



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

# Request for Quotation

RFQ NUMBER  
**ABC29**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**BUYER 32**  
**304-558-0492**

VENDOR

**\*606084454 304-759-0400**  
**PORTMAN EQUIPMENT COMPANY**  
**5 PARK ROAD**  
  
**NITRO WV 25143**

SHIP TO

**ALCOHOL BEVERAGE CONTROL**  
**COMMISSION**  
**322 70TH STREET, S.E.**  
  
**CHARLESTON, WV**  
**25304-2900 558-2487**

DATE PRINTED <b>09/05/2006</b>	TERMS OF SALE <b>Net 30</b>	SHIP VIA <b>Best Way</b>	F.O.B. <b>Delivered</b>	FREIGHT TERMS <b>Delivered</b>
BID OPENING DATE: <b>09/21/2006</b>		BID OPENING TIME <b>01:30PM</b>		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<b>REQUEST FOR QUOTATION</b>  THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE ALCOHOL BEVERAGE CONTROL ADMINISTRATION TO PROVIDE AN LPG POWERED FORK LIFT FOR ITS NITRO, WV WAREHOUSE.  <b>ATTACHMENTS:</b> 1. SPECIFICATIONS 2. AFFIDAVIT  <b>DELIVERY:</b> DELIVERY SHALL BE MADE WITHIN 90 DAYS UPON RECEIPT OF THE PURCHASE ORDER. DELIVERY COSTS SHALL BE INCLUDED IN THE PRICE QUOTATION. FORK LIFT MUST BE ASSEMBLED AND SERVICED READY TO OPERATE UPON DELIVERY.						
<b>0001</b>	<b>1</b>	<b>EA</b>		<b>560-75</b>	<b>\$28,925.00</b>	<b>\$28,925.00</b>
				<b>LPG POWERED FORK LIFT</b>		
<b>VENDOR PREFERENCE CERTIFICATE</b>  CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Chi Cheng</i>	TELEPHONE <b>304-546-5223</b>	DATE <b>9/18/06</b>
TITLE <i>Acct. Mgr.</i>	RFQ # <b>31-1760395</b>	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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<p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>( ) BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>( ) BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>(X) BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Chris Clapp</i>	TELEPHONE 304-546-5223	DATE 9/19/06
TITLE Acct. Mgr.	FEIN 31-1760395	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>PRECEDING SUBMISSION OF THIS BID;            OR            ( ) BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX &amp; REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Chin Glass</i>	TELEPHONE 304-546-5223	DATE 9/18/06
TITLE Accl. Mgr.	FEIN 31-1760395	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: <u>Portman Equipment Co.</u></p> <p>DATE: <u>9/18/06</u></p> <p>SIGNED: <u>Chris Clay</u></p> <p>TITLE: <u>Acct. Mgr.</u></p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<u>Chris Clay</u>	<u>304-546-5223</u>	<u>9/18/06</u>
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
<u>Acct. Mgr.</u>	<u>31-1760395</u>	

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**ABC29 – LPG POWERED FORK LIFT – BID OPENING 9/21/06 – 1:30 PM**

**SPECIFICATIONS**

LPG - POWERED 5000LB CAPACITY, CUSHION TIRE FORKLIFT TRUCK WITH DEDICATED SIDESHIFTING CASCADE, 35D CARTON CLAMP #35D-CCS-35A or Equal

EXTRA HYDRAULIC FUNCTIONS TO SUPPLY CARTON CLAMP

NO LP TANK

SERVICE AND PARTS MANUALS FOR BOTH TRUCK AND ATTACHMENT

LOAD CAPACITY: 5000 LBS

LOAD CENTER: 24" INCHES

POWER: PROPANE (LP)

OPERATOR TYPE: SIT-DOWN

TIRES: CUSHION - SMOOTH TREAD

MAST: 2-STAGE STANDARD MAST

MINIMUM LIFT HEIGHT: 125" INCHES

ENGINE: 4-CYLINDER INDUSTRIAL

STEERING: POWER

SERVICE BRAKE: HYDRAULIC FOOT

PARKING BRAKE: MECHANICAL/MANUAL HAND

TRANSMISSION: POWER SHIFT AUTOMATIC

TRANSMISSION SPEED F/R: 1/1

MAST TILT: AT LEAST 5 DEGREES FORWARD/BACKWARD

HEAD LIGHTS

BACK-UP ALARM

AMBER STROBE LIGHT

MUST HAVE A MECHANISM TO PROMOTE LATERAL STABILITY. MUST BE DELIVERED TO ABCA WAREHOUSE WITHIN 12 WEEKS AFTER AWARDING OF BID.

# A F F I D A V I T

## West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate.

## DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

## EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

## LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

## CONFIDENTIALITY:

The vendor agrees that he or she 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. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: Portman Equipment Company  
 Authorized Signature: Chris Clay Date: 5/18/06

**PORTMAN**  
**EQUIPMENT COMPANY**

www.portmanpeople.com

CINCINNATI  
MONROE  
LEBANON  
ERLANGER  
LEXINGTON  
CHARLESTON  
PARKERSBURG

**To:** Ron Price  
State of West Virginia-Purchasing Div.  
State of WV Department of Administration  
Charleston, WV 25305-0130

FOB : Delivered  
Date : September 8, 2006  
Quote No: CDC FGC25N-LP LP Gas 00254  
Delivery : 6-8 Weeks

**QUOTATION**

**(1) New Mitsubishi FGC25N-LP LP Gas, 5,000# Capacity, I.C. Cushion Tire Forklift**

Engine	Enviro2 K21
Transmission	Single Speed Powershift
Mast: IIA Class II	High Visibility Simplex MFH 131.0" OAL 83.5" FFH 5.1"
Tilt Cylinders	5° Fwd/9° Back
Carriage: Hook Type, ITA Class II	36" Included w/Mast (37" Overall Width)
Load Backrest	Less Load Backrest
Internal Hosing	Dual Function - Simplex Mast
Hydraulic Valve	4-Section Valve w/4 Levers
Drive Tires	Smooth - 21 x 7 x 15
Steer Tires	Smooth - 16 x 6 x 10.5
Seat	Fold-Down - Vinyl
LP Tank Bracket	Fixed
Warning Device Light	Amber Strobe (Mtd Above OHG)
Paint Option	Jewel Green
Language Markings	English
Warranty	1 Year/2000 Hours; 2 Years/4000 Hours on Powertrain

**Standard Equipment**

Black Cushion-Type Treaded Drive and Steer Tires, (2) Two-Way Adjustable Headlights with Guards - OHG Mounted, Electronic Vehicle Control System (Via On-Board Computer Network) Including: Engine Protection System Monitoring Engine Oil Pressure; Coolant and Transmission Oil Temperature, On-Board Diagnostics with Event History, Brake Fluid Level Monitoring, Low LPG Fuel Indicator, Drive-By Wire Throttle Control (Via Accelerator Pedal), Dual Fuel Injected Throttle Body, High Position Air Intake, EPA-Compliant Emission System, Single Speed Powershift (Automatic) Transmission, Integrated Presence System (IPS), Electronic Backup Alarm, Dual-Action Parking Brake Handle, Full Hydrostatic Power Steering, Tilt Steering Column with Memory (Quick Return To Adjusted Position) Feature, Dash-Integrated Pen/Tool/Cup Holder, Vinyl Fold-Down Seat, 3-Section Valve with Cowl Mounted Levers

**Other Equipment & Accessories**

Cascade 35D Carton Clamp #35D-CCS-35A

**\$ 28,925.00**

**Terms: Net 10 days from date of invoice F.O.B.**

**PORTMAN OFFERS OSHA REQUIRED OPERATOR SAFETY TRAINING**

Tax exemption certificate required in lieu of applicable state taxes.

Prices quoted are those in effect at the time of quotation and are for immediate acceptance.

Trade-in allowances are valid for 60 days and based on condition as appraised.

This proposal is submitted subject to the conditions shown on back hereof.

Quotation accepted:

Portman Equipment Company

By/Date:

By:

*Chris Clegg* 9/18/06

CINCINNATI, OH  
Ph: (513) 891-0600  
Fax: (513) 984-0072

MONROE, OH  
Ph: (513) 539-8464  
Fax: (513) 539-8876

LEBANON, OH  
Ph: (800) 695-7326  
Fax: (513) 934-2350

ERLANGER, KY  
Ph: (859) 371-2200  
Fax: (859) 371-2248

LEXINGTON, KY  
Ph: (859) 266-0483  
Fax: (859) 266-8425

CHARLESTON, WV  
Ph: (800) 650-1250  
Fax: (304) 759-7025

PARKERSBURG, WV  
Ph: (888) 980-7326  
Fax: (304) 295-4965





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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM 01		
				THIS ADDENDUM IS ISSUED TO CHANGE THE LANGUAGE/ REQUIREMENT IN THE SPECIFICATIONS ON PAGE 6 OF THE ORIGINAL REQUEST FOR PROPOSAL. ORIGINAL LANGUAGE/REQUIREMENT: "MUST HAVE A MECHANISM TO PROMOTE LATERAL STABILITY." CHANGE TO: "IT IS PREFERRED THAT THE FORK LIFT HAS A MECHANISM TO PROMOTE LATERAL STABILITY."  ***** NO ADDITIONAL CHANGES *****		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Vendor: Portman Equipment Co. Spending Unit: \_\_\_\_\_


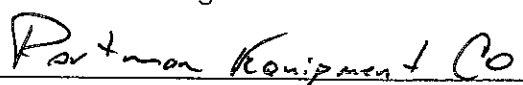
  
 Requisition No.: ABC29

ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

- Addendum No.'s:**
- No. 1  \_\_\_\_\_
  - No. 2 \_\_\_\_\_
  - No. 3 \_\_\_\_\_
  - No. 4 \_\_\_\_\_
  - No. 5 \_\_\_\_\_

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids

  
 \_\_\_\_\_  
 Signature  
  
 \_\_\_\_\_  
 Company  
9/19/06  
 \_\_\_\_\_  
 Date