



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 [Contact](#) [Default Values](#) [Discount](#) [Document Information](#) [Clarification Request](#)

Procurement Folder: 1838913

Procurement Type: Central Master Agreement

Vendor ID:

Legal Name: KORMAN SIGNS INC

Alias/DBA:

Total Bid: \$367,800.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2600000053

Published Date: 1/29/26

Close Date: 2/3/26

Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 4

Total of All Attachments: 4



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

State of West Virginia
Solicitation Response

Proc Folder: 1838913
Solicitation Description: Reflective Sign Support Strips
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2026-02-03 13:30	SR 0803 ESR02022600000004425	1

VENDOR
000000197799
KORMAN SIGNS INC

Solicitation Number: CRFQ 0803 DOT2600000053
Total Bid: 367800
Response Date: 2026-02-03
Response Time: 09:01:51
Comments:

FOR INFORMATION CONTACT THE BUYER
John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor
Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Fluorescent Yellow Reflective Type XI Sign Support Insert	8000.0000	EA	24.600000	196800.00

Comm Code	Manufacturer	Specification	Model #
55120000			

Commodity Line Comments:

Extended Description:

Fluorescent Yellow High Intensity Prismatic Type XI Reflective Post Insert

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Fluorescent Yellow- Green Reflective Type XI Sign Sup Insert	2000.0000	EA	24.600000	49200.00

Comm Code	Manufacturer	Specification	Model #
55120000			

Commodity Line Comments:

Extended Description:

Fluorescent Yellow-Green High Intensity Prismatic Type XI Reflective Post Insert

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Red High Intensity Prismatic Type IV Sign Support Insert	3000.0000	EA	20.300000	60900.00

Comm Code	Manufacturer	Specification	Model #
55120000			

Commodity Line Comments:

Extended Description:

Red Reflective High Intensity Prismatic Type IV Sign Support Insert

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	White High Intensity Prismatic Type IV Sign Support Insert	3000.0000	EA	20.300000	60900.00

Comm Code	Manufacturer	Specification	Model #
55120000			

Commodity Line Comments:

Extended Description:

White Reflective High Intensity Prismatic Type IV Sign Support Insert



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
Highways

Proc Folder: 1838913

Doc Description: Reflective Sign Support Strips

Reason for Modification:

ADDENDUM NO_1
Vendor Questions and Responses

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2026-01-29	2026-02-03 13:30	CRFQ 0803 DOT2600000053	2

BID RECEIVING LOCATION

BID CLERK

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

VENDOR

Vendor Customer Code: 000000197799

Vendor Name : Korman Signs Inc

Address : 3029 Lincoln Avenue

Street :

City : Henrico

State : Virginia

Country : USA

Zip : 23228

Principal Contact : John Murray

Vendor Contact Phone: 804-262-6050

Extension:

FOR INFORMATION CONTACT THE BUYER

John W Estep
304-558-2566
john.w.estep@wv.gov

Vendor
Signature X *Sarah Korman Zuhell*

FEIN# 540993439

DATE 2-3-26

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

ADDITIONAL INFORMATION**ADDENDUM NO_1**

Addendum No_1 issued to publish and distribute the attached information to the Vendor Community .

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways to establish an open-end contract for Reflective Sign Support Strips. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO			SHIP TO		
ALL STATE AGENCIES VARIOUS 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	Fluorescent Yellow Reflective Type XI Sign Support Insert	8000.00000	EA	\$24.60	\$196,800.00
Comm Code	Manufacturer	KSI/3M	Specification	Model #	4093
55120000					

Extended Description:

Fluorescent Yellow High Intensity Prismatic Type XI Reflective Post Insert

INVOICE TO			SHIP TO		
ALL STATE AGENCIES VARIOUS 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	Fluorescent Yellow- Green Reflective Type XI Sign Sup Insert	2000.00000	EA	\$24.60	\$49,200.00
Comm Code	Manufacturer	KSI/3M	Specification	Model #	4083
55120000					

Extended Description:

Fluorescent Yellow-Green High Intensity Prismatic Type XI Reflective Post Insert

INVOICE TO			SHIP TO		
ALL STATE AGENCIES VARIOUS 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
3	Red High Intensity Prismatic Type IV Sign Support Insert	3000.00000	EA	\$20.30	\$60,900.00
Comm Code	Manufacturer	Specification	Model #		
55120000	KSI/3M		3932		

Extended Description:

Red Reflective High Intensity Prismatic Type IV Sign Support Insert

INVOICE TO			SHIP TO		
ALL STATE AGENCIES VARIOUS 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
4	White High Intensity Prismatic Type IV Sign Support Insert	3000.00000	EA	\$20.30	\$60,900.00
Comm Code	Manufacturer	Specification	Model #		
55120000	KSI/3M		3930		

Extended Description:

White Reflective High Intensity Prismatic Type IV Sign Support Insert

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Tech Questions due by 10:00am	2026-01-28

	Document Phase	Document Description	Page 4
DOT2600000053	Final	Reflective Sign Support Strips	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Exhibit A Reflective Sign Post Inserts

Item Number	Estimated Quantity	Unit of Measure	Description	Sheeting Manufacture and Series Number	UNSPC CODE	Unit Price	Extended Price
1	8,000	ea	Fluorescent Yellow Reflective High Intensity Type IX Prismatic Sign Support Insert	3M - 4093		24.60	196,800.00
1	2,000	ea	Fluorescent Yellow - Green Reflective High Intensity Type XI Prismatic Sign Support Insert	3M - 4083		24.60	49,200.00
1	3,000	ea	Red Reflective High Intensity Prismatic Type IV Sign Support Insert	3M - 3932		20.30	60,900.00
1	3,000	ea	White Reflective High Intensity Prismatic Type IV Sign Support Insert			20.30	60,900.00

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFO DOT2600000053

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 the 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 the addenda may be cause for rejection of this bid. I further understand that 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.

Korman Signs Inc

Company



Authorized Signature

2-3-26

Date

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

REQUEST FOR QUOTATION
Reflective Sign Support Strip

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways to establish an open-end contract for Reflective Sign Support Strips.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
 - 2.1 **“Contract Item” or “Contract Items”** means the list of items identified in Section 3.1 below and on the Pricing Pages.
 - 2.2 **“Pricing Pages”** means the schedule of prices, estimated order quantity, and totals contained in wvOASIS or attached hereto as Exhibit A, and used to evaluate the Solicitation responses.
 - 2.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
 - 2.4 **“means inches.**
 - 2.5 **“IN”** means inches
 - 2.6 **“X”** means by
 - 2.7 **lb** means pound
 - 2.8 **“WVDOH”** means West Virginia Division of Highways
 - 2.9 **“ASTM”** means American Society for Testing and Materials
 - 2.10 **“IV”** means four (4)
 - 2.11 **“XI”** means eleven (11)
3. **GENERAL REQUIREMENTS:**
 - 3.1 **Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing

**REQUEST FOR QUOTATION
Reflective Sign Support Strip**

basis. Contract Items must meet or exceed the mandatory requirements as shown below.

3.1.1 Contract Item #1 – Fluorescent Yellow Reflective Sign Support Strip

3.1.1.1 Contract Item #1 must be a 4" X 72" Fluorescent Yellow Reflective Sign Support Strip with four (4) predrilled 3/8 IN holes capable of being attached to a 3lb U-Channell Post or 3" square tube post. The specification of the required size, spacing holes and corner radius can be found on the WVDOT Standard Detail Sheet TE12-1 at the following address.

<https://transportation.wv.gov/highways/engineering/StandardDetails/Vol2/Std%20Dtls%20Vol%20II%202019-01-01.pdf>

Detail Sheet TE12-1 has also been attached to the RFQ as Exhibit B.

3.1.1.2 Contract Item #1 must be manufactured on 0.080 IN aluminum with ASTM TYPE XI Retroreflective Sheeting meeting the material requirements found in section 661 of the WVDOT standard Specifications book. The specifications regarding the aluminum and reflective sheeting can be found in the Section 661 Traffic Sign and Delineators of the WVDOT Standard Specifications book found the following address.

https://transportation.wv.gov/highways/TechnicalSupport/specifications/Documents/2023_Standard_%2812-16-22%29.pdf

3.1.1.3 Contract Item # 1 all reflective strips shall be secured and stacked bundles of ten (10) strips each and in a manner to prevent scratching the retroreflective surface. All orders shall be made in multiples of ten (10).

3.1.2 Contract Item #2 – Fluorescent Yellow Green Reflective Sign Support Strip

3.1.2.1 Contract Item #2 must be a 4" X 72" Fluorescent Yellow Green Reflective Sign Support Strip with four (4) predrilled 3/8 IN holes capable of being attached to a 3 lb U-Channel

REQUEST FOR QUOTATION
Reflective Sign Support Strip

Post or 3" square tube post. The specification of the required size, spacing holes and corner radius can be found on the WVDOT Standard Detail Sheet TE12-1 at the following address.

<https://transportation.wv.gov/highways/engineering/StandardDetails/Vol2/Std%20Dtls%20Vol%20II%202019-01-01.pdf>

3.1.2.2 Contract Item #2 must be manufactured on 0.080 IN aluminum with ASTM TYPE XI Retroreflective Sheeting meeting the material requirements found in section 661 of the WVDOT standard Specifications book. The specifications regarding the aluminum and reflective sheeting can be found in the Section 661 Traffic Sign and Delineators of the WVDOT Standard Specifications book found the following address.

https://transportation.wv.gov/highways/TechnicalSupport/specifications/Documents/2023_Standard_%2012-16-22%29.pdf

3.1.2.3 Contract Item # 2 all reflective strips shall be secured and stacked bundles of ten (10) strips each and in a manner to prevent scratching the retroreflective surface. All orders shall be made in multiples of ten (10).

3.1.3 Contract Item #3- Red Reflective Sign Support Strip

3.1.3.1 Contract Item #3 must be a 4" X 72" Red Reflective Sign Support Strip capable of being attached to a 3 lb U-Channel Post or 3" square tube post. The specification of the required size, spacing holes and corner radius can be found on the WVDOT Standard Detail Sheet TE12-1 at the following address.

<https://transportation.wv.gov/highways/engineering/StandardDetails/Vol2/Std%20Dtls%20Vol%20II%202019-01-01.pdf>

REQUEST FOR QUOTATION
Reflective Sign Support Strip

3.1.3.2 Contract Item #3 must be manufactured on 0.080 IN aluminum with ASTM TYPE IV Retroreflective Sheeting meeting the material requirements found in section 661 of the WVDOH standard Specifications book. The specifications regarding the aluminum and reflective sheeting can be found in the Section 661 Traffic Sign and Delineators of the WVDOH Standard Specifications book found the following address.

https://transportation.wv.gov/highways/TechnicalSupport/specifications/Documents/2023_Standard_%2812-16-22%29.pdf

3.1.3.3 Contract Item #3 all reflective strips shall be secured and stacked bundles of ten (10) strips each and in a manner to prevent scratching the retroreflective surface. All orders shall be made in multiples of ten (10).

3.1.4 Contract Item # 4- White Reflective Sign Support Strip

3.1.4.1 Contract Item #4 must be a 4" X 72" White Reflective Sign Support Strip capable of being attached to a 3 lb U-Channel Post or 3" square tube post. The specification of the required size, spacing holes and corner radius can be found on the WVDOH Standard Detail Sheet TE12-1 at the following address.

<https://transportation.wv.gov/highways/engineering/StandardDetails/Vol2/Std%20Dtls%20Vol%20II%202019-01-01.pdf>

3.1.4.2 Contract Item #4 must be manufactured on 0.080 IN aluminum with ASTM TYPE IV Retroreflective Sheeting meeting the material requirements found in section 661 of the WVDOH standard Specifications book. The specifications regarding the aluminum and reflective sheeting can be found in the Section 661 Traffic Sign and Delineators of the WVDOH Standard Specifications book found the following address.

https://transportation.wv.gov/highways/TechnicalSupport/specifications/Documents/2023_Standard_%2812-16-22%29.pdf

REQUEST FOR QUOTATION
Reflective Sign Support Strip

3.1.4.3 Contract Item # 4 all reflective strips shall be secured and in stacked bundles of ten (10) strips each and in a manner to prevent scratching the retroreflective surface. All orders shall be made in multiples of ten (10).

4. CONTRACT AWARD:

- 4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.
- 4.2 Pricing Pages:** Vendor should complete the Pricing Pages by entering in a per unit price and the extended total for each item along with the grand total and listing the sheeting manufacturer and manufacturer series number on the pricing pages listed on Exhibit A. Vendor should complete the Pricing Pages in their entirety as failure to do so will result in Vendor's bids being disqualified.

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

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

5. ORDERING AND PAYMENT:

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

REQUEST FOR QUOTATION
Reflective Sign Support Strip

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

6. DELIVERY AND RETURN:

- 6.1 Delivery Time:** Vendor shall deliver standard orders within forty-five (45) working days after orders are received. Vendor shall deliver emergency orders within five (5) working day(s) after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.

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

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

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

- 6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

REQUEST FOR QUOTATION
Reflective Sign Support Strip

- 6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

7. VENDOR DEFAULT:

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

- 7.1.1** Failure to provide Contract Items in accordance with the requirements contained herein.
- 7.1.2** Failure to comply with other specifications and requirements contained herein.
- 7.1.3** Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 7.1.4** Failure to remedy deficient performance upon request.

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

- 7.2.1** Immediate cancellation of the Contract.
- 7.2.2** Immediate cancellation of one or more release orders issued under this Contract.
- 7.2.3** Any other remedies available in law or equity.

8. MISCELLANEOUS:

- 8.1 No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

REQUEST FOR QUOTATION
Reflective Sign Support Strip

- 8.3 Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: John Murray
Telephone Number: 800-296-6050
Fax Number: _____
Email Address: websales@kormansigns.com