

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

Request for
Quotation
DEFK11616
DEFK11616
BUYER 32

304-558-2544

DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY

ROUTE 1, BOX 74 SALEM, WY 26426

REQ COPY TYPE NAME/ADDRESS HERE Fairfax, Inc.

114 Co. Rd. 3 P.O. Box 400 Chesapeake, OH 45619

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3, 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.
- 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 INV 25205 0100 Charleston, WV 25305-0130

BUYER 32

304-558-2544

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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
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304-558-2544

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

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RFQ COPY TYPE NAME/ADDRESS HERE

Fairfax, Inc. 114 Co. Rd. 3 P.O. Box 400 Chesapeake, OH 45619 DIV ENGINEERING & FACILITIES NATIONAL GUARD ARMORY

ROUTE 1, BOX 74 SALEM, WV 26426

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

STATE OF WEST VIEGINIA
COUNTY OF CABELL TO-WIT:
1, R DOAK RUSSELL, after being first duly sworn, depose and state as follows:
1. I am an employee of; and, (Company Name)
2. I do hereby attest that FAIRFAX; /VC (Company Name)
maintains a valid written drug free workplace policy and that such policy is in compliance with West Virginia Code §21-1D-5.
The above statements are sworn to under the penalty of perjury.
FAIRFAX, INC
By: Roak Russla
Title: PEESIDENT
Date: 09-09-10
Taken, subscribed and sworn to before me this O9th day of SEPTEMBEL. 2010
STATE DE WEST VIRGINIA NOTARY PUBLIC JOHNETTA ABSHIRE 37 ROLLING HILLS DR. LAVALETTE, WV 25535 My commission expires October 10, 2015 (Notary Public)
THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO
COMPLY WITH WY CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF

Rev March 2009

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REGNO. DEFK 11010

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 owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

WITNESS THE FOLLOWING SIGNATURE

"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 definquent 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 fiability 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 metter 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:	FAIR FAX. INC	
Authorized Signature:	R Dock Kussell Date: 09-09.	2010
State of WEST	VIRGUIA	
County of CABELL	to-wit:	
Taken, subscribed, and	sworn to before me this <u>09</u> day of <u>SEPTEMBEL</u> 2010	2
My Commission expires	Not. 10 2015	
AFFIX SEAL HERE	NOTARY PUBLIC	h
	STATE OF WEST VIPONIA NO MATE PUBLIC NO MATE PUBLIC NO MATE A A SMIJITITE	
	LAVALETTE, WV 25538	favit (Ravisod 12/15/09)

MID BOND

BOND # 1000835436-03

INOW ALL HEN BY THESE PR	ESENTS, THAT WE, THE UNDER	SIGNED FAIRFAX, INC.
PO BOX 400, CHESAPEAKE, OH	45619	AS PRINCIPAL, AND
AMERICAN CONTRACTORS INDIMN	TTY: COMPANY	AS SURETY, ARE HEREBY HELD AND
FIRMLY BOUND UNTO WEST V	TRGINTA PURCHASING DIVISIO	N AS OWNER IN THE
PENAL SUM OF TWELVE THOUS	AND FIVE HUNDRED & 00/100	FOR THE PAYMENT OF WHICH, WELL AND
TRULY TO BE MADE, WE HER ASSIGNS,	EBY JOINTLY AND SEVERALLY	BIND OURSELVES, SUCCESSORS AND
SIGNED, THIS 9TH	DAY OF SEPTEMBER	2010
THE CONDITION OF THE ABOV	VE OBLIGATION IS SUCE THA	T WHEREAS THE PRINCIPAL HAS
SUBMITTED TO WEST VIRGIN	IA PURCHASING DIVISION	A CERTAIN BID, ATTACHED
HERETO AND HEREBY HADE A		O A CONTRACT IN WRITING, FOR THE

The language of the contract notwithstanding, it is understood and agreed that surety has no warranty responsibility beyond two (2) years from completion of the work by the principal on this bond.

NOW, THEREFORE.

- (A) If said Bid shall be rejected, or in the alternate,
- (B) If said Bid shall be accepted and the principal shall execute and deliver a contract in the form of contract attached hereto (properly completed in accordance with said Bid) and shall furnish a bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid.

Then this obligation about be void, otherwise the same shall remain in force and effect: It being expressly understood and agreed that the liability of the surety for any and all claims hereunder shall, in no event, exceed the penal endunt of this obligation as herein stated.

BID BOND: Page 1 of 2

THE SURETY, FOR VALUE RECEIVED, HEREBY STIPULATES AND AGREES THAT THE OBLIGATIONS OF SAID SURETY AND ITS BOND SHALL BE IN NO WAY INPAIRED OR AFFECTED BY ANY EXTENSION OF THE TIRE WITHIN WHICH THE OWNER MAY ACCEPT SUCH BID; AND SAID SURETY DOES HEREBY WAIVE NOTICE OF ANY SUCH EXTENSION.

IN WITNESS WHEREOY, THE PRINCIPAL AND THE SURETY HAVE HEREUNTO SET THEIR HANDS AND SEALS, AND SUCH OF THEM AS ARE CORPORATIONS HAVE CAUSED THEIR CORPORATE SEALS TO BE HERETO AFFIXED AND THESE PRESENTS TO BE SIGNED BY THEIR PROPER OFFICERS. THE DAY

FAIRFAX. INC.

PRINCIPAL R. DOAK RUSSELL

(L.S.)

AMERICAN CONTRACTORS INDEMNITY COMPANY

SURETY

ŊΫ.

BRENDA G. POFF, ATTORNEY IN-FACT

IMPORTANT Surety companies executing boads must appear on the Treasury Department's most current list (Circular 570 as smended) and be suthorized to transact business in the state where the project is located.

BID BOND: Page 2 of

POMER OF ATTORN

AMPRICANCONTRACTORS INDOMNITY COMPANY UNITED STATES SURE TY COMPANY USIS ELECALTY INSURANCE COMPANY

REPOWALLEM OF THESE TRESENTS. That American Connectors Indeports? Company of Chitemia concention, United States Surety Company a Maryland comporation and U.S. Specialty insurance Company, a Texas corporation (collabively, he Companies), do by these prosents water solventille and appoint

Charles W. Maning of Beends G. Pollof Hontington West Virginia

its translad lawful Attorney(s) and fact, each anotheir separate capacity. If those Ham one is named above, with full pewer and nathority hereby contened in its name, place and stead to execute; section leges and deliverary and all bonds, recognizances, undertakings or other instruments of contracts of suretyship to include riders, amendments, and consents of surety providing the bond penalty does not exceed ******Three Million******

This Power of Attained stall expire without further action on December 8, 20, 2, this Power of Attained is granted under and by

authority of the following resolutions adopted by the Boards of Directors of the Companies

Be to Racoffed That the President and Vice-President, and Addistrat Vice-Tresident, stur-Specially, on any Addistrative Socretary, shall be and it become continual factors as Atomical to represent and act for and continual field the Company article to the following

Augmey in fact may be given full power and a subject for with a for tangon and on behalf of the Company, to execute section and geometric liver, on and all bonds terognizances contracts agreements of interimity shall office child for the contracts waterfallings and any and all houses and incoments canceing by terminating the Company and any architectured and any such feathful account well all shall are such the contract and any such feathful account well all shall are such the contract and any such feathful account well and such the contract and any such feathful and such feathful and sealed and effected by the Consumate Secretary

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IN WITHIESS WITH DOT The Companies have consequities instrument to be support and that purpose scale to be herero affixed, this 15" day of June 2009.

AMBRICAN CONTRACTORS INDICORITY COMPANY: UNITED STATES SURETY COMPANY: IUS, SPECIALTY INSTIBANCE COMPANY

Corpolate Seals







Daniel P. Aguilar, Vice President

State of California

County of Los Angeles

On this 15th day of June, 2009, before the V Wight, a notary public personally appeared aniel P. Aguilar, Wice President of American Contractors Indentity: Company, United States Surery Company and W.S. Specially, insurance Company who proved to me. on the basis of sansfactory evidence to be the person whose parce is subscribed to the within instrument and acknowledged to me that re executed the same in his authorized capacity; and that by his signerare on the instrument the person(s), or the cashy upon behalf of which the person(s) acted, executed the instrument

LEGETHY UNDER PRINTER TY OF PERSON the laws of the State of California that the foregoing paragraph is true and correct WITNESS my hand and official scale

Signature



Wickey (Public - Collicen Los Alignes Soleice Halling Serison Dec V

Heaming Frant, Assistant Securiary of American Confectors Indemnity Company. United States that ty Company, and 1-8. Specially Insurance Company do percept cert by that the spoke and folloging is a true and correct copy of a power of Attorney, executed by said companies, which is this in buil force and effect furthermore, the resolutions of the Boards of Directions act out in the Power of Attorney are in full foragiand effect.

In Winess Whereof. There hereunto set my hard and affixed the scale of said Companies at Los Angeles, California this 9TH OF SERVICES DE

Corporate Scale

Delia Na 1000835436-03





EBOOKE SICO

leannied Kim, Assistant Secretary