

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

Request for

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RFQ NUMBER 7010C009

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ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

*709043435 FAIRPLAIN TRACTOR SALES INC VENDOR PO BOX 787 RIPLEY WV 25271

304-372-9875

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

DATE PRIN	TED	TEF	IMS OF SAL	E	SHIP	VIA	FOE	1	FREIGHT TERMS
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PRES!	IDENT	FE		5-05404	<u>41</u>		ADDRE	SS CHANGES	TO BE NOTED ABOVE

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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division

and have paid the required \$125 fee.

- 4. 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.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 12. 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.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and 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.
- 14. 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.
- 15. 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, and the West Virginia Insurance Commission. 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.
- 16. 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 material, 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.

INSTRUCTIONS TO BIDDERS

- 1, Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.

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
 Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division,

is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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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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SHIP VIA

RFQ NUMBER 7010C009

FREIGHT TERMS

ADDRESS CORRESPONDENCE TO ATTENTION OF:

MICHAEL AUSTIN

304-558-2402

*709043435 304-372-9875 FAIRPLAIN TRACTOR SALES INC PO BOX 787 RIPLEY WV 25271

DATE PRINTED TERMS OF SALE

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

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Department of Administration
Purchasing Division
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VENDOR

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

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This contract provides for the updating of the manufacturers price lists only, and the percent of discount remains constant throughout the life of contract. If the manufacturer changes parts numbers, add new parts, makes price changes, such changes may be obtained by submitting copies of the manufacturers changes of the published price list to all agencies listed.

Any late changes from the indicated delivery schedule without prior approval by the Division of Highways may be cause for cancellation.

ORDERING INFORMATION: Parts orders against this contract may be placed by the WV DOH Equipment Division and the ten (10) WVDOH District locations as listed.

These parts orders may be placed by telephone and /or facsimile.

METHOD OF PAYMENT: The Purchasing card (Visa) is the preferred method of payment. Vendor must supply a credit receipt, sales receipt, or cash register receipt. Vendor shall not charge until parts are shipped.

PURCHASING CARD ACCEPTANCE: The State of West Virginia currently utilizes a VISA purchasing card program which is issued through a local bank. The successful vendor must accept the State of West Virginia VISA purchasing card for payment of all orders placed by any state agency.

DELIVERY:Delivery shall be made to the WVDOT/DIVISION OF HIGHWAYS locations as shown.

ALL SHIPMENTS ARE TO BE FOB DESTINATION.

FREIGHT CHARGE WILL ONLY BE ALLOWED FOR 24 HR. SERVICE.

Delivery is an integral part of this contract and failure to comply will be cause to initiate a D.O.T Administrative Form WV-82, Vendor Performance Form. The WV-82 Form will provide a means of officially notifying the Purchasing Division and the vendor of unsatisfactory performance; such as late deliveries, poor service, inadequate parts, supplies, etc.

All warranty claims that require field service shall be done by the vendor at no cost to the WV Division of Highways.

The vendor shall furnish any techincal engineering service which might be needed in the proper installation of these parts at no extra cost to the WV Division of Highways.

Material Safety Data Sheet: In addition to meeting current Federal & State laws and requirements concerning Hazardous Chemicals, vendor shall forward with shipment a proper and current Material Safety Date Sheet (MSDS) to the Equipment Division in Buckhannon. Furthermore, vendor shall furnish the State and/or its agencies additional MSDS as requested. By offering and signing a bid response the vendor agrees to these conditions.

The vendor will furnish the State of West Virginia with current price lists and supplement sheets as published by each manufacturer as listed above, manuals and catalogs as may be required. The Department of Highways cannot process invoices for payment until the most current price list is received. Also the State Auditors Office will not approve any invoices for payment without the most current price list. ALL DETAILS PERTAINING TO THE PRICE LISTS AND SUPPLEMENTS WILL BE HANDLED BY THE PROCURMENT OFFICE OF THE WEST VIRGINIA DIVISION OF HIGHWAYS, CHARLESTON, WV. The Division of highways reserves the right to revise this section of the contract pertaining the district listing should the amount of the districts increase. The afore mentioned price lists should be forward directly to the addresses listed below:

Vendor should provide a copy of manufacturers current price list with bid.

All or equal bids must contain complete manufacturers product line. Vendor Must provide written certification that all parts are completely compatible, and interchangeable with OEM

Specifications. Vendor shall assume all liability for failures, and downtime as a result of their products use. Bid will be awarded complete and not split.

If bidding an or equal parts line with non OEM part numbers, vendor must supply A complete cross reference with bid submission.

In the event of a tie, normal discount shall have precedence over 24 hrs. Service in evaluation process.

Bidder to complete: Mfg. Name Massey Ferguson

Date of Price List Eguip Ment Division has CD in place with updates Contract prices based upon current manufacturers published fleet prices less applicable discount: Following

DISCOUNT O % off list price, no freight on regular orders

DISCOUNT FOR 24 HOUR SERVICE O % off list price with free-ght on Direct Ship and or next dary air

Vendor must guarantee that he will maintain in his warehouse adequate stock to supply the needs of the WV Division of Highways at all times. ORDERS MUST NOT BE HELD BY THE VENDOR UNTIL A MAXIMUM ORDER POINT HAS BEEN REACHED. Orders should be delivered in a MAXIMUM OF THREE (3) WORKING DAYS OR THE WYDIVISION OF HIGHWAYS PARTS EXPEDITOR MAY GO OFF CONTRACT TO PURCHASE THE PARTS ON THE OPEN MARKET AFTER 5 DAYS WITH THEAPPROVAL OF THE EQUIPMENT DIVISION DIRECTOR OR/THE DISTRICT

A restocking charge can only be attached by the vendor with prior mutual consent. Any new parts placed on the market by the manufacturer during the contract period shall be made available to the WV Division of Highways at the Manufacturers published Fleet price less the discount listed above.

EQUIPMENT SUPERVISOR OR HIS DESIGNEE. ALL OPEN MARKETPURCHASES

MUST BE MADE IN ACCORDANCE WITH THE DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION REGULATIONS.

All deliveries of merchandise and/or shipping documents at each organization must be properly marked on the outside of the carton showing the WV Division of Highways Purchase Order Number. Any material delivered without this information on the outside of the carton or on documents will be returned to the shipper at shipper expense.

MASSEY FERGUSON PRICING MODEL PRICES MUST REFLECT QUOTED DISCOUNT FROM MANUFACTURES PRICE LIST

Massey Ferguson Number 4275989M2	Discounted Price	Cross Reference if Required
4303800M11	\$5,415.31	
4225826M91	\$2,429.46	
4271845M92	\$746.74	
3772901M91	\$3,368.12	
3701008M91	* 180.98	
3774612M91	4817.47	
3800305M91	^{\$} 33,32	
742106M91	\$386,37	3819666M91
1695445M91	\$754.67	
1694961M3	\$165.47	1694961M5
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Equipment Division

WV Division of Highways PO Box 610 Buckhannon, WV 26201

ATTENTION: Kevin Riley (FOUR COPYS)

WVDOT/Division of Highways D-1 1340 Smith St. Charleston, WV 25301 Attn: Melissa Mullens

WVDOT/Divison of Highways D-2 Po. Box 880 Huntington, WV 25712 Attn: Keith Chapman

WVDOT/Division of Highways D-3 626 Depot St. Parkersburg, WV 26101 Attn: Mark Kimes

WVDOT/Division of Highways D-4 P.O. BOX 2570 Clarksburg, WV 26301 Attn: John Bartlett

WVDOT/Division of Highways D-5 PO BOX 99 BURLINGTON, WV 26710 Attn: Pat Broadhurst

WVDOT/Division of Highways D-6 1 DOT Drive. Moundsville, WV 26041-2353 Attn: Carol Ryan WVDOT/Division Highways D-7 Drawer 1228 Weston, WV 26452 Attn: Melissa Jordan

WVDOT/Division of Highways D-8 PO Box 1516 Elkins, WV 26241 Attn: Debbie Barnett

WVDOT/Division of Highways D-9 103 ½ Church Street Lewisburg, WV 24901 Attn: Keith Brown

WVDOT/Division of Highways D-10 270 Hardwood Lane Princeton, WV 24740 Attn: Tommy Camden ing the date of this certification; or,

State of West Virginia

Vendor preference certificate

11

Cartification 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.

Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preced-

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

Application is made for 2.5% resident vendor preference for the reason checked:

ss within West Virginia employing a tract, on average at least 75% of the irginia who have resided in the state of: and (3) as stated above; or, the reason checked: es, the reserves or the National Guard ceding the date on which the bid is the reason checked: reserves or the National Guard, if, for its the subject of the vendor's bid and recent of the vendor's employees are mediately preceding years. Ince has failed to continue to meet the reject the bid; or (b) assess a penalty will be paid to the contracting agency
ss within west virginia employing a tract, on average at least 75% of the irginia who have resided in the state ed:) and (3) as stated above; or, r the reason checked: es, the reserves or the National Guard ceding the date on which the bid is r the reason checked: reserves or the National Guard, if, for a is the subject of the vendor's bid and ercent of the vendor's employees are
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ss within viest virginia employing a tract, on average at least 75% of the irginia who have resided in the stated: d:) and (3) as stated above; or,
ss within viest virginia employing a tract, on average at least 75% of the lirginia who have resided in the state
ked: is or is a nonresident vendor with an
ked: rage at least 75% of the employees a state confinuously for the two years
corporation resident vendor who has rginia for four (4) years immediately nimum of one hundred state residents to Virginia continuously for the four (4)
II.

RFQ No.	7010C009	

Purchasing Affidavit (Revised 12/15/09)

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: 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 owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

WITNESS THE FOLLOWING SIGNATURE

My commission expires September 26, 2011

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, Limited Liability Company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

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: Fairplain Tractor Sales Inc Authorized Signature: Carroll 19 7 Juhan Date: 3/30/10 State of West Virginia County of Jackson, to-wit: Taken, subscribed, and sworn to before me this 30 day of March, 20/0. My Commission expires Soptember 26, 20/1. AFEX SEAL HERE NOTORY PUBLIC STATE OF WEST VIRIGINIA TERRI LEE HACKNEY RT. 1, BOX 154 C COTTAGEVILLE, WY 25/30