

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

# Request for Quotation

AGR0919

PAGE

	Address.correspondence to attention of
RON	PRICE
የሰራ-	558-0692

RFQ COPY TYPE NAME/ADDRESS HERE Solo Crone INC. 194 West Park Ame Westover, WV 26501

DEPARTMENT OF AGRICULTURE
LAND DIVISION
HUTTONSVILLE STATE FARM
ROUTE 250 SOUTH
HUTTONSVILLE, WV
26273 304-558-2222

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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.
- 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



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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

AGR0919

RON PRICE 304-558-0492

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5010 Crane Inc.	HUTTONSVILLE STATE FARM
	ROUTE 250 SOUTH
	HUTTONSVILLE, WV
·	26273 306-558-222

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DEPARTMENT OF AGRICULTURE LAND DIVISION **HUTTONSVILLE STATE FARM** ROUTE 250 SOUTH HUTTONSVILLE, WV 26273 304-558-2222

SHIP VIA \*DATE PRINTED \* 03/03/2009 BID OPENING DATE: BID OPENING TIME 01:30PM 04/09/2009 AMOUNT UNIT PRICE LINE QUANTITY UOP TEM NUMBER THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTI-CLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID. THIS CONTRACT IS TO BE PERFORMED NOTICE TO PROCEED: BY JUNE 15, 2009 OR 90 DAYS AFTER ISSUANCE OF THE PURCHASE ORDER (WHICHEVER DATE COMES FIRST). THE DIRECTOR OF PURCHASING RESERVES THE CANCELLATION: RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN. WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR RANDOLPH COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT) ANY REFERENCES MADE TO ARBITRATION OR. ARBITRATION: INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED. WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL. ALL OF THE INTERS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT: SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE FEIN . TITLE ADDRESS CHANGES TO BE NOTED ABOVE



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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 INCOMERCE NUMBER OF THE PROPERTY O Quotation

AGR0919

ADDRESS:CORRESPONDENCE TO ATTENTION OF

RON PRICE 304-558-0492

DEPARTMENT OF AGRICULTURE LAND DIVISION HUTTONSVILLE STATE FARM **ROUTE 250 SOUTH** HUTTONSVILLE, WV 26273 304-558-2222

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 03/03/2009 BID OPENING DATE: 04/09/2009 BID OPENING TIME 01:30PM QUANTITY LINE ITEM NUMBER UOP UNIT PRICE AMOUNT (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 \$500,000. ) 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. (XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL B 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 TH STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A 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 DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS PROJECTS -SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TITLE ADDRESS CHANGES TO BE NOTED ABOVE



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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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304-558-0492

DEPARTMENT OF AGRICULTURE LAND DIVISION

HUTTONSVILLE STATE FARM ROUTE 250 SOUTH **HUTTONSVILLE, WV** 

26273 304-558-2222

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## Request for Quotation

AGR0919

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RON PRICE 304-558-0492

8H-P TO

DEPARTMENT OF AGRICULTURE LAND DIVISION HUTTONSVILLE STATE FARM ROUTE 250 SOUTH HUTTONSVILLE, WV 26273 304-558-2222

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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

ADDRESS CORRESPONDENCE TO ATTENHON OF RON PRICE 304-558-0492

DEPARTMENT OF AGRICULTURE LAND DIVISION HUTTONSVILLE STATE FARM ROUTE 250 SOUTH HUTTONSVILLE, WV

304-558-2222 26273

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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 AGR09

AGR0919

RON PRICE 304-558-0492

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DEPARTMENT OF AGRICULTURE LAND DIVISION . **HUTTONSVILLE STATE FARM** ROUTE 250 SOUTH **HUTTONSVILLE, WV** 26273 304-558-2222

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RON PRICE 304-558-0492

RFQ COPY TYPE NAME/ADDRESS HERE

DEPARTMENT OF AGRICULTURE LAND DIVISION **HUTTONSVILLE STATE FARM** ROUTE 250 SOUTH **HUTTONSVILLE, WV** 26273 304-558-2222

FREIGHTTERMS FOB DATEPRINTED 03/03/2009 01:30PM BID OPENING DATE: 04/09/2009 BID OPENING TIME TAUOMA LINE QUANTITY UOP ITEM NUMBER UNIT PRICE PROCUREMENT. ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT. BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATI-CALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER. REV. 1/2005 NOTICE A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID BUYER: RP-41 REQ. NO.: AGR0919 SIGNATURE TELEPHONE FEIN TITLE ADDRESS CHANGES TO BE NOTED ABOVE



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

#### Request for REQNUMBERS Quotation

RON PRICE 304-558-0492

RFQ COPY TYPE NAME/ADDRESS HERE Solo Chane Inc.

DEPARTMENT OF AGRICULTURE LAND DIVISION HUTTONSVILLE STATE FARM ROUTE 250 SOUTH HUTTONSVILLE, WV 26273 304-558-2222

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# State of West Virginia DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT West Virginia Code §21-1D-5

STATE C	OF WEST VIRGINIA,
COUNTY	OF Monongalie, TO-WIT:
I, <u>Ste</u> state as	ve Solomon, after being first duly sworn, depose and follows:
	am an employee of <u>Solo Crane Im</u> ; and, (Company Name)
2. I c	do hereby attest that Solo Crone Anc (Company Name)
po po	aintains a valid written drug free workplace policy and that such blicy is in compliance with <b>West Virginia Code</b> §21-1D-5.
The abov	ve statements are sworn to under the penalty of perjury.
	Solo Crane, Inc. (Company Name)
	By: Itere Lolomon
	Title: VP
	Date: 4-8-09
Taken, s	Date: $4-8-09$ subscribed and sworn to before me this $8$ day of $4pri$ .
	mission expires $\frac{1/38/3018}{2018}$
(Sea	MOMEN PRICE CEPTCIAL HAL  Deborah Jane Certin State of wast Wigned (Notary Public) 179 Horizon Avenue Morganisty W 2000  MORGANIST W 2000  MORGA
COMPLY	WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE
444	VIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF
THE BIL	2n 2009

THIS DOCUMENT HAS AN ARTIFICIAL WATERMARK PRINTED ON THE BACK. THE FRONT OF THE DOCUMENT HAS A MICRO-PRINT SIGNATURE LINE, ABSENCE OF THESE FEATURES WILL INDICATE A COPY.

WesBanco Bank, Inc.
Wheeling, WV 26003
Agent for MoneyGram

5056217637

DATE 4/08/2009

PAY TO THE ORDER OF

State of West Virginia or Solo Crane

\*\*\*2250.00\*\*\*

YEARABOP 2:250.00CTS

NOT VALID OVER \$5,000.00

**DOLLARS** 

OFFICIAL CHECK

Solo Crane

RFO	Nο	AGR0919

### 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.

affirms and acknowled	ges the information in thi	s affidavit and is in	1-5-3), it is hereby certified that the compliance with the requirements a	e vendor s stated.
Vendor's Name:	Solo Cran Stew Lol	Inc.		
Authorized Signature:	Stew Lol	oner VP	Date: <u>4 - 8 - 0 9</u>	
Purchasing Affidavit (Revised	1 01/01/09)			