



Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25385-0130

State of West Virginia  
Request for Quotation  
19 - Highways

Proc Folder: 608826

Doc Description: FLAT SHEET AND PRE-CUT ALUMINUM (8519C2035)

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-07-23	2019-08-13 13:30:00	CRFQ 0803 DOT2000000008	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:

Mandel Metals Inc  
DBA US Standard Sign  
11400 Addison Ave., Franklin Park, IL 60131

RECEIVED

2019 AUG 13 PM 1:27

WV PURCHASING  
DIVISION

WV PURCHASING  
DIVISION

2019 AUG 13 PM 1:27

RECEIVED

**FOR INFORMATION CONTACT THE BUYER**

Crystal G Husted  
(304) 558-2402  
crystal.g.husted@wv.gov

Signature X

*Mandy K... [Signature]*

FEIN #

36-2658805

DATE

8/12/19

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

From: MANDEL METALS

**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 FLAT SHEET AND PRE-CUT ALUMINUM PER THE ATTACHED DOCUMENTS. QUESTIONS REGARDING THE SOLICITATION MUST BE SUBMITTED IN WRITING TO CRYSTAL.G.HUSTEAD@WV.GOV PRIOR TO THE QUESTION PERIOD DEADLINE CONTAINED IN THE INSTRUCTIONS TO VENDORS SUBMITTING BIDS.

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS TRAFFIC ENGINEERING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A550 CHARLESTON WV25305-0430 US	DIVISION OF HIGHWAYS TRAFFIC ENG. TSC - CENTRAL SIGN SHOP 180 DRY BRANCH DR CHARLESTON WV 25306 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	FLAT SHEET AND PRE-CUT ALUMINUM	0.00000	EA		263,095.80

Comm Code	Manufacturer	Specification	Model #
30265000			

Extended Description :  
FLAT SHEET AND PRE-CUT ALUMINUM - SEE PRICING PAGES ATTACHED

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2019-07-29

**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.

Marykate Fallon Sales  
(Name, Title)

Marykate Fallon Sales  
(Printed Name and Title)

11400 Addison Ave - Franklin Park, IL 60131  
(Address)

847-447-2265, 847-455-3330  
(Phone Number) / (Fax Number)

marykate@usstandardsign.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.

Mandel Metals Inc DBA USStandard Sign  
(Company)

Marykate Fallon Sales  
(Authorized Signature) (Representative Name, Title)

Marykate Fallon Sales  
(Printed Name and Title of Authorized Representative)

8/12/19  
(Date)

847-447-2265      847-455-3330  
(Phone Number) (Fax Number)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ DOT2000000008**

**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 |

N/A

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.

Mandel Metals Inc DBA US Standard Syn  
Company

Mandy Lee  
Authorized Signature

8/12/19  
Date

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

**REQUEST FOR QUOTATION**  
**CRFQ DOT2000000008**  
**Flat Sheet and Pre-Cut Aluminum (8519C2035)**

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7.2.3 Any other remedies available in law or equity.

**8. MISCELLANEOUS:**

- 8.1 **No Substitutions:** 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:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.
- 8.3 **Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing 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. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Marykate Fallon  
 Telephone Number: 847-447-2265  
 Fax Number: 847-455-3330  
 Email Address: marykate@usstandardsign.com

8.5 **Aluminum Material Designation:** Vendor should specify the material designation of the aluminum to be supplied under this Contract (6061-T6 or 5052-H38) below.

5052-H38

## 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](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).

From: MANDEL METALS

**EXHIBIT A - PRICING PAGES**

Quantities listed in this RFQ are approximations only. 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. Award will be based on lowest total cost.

ITEM NUMBER	ESTIMATED QTY	DESCRIPTION	UNIT COST	EXTENDED TOTAL AMOUNT	DOH INVENTORY SUBCODE	UNSPSC CODE
<b>CLASS II SHEET - 0.080 INCH THICKNESS</b>						
1	80	1-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	43.64	3491.20	030-218144	30285000
2	30	2 FT X 12 FT X 0.080 GAUGE THICKNESS	58.20	1746	224144	30285000
3	80	2-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	72.74	5819.20	230144	30285000
4	30	3 FT X 12 FT X 0.080 GAUGE THICKNESS	87.30	2619	236144	30285000
5	50	3-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	104.65	5232.50	242144	30285000
6	20	4 FT X 12 FT X 0.080 GAUGE THICKNESS	116.40	2328	246144	30285000
7	20	5 FT X 12 FT X 0.080 GAUGE THICKNESS	146.85	2937	260144	30285000
<b>CLASS II SHEET - 0.040 INCH THICKNESS</b>						
8	30	4 FT X 12 FT X 0.040 GAUGE THICKNESS	58.20	1746	148144	30285000
9	20	5 FT X 12 FT X 0.040 GAUGE THICKNESS	78.10	1562	160144	30285000
<b>CLASS III - ALUMINUM PRE-CUT SIGN MATERIAL - 0.080 INCH THICKNESS</b>						
10	20	8 IN X 30 IN HORIZONTAL RECTANGLE	5.08	101.60	031-000830	30285000
11	800	9 IN X 24 IN VERTICAL RECTANGLE	4.08	3264	031-000824	30285000
12	20	9 IN X 30 IN VERTICAL RECTANGLE	7.62	152.40	000930	30285000
13	20	9 IN X 30 IN HORIZONTAL RECTANGLE	7.62	152.40	000930	30285000
14	170	9 IN X 42 IN HORIZONTAL RECTANGLE	6.68	1135.60	000942	30285000
15	320	9 IN X 48 IN HORIZONTAL RECTANGLE	7.64	2444.80	000948	30285000
16	200	12 IN X 18 IN VERTICAL RECTANGLE	3.90	780	001218	30285000
17	1000	12 IN X 24 IN HORIZONTAL RECTANGLE	4.95	4950	001224	30285000
18	240	12 IN X 30 IN HORIZONTAL RECTANGLE	6.39	1533.60	001230	30285000
19	1300	12 IN X 36 IN RECTANGLE	7.57	9841	001236	30285000
20	20	12 IN X 48 IN VERTICAL RECTANGLE	11.76	235.20	001248	30285000
21	800	15 IN X 21 IN HORIZONTAL RECTANGLE	5.56	4448	001521	30285000
22	30	15 IN X 30 IN HORIZONTAL RECTANGLE	10.05	301.50	001530	30285000
23	180	15 IN X 36 IN HORIZONTAL RECTANGLE	9.72	1749.60	001536	30285000
24	800	15 IN X 42 IN HORIZONTAL RECTANGLE	11.10	8880	031-001542	30285000
25	700	15 IN X 48 IN HORIZONTAL RECTANGLE	12.63	8841	001548	30285000
26	140	15 IN X 54 IN HORIZONTAL RECTANGLE	13.96	1954.40	001554	30285000
27	30	15 IN X 60 IN HORIZONTAL RECTANGLE	18.71	561.30	001560	30285000
28	200	18 IN X 18 IN SQUARE	5.57	1114	001818	30285000
29	200	18 IN X 18 IN DIAMOND	5.57	1114	001818	30285000
30	500	18 IN X 24 IN VERTICAL RECTANGLE	7.57	3785	001824	30285000

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ITEM NUMBER	ESTIMATED QTY	DESCRIPTION	UNIT COST	EXTENDED TOTAL AMOUNT	DOH INVENTORY SUBCODE	UNSPSC CODE
31	20	18 IN X 30 IN HORIZONTAL RECTANGLE	10.18	203.60	001830	30285000
32	200	18 IN X 36 IN HORIZONTAL RECTANGLE	11.67	2334	001836	30285000
33	20	21 IN X 28 IN HORIZONTAL RECTANGLE	23.39	467.80	002128	30285000
34	1800	24 IN X 24 IN SQUARE	9.92	17856	002424	30285000
35	1800	24 IN X 30 IN VERTICAL RECTANGLE	12.19	21942	002430	30285000
36	120	24 IN X 36 IN VERTICAL RECTANGLE	15.54	1864.80	002436	30285000
37	520	24 IN X 48 IN HORIZONTAL RECTANGLE	19.85	10322	031-002448	30285000
38	20	24 IN X 72 IN HORIZONTAL RECTANGLE	29.77	595.40	002472	30285000
39	1100	30 IN X 30 IN DIAMOND	15.22	16742	003030	30285000
40	1100	30 IN X 30 IN SQUARE	15.50	17050	003030	30285000
41	200	30 IN X 36 IN VERTICAL RECTANGLE	18.60	3720	003036	30285000
42	100	30 IN X 42 IN HORIZONTAL/VERTICAL RECTANGLE	24.74	2474	003042	30285000
43	350	30 IN X 48 IN HORIZONTAL/VERTICAL RECTANGLE	25.58	8953	003048	30285000
44	20	30 IN X 60 IN HORIZONTAL RECTANGLE	31.01	620.20	003060	30285000
45	280	36 IN X 36 IN DIAMOND	21.93	6140.40	003636	30285000
46	280	36 IN X 36 IN SQUARE	22.33	6252.40	003636	30285000
47	20	36 IN X 46 IN HORIZONTAL RECTANGLE	29.92	598.40	003646	30285000
48	130	36 IN X 48 IN VERTICAL RECTANGLE	29.77	3870.10	003648	30285000
49	20	36 IN X 60 IN HORIZONTAL RECTANGLE	37.21	744.20	003660	30285000
50	370	48 IN X 48 IN DIAMOND	39.69	14685.30	004848	30285000
51	20	48 IN X 60 IN VERTICAL RECTANGLE	49.62	992.40	004860	30285000
52	20	24 IN X 24 IN INTERSTATE SHIELD	12.02	240.40	022424	30285000
53	20	24 IN X 30 IN INTERSTATE SHIELD	14.95	299	031-022430	30285000
54	20	36 IN X 36 IN INTERSTATE SHIELD	27.04	540.80	023636	30285000
55	20	36 IN X 46 IN INTERSTATE SHIELD	33.67	673.40	023646	30285000
56	60	36 IN X 36 IN X 36 IN TRIANGLE	12.61	756.60	043636	30285000
57	20	48 IN X 48 IN X 48 IN TRIANGLE	22.10	442	044848	30285000
58	70	30 IN X 30 IN PENTAGON	15.25	1067.50	053030	30285000



**EXHIBIT A - PRICING PAGES**

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ITEM NUMBER	ESTIMATED QTY	DESCRIPTION	UNIT COST	EXTENDED TOTAL AMOUNT	DOH INVENTORY SUBCODE	UNSPSC CODE
68	30	36 IN X 36 IN PENTAGON	21.48	644.40	053836	30285000
69	10	48 IN X 48 IN PENTAGON	37.33	373.30	054848	30285000
61	50	36 IN X 48 IN X 48 IN PENNANT	17.43	871.50	063648	30285000
62	10	48 IN X 64 IN X 64 IN PENNANT	49.41	494.10	064864	30285000
63	60	36 IN CIRCLE	23.33	1399.80	073600	30285000
64	330	18 IN X 18 IN OCTAGON	6.03	1989.90	081818	30285000
65	1800	30 IN X 30 IN OCTAGON	14.60	26280.00	083030	30285000
66	200	36 IN X 36 IN OCTAGON	21.02	4204.00	083636	30285000
67	20	48 IN X 48 IN OCTAGON	37.36	747.20	084848	30285000
68	20	24 IN X 24 IN US ROUTE SHIELD	9.92	198.40	022424	30285000
69	20	36 IN X 36 IN US ROUTE SHIELD	22.33	446.60	023636	30285000
70	20	24 IN X 30 IN US ROUTE SHIELD	12.41	248.20	022430	30285000
71	20	36 IN X 45 IN US ROUTE SHIELD	27.91	558.20	023845	30285000

\* US Route Shields would be provided as squares/rectangles. Then you use the US Shield sheeting over it. Not capable of cutting US Shield shape.

Grand Total: \$263,095.80

### West Virginia Ethics Commission Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 8D-1-2)

Name of Contracting Business Entity: Mandel Metals Inc  
DRA US Standard Sign Address: 11408 Addison Ave.  
Franklin Park, IL 60131

Name of Authorized Agent: MaryKate Fallon Address: Same?

Contract Number: DOT 2000000008 Contract Description: Flat Sheet and Pre-Cut  
Aluminum

Governmental agency awarding contract: DOT

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: MaryKate Fallon Date Signed: 8/12/19

#### Notary Verification

State of Illinois, County of Cook

I, MaryKate Fallon, 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 13 day of August, 2019

Lydia Roberts  
Notary Public's Signature

#### To be completed by State Agency:

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_

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 stated 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: Mandel Metals Inc DBA US Standard Sign

Authorized Signature: Mary Kate Fe Date: 8/12/19

State of Illinois

County of Cook, to-wit:

Taken, subscribed, and sworn to before me this 13 day of August, 2019.

My Commission expires April 16, 2023.

AFFIX SEAL HERE

NOTARY PUBLIC Lydia Roberts  
Purchasing Affidavit (Revised 01/19/2018)