

Private Sector Consultants  
2133 NW 137<sup>th</sup> Street  
Clive, Iowa 50325  
515-249-8002  
Rbays1948@aol.com

January 20, 2009

Mr. John Abbott, Administrator/Manager  
STATE OF WEST VIRGINIA  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
PO BOX 50130  
Charleston, WV 25305-130

RECEIVED

2010 JAN 26 AM 7:47

WV PURCH-SHAG  
DNIS CV

REFERENCE: PRI8572

Dear Mr. Abbott:

Please find enclosed the requested information on the consultant position for the Department of Corrections, specifically prison industries. Because of my previous consulting experience with WVA Corrections, I believe that I would be an immediate asset towards assisting in developing, and implementing your goals.

Allow me to introduce myself. I am the director of Iowa Prison Industries. In this capacity, I have started 16 private companies (copy enclosed) in the Iowa Prison System and one in the Arizona Prison system.

I have a thorough understanding of PIE, audits, recruiting and managing private sector companies. I have experience in crafting both effective code language and PIE Contracts.

Page 2, WVA

Since inception, my Iowa program has generated over 26 million dollars in wages and redistribution to the citizens of Iowa. I have enclosed a flow sheet for your review.

In addition to my personal involvement in the Iowa Program, I have ten (10) years on the Board of Directors of the National Correctional Industries Association in various capacities, including VP of Marketing, President and Chairman of the Board of Directors. As you might know, NCIA administers the PIE Program.

I have also consulted with the State of Hawaii, Department of Corrections and Oklahoma Correctional Industries in addition to the WVA Department of Corrections.

Because of my experience as a practitioner and director of NCIA my depth of experience with the Employer model, Customer model and Manpower models is unmatched.

Iowa ranks 39<sup>th</sup> in population and my track record of having the 5<sup>th</sup> largest private sector program in the U.S. speaks to my depth of experience, ability to develop meaningful private partners and my ability to successfully write and implement successful contracts.

I have a very good understanding of the WVA Correctional Industries Program, its needs and the desires of director Rubenstein, deputy Haines and you Governor. I have visited with the director and deputy in WVA and I spent time with your governor here in Iowa in 2005.

Please find enclosed:

- My Resume
- A list of the private companies that I have recruited, wages earned and distributions made. You have asked for six companies, I have provided you with 12.
- Executed Vendor Preference Form

Page 3, WVA

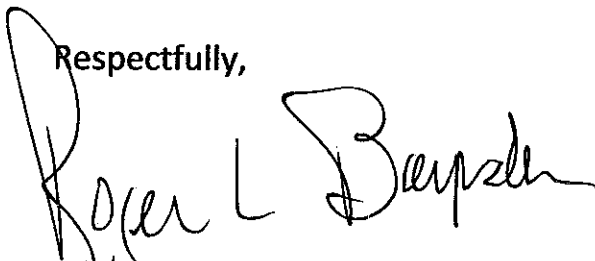
- Executed Purchasing Affidavit.

My references include former governor Terry Branstad, and chief of staff Bob Rafferty, both of which interviewed and brought me on board, here in Iowa in 1996 to refine. Develop and expand IPI into the premier organization that it is today.

I would very much enjoy the challenge of jump starting the WVA PIE Program. I am committed until May 1, 2010 and I would be available to start anytime after that date.

Please feel free to contact me, if I may be of assistance.

Respectfully,



Roger L. Baysden

Roger L. Baysden

## Accomplishments with Iowa Prison Industries

### Roger L. Baysden, Director

Between 1996 and 2010 successes include:

#### STATE LEVEL:

- Expanded inmate work programs for 3 prisons in 1996 to all 9 prisons in 2009.
- Expanding sales from 7.8 million dollar to over 26 million dollars in 2009.
- Expanding inmate jobs from 263 to over 600.
- Revamped the wood shop program. Now the largest prison dorm manufacture west of the Mississippi.
- Introduced the first centralized commissary in a prison system in the United States. \$5millin in annual sales and a rebate program to the Department of corrections in excess of 700,000. Annually.
- Expanded Private Sector partners from 2 to 13, and inmate jobs from 20 to 300.
- Introduced a low income housing program.
- Introduced the first flat plate licenses tag program in the United States.
- Reenergized the entire prison industries program in Iowa.
- I have taken a leadership role in correctional industries at the national level.
- Publish Quarterly Newsletter on IPI and individual plan accomplishments.
- Received the Governors "Employee of the Year Award"

#### NATIONAL LEVEL:

- 2 Years as a Board Member for the National Correctional Industries Association.
- 2 Years as Vice President of Marketing
- 2 Year as Vice President Operations
- 2 Years as President of NCIA
- 2 Years as Chairman of NCIA
- Served on National Forums on Re-entry programs
- Assisted the Department of corrections in Arizona with a locating a private sector program, H&H Trailer manufacturing
- Participated and hosted a documentary with the British Broadcasting Corporation on inmate work programs.
- Featured in 2 different Wall Street Journal Articles
- Featured in a book" travels up the River in an Indian Nation, chapter 12 is on Iowa an inmate work programs.

# ROGER LANE BAYSDEN

2133 NW 137<sup>th</sup> Street  
Clive, Iowa, 50325  
(515) 226-0321

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Twenty two (22) years of senior management experience including, serving as an agency director for the State of Iowa. I have developed, organized and directed a Total Quality Management process in both state government and private industry. By carefully planning and managing, I successfully used my skills in leading the states only self funding department. During my tenure I have expanded income from 7.8 million per year to over 25 million. I have developed one of the most comprehensive private sector inmate work programs in the United States. Presently, Iowa ranks 7<sup>th</sup> nationally in offender work, as were the state ranks 34<sup>th</sup> in prison population.

In the private sector, my experiences included meeting with and matching national and international manufacturing companies with customers in the Iowa, Nebraska, Missouri, and Kansas markets. I have extensive hiring, training and marketing experience.

As a result of my many successes, my peers elected me President of the National Correctional Industries Association; I have served on the board since 1999. Excellent senior level management skills with extensive knowledge of TQM, MBO, ASK and other management skills designed to insure goals are established, monitored and achieved. I also possess a comprehensive knowledge of manufacturing and marketing processes. I have exceptional people skills and a proven track record of upward mobility.

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## PROFESSIONAL EXPERIENCE:

STATE OF IOWA

1997-Present

### **Director of Iowa Prison Industries**

I am responsible for a staff of ninety men and women who in turn supervise over five hundred inmate workers in twenty nine different self-funding business ventures. I expanded the private sector inmate employment program from two companies to thirteen, as well as developed and assisted in skill development programs designed to insure success upon returning to the community.

BAYSDEN AND ASSOCIATES

1994-1997

Private consulting with small business and government. Developed marketing plans, wrote policies, procedures code revisions. Participated in one presidential campaign.

# **ROGER LANE BAYSDEN**

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Page 2

**DAVIS MARKETING**  
**President/General Manager**

1973-1994

I began my working career with Davis Marketing as a sales associate. I later become field supervisor, vice president, and finally president and general manager of the multi-state company. Davis Marketing was an 80 million dollar marketing company with a staff of 125 sales and marketing associates. We represented over 50 different companies which required extensive skills in insuring budgets were established, goals were monitored, and results were achieve in time frames that insured growth and success for the company.

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## **EDUCATION:**

**Bachelor of Arts • Drake University • Des Moines, IA**  
**Associates of Science • Craven College • New Bern, NC**

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## **HONORS:**

- Past- Chairman of the National Correctional Industries Association Board (2007-2008)
- Past President, National Correctional Industries Association, (2006-2007)
- My programs have been featured in the Wall Street Journal, Fortune Magazine, British Broadcasting Corp for innovative government programs.
- Former President of the James River Manufacturer Broker Advisory Board; President Cup Awards 1986-1989
- Founded a non-profit corporation to raise money for Special Olympics of Iowa
- Served on the Board for the Iowa Grocers Association
- Served on the Board of Directors for the Food Bank of Iowa

The purpose of this solicitation is to obtain the services of a contractor with experience in managing a prison industries program on a statewide basis with skills that include manufacturing, logistics, materials management, contracting, budgeting, auditing, information technology, and personnel services to recruit and implement a minimum of three (3) Prison Industries Enhancement Certification Programs (PIE) and two (2) service projects. In addition, the contractor will have a thorough knowledge of PIE and Service regulations and experience in recruiting and implementing such projects.

The contractor will be required to train WV Correctional Industries staff in the following:

1. PIE regulations and Employer, Customer Service and Manpower models
2. Recruitment methodologies to select private sector companies.
3. Contract negotiations with private sector companies
4. Implementation strategies
5. PIE audit/review annual requirement and as prescribed by Bureau of Justice Assistance
6. Provide onsite training of staff
7. Evaluate its facilities as to suitability of implementing projects and recommend specific types of companies
8. Assist in preparation of any recommended legislation and/or meetings with Legislative officials

WV Correctional Industries will accept bids from potential contractors to complete the tasks outlined above based upon an hourly rate with a minimum time frame. Such hourly rate quoted is all inclusive of any expenses incurred by contractor in completing the specified tasks. Please submit at least six (6) examples of private sector companies with locations you have recruited in prison industries that have been successfully implemented.

Hourly Rate - \$ 200.00 per Hour

Minimum Hours - 1,040/annually

RFQ No. \_\_\_\_\_

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:**

"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

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Karen L. Beardsley

Authorized Signature: [Signature] Date: 1-21-10

State of West Virginia

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this \_\_\_ day of December, 20\_\_

My Commission expired \_\_\_\_\_, 20\_\_

AFFIX SEAL HERE

NOTARY PUBLIC \_\_\_\_\_



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: Roger L. Bayden

Signed: Roger L. Bayden

Date: 1-21-10

Title: Director Consultant

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.



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  
**PRI8572**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

VENDOR



Roger Baysden  
 Iowa Prison Industries  
 510 E 12th Street, Suite 4  
 Des Moines, IA 50319

SHIP TO

**WV PRISON INDUSTRIES**  
  
**617 LEON SULLIVAN WAY**  
**CHARLESTON, WV**  
**25301 304-558-2945**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
01/05/2010				

BID OPENING DATE: **01/28/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		964-04		
<p><b>ADMINISTRATOR/MANAGER</b></p> <p>OPEN-END CONTRACT TO PROVIDE PRISON INDUSTRIES MANAGEMENT SERVICES FOR THE WEST VIRGINIA CORRECTIONAL AND PRISON INDUSTRY DIVISION, PER THE SPECIFICATIONS.</p> <p>QUESTION PERIOD: QUESTIONS WILL BE ACCEPTED UNTIL 1/20/2010; 12:00 NOON - QUESTIONS WILL NOT BE ACCEPTED OR ACKNOWLEDGED AFTER THIS DATE. QUESTIONS SHALL BE SUBMITTED VIA EMAIL TO: JOHN.H.ABBOTT@WV.GOV</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... 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>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	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. 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](http://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.
4. 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
5. 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)



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  
**PRI8572**

PAGE  
**2**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

**RFQ COPY**  
**TYPE NAME/ADDRESS HERE**

VENDOR

SHIP TO

**WV PRISON INDUSTRIES**  
  
**617 LEON SULLIVAN WAY**  
**CHARLESTON, WV**  
**25301 304-558-2945**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/05/2010				

BID OPENING DATE: **01/28/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL 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 SERVICE 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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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<p>MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <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 style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">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>						

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**PRI8572**

PAGE  
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**304-558-2544**

RFQ COPY  
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**WV PRISON INDUSTRIES**  
  
**617 LEON SULLIVAN WAY**  
**CHARLESTON, WV**  
**25301 304-558-2945**

DATE PRINTED <b>01/05/2010</b>	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **01/28/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
BUYER:				JOHN ABBOTT (32)-----		
RFQ. NO.:				PRI8572-----		
BID OPENING DATE:				1/28/2010-----		
BID OPENING TIME:				1:30 PM-----		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
-----						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
-----						
***** THIS IS THE END OF RFQ PRI8572 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE \_\_\_\_\_ TELEPHONE \_\_\_\_\_ DATE \_\_\_\_\_

TITLE \_\_\_\_\_ FEIN \_\_\_\_\_ ADDRESS CHANGES TO BE NOTED ABOVE

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

