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State of West Virginia Request 101
Department of Administration Quotation Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

Request for

859C2034

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

MICHAEL AUSTIN 304-558-2402

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DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

*709022004 800-380-1718 M H CORBIN INC 8420 ESTATES COURT

PLAIN CITY OH 43064

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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 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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 Virginia 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

Request for Quotation

RFO NUMBER 859C2034

ADDRESS CORRESPONDENCE TO ATTENTION OF MICHAEL AUSTIN 304-558-2402

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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

Request for Quotation

859C2034

ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

SHIP

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***709022004**

M H CORBIN INC

8420 ESTATES COURT PLAIN CITY OH 43064

800-380-1718

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VENDOR

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

Request for Quotation

859C2034

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ADDRESS CORRESPONDENCE TO ATTENTION OF MICHAEL AUSTIN
304-558-2402

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*709022004 800-380-1718 M H CORBIN INC 8420 ESTATES COURT

PLAIN CITY OH 43064

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VENDOR

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

Request for Quotation

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MICHAEL AUSTIN
304-558-2402

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*709022004 800-380-1718 M H CORBIN INC 8420 ESTATES COURT

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SAND BARREL ATTENUATING DEVICES - REPLACEMENT PARTS

SCOPE OF CONTRACT

The purpose of this contract shall be to furnish materials required for the maintenance of Energy Absorption System Energite III Sand Barrels, Energy Absorption System Fitch Sand Barrels, and Traffix Devices Sand Barrels.

DELIVERY

All prices bid shall be FOB destination. A list of delivery addresses for the Sign Shop in each District is attached as part of this Contract. Note, various alternate addresses may be utilized in each District. All orders shall be shipped complete within forty-five (45) days A.R.O. Late delivery charges against the vendor may be assessed at a rate of \$50.00 per calendar day beyond forty-five (45) days A.R.O. Notification of shipment from vendor or shipper shall be received a minimum of 48 hours before delivery of material at the location indicated on the release. All non-hardware parts shall be shipped adequately secured on pallets for ease in unloading.

AWARD OF BID ITEMS

For the purposes of obtaining replacement components for all existing attenuating devices in use, all parts listed on the bid item list will be awarded with the exception of complete replacement sand barrel units. Only <u>ONE</u> of the following combinations of Item numbers for complete sand barrel units will be awarded:

- Either Item numbers 1 and 2, or
- Item number 4, or
- Item numbers 6, 7, and 8

The combination awarded will be based on comparison of the combined Total Amount value for each combination.

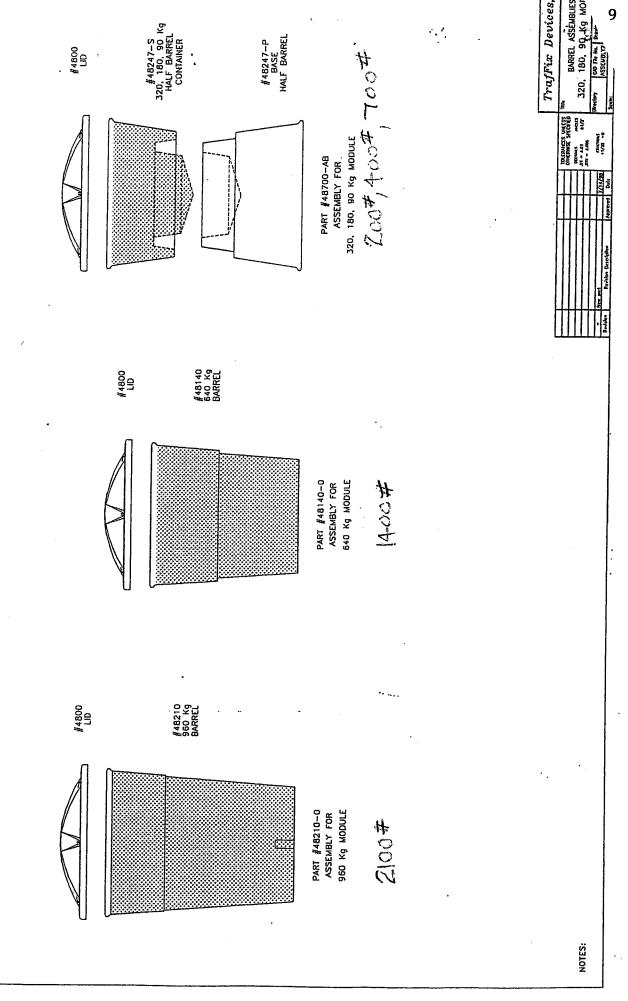
All other sand barrel Item Numbers listed are to be awarded.

All bids are to be reviewed by the WVDOH Traffic Engineering Division prior to award.

BID SCHEDULE

The following estimated quantities are for bid purposes only. Actual quantities will be determined by needs of the West Virginia Division of Highways and may be increased or decreased:

				:		
ITEM	ESTIMATED	DESCRIPTION	PART	TIND		(DOH USE ONLY)
NUMBER	QUANTITY		DETAIL	PRICE	AMOUNT	INVENTORY
			SHEET(S)			SUBCODE
		Energy Absorption Systems Energite III				
•	,					
4	18	Energite III complete barrel, 200# through	7	B)	-	511000
		1400# (includes container, lid, and insert.		100		
		Specify 200# / 400# or 700# insert to		475.00	\$ 5 510.00	
		be supplied with barrel)				
2	8	Energite III complete barrel, 2100#	2	my on will	00 0000	512000
		(includes container and lid)		× 65,00	70.08 y	
'n	,	Energite III lid	,	おうとしめ	22.00	513000
1		TAXAL GALLA LALL AND TAXAL	1	53.00	7,50	242000
		Energy Absorption Systems Fitch Sand				
		Barrels				
4	26	Fitch complete barrel, 200#, 400#, 700#,	2			521000
	-	1400#, 2100# (includes container, zip		# 300.00	# 7800,00	
		strips, lid, and Unicore insert)				
5		Fitch lid	7	\$ 23.00	# 33,00	522000
					1	
		Traffix Devices Sand Barrels				
9 .	10	Traffix Devices complete barrel, 200#	1			531000
		through 700# (includes lid)				
7	8	Traffix Devices complete barrel, 1400#	1			532000
		(includes lid)				
8	8	Traffix Devices complete barrel, 2100#	1			533000
		(includes lid)				
6	<u>-</u>	Traffix Devices lid	-			534000
5	-	Traffix Devices lifting ving	ΑN			NA
OT	7	מחוו פיאייטע הזומון גיאיסער הוומון	X.74.Y			7 7 7 Y
		IVLOL			# 10 181 DO	
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vehicle passes through the array, its speed is slowed by transfer of its momentum to the sand, allowing for safe, steady deceleration. Sand and plastic parts from the system will scatter in the direction of impact.

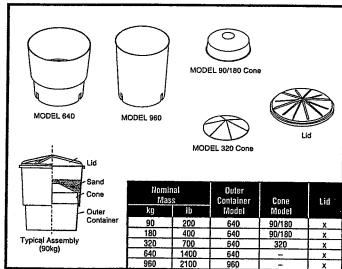
The Energite® III/Fitch® Universal Module Systems do not redirect errant vehicles away from the hazard during angle impacts and therefore should not be used if angle impacts are expected.

Required Tools

Before leaving for your site, be sure you have the following tools required for Energite® III/Fitch® Universal Module Systems installation:

- 1. Sand truck
- 2. Paint (to mark barrel locations on pavement)
- 3. Shovel
- 4. Broom
- 5. Hammer and Nails (if required)
- 6. Drill and Expansion Bolts (if required)

Figure IA–Energite® III



Energite III System Components

Site Preparation/Foundation

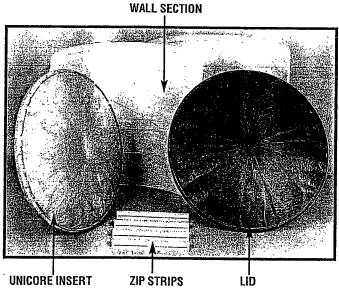
The Energite® III/Fitch® Universal Module Systems can be installed on concrete or asphalt surfaces at sites with a maximum grade (lateral and longitudinal) of 5%. If the grade is greater than 5%, the site will require grading before installation can begin.

All curbs and raised islands should be removed. Where this is not possible, a maximum of 100 mm (4") high is recommended. The site must also be clear of debris and snow.

Inspect Shipment

Before installing the Energite® III/Fitch® Universal Module Systems, check the inventory of parts against the shipping list supplied with the unit. Make sure that all parts have been received. In addition, verify that you have the array specifications provided by the manufacturer and responsible agency.

Figure 1B-Fitch® Universal Module System





CONTACT PERSON AND DELIVERY ADDRESS FOR EACH DIVISION OF HIGHWAYS DESTINATION

Delivery Address	Contact	Phone Number
, WVDOH - D1 Sign Shop	Jim Russell	304-759-0708
75 Pickens Rd.		304-558-3001*
Nitro, WV 25143		
WVDOH - D2 Sign Shop	Tim Mills	304-528-5679
801 Madison Ave.		304-528-5600*
Huntington, WV 25704		
W//DOLL Do.C Ol	T D-11-	004 400 4045
WVDOH - D3 Sign Shop	Tom Potts	304-420-4815
720 Depot St.		304-420-4645*
Parkersburg, WV 26101		
WVDOH - D4 Sign Shop	Rick Reed	304-627-2401
US-19 - 1 mile N. of Clarksburg (gore yard)		304-842-1500*
Clarksburg, WV 26301		
WVDOH - D5 Sign Shop	Doug Placka	304-289-3521
US-50 - 14 miles E. of Keyser		304-289-3521*
Burlington, WV 26710	·	
WVDOH District 6 Sign Shop	Jim Wurtzbacher	304-238-1205
1 DOT Drive, Bldg. 3		304-238-4008*
Moundsville, WV 26041		
WVDOH - D7 Sign Shop	Tyrone Campbell	304-269-0460
US-33 - 1/2 mile E. of Weston		304-269-0414*
Weston, WV 26452		
· WVDOH - D8 Sign Shop	Mike Westfall	304-637-0215
Rt. 219 - 1 mile N. of Elkins		304-637-0220*
Elkins, WV 26241		
WVDOH - D9 Sign Shop	Harry Honaker	304-647-7551
US-219 - 1-1/2 miles N. of Lewisburg		304-647-7450*
Country Club Rd Brush Rd.		00.0
Lewisburg, WV 24901		
_		<u>,,</u>
WVDOH - D10 Sign Shop	Curtis Whitlow	304-487-5283
270 Hardwood Lane		304-487-5228*
Princeton, WV 24740		
WVDOH - Traffic Services Complex	Chuck Swigger	304-558-6356
180 Dry Branch Rd.	Ted Whitmore	304-558-9468
Charleston, WV 25306		

^{*} District/Division headquarters phone number

RFQ NO.

859C2O34

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VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to construction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preced-
ing the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with ar affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
 Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.
By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.
Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.
Bidder: M.H. CORRIN INC Signed: B-WC

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code**. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code** and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the **West Virginia Code** may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will 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 the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

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. 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/noticeConfidentiality.pdf.

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

Vendor's Name: M.H. CORRIN INC		
Authorized Signature: But Co	Date: 1-26-09	
Purchasing Affidavit (Revised 01/01/09)		