



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 11

List View

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 509401

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0803

Vendor ID: 000000120160

SO Doc ID: DOT1900000074

Legal Name: ARBORCHEM PRODUCTS

Published Date: 2/26/19

Alias/DBA:

Close Date: 3/14/19

Total Bid: \$0.00

Close Time: 13:30

Response Date: 03/05/2019

Status: Closed

Response Time: 13:42

Solicitation Description: ADDENDUM 1 6619C038-
HERBICIDE, ADJUVANT AND

Apply Default Values to Commodity Lines

View Procurement Folder



Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Solicitation Response

Proc Folder : 509401

Solicitation Description : ADDENDUM 1 6619C038-HERBICIDE, ADJUVANT AND MISC.PRODUCTS

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-03-14 13:30:00	SR 0803 ESR03051900000004003	1

VENDOR

000000120160

ARBORCHEM PRODUCTS

Solicitation Number: CRFQ 0803 DOT19000000074

Total Bid : \$0.00

Response Date: 2019-03-05

Response Time: 13:42:54

Comments:

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
(304) 558-2402
crystal.g.rink@wv.gov

Signature on File

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS	0.00000	EA	\$1.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
10171700			

Extended Description :	HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS PER THE ATTACHED PRICING PAGES
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Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Request for Quotation
19 — Highways

Proc Folder: 509401

Doc Description: ADDENDUM 1 6619C038-HERBICIDE, ADJUVANT AND MISC.PRODUCTS

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-02-26	2019-03-14 13:30:00	CRFQ 0803 DOT1900000074	2

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV

25305

US

VENDOR

Vendor Name, Address and Telephone Number:

Arborchem Products (Division of Asplundh Tree Expert LLC)

941 Nixon Drive

Mechanicsburg, PA 17055

717-766-6661 Office

570-401-7098 Todd Hagenbuch

FOR INFORMATION CONTACT THE BUYER

Crystal Rink

(304) 558-2402

crystal.g.rink@wv.gov

Todd Hagenbuch
Signature X

FEIN #

23-1277550

3-5-19

DATE

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DIVISION OF HIGHWAYS, IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS PER THE ATTACHED DOCUMENTS.

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER
No City WV99999	No City WV 99999
US	US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
10171700			

Extended Description :

HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS
PER THE ATTACHED PRICING PAGES

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	VENDOR QUESTION DEADLINE	2019-02-26

DOT1900000074	Document Phase Final	Document Description ADDENDUM 1 6619C038-HERBICIDE, ADJUVANT AND MISC.PRODUCTS	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

CRFQ DOT1900000074

Vendors may bid any or all Contract Items. Per Section 3.2.2 of the contract specifications, the Vendor SHALL provide the Product Trade Name and EPA Registration number for each product that the Vendor is bidding whether the Vendor is bidding the Product Trade Name requested or an "or equal" product.
If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
DOH-1H	Water Soluble Emulsifiable Concentrate Containing: Isopropylamine Salt of Glyphosate Phosphate Ester Surfactant	50.20%				
	Product Trade Name: Roundup Pro Concentrate or equal _____					
	EPA Registration Number: 524-529					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		6000	gallon	\$ 19.25	\$ 115,500.00
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		6000	gallon	\$ 21.50	\$ 129,000.00
	C) Supplied in 30 gallon containers		6000	gallon	\$ 18.75	\$ 112,500.00
	D) Supplied in 265 gallon returnable/refillable shuttle.		500	gallon	\$ 18.25	\$ 9,125.00
DOH-2H	Dispersible Granules Containing: Sulfometuron Methyl	75%				
	Product Trade Name: Oust XP or equal _____					
	EPA Registration Number: 432-1552					
	A) Supplied in 3 pound containers in lots of 24 pounds (8 - 31 lbs ctn)		100	pound	\$ 34.50	\$ 3,450.00
	B) Supplied in 3 pound containers		100	pound	\$ 34.50	\$ 3,450.00
DOH-3H	Aqueous Solution Containing: Imazapyr	2 lbs/gallon				
	Product Trade Name: Arsenal Powerline or equal <u>Bidding Polaris</u>					
	EPA Registration Number: 228-534					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		150	gallon	\$ 55.15	\$ 8,272.50
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		150	gallon	\$ 57.50	\$ 8,625.00
DOH-4H	Aqueous Carrier Containing: Pendimethalin	3.8 lbs/gallon				
	Product Trade Name: Pendulum AquaCap or equal _____					
	EPA Registration Number: 241-416					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		600	gallon	\$ 62.50	\$ 37,500.00
DOH-5H	Water Soluble Concentrate Containing: Triclopyr	3 lbs/gallon				
	Product Trade Name: Garlon 3A or equal <u>Bidding Element 3a</u>					
	EPA Registration Number: 62719-37					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		500	gallon	\$ 39.85	\$ 19,925.00
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		500	gallon	No Bid	No Bid
	C) Supplied in 30 gallon containers		450	gallon	No Bid	No Bid
DOH-6H	Water Soluble Concentrate Containing: Triclopyr	4 lbs/gallon				
	Product Trade Name: Garlon 4 Ultra or equal _____					
	EPA Registration Number: 62719-527					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		250	gallon	\$ 68.50	\$ 17,125.00
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		270	gallon	\$ 70.75	\$ 19,102.50
	C) Supplied in 30 gallon containers		240	gallon	\$ 67.80	\$ 16,272.00
DOH-7H	Water Soluble Liquid Containing: Triclopyr	4 lbs/gallon				
	Product Trade Name: Vastlan™ or equal _____					
	EPA Registration Number: 62719-687					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		250	gallon	\$ 79.95	\$ 19,987.50
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		270	gallon	\$ 78.90	\$ 21,303.00
	C) Supplied in 30 gallon containers		240	gallon	\$ 79.95	\$ 19,188.00
DOH-8H	Water Soluble Dispersible Granule Containing: Diuron	80.00%				
	Product Trade Name: Karmex DF or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 5 pound bags in lots of 10 bags		1000	pound	No Bid	No Bid
	B) Supplied in 25 pound bags		2000	pound	No Bid	No Bid
DOH-09H	Water Soluble Liquid Containing: Dimethylamine Salt of 2, 4-D acid	3.8 lbs/gallon/56.3%				
	Product Trade Name: Freelexx or equal _____					
	EPA Registration Number: 62719-634					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	\$ 23.20	\$ 2,320.00
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		100	gallon	\$ 25.50	\$ 2,550.00
	C) Supplied in 30 gallon containers		100	gallon	\$ 23.50	\$ 2,350.00
DOH-10H	Water Soluble Liquid Containing Ammonium Salt of Imazapic	23.60%				
	Product Trade Name: Plateau or equal <u>Bidding Imazapic 2SL IVM</u>					
	EPA Registration Number: 71368-118					

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
	A) Supplied in 1 gallon containers in lots of 2 gallons	(5 x 1 gallon case)	50	gallon	\$ 121.35	\$ 6,067.50
DOH-11H	Dispersible Liquid Containing: Hexazinone	2 lbs/gallon				
	Product Trade Name: Velpar L or equal					
	EPA Registration Number: 432-1573					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon	\$ 94.50	\$ 4,725.00
DOH-12H	Dry Flowable Containing: Metsulfuron Methyl	60%				
	Product Trade Name: Escort XP or equal					
	EPA Registration Number: 432-1549					
	A) Supplied in 16 ounce containers in lots of 8 pounds (8-16 oz ctn)		2400	ounce	\$ 2.95	\$ 7,080.00
	B) Supplied in 16 ounce containers		2400	ounce	\$ 2.95	\$ 7,080.00
	C) Supplied in 64 ounce returnable/refillable containers		2400	ounce	No Bid	No Bid
DOH-13H	Dry Flowable Containing: Chlorsulfuron	75%				
	Product Trade Name: Telar XP or equal					
	EPA Registration Number: 432-1561					
	A) Supplied in 16 ounce containers in lots of 8 pounds (8-16 oz ctn)		160	ounce	\$ 17.99	\$ 2,878.40
DOH-14H	Liquid Solution Containing:	32.45% 15.90% 5.38%				
	2, 4-D, 2- ethylhexyl ester					
	2, 4-DP-p, 2-ethylhexyl ester					
	Dicamba					
	Product Trade Name: BK-800 or equal					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	No Bid	No Bid
DOH-15H	Dry Flowable Containing: Tebuthiuron	20%				
	Product Trade Name: Spike 20 P or equal					
	EPA Registration Number: 62719-121					
	A) Supplied in 4 pound containers in lots of 48 pounds (12 4 lbs ctn)		48	pound	No Bid	No Bid
	B) Supplied in 25 pound bags		50	pound	\$ 10.01	\$ 500.50
DOH-16H	Water Soluble Emulsifiable Concentrate Containing: Clopyralid	3 lbs/gallon				
	Product Trade Name: Transline or equal					
	EPA Registration Number: 62719-259					
	A) Supplied in .5 gallon containers in lots of 2 gallons		25	gallon	No Bid	No Bid
DOH-17H	Aqueous Solution Containing:	27.60%				
	Isopropylamine Salt of Imazapyr					
	Product Trade Name: Polaris SP or equal Bidding Polaris					
	EPA Registration Number: 228-534					
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon	\$ 52.15	\$ 2,607.50
DOH-18H	Aqueous Solution Containing:	4 lbs/gallon				
	Diglycolamine Salt of 3, 6-Dichloro-0-Anisic Acid					
	Product Trade Name: Vanquish or equal					
	EPA Registration Number: 228-397					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		300	gallon	\$ 55.25	\$ 16,575.00
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		300	gallon	\$ 57.50	\$ 17,250.00
DOH-19H	Aqueous Solution Containing: Tricopyr	.75 lbs/gallon				
	Product Trade Name: Pathfinder II or equal					
	EPA Registration Number: 62719-176					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	\$ 41.35	\$ 4,135.00
DOH-20H	Water Soluble Emulsifiable Concentrate Containing:	53.80%				
	Isopropylamine Salt of Glyphosate					
	Product Trade Name: Rodeo or equal					
	EPA Registration Number: 62719-324					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	\$ 19.10	\$ 1,910.00
DOH-21H	Liquid Containing: Aminopyralid	40.60%				
	Product Trade Name: Milestone VM or equal					
	EPA Registration Number: 62719-519					
	A) Supplied in 1 quart containers in lots of 12 quarts		200	quarts	\$ 75.00	\$ 15,000.00
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon	\$ 300.00	\$ 15,000.00
DOH-22H	Water Dispersible Granular Material Containing: Prodiamine	65%				
	Product Trade Name: Endurance or equal					
	EPA Registration Number:					
	A) Supplied in 5 pound bags in lots of 50 pounds		100	pound	No Bid	No Bid
	B) Supplied in 10 pound bags in lots of 50 pounds		100	pound	No Bid	No Bid
DOH-23H	Emulsifiable Concentrate Containing: Fluazifop-P-butyl	6.75%				
	Product Trade Name: Ornamec or equal					
	EPA Registration Number:					
	A) Supplied in 1 gallon containers in lots of 4 gallons		16	gallon	No Bid	No Bid

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
DOH-24H	Dispersible Granule Containing: Imazapyr Diuron	7.78% 62.22%				
	Product Trade Name: Imazuron or equal					
	EPA Registration Number: 228-654					
	A) Supplied in 10 pound bags in lots of 40 pounds		50	pound	\$ 9.40	\$ 470.00
	DOH-25H	Water Soluble Dry Granule Containing: Sulfosulfuron	75%			
Product Trade Name: Outrider or equal						
EPA Registration Number: 59639-223						
A) Supplied in 20 ounce bottles in lots of 200 ounces (10 - 20 oz ctn)			400	ounce	No Bid	No Bid
DOH-26H	Liquid Containing: Diuron	40%				
	Product Trade Name: Diuron 4L or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon	No Bid	No Bid
DOH-27H	Liquid Containing: Fluroxypyr	45.52%				
	Product Trade Name: Vista XRT or equal					
	EPA Registration Number: 62719-586					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	\$ 182.50	\$ 18,250.00
DOH-28H	Wettable Granule Formulation Containing: Sodium Salt of Diflufenzopy: 2-(1-[[[3,5-Difluorophenylamino] Carbonyl)-Hydrazono]ethyl)-3-Pyridinecarboxylic Acid, Sodium Salt Sodium Salt of Dicamba: 3,6-dichloro-o-anisic Acid	21.30% 55.00%				
	Product Trade Name: Overdrive or equal					
	EPA Registration Number: 7969-150					
	A) Supplied in 7.5 pound containers in lots of 30 pounds (4 - 7.5 lbs ctn)		100	pound	\$ 44.25	\$ 4,425.00
	DOH-29H	Dispersible Granules Containing: Sulfometuron Methyl Chlorsulfuron	56.25% 18.75%			
Product Trade Name: Landmark XP or equal						
EPA Registration Number: 432-1560						
A) Supplied in 4 pound containers in lots of 32 pounds (8 - 4 lbs ctn)			100	pound	\$ 140.00	\$ 14,000.00
B) Supplied in 64 ounce returnable/refillable containers			1600	ounce	No Bid	No Bid
DOH-30H	Dispersible Granules Containing: Sulfometuron Methyl Metsulfuron Methyl	56.25% 15.00%				
	Product Trade Name: Oust Extra or equal					
	EPA Registration Number: 432-1557					
	A) Supplied in 4 pound containers in lots of 32 pounds (8 - 4 lbs ctn)		400	pound	\$ 34.50	\$ 13,800.00
	B) Supplied in 64 ounce returnable/refillable containers		6400	ounce	No Bid	No Bid
	C) Supplied in 12 pound containers		400	pound	No Bid	No Bid
DOH-31H	Dry Flowable Granule Containing: Bromacil Diuron	40% 40%				
	Product Trade Name: Krovar I DF or equal					
	EPA Registration Number: 432-1551					
	A) Supplied in 6 pound containers in lots of 48 pounds (8 - 6 lbs ctn)		50	pound	No Bid	No Bid
DOH-32H	Liquid Containing: Dimethylamine Salt of 2,4-Dichlovphenoxyacetic Acid Dimethylamine Salt of Dicamba (3,6-Dichloro-o-Anisic Acid)	24.58% 12.82%				
	Product Trade Name: Veteran 720 or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon	No Bid	No Bid
	B) Supplied in 30 gallon drums		100	gallon	No Bid	No Bid
DOH-33H	Water Soluble Dispersible Extruded Paste Granule Containing: Imazapyr Aminocyclopyrachlor Metsulfuron methyl	31.60% 22.80% 7.30%				
	Product Trade Name: Viewpoint™ or equal					
	EPA Registration Number: 432-1580					
	A) Supplied in 5 pound containers in lots of 40 pounds (8 - 5 lbs ctn)		100	pounds	\$ 69.12	\$ 6,912.00
	B) Supplied in 5 pound containers		100	pounds	\$ 69.12	\$ 6,912.00
	DOH-34H	Non-Selective Control of Emerged and Pre-Emerged Broadleaf and Grass Weeds Containing: Indaziflam Diquat Dibromide Glyphghosat Isopropylamine Salt	0.089% 0.890% 20.460%			
Product Trade Name: Esplanade EZ or equal						

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
	EPA Registration Number: 432-1528					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons	\$ 42.35	\$ 2,117.50
DOH-35H	Liquid Containing: Indaziflam (1.67 pounds per gallon)	19.05%				
	Product Trade Name: Esplanade 200SC or equal					
	EPA Registration Number: 432-1516					
	A) Supplied in 1 quart containers in lots of 1 gallon			quart	\$ 325.25	\$ -
	B) Supplied in 2.5 gallon containers in lots of 5 gallons			gallons	\$ 1,169.92	\$ -
DOH-36H	A pre-emergence and early post-emergence product to control broadleaf weeds and annual grasses Containing: Penoxsulam: 2-(2,2-difluoroethoxy)-N-(5,8-dimethoxy[1,2,4] triazolo[1,5-c]pyrimidin-2-yl)-6-(trifluoromethyl)benzenesulfonamide	0.850%				
	Oxyfluorfen: 2-chloro-1-(3-ethoxyl-4-nitrophenoxy)-4-(trifluoromethyl) benzene	40.310%				
	Product Trade Name: Cleantraxx™ or equal					
	EPA Registration Number: 62719-702					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons	\$ 135.50	\$ 6,775.00
DOH-37H	Plant Growth Regulator Containing: Mefluidide, diethanolamine salt	21.45%				
	Imazethapyr, ammonium salt	4.09%				
	Imazapyr, ammonium salt	0.15%				
	Product Trade Name: Stronghold or equal					
	EPA Registration Number:					
	A) Supplied in 1 quart containers in lots of 1 gallon		50	gallons	No Bid	No Bid
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons	No Bid	No Bid
DOH-38H	Turf and Ornamental Growth Regulator Containing: Flauzifop-P-Butyl	24.50%				
	Product Trade Name: Fusilade II or equal					
	EPA Registration Number:					
	A) Supplied in 1 quart containers in lots of 1 gallons		50	gallons	No Bid	No Bid
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons	No Bid	No Bid
DOH-39H	Soluble Liquid for Non-Crop Use Containing: Potassium salt of aminocyclopyrachlor - Potassium salt of 6-amino-5- chloro-2-cyclopropyl-4-pyrimidinecarboxylic acid	25%				
	Product Trade Name: Method® 240SL or equal					
	EPA Registration Number: 432-1565					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons	\$ 318.72	\$ 15,936.00

CRFQ DOT1900000074

Vendors may bid any or all Contract Items. Per Section 3.2.2 of the contract specifications, the Vendor SHALL provide the Product Trade Name and EPA Registration number for each product that the Vendor is bidding whether the Vendor is bidding the Product Trade Name requested or an "or equal" product.

If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

ADJUVANTS		Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description				
DOH-1A	Water Soluble Blue Liquid Spray Pattern Indicator	100	gallon	\$ 44.50	\$ 4,450.00
	Product Trade Name: Bullseye or equal <i>Bidding Hilight Blue Dye</i>				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.				
DOH-2A	Diluent with Emulsifiers	100	gallon	\$ 10.25	\$ 1,025.00
	Product Trade Name: Hygrade EC or Arborchem Basal Oil or Bark Oil EC				
	or Penevator or equal <i>Bidding Arborchem Basal Oil</i>				
DOH-3A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 12.45	\$ 1,245.00
	Non-Ionic Surfactant -90%				
	Product Trade Name: <i>Bidding Aquachem 90</i>				
DOH-4A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	NO BID	NO BID
	Non-Ionic, Low Foam Penetrating Surfactant with Lecithir Drift Control Agent				
	Product Trade Name: Liberate® or equal _____				
DOH-5A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 10.50	\$ 1,050.00
	Concentrate Spray Adjuvant with Lecitech® Methylated Seed Oil				
	Product Trade Name: MSO® Concetrate or equal <i>Bidding MES 100</i>				
DOH-6A	A) Supplied in 1 quart containers in lots of 12 quarts.	400	quart	\$ 32.50	\$ 13,000.00
	Liquid Drift Control Agent				
	Product Trade Name: Control (1-3 oz per 100 gallons of water)				
DOH-7A	A) Supplied in 32 ounce containers in lots of 12 containers.	48	container	\$ 14.90	\$ 715.20
	Granular/Flake Drift Control Agent				
	Product Trade Name: 41-A Drift Control				
DOH-8A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 12.45	\$ 1,245.00
	Aquatic Surfactant				
	Product Trade Name: Aquachem 90				
DOH-9A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 44.50	\$ 4,450.00
	Water Soluble Liquid Spray Pattern Indicator				
	Product Trade Name: Blueprint Plus or equal <i>Hilight Blue Dye</i>				
DOH-10A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 35.50	\$ 3,550.00
	Non-Ionic Sticker Spreader				
	Product Trade Name: Nu-Film-IR or equal <i>Bidding Arborfilm IR</i>				
DOH-11A	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon	\$ 11.00	\$ 1,100.00
	Ready-to-Use Formula Containing Paraffinic Oil Emulsifiers				
	Product Trade Name: Thinvert RTU or equal _____				
DOH-12A	B) Supplied in 15 gallon drum.	100	gallon	\$ 10.50	\$ 1,050.00
	Miscible-Dispersible Liquid Defoamer (10% Active Ingredient)				
	Product Trade Name: Arborchem Liquid Defoamer				
	A) Supplied in 1 quart containers in lots of 12 quarts per ctn	120	quarts	\$ 9.50	\$ 1,140.00

CRFQ DOT1900000074

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If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

MISCELLANEOUS		Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description				
DOH-1M	Pressure Rinser				
	Product Trade Name: Easy Rinse or equal _____				
	A) Supplied per each.				
		25	each	No Bid	
DOH-2M	Biostimulant Containing				
	Soluble Potash 1.00%				
	Iron 0.36%				
	Manure Extract 79.30%				
	Humic and Fulvic Acid Extract 9.00%				
	Kelp Extract 1.20%				
	Organo-Modified Silaxane Surfactant 0.36%				
	Product Trade Name: Launch or equal _____				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons				
	10	gallon	No Bid	No Bid	
DOH-3M	5-gallon Backpack Sprayer				
	Product Trade Name: Birchmeier or equal _____				
	A) Supplied per sprayer				
	B) Supplied per each gasket set for Sprayer Pump				
	C) Supplied per each Valve and Wand Repair Kit				
	10	each	\$ 265.35	\$ 2,653.50	
	10	set	No Bid	No Bid	
	10	kit	No Bid	No Bid	
DOH-4M	2-Quart Handheld Pressure Sprayer				
	Product Trade Name: Tolco or equal _____				
	A) Supplied per each sprayer				
	10	each	\$ 21.50	\$ 215.00	
DOH-5M	Closed System Backpack Sprayer				
	Product Trade Name: Birchmeier BCS or equal _____				
	A) Supplied per each sprayer				
	B) Supplied per each gasket Set for Sprayer Pump				
	C) Supplied per each Valve and Wand Repair Kit				
	10	each	\$ 360.50	\$ 3,605.00	
	10	set	No Bid	No Bid	
	10	kit	No Bid	No Bid	
DOH-6M	32 ounce Eye Wash Bottle				
	Product Trade Name: _____				
	A) Supplied per each.				
	25	bottle	\$ 17.86	\$ 446.50	



Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Request for Quotation
19 – Highways

Proc Folder: 509401

Doc Description: ADDENDUM 1 6619C038-HERBICIDE, ADJUVANT AND MISC.PRODUCTS

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-02-26	2019-03-14 13:30:00	CRFQ 0803 DOT1900000074	2

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR

Vendor Name, Address and Telephone Number:

Arborchem Products (Division of Asplundh Tree Expert LLC)

941 Nixon Drive

Mechanicsburg, PA 17055

717-766-6661 office

570-401-7098 Todd Hagenbuch

FOR INFORMATION CONTACT THE BUYER

Crystal Rink

(304) 558-2402

crystal.g.rink@wv.gov

Signature X

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DIVISION OF HIGHWAYS, IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS PER THE ATTACHED DOCUMENTS.

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER
No City WV99999	No City WV 99999
US	US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
10171700			

Extended Description :

HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS
PER THE ATTACHED PRICING PAGES

SCHEDULE OF EVENTS	
1	Registration and Check-in
2	Breakfast
3	Keynote Address
4	Panel Discussion
5	Networking Lunch
6	Workshop
7	Break
8	Panel Discussion
9	Networking Lunch
10	Workshop
11	Break
12	Panel Discussion
13	Networking Lunch
14	Workshop
15	Break
16	Panel Discussion
17	Networking Lunch
18	Workshop
19	Break
20	Panel Discussion
21	Networking Lunch
22	Workshop
23	Break
24	Panel Discussion
25	Networking Lunch
26	Workshop
27	Break
28	Panel Discussion
29	Networking Lunch
30	Workshop
31	Break
32	Panel Discussion
33	Networking Lunch
34	Workshop
35	Break
36	Panel Discussion
37	Networking Lunch
38	Workshop
39	Break
40	Panel Discussion
41	Networking Lunch
42	Workshop
43	Break
44	Panel Discussion
45	Networking Lunch
46	Workshop
47	Break
48	Panel Discussion
49	Networking Lunch
50	Workshop
51	Break
52	Panel Discussion
53	Networking Lunch
54	Workshop
55	Break
56	Panel Discussion
57	Networking Lunch
58	Workshop
59	Break
60	Panel Discussion
61	Networking Lunch
62	Workshop
63	Break
64	Panel Discussion
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66	Workshop
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112	Panel Discussion
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128	Panel Discussion
129	Networking Lunch
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132	Panel Discussion
133	Networking Lunch
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160	Panel Discussion
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162	Workshop
163	Break
164	Panel Discussion
165	Networking Lunch
166	Workshop
167	Break
168	Panel Discussion
169	Networking Lunch
170	Workshop
171	Break
172	Panel Discussion
173	Networking Lunch
174	Workshop
175	Break
176	

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	VENDOR QUESTION DEADLINE	2019-02-26

SOLICITATION NUMBER: CRFQ DOT1900000074
Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- ☐ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☒ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

Description of Modification to Solicitation:

1. To provide answers to vendor questions

No other changes at this time

Bid opening remains 03/14/2019 at 1:30 PM EST

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, 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.

ATTACHMENT A

ADDENDUM #1-HERBICIDE, ADJUVANT, & MISCELLANEOUS PRODUCTS

Addendum #1 CRFQ DOT1900000074

To respond to vendor posed questions:

Question #1 I noticed that Attachment A (Spec Book Order Form) appears to be a new document for the WVDOH solicitation. Is it a requirement for Nutrien to purchase this item in order to participate in the event?

Response to Question #1: Purchasing the Attachment A (Spec Book Order Form) isn't a requirement to participate in the event. In accordance with Section 3.1 General Specifications, a copy of the current Standard Specs may be ordered if the vendor so chooses.

3. GENERAL REQUIREMENTS:

3.1 Specifications: The following sections of the Standard Specs, shall apply to the administration of this contract: Sections 101, 102.4, 102.5, 105.1, 105.3, 105.4, 105.10, 105.11, 105.12, 105.13, 106.3, 106.4, 106.5, 106.6, 106.7, 106.9, 107.1, 107.2, 107.3, 107.14, 107.19, 107.20, 108.8, 109.1, 109.2 and 109.20.

A hard copy of the current Standard Specs may be purchased at a cost of \$20.00 (\$15.00 for the 2017 book plus \$5.00 for the latest edition) using the Attachment A Standard Specifications Order Form and sent to:

West Virginia Division of Highways
Contract Administration
Building 5, Room 722
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305
(Phone) 304-558-2885

A free electronic copy of the Standard Specs may be obtained by sourcing:
<http://www.transportation.wv.gov/highways/contractadmin/specifications/2017StandSpec/Pages/default.aspx>

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DOT1900000074

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 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.

Arborchem Products (Division of Asplundh Tree Expert LLC)

Company

Authorized Signature

Date

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



WEST VIRGINIA DEPARTMENT OF AGRICULTURE
Pesticide Regulatory Programs
1900 Kanawha Blvd. East
Charleston, WV 25305-0190

This document will serve as your West Virginia pesticide certification. Please print to carry with you or save on any electronic device. If you have any questions, please call our office at 304-558-2209 or visit the website: <https://wvplants.wvda.us>.

Visit <https://wvplants.wvda.us> for pesticide exam and recertification meeting locations and to review your business information.

FOR USE ONLY IN CATEGORIES LISTED
WEST VIRGINIA CERTIFICATION

7,12

C04461

Expires: 12/31/2019
Commercial Pesticide Applicator
David L. Krause
Asplundh Tree Expert Company
15599 N. Preston Hwy Suite 1
Bruceton Mills WV 26525

C04461

David L. Krause

Continuing Education Credit Information	Credits Acquired	Credits Required	Credits Needed	
7-Right-of-Way/Industrial Weed	9	20	11	Due 12/31/2020
12-Pesticide Storage & Distribution	0	20	20	Due 12/31/2020

David L. Krause

NOT
TRANSFERABLE

AUTHORIZED REPRESENTATIVE



WEST VIRGINIA DEPARTMENT OF AGRICULTURE
Pesticide Regulatory Programs
1900 Kanawha Blvd. East
Charleston, WV 25305-0190

This document will serve as your West Virginia pesticide certification. Please print to carry with you or save on any electronic device. If you have any questions, please call our office at 304-558-2209 or visit the website: <https://wvplants.wvda.us>.

Visit <https://wvplants.wvda.us> for pesticide exam and recertification meeting locations and to review your business information.

FOR USE ONLY IN CATEGORIES LISTED

WEST VIRGINIA CERTIFICATION

7,12

C04461

Expires: 12/31/2019
Commercial Pesticide Applicator
David L. Krause
Arborchem Products
941 Nixon Drive
Mechanicsburg PA 17055

C04461

David L. Krause

**Continuing Education
Credit Information**

**Credits
Acquired**

**Credits
Required**

**Credits
Needed**

7-Right-of-Way/Industrial Weed	9	20	11	Due 12/31/2020
12-Pesticide Storage & Distribution	0	20	20	Due 12/31/2020

David L. Krause

**NOT
TRANSFERABLE**

AUTHORIZED REPRESENTATIVE



Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Request for Quotation
19 — Highways

Proc Folder: 509401

Doc Description: 6619C038-HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-02-19	2019-03-14 13:30:00	CRFQ 0803 DOT1900000074	1

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

VENDOR

Vendor Name, Address and Telephone Number:

Arborchem Products (Division of Asplundh Tree Expert LLC)
941 Nixon Drive
Mechanicsburg, PA 17055
717-766-6661 Office
570-401-7098 Todd Hagenbuch

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
(304) 558-2402
crystal.g.rink@wv.gov

Signature X

Todd Hagenbuch

FEIN #

23-1277550

DATE

2-28-19

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DIVISION OF HIGHWAYS, IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS PER THE ATTACHED DOCUMENTS.

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER No City WV99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
10171700			

Extended Description :

HERBICIDE, ADJUVANT AND MISCELLANEOUS PRODUCTS
PER THE ATTACHED PRICING PAGES

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	VENDOR QUESTION DEADLINE	2019-02-26

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 nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: **February 26, 2019 at 10:00 AM EST**

Submit Questions to: **Crystal Rink**

2019 Washington Street, East

Charleston, WV 25305

Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)

Email: **Crystal.G.Rink@wv.gov**

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication 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 submitted electronically through wvOASIS or 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 Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.

The bid delivery address is:
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID:

BUYER: Crystal Rink
SOLICITATION NO.: CRFQ DOT1900000074
BID OPENING DATE: March 14, 2019
BID OPENING TIME: 1:30 PM EST
FAX NUMBER: 304-558-3970

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression or Interest or Request for Proposal is not permitted in wvOASIS.

For Request For Proposal ("RFP") Responses Only: 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 n/a 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: (This only applies to CRFP)

- ☐ 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 confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: **March 14, 2019 at 1:30 PM EST**

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
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.

10. ALTERNATE MODEL OR BRAND: Unless the box below is checked, any model, brand, or specification listed in this Solicitation 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.

☐ This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

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. 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.

13. 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.

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

15. PREFERENCE: Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and should include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at:
<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

15A. RECIPROCAL PREFERENCE: The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. A request form to help facilitate the request can be found at:
<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, 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 contract award 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.

17. 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.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor’s entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled “confidential,” “proprietary,” “trade secret,” “private,” or labeled with any other claim against public disclosure of the documents, to include any “trade secrets” as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

22. INTERESTED PARTY DISCLOSURE: West Virginia Code § 6D-1-2 requires that the vendor submit to the Purchasing Division a disclosure of interested parties to the contract for all contracts with an actual or estimated value of at least \$1 Million. That disclosure must occur on the form prescribed and approved by the WV Ethics Commission prior to contract award. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

23. WITH THE BID REQUIREMENTS: In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of a Award Document 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. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" 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 contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "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: **Initial Contract Term:** This Contract becomes effective on award _____ and extends for a period of one (1) 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 should be delivered to the Agency and then submitted to the Purchasing Division 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. Unless otherwise specified below, renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

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

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ year(s) thereafter.

☐ **One Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **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 Award Document 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. 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.

7. REQUIRED DOCUMENTS: All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

☐ **BID BOND (Construction Only):** Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid 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 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

☐ **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 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. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

☐ **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.

☒ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, 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.

☒ Vendor shall have a representative currently holding a valid West Virginia Category 7 certification or Category 11 certification. A copy of certifications shall be provided with bid.

☒ Vendor should have a valid West Virginia Category 12 certification

☐

☐

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.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below and must include the State as an additional insured on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. 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 in this section.

Vendor must maintain:

☒ **Commercial General Liability Insurance** in at least an amount of: \$1,000,000 (SEE BELOW) per occurrence.

☐ **Automobile Liability Insurance** in at least an amount of: _____ per occurrence.

☐ **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: _____ per occurrence.

☐ **Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.

☐ **Cyber Liability Insurance** in an amount of: _____ per occurrence.

☐ **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

☐ **Pollution Insurance** in an amount of: _____ per occurrence.

☐ **Aircraft Liability** in an amount of: _____ per occurrence.

☒ *****STATE OF WV MUST BE LISTED AS CERTIFICATE HOLDER**

☒ *****CERTIFICATE HOLDER SHALL READ AS FOLLOWS:**
STATE OF WV
1900 KANAWHA BLVD E, BLDG 5, CHARLESTON, WV 25305

☐

☐

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

9. WORKERS' COMPENSATION INSURANCE: The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. [Reserved]

11. LIQUIDATED DAMAGES: 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. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

☐ _____ for _____

☐ Liquidated Damages Contained in the Specifications

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. 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. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: 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.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. 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.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. 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.

19. 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 also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

21. 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.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. 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.

24. 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). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. 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.

26. 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.

27. 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.

28. 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.

29. 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.

30. PRIVACY, SECURITY, AND 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>.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, 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. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. 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.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document 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.

34. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer 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 Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer 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 or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer 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.

35. 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.

36. 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.

37. PURCHASING AFFIDAVIT: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State, Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

38. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE: This Contract may be utilized by 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"), provided that both the Other Government Entity and the Vendor agree. Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

39. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an 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.

40. 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.

41. 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.

Revised 01/24/2019

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

42. 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 hearth, 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:
- c. 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
- d. 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.

43. 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.

44. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the vendor must submit to the Agency a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-award interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Todd Hagenbuch -Vegetation Mgmt. Specialist and Sales Manager

(Name, Title)

Todd Hagenbuch- Same as above

(Printed Name and Title)

941 Nixon Drive Mechanicsburg, PA 17055

(Address)

570-401-7098 & 717-795-8234

(Phone Number) / (Fax Number)

thagenbuch@arborchem.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Arborchem Products (Division of Asplundh Tree Expert LLC)

(Company)

Todd Hagenbuch Sales Manager

(Authorized Signature) (Representative Name, Title)

Todd Hagenbuch Sales Manager

(Printed Name and Title of Authorized Representative)

2-28-19

(Date)

570-401-7098 & 717-795-8234

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT1900000074

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.

Arborchem Products (Division of Asplundh Tree Expert LLC)

Company

Todd Hagenbuch

Authorized Signature

2-28-19

Date

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

REQUEST FOR QUOTATION
CRFQ DOT1900000074
Herbicide Products, Adjuvant Products
and Miscellaneous Products (6619C038)

SPECIFICATIONS

- 1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Highways to establish an open-end contract to provide various Herbicide Products, Adjuvant Products and Miscellaneous Products for use at locations throughout the State of WV by the WV Division of Highways.

This contract shall be effective upon award and shall expire on December 31, 2019. This contract may be renewed for one year at the same price, terms and conditions of the original contract including any subsequent change orders upon the mutual written consent of the WVDOH and the Vendors, until a new contract can be awarded.

- 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 “Contract Item” or “Contract Items” or “Products”** mean the list of items identified in Section 3 below.
- 2.2 “Pricing Pages”** means the schedule of prices, estimated order quantity, and totals contained in wvOASIS or attached hereto as Exhibit A, B, C and used to evaluate the Solicitation.
- 2.3 “Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
- 2.4 “WVDOH”** used throughout this Solicitation means the West Virginia Division of Highways.
- 2.5 “EPA”** used throughout this Solicitation means Environmental Protection Agency and **“DEP”** used throughout this Solicitation means the WV Department of Environmental Protection and should reference the Federal, State and Local levels of government. Please reference www.epa.gov and www.dep.wv.gov.
- 2.6 “Contractor” or “Vendor”** used throughout this Solicitation and in any cited sections of the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted most current edition, are interchangeable.

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- 2.7 **“Standard Specs”** used throughout this Solicitation means the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted most current edition.

3. GENERAL REQUIREMENTS:

- 3.1 **Specifications:** The following sections of the Standard Specs, shall apply to the administration of this contract: Sections 101, 102.4, 102.5, 105.1, 105.3, 105.4, 105.10, 105.11, 105.12, 105.13, 106.3, 106.4, 106.5, 106.6, 106.7, 106.9, 107.1, 107.2, 107.3, 107.14, 107.19, 107.20, 108.8, 109.1, 109.2 and 109.20.

A hard copy of the current Standard Specs may be purchased at a cost of \$20.00 (\$15.00 for the 2017 book plus \$5.00 for the latest edition) using the Attachment A Standard Specifications Order Form and sent to:

West Virginia Division of Highways
Contract Administration
Building 5, Room 722
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305
(Phone) 304-558-2885

A free electronic copy of the Standard Specs may be obtained by sourcing:
<http://www.transportation.wv.gov/highways/contractadmin/specifications/2017StandSpec/Pages/default.aspx>

- 3.2 **Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

Contract Items furnished under this contract shall conform to the physical and chemical properties set forth in the EPA registration of the product provided to the WVDOH by the Vendor.

3.2.1 **Contract Item:**

3.2.1.1 **Herbicide Products:** Contract Items DOH-1H through DOH-39H shall be Herbicide products. Product Trade Name is requested; however, the Vendor may bid an “or equal” item. Exhibit A.

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3.2.1.2 Adjuvant Products: Contract Items DOH-1A through DOH-12A shall be Adjuvant products. Product Trade Name, where applicable, is requested; however, the Vendor may bid an “or equal” item. Exhibit B.

3.2.1.4 Miscellaneous Products: Contract Items DOH-1M through DOH-6M shall be Miscellaneous products. Product Trade Name, where applicable, is requested; however, the Vendor may bid an “or equal” item. Exhibit C.

3.2.2 Product Trade Name and “Or Equal” Items:

Vendors may bid any or all of the products listed on the Pricing Pages. Vendors may bid Product Trade Name requested, where applicable, or bid an “or equal” item.

The Vendor **shall** provide the Product Trade Name and EPA Registration Number for **each** item that the Vendor is bidding. The Vendor shall provide this information on the Pricing Page for **every** item bid whether the Vendor is providing the requested Product Name or an “or equal” product.

The WVDOH will not assume the Product Name and/or the EPA Registration Number for any item bid, by any Vendor.

The Vendor **shall** provide the label from the “or equal” Contract Item bid, **with their bid package**, to eliminate any confusion. The WVDOH reserves the right to request additional information to determine if “or equal” products meet the required specifications.

NOTE 1: Equivalency, chemical name or equivalent, shall mean equal and not necessarily identical. “Or equal” items shall be evaluated as to meeting the contract specifications. The final determination of equivalency to the required specifications will be made by the WVDOH.

Vendor should be available to provide any additional documentation required by the WVDOH during the evaluation and equivalency process.

- 3.3 Restricted and Non-Restricted Herbicides:** Herbicide products which have been declared RESTRICTED in their use by the EPA must be applied under the supervision of a licensed Herbicide applicator. The WVDOH reserves the right to

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disallow the use of RESTRICTED Herbicides when non-restricted Herbicides are available to achieve the same objective.

- 3.4 Training and Technical Assistance:** In order for a Vendor to be awarded a contract for any Contract Item requested, the Vendor **shall** have a representative, currently holding a **valid Category 7 certification or a Category 11 certification in West Virginia** who is to provide training and technical assistance as required or upon the request of the WVDOH. **Each Vendor shall provide the name, certification number and telephone number of at least one representative on the Information Attachment Form. A copy of the same representative's current Category 7 certification or Category 11 certification in West Virginia shall be submitted with the Vendor's bid package. The Vendor's failure to submit a copy of the representative's certification, with their bid package, shall result in the total disqualification of the Vendor's bid.**

Vendors are encouraged to visit the WV Department of Agriculture's site <http://wvplants.wvda.us/index.aspx> to confirm your representative's current registration.

The Vendor should have a valid Category 12 certification in West Virginia.

4. CONTRACT AWARD:

- 4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Contract Items listed on the Pricing Pages. A Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for which their bid is low, provided that the Vendor has provided the Product Trade Name and the EPA Registration Number for each product bid, where applicable. Failure to list this information will result in the disqualification of the Vendor's bid on that Contract Item.

- 4.1.1** The successful Vendor shall furnish two product labels, for each product awarded, whether Product Name requested or "or equal", to the WVDOH. The labels shall provide pertinent information regarding product storage and handling.

The successful Vendor shall supply the proper testing procedures to determine the presence and concentration of the Herbicide in flowing water. This shall be provided to:

WVDOH

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Materials Control, Soil and Testing Division
190 Dry Branch Road
Charleston, WV 25306

- 4.2 Pricing Pages:** Vendor should complete the Pricing Pages by providing a Unit Cost per each Contract Item bid according to each Contract Item's identified Unit of Measure whether by gallon, quart, pound, ounce, each, etc. Vendors may NOT modify or change the Unit of Measure of any item. Vendors may bid any or all Contract Items. Vendor shall complete the Pricing Pages according to Section 3.2.2 of these specifications. Failure to provide the required Product Trade Name and EPA Registration Number information will result in Vendor's bid being disqualified for that Contract Item.

Vendor **shall** complete the Information Attachment Form as requested in Section 3.2.2 of these specifications.

The Vendor's bid package **shall** include the Pricing Pages, the Information Attachment Form, a copy of the Vendor's Technical Representative's Category 7 certification or Category 11 certification in West Virginia and product labels for any "or equal" product bid.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: Crystal.G.Rink@wv.gov

5. ORDERING AND PAYMENT:

- 5.1 Ordering:** Vendor shall accept orders through wvOASIS, by regular mail, facsimile, e-mail, or any other written forms of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

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Delivery Orders may be issued to the awarded vendor according to each Contract Item's description line item. There is no minimum or maximum order quantity.

- 5.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia. 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.

6. DELIVERY AND RETURN:

- 6.1 Delivery Time:** Vendor shall deliver standard orders within twenty (20) working days after orders are received to the delivery location indicated on the Delivery Order. All shipments are F.O.B delivery to the WVDOH location. Vendor shall deliver emergency orders within an agreed upon alternative time frame by the WVDOH and the Vendor after orders are received. Vendor shall ship all orders in accordance with the above schedule. There is no minimum or maximum order quantity.

- 6.1.1 Acceptance:** With each delivery to the WVDOH, the Vendor shall certify that the products delivered conform to the properties described in that product's EPA registration. Material failing to comply with the quality requirement will not be accepted.

- 6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

- 6.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

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- 6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

7. VENDOR DEFAULT:

- 7.1** The following shall be considered a vendor default under this Contract.
- 7.1.1** Failure to provide Contract Items in accordance with the requirements contained herein.
 - 7.1.2** Failure to comply with other specifications and requirements contained herein.
 - 7.1.3** Failure to comply with any laws, rules and ordinances applicable to the Contract Services provided under this Contract.
 - 7.1.4** Failure to remedy deficient performance upon request.
- 7.2** The following remedies shall be available to Agency upon default.
- 7.2.1** Immediate cancellation of the Contract.
 - 7.2.2** Immediate cancellation of one or more Delivery Orders issued under this Contract.
 - 7.2.3** Any other remedies available in law or equity.

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8. MISCELLENIOUS:

- 8.1 No Substitutions:** The Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 Vendor Supply:** The Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, the Vendor certifies that it can supply the Contract Items contained in its bid response.
- 8.3 Reports:** The Vendor shall provide quarterly reports and annual summaries to the Agency showing the Contract Items purchased, quantities of Contract Items purchased and the total dollar value of the Contract Items purchased. The Vendor shall also provide reports, upon request, showing the Contract Items purchased during the term of this Contract, the quantity purchased for each of those Contract Items and the total value of purchases for each of those Contract Items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 Contract Manager:** During its performance of this Contract, the Vendor must designate and maintain a primary contract manager responsible for overseeing the Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. The Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Todd Hagenbuch

Telephone Number: 570-401-7098

Fax Number: 717-795-8234

Email Address: thagenbuch@arborchem.com



West Virginia Department of Transportation
Division of Highways

Standard Specifications Order Form

Ordering Instructions:

Copies of the *2017 Standard Specifications Roads and Bridges* and latest **Supplemental Specifications** may be purchased by completing this form, indicating the number of books desired, along with proper mailing and billing information.

Submit completed form by e-mail DOHSpecifications@wv.gov, or mail to:

Contract Administration Division
1900 Kanawha Boulevard East
Building Five, Room 840
Charleston, WV 25305

Order Form:

Delivery Method (check one): Pick-up ☐ Mail ☐ (S&H fees apply – see below)

Payment Method (check one): Invoice ☐ Check ☐ (payable to: WV Division of Highways)

Number of Copies	Title	Price Each	Total
	2017 Standard Specifications Roads and Bridges	\$15.00	
	Supplemental Specifications, Latest Edition	\$5.00	
Shipping and Handling (S&H) * * 1-9 Items = \$5.00 10+ Items = \$10.00			
Total Amount Due			

NOTICE: The *2017 Standard Specifications Roads and Bridges* and *Supplemental Specifications* are available free of charge on the [Specifications Webpage](#).

Customer Information:

Company Name: _____
ATTENTION: _____
Street Address: _____
City, State, Zip Code: _____
Telephone: _____ Fax: _____ e-mail: _____

For Office Use Only (Do not write in the space below)				
Order Filled By:			Date:	
REC ORG	AUTH	ACT	OBJ	P/N
0064	COTH126	126	021	N

INFORMATION ATTACHMENT FORM

Per Section 3.4 of the contract specifications, the Vendor **shall** provide the name, certification number and telephone number of at least one representative holding a current Category 7 certification or a Category 11 certification in West Virginia, who shall be available to provide training and technical assistance as required or upon the request of the WVDOH.

Please provide that representative's name, certification number and phone number in the space provided below.

NAME: _____

CERTIFICATION NUMBER: _____

TELEPHONE NUMBER: _____

(Optional) EMAIL ADDRESS: _____

A **COPY** OF THE REPRESENTATIVE'S CATEGORY 7 CERTIFICATION OR CATEGORY 11 CERTIFICATION **SHALL** BE SUBMITTED WITH BID SUBMISSION.

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Vendors may bid any or all Contract Items. Per Section 3.2.2 of the contract specifications, the Vendor SHALL provide the Product Trade Name and EPA Registration number for each product that the Vendor is bidding whether the Vendor is bidding the Product Trade Name requested or an "or equal" product.

If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
DOH-1H	Water Soluble Emulsifiable Concentrate Containing: Isopropylamine Salt of Glyphosate Phosphate Ester Surfactant	50.20%				
	Product Trade Name: Roundup Pro Concentrate or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		6000	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		6000	gallon		
	C) Supplied in 30 gallon containers		6000	gallon		
DOH-2H	Dispersible Granules Containing: Sulfometuron Methyl	75%				
	Product Trade Name: Oust XP or equal					
	EPA Registration Number:					
	A) Supplied in 3 pound containers in lots of 24 pounds (8 - 31 lbs ctn)		100	pound		
	B) Supplied in 3 pound containers		100	pound		
DOH-3H	Aqueous Solution Containing: Imazapyr	2 lbs/gallon				
	Product Trade Name: Arsenal Powerline or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		150	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		150	gallon		
DOH-4H	Aqueous Carrier Containing: Pendimethalin	3.8 lbs/gallon				
	Product Trade Name: Pendulum AquaCap or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		600	gallon		
DOH-5H	Water Soluble Concentrate Containing: Triclopyr	3 lbs/gallon				
	Product Trade Name: Garlon 3A or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		500	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		500	gallon		
	C) Supplied in 30 gallon containers		450	gallon		
DOH-6H	Water Soluble Concentrate Containing: Triclopyr	4 lbs/gallon				
	Product Trade Name: Garlon 4 Ultra or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		250	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		270	gallon		
	C) Supplied in 30 gallon containers		240	gallon		
DOH-7H	Water Soluble Liquid Containing: Triclopyr	4 lbs/gallon				
	Product Trade Name: Vastlan™ or equal					
	EPA Registration Number:					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		250	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		270	gallon		
	C) Supplied in 30 gallon containers		240	gallon		
DOH-8H	Water Soluble Dispersible Granule Containing: Diuron	80.00%				
	Product Trade Name: Karmex DF or equal					
	EPA Registration Number:					
	A) Supplied in 5 pound bags in lots of 10 bags		1000	pound		
	B) Supplied in 25 pound bags		2000	pound		
DOH-09H	Water Soluble Liquid Containing: Dimethylamine Salt of 2, 4-D acid	3.8 lbs/gallon/56.3%				
	Product Trade Name: Freelexx or equal					
	EPA Registration Number: 62719-634					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		100	gallon		
	C) Supplied in 30 gallon containers		100	gallon		
DOH-10H	Water Soluble Liquid Containing Ammonium Salt of Imazapic	23.60%				
	Product Trade Name: <u>Plateau or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 1 gallon containers in lots of 2 gallons		50	gallon		
DOH-11H	Dispersible Liquid Containing: Hexazinone	2 lbs/gallon				
	Product Trade Name: <u>Velpar L or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon		
DOH-12H	Dry Flowable Containing: Metsulfuron Methyl	60%				
	Product Trade Name: <u>Escort XP or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 16 ounce containers in lots of 8 pounds (8-16 oz ctn)		2400	ounce		
	B) Supplied in 16 ounce containers		2400	ounce		
	C) Supplied in 64 ounce returnable/refillable containers		2400	ounce		
DOH-13H	Dry Flowable Containing: Chlorsulfuron	75%				
	Product Trade Name: <u>Telar XP or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 16 ounce containers in lots of 8 pounds (8-16 oz ctn)		160	ounce		
DOH-14H	Liquid Solution Containing: 2, 4-D, 2-ethylhexyl ester 2, 4-DP-p, 2-ethylhexyl ester Dicamba	32.45% 15.90% 5.38%				
	Product Trade Name: <u>BK-800 or equal</u>					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		
	B) Supplied in 30 gallon containers		100	gallon		
DOH-15H	Dry Flowable Containing: Tebuthiuron	20%				
	Product Trade Name: <u>Spike 20 P or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 4 pound containers in lots of 48 pounds (12 4 lbs ctn)		48	pound		
	B) Supplied in 25 pound bags		50	pound		
DOH-16H	Water Soluble Emulsifiable Concentrate Containing: Clopyralid	3 lbs/gallon				
	Product Trade Name: <u>Transline or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in .5 gallon containers in lots of 2 gallons		25	gallon		
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		25	gallon		
DOH-17H	Aqueous Solution Containing: Isopropylamine Salt of Imazapyr	27.60%				
	Product Trade Name: <u>Polaris SP or equal</u>					
	EPA Registration Number: _____					
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon		
DOH-18H	Aqueous Solution Containing: Diglycolamine Salt of 3, 6-Dichloro-0-Anisic Acid	4 lbs/gallon				
	Product Trade Name: <u>Vanquish or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		300	gallon		
	B) Supplied in 15 gallon returnable/refillable containers in lots of 9 per pallet		300	gallon		
DOH-19H	Aqueous Solution Containing: Tricopyr	.75 lbs/gallon				
	Product Trade Name: <u>Pathfinder II or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		
DOH-20H	Water Soluble Emulsifiable Concentrate Containing: Isopropylamine Salt of Glyphosate	53.80%				
	Product Trade Name: <u>Rodeo or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		
	B) Supplied in 30 gallon containers		100	gallon		
DOH-21H	Liquid Containing: Aminopyralid	40.60%				
	Product Trade Name: <u>Milestone VM or equal</u>					
	EPA Registration Number: _____					

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
	A) Supplied in 1 quart containers in lots of 12 quarts		200	quarts		
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon		
DOH-22H	Water Dispersible Granular Material Containing: Prodiamine	65%				
	Product Trade Name: <u>Endurance or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 5 pound bags in lots of 50 pounds		100	pound		
DOH-23H	B) Supplied in 10 pound bags in lots of 50 pounds		100	pound		
	Emulsifiable Concentrate Containing: Fluazifop-P-butyl	6.75%				
	Product Trade Name: <u>Ornamec or equal</u>					
	EPA Registration Number: _____					
DOH-24H	A) Supplied in 1 gallon containers in lots of 4 gallons		16	gallon		
	Dispersible Granule Containing:					
	Imazapyr	7.78%				
	Diuron	62.22%				
DOH-25H	Product Trade Name: <u>Imazuron or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 10 pound bags in lots of 40 pounds		50	pound		
	Water Soluble Dry Granule Containing: Sulfosulfuron	75%				
DOH-26H	Product Trade Name: <u>Outrider or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 20 ounce bottles in lots of 200 ounces (10 - 20 oz ctn)		400	ounce		
	Liquid Containing: Diuron	40%				
DOH-27H	Product Trade Name: <u>Diuron 4L or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallon		
	Liquid Containing: Fluroxypyr	45.52%				
DOH-28H	Product Trade Name: <u>Vista XRT or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		
	Wettable Granule Formulation Containing:					
DOH-29H	Sodium Salt of Diflufenzopy: 2-(1-[[[3,5-Difluorophenylamino]	21.30%				
	Carbonyl)-Hydrazono]ethyl)-3-Pyridinecarboxylic Acid, Sodium Salt	55.00%				
	Sodium Salt of Dicamba: 3,6-dichloro-o-anisic Acid					
	Product Trade Name: <u>Overdrive or equal</u>					
DOH-30H	EPA Registration Number: _____					
	A) Supplied in 7.5 pound containers in lots of 30 pounds (4 - 7.5 lbs ctn)		100	pound		
	Dispersible Granules Containing:					
	Sulfometuron Methyl	56.25%				
DOH-31H	Chlorsulfuron	18.75%				
	Product Trade Name: <u>Landmark XP or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 4 pound containers in lots of 32 pounds (8 - 4 lbs ctn)		100	pound		
DOH-32H	B) Supplied in 64 ounce returnable/refillable containers		1600	ounce		
	Dispersible Granules Containing:					
	Sulfometuron Methyl	56.25%				
	Metsulfuron Methyl	15.00%				
DOH-33H	Product Trade Name: <u>Oust Extra or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 4 pound containers in lots of 32 pounds (8 - 4 lbs ctn)		400	pound		
	B) Supplied in 64 ounce returnable/refillable containers		6400	ounce		
DOH-34H	C) Supplied in 12 pound containers		400	pound		
	Dry Flowable Granule Containing:					
	Bromacil	40%				
	Diuron	40%				
DOH-35H	Product Trade Name: <u>Krovar I DF or equal</u>					
	EPA Registration Number: _____					
	A) Supplied in 6 pound containers in lots of 48 pounds (8 - 6 lbs ctn)		50	pound		
	Liquid Containing:					
DOH-36H	Dimethylamine Salt of 2,4-Dichlorophenoxyacetic Acid	24.58%				
	Dimethylamine Salt of Dicamba (3,6-Dichloro-o-Anisic Acid)	12.82%				
	Product Trade Name: <u>Veteran 720 or equal</u>					

HERBICIDES		% Concentration/ Pounds per Gallon of Active Ingredients	Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		100	gallon		
	B) Supplied in 30 gallon drums		100	gallon		
DOH-33H	Water Soluble Dispersible Extruded Paste Granule Containing: Imazapyr	31.60%				
	Aminocyclopyrachlor	22.80%				
	Metsulfuron methyl	7.30%				
	Product Trade Name: Viewpoint™ or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 5 pound containers in lots of 40 pounds (8 - 5 lbs ctn)		100	pounds		
	B) Supplied in 5 pound containers		100	pounds		
DOH-34H	Non-Selective Control of Emerged and Pre-Emerged Broadleaf and Grass Weeds Containing: Indaziflam	0.089%				
	Diquat Dibromide	0.890%				
	Glyphosat Isopropylamine Salt	20.460%				
	Product Trade Name: Esplanade EZ or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons		
DOH-35H	Liquid Containing: Indaziflam (1.67 pounds per gallon)	19.05%				
	Product Trade Name: Esplanade 200SC or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 1 quart containers in lots of 1 gallon			quart		
	B) Supplied in 2.5 gallon containers in lots of 5 gallons			gallons		
DOH-36H	A pre-emergence and early post-emergence product to control broadleaf weeds and annual grasses Containing: Penoxsulam: 2-(2,2-difluoroethoxy)-N-(5,8-dimethoxy[1,2,4] triazolo[1,5-c]pyrimidin-2-yl)-6-(trifluoromethyl)benzenesulfonamide	0.850%				
	Oxyfluorfen: 2-chloro-1-(3-ethoxyl-4-nitrophenoxy)-4-(trifluoromethyl) benzene	40.310%				
	Product Trade Name: Cleantraxx™ or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons		
DOH-37H	Plant Growth Regulator Containing: Mefluidide, diethanolamine salt	21.45%				
	Imazethapyr, ammonium salt	4.09%				
	Imazapyr, ammonium salt	0.15%				
	Product Trade Name: Stronghold or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 1 quart containers in lots of 1 gallon		50	gallons		
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons		
DOH-38H	Turf and Ornamental Growth Regulator Containing: Flauzifop-P-Butyl	24.50%				
	Product Trade Name: Fusilade II or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 1 quart containers in lots of 1 gallons		50	gallons		
	B) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons		
DOH-39H	Soluble Liquid for Non-Crop Use Containing: Potassium salt of aminocyclopyrachlor - Potassium salt of 6-amino-5- chloro-2-cyclopropyl-4-pyrimidinecarboxylic acid	25%				
	Product Trade Name: Method® 240SL or equal _____					
	EPA Registration Number: _____					
	A) Supplied in 2.5 gallon containers in lots of 5 gallons		50	gallons		

CRFQ DOT1900000074

Vendors may bid any or all Contract Items. Per Section 3.2.2 of the contract specifications, the Vendor SHALL provide the Product Trade Name and EPA Registration number for each product that the Vendor is bidding whether the Vendor is bidding the Product Trade Name requested or an "or equal" product.

If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

ADJUVANTS		Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description				
DOH-1A	Water Soluble Blue Liquid Spray Pattern Indicator				
	Product Trade Name: Bullseye or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-2A	Diluent with Emulsifiers				
	Product Trade Name: Hygrade EC or Arborchem Basal Oil or Bark Oil EC or Penevator or equal				
	A) Supplied in _____ containers in lots of _____.	100	gallon		
DOH-3A	Non-ionic Surfactant -90%				
	Product Trade Name:				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-4A	Non-Ionic, Low Foam Penetrating Surfactant with Lecithin Drift Control Agent				
	Product Trade Name: Liberate® or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-5A	Concentrate Spray Adjuvant with Lecitech® Methylated Seed Oil				
	Product Trade Name: MSO® Concentrate or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-6A	Liquid Drift Control Agent				
	Product Trade Name:				
	A) Supplied in 1 quart containers in lots of 12 quarts.	400	quart		
DOH-7A	Granular/Flake Drift Control Agent				
	Product Trade Name:				
	A) Supplied in 32 ounce containers in lots of 12 containers.	48	container		
DOH-8A	Aquatic Surfactant				
	Product Trade Name:				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-9A	Water Soluble Liquid Spray Pattern Indicator				
	Product Trade Name: Blueprint Plus or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-10A	Non-Ionic Sticker Spreader				
	Product Trade Name: Nu-Film-IR or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-11A	Ready-to-Use Formula Containing Paraffinic Oil Emulsifiers				
	Product Trade Name: Thinvert RTU or equal				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons.	100	gallon		
DOH-12A	B) Supplied in 15 gallon drum.	100	gallon		
	Miscible-Dispersible Liquid Defoamer (10% Active Ingredient)				
	Product Trade Name:				
	A) Supplied in 1 quart containers in lots of 12 quarts per ctn	120	quarts		

CRFQ DOT1900000074

Vendors may bid any or all Contract Items. Per Section 3.2.2 of the contract specifications, the Vendor SHALL provide the Product Trade Name and EPA Registration number for each product that the Vendor is bidding whether the Vendor is bidding the Product Trade Name requested or an "or equal" product.

If the Vendor fails to provide the required information, the Vendor's bid will be disqualified for that Contract Item.

MISCELLANEOUS		Estimated Quantity	Unit of Measure	Cost Per Unit of Measure	Extended Cost
Item #	Description				
DOH-1M	Pressure Rinser				
	Product Trade Name: Easy Rinse or equal _____				
	A) Supplied per each.	25	each		
DOH-2M	Biostimulant Containing				
	Soluble Potash 1.00%				
	Iron 0.36%				
	Manure Extract 79.30%				
	Humic and Fulvic Acid Extract 9.00%				
	Kelp Extract 1.20%				
	Organo-Modified Silaxane Surfactant 0.36%				
	Product Trade Name: Launch or equal _____				
	A) Supplied in 2.5 gallon containers in lots of 5 gallons	10	gallon		
DOH-3M	5-gallon Backpack Sprayer				
	Product Trade Name: Birchmeier or equal _____				
	A) Supplied per sprayer	10	each		
	B) Supplied per each gasket set for Sprayer Pump	10	set		
	C) Supplied per each Valve and Wand Repair Kit	10	kit		
DOH-4M	2-Quart Handheld Pressure Sprayer				
	Product Trade Name: Tolco or equal _____				
	A) Supplied per each sprayer	10	each		
DOH-5M	Closed System Backpack Sprayer				
	Product Trade Name: Birchmeier BCS or equal _____				
	A) Supplied per each sprayer	10	each		
	B) Supplied per each gasket Set for Sprayer Pump	10	set		
	C) Supplied per each Valve and Wand Repair Kit	10	kit		
DOH-6M	32 ounce Eye Wash Bottle				
	Product Trade Name: _____				
	A) Supplied per each.	25	bottle		

West Virginia Ethics Commission



Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

"Business entity" means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

"Interested party" or "Interested parties" means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

"State agency" means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: ethics@wv.gov; website: www.ethics.wv.gov.

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: _____ Address: _____

Name of Authorized Agent: _____ Address: _____

Contract Number: _____ Contract Description: _____

Governmental agency awarding contract: _____

☐ Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

1. Subcontractors or other entities performing work or service under the Contract

☐ Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)

☐ Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)

☐ Check here if none, otherwise list entity/individual names below.

Signature: _____ Date Signed: _____

Notary Verification

State of _____, County of _____:

I, _____, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this _____ day of _____, _____.

Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____

Revised June 8, 2018

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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 exceeds 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: _____

Authorized Signature: _____ Date: _____

State of _____

County of _____, to-wit:

Taken, subscribed, and sworn to before me this ____ day of _____, 20__.

My Commission expires _____, 20__.

AFFIX SEAL HERE

NOTARY PUBLIC _____

INFORMATION ATTACHMENT FORM

Per Section 3.4 of the contract specifications, the Vendor **shall** provide the name, certification number and telephone number of at least one representative holding a current Category 7 certification or a Category 11 certification in West Virginia, who shall be available to provide training and technical assistance as required or upon the request of the WVDOH.

Please provide that representative's name, certification number and phone number in the space provided below.

NAME: Dave Krause

CERTIFICATION NUMBER: C04461

TELEPHONE NUMBER: 610-308-2007

(Optional) EMAIL ADDRESS: davekrause@arborchem.com

A **COPY** OF THE REPRESENTATIVE'S CATEGORY 7 CERTIFICATION OR CATEGORY 11 CERTIFICATION **SHALL** BE SUBMITTED WITH BID SUBMISSION.

WVDOH 2019 Herbicide Bid - Arborchem Products – Equivalent Products Label and SDS links

Polaris Label <http://www.cdms.net/ldat/ld8KR000.pdf>

Polaris SDS <http://www.cdms.net/ldat/mp8KR001.pdf>

Element 3a Label <http://www.cdms.net/ldat/ld8R1006.pdf>

Element 3a SDS <http://www.cdms.net/ldat/mp8R1002.pdf>

Imazapic 2SL IVM Label <http://www.cdms.net/ldat/ldDMC000.pdf>

Imazapic 2SL SDS <http://www.cdms.net/ldat/mpDMC001.pdf>

Hilight Blue Dye Label http://arborchem.com/label-sds/label_BASF_Hi-Light_Blue.pdf

Hilight Blue Dye SDS http://arborchem.com/label-sds/sds_BASF_Hi-Light_Blue.pdf

Aquachem 90 Label http://arborchem.com/label-sds/label_Adjuvant_Aquachem90.pdf

Aquachem 90 SDS http://arborchem.com/label-sds/sds_Adjuvant_Aquachem90.pdf

MES 100 Label https://s3-us-west-1.amazonaws.com/www.agrian.com/pdfs/Drexel_MES-100TM_Label1h.pdf

MES 100 SDS https://s3-us-west-1.amazonaws.com/www.agrian.com/pdfs/Drexel_MES-100_MSDS3.pdf

Control Label http://arborchem.com/label-sds/label_Adjuvant_Control.pdf

Control SDS http://arborchem.com/label-sds/sds_Adjuvant_Control.pdf

Arborfilm IR Label http://arborchem.com/label-sds/label_Adjuvant_ArborFilmIR.pdf

Arborfilm IR SDS http://arborchem.com/label-sds/sds_Adjuvant_ArborFilmIR.pdf



Has met the requirements of the State Code of West Virginia, Chapter 19, Article 16A, Section 7, to engage in the business of applying pesticides.

Visit <https://wvplants.wvda.us> for pesticide exam and recertification meeting locations and to review your business information.

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 nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: February 26, 2019 at 10:00 AM EST

Submit Questions to: Crystal Rink
2019 Washington Street, East
Charleston, WV 25305
Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)
Email: Crystal.G.Rink@wv.gov

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication 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 submitted electronically through wvOASIS or 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 Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.

The bid delivery address is:
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID:

BUYER: Crystal Rink
SOLICITATION NO.: CRFQ DOT1900000074
BID OPENING DATE: March 14, 2019
BID OPENING TIME: 1:30 PM EST
FAX NUMBER: 304-558-3970

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression of Interest or Request for Proposal is not permitted in wvOASIS.

For Request For Proposal ("RFP") Responses Only: 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 n/a 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: (This only applies to CRFP)

- ☐ 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 confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: March 14, 2019 at 1:30 PM EST

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
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.

10. ALTERNATE MODEL OR BRAND: Unless the box below is checked, any model, brand, or specification listed in this Solicitation 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.

☐ This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

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. 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.

13. 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.

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

15. PREFERENCE: Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and should include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at:
<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

15A. RECIPROCAL PREFERENCE: The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. A request form to help facilitate the request can be found at:
<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, 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 contract award 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.

17. 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.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor’s entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled “confidential,” “proprietary,” “trade secret,” “private,” or labeled with any other claim against public disclosure of the documents, to include any “trade secrets” as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

22. INTERESTED PARTY DISCLOSURE: West Virginia Code § 6D-1-2 requires that the vendor submit to the Purchasing Division a disclosure of interested parties to the contract for all contracts with an actual or estimated value of at least \$1 Million. That disclosure must occur on the form prescribed and approved by the WV Ethics Commission prior to contract award. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

23. WITH THE BID REQUIREMENTS: In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.