



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 @ 4

List View

- General Information
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Procurement Folder: 1116291

Procurement Type: Central Master Agreement

Vendor ID: VS0000041708

Legal Name: E-LOGIC, INC.

Alias/DBA:

Total Bid: \$15,881,783.00

Response Date: 10/27/2022

Response Time: 11:42

Responded By User ID: elogicusa

First Name: Luis

Last Name: Padilla

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Phone: 2024997837

SO Doc Code: CRFQ

SO Dept: 0511

SO Doc ID: HHR2300000002

Published Date: 10/13/22

Close Date: 10/27/22

Close Time: 13:30

Status: Closed

Solicitation Description: MOVING SERVICES FOR WVDHHR

Total of Header Attachments: 4

Total of All Attachments: 4

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Automobile with capacity for 6 individuals - Hourly Rate	9600.0000	HOUR	70.000000	672000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Automobile with capacity for 6 individuals per Estimated Hourly Rate.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Automobile with capacity for 6 individuals - Estimated Miles	1000.0000	MILE	14.000000	14000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Automobile with capacity for 6 individuals per Estimated miles

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Automobile with capacity for 6 individuals - Temp Storage	5.00000	DAY	47.000000	235.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Automobile with capacity for 6 individuals - Temp Storage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Cargo Van < 12 ft. estimated hours	20.00000	HOUR	69.000000	1380.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Cargo Van < 12 ft. estimated hours

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Cargo Van < 12 ft. Estimated Mileage	200.00000	MILE	14.000000	2800.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Cargo Van < 12 ft. Estimated Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Cargo Van < 12 ft. Estimated Temporary Storage	5.00000	DAY	47.000000	235.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Cargo Van < 12 ft. Estimated Temporary Storage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Box Truck 12' to 19' Estimated Hourly Rate	20000.000	HOUR	65.000000	1300000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' Estimated Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Box Truck 12' to 19' Esitmatie Mileage	1440.0000	MILE	14.000000	20160.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' Esitmatie Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Box Truck 12' to 19' Esitmatie Temporary Storage	5.00000	DAY	47.000000	235.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' Esitmatie Temporary Storage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Box Truck 12' to 19' w/liftgate Estimated Hourly Rate	20000.000	HOUR	75.000000	1500000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' w/liftgate Estimated Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Box Truck 12' to 19' w/liftgate Estimated Mileage	1440.0000	MILE	15.000000	21600.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' w/liftgate Estimated Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Box Truck 12' to 19' w/liftgate Estimated Temp Storage/Day	5.00000	DAY	52.000000	260.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 12' to 19' w/liftgate Estimated Temp Storage/Day

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Box Truck 20' to 25' Estimated Hourly Rate	20000.000	HOUR	76.000000	1520000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' Estimated Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Box Truck 20' to 25' Estimated Mileage Rate	1440.0000	MILE	16.000000	23040.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' Estimated Mileage Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Box Truck 20' to 25' Estimated Storage Rate	5.00000	DAY	63.000000	315.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' Estimated Storage Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Box Truck 20' to 25' w/Liftgate Estimated Hourly Rate	20000.000	HOUR	95.000000	1900000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' w/Liftgate Estimated Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Box Truck 20' to 25' w/Liftgate Estimated Mileage	1440.0000	MILE	19.000000	27360.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' w/Liftgate Estimated Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	Box Truck 20' to 25' w/Liftgate Estimated Storage Days	5.00000	DAY	63.000000	315.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 20' to 25' w/Liftgate Estimated Storage Days

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
19	Box Truck 26' to 30' Estimate Hourly Rate	20000.000	HOUR	146.000000	2920000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 26' to 30' Estimate Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
20	Box Truck 26' to 30' Estimated Mileage	1440.0000	MILE	30.000000	43200.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Box Truck 26' to 30' Estimated Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
21	Box Truck 26' to 30' Estimate Storage	5.00000	DAY	91.000000	455.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Box Truck 26' to 30' Estimate Storage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
22	Box Truck 26' to 30' w/Liftgate Estimated Hourly Rate	20000.000	HOUR	151.000000	3020000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Box Truck 26' to 30' w/Liftgate Estimated Hourly Rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
23	Box Truck 26' to 30' w/Liftgate Estimated Mileage	1440.0000	MILE	31.000000	44640.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Box Truck 26' to 30' w/Liftgate Estimated Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
24	Box Truck 26' to 30' w/Liftgate Estimated Storage per day	5.00000	DAY	91.000000	455.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Box Truck 26' to 30' w/Liftgate Estimated Storage per day

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
25	Full Size Enclosed Tractor/Trailer - Air Ride estimate hours	40.00000	HOUR	173.000000	6920.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Full Size Enclosed Tractor/Trailer - Air Ride estimate hours

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
26	Full Size Enclosed Tractor/Trailer - Air Ride Mileage	300.00000	MILE	35.000000	10500.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Full Size Enclosed Tractor/Trailer - Air Ride Mileage

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
27	Full Size Enclosed Tractor/Trailer Air Ride Storage per day	5.00000	DAY	190.000000	950.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Full Size Enclosed Tractor/Trailer Air Ride Storage per day

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
28	Supervisor/Move Coordinator/Hourly Normal Business Days	700.00000	HOUR	66.000000	46200.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Supervisor/Move Coordinator/Hourly Normal Business Days

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
29	Supervisor/Move Coordinator - Hourly Non-Business hours	100.00000	HOUR	99.000000	9900.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Supervisor/Move Coordinator - Hourly Non-Business hours

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
30	Supervisor/Move Coordinator - Hourly rate Wkends & Holiday	1400.0000	HOUR	99.000000	138600.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Supervisor/Move Coordinator - Hourly rate Wkends & Holiday

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
31	Driver/Mover - Normal weekday business hours - 6a to 6p	2880.0000	HOUR	63.000000	181440.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Driver/Mover - Normal weekday business hours - 6a to 6p

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
32	Driver/Mover - Hourly Non-Business hours rate	1200.0000	HOUR	94.500000	113400.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Driver/Mover - Hourly Non-Business hours rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
33	Drive/Mover - Weekend & Holiday hourly rate	5120.0000	HOUR	94.500000	483840.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Drive/Mover - Weekend & Holiday hourly rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
34	Mover - Normal weekday business hours 6a to 6p	14400.000	HOUR	55.000000	792000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mover - Normal weekday business hours 6a to 6p

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
35	Mover - Hourly Non-Business hours rate	1200.0000	HOUR	82.500000	99000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Mover - Hourly Non-Business hours rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
36	Mover - Weekend & Holiday hourly rate	10240.000	HOUR	82.500000	844800.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mover - Weekend & Holiday hourly rate

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
37	Carton 1.5 cu ft. (16"x12"x12")	700.00000	EA	6.000000	4200.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Carton 1.5 cu ft. (16"x12"x12")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
38	Carton 3.0 cu ft. (16"x18"x18")	200.00000	EA	8.000000	1600.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Carton 3.0 cu ft. (16"x18"x18")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
39	Carton 4.5 cu ft. (24"x18"x18")	200.00000	EA	9.000000	1800.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Carton 4.5 cu ft. (24"x18"x18")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
40	Carton 6.0 cu ft. (23"x23"x21")	50.00000	EA	10.000000	500.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Carton 6.0 cu ft. (23"x23"x21")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
41	Wardrobe carton 18" Small with Bar	5.00000	EA	50.000000	250.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Wardrobe carton 18" Small with Bar

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
42	Mirror/Picture Carton	10.00000	EA	20.000000	200.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mirror/Picture Carton

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
43	Glass/Dish Pack 5.2 cu ft. (29"x18"x18")	20.00000	EA	25.000000	500.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Glass/Dish Pack 5.2 cu ft. (29"x18"x18")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
44	Microwave Box	5.00000	EA	39.000000	195.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Microwave Box

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
45	Lamp Box	10.00000	EA	16.000000	160.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Lamp Box

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
46	Crates	40.00000	EA	359.000000	14360.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Crates

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
47	Record Storage Tote (15"x12"x10")	5.00000	EA	13.000000	65.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Record Storage Tote (15"x12"x10")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
48	Office Moving Tote 3.2 cu ft.	200.00000	EA	20.000000	4000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Office Moving Tote 3.2 cu ft.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
49	Mattress Carton - Crib	1.00000	EA	21.000000	21.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mattress Carton - Crib

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
50	Mattress Carton - 39x75 single	5.00000	EA	26.000000	130.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Mattress Carton - 39x75 single

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
51	Mattress Carton - 54x75 Double	5.00000	EA	34.000000	170.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mattress Carton - 54x75 Double

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
52	Mattress Carton - King or Queen	5.00000	EA	59.000000	295.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mattress Carton - King or Queen

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
53	Mattress Carton 39x80 Long Twin	5.00000	EA	46.000000	230.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Mattress Carton 39x80 Long Twin

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
54	Padded Paper Sheets (60" x 72")	50.00000	EA	7.000000	350.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Padded Paper Sheets (60" x 72")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
55	Bag of Packing Peanuts (15 cu. ft.)	10.00000	EA	46.000000	460.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Bag of Packing Peanuts (15 cu. ft.)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
56	Computer Anti-Static Bubble Wrap	300.00000	EA	169.000000	50700.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Computer Anti-Static Bubble Wrap (for transporting computer equipment)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
57	Roll of Carpet Shield (24" x 200")	3.00000	EA	85.000000	255.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Roll of Carpet Shield (24" x 200")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
58	Stretch Wrap (18"x1600')	10.00000	EA	37.000000	370.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Stretch Wrap (18"x1600')

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
59	Zip Lock Bags (20"x28")	500.00000	EA	2.000000	1000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Zip Lock Bags (20"x28")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
60	Moving Labels (6 per sheet/500 per pack up to 8 colors)	16.00000	EA	33.000000	528.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Moving Labels (6 per sheet/500 per pack up to 8 colors)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
61	Roll Tape (2"x330")	5.00000	EA	21.000000	105.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Roll Tape (2"x330")

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
62	Bubble Wrap (3/16"x12"x150')	10.00000	EA	65.000000	650.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Bubble Wrap (3/16"x12"x150')

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
63	Packing Paper (25lb bundle)	3.00000	EA	78.000000	234.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Packing Paper (25lb bundle)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
64	Masonite (per sheet)	200.00000	EA	20.000000	4000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Masonite (per sheet)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
65	Pallets	100.00000	EA	70.000000	7000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Pallets

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
66	Pallets - rented	100.00000	EA	67.000000	6700.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Pallets - rented

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
67	Heavy Duty Corrugated Box - Speed Pack Price per Cu. Ft.	200.00000	UNIT	66.000000	13200.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Heavy Duty Corrugated Box - (Speed Pack Box) Price per Cubic Ft.- rented

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
68	Warehouse Storage Space	10.00000	DAY	104.000000	1040.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Warehouse Storage Space

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
69	Shipping Container Storage Space	10.00000	DAY	228.000000	2280.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:**Extended Description:**

Shipping Container Storage Space

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
70	Storage Trailer Space	10.00000	DAY	200.000000	2000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Storage Trailer Space

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
71	Site Visit	5.00000	DAY	400.000000	2000.00

Comm Code	Manufacturer	Specification	Model #
78101802			

Commodity Line Comments:

Extended Description:

Site Visit



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

State of West Virginia
 Centralized Request for Quote
 Service - Misc

Proc Folder: 1099750			Reason for Modification:
Doc Description: MOVING SERVICES			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-09-29	2022-10-18 13:30	CRFQ 0511 HHR230000001	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: VS0000041708
Vendor Name : E-LOGIC, INC.
Address : 1025 Connecticut Avenue NW, Suite 1000
Street :
City : WASHINGTON
State : DC **Country :** USA **Zip :** 20036
Principal Contact : LUIS PADILLA
Vendor Contact Phone: 202-499-7837 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 Crystal G Husted
 (304) 558-2402
 crystal.g.husted@wv.gov

Vendor Signature X  **FEIN#** 51-0629765 **DATE** 10/27/2022

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

ADDITIONAL INFORMATION

THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES (DHHR), IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR MOVING SERVICES 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	
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City US	WV	No City US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Automobile with capacity for 6 individuals - Hourly Rate	9600.00000	HOUR	SEE ATTACHED PRICING	

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Automobile with capacity for 6 individuals per Estimated Hourly Rate.

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Automobile with capacity for 6 individuals - Estimated Miles	1000.00000	MILE	SEE ATTACHED PRICING	

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Automobile with capacity for 6 individuals per Estimated miles

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Automobile with capacity for 6 individuals - Temp Storage	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Automobile with capacity for 6 individuals - Temporary storage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Cargo Van < 12 ft. estimated hours	20.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Cargo Van < 12 ft. Estimated hours

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Cargo Van < 12 ft. Estimated mileage	200.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Cargo Van < 12 ft. Estimated mileage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Cargo Van < 12 ft. Estimated Temporary Storage	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Cargo Van < 12 ft. Estimated Temporary Storage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Box Truck 12' to 19' Estimated Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 12' to 19' Estimated Hourly Truck Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Box Truck 12' to 19' Esitmatie Mileage	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck (spring ride) 12' to 19' Estimated Price Per Mile

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Box Truck 12' to 19' Estimated Temp Storage	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 12' to 19' Estimate Storage Price Per Day

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Box Truck 12' to 19' w/liftgate Estimated Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 12' to 19' w/liftgate Estimated Hourly Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Box Truck 12' to 19' w/liftgate Estimated Mileage	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 12' to 19' w/liftgate Estimated Mileage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Box Truck 12' to 19' w/liftgate Estimated Temp Storage/Day	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 12' to 19' w/liftgate Estimated Temp Storage/Day

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Box Truck 20' to 25' Estimated Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 20' to 25' Estimated Hourly Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Box Truck 20' to 25' Estimated Mileage Rate	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 20' to 25' Estimated Mileage Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Box Truck 20' to 25' Estimated Storage Rate	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 20' to 25' Estimated Temp Storage Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Box Truck 20' to 25' w/Liftgate Estimated Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 20' to 25' w/Liftgate Estimated Hourly Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Box Truck 20' to 25' w/Liftgate Estimated Mileage	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 20' to 25' w/Liftgate Estimated Price per Mile

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Box Truck 20' to 25' w/Liftgate Estimated Storage Days	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 20' to 25' w/Liftgate Estimated Storage Days

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Box Truck 26' to 30' Estimate Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 26' to 30' Estimate Hourly Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Box Truck 26' to 30' Estimated Mileage	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 26' to 30' Estimate Price per Mile

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	Box Truck 26' to 30' Estimate Storage	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 26' to 30' Estimated Temporary Storage Price per Day

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	Box Truck 26' to 30' w/Liftgate Estimated Hourly Rate	20000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Box Truck 26' to 30' w/Liftgate Estimated Hourly Rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	Box Truck 26' to 30' w/Liftgate Estimated Mileage	1440.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 26' to 30' w/Liftgate Estimated Mileage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	Box Truck 26' to 30' w/Liftgate Estimated Storage per day	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Box Truck 26' to 30' w/Liftgate Estimated Storage per day

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Full Size Enclosed Tractor/Trailer - Air Ride estimate hours	40.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Full Size Enclosed Tractor/Trailer - Air Ride estimate hours

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
26	Full Size Enclosed Tractor/Trailer - Air Ride Mileage	300.00000	MILE		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Full Size Enclosed Tractor/Trailer - Air Ride Estimated Mileage

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
27	Full Size Enclosed Tractor/Trailer Air Ride Storage per day	5.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Full Size Enclosed Tractor/Trailer Air Ride Estimated Storage per day

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
28	Project Manager (on site Management) Normal weekday	300.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Project Manager (on-site management by operations, GM or owner) Hourly rate normal business hours (6am to 6pm)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
29	Project Manager (on site Management) Non-Business hours	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Project Manager (on-site management by operations, GM or owner) Hourly Labor Rate for Before/After Normal Weekday business hours

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
30	Project Manager (on site Management) - Wkends & Holidays	100.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Project Manager (on site Management by operations, GM or owner) Hourly Labor Rate for Weekends and Holidays

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
31	Supervisor/Move Coordinator- Hourly Normal Business hours	700.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Supervisor/Move Coordinator Hourly Labor Rate for Normal Weekday Business hours (6am to 6pm)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
32	Supervisor/Move Coordinator - Hourly Non-Business hours	100.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Supervisor/Move Coordinator- Hourly Non-Business hours

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
33	Supervisor/Move Coordinator - Hourly rate Wkends & Holiday	1400.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Supervisor/Move Coordinator - Hourly Labor Rate for Weekends and Holidays

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
34	Furniture Installer Normal weekday hours 6a-6p	1000.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Furniture Installer Normal weekday hours 6a-6p

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
35	Furniture Installer - Hourly Non-Business hours rate.	500.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Furniture Installer - Hourly Non-Business hours rate.

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
36	Furniture Installer - Hourly rate wkend & Holiday hours	800.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Furniture Installer - Hourly rate weekend & Holiday hours

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
37	Driver/Mover - Normal weekday business hours - 6a to 6p	2880.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Driver/Mover - Normal weekday business hours - 6a to 6p

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
38	Driver/Mover - Hourly Non-Business hours rate	1200.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Driver/Mover - Hourly Non-Business hours rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
39	Drive/Mover - Weekend & Holiday hourly rate	5120.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Drive/Mover - Weekend & Holiday hourly rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
40	Mover - Normal weekday business hours 6a to 6p	14400.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mover - Normal weekday business hours 6a to 6p

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
41	Mover - Hourly Non-Business hours rate	1200.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Mover - Hourly Non-Business hours rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
42	Mover - Weekend & Holiday hourly rate	10240.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Mover - Weekend & Holiday hourly rate

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
43	Carton 1.5 cu ft. (16"x12"x12")	700.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Carton 1.5 cu ft. (16"x12"x12")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
44	Carton 3.0 cu ft. (16"x18"x18")	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Carton 3.0 cu ft. (16"x18"x18")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
45	Carton 4.5 cu ft. (24"x18"x18")	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Carton 4.5 cu ft. (24"x18"x18")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
46	Carton 6.0 cu ft. (23"x23"x21")	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Carton 6.0 cu ft. (23"x23"x21")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
47	Wardrobe Carton 24" with Bar	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Wardrobe Carton 24" with Bar

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
48	Mirror/Picture Carton	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mirror/Picture Carton

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
49	Glass/Dish Pack 5.2 cu ft. (29"x18"x18")	20.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Glass/Dish Pack 5.2 cu ft. (29"x18"x18")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
50	Speed Packs	20.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Speed Packs

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
51	Crates	40.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Crates

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
52	Record Storage Tote (15"x12"x10")	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Record Storage Tote (15"x12"x10")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
53	Office Moving Tote 3.2 cu ft.	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Office Moving Tote 3.2 cu ft.

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
54	Mattress Carton - Crib	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mattress Carton - Crib

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
55	Mattress Carton - 39x75 single	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mattress Carton - 39x75 single

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
56	Mattress Carton - 54x75 Double	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mattress Carton - 54x75 Double

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
57	Mattress Carton - King or Queen	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mattress Carton - King or Queen

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
58	Mattress Carton 39x80 Long Twin	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Mattress Carton 39x80 Long Twin

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
59	Padded Paper Sheets (60" x 72")	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Padded Paper Sheets (60" x 72")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
60	Computer Anti-Static Bubble Wrap	300.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Computer Anti-Static Bubble Wrap (for transporting computer equipment)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
61	Roll of Carpet Shield (24" x 200")	3.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Roll of Carpet Shield (24" x 200")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
62	Stretch Wrap (18"x1600')	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Stretch Wrap (18"x1600')

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
63	Zip Lock Bags (20"x28")	500.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Zip Lock Bags (20"x28")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
64	Moving Labels (6 per sheet/500 per pack up to 8 colors)	16.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Moving Labels (6 per sheet/500 per pack up to 8 colors)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
65	Roll Tape (2"x330")	5.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Roll Tape (2"x330")

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
66	Bubble Wrap (3/16"x12"x150')	10.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Bubble Wrap (3/16"x12"x150')

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
67	Packing Paper (25lb bundle)	3.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Packing Paper (25lb bundle)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
68	Masonite (per sheet)	200.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Masonite (per sheet)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
69	Pallets (standard)	100.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Pallets (standard)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
70	Pallets (standard) - rented	50.00000	EA		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Pallets (standard) - rented

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
71	Heavy Duty Corrugated Box per unit	50.00000	UNIT		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Heavy Duty Corrugated Box (Speed Pack Box) per unit

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
72	Machine and File Cart	35.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Machine and File Cart-Rental Fee Per Unit Per Day
(5 Units X 7 Days=35 x Unit Price)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
73	Four Wheel Dolly	35.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
 Four Wheel Dolly-Rental Fee Per Unit Per Day
 (5 Units X 7 Days=35 x Unit Price)

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
74	Inside Warehouse Storage & Container 7'L x 5'W x 7'H	10.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
 Inside Warehouse Storage & Container 7'L x 5'W x 7'H

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
75	Trailer Storage 48' or Larger	10.00000	DAY		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Trailer Storage 48' or Larger

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
76	Site Visit	24.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:
Site Visit

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
77	Reimbursable Expenses - Landfill fee				

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Landfill fee + % markup = Total Reimbursable Expenses.

Example: \$100 landfill fee and 5% markup = \$100 x 1.05 = \$105.00

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
78	Reimbursable Expenses - Parking Fee's (meters or lot fee)				

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Parking Fee's + % markup = Total Reimbursable Expenses.

Example Parking fees(Meter or Lot Fee) and 5% markup = \$30 x 1.05 = \$31.50

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
79	Reimbursable Expenses - Toll Road Fees				

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Toll Road Fees + % markup = Total Reimbursable Expenses.

Example: \$20Toll Road fee and 5% markup = \$20 x 1.05 = \$21.00

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
80	Reimbursable Expenses - Specialty Rental Equipment				

Comm Code	Manufacturer	Specification	Model #
78101802			

Extended Description:

Specialty Rental Equipment (forklifts, flatbed trucks, etc.) + % markup = Total Reimbursable Expenses.

Example: \$250 Specialty Equipment and 5% markup = \$250 x 1.05 = \$262.50

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	VENDOR QUESTION DEADLINE	2022-10-06

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 **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 individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying 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.

Bid Delivery Address and Fax Number:

Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Fax: 304-558-3970

A bid submitted in paper or facsimile form should contain the information listed below on the face of the submission envelope or fax cover sheet. Otherwise, the bid may be rejected by the Purchasing Division.

VENDOR NAME:

BUYER: Crystal Hustead

SOLICITATION NO.: CRFQ HHR2300000001

BID OPENING DATE: October 18, 2022

BID OPENING TIME: 1:30 PM ET

FAX NUMBER: 304-558-3970

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 *wv*OASIS (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: October 18, 2022 at 1:30 PM ET

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 must 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: 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. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: 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 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. 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.

23. EMAIL NOTIFICATION OF AWARD: The Purchasing Division will attempt to provide bidders with e-mail notification of contract award when a solicitation that the bidder participated in has been awarded. For notification purposes, bidders must provide the Purchasing Division with a valid email address in the bid response. Bidders may also monitor *WV*OASIS or the Purchasing Division’s website to determine when a contract has been awarded.

24. ISRAEL BOYCOTT CERTIFICATION: Vendor’s act of submitting a bid in response to this solicitation shall be deemed a certification from bidder to the State that bidder is not currently engaged in, and will not for the duration of the contract, engage in a boycott of Israel. This certification is required by W. Va. Code § 5A-3-63.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, 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: The Initial Contract Term will be for a period of One (1) year. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

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:

the contract will continue for _____ years;

the 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).

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.

Construction/Project Oversight: This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as _____), and continues until the project for which the vendor is providing oversight is complete.

Other: Contract Term specified in _____

4. AUTHORITY TO PROCEED: Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

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/Award Document 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.

Construction: This Contract is for construction activity more fully defined in the specifications.

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 of 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 in this section must be provided to the Purchasing Division by the Vendor as specified:

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 upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

The ~~apparent~~ successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications 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 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 that insurance requirement is listed in this section.

Vendor must maintain:

Commercial General Liability Insurance in at least an amount of: \$1,000,000.00 per occurrence.

Automobile Liability Insurance in at least an amount of: \$1,000,000.00 per occurrence.

Professional/Malpractice/Errors and Omission Insurance in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

Commercial Crime and Third Party Fidelity Insurance in an amount of: \$1,000,000.00 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

currence.

Aircraft Liability in an amount of: _____ per occurrence.

***INSURANCE CERTIFICATE HOLDER SHOULD READ AS FOLLOW:
WV DHHR
ONE DAVIS SQUARE, CHARLESTON, WV 25301

9. WORKERS' COMPENSATION INSURANCE: 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. VENUE: All legal actions for damages brought by Vendor against the State shall be brought in the West Virginia Claims Commission. Other causes of action must be brought in the West Virginia court authorized by statute to exercise jurisdiction over it.

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:

\$500.00 _____ for each day beyond established completion date _____.

Liquidated Damages Contained in the Specifications.

Liquidated Damages Are Not Included in this Contract.

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: Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

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, included in the Contract, 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. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

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 regarding 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.

Revised 09/12/2022

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 NON-CONFLICT: Neither Vendor nor its representatives are permitted to have any interest, nor shall they 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.

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. NO DEBT CERTIFICATION: 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. By submitting a bid, or entering into a contract with the State, Vendor is affirming 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, neither the Vendor nor any related party owe a debt as defined above, and neither the Vendor nor any related party are in employer default as defined in the statute cited above unless the debt or employer default is permitted under the statute.

38. 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.

39. 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.division@wv.gov.

40. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, 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. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

41. 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 heath, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
 1. 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
 2. 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.

42. 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.

43. 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 disclosure of interested parties prior to beginning work under this Contract. Additionally, the Vendor must submit a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-work 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.

44. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

45. VOID CONTRACT CLAUSES: This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

46. ISRAEL BOYCOTT: Bidder understands and agrees that, pursuant to W. Va. Code § 5A-3-63, it is prohibited from engaging in a boycott of Israel during the term of this contract.

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.

(Printed Name and Title) Luis Padilla - President CEO

(Address) 1025 Connecticut Avenue NW, Ste 1000, Washington DC 20036

(Phone Number) / (Fax Number) 202-499-7837

(email address) LPADILLA@E-LOGIC.US

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

E-Logic, Inc.

(Company)

(Signature of Authorized Representative)

Luis F. Padilla, President and CEO

(Printed Name and Title of Authorized Representative) (Date)

202-499-7837; FAX 703-349-6228

(Phone Number) (Fax Number)

LPadilla@E-Logic.us

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ HHR230000001

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.

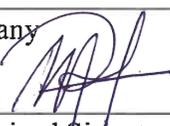
Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

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.

E-Logic, Inc.

Company _____

Authorized Signature _____
27 Oct 2022
Date _____

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

**REQUEST FOR QUOTATION
CRFQ HHR2300000001
MOVING SERVICES**

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Health and Human Resources to establish a multiple vendor award contract for full moving services.

NOTE: The West Virginia DHHR has developed an Equal Employment Opportunity Plans (EEOP Utilization Report and it is available at:

<http://www.wvdhhr.org/pdfs/H1.5%20Utilization%20Report%20and%20EEO%20policy.pdf>

The contract awarded as a result of this solicitation may be funded in whole or in part with Federal Funds and thus the solicitation and its resulting awarded contract are subject to the requirements of **Attachment I: Federal Funds Addendum**

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 Services”** means full moving services throughout the State of West Virginia as more fully described in these specifications.

2.2 **“Pricing Page”** means the pages, contained within wvOASIS upon which Vendor should list its proposed price for the Contract Services.

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.

3. **QUALIFICATIONS:** Vendor, or Vendor’s staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:

3.1. Vendor must have a minimum of three (3) years of experience in commercial/office moving services, including but not limited to packing and moving boxes, padding equipment, loading and unloading furniture, equipment, and supplies (including computer and data center equipment) and files/records.

**REQUEST FOR QUOTATION
CRFQ HHR2300000001
MOVING SERVICES**

4. MANDATORY REQUIREMENTS:

4.1 Mandatory Contract Services Requirements and Deliverables: Contract Services must meet or exceed the mandatory requirements listed below.

4.1.1 Moving Services

4.1.1.1 Vendor must provide all labor, supervision, material, equipment and supplies, including but not limited to lifts, dollies, furniture pads, mechanical tools, protective clothing for individuals assigned to perform moving services, heavy duty corrugated boxes (speed pack moving boxes), and all other packaging necessary to move furniture, equipment, supplies (including computer and data center equipment) and files/records.

4.1.1.2 Vendor must utilize padding and protective procedures to prevent damage to any area involved in the move-including but not limited to building interior/exterior grounds.

4.1.1.3 Vendor must ensure that all personal computers, terminals, printers and all other electronic and/or mechanical equipment are packed in a manner that will prohibit any damage during the moving process. Vendor will be responsible for any damages incurred during the move and will pay for any repair and/or replacement costs resulting from damage.

4.1.1.4 Vendor must secure any open file library carts, filled file cabinets and/or equipment with loose parts with shrink wrap.

4.1.1.5 Vendor must take all measures necessary to safely, securely, and confidentially pack and transport all files/records considered confidential. All confidential files/records must be transported in locked vehicles and include continuous oversight, security and control while in vendor possession.

4.1.1.6 Vendor must comply with requests to disassemble non-modular furniture including but not limited to desks, non-modular shelving, and non-modular cabinets.

**REQUEST FOR QUOTATION
CRFQ HHR230000001
MOVING SERVICES**

4.1.1.7 Vendor must securely attach any hardware (screws, nuts, bolts, hooks, handles, etc.) for any items that have been disassembled for transport to the item in a manner that will not damage or leave any marks and/or residue on the item.

4.1.1.8 Vendor must be able to provide adhesive labels. The labels must be available in two, or more, different colors. Labels shall be a minimum of 3”x 2” in dimension.

4.1.2 Equipment

4.1.2.1 Vendor must affirm all equipment utilized in the performance of moving services will be in safe operating condition.

4.1.2.2 Vendor must affirm that all equipment utilized in the performance of moving services will only be operated by individuals authorized, licensed and trained to operate said equipment.

4.1.2.3 Vendor must transport furniture, equipment, supplies, (including computer and data center equipment) and files/records in closed vehicles. All items shall be protected from any inclement weather conditions during the duration of the move. Vendor must safeguard any items requiring temperature control and/or humidity control.

4.1.3 Permits

4.1.3.1 Vendor shall be responsible for obtaining any applicable permits at no additional cost to the agency.

4.1.4 Availability

4.1.4.1 Vendor must respond to schedule a walk-through for each project within two (2) business days. Failure to comply will result in the forfeiture of the project.

4.1.4.2 Each walk-through must be scheduled within two (2) business days of the initial requested response. Failure to comply will result in the forfeiture of the project.

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4.1.4.3 Vendor must provide confirmation or refusal of the project within two (2) business days of the scheduled walk-through. Failure to comply will result in the forfeiture of the project.

4.1.4.4 Vendor must provide a quote for the project within two (2) business days of the initial request. Failure to comply will result in the forfeiture of the project.

4.1.4.5 Upon accepting the project, the Agency and the vendor will establish a start date and completion date for each project. These dates will not change unless the Vendor submits a request, in writing, to the Agency and the Agency accepts the date change.

4.1.4.6 Failure to comply with any of the guidelines stated in 4.1.4.1 through 4.1.4.4 will result in forfeiture of the project.

4.1.5 Employer Employee Responsibilities

4.1.5.1 Vendor will be responsible for the action(s) of all individuals assigned for moving services, regardless of employment classification (payroll employee or contracted employee).

4.1.5.2 Vendor will not utilize non-payroll – cash laborers to perform moving services.

4.1.5.3 Vendor will be responsible for knowing the background, skill level, and ability of all individuals assigned for moving services.

4.1.5.4 Vendor shall uniform all individuals assigned for moving services with attire that identifies the company name. Uniforms for supervisors must be distinguishable from uniforms worn by individuals performing moving services.

4.1.6 Surplus Property

4.1.6.1 Vendor will be issued a Notice to Proceed (NTP) by the agency for delivery of any items to the West Virginia State Agency for Surplus Property (WVSASP). Deliveries to WVSASP must be made between the hours of 8:30 AM to

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3:30 PM, Monday through Thursday with the exception of State observed holidays

<https://personnel.wv.gov/employees/benefits/Pages/Holidays.aspx>. Vendor will be responsible for unloading of items at WVSASP.

4.1.6.2 Vendor shall prepare an itemized Bill of Lading for each delivery to WVSASP prior to commencing the transport. Information provided on the Bill of Lading must be signed by the agency prior to loading of the goods. At a minimum, information to be included on the Bill of Lading is to include, but not be limited to:

- Vendor Name and Address
- Contact Person and Telephone Number
- Itemized listing of furniture, equipment, supplies (including computer and data center equipment) with costs based on unit pricing included in the original bid.

4.1.7 Invoicing

4.1.7.1 Vendor must prepare an itemized Bill of Lading for each move and provide it to the agency prior to the commencement of the move. At a minimum, information to be included on the Bill of Lading is to include, but not be limited to:

- Vendor Name and Address
- Contact Person and Telephone Number
- Itemized listing of furniture, equipment, supplies (including computer and data center equipment) with costs based on unit pricing included in the original bid.

4.1.7.2 Vendor must not assess any charge for any returned, unused, bundled boxes. Vendor will be paid for any boxes not returned in reusable condition.

5. CONTRACT AWARD:

5.1 Contract Award: The Contract is intended to provide Agency with a purchase price for the Contract Services. The Contract shall be awarded to the Vendor(s) that provides the Contract Services meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages. Contract(s) shall be

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awarded progressively to Vendor(s) providing Contract Services meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages. Award(s) and usage will be progressive from low bid to high bid. If the low bid Vendor is unable to meet the agency's needs for the move requested, the next awarded Vendor will be contact until the agency's needs are met.

5.2 Pricing Page: Vendor should complete the Pricing Page by submitting all estimated hourly rates, estimated rates, price per rates, unit prices, via wvOasis. All pricing is based on estimates which will only be utilized for evaluation proposes. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page via wvOasis in its entirety may result in Vendor's bid being disqualified.

Vendor should type or 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.Hustead@wv.gov.

6. **PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.
7. **PAYMENT:** Agency shall pay hourly rates, mileage rates, and usage rates, as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.
8. **TRAVEL:** Vendor may be reimbursed for travel in accordance with the State of west Virginia's published travel policy governing state employee travel with the following modifications: (1.) Vendor travel will not be reimbursed unless vendor personnel are required to be present at a location more than 75 miles away from Agency's designated headquarters, more than 75 miles away from the vendor's closest place of business, and more than 75 miles from the primary residence of the vendor's closest employee performing the work. (2.) Vendor must calculate travel costs from the required location to the agency headquarters, the vendor's closest place of business, and the closest employee's residence. Mileage reimbursement totals for travel purposes will be based on the lowest mileage of the three calculations. (3.) Vendor will not be compensated for travel time.

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9. FACILITIES ACCESS: Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

- 9.1. Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
- 9.2. Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
- 9.3. Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
- 9.4. Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
- 9.5. Vendor shall inform all staff of Agency's security protocol and procedures.

10. VENDOR DEFAULT:

10.1. The following shall be considered a vendor default under this Contract.

- 10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.
- 10.1.2. Failure to comply with other specifications and requirements contained herein.
- 10.1.3. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

- 10.2.1. Immediate cancellation of the Contract.
- 10.2.2. Immediate cancellation of one or more release orders issued under this Contract.
- 10.2.3. Any other remedies available in law or equity.

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11. MISCELLANEOUS:

11.1. 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: ARIEL RICALDES
Telephone Number: 703-349-5354
Fax Number: 703-349-6228
Email Address: LPADILLA@E-LOGIC.US

FEDERAL FUNDS ADDENDUM
2 C.F.R. §§ 200.317 – 200.327

Purpose: This addendum is intended to modify the solicitation in an attempt to make the contract compliant with the requirements of 2 C.F.R. §§ 200.317 through 200.327 relating to the expenditure of certain federal funds. This solicitation will allow the State to obtain one or more contracts that satisfy standard state procurement, state federal funds procurement, and county/local federal funds procurement requirements.

Instructions: Vendors who are willing to extend their contract to procurements with federal funds and the requirements that go along with doing so, should sign the attached document identified as: “REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317)”

Should the awarded vendor be unwilling to extend the contract to federal funds procurement, the State reserves the right to award additional contracts to vendors that can and are willing to meet federal funds procurement requirements.

Changes to Specifications: Vendors should consider this solicitation as containing two separate solicitations, one for state level procurement and one for county/local procurement.

State Level: In the first solicitation, bid responses will be evaluated with applicable preferences identified in sections 15, 15A, and 16 of the “Instructions to Vendors Submitting Bids” to establish a contract for both standard state procurements and state federal funds procurements.

County Level: In the second solicitation, bid responses will be evaluated with applicable preferences identified in Sections 15, 15A, and 16 of the “Instructions to Vendors Submitting Bids” omitted to establish a contract for County/Local federal funds procurement.

Award: If the two evaluations result in the same vendor being identified as the winning bidder, the two solicitations will be combined into a single contract award. If the evaluations result in a different bidder being identified as the winning bidder, multiple contracts may be awarded. The State reserves the right to award to multiple different entities should it be required to satisfy standard state procurement, state federal funds procurement, and county/local federal funds procurement requirements.

State Government Use Caution: State agencies planning to utilize this contract for procurements subject to the above identified federal regulations should first consult with the federal agency providing the applicable funding to ensure the contract is compliant.

County/Local Government Use Caution: County and Local government entities planning to utilize this contract for procurements subject to the above identified federal regulation should first consult with the federal agency providing the applicable funding to ensure the contract is compliant. For purposes of County/Local government use, the solicitation resulting in this contract was conducted in accordance with the procurement laws, rules, and procedures governing the West Virginia Department of Administration, Purchasing Division, except that vendor preference has been omitted for County/Local use purposes and the contract terms contained in the document entitled “REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317)” have been added.

FEDERAL FUNDS ADDENDUM

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317):

The State of West Virginia Department of Administration, Purchasing Division, and the Vendor awarded this Contract intend that this Contract be compliant with the requirements of the Procurement Standards contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements found in 2 C.F.R. § 200.317, et seq. for procurements conducted by a Non-Federal Entity. Accordingly, the Parties agree that the following provisions are included in the Contract.

**1. MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS:
(2 C.F.R. § 200.321)**

- a. The State confirms that it has taken all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Those affirmative steps include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) above.

- b. Vendor confirms that if it utilizes subcontractors, it will take the same affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

**2. DOMESTIC PREFERENCES:
(2 C.F.R. § 200.322)**

- a. The State confirms that as appropriate and to the extent consistent with law, it has, to the greatest extent practicable under a Federal award, provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United

States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

- b. Vendor confirms that will include the requirements of this Section 2. Domestic Preference in all subawards including all contracts and purchase orders for work or products under this award.
- c. Definitions: For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

3. BREACH OF CONTRACT REMEDIES AND PENALTIES:

(2 C.F.R. § 200.327 and Appendix II)

- (a) The provisions of West Virginia Code of State Rules § 148-1-5 provide for breach of contract remedies, and penalties. A copy of that rule is attached hereto as Exhibit A and expressly incorporated herein by reference.

4. TERMINATION FOR CAUSE AND CONVENIENCE:

(2 C.F.R. § 200.327 and Appendix II)

- (a) The provisions of West Virginia Code of State Rules § 148-1-5 govern Contract termination. A copy of that rule is attached hereto as Exhibit A and expressly incorporated herein by reference.

5. EQUAL EMPLOYMENT OPPORTUNITY:

(2 C.F.R. § 200.327 and Appendix II)

Except as otherwise provided under 41 CFR Part 60, and if this contract meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3, this contract includes the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

6. DAVIS-BACON WAGE RATES:

(2 C.F.R. § 200.327 and Appendix II)

Vendor agrees that if this Contract includes construction, all construction work in excess of \$2,000 will be completed and paid for in compliance with the Davis–Bacon Act (40 U.S.C. 3141–3144, and 3146–3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must:

- (a) pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- (b) pay wages not less than once a week.

A copy of the current prevailing wage determination issued by the Department of Labor is attached hereto as Exhibit B. The decision to award a contract or subcontract is conditioned upon the acceptance of the wage determination. The State will report all suspected or reported violations to the Federal awarding agency.

7. ANTI-KICKBACK ACT:
(2 C.F.R. § 200.327 and Appendix II)

Vendor agrees that it will comply with the Copeland Anti-KickBack Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). Accordingly, Vendor, Subcontractors, and anyone performing under this contract are prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The State must report all suspected or reported violations to the Federal awarding agency.

8. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT
(2 C.F.R. § 200.327 and Appendix II)

Where applicable, and only for contracts awarded by the State in excess of \$100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

9. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.
(2 C.F.R. § 200.327 and Appendix II)

If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

10. CLEAN AIR ACT
(2 C.F.R. § 200.327 and Appendix II)

Vendor agrees that if this contract exceeds \$150,000, Vendor is to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

11. DEBARMENT AND SUSPENSION
(2 C.F.R. § 200.327 and Appendix II)

The State will not award to any vendor that is listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

12. BYRD ANTI-LOBBYING AMENDMENT
(2 C.F.R. § 200.327 and Appendix II)

Vendors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

13. PROCUREMENT OF RECOVERED MATERIALS
(2 C.F.R. § 200.327 and Appendix II; 2 C.F.R. § 200.323)

Vendor agrees that it and the State must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the

Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

14. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.
(2 C.F.R. § 200.327 and Appendix II; 2 CFR § 200.216)

Vendor and State agree that both are prohibited from obligating or expending funds under this Contract to:

- (1) Procure or obtain;
- (2) Extend or renew a contract to procure or obtain; or
- (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

In implementing the prohibition under Public Law 115–232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

State of West Virginia

By: _____

Printed Name: _____

Title: _____

Date: _____

Vendor Name:

By: E-Logic, Inc.

Printed Name: Luis F. Padilla

Title: President and CEO

Date: 27 Oct 2022

EXHIBIT A To:
REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY
CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317):

W. Va. CSR § 148-1-5

West Virginia Code of State Rules
Title 148. Department of Administration
Legislative Rule (Ser. 1)
Series 1. Purchasing

W. Va. Code St. R. § 148-1-5
§ 148-1-5. Remedies.

Currentness

5.1. The Director may require that the spending unit attempt to resolve any issues that it may have with the vendor prior to pursuing a remedy contained herein. The spending unit must document any resolution efforts and provide copies of those documents to the Purchasing Division.

5.2. Contract Cancellation.

5.2.1. Cancellation. The Director may cancel a purchase or contract immediately under any one of the following conditions including, but not limited to:

5.2.1.a. The vendor agrees to the cancellation;

5.2.1.b. The vendor has obtained the contract by fraud, collusion, conspiracy, or is in conflict with any statutory or constitutional provision of the State of West Virginia;

5.2.1.c. Failure to honor any contractual term or condition or to honor standard commercial practices;

5.2.1.d. The existence of an organizational conflict of interest is identified;

5.2.1.e. Funds are not appropriated or an appropriation is discontinued by the legislature for the acquisition;

5.2.1.f. Violation of any federal, state, or local law, regulation, or ordinance, and

5.2.1.g. The contract was awarded in error.

5.2.2. The Director may cancel a purchase or contract for any reason or no reason, upon providing the vendor with 30 days' notice of the cancellation.

5.2.3. Opportunity to Cure. In the event that a vendor fails to honor any contractual term or condition, or violates any provision of federal, state, or local law, regulation, or ordinance, the Director may request that the vendor remedy the contract breach or legal violation within a time frame the Director determines to be appropriate. If the vendor fails to remedy the contract breach or legal violation or the Director determines, at his or her sole discretion, that such a request is unlikely to yield a satisfactory result, then he or she may cancel immediately without providing the vendor an opportunity to perform a remedy.

5.2.4. Re-Award. The Director may award the cancelled contract to the next lowest responsible bidder (or next highest scoring bidder if best value procurement) without a subsequent solicitation if the following conditions are met:

5.2.4.a. The next lowest responsible bidder (or next highest scoring bidder if best value procurement) is able to perform at the price contained in its original bid submission, and

5.2.4.b. The contract is an open-end contract, a one-time purchase contract, or a contract for work which has not yet commenced.

Award to the next lowest responsible bidder (or next highest scoring bidder if best value procurement) will not be an option if the vendor's failure has in any way increased or significantly changed the scope of the original contract. The vendor failing to honor contractual and legal obligations is responsible for any increase in cost the state incurs as a result of the re-award.

5.3. Non-Responsible. If the Director believes that a vendor may be non-responsible, the Director may request that a vendor or spending unit provide evidence that the vendor either does or does not have the capability to fully perform the contract requirements, and the integrity and reliability necessary to assure good faith performance. If the Director determines that the vendor is non-responsible, the Director shall reject that vendor's bid and shall not award the contract to that vendor. A determination of non-responsibility must be evaluated on a case-by-case basis and can only be made after the vendor in question has submitted a bid. A determination of non-responsibility will only extend to the contract for which the vendor has submitted a bid and does not operate as a bar against submitting future bids.

5.4. Suspension.

5.4.1. The Director may suspend, for a period not to exceed 1 year, the right of a vendor to bid on procurements issued by the Purchasing Division or any state spending unit under its authority if:

5.4.1.a. The vendor has submitted a bid and then requested that its bid be withdrawn after bids have been publicly opened.

5.4.1.b. The vendor has exhibited poor performance in fulfilling his or her contractual obligations to the State. Poor performance includes, but is not limited to any of the following: violations of law, regulation, or ordinance; failure to deliver timely; failure to deliver quantities ordered; poor performance reports; or failure to deliver commodities, services, or printing at the quality level required by the contract.

5.4.1.c. The vendor has breached a contract issued by the Purchasing Division or any state spending unit under its authority and refuses to remedy that breach.

5.4.1.d. The vendor's actions have given rise to one or more of the grounds for debarment listed in W. Va. Code § 5A-3-33d.

5.4.2. Vendor suspension for the reasons listed in section 5.4 above shall occur as follows:

5.4.2.a. Upon a determination by the Director that a suspension is warranted, the Director will serve a notice of suspension to the vendor.

5.4.2.b. A notice of suspension must inform the vendor:

5.4.2.b.1. Of the grounds for the suspension;

5.4.2.b.2. Of the duration of the suspension;

5.4.2.b.3. Of the right to request a hearing contesting the suspension;

5.4.2.b.4. That a request for a hearing must be served on the Director no later than 5 working days of the vendor's receipt of the notice of suspension;

5.4.2.b.5. That the vendor's failure to request a hearing no later than 5 working days of the receipt of the notice of suspension will be deemed a waiver of the right to a hearing and result in the automatic enforcement of the suspension without further notice or an opportunity to respond; and

5.4.2.b.6. That a request for a hearing must include an explanation of why the vendor believes the Director's asserted grounds for suspension do not apply and why the vendor should not be suspended.

5.4.2.c. A vendor's failure to serve a request for hearing on the Director no later than 5 working days of the vendor's receipt of the notice of suspension will be deemed a waiver of the right to a hearing and may result in the automatic enforcement of the suspension without further notice or an opportunity to respond.

5.4.2.d. A vendor who files a timely request for hearing but nevertheless fails to provide an explanation of why the asserted grounds for suspension are inapplicable or should not result in a suspension, may result in a denial of the vendor's hearing request.

5.4.2.e. Within 5 working days of receiving the vendor's request for a hearing, the Director will serve on the vendor a notice of hearing that includes the date, time and place of the hearing.

5.4.2.f. The hearing will be recorded and an official record prepared. Within 10 working days of the conclusion of the hearing, the Director will issue and serve on the vendor, a written decision either confirming or reversing the suspension.

5.4.3. A vendor may appeal a decision of the Director to the Secretary of the Department of Administration. The appeal must be in writing and served on the Secretary no later than 5 working days of receipt of the Director's decision.

5.4.4. The Secretary, or his or her designee, will schedule an appeal hearing and serve on the vendor, a notice of hearing that includes the date, time and place of the hearing. The appeal hearing will be recorded and an official record prepared. Within 10 working days of the conclusion of the appeal hearing, the Secretary will issue and serve on the vendor a written decision either confirming or reversing the suspension.

5.4.5. Any notice or service related to suspension actions or proceedings must be provided by certified mail, return receipt requested.

5.5. Vendor Debarment. The Director may debar a vendor on the basis of one or more of the grounds for debarment contained in W. Va. Code § 5A-3-33d or if the vendor has been declared ineligible to participate in procurement related activities under federal laws and regulation.

5.5.1. Debarment proceedings shall be conducted in accordance with W. Va. Code § 5A-3-33e and these rules. A vendor that has received notice of the proposed debarment by certified mail, return receipt requested, must respond to the proposed debarment within 30 working days after receipt of notice or the debarment will be instituted without further notice. A vendor is deemed to have received notice, notwithstanding the vendor's failure to accept the certified mail, if the letter is addressed to the vendor at its last known address. After considering the matter and reaching a decision, the Director shall notify the vendor of his or her decision by certified mail, return receipt requested.

5.5.2. Any vendor, other than a vendor prohibited from participating in federal procurement, undergoing debarment proceedings is permitted to continue participating in the state's procurement process until a final debarment decision has been reached. Any contract that a debarred vendor obtains prior to a final debarment decision shall remain in effect for the current term, but may not be extended or renewed. Notwithstanding the foregoing, the Director may cancel a contract held by a debarred vendor if the Director determines, in his or her sole discretion, that doing so is in the best interest of the State. A vendor prohibited from participating in federal procurement will not be permitted to participate in the state's procurement process during debarment proceedings.

5.5.3. If the Director's final debarment decision is that debarment is warranted and notice of the final debarment decision is mailed, the Purchasing Division shall reject any bid submitted by the debarred vendor, including any bid submitted prior to the final debarment decision if that bid has not yet been accepted and a contract consummated.

5.5.4. Pursuant to W.Va. Code § 5A-3-33e(e), the length of the debarment period will be specified in the debarment decision and will be for a period of time that the Director finds necessary and proper to protect the public from an irresponsible vendor.

5.5.5. List of Debarred Vendors. The Director shall maintain and publicly post a list of debarred vendors on the Purchasing Division's website.

5.5.6. Related Party Debarment. The Director may pursue debarment of a related party at the

same time that debarment of the original vendor is proceeding or at any time thereafter that the Director determines a related party debarment is warranted. Any entity that fails to provide the Director with full, complete, and accurate information requested by the Director to determine related party status will be presumed to be a related party subject to debarment.

5.6. Damages.

5.6.1. A vendor who fails to perform as required under a contract shall be liable for actual damages and costs incurred by the state.

5.6.2. If any commodities delivered under a contract have been used or consumed by a spending unit and on testing the commodities are found not to comply with specifications, no payment may be approved by the Spending Unit for the merchandise until the amount of actual damages incurred has been determined.

5.6.3. The Spending Unit shall seek to collect damages by following the procedures established by the Office of the Attorney General for the collection of delinquent obligations.

Credits

History: Filed 4-1-19, eff. 4-1-19; Filed 4-16-21, eff. 5-1-21.

Current through register dated May 7, 2021. Some sections may be more current. See credits for details.

W. Va. C.S.R. § 148-1-5, WV ADC § 148-1-5

End of Document

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EXHIBIT B To:
REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY
CONTRACTS UNDER FEDERAL AWARDS (2 C.F.R. § 200.317):

Prevailing Wage Determination

– Not Applicable Because Contract Not for Construction

– Federal Prevailing Wage Determination on Next Page

Moving Services Pricing Page

A	Moving Vehicles	Estimated Hours	Hourly Truck Rate	Estimated Total	Estimated Miles	Price Per Mile	Estimated Total	Estimated Storage Days	Temporary Storage Price Per Day	Estimated Total
	Automobile able to carry up to six individuals	9,600			1,000			5		
	Cargo Van < 12'	20			200			5		
	Box Truck 12' to 19'	20,000			1,440			5		
	Box Truck 12' to 19' with liftgate	20,000			1,440			5		
	Box Truck 20' to 25'	20,000			1,440			5		
	Box Truck 20' to 25' with liftgate	20,000			1,440			5		
	Box Truck 26' to 30'	20,000			1,440			5		
	Box Truck 26' to 30' with liftgate	20,000			1,440			5		
	Full Size Enclosed Tractor/Trailor - Air Ride	40			300			5		
	Estimated Sub Total	Hourly Truck Rates			Prices Per Mile			Storage Prices Per Day		
	Grand Total (A)	Add Three Sub-Totals Together								

B	Hourly Labor Rate	Estimated Hours	Hourly Labor Rate for Normal Weekday Business Hours (6am to 6pm)	Estimated Total	Estimated Hours	Hourly Labor Rate for Before/After Normal Weekday Business Hours	Estimated Total	Estimated Hours	Hourly Labor Rate for Weekends and Holidays	Estimated Total
	Project Manager (on site management by operations, GM or owner)	300			50			100		
	Supervisor/Move Coordinator	700			100			1,400		
	Furniture Installer	1,000			500			800		

Driver/Mover	2,880		1,200		5,120	
Mover	14,400		1,200		10,240	
Estimated Sub Total	Normal Weekday Business Hourly Rates		After Hours Weekday Hourly Rates		Weekend/Holiday Hourly Rates	
Grand Total (B)	Add Three Sub-Totals Together					

C	Purchased Packing Materials	Estimated Usage	Unit Price	Estimated Total
	Carton 1.5 cu ft. (16"x12"x12")	700		
	Carton 3.0 cu ft. (16"x18"x18")	200		
	Carton 4.5 cu ft. (24"x18"x18")	200		
	Carton 6.0 cu ft (23"x23"x21")	50		
	Wardrobe Carton 24" with Bar	5		
	Mirror/Picture Carton	10		
	Glass/Dish Pack 5.2 cu ft. (29"x18"x18")	20		
	Speed Packs	20		
	Crates	40		
	Record Storage Tote (15"x12"x10")	5		
	Office Moving Tote 3.2 cu ft.	200		
	Mattress Carton			
	Crib	1		
	39x75 Single	5		
	54x75 Double	5		
	King or Queen	5		

39x80 Long Twin	5		
Padded Paper Sheets (60"x72")	50		
Computer Anti-Static Bubble Wrap (for transporting computer equipment)	300		
Roll of Carpet Shield (24"x200')	3		
Stretch Wrap (18"x1,600')	10		
Zip Lock Bags (20"x28")	500		
Moving Lables (6 per sheet/500 per pack - up to 8 colors)	16		
Roll Tape (2"x330")	5		
Bubble Wrap (3/16"x12"x150')	10		
Packing Paper (25 lb Bundle)	3		
Masonite (per sheet)	200		
Pallets (standard)	100		
Grand Total (C)			

D	Rented Packing Materials	Estimated Usage	Rental Fee Per Unit	Estimated Total
	Pallets	50		
	Heavy Duty Corrugated Box (Speed Pack Box) - Per unit	50		
	Grand Total (D)			

E	Rented Equipment	Estimated Amount Needed	Estimated Usage (Days)	Rental Fee Per Unit Per Day	Estimated Total (5x7xUnit Price)
	Machine and File Cart	5	7		

Four wheel dolly	5	7		
Grand Total (E)				

F	Temporary Storage	Estimated Storage Days	Daily Rate	Estimated Total
	Inside Warehouse Storage and Container 7'L X 5'W X 7'H	10		
	Trailer Storage 48' or Larger	10		
	Grand Total (F)			

G	Site Visit	Estimated Hours	Hourly Rate	Estimated Total
	Site Visit	24		
	Grand Total (G)			

H	Reimbursable Expenses	Dollar Amount	% Mark-Up	Estimated Total
	Landfill Fee	\$100		
	Parking Fees (meters or lot fee)	\$30		
	Toll Road Fees	\$20		
	Specialty rental equipment (forklifts, flatbed trucks, etc.)	\$250		
	Example: \$50 landfill fee and 5% markup. $\$50 \times 1.05 = \52.50			
	Grand Total (H)			

Estimated Grand Total Cost (A+B+C+D+E+F+G+H)				
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Response to Request for Quotation

West Virginia Department of Health and Human Resources
Moving Services

Solicitation Number: CRFQ HHR2300000001

October 27, 2022

PROJECT APPROACH, EXPERIENCE, AND PAST PERFORMANCE

Submitted to:

Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
Crystal G Husted
(304) 558-2402; crystal.g.husted@wv.gov



Submitted By:

E-Logic
1025 Connecticut Avenue N.W., Suite 1000
Washington D.C. 20036
www.e-logic.us

SBA 8(a) Certified / SBA HubZone Certified
CAGE Code: 4QTF4 • DUNS: 786965876 • FEIN: 51-0629765
UNIQUE ENTITY ID: G8SNQ1CZGNX5

SAM Registered/Certified –Provisions/Clauses Completed, No Active Exclusions

Primary POC/Authorized Official for Contract Administration and Negotiation:

Mr. Luis F. Padilla, President/CEO

Email: LPadilla@e-logic.us / Cell: 202-499-7837/ Fax: 703-349-6228

This response includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed—in whole or in part—for any purpose other than to evaluate this response. If, however, a contract is awarded to this Offeror as a result of—or in connection with—the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction.

Source Selection Information FAR 2.101 and FAR 3.104

1. Technical Experience

E-Logic, Inc. (E-Logic) is an experienced moving and logistics management service company. Since 2007, the company has been delivering a wide range of services to support its federal government (Civilian and Defense) customers. E-Logic’s logistical, moving, and warehousing projects range from local, regional and overseas support services.

Company leadership (including Executive Team and CEO) are involved in all areas of project management and delivery, guaranteeing customers a dependable and reliable solution for their warehousing and material logistical needs.

Since 2007, E-Logic operates its own facilities. E-Logic has four warehouse locations. The warehouse locations are as follows: Manassas, Virginia; Doral, Florida; Houston, Texas and Oklahoma City, Oklahoma. From these locations, the company provides all of its in-house support services. The company also has the option of managing and supporting customers’ warehouse at its own facilities throughout the United States.

E-Logic provides assurance for all of its workmanship and deliverables by providing a 100% satisfaction guarantee to its customers.

SBA 8(a) Certified - SBA 8(a) graduation date: September 30, 2026.
&
SBA HUBZone Certified

1.1 Corporate Material Receipt and Inspection Services Experience

E-Logic understands that its customers’ needs are unique and require specific tailoring to meet their material logistical and warehouse challenges. E-Logic has logistics and warehousing experts and resources to deliver custom solutions to our customers.

E-Logic performs material management functions including material receipt at the warehouse, issue, Care of Supply in Storage (COSIS), and disposal actions, as well as control and processing of material management documents; supervision; and clerical effort related to material management.

E-Logic utilizes industry best practices to maintain daily, weekly and monthly log of incoming and outgoing shipments documents prepared and received. E-Logic utilizes industry best practices to record receipt of custody of any unsorted or frustrated material (items that cannot be cross-referenced to purchase orders, items without identifying information or items with incorrect information). Non-conforming or discrepant material are documented material receipt.



Since 2007, E-Logic has been providing customers with material (hardware) receipt, inspection, and storage services for its state and federal government customers.

When damage is reported by receiving personnel, E-Logic prepares and submits Transportation Discrepancy Reports (TDRs), other applicable documents per customer requirements, including all necessary supporting documentation and photographs.

As a turkey service support customers as required with reference to warranty coverage claims at any time after receipt. Each completed TDR is filed by E-Logic in the appropriate folder. Resolved TDRs are maintained by E-Logic and transferred to the Government at the completion of each task order.

1.2 Corporate Shipping, Packing and Crating Experience



E-Logic has been performing kitting functions since 2007. E-Logic follows industry best practices to manage equipment kitting and shipping.

E-Logic has experience for shipment coordination including preparing of shipment documents (example: Form DD1149) and preparing material for scheduled pick-up (local material movement). Services include material and shipment planning, as well control and processing of documents, and supervision and clerical effort related to coordination of shipment. E-Logic interfaces with customer and material receivers. E-Logic provides shipping information to the customer and assists in resolving misrouted shipments. Provide status as part of E-Logic Status Report for each task order.



E-Logic maintains a monthly log of incoming and outgoing shipping

documents received. All information is shared with customer and its stakeholders by the assigned E-Logic Project Manager.

1.3 Corporate Inventory Management Experience

E-Logic performs physical inventory counts and labeling of material. The physical inventory process covers a broad spectrum of processes ranging from warehouse counts to comparing the counts to the appropriate APSR records. E-Logic physically execute the Government provided Physical Inventory/ Location Audit Plan (LAP); perform scheduled and non-scheduled inventories; and label material using industry best practices and customer references.

E-Logic organizes, stores, and retrieves information using a wide range of techniques utilizing government and database systems for information management and interaction internally and between other entities/customers. E-Logic provides inventory management functions, including but not limited to, processing on station requirements, extracting and reviewing data for management reports to update and change inventory records including consolidating records. Inventory Management functions will also include inventory counting and labeling material.

1.4 Corporate Material Movement and Transportation Experience

E-Logic monitors and provides analysis of material movements to ensure accurate accountability of material, to include tracking and maintaining of manifest information to prevent misrouted deliveries and lost material. E-Logic assists the Government dispatcher in receiving requests for material movement, scheduling pickups and deliveries, creating material movement manifests, and providing Motor Vehicle Operators (MVOs) for delivery of material.



E-Logic has a small fleet of trucks that is available to meet customer requirements. E-Logic's trucks have the required tools/equipment to support the pick-up and delivery per customer requests.

E-Logic provide services including the movement of property, material, supplies, equipment, work-in-process, and related logistics support within the boundaries of the installations (removal, dismantling and assembly) identified in government request task orders. Transportation of components, equipment, empty containers, and as required other material to and from controlled areas, production shops, and other support shops. E-Logic has the experience and resources to perform pickup and delivery of materials and supplies to prescribed locations. E- Logic loads materials onto and off the transport vehicle.

2.0 Overview

E-Logic's Moving and Logistics team has reviewed the requirements listed in the Statement of for the acquisition of moving services for West Virginia Department of Health and Human Resources. E-Logic will support the West Virginia Department of Health and Human Resources with packing and moving supplies and services in support of this acquisition for full moving services. E-Logic will all labor, supervision, material, equipment and supplies, including but not limited to lifts, dollies, furniture pads, mechanical tools, protective clothing for individuals assigned to perform moving services, heavy duty corrugated boxes (speed pack moving boxes), and all other packaging necessary to move furniture, equipment, supplies (including computer and data center equipment) and files/records from the single departure site to the destination(s) in accordance with industry standards for packing, pickup, transport and drop off of these items. All of these services are coordinated with the agency's Supervisor/Move Coordinator.

2.1 Project Approach

E-Logic's full moving services include the packing, padding and/or crating required for safe transportation of the property; picking up and loading of the property at the origin(s); uncrating as required; placing the property at the destination(s); removal of the padding and crating materials; and any other services that would normally be included in a complete moving service.

E-Logic provides all labor, hand-tools, moving equipment, vehicles for transporting property, and required supplies (e.g., site protection, blankets, shrink wrap, bubble wrap, boxes, colored labels, tags, carts, tape, etc.) to complete the required services. E-Logic provides project management and oversight of all employees and services rendered during contract performance.

2.2 Packing/Unpacking and Moving Services

Supervision and Labor

E-Logic will furnish all the necessary supervision and labor each day that work is scheduled. On an as-needed basis, E-Logic is prepared to demonstrate our ability to provide above standard services as necessary. This includes the ability to provide additional labor support, vehicles, and equipment based on the requirement. Our assigned Project Manager is on site to supervise the move and controls all work performed to ensure compliance with the contract requirements. E-Logic maintains a neat, orderly, and safe work site condition at all times.

Movement of Property

All property is moved in vehicles that meet the required conditions to protect it during loading and unloading operations.

Supplies furnished (as recommended but not limited to) include moving boxes, rolls of bubble wrap, packing tape, and colored packing labels, carpet shield, packing paper, and stretch wrap.

Appropriate padding and/or other protective material is furnished which may include corner guards, plywood, vinyl, heavy-gauge plastic, or Masonite as required to provide protection to the elevators, doorways, hallways, floors, and walls in all locations and prevent damage to the facilities.

Removal of Packing Material

Empty packing containers and related rubbish is removed from the work site daily. A complete cleanup is done within five working days after the move is complete.

2.3 Equipment and Transportation

All equipment furnished by E-Logic is clean, mechanically sound and sufficient size to accommodate the shipments scheduled. Vehicles are equipped with electronic/hydraulic-lift gates, and logistics strapping. Each vehicle is supplied with sufficient clean pads, covers, and other protective equipment to ensure safe transit and delivery of property. They are also equipped with furniture dollies, a panel cart, one computer cart and all basic and necessary tools required for assembly and disassembly of property (e.g., drills, screwdrivers, hammers, wrenches, etc.) if applicable.

All equipment furnished is well maintained and functions without defect and is operated in a safe manner in adherence to all OSHA and the State of West Virginia standards. All property is properly pad wrapped and secured against shifting during transit. E-Logic is responsible for safeguarding all government equipment, information and property provided for contractor use. At the close of each work period, government facilities, equipment, and materials are secured.

Drivers possess valid and applicable operator's licenses in accordance with (IAW) with Federal, State and local government laws. All equipment utilized in the performance of moving services is only operated by individuals authorized, licensed and trained to operate said equipment.

E-Logic maintains a Satisfactory Carrier Rating with Federal Motor Carrier Safety Administration during the period of performance.

2.4 Moving Services

Moving supplies is provided and delivered prior to the relocation as arranged. If requested, E-logic disassembles non-modular furniture including but not limited to desks, non-modular shelving, and non-modular cabinets. If applicable, E-Logic provides an electrician to disconnect all system furniture via the power poles the evening before the vendors' disassembly of all furniture workstations. Any hardware (screws, nuts, bolts, hooks, handles, etc.) for any items that have been disassembled for transport is secured to the item in a manner that will not damage or leave any marks and/or residue on the item.

We "broom sweep," the current location and ensure the vacated space is cleared and free of debris as part of the decommissioning process. Any items not relocated or excessed will be disposed of on move day by E-Logic. Items removed for disposal are disposed of offsite and away from government owned or leased property. E-Logic provides smooth set and ensures space is clean at the end of each move.

E-Logic will provide a countersigned and accepted tracking form listing all items, their origin, and their intended move-in location. Move-in location within the building may change as required by agency during the period of performance.

Cleanup is done on all materials brought to the job site. E-Logic responsible for the removal and disposal of all trash (cardboard boxes, plastic wraps, Styrofoam, etc.) and debris from the job site in accordance with local laws and regulations. E-Logic will sweep, vacuum, and/or wipe the floor and wall when dust or dirt comes out from the installation.

2.5 Dedicated and Qualified Personnel

E-Logic is providing a Project Manager (PM), installation crew, and a licensed electrician for successful performance of this contract. E-Logic has a qualified project manager who is responsible for the performance of this work. He has 5+ years of experience in planning and logistics for relocations and installations and is responsible for project site management, scheduling, coordination and technical assistance to the Agency supervisor/move coordinator as required throughout the project. The PM has full authority to act for E-Logic on all contract matters relating to daily operation of this contract. He has a comprehensive knowledge of furniture moving, installation, storage, repair as well as the administrative skills needed. The PM has the authority to negotiate and accept job requests on E-Logic's behalf. Before the move, the PM meets with the Agency to determine the priority of the move and create a move plan. The PM is responsible to see that the moving schedules are followed so that the moves are completed in a timely manner. Prior to beginning any work, the PM meets with the Agency supervisor/move coordinator to discuss any site-specific requirements at each location. The PM attends any post award conference and periodic progress meetings.

E-Logic maintains an adequate, competent workforce at all times for the uninterrupted performance of all tasks defined in the Request for Quote (RFQ) when the Agency facility is opened. We understand that the stability and continuity of our workforce is essential. E-Logic recruits and retains qualified personnel who are competent, productive, qualified appropriately security-cleared professionals. Certificates/licenses/training are maintained in a current status at

all times. The personnel designated for this contract meet the requirements for identification. Personnel are professionally dressed in uniforms identifying their employment with E-Logic. Uniforms for supervisors are distinguishable from uniforms worn by individuals performing moving services. Identification of all personnel is provided and accessible at all times with badges displayed. A list of key personnel and qualifications is provided upon award.

For the protection of employees, appropriate safety and personal protective equipment is worn during moves and precautions regarding fire and life safety are taken in compliance with all occupational, safety and health (OSHA) laws/regulations.

E-Logic's workforce abides by all safety and security policies and procedures. E-Logic follows all CDC/Federal and State of West Virginia COVID-19 policies and guidelines of staff required at the date of the move and for the duration of the contract. Masks are worn at all times during the relocation.

Contractor Availability

E-Logic understands that due to the dynamic nature of these move services, a high degree of flexibility is required to meet changing needs that occur daily. E-Logic is prepared to provide the availability of workforce within 24 hours of notification of job requests, furniture/equipment deliveries and/or moves. The 24-hour notification is applicable for business day moves.

Our Project Manager will schedule a walk-through for each project within two (2) business days of initial requested response. E-Logic will provide confirmation or refusal of the project within two (2) business days of the scheduled walk-through. A quote for the project is provided within two (2) business days of the initial request. Upon accepting the project, the Agency and E-Logic will establish a start date and completion date for each project. These dates will not change unless the E-Logic submits a request, in writing, to the Agency and the Agency accepts the date change.

Standards of Conduct

E-Logic maintains satisfactory standards of employee competency, conduct, appearance, and integrity and is responsible for taking such disciplinary action with respect to its employees as may be necessary. E-Logic understands that any E-Logic employee found unsuitable or unfit to work on government-controlled property/facilities will be removed by the designated Agency representative.

Compliance with Security/Safety/Regulatory Requirements

E-Logic's workforce abides by all security, safety, and regulatory policies and procedures. E-Logic is knowledgeable of and complies with federal, state, local and all other applicable laws, policies, rules, regulations, codes, permits, licenses, and certifications required for the performance of the duties in this RFQ. We ensure policies and procedures are established that protect the safety and welfare of customers, employees, and the community to minimize or eliminate safety or environmental risks. These policies are in compliance with Federal and Installation policies and procedures.

Certificate of Insurance

E-Logic provides 100% full coverage insurance. A Certificate of Insurance (COI) is provided upon award. E-Logic is responsible for any and all damage to real and personal property, or loss of such during relocation. All replacement/repair is done to the satisfaction of the agency no later than 30 days of the move.

Qualifications and Workmanship

E-Logic provides assurance for all of its workmanship and deliverables by providing a 100% satisfaction guarantee to its customers.

2.8 Quality Control

One of the key elements to our Management Approach, is to outline our approach to Quality Assurance (QA)/ Quality Control Plan (QCP), the plan is to ensure our performance meets or exceeds our customers’ expectations. The QA/QCP process enables our Program or Project Manager, respectively, to identify and correct deficiencies in quality performance before they become unacceptable and perform continuous service improvements.

Central to E-Logic’s overall QA approach is on our industry certifications including ISO 9001:2015, ISO/IEC: 20000-1:2018 and ISO 27001-2013. The QCP will provided at the time of award. This approach creates transparency in identifying the overall objectives and metrics that our Project Manager will ensure program/task/subtask compliance. E-Logic can ensure full compliance with all requirements regarding staff sourcing, onboarding, training, filling vacancies and performance of the service deliverables covered under this Contract.

3. Past Performance References

Reference 1.

Prime	E-Logic, Inc.
Customer Name	District of Columbia Public Schools
Customer POC Contact Details	Zahra Hashmi District of Columbia Public Schools Office of Contracts and Acquisitions 1200 1st Street NE 9th Floor Washington, DC 20002 Ph: (202) 442-5120; Fax (202) 442-6105 Email: zahra.hashmi@k12.dc.gov
Contract Number	GAGA-2021-Q-0006
Contract Period	October 28, 2020 – September 30, 2021
Contract Title	DCPS Moving and Logistics BPA
Contract Value	\$150,000.00
Service Descriptions The following information explains the several types of service that are expected under the Scope of Work. The main objective of the contract is to provide moving and logistics professional support services.	
Key Contract Objectives:	

Delivery, pickup, and disposal of property

When schools and support offices request property be removed or disposed of, the Logistics Department facilitates the transportation of such property from the DCPS facilities to a central location (Adams Place Warehouse) for processing. Such processing includes temporary storage, disposal, recycling, and transport to another DCPS facility for use. In addition, the Logistics Department provides central receiving and distribution services to the schools and central office. Therefore, the task assigned to E-Logic is to provide delivery, pick-up and disposal as instructed by the Logistics Department.

Property warehousing and storage

The Adams Place Warehouse provides significant storage space for DCPS property. Storage is typically temporary and is constantly changing. Adams Place provides secure storage areas for high value assets such as computers, monitors, electronics, files, etc. The Logistics Department also manages several auxiliary storage facilities owned by DCPS.

Moving services

Schools and DCPS facilities request movement of goods and supplies from one area of the facility to another, as well as movement from one facility to another. Movement must be done in a way that ensures property is not damaged and must arrive at its destination quickly and efficiently. Moving services also include packaging and securing property for transport.

Surplus supply and equipment distribution

DCPS receives surplus supplies and equipment from its various facilities as well as donations from outside sources. The Logistics Department maintains inventory of such items and makes these items available to all DCPS personnel. When requested, Adams Place Warehouse transports and installs such items in a quick and efficient manner.

Emergency support

DCPS occasionally addresses emergency situations such as fire, water damage, power outages, inclement weather, etc. The Logistics Department provides expedited response to such emergencies and provides all its services during times of emergency. All Logistics personnel are required to be on call during times of emergency and inclement weather.

Miscellaneous duties and projects as determined by the DCPS Logistics Department provides ad-hoc project services for all DCPS schools and departments. These projects are typically outside of the logistics list of services and will be handled on a case-by-case basis.

Key Task Assigned to E-Logic under this Contract:

TASK 1. Moving Truck and Driver

The Moving Truck and Driver provided movement services. Work required included, but was not limited to:

- Movement of furniture, fixtures, and equipment for DCPS personnel including, but not limited to, classroom and office furniture, office equipment, copiers, scanners, computers, musical equipment, and vertical and lateral file cabinets.
- Relocation of furniture, fixtures, and equipment both within the warehouse and DCPS facilities.
- Disposal of furniture, fixtures, and equipment. Miscellaneous property disposal as required.
- Delivery furniture, fixtures, equipment, shipments, and miscellaneous property to designated areas and facilities as designated by the Logistics Manager.
- Driver has overall responsibility for processing all paperwork associated with the pickup and delivery of DCPS property.

The Driver has the following qualifications prior to being placed:

1. Minimum of 2 years' experience as a driver in a shipping/receiving environment



2. CDL Qualified – Preferred but not necessary
3. Strong understand of DOT safety best practices
4. Strong attention to detail and experience processing shipping paperwork and bills of lading
5. Department of Transportation – Certified and physical up to date.

TASK 2. Truck Labor

Truck laborers provides movement services support labor. Work required included, but was not limited to:

1. Support shipping and receiving operations outlined in Moving Truck and Driver jobdescription
2. Maintaining organization and cleanliness of trucks and dock spaces
3. Assisting Truck Driver in lifting and manual movement of DCPS property
4. Assisting Truck Driver in securing property for transport to/from warehouse and DCPS facilities
5. Assisting Truck Driver in processing shipping/receiving paperwork on site, ensuring property reconciliation prior to movement

Truck laborers had the following qualifications prior to being placed:

1. Minimum of 1-year experience as a laborer in a shipping/receiving/transportation environment.
2. Ability to lift a minimum of 50 lbs.
3. Strong understanding of safety best practices and safe lifting procedures Forklift qualified required.
4. Pallet Jack qualified required.
5. Ability to read and follow written instructions.
6. Ability to lift a minimum of 50 lbs.
7. Ability to read and write.
8. Ability to utilize dollies, hand trucks and various moving equipment.
9. Strong understanding of safety best practices and safe lifting procedures
10. Strong organizational skills.

Reference 2.

Customer Name	Chemonics International, Inc.
Contract Number	Subcontract # HFM1506 under Prime # (Chemonics) AID-OAA-I-12-00035 (USAID)
Customer Point of Contact	Joseph Triplett, Procurement Director 202-955-6575; JTriplett@chemonics.com
Contract Ceiling Award	\$1,766,682.55
Type of Contract	Firm Fixed Price (FFP)
Period of Performance	01/31/2016 – 03/25/2018

Chemonics International, acting for the Haiti Integrated Financial Management System (IFMS) Project, for the Haitian Ministère de l'Économie et des Finances (MEF) awarded a Task Order to E-Logic to replace all network communications hardware for existing IFMS network sites, implement new network monitoring software, secure remote access, upgrade the MEF Network Operations Center (NOC) with new servers and improved security systems, and implement a live backup center with appropriate software to facilitate data recovery. Further, E-Logic provided Material Handling and Logistics Supports (OCONUS).

Phase 1 – Network Design and Configuration: Under this task, *E-Logic provided its IT Network Architectural Design and Telecommunications expertise* to analyze project requirements and generate a Bill of Materials (BOM) needed for the implementation of the entire solution under this Task. E-Logic generated the BOM for all equipment and associated post-sales service/support used under this Task, including but not limited to the following Original Equipment Manufacturers (OEMs): *Cisco, VCE,*



VMWare, Tripp Lite, RecoveryPoint, Avamar, Quantum Scalar, APC, Microsoft, Shavlik, Exalt and others.

Phase 2 – Material Handling & Logistics Support – International Transportation, Custom Clearance and Temporary Storage in Haiti: Under this Task, *E-Logic provided its Material Logistics expertise* to manage this task as it was responsible for international (OCONUS) transportation, custom clearance, and temporary storage in Haiti.

- E-Logic consolidated all equipment in its warehouse facility in Virginia, USA
- E-Logic provided inventory management support services by generating asset tagging for all equipment and generating user registration for all equipment.
- E-Logic provided equipment kitting to support all of the 53 Installation Sites in Haiti
- E-Logic provided logistical support to manage International Transportation, Certification to Export Controlled Disco Equipment, and Custom Clearance to Haiti
- E-Logic provided storage in Haiti to temporarily secure the IT equipment in Haiti prior to delivery of equipment at multiple sites, integration, installation, programming, and commissioning of the entire solution at all 53 sites throughout Haiti.

Labor Categories Utilized: Project Manager, Logistician, Material Handler and Laborers

Phase 3 – Installation, Programming, and Commissioning: The IFMS network was originally configured in a star pattern with 5 backbone primary sites radiating from a central hub, which is the MEF Network Operations Center (NOC). In addition, four of the backbone sites each connected to a secondary backbone site. Sub-sites connected to either a primary or secondary backbone site. Most of the sites connected to the network via microwave wireless access points. Some sites connected via VPN routers.

Phase 4 – Training on use and maintenance of equipment: E-Logic was task to provide training to IFMS and MEF IT staff on installation, configuration, and maintenance on the following items: Routers and switches; Access points (wireless bridges); Firewalls and security equipment; VMWare.

Reference 3.

Customer Name	National Oceanic and Atmospheric Administration
Contract Number	1305M321FNWWV0131
Customer Point of Contact	Technical Point of Contact: Donald Moore P: 907-271-5145;M: 907-229-2695 E: donald.moore@noaa.gov
Contract Award	\$41,760.00
Type of Contract	Firm Fixed Price (FFP)
Period of Performance	September 1, 2021 – January 1, 2022

Project Background: The National Oceanic and Atmospheric Administration, National Weather Service (NWS) requested the relocation of the Electronic Technicians (ETs) cubicles from the Main Building at the Sand Lake facility to the former Facilities Building located on the same property.

There are currently ETs that work out of the Sand Lake forecast facility. A large portion of the ETs job is to build and repair electronic equipment used in Alaska to support the National Weather Service (NWS) mission. The forecast facility also houses meteorologists, hydrologists, which have the primary role of providing weather and water information and services, as well as

the administrative and information technology staff that support that service delivery.

The NWS Alaska Region’s objective was to create a new work environment in the existing facilities building for the ETs that currently work in the Sand Lake forecast facility where the remaining staff work. The new work environment will provide a larger space that can more properly house all of the ETs equipment and enable them to more effectively work on equipment in a collaborative manner with less disruptions to the remaining staff.

E-Logic provided all personnel and management oversight required for the performance of this contract.

Task 1: Design and Calculation of workspace Layout: NWS’ new work space did not have a CAD design layout for the new workspace or electrical design for the new workspace. To meet these requirements, E-Logic provided the following services:

- Furnish all CAD designs, calculations, construction, personnel, material, equipment, quality control to perform this Statement of Work.
- Utilize all existing furniture and cubicles to create new workspaces in the facilities building.
- Supply additional parts and components as needed.

Task 2: Equipment Moving and Relocation: NWS had a requirement to relocate office cubicles that were currently set up in the main building to the facilities building on the same property in Anchorage Alaska. The new cubicle arrangement in the facilities building is to also have office cubicles. However, the dimensions of the work space in the facilities building will not allow for the existing office cubicle configuration. There are additional cubicle furniture and walls in storage (previously used for additional cubicle workspaces) in the facilities building that have the same manufacturer and colors as the cubicles to be moved from the main building. Both the cubicles in the main building and the cubicles in storage can be used to complete this project, but there may still be some missing components to create new workspaces in the facilities building. To meet these requirements, E-Logic provided the following services:

- Move and relocation of office workstation and additional office equipment



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

State of West Virginia
 Centralized Request for Quote
 Service - Misc

Proc Folder: 1116291		Reason for Modification:	
Doc Description: MOVING SERVICES FOR WVDHHR		ADDENDUM 1 TO PROVIDE ANSWERS TO VENDOR QUESTIONS	
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-10-13	2022-10-27 13:30	CRFQ 0511 HHR2300000002	2

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:

Vendor Name : E-LOGIC, INC.

Address : 1025 Connecticut Avenue NW, Suite 1000

Street :

City : WASHINGTON

State : DC **Country :** USA **Zip :** 20036

Principal Contact : LUIS PADILLA

Vendor Contact Phone: 202-499-7837 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 Crystal G Hustead
 (304) 558-2402
 crystal.g.hustead@wv.gov

Vendor Signature X  **FEIN#** 51-0629765 **DATE** 10/27/2022

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

SOLICITATION NUMBER: CRFQ 0511 HHR2300000002

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

Bid opening remains 10/27/2022 at 1:30 PM ET

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

Questions & Answers
Addendum 1 - CRFQ HHR23*00000002

Question 1. Does this project have a start and end date.

Answer 1. This is not for a specific project, it is an open end contract that last one year with the option of three successive one year renewals. Once the contract has been awarded, the start and end dates will be stated on said contract. This contract will be utilized by the department as many times as needed throughout the course of the contract term. With each utilization, there will be specific start and end dates for each project.

Question 2. There's a section that talks about a vehicle with a capacity for 6 individuals, hourly rate for 9600 hours, 1000 miles, and 5 days storage. Can you explain what you are looking for with this information.

Answer 2. The completion of the pricing page is detailed in Section 5.2 on the Request for Quotation CRFQ HHR2300000002 Moving Services for WVDHHR. For each item, provide your hourly rate and totals. For the automobile able to carry six individuals, all vans, and trucks listed on the pricing page, you will provide:

- the hourly rate you will charge with the estimated total
- the price per mile you will charge for each with the estimated total
- the amount you will charge for storing the contents per day with the estimated total.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: HHR2300000002

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 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.

E-LOGIC, INC.

	Company

Authorized Signature	
10/27/2022	

Date	

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