

Request for Quotation No. DCH10001

Department of Administration
Purchasing Division
PO Box 50130
2019 Washington Street, East
Charleston, WV 25305-0130
(304) 558-2063

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Notice: File sizes may be large. Depending on your Internet connection, these documents may take several minutes or longer to download.

Downloadable files:

DCH10001

[Addendum 1](#)

ATTENTION BIDDERS: Changes to this request for quotation may be posted to this web page at any time. It is your responsibility to check back daily to see if any addenda have been posted.

[\[PURCHASING\]](#) [\[STATE PAGE\]](#) [\[ADMINISTRATION\]](#) [\[SITE MAP\]](#) [\[SEARCH\]](#)



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

Request for Quotation

RFQ NUMBER
DCH10001

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

Cenveo
 1820 Portal Street
 Baltimore, MD 21224

SHIP TO

DIVISION OF CULTURE & HISTORY
 CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
06/22/2009	30 Days Net	Mailed	Mailed	Included in prices
BID OPENING DATE: 06/30/2009		BID OPENING TIME 07:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 ----- THIS ADDENDUM IS ISSUED TO ALLOW AN ALTERNATIVE PRICE FOR A TRIM SIZE OF 8.375" X 10.875". ATTACHMENT: REVISED PRICING PAGES THE BID OPENING DATE IS EXTENDED FROM: 06/23/2009 TO : 06/30/2009						
0001	1	LS	966-50	Per 1,000	\$ 1,007.351	\$ 18,636.
PRINTING: MAGAZINE EXHIBIT 10 REQUISITION NO.: DCH10001 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:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Pennie Burns</i>	TELEPHONE 410-633-1291	DATE 6/24/09
TITLE Account Executive	FEIN 84-1250534	ADDRESS CHANGES TO BE NOTED ABOVE

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

**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, the State may deem this contract null and void, and terminate such contract 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."

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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
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NO. 1					
NO. 2					
NO. 3					
NO. 4					
NO. 5					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL 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.</p> <p style="text-align: center;"><i>Pennis Burns</i> SIGNATURE</p> <p style="text-align: center;">..... Cenveo COMPANY</p> <p style="text-align: center;">..... 6/24/09 DATE</p> <p>REV. 11/96</p> <p>----- END OF ADDENDUM NO. 1 -----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Pennis Burns</i>	TELEPHONE 410-633-1291	DATE 6/24/09
TITLE Account Executive	FEIN 84-1250534	ADDRESS CHANGES TO BE NOTED ABOVE

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

Bidder shall provide the pricing for the publication of GOLDENSEAL magazine in accordance with the specifications and the terms and conditions state herein. Failure to provide pricing for all of the items below will result in bid disqualification.

BASE PRICE: 72 Pages and Cover including mailing and freight

20,000 copies of GOLDENSEAL, as specified..... \$ 20,542.

20,000 coupon inserts as specified above..... \$ 1,382.

Additions or subtractions to base price of GOLDENSEAL:

---additional copies, per 1,000..... \$ 647.

---decrease copies, per 1,000..... \$ 518.

---additional coupon inserts, per 1,000..... \$ 26.

---decrease coupon inserts, per 1,000..... \$ 21.

---decrease pages by one (1) eight-page signature in text (total 64 pages).... \$ 2,116. Less

---additional for substitution of one (1) eight-page color signature in text..... \$ 1,196. Add '1.

---additional for substitution of one (1) four-page color signature in text..... \$ 1,546. Add '1.

---additional for color separations for color photos in text, each..... \$ 35.

---additional for photo duotones in text, each..... \$ 15.

--hourly fee that vendor will charge for major changes or minor changes due to editorial alterations on any pages over 20..... \$ 85.

EACH ISSUE WILL BE PAID AT THE BASE PRICE, ADJUSTED ACCORDING TO THE ITEMIZED ADDITIONS OR SUBTRACTIONS SCHEDULE ON THIS PAGE.

HYPOTHETICAL ISSUE: The preceding sections call for 20,000 copies of a magazine of 72 pages, plus cover, with 100 halftones. Actual issues printed under this contract will vary in their make-up and in the quantity ordered. Using the base price and the itemized additions and subtractions to the base which you have entered in the preceding section, please price the following hypothetical issue of GOLDENSEAL. This example is similar to actual recent issues or anticipated future issues:

Printer's should bid on one choice only below: Sheet-fed Press or Web Press

	Text Paper 60# Fortune Matte for Sheet-fed Press	Text Paper 60# Influence Soft Gloss for Web Press
BASE PRICE for 20,000 copies, including mailing and freight 72 pages, with perfect binding, as on previous page.....		\$ 20,542.
Hypothetical number of pages: 64		
Subtract cost of one (1) eight-page signature.....		\$ 2,116. Less
Hypothetical number of copies ordered: 18,500		
Subtract cost of 1,500 copies.....		\$ 910. Less
Coupon insert in all copies. Cost of 20,000 coupons.....		\$ 1,382.
Subtract cost of 1,500 coupons.....		\$ 25. Less
64 halftones, rather than 100. Subtract cost of 36 halftones.....		\$ 540. Less
Photo Duotones. Add cost for three (3) photo duotones.....		\$ 45.
Editorial Alterations		
Twenty-five (25) pages of minor changes (additional charge for 5 pages above maximum 20), based on hourly rate....		\$ 215.
Add one page (1) of major change (example: reposition one (1) photograph, substitute one (1) paragraph of text), based on hourly rate.....		\$ 43.
TOTAL PRICE FOR HYPOTHETICAL ISSUE		\$ 18,636.

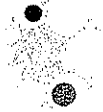
Note to vendors: Bid will be awarded on the basis of hypothetical issue.

Alternate #1 HYPOTHETICAL ISSUE: The preceding sections call for 20,000 copies of a magazine of 72 pages (**TRIM SIZE 8.375" x 10.875"**), plus cover, with 100 halftones. Actual issues printed under this contract will vary in their make-up and in the quantity ordered. Using the base price and the itemized additions and subtractions to the base which you have entered in the preceding section, please price the following hypothetical issue of GOLDENSEAL. This example is similar to actual recent issues or anticipated future issues:

Printer's should bid on one choice only below: Sheet-fed Press or Web Press

	Text Paper 60# Fortune Matte for Sheet-fed Press	Text Paper 60# Influence Soft Gloss for Web Press
BASE PRICE for 20,000 copies, including mailing and freight 72 pages(TRIM SIZE 8.375" x 10.875"), with perfect binding, as on previous page.....		\$ 20,542.
Hypothetical number of pages: 64		
Subtract cost of one (1) eight-page signature.....		\$ 2,116. Less
Hypothetical number of copies ordered: 18,500		
Subtract cost of 1,500 copies.....		\$ 910. Less
Coupon insert in all copies. Cost of 20,000 coupons.....		\$ 1,382.
Subtract cost of 1,500 coupons.....		\$ 25. Less
64 halftones, rather than 100. Subtract cost of 36 halftones.....		\$ 540. Less
Photo Duotones. Add cost for three (3) photo duotones.....		\$ 45.
Editorial Alterations		
Twenty-five (25) pages of minor changes (additional charge for 5 pages above maximum 20), based on hourly rate....		\$ 215.
Add one page (1) of major change (example: reposition one (1) photograph, substitute one (1) paragraph of text), based on hourly rate.....		\$ 43.
TOTAL PRICE FOR <u>ALTERNATE #1</u> HYPOTHETICAL ISSUE		\$ 18,636.

Note to vendors: Bid will be awarded on the basis of hypothetical issue.



Cenveo™

vision | delivered

June 18, 2009

Shelly Murray
Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

RECEIVED

2009 JUN 29 P 12:17

PURCHASING DIVISION
STATE OF WV

Dear Shelly:

It is the intention of Cenveo to print, mail and deliver the Goldenseal Magazine (RFQ No. DCH10001) according to the attached specifications. All of the production and mailing would be completed in our facility in Baltimore. Any additional production, such as color separations, would also be accomplished in-house. I have enclosed our equipment list and also a list of twelve magazines that we have produced over the last five years that are fifty or more pages.

Our printing company here in Baltimore has been in continual existence since 1830. Our total sales per year are approximately thirty-five million dollars.

We have very successfully printed and mailed the West Virginia tax packets for several years. We enjoy a very close relationship with that department.

We very much look forward to the possibility of producing for you the Goldenseal Magazine.

Thank you for your consideration. Please call or email me with any questions or comments.

Sincerely,

Dennis Burns

ds

Enclosures



Cenveo™

vision | delivered

June 18, 2009

Shelly Murray
Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

Dear Shelly:

Enclosed please find our equipment list.

Below please find a list of twelve magazines that we have printed and mailed or distributed in the last five years. We have also produced many perfect bound annual reports for major corporations and organizations. The names of these are also available. All of the below listed magazines were produced here in our Baltimore facility:

Baltimore Orioles Magazine
Inside UPS Magazine
Congressional Quarterly Magazine
National Geographic Traveler Magazine
Research @ Smith Magazine (University of Maryland)
USA Philatelic Magazine (United States Post Office)
Brandywine Signature Magazine
Whitman Magazine (Syracuse University)
Bucknell World (Bucknell University)
Walters Art Gallery Magazine
Brookes Publishing Magazine
Morgan State University Magazine

Shelly Murray
Department of Administration
June 18, 2009
Page 2

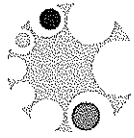
I look forward to the possibility of producing your Goldenseal Magazine. Your specified printing schedule is a comfortable amount of time.

Sincerely,

A handwritten signature in cursive script that reads "Dennis Burns". The signature is written in black ink and is positioned below the word "Sincerely,".

Dennis Burns

Enclosure



Cenveo™

vision|delivered

**EQUIPMENT LIST
CENVEO BALTIMORE**

Pre Press

FTP Site Services - Customer file transfer to our server

Mac & PC Workstations – Creo Prinergy Workflow and Trapping System

Digital Proofing-

HP Spinjet & Colorline laser proofs / Epson Digital 10600 proofing system equipped with
Cenveo ColorScience proofing / Epson Digital 9600

Digital Platemaking - Epson Proofing (Gracol 7 Certified) and Kodak Magnus Platesetter with
Auto Loader and Multi Cassette Unit

Screen Flatbed Scanner – Maximum scannable image is 13” x 21”

Web Offset Presses

Baker Perkins G14 – 22-3/4” x 38” – 8 color

2 Roll stands, with double former and combination folder and Vitz sheeter

Maximum sheet size – 22-3/4” x 38”; minimum sheet size – 22-3/4” x 14-1/2”;

Maximum printing area – 22-7/16” x 37-7/8”; maximum sheet thickness – 9 pt.

Heidelberg 16 – 23-1/8” x 38” – 6 color

Double web configuration with 6 printing units

Permit 4/color and 2/color form printing simultaneously, or up to 6 colors on a single
web

Folding allows the web to be split into 2 ribbons, offering a variety of folded
products and inline perforating, and spine gluing

38” Maximum web width, 17-11/32” minimum web width, 23-1/8” cutoff

Maximum sheet thickness – 9 pt.

Sheet Fed Presses

(2) - Komori 6/color S40 + Aqueous Coater Tower – 40” maximum sheet size

Maximum sheet thickness 40pt. cover/ board stock

Heidelberg SM 102 Perfector - 4 color, 40” maximum sheet size

Bindery and Finishing

Saddle Stitchers

Mueller-Martini 335

8 Pockets with trimmer, inline cover feeder and 5-knife trimmer, inline punch

Sheridan SP705

8 Pockets, inline cover feeder, 5-knife trimmer, counter stacker and Domino inkjet system with inside/outside capability

Mueller-Martini

Bravo Plus, 8 pockets with trimmer, inline cover feeder, insert folder feeder, 5-knife trimmer, counter stacker and Domino inkjet system/outside capability, in-line wafer sealing and mailing

Perfect Binder

Mueller-Martini

30 Pocket gatherer, book splitter and 3-knife trimmer

Die Cutting

Bobst 31 x 44 Die Cutter with Gluer

Maximum sheet size 31" x 44", minimum sheet size 15" x 17"

Support Services

- (8) High speed Heidelberg folders with automatic presser/stackers and auto fugitive gluer
- (2) Automatic SP polar cutting system
- (2) Lawson computer controlled programmable up to 60" wide Lawson SD automatic drill with 5 heads
- (3) Lawson Vari-speed drills with 5 heads
- Weldatron 1206 shrinkwrapper with sealer
- Shanklin HIS shrinkwrapper
- (2) Lantech plastic wrappers for pallets
- Weldatron "L" sealer/polybaggers
- Kirk-Rudy KR215 labeling system
- Kirk-Rudy 535 tabbing machine
- Video Jet System 4000 inkjet with base

Find out more about Cenveo & our 84 facilities, visit : <http://www.cenveo.com>



State of West Virginia
 Department of Administration
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ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
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Cenveo
 1820 Portal Street
 Baltimore, MD 21224

**DIVISION OF CULTURE & HISTORY
 CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220**

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
06/04/2009	30 Days Net	Mailed	Mailed	Included in prices

BID OPENING DATE: **06/23/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		966-50 Per 1,000	\$ 1,036.541	\$ 19,176.
<p>OPEN END CONTRACT</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF CULTURE AND HISTORY, IS SOLICITING BIDS FOR PRINTING OF GOLDENSEAL MAGAZINE PER THE ATTACHED SPECIFICATIONS.</p> <p>See Pages 9 and 10 for breakdown</p> <p>PRINTING: MAGAZINE</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON 07/01/2009 AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Dennis Burns</i>	TELEPHONE 410-633-1291	DATE 6/18/09
TITLE Account Executive	FEIN 84-1250534	ADDRESS CHANGES TO BE NOTED ABOVE

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Dennis Burns</i>	TELEPHONE 410-633-1291	DATE 6/18/09
TITLE Account Executive	FEIN 84-1250534	ADDRESS CHANGES TO BE NOTED ABOVE

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

RFQ NUMBER:
DCH10001

PAGE:
3

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**SHELLY MURRAY
 304-558-8801**

**RFQ COPY
 TYPE NAME/ADDRESS HERE**

Cenveo
 1820 Portal Street
 Baltimore, MD 21224

DIVISION OF CULTURE & HISTORY

**CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220**

DATE PRINTED: 06/04/2009	TERMS OF SALE: 30 Days Net	SHIP VIA: Mailed	FOB: Mailed	FREIGHT TERMS: Included in prices
BID OPENING DATE: 06/23/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 05/26/2009</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>EXHIBIT 6</p> <p>PRICE ADJUSTMENT PROVISION: THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Pennis Burns* TELEPHONE: 410-633-1291 DATE: 6/18/09

TITLE: Account Executive FEIN: 84-1250534 ADDRESS CHANGES TO BE NOTED ABOVE

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



State of West Virginia
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Request for Quotation

RFQ NUMBER
DCH10001

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

RFQ COPY
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Cenveo
 1820 Portal Street
 Baltrimore, MD 21224

DIVISION OF CULTURE & HISTORY
 CULTURAL CENTER
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 CHARLESTON, WV
 25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
06/04/2009	30 Days Net	Mailed	Mailed	Included in prices
BID OPENING DATE: 06/23/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>PREFERRED TERMS: IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED ONE (1) YEAR.</p> <p>PASS THROUGH PRICE INCREASES WILL BE CONSIDERED AT TIME OF CONTRACT RENEWAL ONLY.</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Dennis Burns</i>	TELEPHONE 410-633-1291	DATE 6/18/09
TITLE Account Executive	FEN 84-1250534	ADDRESS CHANGES TO BE NOTED ABOVE

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



State of West Virginia
 Department of Administration
 Purchasing Division
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Request for Quotation

RFQ NUMBER:
DCH10001

PAGE:
5

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**SHELLY MURRAY
 304-558-8801**

**RFQ COPY
 TYPE NAME/ADDRESS HERE**

Cenveo
 1820 Portal Street
 Baltimore, MD 21224

**DIVISION OF CULTURE & HISTORY
 CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2009	30 Days Net	Mailed	Mailed	Included in prices
BID OPENING DATE: 06/23/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
BUYER:				SHELLY MURRAY		
RFQ. NO.:				DCH10001		
BID OPENING DATE:				06/23/2009		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
				410-633-1228		

CONTACT PERSON (PLEASE PRINT CLEARLY):						
				Dennis Burns		

***** THIS IS THE END OF RFQ DCH10001 ***** TOTAL:						See Pages 9 and 10 for breakdown \$ 19,176.

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Dennis Burns* TELEPHONE: 410-633-1291 DATE: 6/18/09
 TITLE: Account Executive FEIN: 84-1250534 ADDRESS CHANGES TO BE NOTED ABOVE

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

SCOPE: The Division of Culture and History is requesting bids for the quarterly publication of GOLDENSEAL magazine. Each quarterly publication may consist of 20,000 magazines that include approximately 72 interior pages and have a trimmed size of 8-1/2" x 11".

INTENT: GOLDENSEAL magazine is a highly visible publication that is sold to the public by subscription and through newsstand sales and has received many years of broad acceptance. The successful vendor shall work with the Division of Culture and History's GOLDENSEAL staff to produce a very high quality publication.

VENDOR QUALIFICATIONS: Potential Vendors must be affiliated either with the Printing Industry Association of the South (PIAS) or Printing Industries of America/Graphic Arts Technical Foundation (PIA/GATF) (now known as Printing Industries of America), Vendor will demonstrate that they have been in the magazine printing business at least five (5) years and shall indicate a named list that they have published at least ten (10) similar publications of at least fifty (50) pages within the past five (5) years.

COVER PAPER: Cover Stock, 8 pt., coated both sides, subject to approval of editor. Outside front and back cover to be varnished, except for area on back cover where address is printed, if necessary.

TEXT PAPER: 72 book pages, 60# semi-gloss text, subject to advance approval of editor. Number of pages may vary.

PAPER SUBSTITUTIONS: Editor requires 30-days advance written notice of paper substitutions and such written notice must be accompanied by printed samples of proposed substitute paper stock, subject to editor's written approval.

COVER INK: Front and back inner and outer covers to be four-color process plus 1 PMS color, varnish as specified above, full bleed off all four (4) sides.

TEXT INK: 72 text pages to be black, plus 1 PMS color throughout; halftone and screen bleeds off one (1) to four (4) sides throughout. Four-color process on text pages optional, at price specified.

QUANTITY: Base bid to be supplied on 20,000 copies per quarterly issue. Overruns may be accepted, but are not billable.

COMPOSITION: Typesetting, layout, and design to be provided by the editor as PageMaker, Quark or In Design software files from a Macintosh computer system. These files will be provided on recordable compact disks (CD-Rs).

HALFTONES & COLOR SEPARATIONS: To average 100 b/w in each issue; color separations optional at price specified. All to be printed 150-line screen.

COLOR QUALITY: When used, critical color required and must be color corrected if necessary at printer's expense to match quality of original print, transparency, or slide. Random focus must be used on all color photos.

PRINT QUALITY: Excellence of production, printing, and assembly of the magazine and high overall quality is of extreme importance. In submitting bids, printers represent that they have inspected sample issues of GOLDENSEAL. Failure to meet these standards, as determined by the editor upon delivery of each issue, will result in a negotiated discount of the total invoice, refused delivery, or if negotiations are unsuccessful cancellation of the contract. (See also **CANCELLATIONS** below.)

DESIGN AND ART: The editor will provide design and layout as indicated under "Composition" above. All original copy, art, photos, computer disks or cartridges, negatives, etc. are the property of GOLDENSEAL and must be returned promptly, at printer's expense.

Cover design is created and provided by magazine, including typography, masthead, and back cover map. Printer adjusts for color and overall printing quality.

PROOFS: The printer must provide a final "blue-line" or equivalent high-resolution proof, and other proofs as necessary at no additional charge, including shipping. A chromalin of the cover at full size and proofs for any additional four-color work must also be submitted for approval.

EDITORIAL ALTERATIONS: During the final proof stage of magazine production, editor reserves the right to make minor changes and adjustments on up to twenty (20) pages of text at no additional charge. These may include changes in the use of spot color, single character or single word text changes, photo trapping adjustments, minor corrections to the positioning of graphic elements, etc.

Major corrections may be billed at the printer's actual hourly cost and must be itemized on the invoice for each specific instance. Major corrections include photo substitutions, extensive text revisions, page redesigns, etc.

BINDING: Perfect bound.

COUPON INSERT: Print coupon insert front and back in black ink on 75# white return postcard, trimmed to 8-1/2" x 7", perforated and scored, bound into magazines, one each. Coupon design to be provided for each of four (4) issues covered by the one (1) year contract.

MAILING: Magazines to be labeled, sorted, and delivered to the Charleston Post Office by printer according to standard postal regulations and within normal postal hours. The editor will supply the mailing list via e-mail or computer disk. The GOLDENSEAL mailing list is the confidential and exclusive property of GOLDENSEAL magazine, and is to be used only as authorized by the editor. The

printer must provide advanced Zip-plus-4 sortation, according to U.S. Postal Service second class/periodicals regulations, using CASS (Coding Accuracy Support System) and PAVE (Pre-sort Accuracy Verification) certified software. The ability to provide advanced mailing services is of the essence of this contract.

SPECIAL PACKING: All unmailed copies must be packed in boxes weighing a maximum of 25 pounds each. These boxed magazines and the receipt for mailed copies must be delivered to editor on the mailing day. Postage will be paid directly by the magazine. An itemized bill with charges outlined is required following delivery of the magazines. Additional charges, including reimbursement for shipping or delivery of drop shipments, should be invoiced separately and itemized.

DELIVERY TIME: Total production time for each issue not to exceed three (3) calendar weeks, notwithstanding weekends and holidays, from delivery of design and art through date of mailing. Production schedule to be agreed upon between editor and printer, consistent with keeping GOLDENSEAL on schedule for publication in early March, early June, early September and early December.

Timeliness is of the essence in this contract. According to West Virginia State Code §5A-3-4(8), Vendor agrees that liquidated damages shall be imposed at the rate of \$200 per calendar day for failure to provide the specified deadline for delivery of GOLDENSEAL on the mailing day. This clause shall in no way be considered exclusive and shall not limit the State or Division of Culture and History's right to pursue any other additional remedy to which the State or Division may have legal cause for action including further damages against the Vendor.

SUBCONTRACTOR: Subcontracting all or part of this contract is prohibited, except by advance written approval of the editor.

CANCELLATIONS: The editor reserves the right to notify the West Virginia Division of Purchasing and request a cancellation of the contract for failure to deliver the magazine according to the contract specifications, failure to deliver the expected print quality, failure to adhere to postal regulations and guidelines, or for unauthorized use of the GOLDENSEAL mailing list.

TIMELINE AND RENEWAL: Services is expected to begin July 1, 2009, and extend until June 30, 2010. This contract may be renewed upon mutual written consent, submitted to the Purchasing Director/Editor of GOLDENSEAL at least 75 days prior to expiration. Such renewal shall be in accordance with the terms and conditions of the original contract and shall be limited to two (2) consecutive one (1) year periods. Renewal may include a price adjustment, reflecting actual documented changes in the cost of raw materials, subject to mutual agreement and further subject to the approval of the Purchasing Director/Editor of GOLDENSEAL.

Bidder shall provide the pricing for the publication of GOLDENSEAL magazine in accordance with the specifications and the terms and conditions state herein. Failure to provide pricing for all of the items below will result in bid disqualification.

BASE PRICE:

72 Pages and Cover, including mailing and freight
 20,000 copies of GOLDENSEAL, as specified.....\$ 20,542.
 20,000 coupon inserts as specified above.....\$ 1,382.

Additions or subtractions to base price of GOLDENSEAL:

---additional copies, per 1,000.....\$ 647.
 ---decrease copies, per 1,000.....\$ 518.
 ---additional coupon inserts, per 1,000.....\$ 26.
 ---decrease coupon inserts, per 1,000.....\$ 21.
 ---decrease pages by one (1) eight-page signature in text (total 64 pages)...\$ 2,116. Less
 ---additional for substitution of one (1) eight-page color signature in text.....\$ 1,196. Add' 1.
 ---additional for substitution of one (1) four-page color signature in text.....\$ 1,546. Add' 1.
 ---additional for color separations for color photos in text, each.....\$ 35.
 ---additional for photo duotones in text, each.....\$ 15.
 ---hourly fee that vendor will charge for major changes or minor changes due to
 editorial alterations on any pages over 20.....\$ 85.

**EACH ISSUE WILL BE PAID AT THE BASE PRICE, ADJUSTED ACCORDING TO
 THE ITEMIZED ADDITIONS OR SUBTRACTIONS SCHEDULE ON THIS PAGE.**

BIDDER MUST COMPLETE THIS PAGE. FAILURE TO PROVIDE PRICING FOR ALL OF THE ITEMS BELOW WILL RESULT IN BID DISQUALIFICATION.

HYPOTHETICAL ISSUE: The preceding sections call for 20,000 copies of a magazine of 72 pages, plus cover, with 100 halftones. Actual issues printed under this contract will vary in their make-up and in the quantity ordered. Using the base price and the itemized additions and subtractions to the base which you have entered in the preceding section, please price the following hypothetical issue of **GOLDENSEAL**. This example is similar to actual recent issues or anticipated future issues:

BASE PRICE for 20,000 copies, including mailing and freight 72 pages, with perfect binding, as on previous page.....	<u>\$ 20,542.</u>
Hypothetical number of pages: 64	
Subtract cost of one (1) eight-page signature.....	<u>\$ 2,116.</u> Less
Hypothetical number of copies ordered: 18,500	
Subtract cost of 1,500 copies.....72..Pages.&.Cover.....	<u>\$ 910.</u> Less
Coupon insert in all copies. Cost of 20,000 coupons.....	<u>\$ 1,382.</u>
Subtract cost of 1,500 coupons.....	<u>\$ 25.</u> Less
Photo Duotones. Add cost for three (3) photo duotones.....	<u>\$ 45.</u>
Editorial Alterations	
Twenty-five (25) pages of minor changes (additional charge for 5 pages above maximum 20), based on hourly rate....	<u>\$ 215.</u>
Add one page (1) of major change (example: reposition one (1) photograph, substitute one (1) paragraph of text), based on hourly rate.....	<u>\$ 43.</u>
TOTAL PRICE FOR HYPOTHETICAL ISSUE	<u>\$ 19,176.</u>

Note to vendors: Bid will be awarded on the basis of hypothetical issue.

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 preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding 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**,
3. **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 an 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**,
4. **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**,
5. **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**,
6. **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: _____ Signed: _____

Date: _____ Title: _____

*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.

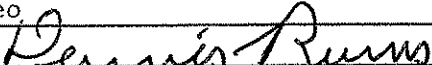
LICENSING:

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: Cenveo
Authorized Signature:  Date: 6/18/09



Cenveo™

vision | delivered

June 24, 2009

Shelly Murray
Department of Administration
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305-0130

Dear Shelly:

Enclosed please find Addendum Number One for RFQ No. DCH10001 for the printing, mailing and delivery of the Goldenseal Magazine. Also, please find a copy of the original RFQ that was sent and received at your office prior to the original opening date of June 23, 2009.

Thank you for your consideration. I look forward to the opportunity of working with you.

Sincerely,

Dennis Burns

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Enclosures