

Request for [Quotation

RFQ NUMBER DEP13957 PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF:

CHUCK BOWMAN 304-558-2157

***428143133** VERDOR

304-664-5540

TCB SERVICES PO BOX 1110

GILBERT WV 25621 **ENVIRONMENTAL PROTECTION** DEPARTMENT OF OFFICE OF WASTE MANAGEMENT 601 57TH STREET SE CHARLESTON, WV 25304 304-926-0499

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- Awards will be made in the best interest of the State of West Virginia.
- 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.
- 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 may be deemed null and void, and 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

- 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



304-664-5540

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RFO NUMBER **DEP13957**

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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***428143133** TCB SERVICES PO BOX 1110

GILBERT WV 25621

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF WASTE MANAGEMENT 601 57TH STREET SE CHARLESTON, WV 25304 304-926-0499

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DEP13957 Contract Specifications

To provide for the hauling and disposal of leachate from the Mingo County Landfill to the Town of Williamson Wastewater Treatment Plant at Williamson, WV. Hauling will be at cost per 100 gallons.

A mandatory pre-bid conference will be held at the Mingo County Landfill. Failure to attend the pre-bid conference will result in disqualification of your bid.

Treatment Charges

The WVDEP shall be responsible for payment of the treatment charges to the wastewater treatment plant. These costs will not be included in the amount bid. The firm shall submit load receipts to the WVDEP Project Manager from the wastewater treatment plant indicating date, time and amount of leachate disposed. These receipts must have the signature of the agent of the wastewater treatment plant and will be the basis for payment. Stamped signatures are not accepted.

Vendor Responsibilities:

The firm is responsible for the pumping, hauling and delivery of leachate from the Mingo County Landfill to the Town of Williamson Wastewater Treatment Plant located in Williamson, WV.

The firm shall comply with all common carrier requirements of the West Virginia Public Service Commission to haul leachate in the State of West Virginia. The firm shall be solely liable for any damages or claim thereof resulting from the firm's conduct in loading, transporting or unloading leachate, and agrees to fully indemnify the WVDEP for any such claims brought against it. The firm will only haul and dispose of leachate at the times designated by the wastewater treatment plant. The contract shall require the firm to haul from the tank as directed by the WVDEP.

The firm shall lock the discharge valve while it is not in use. The Valve will remain locked to prevent unauthorized use. The WVDEP Project Manager will furnish all keys to the locks at the facility.

The firm will have approved gauges or meters (site glasses or manometers, etc.) on the hauling equipment to be used for easy verification of the amount of each load by the attendant at the disposal site.

The firm shall maintain the liquid level in the leachate storage tank as low as possible to comply with the 15 day storage capacity requirement, as well as the zero discharge limitations in effect for the storage tank.

The firm shall notify the WVDEP Project Manager if the liquid level in the storage tank exceeds the freeboard arrow mark on the side of the tank, based upon the gauge readings of the tank contents.

The firm shall provide equipment suitable to the WVDEP for performing the work. The tanker(s) shall have adequate capacity to transport the volumes required. The WVDEP shall provide a graduated scale calibrated in feet and inches showing conversion ratios in gallons per vertical inch, based upon the tank gauge reading of the tank contents.

The firm shall be responsible the payment of all costs associated with snow removal necessary during periods of inclement weather to assure compliance with this contract.

The WVDEP will otherwise maintain the access road to the landfill site, which shall include repair of potholes, soft areas, maintenance of drainage control devices and all other incidentals required.

For any future meters or totalizer instruments installed, the firm shall maintain and submit all records reflecting any volumes of liquids removed from the tank.

DEP Responsibilities:

If required by the wastewater treatment plant, the WVDEP shall be responsible for payment of the sampling, testing, and reporting of the leachate constituents. Currently, each load is sampled at the wastewater treatment plant, composite samples are created and the samples analyzed

The WVDEP shall provide a form and the firm shall complete the form in accordance with the graduated scale, indicating the beginning feet to the inch and corresponding number of gallons and the ending feet to the inch and corresponding number of gallons for every truck load and attach the form (s) to invoices submitted to the WVDEP for payment (See Attachments "A" and "B")

Clyde Bennett, Project Manager WVDEP Division of Land Restoration 717 Main Street, Suite 200 Summersville, WV 26651 Phone: 304-872-3800 or Cell # 304-389-8180

Mingo County Tank Scale/ Attachment "A" 1'0" 17772 5'4" 94784 9'8" 171796

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1'0"	17772	5'4"	94784	9'8"	171796
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1'2"	20734	5'6"	97746	9'10"	174758
1'3"	22215	5'7"	99227	9'11"	176239
1'4"	23696	5'8"	100708	10'0"	177720
1'5"	25177	5'9"	102189	10'1"	179201
1'6"	26658	5'10"	103670	10'2"	180682
1'7"	28139	5'11"	105151	10'3"	182163
1'8"	29620	6'0"	106632	10'4"	183644
1'9"	31101	6'1"	108113	10'5"	185125
1'10"	32582	6'2"	109594	10'6"	186606
1'11"	34063	6'3"	111075	10'7"	188087
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2'7"	45911	6'11"	122923	11'3" 11'4"	201416
2'8"	47392	7'0"	124404	11'4" 11'5"	202897
2'9"	48873	7'1" 7'2"	125885	11'6"	202037
2'10"	50354	7'2"	127366	11'7"	205859
2'11" 3'0"	51835 53316	7'3" 7'4"	128847 130328	11'8"	207340
		7 4 7'5"	131809	11'9"	208821
3'1" 3'2"	54797 56278	7 5 7' 6 "	133290	11'10"	210302
3'3"	57759	7 '7'"	134771	11'11"	211783
3'4"	5775 9 59240	7'8"	136252	12'0"	213264
3'5"	60721	7'9"	137733	,_ ,	
3'6"	62202	7'10"	139214		
3'7"	63683	7'11"	140695		
3'8"	65164	8'0"	142176		
3'9"	66645	8'1"	143657		
3'10"	68126	8'2"	145138		
3'11"	69607	8'3"	146619		
4'0"	71088	8'4"	148100		
4'1"	72569	8'5"	149581		
4'2"	74050	8'6"	151062		
4'3"	75531	8'7"	152543		
4'4"	77012	8'8"	154024		
4'5"	78493	8'9"	155505		
4'6"	79974	8'10"	156986		
4'7"	81455	8'11"	158467		
4'8"	82936	9'0"	159948		
4'9"	84417	9'1"	161429		
4'10"	85898	9'2"	162910		
4'11"	87379	9'3"	164391		
5'0"	88860	9'4"	165872		
5'1"	90341	9'5"	167353		
5'2"	91822	9'6"	168834		

170315

9"7"

5'3"

93303

ATTACHMENT "B" Mingo County Leachate Log/Tank Gauge Readings

Date	Start Time	End Time	Truck Volume	Truck Number	Gauge Start	Gauge Finish	Driver Initial
	:						
							•
							.
			-				

BID SCHEDULE RFQ# DEP13957

014

The WVDEP reserves the right to request additional information and supporting documentation regarding unit prices when the unit price appears to be unreasonable pursuant to Legislative Rule 148-CSRI1, 6.4.2

DESCRIPTION	UNIT of MEASURE	<u>COST PER UNIT</u>
Leachate Hauling	(\$ /100 gal.)	\$ <u>484</u> /100 gal.
Vendor:	TCB Se	rvices
Signature:	l blankership	
Date:	3-11-08	7

RFQ	No.	DEP1	3957
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STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

015

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 owed 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: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

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:	TOB	Services	P.O. BOX 1	110	Gilbert wv	25621
Authorized Signature:	<u> </u>				-11-08	<u> </u>
Purchasing Affidavit (Revised	1 06/15/D7)					