

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

# Request for Quotation

ABC64

PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF

SHELLY MURRAY 304-558-8801

\*308134424 01 304-776-6900 M H EQUIPMENT CO 126 LAKEVIEW DR

CHARLESTON WV 25313

8 H P ALCOHOL BEVERAGE CONTROL COMMISSION 322 70TH STREET, S.E.

CHARLESTON, WV 25304-2900

558-2487

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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



**ANDOR** 

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

# Request for Quotation

Ī	ADDRESS CORR	ESPONDENCE TO ATTENTION OF
ļ	SHELLY MURRA	Υ
l	304-558-8801	<u> </u>

P T O

304-776-6900 M H EQUIPMENT CO 126 LAKEVIEW DR

CHARLESTON WV 25313

**\*308134424 01** 

ALCOHOL BEVERAGE CONTROL COMMISSION 322 70TH STREET, S.E.

CHARLESTON, WV 25304-2900 558-2487

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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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CHARLESTON, WV 25304-2900

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# STATE OF WEST VIRGINIA DEPARTMENT OF REVENUE ALCOHOL BEVERAGE CONTROL ADMINISTRATION

322 70th Street, SE Charleston, West Virginia 25304-2900

JOE MANCHIN III GOVERNOR DALLAS S. STAPLES COMMISSIONER VIRGIL T. HILTON CABINET SECRETARY

Specifications For LPG Powered Fork Lift Truck (2)

(2) Units Needed

Unit Should Be Equal To The Toyota Model 8FGCU25

Load Capacity

Load Center

Powered

Operator Type

Tires

Mast
Maximum Fork Hgt Needed

Engine

Fork Size

Steering

Service Break

Parking Break Transmission

Transmission Speed F/R

Hydraulic Pressure Mast Tilt Forward/Backward

Load Back Rest Wheels Front/Rear

Side Shifting Attachment

5000LBS

24 Inches

Propane (LP)

Sit-Down

Cushion - Smooth Tread

3-Stage 189 Inches

4-Cylinder (At Least 2.2 Liter)

At Least 1.50 X 4 X 42"

Power

Hydraulic Foot

Mechanical/Manual Hand Power Shift Automatic

1/1

2250 PSI

At Least 5 Degrees Forward/Backward

48 Inches 2 X 2

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# 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:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A 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. 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 is in compliance with the requirements as stated.

Vendor's Name:	7H Equipment - Greaspradling	
Veridor 5 Name.		
Authorized Signature: _	Date: 12/9/08	
, (dillo: )_oa o.g. (attack) _		
Purchasing Affidavit (Revised	07/01/08)	

Rev. 11/07

# State of West Virginia

# **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 pro Bidder is an individual resident vendor and has reside	eference for the reason checked: ad continuously in West Virginia for four (4) years immediately preced-			
yanamahindi	business continuously in West Virginia for four (4) ye ownership interest of Bidder is held by another individual maintained its headquarters or principal place of bupreceding the date of this certification; or,	ident vendor and has maintained its headquarters or principal place of ears immediately preceding the date of this certification; or 80% of the dual, partnership, association or corporation resident vendor who has usiness continuously in West Virginia for four (4) years immediately or subsidiary which employs a minimum of one hundred state residents pal place of business within West Virginia continuously for the four (4) action; or,			
2.	working on the project being bid are residents of Wes immediately preceding submission of this bid; or,	g the life of the contract, on average at least 75% of the employees at Virginia who have resided in the state continuously for the two years			
3.	affiliate or subsidiary which maintains its headquar	ters or principal place of business within West Virginia employing a lies that, during the life of the contract, on average at least 75% of the ployees are residents of West Virginia who have resided in the state			
4.	Application is made for 5% resident vendor pre Bidder meets either the requirement of both subdivis	ference for the reason checked: sions (1) and (2) or subdivision (1) and (3) as stated above; or,			
5.	Application is made for 3.5% resident vendor p Bidder is an individual resident vendor who is a vetera and has resided in West Virginia continuously for submitted; or,	reference who is a veteran for the reason checked: an of the United States armed forces, the reserves or the National Guard the four years immediately preceding the date on which the bid is			
6.	Bidder is a resident vendor who is a veteran of the topurposes of producing or distributing the commodities	United States armed forces, the reserves or the National Guard, if, forces or completing the project which is the subject of the vendor's bid and average at least seventy-five percent of the vendor's employees are state continuously for the two immediately preceding years.			
require agains or ded	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.				
Bidde	r:	Signed:			
	Date:Title:				
*Check	any combination of preference consideration(s) indicated abo	ove, which you are entitled to receive.			

#### MH EOUIP OF OHIO SOUTH 126 LAKEVIEW DRIVE CHARLESTON, WV - 25313

### **Investment Proposal**



BILL TO:

Dept. of Administration Purchasing

Building 15

2019 Washington St. east Charleston, WV -25305-0130

Quote To:

Ms. Shelly Murray 76-15271976

Quote No: Series: Model:

F187 S50FT

Quantity: Date:

08 Dec 2008 31 Dec 2008 Expires:

#### SHIP TO:

Dept. of Administration Purchasing Building 15 2019 Washington St. east

Charleston, WV -25305-0130

#### MODEL/OPTION DESCRIPTION

HYSTER FORTIS CUSHION TIRE FORKLIFT MODEL S50FT. Nominal 5000 lb capacity at 24" load center. Fortis trucks feature low operating costs, superior ergonomics, greater dependability, and exceptional productivity. Standard Equipment includes: Hyster Stability Mechanism, Integrated Dashboard Display, Operator Restraint System, Infinitely Adjustable Steering Column, Low Fuel Indicator and Duratread Floormat. Standard Warranty: 12 month / 2,000 hours on truck 24 month / 4,000 hours on powertrain (see warranty statement for details).

POWERTRAIN: Fortis. Mazda 2.2L LPG Engine provides outstanding fuel economy in a heavy-duty industrial design. Heavy duty Powershift 1-speed Transmission with long-life clutch packs, electronic inching and control. Standard drum brakes.

MONITORING: System Monitoring provides on-board monitoring of basic truck functions.

HOOD: Non-Vented

MAST: 3 Stage Full Free Lift. 189" Max Fork Ht / 83" Lowered / 60" Free Lift / 238" Ext Ht. (4800mm / 2085mm / 1545mm / 6025mm).

CARRIAGE: 38.5" (980mm) Class II Hook Integral Sideshifter

FORKS: 42" Long Class II Hook Type (1.6"x3.9") Standard Taper, 1067mm Long, (40mm x 100mm)

LOAD BACKREST EXTENSION: 48" High

MAST TILT: 5 Degrees Forward / 5 Degrees Back

HOSE GROUP: 1 Aux Function - Internal Mounted

HYDRAULIC CONTROLS: Cowl Mounted Levers

HYDRAULIC VALVE: 3 Function (1 Aux.) For Non-Clamping Attachments

ENGINE START: Keyswitch Start

RADIATOR: Standard Serpentine core

AIR INTAKE: High Mount Air Intake

DIRECTIONAL CONTROL: Left Hand Directional Lever

LPG TANK BRACKET: Swing Out

U.L. APPROVAL: Type G or LP

INCHING: Single Pedal Inch Brake

OVERHEAD GUARD: Tall - 84" High (2128mm)

TREAD WIDTH: Narrow Tread

DRIVE TIRES: Standard Compound Smooth Tread 21x7x15

# MODEL/OPTION DESCRIPTION

STEER TIRES: Standard Compound Smooth Tread 16x5x10.5

SEAT: Vinyl, includes Operator Restraint with No-Cinch Seatbelt

VISIBLE ALARM: Amber LED Strobe Light, keyswitch activated, OHG Mounted - Increases Truck Height by 7 Inches (High Mount).

LIGHTS: Dual Front Headlights/Dual Brake, Tail & Back-up Lights Single Rear Work Light

STEERING WHEEL: Steering Wheel without Wheel Spinner Knob

AUDIBLE ALARM: Reverse direction activated. Self-adjusting between 82-102 dB(A).

ACCESSORIES: Mirrors - Dual Sideview (LH & RH OHG mounted)

WARRANTY: 12 Months/2,000 Hours Manufacturer's Warranty 24 Months/4,000 Hours Manufacturer's

Powertrain Warranty

Total Selling Price(Each): Total Selling Price(Extended):

\$21,650.56 \$43,301.12

SIGNATURE

APPROVAL

DATE 12/9/08

DATE \_

#### MH EQUIP OF OHIO SOUTH 126 LAKEVIEW DRIVE CHARLESTON, WV - 25313

# **Investment Proposal**



BILL TO:

Series:

Model:

Dept. of Administration Purchasing

Building 15

2019 Washington St. east Charleston, WV -25305-0130

Quote To: Ms. Shelly Murray Quote No: 76-15271976

76-15271976 F187 S50FT

Quantity: 2
Date: 08 Dec 2008
Expires: 31 Dec 2008

SHIP TO:

Dept. of Administration Purchasing

Building 15

2019 Washington St. east Charleston, WV -25305-0130

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ACCESSORIES: Mirrors - Dual Sideview (LH & RH OHG mounted)

WARRANTY: 12 Months/2,000 Hours Manufacturer's Warranty 24 Months/4,000 Hours Manufacturer's Powertrain Warranty

Total Selling Price(Each): \$21,650.56
Total Selling Price(Extended): \$43,301.12

SIGNATURE

APPROVAL

DATE 12/9

DATE



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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ADDF	RESS CORRESPONDENCE TO AUTENTA	ON OF
SHELLY	MURRAY	
	8-8801	

ADDRESS CHANGES TO BE NOTED ABOVE

\*308134424 01 304-776-6900 M H EQUIPMENT CO 126 LAKEVIEW DR

CHARLESTON WV 25313

ALCOHOL BEVERAGE CONTROL COMMISSION 322 70TH STREET, S.E.

CHARLESTON, WV 25304-2900 558-2487

FREIGHT TERMS SHIP VIA FOB TERMS OF SALE DATE PRINTED 12/11/2008 BID OPENING DATÉ: BID OPENING TIME 01.30PM12/23/2008 AMOUNT UNIT PRICE LINE QUANTITY UOP ITEM NUMBER ADDENDUM NO. 1 ---THIS ADDENDUM IS ISSUED TO ADDRESS THE QUESTIONS AND CONCERNS RAISED PRIOR TO THE QUESTION SUBMISSION DEADLINE OF 12/09/2008. ATTACHMENT: QUESTIONS AND RESPONSES THE BID OPENING REMAINS: 12/23/2008 PLEASE SUBMIT THE ADDENDUM ACKNOWLEDGEMENT WITH BID. 560-75 b001 EΑ TRUCKS, FORK LIFT EXHIBIT 10 REQUISITION NO.: ABC64 ADDENDUM ACKNOWLEDGEMENT I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC. ADDENDUM NO. S: NO. 1 ..... NO. 2 SEE REVERSE SIDE FOR TERMS AND CONDITIONS DATE SIGNATURE



MODZM<

SIGNATURE

TITLE

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

# Request for Quotation

ABC64

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ALCOHOL BEVERAGE CONTROL COMMISSION 322 70TH STREET, S.E.

CHARLESTON, WV 25304-2900 558-2487

DATE PRINTED TERMS OF SALE: SHIP VIA F.O.B. FREIGHT TERMS 12/11/2008 BID OPENING DATE: 2008 OPENING TIME UOP UNITPRICE AMOUNT LINE QUANTITY ITEM NUMBER UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE MAY BE CAUSE FOR REJECTION OF BIDS. VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY dral discussion held between vendor's kepresentatives AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE ISSUED IN WRITING AND ADDED TO THE INFORMATION SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING. DATE REV. 11/96 END OF ADDENDUM NO. 1

FFIN

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

TELEPHONE

DATE

ADDRESS CHANGES TO BE NOTED ABOVE

# ABC64 Addendum No. 1

## Question:

Komatsu offers 2 engines for this unit: the K21 model, which is 2.1L and 55HP; or the K25 model, which is 2.5L and 60HP. Your specs said at least 2.2L-should I quote the K25 model which is 2.5L?

# Response:

YES, QUOTE THE 2.5L MODEL K25.

### Questions:

Do you need a LPG tank quoted with unit (33# aluminum)?

# Response:

No LPG TANK IS NEEDED.

### Question:

Do you need a strobe light and backup alarm quoted with unit?

# Response:

YES, BOTH SHOULD BE QUOTED.

## Question:

Komatsu's standard mast has a maximum fork height of 188.5". Is this close enough to stated spec of 189", or do I need to quote the next highest fork height mast of 198.5"?

## Response:

THE 188.5" FORK HEIGHT IS FINE FOR THIS APPLICATION.

#### Question:

Basic load capacity of standard Komatsu Model#FG25ST-16 or Model#FG25SHT-16 is 5000lbs.If equipped with 3-stage 188.5" mast and integral sideshift-rated capacity goes to 4800lbs.Is this sufficient to meet specs?

# Response:

YES, IT IS SUFFICIENT.

NOTE: All manufacturers forklifts derate from stated basic capacity with addition of 3-stage mast and sideshift.

#### Question:

We will be quoting unit with integral sideshift rather than hang-on sideshift. Integral unit gives more derated capacity than hang-on sideshift (4800lbs vs 4650lbs). Will this be alright?

## Response:

YES. THE INTEGRAL SIDESHIFT WILL BE FINE.

#### Question:

First, is the engine size. The bid lists "at least 2.2 Liter." Currently, the standard Komatsu equivalent is 2.1 Liters. There is a 2.5 Liter engine available, but would like to have clarification on whether or not this is a "requirement."

# Response:

Quote the 2.5LT engine

#### Question:

Next is the "maximum fork height needed." Stated in the bid is 189 inches. Currently, the Komatsu equivalent is 188.5 inches. Is this going to be something that would prevent our bid from being accepted?

### Response:

The 188.5 inch fork height is fine for this application