



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 2

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 734505

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 1400

Vendor ID:

SO Doc ID: AGR2000000025

Legal Name: HANCOCK COUNTY SHELTERED WORKSHOP INC

Published Date: 6/18/20

Alias/DBA:

Close Date: 7/1/20

Total Bid: \$13,317.33

Close Time: 13:30

Response Date:

Status: Closed

Response Time:

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 734505

Solicitation Description : Addendum 2-Linen Contract for Cedar Lakes Conference Center

Proc Type : Central Master Agreement

| Date issued | Solicitation Closes | Solicitation Response | Version |
|-------------|------------------------|-----------------------------|---------|
| | 2020-07-01 13:30:00 | SR 1400 ESR0629200000008115 | 1 |

| VENDOR |
|---|
| 000000201485 HANCOCK COUNTY SHELTERED WORKSHOP INC |

Solicitation Number: CRFQ 1400 AGR2000000025

Total Bid : \$13,317.33 **Response Date:** 2020-06-29 **Response Time:** 10:12:52

Comments:

FOR INFORMATION CONTACT THE BUYER
 Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@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 | Linens | 1.00000 | EA | \$13,317.330000 | \$13,317.33 |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 52120000 | | | |

Extended Description : Vendor must include pricing for each item as referenced on the Exhibit A Pricing Page.



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

State of West Virginia
 Request for Quotation
 27 - Miscellaneous

Proc Folder: 734505

Doc Description: Addendum 2-Linen Contract for Cedar Lakes Conference Center

Proc Type: Central Master Agreement

| Date Issued | Solicitation Closes | Solicitation No | Version |
|-------------|------------------------|-------------------------|---------|
| 2020-06-18 | 2020-07-01 13:30:00 | CRFQ 1400 AGR2000000025 | 3 |

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:
Hancock County Sheltered workshop Inc
1100 Pennsylvania Avenue
Weirton, WV 26062
(304) 748-2370

FOR INFORMATION CONTACT THE BUYER

Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@wv.gov

Signature X *Charles L. Nucci*

FEIN # *55-0487462*

DATE *6/25/02*

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

ADDITIONAL INFORMATION:

Addendum No. 02 is being published to extend the bid opening date and time.

No other changes.

| INVOICE TO | | SHIP TO | |
|----------------------------------|--------------|-------------------------------|----------|
| PROCUREMENT OFFICER 304-558-2221 | | STATE FFA-FHA CAMP | |
| AGRICULTURE DEPARTMENT OF | | STATE FFA-FHA CAMP | |
| ADMINISTRATIVE SERVICES | | CEDAR LAKES CONFERENCE CENTER | |
| 1900 KANAWHA BLVD E | | 82 FFA DR | |
| CHARLESTON | WV25305-0173 | RIPLEY | WV 25271 |
| US | | US | |

| Line | Comm Ln Desc | Qty | Unit Issue | Unit Price | Total Price |
|------|--------------|---------|------------|------------|-------------|
| 1 | Linens | 1.00000 | EA | | |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 52120000 | | | |

Extended Description :

Vendor must include pricing for each item as referenced on the Exhibit A Pricing Page.

SCHEDULE OF EVENTS

| Line | Event | Event Date |
|------|---|------------|
| 1 | Technical Question Deadline at 9 AM (EST) | 2020-06-16 |

| | | | |
|----------------------|--------------------------------|---|------------------------------|
| AGR2000000025 | Document Phase Final | Document Description Addendum 2-Linen Contract for Cedar Lakes Conference Center | Page 3 of 3 |
|----------------------|--------------------------------|---|------------------------------|

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)

1. CONTRACTOR'S LICENSE: West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor. West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. If an apparent low bidder fails to submit a license number in accordance with this section, the Purchasing Division will promptly request by telephone and electronic mail that the low bidder and the second low bidder provide the license number within one business day of the request. Failure of the bidder to provide the license number within one business day of receiving the request shall result in disqualification of the bid. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: Hancock County Sheltered Workshop Inc
Contractor's License No.: WV- 0000000 201485

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a contract award document.

2. DRUG-FREE WORKPLACE AFFIDAVIT: W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit an affidavit that the Vendor has a written plan for a drug-free workplace policy. If the affidavit is not submitted with the bid submission, the Purchasing Division shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the affidavit within one business day of the request. Failure to submit the affidavit within one business day of receiving the request shall result in disqualification of the bid. To comply with this law, Vendor should complete the enclosed drug-free workplace affidavit and submit the same with its bid. Failure to submit the signed and notarized drugfree workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, within one business day of being requested to do so shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

2.1. DRUG-FREE WORKPLACE POLICY: Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article. The awarding public authority shall cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

Estimates are for evaluation purposes only

EXHIBIT A - PRICING PAGE

| Item No. | Description | Estimated Weekly Usage | Cost | Extended Cost |
|----------|--|------------------------|----------|---------------|
| 1 | Unit Cost - Full flat sheet, 81"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 500 | \$1.09 | \$ 545.00 |
| 2 | Replacement Cost - Full flat sheet, 81"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 125 | \$ 8.50 | \$ - 1,062.50 |
| 3 | Unit Cost - Queen flat sheet, 90"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 800 | \$ 1.07 | \$ 856.00 |
| 4 | Replacement Cost - Queen flat sheet, 90"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 200 | \$ 8.50 | \$ 1,700.00 |
| 5 | Unit Cost - King flat sheet, 108"x110", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 110 | \$ 1.12 | \$ 123.20 |
| 6 | Replacement Cost - King flat sheet, 108"x110", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 27 | \$ 12.00 | \$ 324.00 |
| 7 | Unit Cost - Pillow cases. Standard 36"x42", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 1,500 | \$ 0.34 | \$ 510.00 |
| 8 | Replacement Cost - Pillow cases. Standard 36"x42", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 375 | \$ 1.50 | \$ 562.50 |
| 9 | Unit Cost - Table clothes, white, 52"x120", 100% Polyester. Measurement and thread count must be equal or higher. | 196 | \$ 2.75 | \$ 539.00 |
| 10 | Replacement Cost - Table clothes, white, 52"x120", 100% Polyester. Measurement and thread count must be equal or higher. | 49 | \$ 11.25 | \$ 551.25 |
| 11 | Unit Cost - Table clothes, white, 52"x52", 100% Polyester. Measurement and thread count must be equal or higher. | 49 | \$ 1.60 | \$ 78.40 |
| 12 | Replacement Cost - Table clothes, white, 52"x52", 100% Polyester. Measurement and thread count must be equal or higher. | 12 | \$ 5.00 | \$ 60.00 |

| | | | | | | |
|----|--|-------|----|-------|----|----------|
| 13 | Unit Cost - Table clothes, white, 90" round, 100% Polyester. Measurement and thread count must be equal or higher. | 24 | \$ | 3.00 | \$ | 72.00 |
| 14 | Replacement Cost - Table clothes, white, 90" round, 100% Polyester. Measurement and thread count must be equal or higher. | 6 | \$ | 19.00 | \$ | 114.00 |
| 15 | Unit Cost - Towel, bath, white 24"x50", 5.5 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 2,000 | \$ | 0.87 | \$ | 1,740.00 |
| 16 | Replacement Cost - Towel, bath, white 24"x50", 5.5 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 500 | \$ | 3.00 | \$ | 1,500.00 |
| 17 | Unit Cost - Wash cloth, white, 12"x12", 12 oz./dozen, 86/14 Cotton Polyester. Measurement and thread count must be equal or higher. | 2,000 | \$ | 0.32 | \$ | 640.00 |
| 18 | Replacement Cost - Wash cloth, white, 12"x12", 12 oz./dozen, 86/14 Cotton Polyester. Measurement and thread count must be equal or higher. | 500 | \$ | 0.29 | \$ | 145.00 |
| 19 | Unit Cost - Mats, bath, white, 21"x29", 7 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 700 | \$ | 0.60 | \$ | 420.00 |
| 20 | Replacement Cost - Mats, bath, white, 21"x29", 7 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 175 | \$ | 2.20 | \$ | 385.00 |
| 21 | Unit Cost - Towel, massage, white, 15"x25", 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 1,200 | \$ | 0.30 | \$ | 360.00 |
| 22 | Replacement Cost - Towel, massage, white, 15"x25", 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 300 | \$ | 0.87 | \$ | 261.00 |
| 23 | Unit Cost - Apron bib, black, standard size, 100% Polyester. Measurement and thread count must be equal or higher. | 150 | \$ | 0.35 | \$ | 52.50 |
| 24 | Replacement Cost - Apron bib, black, standard size, 100% Polyester. Measurement and thread count must be equal or higher. | 37 | \$ | 5.00 | \$ | 185.00 |
| 25 | Unit Cost - Large wet mop, Nylon/Cotton. | 14 | \$ | 1.47 | \$ | 20.58 |
| 26 | Replacement Cost - Large wet mop, Nylon/Cotton. | 3 | \$ | 5.00 | \$ | 15.00 |
| 27 | Unit Cost - Super scraper mat, 4'x6'. | 5 | \$ | 7.11 | \$ | 35.55 |
| 28 | Replacement Cost - Super scraper mat, 4'x6'. | 1 | \$ | 45.00 | \$ | 45.00 |

| | | | | |
|----|---|-------------------------|----------|--------------|
| 29 | Unit Cost - Scraper mat, 3'x10'. | 5 | \$ 8.30 | \$ 41.50 |
| 30 | Replacement Cost - Scraper mat, 3'x10'. | 1 | \$ 70.00 | \$ 70.00 |
| 31 | Unit Cost - Mat, 3'x10', charcoal or blue. | 5 | \$ 8.83 | \$ 44.15 |
| 32 | Replacement Cost - Mat, 3'x10', charcoal or blue. | 1 | \$ 74.00 | \$ 74.00 |
| 33 | Unit Cost - Mat, 4'x6', charcoal or blue. | 5 | \$ 7.12 | \$ 35.60 |
| 34 | Replacement Cost - Mat, 4'x6', charcoal or blue. | 1 | \$ 55.00 | \$ 55.00 |
| 35 | Unit Cost - Mats, Kleen-thru, 3'x5'. | 5 | \$ 7.52 | \$ 37.60 |
| 36 | Replacement Cost - Mats, Kleen-thru, 3'x5'. | 1 | \$ 57.00 | \$ 57.00 |
| | Failure to use this form may result in disqualification | TOTAL BID AMOUNT | | \$ 13,317.33 |

| | |
|------------------------------------|--|
| Bidder / Vendor Information | |
| Name: | |
| Address: | |
| | |
| | |
| Phone: | |
| Email Address: | |
| Authorized Signatu | |

Vendor should not alter pricing page and should fill out pricing page as it. The addition of alterations to the pricing page and/or addition of commodities other than those listed on the pricing page online or as an attachment will result in disqualification of bid submittal.

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia, for four (4) years immediately preceding the date of this certification; **or**,
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
2. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
3. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,
4. **Application is made for 5% vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.**
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.
8. **Application is made for reciprocal preference.**
 Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Hancock County Sheltered Workshop Inc Signed: Charles J. Nucci

Date: 6/25/20 Title: Finance Director

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

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.

Charles L. Nucci Finance Director

(Name, Title)

Charles L. Nucci Finance Director

(Printed Name and Title)

1100 Pennsylvania Avenue, Weirton, WV 26062

(Address)

(304) 748-2370 (304) 748-3910

(Phone Number) / (Fax Number)

noach_1@comcast.net

(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.

Hancock County Sheltered Workshop Inc

(Company)

Charles L. Nucci Finance Director

(Authorized Signature) (Representative Name, Title)

Charles L. Nucci Finance Director

(Printed Name and Title of Authorized Representative)

6/25/20

(Date)

(304) 748-2370 (304) 748-3910

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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 checked="" 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.

Hancock County Sheltered Workshop Inc
Company

Charles J. Nucci
Authorized Signature

6/25/20
Date

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

REQUEST FOR QUOTATION
Linen Contract Services

- 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: Charles L. Nucci
Telephone Number: (304) 748-2370
Fax Number: (304) 748-3910
Email Address: nooch1@comcast.net

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.

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: Hancock County Sheltered Workshop Inc

Authorized Signature: Charles J. Nuca Date: 6/25/20

State of Ohio

County of Belmont, to-wit:

Taken, subscribed, and sworn to before me this 25 day of June, 2020.

My Commission expires 6-19-2024, 2024.



JUSTIN LEE McKEEN
Notary Public, State of Ohio
My Commission Expires 6-19-24

NOTARY PUBLIC Justin Lee McKeen

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Hancock County Sheltered Workshop Inc Address: 1100 Pennsylvania Avenue
Weirton, WV 26062

Name of Authorized Agent: Charles L. Nucci Address: Same

Contract Number: AGR20000025 Contract Description: Linen Services

Governmental agency awarding contract: Department of Agriculture

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: Charles J. Nucci Date Signed: 6/25/20

Notary Verification



JUSTIN LEE McKEEN
Notary Public, State of Ohio
My Commission Expires 6-19-24

State of Ohio, County of Belmont:

I, Charles L. Nucci, 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 25 day of June, 2020.

Justin Lee McKeen
Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____
Date submitted to Ethics Commission: _____
Governmental agency submitting Disclosure: _____

Estimates are for evaluation purposes only

EXHIBIT A - PRICING PAGE

| Item No. | Description | Estimated Weekly Usage | Cost | Extended Cost |
|----------|--|------------------------|----------|---------------|
| 1 | Unit Cost - Full flat sheet, 81"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 500 | \$1.09 | \$ 545.00 |
| 2 | Replacement Cost - Full flat sheet, 81"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 125 | \$ 8.50 | \$ 1,062.50 |
| 3 | Unit Cost - Queen flat sheet, 90"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 800 | \$ 1.07 | \$ 856.00 |
| 4 | Replacement Cost - Queen flat sheet, 90"x102", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 200 | \$ 8.50 | \$ 1,700.00 |
| 5 | Unit Cost - King flat sheet, 108"x110", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 110 | \$ 1.12 | \$ 123.20 |
| 6 | Replacement Cost - King flat sheet, 108"x110", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 27 | \$ 12.00 | \$ 324.00 |
| 7 | Unit Cost - Pillow cases. Standard 36"x42", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 1,500 | \$ 0.34 | \$ 510.00 |
| 8 | Replacement Cost - Pillow cases. Standard 36"x42", white, 180 thread count/sq. inch, 65/35 Polyester/Cotton. Measurement and thread count must be equal or higher. | 375 | \$ 1.50 | \$ 562.50 |
| 9 | Unit Cost - Table clothes, white, 52"x120", 100% Polyester. Measurement and thread count must be equal or higher. | 196 | \$ 2.75 | \$ 539.00 |
| 10 | Replacement Cost - Table clothes, white, 52"x120", 100% Polyester. Measurement and thread count must be equal or higher. | 49 | \$ 11.25 | \$ 551.25 |
| 11 | Unit Cost - Table clothes, white, 52"x52", 100% Polyester. Measurement and thread count must be equal or higher. | 49 | \$ 1.60 | \$ 78.40 |
| 12 | Replacement Cost - Table clothes, white, 52"x52", 100% Polyester. Measurement and thread count must be equal or higher. | 12 | \$ 5.00 | \$ 60.00 |

| | | | | |
|----|--|-------|----------|-------------|
| 13 | Unit Cost - Table clothes, white, 90" round, 100% Polyester. Measurement and thread count must be equal or higher. | 24 | \$ 3.00 | \$ 72.00 |
| 14 | Replacement Cost - Table clothes, white, 90" round, 100% Polyester. Measurement and thread count must be equal or higher. | 6 | \$ 19.00 | \$ 114.00 |
| 15 | Unit Cost - Towel, bath, white 24"x50", 5.5 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 2,000 | \$ 0.87 | \$ 1,740.00 |
| 16 | Replacement Cost - Towel, bath, white 24"x50", 5.5 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 500 | \$ 3.00 | \$ 1,500.00 |
| 17 | Unit Cost - Wash cloth, white, 12"x12", 12 oz./dozen, 86/14 Cotton Polyester. Measurement and thread count must be equal or higher. | 2,000 | \$ 0.32 | \$ 640.00 |
| 18 | Replacement Cost - Wash cloth, white, 12"x12", 12 oz./dozen, 86/14 Cotton Polyester. Measurement and thread count must be equal or higher. | 500 | \$ 0.29 | \$ 145.00 |
| 19 | Unit Cost - Mats, bath, white, 21"x29", 7 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 700 | \$ 0.60 | \$ 420.00 |
| 20 | Replacement Cost - Mats, bath, white, 21"x29", 7 pounds per dozen, 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 175 | \$ 2.20 | \$ 385.00 |
| 21 | Unit Cost - Towel, massage, white, 15"x25", 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 1,200 | \$ 0.30 | \$ 360.00 |
| 22 | Replacement Cost - Towel, massage, white, 15"x25", 86/14 Cotton/Polyester. Measurement and thread count must be equal or higher. | 300 | \$ 0.87 | \$ 261.00 |
| 23 | Unit Cost - Apron bib, black, standard size, 100% Polyester. Measurement and thread count must be equal or higher. | 150 | \$ 0.35 | \$ 52.50 |
| 24 | Replacement Cost - Apron bib, black, standard size, 100% Polyester. Measurement and thread count must be equal or higher. | 37 | \$ 5.00 | \$ 185.00 |
| 25 | Unit Cost - Large wet mop, Nylon/Cotton. | 14 | \$ 1.47 | \$ 20.58 |
| 26 | Replacement Cost - Large wet mop, Nylon/Cotton. | 3 | \$ 5.00 | \$ 15.00 |
| 27 | Unit Cost - Super scraper mat, 4'x6'. | 5 | \$ 7.11 | \$ 35.55 |
| 28 | Replacement Cost - Super scraper mat, 4'x6'. | 1 | \$ 45.00 | \$ 45.00 |

| | | | | |
|----|---|-------------------------|----------|--------------|
| 29 | Unit Cost - Scraper mat, 3'x10'. | 5 | \$ 8.30 | \$ 41.50 |
| 30 | Replacement Cost - Scraper mat, 3'x10'. | 1 | \$ 70.00 | \$ 70.00 |
| 31 | Unit Cost - Mat, 3'x10', charcoal or blue. | 5 | \$ 8.83 | \$ 44.15 |
| 32 | Replacement Cost - Mat, 3'x10', charcoal or blue. | 1 | \$ 74.00 | \$ 74.00 |
| 33 | Unit Cost - Mat, 4'x6', charcoal or blue. | 5 | \$ 7.12 | \$ 35.60 |
| 34 | Replacement Cost - Mat, 4'x6', charcoal or blue. | 1 | \$ 55.00 | \$ 55.00 |
| 35 | Unit Cost - Mats, Kleen-thru, 3'x5'. | 5 | \$ 7.52 | \$ 37.60 |
| 36 | Replacement Cost - Mats, Kleen-thru, 3'x5'. | 1 | \$ 57.00 | \$ 57.00 |
| | Failure to use this form may result in disqualification | TOTAL BID AMOUNT | | \$ 13,317.33 |

| | |
|------------------------------------|--|
| Bidder / Vendor Information | |
| Name: | |
| Address: | |
| | |
| | |
| Phone: | |
| Email Address: | |
| Authorized Signatu | |

Vendor should not alter pricing page and should fill out pricing page as it. The addition of alterations to the pricing page and/or addition of commodities other than those listed on the pricing page online or as an attachment will result in disqualification of bid submittal.