

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

Request for REGNUMBERS Quotation

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RON	PRICE	
304-	-558-0492	

RFQ COPY TYPE NAME/ADDRESS HERE D. Carter Onc. P.O. BOX 396 Milton, WV. 25541

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

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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



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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

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

SHIP VIA F.O.B FREIGHT TERMS TERMS OF SALE DATE PRINTED 03/03/2009 BID OPENING TIME 01:30PM 04/09/2009 BID OPENING DATE: AMOUNT TEM:NUMBER UNIT PRICE QUANTITY UOP LINE SUCCESSFUL VENDOR SHALL FURNISH PROOF (XX) INSURANCE: 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. SUCCESSFUL VENDOR SHALL) BUILDERS RISK INSURANCE: 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 B THE SUCCESSFUL SUBMITTED WITH EACH BID AS A BID BOND. 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 A LETTER OF CREDIT SUBMITTED STATE OF WEST VIRGINIA. 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 TELEPHON ADDRESS CHANGES TO BE NOTED ABOVE 55 0740993

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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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

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

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

FREIGHT TERMS FQB DATE PRINTED TERMS OF SALE SHIP.VIA 03/03/2009 01:30PM BID OPENING TIME BID OPENING DATE: 04/09/2009 TEM NUMBER UNIT PRICE AMOUNT QUANTITY UOP LINE EXHIBIT 10 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 NOS.: NO. 1 NO. 2 NO. 3 NO. 4 NO. 5 I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS. VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY DRAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING: ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING. .SIGNATURE

EN RESPONDING TO RFQ. INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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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

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ADDRESS CORRESPONDENCE TO ATTENTION OF 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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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



TYPE NAME/ADDRESS HERE

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

Request for REGNUMBER Quotation

AGR0919

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(A) (S)	ADDRESS	CORRESPONDENCE TO ATTENTION OF HERE	
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RO 304-558-0492

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

26273 304-558-2222

BID OPENING ONE: DIAMONT DOS CONTRACTOR DIAMONSES BID OPENING DATE: BID OPENING DATE: BID OPENING DATE: 1:30PM PLEASE PROVIDE A FAX NUMBER IN CASE IT TO CONTACT YOU REGARDING YOUR BID: 304-743-7939 PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE: Dwayne. Cartel. ***********************************	DATE PRIN		TER	MS OF SAL	E	SHIPV	IA.	rub	MAEIGITI JERWO
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SIGNATURE WHYNL CUTLY TELEPHONE 304 743 1/62 DATE april 8,2009	SIGNATURE 1 1/4.		\mathcal{A}_{\cdot}		SEE AI	ACHPE SINE LOH		the state of the s	ATE / 10:18.2009
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Jan 2009



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

STATE OF WEST YIRGINIA,					
COUNTY OF <u>Cabell</u> , TO-WIT:					
I, Wayne Curter, after being first duly sworn, depose and state as follows:					
1. I am an employee of <u>N. Carter Unc.</u> ; and, (Company Name)					
2. I do hereby attest that M. Custer Ouc. (Company Name)					
maintains a valid written drug free workplace policy and that such policy is in compliance with West Virginia Code §21-1D-5.					
The above statements are sworn to under the penalty of perjury. W. Carter Inc.					
(Company Name)					
By: Nwayne Carter					
Title: President					
Date: april 8, 2009					
Taken, subscribed and sworn to before me this 8^n day of 9 .					
TAU 201					
NOTARY PUBLIC STATE OF WEST VIRGINIA JENNIFER R. SMITH 1115 SMITH STREET					
MILTON, WV 25541 My Gommission expires Ostober 19, 2911 (Notary Public)					
THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO					
COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE					
AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF					

THE BID.

Agency_D	ept. of	Agricu	lture
REQ.P.O	# AG	R0919)

BID BOND

KNOW ALL MEN BY THE	SE PRESENTS, That we, the	e undersigned, D. Carter Inc.			
of P. O. Box 396	Milton, WV				
ompany of One Newark Center		, a corporation organized and existing under the laws of the State of NJ			
with its principal	office in the City of Newa	ark, as Surety, are held and firmly bound unto the State			
of West Virginia, as Obligee, in the					
well and truly to be made, we jointi	y and severally bind ourselve	es, our heirs, administrators, executors, successors and assigns.			
The Condition of the above	e obligation is such that where	reas the Principal has submitted to the Purchasing Section of the			
		t hereto and made a part hereof, to enter into a contract in writing for val, Off-Site of Nine (9) Structures			
at the Huttonsville State Fa	arm - Huttonsville, WV				
NOW THEREFORE,					
(a) If said bid shall be rej (b) If said bid shall be ac hereto and shall furnish any other b gareement created by the accepta	cepted and the Principal shall bonds and insurance required nce of said bid, then this oblig derstood and agreed that the	Il enter into a contract in accordance with the bid or proposal attached by the bid or proposal, and shall in all other respects perform the gation shall be null and void, otherwise this obligation shall remain in full liability of the Surety for any and all claims hereunder shall, in no event,			
The Surety, for the value way impaired or affected by any exvaive notice of any such extension	dension of the time within whi	nd agrees that the obligations of said Surety and its bond shall be in no ich the Obligee may accept such bld, and said Surety does hereby			
IN WITNESS WHEREOF	, Principal and Surety have he	ereunto set their hands and seals, and such of them as are corporations			
nave caused their corporate seals		ese presents to be signed by their proper officers, this			
9thday of April	₂₀ 09				
Principal Corporate Seal		D. Carter Inc. (Name of Principal)			
		By Will (Must be President or Vice President) (Title)			
Primate Community Co1		International Fidelity Insurance Compan			
Surety Corporate Seal		(Name of Surety) Attorney-in-Fact			
IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals must be affixed, a power of attorney must be attached.					

Tel (973) 624-7200

POWER OF ATTORNEY

INTERNATIONAL FIDELITY INSURANCE COMPANY

HOME OFFICE: ONE NEWARK CENTER, 20TH FLOOR NEWARK, NEW JERSEY 07102-5207

FOR BID BOND/RIDER/CONSENTS/AFFIDAVITS

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing laws of the State of New Jersey, and having its principal office in the City of Newark, New Jersey, does hereby constitute and appoint

C. DAVID THOMAS, RICHARD L. HIGGINBOTHAM, ROSEANN B. DYE-SMALLEY, BUNNIE MARIE PERRINE, JEFFERY O'DELL, ROBIN HUBBARD-SHERROD

Charleston, WV.

its true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, stature, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office. principal office.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of Article 3-Section 3, of the By-Laws adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting called and held on the 7th day of February, 1974.

The President or any Vice President, Executive Vice President, Secretary or Assistant Secretary, shall have power and authority

- (1) To appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the Seal of the Company thereto, bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and,
- (2) To remove, at any time, any such attorney-in-fact and revoke the authority given.

Further, this Power of Attorney is signed and sealed by facsimile pursuant to resolution of the Board of Directors of said Company adopted at a meeting duly called and held on the 29th day of April, 1982 of which the following is a true excerpt:

Now therefore the signatures of such officers and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN TESTIMONY WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY has caused this instrument to be signed and its corporate seal to be affixed by its authorized officer, this 16th day of October, A.D. 2007.

INTERNATIONAL FIDELITY INSURANCE COMPANY

STATE OF NEW JERSEY County of Essex

Secretary

On this 16th day of October 2007, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said the he is the therein described and authorized officer of the instrument is the Corporate Seal of said Company; that the said Corporate Seal and his signature were duly affixed by order of the Board of Directors of said Company.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

A NOTARY PUBLIC OF NEW JERSEY My Commission Expires Nov. 21, 2010

CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY do hereby certify that I have compared the foregoing copy of the I, the undersigned officer of interest altonal repetit i incorrance contraint do necessy terms that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the By-Laws of said Company as set forth in said Power of Attorney, with the ORIGINALS ON IN THE HOME OFFICE OF SAID COMPANY, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power in the Home of the said originals, and that the said Power is the said of the whole of the said originals. of Attorney has not been revoked and is now in full force and effect IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of april 2009

Maria H. Sauce

Assistant Secretary

REQ No. AGRO91	19
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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:

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: Default Suc.	<u> </u>
Authorized Signature: Awayne Carter	Date: Cipul 8, 2009
Purchasing Affidavit (Revised 01/01/09)	