



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

Solicitation

NUMBER
TEMP14

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

VENDOR
 *709040703 304-485-4000
 WINANS SANITARY SUPPLY CO INC
 PO BOX E
 PARKERSBURG WV 26102-2175

SHIP TO
 ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

RECEIVED DEC 10 2013

DATE PRINTED
12/05/2013

BID OPENING DATE: 01/07/2014 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
STATEWIDE OPEN-END CONTRACT						
THE PURCHASING DIVISION IS SOLICITING BIDS FOR A STATEWIDE OPEN-END CONTRACT TO PROVIDE TEMPORARY WORKER SERVICES FOR STATE AGENCIES AND POLITICAL SUBDIVISIONS.						
0001	1	JB		946-10-01-001		
TEMPORARY EMPLOYEE SERVICES						
***** THIS IS THE END OF RFQ TEMP14 ***** TOTAL:						
01/07/14 10:38:20AM West Virginia Purchasing Division						

SIGNATURE <i>J-F.W.</i>	TELEPHONE 304-485-4000	DATE 1-6-14
TITLE President	FEIN 55045-1730	ADDRESS CHANGES TO BE NOTED ABOVE

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

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: TEMP14

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.

Winans Sanitary Supply Co., Inc
Company

S-J. W.
Authorized Signature

1-6-14

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.
Revised 6/8/2012

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: Winans Sanitary Supply Co., INC Signed: 
Date: 1-6-14 Title: President

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: Winans Sanitary Supply Co., Inc

Authorized Signature: [Signature] Date: 1-6-14

State of West Virginia

County of Wood, to-wit:

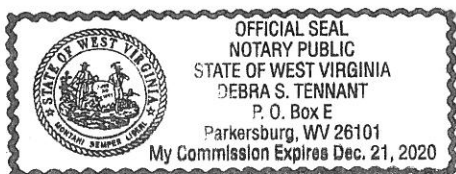
Taken, subscribed, and sworn to before me this 6 day of January, 2014.

My Commission expires Dec. 21, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]



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.

Winans Sanitary Supply Co., Inc.
(Company)

JF. Win
(Authorized Signature)

James F. Winans, III President
(Representative Name, Title)

304-485-4000 304-485-7570
(Phone Number) (Fax Number)

1/6/14
(Date)

**PRICING PAGE - TEMP14
REGION I**

Vendor Name: Winans Sanitary Supply Co., Inc.
 # Years Providing Temp Svc: 26
 Contact Person: Jim Winans
 Phone #: 304-485-4000
 Fax #: 304-485-7570

NOTE: If you do not cover entire region, circle counties where you do supply temporaries.

Region I - Hancock, Brooke, Ohio, Marshall, Wetzel, Monongalia, Marion, Harrison, Doddridge, Gilmer, Pleasants, Calhoun, Wirt, Wood, Tyler and Ritchie

CLASSIFICATION

- 1 Accounting Technician 2
- 2 Administrative Services Assistant 1
- 3 Administrative Services Assistant 2
- 4 Cook
- 5 Custodian
- 6 Data Entry Operator 2
- 7 Executive Secretary
- 8 Groundskeeper
- 9 Health Service Worker (Certified Nursing Program)
- 10 Laboratory Assistant 3
- 11 Laborer
- 12 Mail Runner
- 13 Office Assistant 2
- 14 Office Assistant 3
- 15 Painter
- 16 Paralegal
- 17 Parking Attendant
- 18 Word Processor

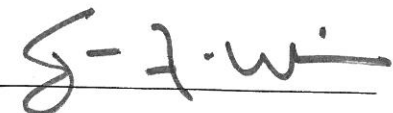
REGION I			
Worker Pay	Withholding	Overhead	Total
\$14.00	\$3.08	\$2.66	\$19.74
\$12.00	\$2.64	\$2.28	\$16.92
\$11.00	\$2.42	\$2.09	\$15.51
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69
\$15.00	\$3.30	\$2.85	\$21.15
\$ 9.00	\$2.25	\$2.25	\$13.50
\$10.00	\$2.50	\$2.50	\$15.00
\$ 9.00	\$1.98	\$1.71	\$12.69
\$ 9.00	\$2.34	\$2.61	\$13.95
\$ 9.00	\$1.98	\$1.71	\$12.69
\$11.00	\$2.42	\$2.09	\$15.51
\$10.00	\$2.20	\$1.90	\$14.10
\$12.00	\$3.24	\$3.36	\$18.60
\$14.00	\$3.08	\$2.66	\$19.74
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69

REFERENCES - REGION I

Company Name Wheeling Jesuit University
 Representative Roy Fuller
 Address 316 Washington Avenue, Wheeling, WV
 Telephone No. 304-243-2426

Company Name Northwest Pipe
 Representative Kelly Shultz
 Address 183 Northwest Drive, Washington, WV
 Telephone No. 304-863-3316

Company Name Troy Group
 Representative Aimee Orum
 Address 3 Bryan Drive, Wheeling, WV
 Telephone No. 304-232-0899

Signature: 

Date: 1/6/14

PRICING PAGE - TEMP14
REGION II

Vendor Name:
Years Providing Temp Svc:
Contact Person:
Phone #:
Fax #

Winans Sanitary Supply Co., Inc
26
Jim Winans
304-485-4000
304-485-7570

NOTE: If you do not cover entire region, circle counties where you do supply temporaries.

Region II - Mason, Cabell, Wayne, Mingo, Logan, Boone, Lincoln, Kanawha, Putnam, Roane and Jackson

CLASSIFICATION

- 1 Accounting Technician 2
- 2 Administrative Services Assistant 1
- 3 Administrative Services Assistant 2
- 4 Cook
- 5 Custodian
- 6 Data Entry Operator 2
- 7 Executive Secretary
- 8 Groundskeeper
- 9 Health Service Worker (Certified Nursing Program)
- 10 Laboratory Assistant 3
- 11 Laborer
- 12 Mail Runner
- 13 Office Assistant 2
- 14 Office Assistant 3
- 15 Painter
- 16 Paralegal
- 17 Parking Attendant
- 18 Word Processor

REGION II			
Worker Pay	Withholding	Overhead	Total
\$14.00	\$3.08	\$2.66	\$19.74
\$12.00	\$2.64	\$2.28	\$16.92
\$11.00	\$2.42	\$2.09	\$15.51
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69
\$15.00	\$3.30	\$2.85	\$21.15
\$ 9.00	\$2.25	\$2.25	\$13.50
\$10.00	\$2.50	\$2.50	\$15.00
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\$ 9.00	\$1.98	\$1.71	\$12.69
\$11.00	\$2.42	\$2.09	\$15.51
\$10.00	\$2.20	\$1.90	\$14.10
\$12.00	\$3.24	\$3.36	\$18.60
\$14.00	\$3.08	\$2.66	\$19.74
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69

REFERENCES - REGION II

Company Name
Representative
Address
Telephone No.

Champion Industries
Kenny Lore
120 Hills Plaza, Charleston WV
304-720-0343

Company Name
Representative
Address
Telephone No.

Dutch Miller
Cathy McIhenny
1100 Washington Ave Huntington, WV
304-529-2301

Company Name
Representative
Address
Telephone No.

Stationers
Levi Conaway
1945 5th Avenue Huntington, WV
304-528-2780

Signature:

J-F.W.

Date: 1/6/14

PRICING PAGE - TEMP14
REGION III

Vendor Name:
Years Providing Temp Svc:
Contact Person:
Phone #:
Fax #

Winans Sanitary Supply Co., Inc.
26
Jim Winans
304-485-4000
304-485-7570

NOTE: If you do not cover entire region, circle counties where you do supply temporaries.

Region III - Lewis, Upshur, Randolph, Pendleton, Hardy, Grant, Hampshire, Mineral, Morgan, Berkeley, Jefferson, Tucker, Barbour, Taylor, and Preston

CLASSIFICATION

- 1 Accounting Technician 2
- 2 Administrative Services Assistant 1
- 3 Administrative Services Assistant 2
- 4 Cook
- 5 Custodian
- 6 Data Entry Operator 2
- 7 Executive Secretary
- 8 Groundskeeper
- 9 Health Service Worker (Certified Nursing Program)
- 10 Laboratory Assistant 3
- 11 Laborer
- 12 Mail Runner
- 13 Office Assistant 2
- 14 Office Assistant 3
- 15 Painter
- 16 Paralegal
- 17 Parking Attendant
- 18 Word Processor

REGION III			
Worker Pay	Withholding	Overhead	Total
\$14.00	\$3.08	\$2.66	\$19.74
\$12.00	\$2.64	\$2.28	\$16.92
\$11.00	\$2.42	\$2.09	\$15.51
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69
\$15.00	\$3.30	\$2.85	\$21.15
\$ 9.00	\$2.25	\$2.25	\$13.50
\$10.00	\$2.50	\$2.50	\$15.00
\$ 9.00	\$1.98	\$1.71	\$12.69
\$ 9.00	\$2.34	\$2.61	\$13.95
\$ 9.00	\$1.98	\$1.71	\$12.69
\$11.00	\$2.42	\$2.09	\$15.51
\$10.00	\$2.20	\$1.90	\$14.10
\$12.00	\$3.24	\$3.36	\$18.60
\$14.00	\$3.08	\$2.66	\$19.74
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69

REFERENCES - REGION III

Company Name Percheron, LLC
 Representative Rod Rogers
 Address 320 Southview Drive, Ste 400 Bridgeport WV
 Telephone No. 304-842-5559

Company Name WVCLE
 Representative Jessica Justice
 Address Morgantown, WV
 Telephone No. 304-293-6930

Company Name Queen City Systems
 Representative Sharon Loewenbick
 Address P.O. Box 3556 LaVale MD
 Telephone No. 301-759-4700

Signature:

J. W.

Date: 1/6/14

PRICING PAGE - TEMP14
REGION IV

Vendor Name:
Years Providing Temp Svc:
Contact Person:
Phone #:
Fax #

Winans Sanitary Supply Co., Inc.
26
Jim Winans
304-485-4000
304-485-7570

NOTE: If you do not cover entire region, circle counties where you do supply temporaries.

Region IV - Braxton, Clay, Nicholas, Fayette, Raleigh, Wyoming, McDowell, Mercer, Summers, Greenbrier, Pocahontas, Webster and Monroe

CLASSIFICATION

- 1 Accounting Technician 2
- 2 Administrative Services Assistant 1
- 3 Administrative Services Assistant 2
- 4 Cook
- 5 Custodian
- 6 Data Entry Operator 2
- 7 Executive Secretary
- 8 Groundskeeper
- 9 Health Service Worker (Certified Nursing Program)
- 10 Laboratory Assistant 3
- 11 Laborer
- 12 Mail Runner
- 13 Office Assistant 2
- 14 Office Assistant 3
- 15 Painter
- 16 Paralegal
- 17 Parking Attendent
- 18 Word Processor

REGION IV			
Worker Pay	Withholding	Overhead	Total
\$14.00	\$3.08	\$2.66	\$19.74
\$12.00	\$2.64	\$2.28	\$16.92
\$11.00	\$2.42	\$2.09	\$15.51
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\$ 8.00	\$2.00	\$2.00	\$12.00
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\$12.00	\$3.24	\$3.36	\$18.60
\$14.00	\$3.08	\$2.66	\$19.74
\$ 8.00	\$2.00	\$2.00	\$12.00
\$ 9.00	\$1.98	\$1.71	\$12.69

REFERENCES - REGION IV

Company Name WV Dept of Tourism
 Representative Lynda Keeney
 Address 90 MacCorkle Ave, SW South Charleston WV
 Telephone No. 304-957-9321

Company Name Capitol Mini Storage
 Representative Aimee Roberts
 Address 410 58th St/604 Park Avenue Charleston WV
 Telephone No. 304-412-2437

Company Name Executive Air
 Representative Joey Epling
 Address 300 Eagle Drive, Charleston WV
 Telephone No. 304-343-8818

Signature:

J-W

Date: 1/6/14