Fidelity and Guaranty Ins Fidelity and Guaranty Ins Fidelity and Guaranty Ins Seaboard Surety Compan St. Paul Fire and Marine 1982 1982 1983 1983 1983 1983	urance Underwriters, Inc. y	St. Paul Mercury Insurance Travelers Casualty and Sure Travelers Casualty and Sure United States Fidelity and G	ety Company ety Company of America
State of Connecticut City of Hartford ss.	В	sy: Jany VIS George W. Mompson, Sen	nior Vice President
On this the 31st day of January himself to be the Senior Vice President of Farmington Casualty Inc., Seaboard Surety Company, St. Paul Fire and Marine Insur Casualty and Surety Company, Travelers Casualty and Surety authorized so to do, executed the foregoing instrument for the pu	y Company, Fidelity and Guard ance Company, St. Paul Guard Company of America, and Un	ian Insurance Company, St. Paul Mercui ited States Fidelity and Guaranty Comp	Juaranty Insurance Underwriters, ry Insurance Company, Travelers pany, and that he, as such, being
In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2006.	SEC. TETRO	Marie C. T	C. Jetreault Cetreault, Notary Public

58440-9-05 Printed in U.S.A.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER.

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company, Travelers Casualty and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, and the seal of the Company may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such power of attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kori M. Johanson, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., Seaboard Surety Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this

30th day of August

₂₀ 06

Kori M. Johanson Assistant Secretary





















To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.stpaultravelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

RFQ No. D	EFK7031
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AFFIDAVIT

023

West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

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. Vendors should visit **www.state.wv.us/admin/purchase/privacy** for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name:	Michel,	Inc.			
Authorized Signature:	7/12/24	3//	Date:	8/30/06	
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