

# BID PAPERWORK ATTACHED:

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: January 10, 2020 at 10:00 AM

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

RECEIVED

2020 JAN 16 AM 9:44

WV PURCHASING  
DIVISION

**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 Hustead  
**SOLICITATION NO.:** CRFQ DOT2000000101  
**BID OPENING DATE:** January 23, 2020  
**BID OPENING TIME:** 1:30 PM  
**FAX NUMBER:** 304-558-3970



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: 669043

Doc Description: STRUCTURAL STEEL (0720822)

Proc Type: Central Purchase Order

| Date Issued | Solicitation Closes    | Solicitation No         | Version |
|-------------|------------------------|-------------------------|---------|
| 2020-01-06  | 2020-01-23<br>13:30:00 | CRFQ 0803 DOT2000000101 | 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:

*THE SULLIVAN CORPORATION PH: 267-230-9287*  
*2329 YELLOW SPRINGS RD*  
*MALVERN, PA 19355*

**FOR INFORMATION CONTACT THE BUYER**

Crystal G Hustead  
 (304) 558-2402  
 crystal.g.hustead@wv.gov


Signature X

FEIN # *47-3009376*

DATE *1/14/2020*

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

## CRFQ DOT2000000101

| Item Number  | Quantity | Unit of Measure | Description   | Unit Price   | Total Cost   |
|--|----------|-----------------|---|--------------|--------------|
| 1  | 848,400  | LB              | HP 10 x 42 structural steel beam in 40 foot lengths | \$ 79.95/cwt | \$678,295.80 |
| 2  | 323,820  | LB              | HP 10 x 42 structural steel beam in 30 foot lengths | \$ 79.95/cwt | \$258,894.10 |
| 3  | 62,160   | LB              | W- 8 x 21 structural steel beam in 20 foot lengths  | \$ 79.95/cwt | \$49,696.92  |
| <b>Total Bid Amount</b>  |          |                 |   |              | \$986,886.82 |

THE SULLIVAN CORPORATION  
 2329 YELLOW SPRINGS Rd  
 MALVERN, PA 19355  
 PH: 267-230-9287

**ADDITIONAL INFORMATION:**

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DIVISION OF HIGHWAYS, IS SOLICITING BIDS TO ESTABLISH A CONTRACT FOR THE ONE-TIME PURCHASE OF STRUCTURAL STEEL TO BE USED FOR VARIOUS PROJECTS IN DISTRICT SEVEN (7) 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<br>DISTRICT SEVEN<br>DRAWER 1228 |         | DIVISION OF HIGHWAYS<br>DISTRICT SEVEN STORAGE YARD<br>1205 US HWY 19 SOUTH |          |
| WESTON  | WV26452 | WESTON  | WV 26452 |
| US  |         | US  |          |

| Line | Comm Ln Desc                     | Qty          | Unit Issue | Unit Price | Total Price |
|------|----------------------------------|--------------|------------|------------|-------------|
| 1    | HP 10 x 42 structural steel beam | 848400.00000 | LB         |            |             |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 30102803  |              |               |         |

**Extended Description :**

HP 10 x 42 structural steel beam - 40 foot lengths

| INVOICE TO  |         | SHIP TO  |          |
|---|---------|--|----------|
| DIVISION OF HIGHWAYS<br>DISTRICT SEVEN<br>DRAWER 1228 |         | STATE OF WEST VIRGINIA<br>JOBSITE - SEE SPECIFICATIONS |          |
| WESTON  | WV26452 | No City  | WV 99999 |
| US  |         | US   |          |

| Line | Comm Ln Desc                   | Qty          | Unit Issue | Unit Price | Total Price |
|------|--------------------------------|--------------|------------|------------|-------------|
| 2    | HP 10x42 structural steel beam | 323820.00000 | LB         |            |             |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 30102803  |              |               |         |

**Extended Description :**

HP 10x42 Structural Steel beam 30 foot lengths

JLC  
1/16/2020

| INVOICE TO  |         | SHIP TO  |          |
|---|---------|--|----------|
| DIVISION OF HIGHWAYS<br>DISTRICT SEVEN<br>DRAWER 1228 |         | STATE OF WEST VIRGINIA<br>JOBSITE - SEE SPECIFICATIONS |          |
| WESTON  | WV26452 | No City  | WV 99999 |
| US  |         | US   |          |

| Line | Comm Ln Desc        | Qty         | Unit Issue | Unit Price | Total Price |
|------|---------------------|-------------|------------|------------|-------------|
| 3    | W 8 x 21 steel beam | 62160.00000 | LB         |            |             |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 30102803  |              |               |         |

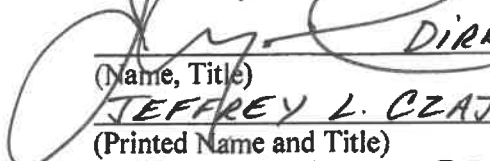
**Extended Description :**

W 8 x 21 structural steel beam - 20 foot lengths

**SCHEDULE OF EVENTS**

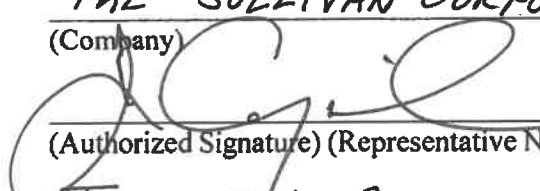
| <u>Line</u> | <u>Event</u>             | <u>Event Date</u> |
|-------------|--------------------------|-------------------|
| 1           | VENDOR QUESTION DEADLINE | 2020-01-10        |

**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.

  
DIRECTOR OF OPERATIONS  
(Name, Title)  
JEFFREY L. CZAJKOWSKI DIRECTOR OF OPERATIONS  
(Printed Name and Title)  
2329 YELLOW SPRINGS RD MALVERN, PA 19355  
(Address)  
267-230-9287 / 610-230-5600  
(Phone Number) / (Fax Number)  
SULLIVAN CORPNA @ GMAIL.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.

THE SULLIVAN CORPORATION  
(Company)

  
DIRECTOR OF OPERATIONS  
(Authorized Signature) (Representative Name, Title)

JEFFREY L. CZAJKOWSKI DIRECTOR OF OPERATIONS  
(Printed Name and Title of Authorized Representative)

JANUARY 16<sup>TH</sup> 2020  
(Date)

267-230-9287 / 610-230-5600  
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.: CRFQ DOT2000000101

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)

- Addendum No. 1
- Addendum No. 2
- Addendum No. 3
- Addendum No. 4
- Addendum No. 5

- Addendum No. 6
- Addendum No. 7
- Addendum No. 8
- Addendum No. 9
- 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.

THE SULLIVAN CORPORATION  
Company

[Signature]  
Authorized Signature

JANUARY 16<sup>TH</sup> 2020  
Date

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

## 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).*

JLC  
1/16/2020



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.

THE SULLIVAN CORPORATION  
2329 YELLOW SPRINGS RD MALVERN, PA 19355

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.

THE SULLIVAN CORPORATION  
JEFFREY L. CZATKOWSKI DIRECTOR OF OPERATIONS

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.

JEFFREY L. CZATKOWSKI

Signature: \_\_\_\_\_

Date Signed: JANUARY 16, 2020

**Notary Verification**

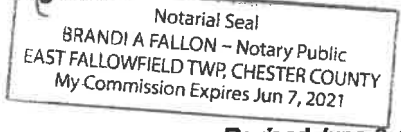
State of PA County of Chester

I, JEFFREY CZATKOWSKI, 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 14th day of January 2020

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 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 §81-5-3) 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: THE SULLIVAN CORPORATION

Authorized Signature: [Signature] Date: JAN 14<sup>TH</sup> 2020

State of PENNSYLVANIA  
Commonwealth of Pennsylvania

County of PA to-wit: \_\_\_\_\_

Taken, subscribed, and sworn to before me this 14 day of January, 2020

My Commission expires June 7<sup>th</sup>, 2021

**AFFIX SEAL HERE**

**NOTARY PUBLIC** [Signature]

Notarial Seal  
BRANDI A FALLON - Notary Public  
EAST FALLOWFIELD TWP, CHESTER COUNTY  
My Commission Expires Jun 7, 2021