



### **Mailing Address**

Please note that *future* Bid Packages/Requests/Contracts should be mailed to our corporate office at:

Carmeuse Lime & Stone, Inc.  
11 Stanwix Street – 21<sup>st</sup> Floor  
Pittsburgh, PA 15222  
*Attn: Josie Zihmer*

### **Bid Results / Contracts:**

Please mail, fax or email bid tabs/results to the following:

Fax to 412-995-5515 attention Josie Zihmer.

Mail Contracts to the above address.

Email results to [josie.zihmer@carmeusena.com](mailto:josie.zihmer@carmeusena.com)

Should you have any questions, please call me directly at 866-780-0974.

Sincerely,

*Josie Zihmer*

Josie Zihmer  
Inside Sales Representative

12/26/12 12:17:59 PM  
West Virginia Purchasing Division



## Carmeuse Lime & Stone

Strasburg Operation  
1696 Oranda Road  
Strasburg, VA 22657

### PRODUCT INFORMATION

Product Description: Hydrate Chemical  
Product Code: 10017  
Production Facility: Strasburg  
Packaging: Bulk

#### Typical Properties: Chemical

	Average (%)
Loss on Ignition (LOI)	24.2
Calcium Hydroxide Ca(OH) <sub>2</sub>	97.00
Available CaO	71.40
Calcium Oxide (CaO)	73.50
Magnesium Oxide (MgO)	0.77
Silica (SiO <sub>2</sub> )	0.67
Ferric Oxide (Fe <sub>2</sub> O <sub>3</sub> )	0.12
Alumina (Al <sub>2</sub> O <sub>3</sub> )	0.30
Free Moisture	0.90

#### Typical Properties: Physical

	Average (%)	Air Jet
Size		
- %Passing 200 Mesh	99.0	
- %Passing 325 Mesh	98.5	90.0
- %Passing 400 Mesh	98.0	
-		
- BET Surface Area	20.224	
- Pore Volume	0.085	
Loose Bulk Density (#/ft <sup>3</sup> ) *	19	
Packed Bulk Density (#/ft <sup>3</sup> ) *	33	

\* Not routinely analyzed at this location

Product is registered to NSF60, Drinking Water Treatment Chemicals.

Product meets the requirements of AWWA B202-02.

The information contained in this product information sheet is, to the best of our knowledge, true and accurate, but any typical values given are subject to occasional variations based on variations in the raw material inputs and processing operations. Each user is advised to evaluate the product (specific compositions, physical properties and performance characteristics) independently for suitability in the intended use.

**ANSI / NSF STANDARD 60 CLASSIFICATION**

NSF International has classified the following Carmeuse Lime manufacturing locations and their products for use as drinking water additives.

<u>Location</u>	<u>Product / Trade Designation</u>	<u>Categories</u>	<u>Maximum Use</u>
Carmeuse Lime BEACHVILLE OPERATION P.O. Box 190 Ingersoll, Ontario, N5C 3K5 IE467-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime RIVER ROUGE OPERATION 25 Marion Avenue River Rouge, Michigan 48218 IE465-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
Carmeuse Lime S. CHICAGO OPERATION 3245 East 103 <sup>rd</sup> Street Chicago, Illinois 60617 IE464-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime BUFFINGTON OPERATION North Clark Road at Lake Michigan Gary, Indiana 46420 IE466-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
Carmeuse Lime ANNVILLE OPERATION Route 422 and Clear Spring Road Annville, PA 17003 IE463-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime Black River Operation 9043 Highway 154 Butler, KY 41006 IE461-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime LONGVIEW OPERATION 599 Highway 31 South Saginaw, Alabama 35137 IE462-01	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime STRASBURG OPERATION 1696 Oranda Road Strasburg, Virginia 22657 COO23848	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L
Carmeuse Lime LUTTRELL OPERATION 486 Clinch Valley Road Luttrell, Tennessee 37779 COO23849	Calcium Oxide	Softening, Precipitation and pH Adjustment	500 mg/L
	Calcium Hydroxide	Softening, Precipitation and pH Adjustment	650 mg/L

For questions concerning water treatment products,  
please contact: Josie Zihmer  
Inside Sales Representative  
(866) 780-0974

The complete listing of certified Carmeuse Lime plants can also be viewed  
at the water certification index on the NSF International web site:  
<http://www.nsf.org/Certified/PwsChemicals/Listings.asp?CompanyName=carmeuse&>

Certifications-Drinking Water Treatment Additives



Certified to  
NSF/ANSI 60

# NSF International

RECOGNIZES

## CARMEUSE NORTH AMERICA PITTSBURGH, PA

AS COMPLYING WITH NSF/ANSI 60.  
PRODUCTS APPEARING IN THE NSF OFFICIAL LISTING ARE  
AUTHORIZED TO BEAR THE NSF MARK.

### CARMEUSE LIME PLANTS

Ingersol, ON, Cert. # IE467-01

River Rouge, MI, # IE465-01

Chicago, IL, Cert. # IE464-01

Gary, IN, Cert. # IE466-01

Annville, PA, Cert. # IE463-01

Butler, KY, Cert. # IE461-01

Saginaw, AL, Cert. # IE462-01

Baton Rouge, LA, Cert. # IE462-01



Certification Program  
Accredited by the  
American National  
Standards Institute



Certification Program  
Accredited by the  
Standards Council  
of Canada

This certificate is the property of NSF International and must be returned upon request. To verify Certification, call 800 NSF-MARK or 734 769-8010.

September 17, 2003  
Certificate# 1E460 - 01

Mark L. Jost, Senior V.P., Water Systems  
Water Distribution Systems



**Carmeuse Lime & Stone, Inc.  
Strasburg Operation**

**To: West Virginia Environmental Protection Dept. of AML&R**

**Date: 12/20/2012**

**Re: Affidavit of Compliance for Hydrate to ANSI / AWWA B202**

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Carmeuse Strasburg's water grade hydrated lime products conform to ANSI / AWWA B202-02. The following verifications required by the standard are provided on all water grade hydrated lime shipped to our customers:

- **Sampling**  
If required by the customer, samples are taken from a screw conveyor (Section 5.1.2.3) and analyzed. Results are reported on a certificate of analysis.
- **Test Procedures Performed**  
Available Calcium Oxide—procedure adapted from ASTM C-25
- **Rejection of Hydrated Lime**  
Available Calcium Oxide < 62% (Equivalent to 81.9% Ca(OH)<sub>2</sub>)

Robert W. Rinker  
Quality Director  
Carmeuse NA



Carmeuse Lime & Stone  
 11 Stanwix Street, 21<sup>st</sup> Floor  
 Pittsburgh, PA 15222  
 Phone: 412-995-5500  
 Fax: 412-995-5594

Date of Origin:	06/05/2002
Date of Revision:	05/15/2012
Revision No	12

## Material Safety Data Sheet

Product Name:	<b>HYDRATED LIME</b>
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INFOTRAC: 800-535-5053 [In case of an emergency call this number 24 HOURS a day 7 DAYS a week.]

### 1. IDENTIFICATION OF THE SUBSTANCE AND COMPANY

#### 1.1. Identification of the substance:

Chemical name:	Calcium hydroxide
Product name(s):	Hydrated Lime, Industrial Hydrate
Formula:	Ca(OH) <sub>2</sub>
CAS #:	1305-62-0
Molecular Weight:	74.08
Material Uses:	Water treatment, steel flux, caustic agent, pH adjustment, acid gas absorption, construction

#### 1.2. Company:

Main Office:	
11 Stanwix Street, 21 <sup>st</sup> Floor	Telephone: 412-995-5500
Pittsburgh, PA 15222	Fax: 412-995-5594

Canadian Office:	
P.O. Box 190	Telephone: 519-423-6283
Ingersoll, Ontario N5C 3K5	Fax: 519-423-6545

### 2. COMPOSITION / INFORMATION ON INGREDIENTS

<u>Ingredient</u>	<u>% by Weight</u>	<u>CAS #</u>	<u>Exposure Limits</u>
Calcium hydroxide	>85	1305-62-0	OSHA PEL: 15 mg/m <sup>3</sup> (total), 5 mg/m <sup>3</sup> (resp) ACGIH TLV: 5 mg/m <sup>3</sup> O. Reg. 833 TWAEV: 5 mg/m <sup>3</sup> LD <sub>50</sub> oral (rat) 7340 mg/kg
Silica - crystalline quartz	<1	14808-60-7	OSHA PEL*: 10 mg/m <sup>3</sup> (total dust); 3.3 mg/m <sup>3</sup> (respirable) ACGIH TLV: 0.025 mg/m <sup>3</sup> (respirable) O. Reg. 845: 0.1 mg/m <sup>3</sup>

\*PEL (total dust) = (30 mg/m<sup>3</sup>) / (% silica + 2); PEL (respirable) = (10 mg/m<sup>3</sup>) / (% silica + 2)

Product Name:

# HYDRATED LIME (continued)

## 3. HAZARDS IDENTIFICATION AND CLASSIFICATION

<b>Overview:</b>	Hydrated lime is an odorless white or grayish-white granular powder. Contact can cause irritation to eyes, skin, respiratory system, and gastrointestinal tract. Contact may aggravate disorders of eyes, skin, gastrointestinal tract, and respiratory system.
<b>Eyes:</b>	Can cause severe irritation or burning of eyes, including permanent damage.
<b>Skin:</b>	Can cause severe irritation or burning of skin, especially in the presence of moisture.
<b>Ingestion:</b>	Can cause severe irritation or burning of gastrointestinal tract if swallowed.
<b>Inhalation:</b>	Can cause severe irritation of the respiratory system. Long-term exposure may cause permanent damage. Hydrated lime is not listed by MSHA, OSHA, or IARC as a carcinogen, but this product may contain crystalline quartz silica, which has been classified by IARC as (Group I) carcinogenic to humans when inhaled. Inhalation of silica can also cause a chronic lung disorder, silicosis.
<b>Irritant:</b>	Eyes, mucous membranes, moist skin, respiratory tract.
<b>Flammability:</b>	This product is not flammable or combustible
<b>Explosive:</b>	This product is not explosive in dust form
<b>Reactivity:</b>	May react violently with strong acids producing heat and possible steam explosion in confined space
<b>Symbols:</b>	WHMIS Symbol: "E" Corrosive Material; "D2A" Materials causing other toxic effects

## 4. HEALTH EFFECTS AND TREATMENTS

### Health Effects:

<b>Inhalation:</b>	<u>Acute:</u> irritation, sore throat, cough, sneezing. <u>Chronic:</u> persistent coughing and breathing problems. Long-term exposure to silica can cause a chronic lung disorder, silicosis.
<b>Eyes:</b>	<u>Acute:</u> severe irritation, intense tearing, burns. <u>Chronic:</u> possible blindness when exposure is prolonged.
<b>Skin:</b>	<u>Acute:</u> removes natural skin oils, blotches, itching and superficial burns in case of sweating. <u>Chronic:</u> no known effects.
<b>Ingestion:</b>	<u>Acute:</u> sore throat, stomach aches, cramps, diarrhea, vomiting. <u>Chronic:</u> no known effects.

### Treatments:

<b>Inhalation:</b>	Move victim to fresh air. Seek medical attention if necessary. If breathing has stopped, give artificial respiration.
<b>Eyes:</b>	Immediately flush eyes with large amounts of water for at least 15 minutes. Pull back the eyelid to make sure all the lime dust has been washed out. Seek medical attention immediately. Do not rub eyes.
<b>Skin:</b>	Flush exposed area with large amounts of water. Seek medical attention immediately.
<b>Ingestion:</b>	Give large quantities of water or fruit juice. Do not induce vomiting. Seek medical attention immediately. Never give anything by mouth if victim is rapidly losing consciousness or is unconscious or convulsing.

Product Name:	<b>HYDRATED LIME</b> (continued)
<b>5. FIRE FIGHTING MEASURES</b>	
<b>Flash point:</b>	Non-flammable
<b>Autoignition temperature:</b>	Non-flammable
<b>Inflammability limits:</b>	None
<b>Explosion risk:</b>	None by itself, but heat produced by reaction with strong acids can generate steam and pressure
<b>Hazardous combustion products:</b>	Decomposes to produce calcium oxide (CaO), which can react with water to produce steam and pressure
<b>Extinguishing media:</b>	Use dry chemical fire extinguisher. Do not use water or halogenated compounds, except that large amounts of water may be used to deluge small quantities of hydrated lime. Use appropriate extinguishing media for surrounding fire conditions.
<b>Fire fighting instructions:</b>	Keep personnel away from and upwind of fire. Wear full fire-fighting turn-out gear (full Bunker gear), and respiratory protection (self-contained breathing apparatus).
<b>6. ACCIDENT PREVENTION MEASURES</b>	
<b>Individual and collective precautions:</b>	Avoid creating conditions which release dust – use mechanical ventilation to remove dust from work spaces
<b>Avoid inhalation of dust:</b>	Wear respiratory protection - minimum NIOSH N-95 Dust Mask
<b>Cleaning methods for spills:</b>	Use personal protective equipment (eyes, skin and inhalation, see Section 8). Use dry methods (vacuuming, sweeping) to collect spilled materials. Avoid generating dust. For large spills, evacuate area downwind of clean-up area operations to minimize dust exposure. For small spills, store spilled materials in dry, sealed plastic or metal containers. Dust residue on surfaces may be washed with water.
<b>Precautions for the protection of the environment:</b>	May not be released into surface waters without controls (increases pH)
<b>Waste Disposal:</b>	Dispose according to federal, provincial/state and local environmental regulations
<b>7. HANDLING AND STORAGE</b>	
<b>Handling:</b>	In open air or in ventilated places, avoid skin and eye contact, avoid creating airborne dust
<b>Storage:</b>	Store in dry places sheltered from humidity. Keep away from acids and incompatible substances Keep out of reach of children



Product Name:	<b>HYDRATED LIME</b> (continued)
<b>8. EXPOSURE CONTROL / PERSONAL PROTECTION</b>	
<b>Exposure Limits:</b>	Calcium hydroxide: 15 mg/m <sup>3</sup> (OSHA-total); 5 mg/m <sup>3</sup> (OSHA – resp); 5 mg/m <sup>3</sup> (ACGIH, O. Reg. 833) Silica (crystalline quartz): 10 mg/m <sup>3</sup> (total dust); 3.3 mg/m <sup>3</sup> (respirable) (OSHA); 0.05 mg/m <sup>3</sup> (respirable - ACGIH); 0.1 mg/m <sup>3</sup> (O. Reg. 845)
<b>Engineering Controls:</b>	Use ventilation and dust collection to control exposure to below applicable limits. Wear NIOSH N-95 Dust Mask.
<b>Respiratory Protection:</b>	
<b>Eye Protection:</b>	Eye protection (chemical goggles, safety glasses and/or face shield) should be worn where there is a risk of hydrated lime exposure. Contact lenses should not be worn when working with lime products
<b>Hand Protection:</b>	Use clean dry gloves
<b>Skin Protection:</b>	Cover body with suitable clothes.  Refer to Ontario Regulation 845: Designated Substance – Silica.
<b>9. PHYSICAL AND CHEMICAL PROPERTIES</b>	
<b>Physical State:</b>	Solid
<b>Odor &amp; Appearance:</b>	Odorless, white powder
<b>pH:</b>	12.4 in saturated water solution at 25°C
<b>Melting point:</b>	580°C
<b>Boiling point:</b>	2850°C
<b>Vapor pressure:</b>	Non volatile
<b>Vapor density:</b>	Non volatile
<b>Specific Gravity:</b>	2.24
<b>Solubility:</b>	Slightly soluble in water: 0.2% @ 0° C Soluble in acids, glycerin and sugar solutions
<b>10. STABILITY AND REACTIVITY</b>	
<b>Stability:</b>	Stable products, not very soluble.
<b>Decomposition temperature:</b>	580°C, forms calcium oxide (CaO) and water
<b>Reactivity:</b>	Reacts with acids to form calcium salts while generating heat. Reacts with carbon dioxide in air to form calcium carbonate.
<b>Conditions to avoid:</b>	Vicinity of incompatible materials
<b>Incompatible materials:</b>	Acids; reactive fluoridated, brominated or phosphorous compounds; aluminum (may form hydrogen gas), reactive powdered metals; organic acid anhydrides; nitro-organic compounds; interhalogenated compounds
<b>Hazardous decomposition products:</b>	Calcium oxide (CaO)

Product Name:

# HYDRATED LIME (continued)

## 11. TOXICOLOGICAL INFORMATION

- Toxicity:** LD<sub>50</sub> oral (rat) for calcium hydroxide is 7340 mg/kg. This product is not listed by MSHA, OSHA, or IARC as a carcinogen, but this product may contain crystalline silica, which has been classified by IARC as (Group I) carcinogenic to humans when inhaled in the form of quartz or cristobalite. No reported Carcinogenicity, Reproductive Effects, Teratogenicity or Mutagenicity.
- Exposure Limits:** Refer to section 8.
- Irritancy:** Can cause severe irritation of eyes, skin, respiratory tract and gastrointestinal tract.
- Chronic Exposure:** Inhalation of silica can cause a chronic lung disorder, silicosis.

## 12. ECOLOGICAL INFORMATION

Alkaline substance that increases pH to a maximum of 12.4 in a saturated water solution at 25°C  
Calcium hydroxide gradually reacts with CO<sub>2</sub> in air to form calcium carbonate (CaCO<sub>3</sub>)  
Calcium carbonate is ecologically neutral  
Uncontrolled spillage in surface waters should be avoided since the increase pH could be detrimental to fish  
Harmful to aquatic life in high concentration

## 13. DISPOSAL CONSIDERATIONS

Dispose according to federal, provincial/state and local environmental regulations.

## 14. TRANSPORTATION INFORMATION

<b>Classification:</b>	TDG	Not listed for ground transportation
	HMR	Not listed for ground transportation

TDG: Transportation of Dangerous Goods Regulation (CAN)  
HMR: Hazardous Materials Regulation (USA)

Product Name:

# HYDRATED LIME (continued)

## 15. REGULATORY INFORMATION

**Symbol:**

**WHMIS RATING**

D<sub>2</sub>A, E

**NFPA RATING**

HEALTH-3 SPECIFIC HAZARD - ALK FLASH POINTS-0 REACTIVITY-1

**HMIS RATING**

HEALTH-3 SPECIFIC HAZARD - ALK FLASH POINTS-0 REACTIVITY-1

**Risk Phrases:**

Risk of serious damage to the eyes

Keep out of reach of children

**Safety Phrases:**

Keep storage container away from humidity

Avoid contact with skin and eyes. In case of contact with eyes, rinse immediately with water for at least 15 minutes

**CPR (Canada):**

This product has been classified in accordance with the hazard criteria of the Controlled Products Regulation (CPR) of Canada and this MSDS contains all information required by the CPR.

## 16. MISCELLANEOUS OTHER INFORMATION

Hydrated lime can be removed from objects (such as vehicles) using rags dampened with dilute vinegar. After applying dilute vinegar, vehicles (especially chrome surfaces) must be washed with water.

The information contained herein is believed to be accurate and reliable as of the date hereof. However, Carmeuse makes no representation, warranty or guarantee as to results or as to the information's accuracy, reliability or completeness. Carmeuse has no liability for any loss or damage that may result from use of the information. Each user is responsible to review this information, satisfy itself as to the information's suitability and completeness, and circulate the information to its employees, customers and other appropriate third parties.



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

**Solicitation**

NUMBER
DEP16036

PAGE
1

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

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Carmeuse Lime & Stone  
 11 Stanwix Street, 21st Floor  
 Pittsburgh, PA 15222

SHIP TO

ENVIRONMENTAL PROTECTION  
 DEPARTMENT OF  
 OFFICE OF AML&R  
 601 57TH STREET SE  
 CHARLESTON, WV  
 25304 304-926-0499

DATE PRINTED
11/29/2012

BID OPENING DATE: 12/27/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		962-73	\$161.95/Ton	\$80,975.00
HYDRATED LIME - LAUREL RUN DOSER PROJECT  REQUEST FOR SOLICITATION ( RFQ )  THE WEST VIRGINIA PURCHASING DIVISION, ON BEHALF OF THE WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION IS SOLICITING BIDS FROM QUALIFIED VENDORS FOR AN "OPEN-END CONTRACT" TO PROVIDE HYDRATED LIME FOR THE LAUREL RUN DOSER PROJECT.  TYPICAL ANALYSIS: HYDRATED LIME SHEET ATTACHED IN SPEC TO BE DELIVERED TO THE SITE AT TIMES AND IN AMOUNTS AS DIRECTED BY THE PERSONNEL OF THE WV. DEPT. OF ENVIRONMENTAL PROTECTION.  SITE LOCATION: LAUREL RUN DOSER PROJECT, TERRA ALTA, PRESTON COUNTY, WEST VIRGINIA.  ***** THIS IS THE END OF RFQ DEP16036 ***** TOTAL:						
						\$80,975.00

SIGNATURE <i>Kruse D. Routhen</i>	TELEPHONE (412)-995-5500	DATE December 20, 2012
TITLE Vice President of Sales	FEIN 54-1284052	ADDRESS CHANGES TO BE NOTED ABOVE

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

**INSTRUCTIONS TO VENDORS SUBMITTING BIDS**

1. **REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.
2. **MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.
3. **PREBID MEETING:** The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening.

A **NON-MANDATORY PRE-BID** meeting will be held at the following place and time:

A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing. Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required

information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. **VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are non-binding.

Question Submission Deadline:

December 13, 2012 at 2:00 PM. EST.

Submit Questions to:

Guy Nisbet, Senior Buyer

2019 Washington Street, East

P.O. Box 50130

Charleston, WV 25305

Fax: 304.558.3970

Email: Guy.L.Nisbet@wv.gov

5. **VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including that made at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.
6. **BID SUBMISSION:** All bids must be signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The bid delivery address is:

Department of Administration, Purchasing Division  
2019 Washington Street East  
P.O. Box 50130,  
Charleston, WV 25305-0130

The bid should contain the information listed below on the face of the envelope or the bid may not be considered:

**SEALED BID**

BUYER: Guy Nisbet  
 SOLICITATION NO.: DEP16036  
 BID OPENING DATE: December 27, 2012  
 BID OPENING TIME: 1:30 PM  
 FAX NUMBER: (304)-558-3970

In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus  convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE:     Technical  
                    Cost

7. **BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when time stamped by the official Purchasing Division time clock.

**Bid Opening Date and Time:**

December 27, 2012 at 1:30 PM. EST.

**Bid Opening Location:**

Department of Administration, Purchasing Division  
 2019 Washington Street East  
 P.O. Box 50130,  
 Charleston, WV 25305-0130

8. **ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.
9. **BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.



**GENERAL TERMS AND CONDITIONS:**

1. **CONTRACTUAL AGREEMENT:** Issuance of a Purchase Order signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.
  
2. **DEFINITIONS:** As used in this Solicitation / Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation / Contract.
  - 2.1 "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.
  
  - 2.2 "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods and services requested in the Solicitation.
  
  - 2.3 "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.
  
  - 2.4 "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.
  
  - 2.5 "Purchase Order" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the successful bidder and Contract holder.
  
  - 2.6 "Solicitation" means the official solicitation published by the Purchasing Division and identified by number on the first page thereof.
  
  - 2.7 "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.
  
  - 2.8 "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.



3. **CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

**Term Contract**

**Initial Contract Term:** This Contract becomes effective on   
  
and extends for a period of  year(s).

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal must be submitted to the Purchasing Division Director thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to  successive one (1) year periods. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

**Reasonable Time Extension:** At the sole discretion of the Purchasing Division Director, and with approval from the Attorney General's office (Attorney General approval is as to form only), this Contract may be extended for a reasonable time after the initial Contract term or after any renewal term as may be necessary to obtain a new contract or renew this Contract. Any reasonable time extension shall not exceed twelve (12) months. Vendor may avoid a reasonable time extension by providing the Purchasing Division Director with written notice of Vendor's desire to terminate this Contract 30 days prior to the expiration of the then current term. During any reasonable time extension period, the Vendor may terminate this Contract for any reason upon giving the Purchasing Division Director 30 days written notice. Automatic extension of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases, but Attorney General approval may be required.

**Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within  days.

**One Time Purchase:** The term of this Contract shall run for one year from the date the Purchase Order is issued or from the date the Purchase Order is issued until all of the goods contracted for have been delivered, whichever is shorter.

**Other:** See attached.

4. **NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Purchase Order will be considered notice to proceed
5. **QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.
- Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. 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.
  - Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.
  - Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.
  - One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.
6. **PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.
7. **EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.
8. **REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.
- BID BOND:** All Vendors shall furnish a bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

- | | **PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of [ ]. The performance bond must be issued and received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.
- | | **LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be issued and delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

- | | **MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.
- | | **WORKERS' COMPENSATION INSURANCE:** The apparent successful Vendor shall have appropriate workers' compensation insurance and shall provide proof thereof upon request.
- | | **INSURANCE:** The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award:

- | | **Commercial General Liability Insurance:**  
[ ] or more.

- | | **Builders Risk Insurance:** builders risk – all risk insurance in an amount equal to 100% of the amount of the Contract.

- | | [ ]
- | | [ ]
- | | [ ]
- | | [ ]
- | | [ ]

The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.

**LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

[		
[		
[		
[		

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

**9. LITIGATION BOND:** The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

**10. ALTERNATES:** Any model, brand, or specification listed herein establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or

other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount

for .

This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

**13. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part. Vendor's signature on its bid signifies acceptance of the terms and conditions contained in the Solicitation and Vendor agrees to be bound by the terms of the Contract, as reflected in the Purchase Order, upon receipt.

**14. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee if applicable.

**15. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

**16. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

**17. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears, to the Agency at the address on the face of the purchase order labeled "Invoice To."

**18. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

**19. DELIVERY:** All quotations are considered freight on board destination ("F.O.B. destination") unless alternate shipping terms are clearly identified in the bid. Vendor's listing of shipping terms that contradict the shipping terms expressly required by this Solicitation may result in bid disqualification.

**20. INTEREST:** Interest attributable to late payment will only be permitted if authorized by the West Virginia Code. Presently, there is no provision in the law for interest on late payments.

**21. PREFERENCE:** Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Resident Vendor Certification form has been attached hereto to allow Vendor to apply for the preference. Vendor's

failure to submit the Resident Vendor Certification form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

- 22. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid on or after July 1, 2012, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to submission of its bid to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.
- 23. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 24. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-7.16.2.
- 25. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.
- 26. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.
- 27. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.
- 28. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendors acknowledge that they have reviewed, understand, and will comply with all applicable law.
- 29. PREVAILING WAGE:** On any contract for the construction of a public improvement, Vendor and any subcontractors utilized by Vendor shall pay a rate or rates of wages which shall not be less than the fair minimum rate or rates of wages (prevailing wage), as established by the West Virginia Division of Labor under West Virginia Code §§ 21-5A-1 et seq. and available at <http://www.sos.wv.gov/administrative-law/wagerates/Pages/default.aspx>. Vendor shall be responsible for ensuring compliance with prevailing wage requirements and determining when prevailing wage



requirements are applicable. The required contract provisions contained in West Virginia Code of State Rules § 42-7-3 are specifically incorporated herein by reference.

- 30. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.
- 31. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary, no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). No Change shall be implemented by the Vendor until such time as the Vendor receives an approved written change order from the Purchasing Division.
- 32. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.
- 33. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.
- 34. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.
- 35. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.
- 36. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.
- 37. BANKRUPTCY:** In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

- 38. HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at <http://www.state.wv.us/admin/purchase/vrc/hipaa.html> and is hereby made part of the agreement provided that the Agency meets the definition of a Covered entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the Vendor.
- 39. CONFIDENTIALITY:** The Vendor agrees that it 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/default.html>.
- 40. DISCLOSURE:** Vendor's response to the Solicitation and the resulting Contract are considered public documents and will be disclosed to the public in accordance with the laws, rules, and policies governing the West Virginia Purchasing Division. Those laws include, but are not limited to, the Freedom of Information Act found in West Virginia Code § 29B-1-1 et seq.

If a Vendor considers any part of its bid to be exempt from public disclosure, Vendor must so indicate by specifically identifying the exempt information, identifying the exemption that applies, providing a detailed justification for the exemption, segregating the exempt information from the general bid information, and submitting the exempt information as part of its bid but in a segregated and clearly identifiable format. Failure to comply with the foregoing requirements will result in public disclosure of the Vendor's bid without further notice. A Vendor's act of marking all or nearly all of its bid as exempt is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor's act of marking a bid or any part thereof as "confidential" or "proprietary" is not sufficient to avoid disclosure and WILL NOT BE HONORED. In addition, a legend or other statement indicating that all or substantially all of the bid is exempt from disclosure is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor will be required to defend any claimed exemption for nondisclosure in the event of an administrative or judicial challenge to the State's nondisclosure. Vendor must indemnify the State for any costs incurred related to any exemptions claimed by Vendor. Any questions regarding the applicability of the various public records laws should be addressed to your own legal counsel prior to bid submission.

- 41. LICENSING:** In accordance with West Virginia Code of State Rules §148-1-6.1.7, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.



**42. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Purchase Order from any agency of the State of West Virginia, the Vendor agrees to 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 Vendor.

**43. VENDOR CERTIFICATIONS:** By signing its bid or entering into this Contract, Vendor certifies (1) that its bid was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid for the same material, supplies, equipment or services; (2) that its bid is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this RFQ in its entirety; understands the requirements, terms and conditions, and other information contained herein. Vendor's signature on its bid also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

The individual signing this bid on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

**44. PURCHASING CARD ACCEPTANCE:** The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

**45. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, *etc.* and the filing of all necessary documents, forms and returns pertinent to all of the foregoing. Vendor shall hold harmless the

State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

- 46. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.
- 47. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.
- 48. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE:** This Contract may be utilized by and extends to other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). This Contract shall be extended to the aforementioned Other Government Entities on the same prices, terms, and conditions as those offered and agreed to in this Contract. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.
- 49. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire any interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.
- 50. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:
- Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

- [ ] Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.requisitions@wv.gov](mailto:purchasing.requisitions@wv.gov).

**51. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision.

The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**52. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process.

The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

- a. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total

contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or

- b. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

**53. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products.

This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

REQUEST FOR QUOTATION  
DEP16036 Hydrated Lime for the Laurel Run Doser Project, Terra Alta, WV

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SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Environmental Protection to establish an open-end contract to supply all transportation, labor and supervision necessary to provide Hydrated Lime to the Laurel Run Doser Project as directed by a representative of the West Virginia Department of Environmental Protection. See attached sheet – Typical Analysis – Hydrated Lime Gradation.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in Section 2 of the General Terms and Conditions.
  - 2.1 **“Desired Service” or “Desired Services”** means the list of items identified in Section III, Subsection 1 below.
  - 2.2 **“Pricing Pages”** means the schedule of prices, estimated quantity, and totals attached hereto as Exhibit A and used to evaluate the RFQ.
  - 2.3 **“RFQ”** means the official RFQ published by the Purchasing Division and identified as DEP16036.
3. **GENERAL REQUIREMENTS:**
  - 3.1 **Desired Services and Mandatory Requirements:** Vendor shall provide Agency with the Desired Services listed below on an open-end and continuing basis. Desired Services must meet or exceed the mandatory requirements as shown below.
    - 3.1.1 The Vendor has sole responsibility for carrying out the terms of this contract.
      - 3.1.1.1 The Department of Environmental Protection shall not be responsible for any terms of any subcontract the primary Vendor may enter into to perform the duties of this contract.
    - 3.1.2 The Vendor shall supply all transportation, labor and supervision necessary to provide the Hydrated Lime to the Laurel Run Doser Project as directed by a representative of the West Virginia Department of Environmental Protection.



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- 3.1.3 The Vendor shall meet Typical Analysis of Hydrated Lime - Gradation: (Sizing 40 Mesh - % Passing\* 100%, Sizing 100 Mesh - % Passing\* 98.3%, Sizing 200 Mesh - % Passing\* 88.4%, Sizing 325 Mesh - % Passing\* 83.1%, Density - 33.3 lbs./ft.<sup>3</sup> .45 tons/yd.<sup>3</sup>). Chemistry: (Available CaO-71.63%, Ca(OH)<sub>2</sub>- 98.3%, Mg(OH)<sub>2</sub>- 0.33%, Al<sub>2</sub>O<sub>3</sub>-0.19%, Fe<sub>2</sub>O<sub>3</sub>-0.05%, SiO<sub>2</sub>-0.45%, Sulfur-0.032%, LOI-24.0%, GRIT-2.45%, Neutralization Value-132, Moisture-1.7%.)
- 3.1.4 The Vendor must interact directly with the Representative of the West Virginia Department of Environmental Protection, L. Shelton Barger, Ph. 304-457-5271.
- 3.1.5 The Vendor shall be responsible for acquiring and making delivery of the Hydrated Lime to the site during all weather conditions and on demand within 24 hours' notice of the Representative for the West Virginia Department of Environmental Protection. The roads are passable, however, during inclement weather conditions, passage may be difficult. As onsite supplies of the item are depleted, it will be necessary to order and receive additional quantities to maintain an adequate supply on site at all times.
- 3.1.6 The Vendor shall be responsible to have 22 to 24-Ton Truckloads to be delivered.
- 3.1.7 The Vendor shall be responsible for acquisition and utilization of all reasonable and necessary equipment, licenses, permits, specialized equipment, etc.
- 3.1.8 Quantity of Hydrated Lime will be directed by the Representative of the West Virginia Department of Environmental Protection.

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**4. CONTRACT AWARD:**

- 4.1 Contract Award:** The contract will be awarded to the lowest bidder, on a price per ton basis to provide the Hydrated Lime for the Laurel Run Doser Project.
- 4.2 Pricing Pages:** Vendor should complete the Pricing Pages by bidding on the price per ton. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

Notwithstanding the foregoing, the Purchasing Division may correct errors at its discretion. Vendor should type the information into the Pricing Pages to prevent errors in the evaluation.

**5. ADDITIONAL INFORMATION & REQUIREMENTS:**

**5.1 Area to Be Covered:**

- 5.1.1** The area of work shall include the Northern Counties of West Virginia. The counties below are the coal producing counties and those in parenthesis represent where most of the work required in this contract is located.

Hancock	Tucker
Brooke	Barbour
Ohio	Lewis
Marshall	Braxton
Wetzel	Upshur
Tyler	Pocahontas
Monongalia	Randolph
(Preston)	Pendleton
Marion	Gilmer
Doddridge	Webster
Harrison	Pleasants
Taylor	Wood
Mineral	Ritchie
Grant	

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**5.2 Ordering Procedure:**

- 5.2.1 Spending Unit shall issue a written State Contract Order (From 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 retained by the spending unit for its records.

**5.3 Billing and Payment:**

- 5.3.1 Vendor shall be paid based on the price per ton. The price per ton must include all transportation costs, labor costs, recycling costs and any other fees necessary to perform under this contract.

- 5.3.2 Vendor shall invoice the West Virginia Department of Environmental Protection upon completion of work.

**\*\*\*NO PREBID CONFERENCE WILL BE HELD\*\*\***



## TYPICAL ANALYSIS – HYDRATED LIME

## GRADATION

<u>SIZING</u>	<u>% PASSING *</u>
40MESH	100.0 %
100MESH	98.3 %
200MESH	88.4 %
325MESH	83.1 %
Density – 33.3 lbs./ft. <sup>3</sup>	.45 tons/yd <sup>3</sup>

## CHEMISTRY

Available CaO – 71.63 %

Ca(OH)<sub>2</sub> – 98.3 %Mg(OH)<sub>2</sub> – 0.33 %Al<sub>2</sub>O<sub>3</sub> – 0.19 %Fe<sub>2</sub>O<sub>3</sub> – 0.05 %SiO<sub>2</sub> – 0.45 %

Sulfur – 0.032 %

LOI – 24.0 %

GRIT – 2.45 %

Neutralization Value -132

Moisture – 1.7 %

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### BID SCHEDULE

Item No.	Qty.	Description	Unit Price	Amount
1	500 tons	To supply, transport & deliver Hydrated Lime to the site.	\$ 161.95/Ton per ton	\$ 80,975.00
		* Based on a 20 ton minimum load		
			Total	\$ 80,975.00

\*These are estimated quantities for bidding purposes only.

Signature and Date Bruce D. Routhieaux  
Bruce D. Routhieaux, V.P. of Sales

**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.

Carmeuse Lime & Stone, Strasburg Operation  
(Company)

Bruce D. Routhieaux  
(Authorized Signature)

Bruce D. Routhieaux, V.P. of Sales  
(Representative Name, Title)

(412)-995-5500 / (412)-995-5515  
(Phone Number) (Fax Number)

December 20, 2012  
(Date)

**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** DEP16036

**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:**

\*\* NONE RECEIVED \*\*

(Check the box next to each addendum received)

<input 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.

Carmeuse Lime & Stone, Strasburg Operation  
Company

Bruce D. Routhieaux

Authorized Signature

Bruce D. Routhieaux, V.P. of Sales

December 20, 2012

Date

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

Rev. 07/12

# 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: \_\_\_\_\_ Signed: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

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:**

"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 exceeds 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: Carmeuse Lime & Stone, Strasburg Operation

Authorized Signature: Bruce D. Routhieaux Date: December 20, 2012  
Bruce D. Routhieaux, V.P. of Sales

State of Pennsylvania

County of Allegheny, to-wit:

Taken, subscribed, and sworn to before me this 20<sup>th</sup> day of December, 20 12.

My Commission expires Oct 16<sup>th</sup>, 20 16

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

