

# SWC SYSFURN10 BID SHEET

Release No.:

BCF13086

Project:

DHHR, Bureau for Children and Families, Doddridge County Office

Section:

Please complete the below pricing sheet to include with your bid. Vendors should complete a separate Bid Sheet for each Section defined in the Bid Request package. Vendors may add additional lines in each section as needed.

Please provide an electronic copy with your bid on a CD or other electronic media. You may contact Guy.L.Nisbet@wv.gov if you have any questions.

All items bid for this project MUST be a part of your SYSFURN10 Contract award. Vendors bidding items not contained on said award shall be disqualified.

12/18/12 12:23:05 PM  
West Virginia Purchasing Division

## Section 3.3 - Workstations (9)

### Workstations 6' x 7'

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
62" h (+/-5")								
All panels are acoustical, monolithic								
2" thickness and solid core,								
no frame or tile panels will be								
accepted. All panels shall be powered								
so that each workstation has 3 duplex outlets								
per station, no power strips will be accepted.								
***Eliminate 2 panels along server room 3 wall***								
***Please note the service window, one 60"								
panel will need to be 30" high.***								
***All workstations should have wing panels. See								
drawing for size.***								
24" x 32" Non-Powered Panel	4	Haworth	E2MN-230-B	Unigroup Too	245	Workstations	\$98.78	\$ 395.12

36" x 64" Non-Powered Panel	16	Haworth	E2MN-362-B	Unigroup Too	245	Workstations	\$144.32	\$ 2,309.12
48" x 64" Non-Powered Panel	9	Haworth	E2MN-462-B	Unigroup Too	245	Workstations	\$163.24	\$ 1,469.16
36" x 64" Powered Panel	15	Haworth	E2MP-362-B	Unigroup Too	245	Workstations	\$180.40	\$ 2,706.00
48" x 64" Powered Panel	1	Haworth	E2MP-462-B	Unigroup Too	245	Workstations	\$199.32	\$ 199.32
							Subtotal	\$ 7,078.72

### Installation/Electrical Hardware/Misc for Panels

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
Base Feed Module	4	Haworth	BFM-1-B	Unigroup Too	378	Workstations	\$56.40	\$ 225.60
90DEG Finish Post, 32"H	2	Haworth	E2PC-30	Unigroup Too	268	Workstations	\$15.84	\$ 31.68
90DEG Finish Post, 64"H	10	Haworth	E2PC-62	Unigroup Too	268	Workstations	\$19.58	\$ 195.80
180DEG Finish Post, 32"H	1	Haworth	E2PS-30	Unigroup Too	268	Workstations	\$17.40	\$ 17.40
180DEG Finish Post, 64"H	5	Haworth	E2PS-62	Unigroup Too	268	Workstations	\$22.80	\$ 114.00
Duplex Receptacles (Box of 6)	5	Haworth	PRD-3-B	Unigroup Too	383	Workstations	\$41.10	\$ 205.50
Cantilever Brackets (Pair)	27	Haworth	ZEBD-1600-PP	Unigroup Too	497	Workstations	\$24.90	\$ 672.30
Rear Corner Bracket	9	Haworth	ZEBR-0000-PN	Unigroup Too	500	Workstations	\$4.80	\$ 43.20
Straight Span Power Connector	3	Haworth	PCSS-3-B	Unigroup Too	382	Workstations	\$30.00	\$ 90.00
							Subtotal	\$ 1,595.48

### Work Surfaces

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
24" d x 36"w laminate work surface	9	Haworth	WURA-2436-LTSA	Unigroup Too	424	Workstations	\$68.10	\$ 612.90
24" d x 36"w laminate corner work surface	9	Haworth	WUCA-3636-LTSAN44	Unigroup Too	434	Workstations	\$126.60	\$ 1,139.40
24" d x 48"w laminate work surface	9	Haworth	WURA-2448-LTSA	Unigroup Too	424	Workstations	\$96.00	\$ 864.00
36" w steel flipper door unit w/lock	9	Haworth	UEFS-1636-PML	Unigroup Too	520	Workstations	\$125.84	\$ 1,132.56
48" w steel flipper door unit w/lock	9	Haworth	UEFS-1648-PML	Unigroup Too	520	Workstations	\$134.64	\$ 1,211.76





30" d x 72" w x 36" h table laminate top with steel base and 4 legs on casters	1	Haworth	45TC-3072-E6SC	Haworth Tables	246	Copy/Mail	\$517.55	\$ 517.55
Stool with foot ring: standard pneumatic height, tilt, swivel features, metal frame with height adjustable arms 5 star base with casters, mid back design, adjustable lumbar, upholstered in fabric	1	Haworth	M2E1-1441	Haworth Seating	148	Copy/Mail	\$575.34	\$ 575.34
							Subtotal	\$ 1,092.89

### Section 3.3.3 - Receptionists (Room 11)

#### Workstations 6' x 7'

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
62" h (+/-5") All panels are acoustical, monolithic 2" thickness and solid core, no frame or tile panels will be accepted. All panels shall be powered so that each workstation has 3 duplex outlets per station, no power strips will be accepted.								
***Please note the service window, one 60" wide panel will need to be 30" high.***								
***All workstations should have wing panels. See drawing for size.***								
24" x 64" Powered Panel	1	Haworth	E2MP-262-B	Unigroup Too	245	Reception	\$152.68	\$ 152.68
36" x 64" Powered Panel	2	Haworth	E2MP-362-B	Unigroup Too	245	Reception	\$180.40	\$ 360.80
60" x 32" Powered Panel	1	Haworth	E2MP-530-B	Unigroup Too	245	Reception	\$193.38	\$ 193.38
							Subtotal	\$ 706.86

#### Installation/Electrical Hardware/Misc for Panels

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
Base Feed Module	1	Haworth	BFM-1-B	Unigroup Too	378	Reception	\$56.40	\$ 56.40
90DEG Finish Post, 64"H	1	Haworth	E2PC-62	Unigroup Too	268	Reception	\$19.58	\$ 19.58

Duplex Receptacles (Box of 6)	1	Haworth	PRD-3-B	Unigroup Too	383	Reception	\$41.10	\$ 41.10
Cantilever Brackets (Pair)	3	Haworth	ZEBD-1600-PP	Unigroup Too	497	Reception	\$24.90	\$ 74.70
Rear-Corner Bracket	1	Haworth	ZEBR-0000-PN	Unigroup Too	500	Reception	\$4.80	\$ 4.80
Subtotal								\$ 196.58

### Work Surfaces

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
24" d x 24"w laminate work surface	1	Haworth	WURA-2424-LTSA	Unigroup Too	424	Reception	\$56.40	\$ 56.40
24" d x 36"w laminate corner work surface	1	Haworth	WUCA-3636-LTSAN44	Unigroup Too	434	Reception	\$126.60	\$ 126.60
24" d x 60"w laminate work surface	1	Haworth	WURA-2460-LTSA	Unigroup Too	424	Reception	\$109.80	\$ 109.80
36" w steel flipper door unit w/lock	1	Haworth	UEFS-1636-PML	Unigroup Too	520	Reception	\$171.60	\$ 171.60
24" d f/f pedestal must be full height to attach to work surface w/lock.	1	Haworth	VPAJ-24-5	Unigroup Too	573	Reception	\$177.16	\$ 177.16
24" d b/b/f pedestal must be full height to attach to work surface w/lock.	1	Haworth	VPAH-24-5	Unigroup Too	573	Reception	\$189.20	\$ 189.20
11" h x 36" w tack board	1	Haworth	HTB-3611	Unigroup Too	538	Reception	\$53.10	\$ 53.10
30" w task light - must be within 6" of the width of the cabinet	1	Haworth	LUTS-0030-16UEP	Unigroup Too	536	Reception	\$55.80	\$ 55.80
Keyboard tray fully adjustable, with mouse pad that can be moved to either left or right side of keyboard tray, includes palm support, no knob or lever needed for height adjustment, 6" of height adjustment, negative and positive tilt with 360 degree swivel.	1	Right Angle	JVS17-S	Right Angle	8	Reception	\$139.00	\$ 139.00
24" w toolbar	2	Haworth	KUTP-0024-E	Unigroup Too	556	Reception	\$14.40	\$ 28.80
Horizontal in/out baskets with one divider to allow for 2 levels of storage	4	Haworth	KUTH-0011-S	Unigroup Too	557	Reception	\$17.40	\$ 69.60
These are to be located on 24" wide panels								
Subtotal								\$ 1,177.06













	2	Global	ZTB4616	Global Casegoods	178	Room 2	\$100.32	\$ 200.64
36" w task light	2	Global	TSL36	Global Casegoods	298	Room 2	\$142.56	\$ 285.12
24" full height, laminate b/b/f pedestal mobile with casters.	2	Global	ZMPBBF19	Global Casegoods	107	Room 2	\$365.28	\$ 730.56
Keyboard tray fully adjustable, with mouse pad that can be moved to either left or right side of keyboard tray, includes palm support, no knob or lever needed for height adjustment, 6" of height adjustment, negative and positive tilt with 360 degree swivel.	2	Right Angle	JVS17-S	Right Angle	8	Room 2	\$139.00	\$ 278.00
freestanding paper tray to include 1 horizontal in/out baskets with one divider to allow for 2 level storage.	2	Haworth	DTLS-2	Unigroup Too	548	Room 2	\$27.00	\$ 54.00
Freestanding diagonal tray to consist of 3 slots	2	Haworth	DTPR-1	Unigroup Too	551	Room 2	\$18.00	\$ 36.00
Subtotal								\$ 3,460.16

**Miscellaneous Items**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
36" w x 4 high laminate lateral file w/lock	2	Global	Z36M54F	Global Casegoods	126	Room 2	\$967.20	\$ 1,934.40
Subtotal								\$ 1,934.40

**Section 3.3.7 - There is one conference room and the design options are as follows: (Room 4)**

**Seating**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
Stacking side chairs , 4 legs, without arms upholsteed in fabric (2 per Carton)	12	United Chair	ON34C-DP	United Chair	20	Conference Room	\$380.00	\$ 4,560.00
Subtotal								\$ 4,560.00

**Tables**



Stacking hard shell chairs, no arms (fully molded, no open back) with metal frame, 4 legs stationary without casters. The chairs are ganged in accordance with the attached floor plan. (4 Chairs per Carton)	5	Hon	H4041	Hon	534	Lobby	\$304.70	\$ 1,523.50	
								Subtotal	\$ 1,523.50

**Section 3.3.10 - The video room will contain the following options: (Room 16)**

**Work Surfaces**

**Size:**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price	
Free standing design: Desk - General Specifications: Outside and surface panels are made from 1" thick 45 lbs. density particle board and covered on both sides with high performance thermally fused laminate. File drawers have full extension steel ball bearing slides, box drawers use 3/4 extension steel ball bearing slides. Drawers and end panels are edge banded on all four sides to protect clothing and the floor covering. locks are standard. Drawers are open with side pulls. Full leg end panels and modesty panel.									
Single pedestal desk , free standing design 24" w x 60" l single pedestal b/b/f full to floor, full laminate finish to match private offices and interview rooms.	1	Global	Z2060CSR	Global Casegoods	244	Video Room	\$365.76	\$ 365.76	
								Subtotal	\$ 365.76

**Seating**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
Task chair: standard pneumatic height, tilt, swivel features metal frame with height adjustable arms, 5 star base casters, mid back design, adjustable lumbar, upholstered in fabric	1	Hon	HVL630	Hon	578	Video Room	\$251.90	\$ 251.90

								Subtotal	\$ 251.90
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**Miscellaneous Items**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price	
Bookcase 4 high laminate with 3 adjustable shelves in 1" increments, must have finished back	1	Global	ZHBC48	Global Casegoods	182	Video Room	\$286.08	\$ 286.08	
								Subtotal	\$ 286.08

**Section 3.3.11 - The family visitation room will contain the following design options: (Rm. 17)**

**Tables**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price	
36" round laminate table 29" h metal column with cross base.	1	Global	GCCR36	Global Casegoods	482	Family Visitation	\$228.48	\$ 228.48	
End table 24" x 24" laminate with 4 legs	1	Hon	HBLH3170	Hon	667	Family Visitation	\$93.50	\$ 93.50	
								Subtotal	\$ 321.98

**Seating**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price	
3 seat sofa with minimum of 4 legs, stationary without casters, upholstered in vinyl.	1	Hon	HVL873	Hon	584	Family Visitation	\$798.05	\$ 798.05	
lounge chairs, no more than 32" w, with arms upholstered in vinyl, minimum of 4 legs.	1	Hon	HVL871	Hon	584	Family Visitation	\$503.25	\$ 503.25	
chairs: molded poly shell, no upholstery metal frame without arms, 4 legs, stationary (4 Chairs per Carton)	1	Hon	H4041	Hon	534	Family Visitation	\$304.70	\$ 304.70	
								Subtotal	\$ 1,606.00

**Section 3.3.12 - Storage Room to contain: (Room 5)**

**Miscellaneous Items**

Description	QTY	MNFTR	Part No.	SWC Catalog#	Page	Location/Rooms	Unit Price	EXT. Price
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Shelves								
6 high 36" w x 12" deep open style shelving heavy	2	Tennsco	Q06-3612A	Tennsco	14	Storage	\$142.80	\$ 285.60
duty, 20 gauge steel, 1000 lb. max load per shelf	2	Tennsco	Q06-3612S	Tennsco	14	Storage	\$147.70	\$ 295.40
							Subtotal	\$ 581.00

**Grand Total:** \$ 58,507.70





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

**Solicitation**

NUMBER
BCF13086/

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

VENDOR

\*709040519      304-343-7551  
 CAPITOL BUSINESS INTERIORS  
 711 INDIANA AVE  
 CHARLESTON WV 25302

SHIP TO

HEALTH AND HUMAN RESOURCES  
 VARIOUS LOCATIONS  
 AS INDICATED BELOW

DATE PRINTED
11/09/2012

BID OPENING DATE: 12/18/2012      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		425-94		58507.70
NEW MODULAR FURNITURE FOR DODDRIDGE COUNTY OFFICE  REQUEST FOR QUOTATION SECONDARY BID FOR SYSFURN10 <i>Doddridge</i>  THE WEST VIRGINIA STATE PURCHASING DIVISION IN ACCORDANCE WITH THE PROVISIONS OF SYSFURN10, IS SOLICITING SECONDARY COMPETITIVE BIDS FROM SYSFURN10 VENDORS TO PROVIDE THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES, WITH MODULAR FURNITURE FOR THE OHIO COUNTY DHHR OFFICE LOCATED 69 16TH STREET, WHEELING, WV 26003, PER THE ATTACHED SPECIFICATIONS.  THIS SECONDARY COMPETITIVE BID IS LIMITED TO THOSE VENDORS HOLDING A STATEWIDE CONTRACT AWARD UNDER SYSFURN10. NO OTHER BIDS WILL BE CONSIDERED.  SYSFURN VENDORS MUST BID ONLY PRODUCTS FROM CATALOGS AWARDED AS A PART OF THEIR SYSFURN10 CONTRACT. VENDOR BIDDING PRODUCTS FROM ANY OTHER CATALOGS WILL BE DISQUALIFIED.						

SIGNATURE <i>Kelli D. Prutz</i>	TELEPHONE 304.343.7551	DATE 12-18-12
TITLE <i>Sales Mgr.</i>	FEIN 55-0422766	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, 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

# Solicitation

NUMBER
BCF13086

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

VENDOR

\*709040519      304-343-7551  
 CAPITOL BUSINESS INTERIORS  
 711 INDIANA AVE  
 CHARLESTON WV 25302

SHIP TO

HEALTH AND HUMAN RESOURCES  
 VARIOUS LOCATIONS  
 AS INDICATED BELOW

DATE PRINTED
11/09/2012

BID OPENING DATE: 12/18/2012      BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ    BCF13086 ***** TOTAL: _____						

SIGNATURE		TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	

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

RFQ No. BCF13086

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Capitol Business Interiors

Authorized Signature: Kelli D. Porrazz Date: 12/18/12

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 18th day of December, 2012.

My Commission expires August 11, 2019.

AFFIX SEAL HERE

NOTARY PUBLIC Betty L. Jones

Purchasing Affidavit (Revised 07/01/2012)



# 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.
- 7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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: Capitol Business Interiors  
Date: 12-18-12

Signed: Kelli P. Prange  
Title: Sales Mgr.

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Capitol Business Interiors.

(Company)

Kelli D. Bragg.

(Authorized Signature)

Kelli Bragg, Sales Manager.

(Representative Name, Title)

304. 343. 7551      304. 346. 3350

(Phone Number)

(Fax Number)

12-18-12

(Date)



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

# Solicitation

NUMBER
BCF13086

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
GUY NISBET 304-558-8802

VENDOR

\*709040519      304-343-7551  
 CAPITOL BUSINESS INTERIORS  
 711 INDIANA AVE  
  
 CHARLESTON WV 25302

SHIP TO

HEALTH AND HUMAN RESOURCES  
 VARIOUS LOCATIONS  
 AS INDICATED BELOW

DATE PRINTED
12/05/2012

BID OPENING DATE: 12/18/2012      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM FOR THE DODDRIDGE COUNTY DHHR OFFICE FURNITURE SOLICITATION ISSUED TO DISTRIBUTE THE ATTACHE DOCUMENTATION.						
0001	1	JB		425-94		
				NEW MODULAR FURNITURE FOR DODDRIDGE COUNTY OFFICE		
***** THIS IS THE END OF RFQ BCF13086 ***** TOTAL:						58,507.70

SIGNATURE <i>Kelli D. Briggs</i>	TELEPHONE 304.343.7551	DATE 12-18-12
TITLE <i>Sales Mgr.</i>	FEIN 55-0422766	ADDRESS CHANGES TO BE NOTED ABOVE

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



**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** BCF13086

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

Capitol Business Interiors

Company

Kenn D. May

Authorized Signature

12-18-12

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.