



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

# Request for Quotation

RFO NUMBER

COM01

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF

BUYER 32  
304-558-0492

\*709034836 304-528-2791  
CHAPMAN PRINTING COMPANY  
PO BOX 2968

HUNTINGTON WV 25728

DEPARTMENT OF COMMERCE

BUILDING 6, ROOM 525  
1900 KANAWHA BOULEVARD, EAST  
CHARLESTON, WV  
25305-0311 304-558-2234

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/05/2006				
BID OPENING DATE:	12/20/2006	BID OPENING TIME	01:30PM	

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		705-50		\$473,724.34
FULL COLOR PROCESS PRINTED PUBLICATIONS						
BLANKET CONTRACT						
TO PRODUCE HIGH QUALITY FULL COLOR PROCESS PRINTED PUBLICATIONS FOR THE DIVISIONS OF THE WV DEPARTMENT OF COMMERCE PER THE ATTACHED SPECIFICATIONS.						
EXHIBIT 3						
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						
UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.						
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Charles J. B. [Signature]</i>	304-341-0676	12/18/2006
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
ESTIMATOR	550717455	

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



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CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.						
OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)						
QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. 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.						
ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.						
BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Charles B. Blahut</i>	304-341-0676	12/18/2006
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
ESTIMATOR	550717455	

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TERMS OF SALE

SHIP VIA

F.O.B

FREIGHT TERMS

BID OPENING DATE:

12/20/2006

BID OPENING TIME 01:30PM

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QUANTITY

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ITEM NUMBER

UNIT PRICE

AMOUNT

THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.

REV. 04/11/2001  
EXHIBIT 6

## PRICE ADJUSTMENT PROVISION:

THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RA MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.

VENDOR PREFERENCE CERTIFICATE

CERTIFICATION AND APPLICATION\* IS HEREBY MADE FOR

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE

TELEPHONE

DATE

TITLE

FEIN

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<p>PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <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>(✓) BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Chad 2 Bluff</i>	TELEPHONE 304-341-0676	DATE 12/18/2006
TITLE ESTIMATOR	FEIN 550717455	ADDRESS CHANGES TO BE NOTED ABOVE

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COMMISSIONER TO BE CONFIDENTIAL.						
UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA 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.						
BIDDER: THE CHAPMAN PRINTING COMPANY						
DATE: 12/18/2006						
SIGNED: Charles 2 Bluff						
TITLE: ESTIMATOR						
* 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)						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	Charles 2 Bluff	TELEPHONE	304-341-0676	DATE	12/18/2006
TITLE	ESTIMATOR	FEIN	550717455	ADDRESS CHANGES TO BE NOTED ABOVE	

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HUNTINGTON WV 25728

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BUILDING 6, ROOM 525  
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DATE PRINTED 12/05/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: 12/20/2006 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER 32</p> <p>RFQ. NO.: COM01</p> <p>BID OPENING DATE: 12/20/2006</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>304-341-0688</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p>CHARLES L BLANKENSHIP</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Charles L Blankenship</i>	TELEPHONE 304-341-0626	DATE 12/18/2006
TITLE ESTIMATOR	PEIN 550717455	ADDRESS CHANGES TO BE NOTED ABOVE

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## West Virginia Department of Commerce

### BLANKET OPEN END CONTRACT FULL COLOR PUBLICATIONS

Vendor shall provide all labor, materials, equipment and supplies to produce high quality full-color process printed publications for the agencies and clients of the West Virginia Department of Commerce per attached specifications. Vendor cannot subcontract the printing of brochures or broker the printing.

### SPECIFICATIONS

**SCOPE:** These specifications cover the production of publications and material requiring such operations as electronic prepress, printing, packing and distribution.

**TITLE:** West Virginia Department of Commerce Color Publication Printing Contract

**SPENDING UNITS:** This contract is applicable to the West Virginia Department of Commerce, it's agencies, West Virginia Development Office, West Virginia Division of Forestry, West Virginia Division of Labor, West Virginia Division of Natural Resources, West Virginia Division of Tourism, West Virginia Geological and Economic Survey, West Virginia Office of Miners' Health, Safety and Training, WORKFORCE West Virginia; and clients of the West Virginia Department of Commerce

**FREQUENCY OF ORDERS:** Varies.

**QUANTITY:** 500 to 75,000 copies per order as per specifications. The number ordered will vary for each contract release order.

**TYPE OF PUBLICATION:** Full color printing for various types of publications with multiple sizes, bindery and folds as per specifications

#### **WEST VIRGINIA DEPARTMENT OF COMMERCE TO FURNISH:**

- Print order
- Full-color composite visual of the provided file to show layout.
- Electronic Media containing files

**Contractor must be able to accept files from the following platforms:**

#### **Electronic media**

**Platform:** PC Windows XP and Macintosh System 10

**Media:** CD-ROM or DVD

#### **Software**

**Page Layout programs:** Adobe PageMaker 7.0 and InDesign CS2; QuarkXpress 6.5.

**Illustration Programs:** FreeHand 8.0 and 11; Adobe Illustrator CS; Adobe Photoshop CS2

**Document Exchange prepress programs:** Adobe Acrobat (pdf)

Various versions of software may be used; the vendor will be required to have the most current version(s). All platform system and software upgrades (for specified applications) that may occur during the term of the contract must be supported by the vendor on both PC and Macintosh platforms

**VENDOR TO FURNISH:** All materials and operations, other than those listed under "WEST VIRGINIA DEPARTMENT OF COMMERCE TO FURNISH," necessary to produce the products in accordance with these specifications.

**ELECTRONIC PREPRESS:** Prior to image processing, the vendor shall perform a basic (preflight) of the furnished media and publishing files to assure correct output of the required production image. Any errors, media damage or data corruption that might interfere with proper file image processing must be reported to the ordering agency immediately. The vendor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized to insure press readiness.

#### **PROOFS – VENDOR MUST PROVIDE:**

- One set of digital color proofs (contract-grade press proof or press-match print) with critical color and registration – must be press-match quality.
- One composite printout (folded if required) and trimmed to size

**The vendor must not print order prior to receipt of an "OK to Print" by the West Virginia Department of Commerce, agency or appointed designee. The final product must match approved proof.**

A waiver of proof may be allowed by the ordering agency on reprints of the order upon the guarantee of the vendor to provide an exact reprint with same quality and style of previous order

**SCHEDULE:** Vendor must not start production of any job prior to receipt of the contract release order. **Distribution of final product must be completed from the date of receipt of furnished material as follows:**

**Orders of 5,000 or less: 12 business days**

**Orders above 5,000: 18 business days.**

The ship/deliver date indicated on the contract release order is the date product ordered for delivery F.O.B. destination must be delivered to the destination specified

**DELIVERY:** F.O.B. Destination — Charleston WV, South Charleston WV, Nitro WV, or Elkins WV.

Delivery addresses specified below. Please call 304-558-2003 or number specified on each contract release order before delivery is made. Shipment designation will be provided on each contract release order. **Shipping may be requested to be delivered**

to individual facilities as listed on attached sheet. Please list delivery cost to each of these facilities.

Shipping addresses F O B. Destination — Charleston WV, South Charleston WV, Nitro WV, or Elkins WV.

State Capitol Complex  
1900 Washington Street East  
Building 3, 5 or 6  
Charleston, WV 25305

WV Division of Tourism or WV Dept. of Commerce  
90 MacCorkle Avenue SW  
South Charleston, WV 25303

WV State Parks Storage Facility  
#1 Pickens Road  
Nitro, WV 25143

WV Division of Natural Resources  
Wildlife Resources Section  
Ward Road, Route 219  
Elkins, WV 26241

Division of Forestry Headquarters  
Agricultural Center at Guthrie  
4720 Brenda Lane, Building 13  
Charleston, WV 25312

Vendor must deliver 5 samples to WV Department of Commerce, 90 MacCorkle Avenue SW, South Charleston WV 25303, for each contract release order.

**Before delivery is made, vendor or delivery agent must contact WV Department of Commerce or specified designee at least 24 hours in advance to make arrangements for acceptance of order and verify delivery address. Number of boxes/skids must be known at time of call.**

Deliveries will be accepted between 8:00 a.m. and 3:00 p.m. Monday thru Friday with no deliveries on Holidays or weekends, unless specified by the Department of Commerce.

Boxes may be packaged on skids not to exceed 72 boxes per skid or over 6 ft tall. Pallets must be shrink-wrapped and stacked evenly so that they can be double-stacked without the boxes breaking.

For delivery other than South Charleston location, skids must be broken down before drop off. No fork lift is available.

**MATERIAL STORAGE AND RETURN:** Upon completion of order, all electronic media, artwork and other material is to be returned to West Virginia Department of Commerce or ordering agency, via company representative or registered mail before payment will be processed. With prior, written approval, material may be stored by the vendor provided that such vendor assumes total liability for integrity of the materials and guarantees complete compensation in light of damage or loss of such material. All material is the property of State of West Virginia and must be returned to the ordering agency within 14 days of a verbal or written request or upon termination of contract. All expenses incidental to returning materials, submitting proofs, and furnishing samples must be borne by the vendor.

**SPECIAL INSTRUCTIONS:**

Failure to meet printing quality (improper registration, incorrect paper, smudged or smeared printing, off color match, misplaced images or text), materials, or specifications, etc., is justification for cancellation or refusal of the order.

Failure to meet delivery deadline will result in a \$100.00 total liquidated damage per day. All vendors bidding on this job assume this responsibility.

Failure to meet delivery deadline on more than one occasion, without justification of circumstances beyond the vendor's control, i.e., paper shortage, labor strikes, etc., is justification for cancellation or refusal of order or contract.

No spoils will be accepted as part of delivery volume.

**UNDER NO CIRCUMSTANCES WILL OVERRUNS BE PAID FOR.  
UNDER NO CIRCUMSTANCES CAN THE APPROVED VENDOR USE THIS  
PUBLICATION FOR GAIN. ALL PUBLICATIONS ARE PROPERTY OF THE STATE  
OF WEST VIRGINIA.**

Successful vendor is to contact the WV Department of Commerce ordering agency contact immediately upon receipt of blanket release order to discuss technicalities of job and to verify receipt of order.

The above specifications apply to all sections of this contract.

**Section A Items 1-50:****TYPE OF PUBLICATION: Multi-fold Brochure.**

Full-color process printing on both sides of publication. Printing will bleed all four sides on both sides

**PAPER STOCK:**

70 lb. #3 Grade Warren Somerset Text gloss white or pre-approved similar substitute

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce.

Mfg.: COMMERCE GLOSS TEXT

Weight: 70# Grade: 2

**Description for items 1-10:** 14 3/4" x 8 1/2" flat folded to 3 11/16" x 8 1/2" finished size (4-panel with 2 parallel folds).

Item	Quantity	Description	Unit Price	Total Price
1	5,000	New 14 3/4" x 8 1/2" brochures	116.00/M	580.00
2	10,000	New 14 3/4" x 8 1/2" brochures	65.50/M	655.00
3	25,000	New 14 3/4" x 8 1/2" brochures	51.12/M	1278.00
4	50,000	New 14 3/4" x 8 1/2" brochures	46.00/M	2300.00
5	75,000	New 14 3/4" x 8 1/2" brochures	41.34/M	3100.50
6	5,000	Exact Reprint 14 3/4" x 8 1/2" brochures	113.00/M	565.00
7	10,000	Exact Reprint 14 3/4" x 8 1/2" brochures	64.00/M	640.00
8	25,000	Exact Reprint 14 3/4" x 8 1/2" brochures	49.80/M	1245.00
9	50,000	Exact Reprint 14 3/4" x 8 1/2" brochures	43.20/M	2160.00
10	75,000	Exact Reprint 14 3/4" x 8 1/2" brochures	37.66/M	2824.50

**Sub-total 1-10**

**\$ 15,348.00**

**Description for Items 11-20:** 15" x 25 1/2" flat folded to 3 3/4" x 8 1/2" finished size (12-panel with 2 vertical folds and 2 parallel folds). Fold details: bottom folds up 1/3 Top folds down 1/3 to make approximately 15" w x 8 1/2" Fold in half once and in half again for finished size

Item	Quantity	Description	Unit Price	Total Price
11	5,000	New 15" x 25 1/2" brochures	258.00/M	1,290.00
12	10,000	New 15" x 25 1/2" brochures	155.00/M	1,550.00
13	25,000	New 15" x 25 1/2" brochures	113.60/M	2,840.00
14	50,000	New 15" x 25 1/2" brochures	94.44/M	4,722.00
15	75,000	New 15" x 25 1/2" brochures	86.87/M	6,515.25
16	5,000	Exact Reprint 15" x 25 1/2" brochures	250.00/M	1,250.00
17	10,000	Exact Reprint 15" x 25 1/2" brochures	148.00/M	1,480.00
18	25,000	Exact Reprint 15" x 25 1/2" brochures	110.00/M	2,750.00
19	50,000	Exact Reprint 15" x 25 1/2" brochures	92.20/M	4,610.00
20	75,000	Exact Reprint 15" x 25 1/2" brochures	85.40/M	6,405.00

**Sub-total 11-20**

**\$ 33,412.25**

**Description for Items 21-30:** 11 1/4" x 17" flat folded to 3 3/4" x 8 1/2" finished size (6-panel with half fold and letter fold).

Item	Quantity	Description	Unit Price	Total Price
21	5,000	New 11 1/4" x 17" brochures	247.82/M	1,239.10
22	10,000	New 11 1/4" x 17" brochures	165.58/M	1,655.80
23	25,000	New 11 1/4" x 17" brochures	116.23/M	2,905.75
24	50,000	New 11 1/4" x 17" brochures	91.71/M	4,585.50
25	75,000	New 11 1/4" x 17" brochures	83.53/M	6,264.75
26	5,000	Exact Reprint 11 1/4" x 17" brochures	240.38/M	1,201.90
27	10,000	Exact Reprint 11 1/4" x 17" brochures	160.61/M	1,606.10
28	25,000	Exact Reprint 11 1/4" x 17" brochures	112.74/M	2,818.50
29	50,000	Exact Reprint 11 1/4" x 17" brochures	88.95/M	4,447.50
30	75,000	Exact Reprint 11 1/4" x 17" brochures	81.85/M	6,138.75

**Sub-total 21-30**

**\$ 32,863.65**

**Description for Items 31-40:** 14" x 17" flat folded to 3 1/2" x 8 1/2" finished size (8 panel with half fold and 2 parallel folds)

Item	Quantity	Description	Unit Price	Total Price
31	5,000	New 14" x 17" brochures	\$244.51/M	\$1,222.55

32	10,000	New 14" x 17" brochures	164.62 /M	1,646.20
33	25,000	New 14" x 17" brochures	116.66 /M	2,916.50
34	50,000	New 14" x 17" brochures	102.60/M	5,130.00
35	75,000	New 14" x 17" brochures	97.92/M	7,344.00
36	5,000	Exact Reprint 14" x 17" brochures	237.17/M	1,185.85
37	10,000	Exact Reprint 14" x 17" brochures	159.68/M	1,596.80
38	25,000	Exact Reprint 14" x 17" brochures	114.33/M	2,858.25
39	50,000	Exact Reprint 14" " x 17" brochures	100.55/M	5,027.50
40	75,000	Exact Reprint 14" " x 17" brochures	95.96/M	7,197.00

**Sub-total 31-40**

**\$ 36,124.65**

**Description for Items 41-50:** 11" x 8 1/2" flat folded to 3 2/3" x 8 1/2" finished size (3 panel with letter-fold).

Item	Quantity	Description	Unit Price	Total Price
41	5,000	New 11" x 8 1/2" brochures	200.06/M	1,000.30
42	10,000	New 11" x 8 1/2" brochures	121.74/M	1,217.40
43	25,000	New 11" x 8 1/2" brochures	74.75/M	1,868.75
44	50,000	New 11" x 8 1/2" brochures	58.42/M	2,921.00
45	75,000	New 11" x 8 1/2" brochures	52.98/M	3,973.50
46	5,000	Exact Reprint 11" x 8 1/2" brochures	194.06/M	970.30
47	10,000	Exact Reprint 11" x 8 1/2" brochures	118.09/M	1,180.90
48	25,000	Exact Reprint 11" x 8 1/2" brochures	72.50/M	1,812.50
49	50,000	Exact Reprint 11" x 8 1/2" brochures	56.67/M	2,833.50
50	75,000	Exact Reprint 11" x 8 1/2" brochures	51.39/M	3,854.25

**Sub-total 41-50**

**\$ 21632.40**

## Section B Items 51-70:

## TYPE OF PUBLICATION: Folders.

Full-color process printing, scored and folded to size. Printing will bleed all sides on both sides with aqueous coating on outside of folder. Pockets and business card die cut as requested.

**PAPER STOCK:** 80 lb. Warren Somerset Cover gloss white or pre-approved similar substitute.

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce.

Mfg : COMMERCE GLOSS COVER

Weight: 80# Grade: 2

**Description for Items 51-58:**

**Size:** 18" x 12" flat, folded to 9" x 12" finished size plus pocket (s), (1 parallel fold).

**Pocket & die cut:** House die cut pocket inside of folder, glued on outside edge only. Business card die cut on right pocket. Pocket to be no larger than 4" tall.

Item	Quantity	Description	Unit Price	Total Price
51	250	18" x 12" flat, folded to 9" x 12" folder, one pocket	4.08 EA.	1,020.00
52	500	18" x 12" flat, folded to 9" x 12" folder, one pocket	2.18 EA.	1,090.00
53	1,000	18" x 12" flat, folded to 9" x 12" folder, one pocket	1.25 EA.	1,250.00
54	5,000	18" x 12" flat, folded to 9" x 12" folder, one pocket	.49 EA.	2,450.00
55	250	18" x 12" flat, folded to 9" x 12" folder, two pockets	3.95 EA.	987.50
56	500	18" x 12" flat, folded to 9" x 12" folder, two pockets	2.12 EA.	1,060.00
57	1,000	18" x 12" flat, folded to 9" x 12" folder, two pockets	1.21 EA.	1,210.00
58	5,000	18" x 12" flat, folded to 9" x 12" folder, two pockets	.48 EA.	2,400.00

**Sub-total 51-58**

**\$ 11,467.50**

**Description for Items 59-66:**

**Size:** 27" x 12" flat, folded to 9" x 12" finished size plus pocket (s) (3-panel, 2 parallel folds)



**Pocket & die cut:** House die cut pocket inside of folder, glued on outside edge only. Business card die cut on right pocket. Pocket is to be no larger than 4" tall.

**PAPER STOCK:** 100 lb Warren Somerset Cover gloss white or pre-approved similar substitute.

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce.

Mfg.: COMMERCE GLOSS COVER

Weight: 100# Grade: 2

Item	Quantity	Description	Unit Price	Total Price
59	500	Folder 27" x 12" flat, folded to 9" x 12" with one pocket	2.51 EA.	1,255.00
60	1,000	Folder 27" x 12" flat, folded to 9" x 12" with pocket	1.50 EA.	1,500.00
61	2,500	Folder 27" x 12" flat, folded to 9" x 12" with one pocket	.90 EA.	2,250.00
62	5,000	Folder 27" x 12" flat, folded to 9" x 12" with one pocket	.66 EA.	3,300.00
63	500	Folder 27" x 12" flat, folded to 9" x 12" no pocket	2.44 EA.	1,220.00
64	1,000	Folder 27" x 12" flat, folded to 9" x 12" no pocket	1.46 EA.	1,460.00
65	2,500	Folder 27" x 12" flat, folded to 9" x 12" no pocket	.87 EA.	2,175.00
66	5,000	Folder 27" x 12" flat, folded to 9" x 12" no pocket	.64 EA.	3,200.00

**Sub-total 59-66**

**\$16,360.00**

**Description for Items 67-70:**

**Size:** 34" x 11" flat, folded to 8 1/2" x 11" finished size (4 panel gatefold). No pocket.

**PAPER STOCK:** 100 lb. Warren Somerset Cover gloss white or pre-approved similar substitute.

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce.

Mfg.: COMMERCE GLOSS COVER

Weight: 100# Grade: 2

Folds must be scored. No pocket

Item	Quantity	Description	Unit Price	Total Price
67	500	Folder 34" x 11" flat, folded to 8 1/2" x 11" No pocket.	1.72 EA.	860.00
68	1,000	Folder 34" x 11" flat, folded to 8 1/2" x 11" No pocket.	1.03 EA.	1,030.00
69	2,500	Folder 34" x 11" flat, folded to 8 1/2" x 11" No pocket.	.62 EA.	1,550.00
70	5,000	Folder 34" x 11" flat, folded to 8 1/2" x 11" No pocket.	.44 EA.	2,200.00

Sub-total 67-70

\$ 5,640.00**Section C Items 71-121: Booklets****PAPER STOCK:**

Cover: 80 lb Warren Somerset text gloss white, or pre-approved similar substitute.

Inside pages: 70 lb. #2 grade bright white coated text

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce

Mfg.: COMMERCE GLOSS TEXTWeight: 70# Grade: 2  
80# COVER**Items 71-88:****DESCRIPTION:** 8" x 9" flat folded to 4" x 9," saddle stitched two staples on left side. Front and back covers full bleed (both sides) Inside full bleed. Aqueous coating on outside front and back covers. Full color process printing on all pages

24 pages including cover.

Item	Quantity	Description	Unit Price	Total Price
71	500	Booklet with 20 pages + cover. 4" x 9"	4,625.56/M	2,312.78
72	2,500	Booklet with 20 pages + cover 4" x 9"	1,065.88/M	2,664.70
73	5,000	Booklet with 20 pages + cover 4" x 9"	620.92/M	3,104.60
74	20,000	Booklet with 20 pages + cover. 4" x 9"	287.20/M	5,744.00
75	50,000	Booklet with 20 pages + cover. 4" x 9"	211.14/M	10,557.00
76	75,000	Booklet with 20 pages + cover. 4" x 9"	194.23/M	14,567.25

Sub-total 71-76

\$ 38,950.33

36 pages including cover

Item	Quantity	Description	Unit Price	Total Price
77	500	Booklet with 32 pages + cover. 4" x 9"	5,741.91/M	2,870.95
78	2,500	Booklet with 32 pages + cover. 4" x 9"	1,393.34/M	3,483.35
79	5,000	Booklet with 32 pages + cover. 4" x 9"	849.80/M	4,249.00
80	20,000	Booklet with 32 pages + cover. 4" x 9"	442.15/M	8,843.00
81	50,000	Booklet with 32 pages + cover. 4" x 9"	366.73/M	18,336.50
82	75,000	Booklet with 32 pages + cover. 4" x 9"	349.97/M	26,247.75

**Sub-total 77-82**

**\$ 64,030.55**

Cost for additional 4 page signatures

Item	Quantity	Description	Unit Price	Total Price
83	500	Additional 4 pages to 4" x 9" booklet	1,101.36/M	550.68
84	2,500	Additional 4 pages to 4" x 9" booklet	260.06/M	650.15
85	5,000	Additional 4 pages to 4" x 9" booklet	154.90/M	774.50
86	20,000	Additional 4 pages to 4" x 9" booklet	76.03/M	1,520.60
87	50,000	Additional 4 pages to 4" x 9" booklet	58.44/M	2,922.00
88	75,000	Additional 4 pages to 4" x 9" booklet	54.54/M	4,090.50

**Sub-total 83-88**

**\$ 10508.43**

**Item 89-106:**

**DESCRIPTION:** 11 1/4" x 8 1/2" flat folded to 5 5/8" x 8 1/2," saddle-stitched two staples on left side. Front and back covers full bleed (both sides). Inside full bleed. Aqueous coating on outside front and back covers. Full-color process printing on all pages.

16 pages including cover.

Item	Quantity	Description	Unit Price	Total Price
89	500	Booklet with 12 pages +	4,977.21/M	2,488.60

		cover. 5 5/8" x 8 1/2"		
90	2,500	Booklet with 12 pages + cover	1,098.20/M	2,745.50
91	5,000	Booklet with 12 pages + cover. 5 5/8" x 8 1/2"	613.29/M	3,066.45
92	20,000	Booklet with 12 pages + cover. 5 5/8" x 8 1/2"	249.64/M	4,992.80
93	50,000	Booklet with 12 pages + cover. 5 5/8" x 8 1/2"	176.91/M	8,845.50
94	75,000	Booklet with 12 pages + cover. 5 5/8" x 8 1/2"	162.73/M	12,204.75

**Sub-total 89-94**

**\$ 34,343.60**

40 pages including cover.

Item	Quantity	Description	Unit Price	Total Price
95	500	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	6,595.56/M	3,297.78
96	2,500	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	1,537.31/M	3,843.28
97	5,000	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	905.04/M	4,525.20
98	20,000	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	430.83/M	8,616.60
99	50,000	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	335.99/M	16,799.50
100	75,000	Booklet with 36 pages + cover. 5 5/8" x 8 1/2"	315.55/M	23,666.25

**Sub-total 95-100**

**\$ 60,748.61**

Cost for additional 4 page signatures

Item	Quantity	Description	Unit Price	Total Price
101	500	Additional 4 pages to 5 5/8" x 8 1/2" booklet	1,529.32/M	764.66
102	2,500	Additional 4 pages to 5 5/8" x 8 1/2" booklet	351.10/M	877.75
103	5,000	Additional 4 pages to 5 5/8" x 8 1/2" booklet	203.85/M	1,019.25
104	20,000	Additional 4 pages to 5 5/8" x 8 1/2" booklet	93.37/M	1,867.40
105	50,000	Additional 4 pages to 5 5/8" x 8 1/2" booklet	71.28/M	3,564.00
106	75,000	Additional 4 pages to 5 5/8" x 8 1/2" booklet	70.47/M	5,285.25

**Sub-total 101-106**

**\$ 13,378.31**

**Item 107-121:**

**TYPE OF PUBLICATION:** 17" x 11" flat, folded to 8 ½" x 11" full color booklet. Saddle stitched 2 staples on long side. Aqueous coating on outside front and back covers, full bleed. Full-color process printing on all pages, full bleed. 24 page booklet plus cover.

**Cost for new 28-page booklet (cover included) as per specifications.**

ITEM	Quantity	ORDER	UNIT PRICE	TOTAL PRICE
107	500	New 8 ½" x 11" full color 24-page booklet + cover.	\$ 5,459.90/M	\$ 2,729.95
108	1,000	New 8 ½" x 11" full color 24-page booklet + cover.	\$ 2,931.84/M	\$ 2,931.84
109	5,000	New 8 ½" x 11" full color 24-page booklet + cover.	\$ 909.43/M	\$ 4,547.15
110	10,000	New 8 ½" x 11" full color 24-page booklet + cover.	\$ 656.64/M	\$ 6,566.40
111	20,000	New 17" x 11" flat, folded to 8 ½" x 11" full color 24-page booklet + cover.	\$ 515.26/M	\$10,305.20

**Sub-total 107-111**

**\$ 27,080.54**

**Cost for exact reprint of 28-page booklet (cover included) as per specifications.**

ITEM	QUANTITY	ORDER	UNIT PRICE	TOTAL PRICE
112	500	exact reprint 8 ½" x 11" full color 24-page booklet + cover.	\$ 5186.90/M	\$ 2593.45
113	1,000	exact reprint 8 ½" x 11" full color 24-page booklet + cover.	\$ 2785.24/M	\$ 2,785.24
114	5,000	exact reprint 8 ½" x 11" full color 24-page booklet + cover.	\$ 891.24/M	\$ 4,456.20
115	10,000	exact reprint 8 ½" x 11" full color 24-page booklet + cover.	\$ 643.50/M	\$ 6,435.00
116	20,000	exact reprint 8 ½" x 11" full color 24-page booklet + cover.	\$ 499.80/M	\$ 9,996.00

**Sub-total 112-116**

**\$ 26,265.89**

**Cost to add additional 4 pages to booklet.**

ITEM	QUANTITY	ORDER	UNIT PRICE	TOTAL PRICE
117	500	additional 4 pages 8 1/2" x 11" booklet	\$1,223.57/M	\$ 611.78
118	1,000	additional 4 pages 8 1/2" x 11" booklet	\$ 667.25/M	\$ 667.25
119	5,000	additional 4 pages 8 1/2" x 11" booklet	\$ 222.23/M	\$ 1,111.15
120	10,000	additional 4 pages 8 1/2" x 11" booklet	\$ 166.60/M	\$ 1,666.00
121	20,000	additional 4 pages 8 1/2" x 11" booklet	\$ 125.67/M	\$ 2,513.40

Sub-total 117-121

\$ 6,569.58**Items 122-135. Section D: Rack Cards**

4" x 9". Full-color process printing on both sides, with full bleed on both sides.

**PAPER STOCK:**

Cover: 100 lb. Warren Somerset Cover gloss white, or pre-approved similar substitute.

Paper substitutions must be listed below and be approved by West Virginia Department of Commerce.

Mfg : COMMERCE GLOSS COVERWeight: 100# Grade: 2

Item	Quantity	Description	Unit Price	Total Price
122	500	4" x 9" rack cards	835.20/M	417.60
123	1,000	4" x 9" rack cards	429.12/M	429.12
124	2,500	4" x 9" rack cards	185.47/M	463.68
125	5,000	4" x 9" rack cards	104.25/M	521.25
126	10,000	4" x 9" rack cards	63.64/M	636.40
127	20,000	4" x 9" rack cards	43.34/M	866.80
128	50,000	4" x 9" rack cards	33.49/M	1,674.50

Item	Quantity	Description	Unit Price	Total Price
129	500	Exact Reprint 4" x 9" rack cards	541.44/M	270.72
130	1,000	Exact Reprint 4" x 9" rack cards	282.24/M	282.24
131	2,500	Exact Reprint 4" x 9" rack cards	126.72/M	316.80
132	5,000	Exact Reprint 4" x 9" rack	74.88/M	374.40

		cards		
133	10,000	Exact Reprint 4" x 9" rack cards	48.96/M	489.60
134	20,000	Exact Reprint 4" x 9" rack cards	36.00/M	720.00
135	50,000	Exact Reprint 4" x 9" rack cards	30.55/M	1,527.50

**Sub-total 122-135**

**\$ 8,990.61**

### Section E Items 136-155: Posters

Full-color process printing on one side, bleed and no bleed

Paper Stock: 100 lb #1 grade bright white text. Warren Lustro dull or pre-approved similar substitute.

Bid quote must reflect any paper substitutions and be approved by West Virginia Department of Commerce before bid is awarded.

Mfg.: COMMERCE GLOSS TEXT

Weight: 100# Grade: 2

Item	Quantity	Description	Unit Price	Total Price
136	500	Poster 8 1/2" x 11" printed one side with bleed	400.32/M	200.16
137	500	Posters 8 1/2" x 14" printed one side with bleed	427.68/M	213.84
138	500	Posters 11" x 17" printed one side with bleed	427.68/M	213.84
139	500	Posters 18" x 24" printed one side with bleed	1,038.24/M	519.12
140	500	Posters 24" x 36" printed one side with bleed	1,709.28/M	854.64

**Sub-total 136-140**

**\$ 2001.60**

Item	Quantity	Description	Unit Price	Total Price
141	500	Poster 8 1/2" x 11" printed one side no bleed	400.32/M	200.16
142	500	Posters 8 1/2" x 14" printed one side no bleed	427.68/M	213.84
143	500	Posters 11" x 17" printed one side with bleed	427.68/M	213.84

144	500	Posters 18" x 24" printed one side no bleed	1,038.24/M	519.12
145	500	Posters 24" x 36" printed one side no bleed	1,709.28/M	854.64

**Sub-total 141-145**

**\$ 2,001.60**

Full color process printing on both sides, no bleed

Item	Quantity	Description	Unit Price	Total Price
146	500	Poster 8 1/2" x 11" printed both sides	590.40/M	295.20
147	500	Posters 8 1/2" x 14" printed both sides with bleed	646.56/M	323.28
148	500	Posters 11" x 17" printed both sides with bleed	646.56/M	323.28
149	500	Posters 18" x 24" printed both sides	1,656.00/M	828.00
150	500	Posters 24" x 36" printed both sides with bleed	2,466.72/M	1,233.36

**Sub-total 146-150**

**\$ 3,003.12**

Item	Quantity	Description	Unit Price	Total Price
151	500	Poster 8 1/2" x 11" printed both sides no bleed	590.40/M	295.20
152	500	Posters 8 1/2" x 14" printed both sides no bleed	646.56/M	323.28
153	500	Posters 11" x 17" printed both sides no bleed	646.56/M	323.28
154	500	Posters 18" x 24" printed both sides no bleed	1,656.00/M	828.00
155	500	Posters 24" x 36" printed both sides no bleed	2,466.72/M	1,233.36

**Sub-total 151-155**

**\$ 3,003.12**

**Total 1-155**

**\$ 473,724.34**



## COST FOR ALTERNATE DELIVERY ADDRESSES:

25

Unit price per 1,000

1	Division of Forestry - Fairmont Office	\$ NO CHARGE
	Route 2, Box 1100	
	Fairmont, WV 26554	
	(304) 367-2793	
2.	Division of Forestry - Romney Office	\$
	1 Depot Street,	
	Romney, WV 26757	
	(304) 822-4512	
3	Division of Forestry - Beckley Office	\$
	330 Harper Park Drive, Suite J, Beckley, WV 25801	
	(304) 256-6775	
4.	Division of Forestry - Milton Office	\$
	878 E Main Street, Rear, P O Box 189, Milton, WV 25541	
	(304) 743-6186	
5.	Division of Forestry - Parkersburg Office	\$
	2309 Gihon Road, Parkersburg, WV 26101	
	(304) 420-4515	
6.	Division of Forestry - Clements State Tree Nursery	\$
	624 Forestry Drive, West Columbia, WV 25287	
	(304) 675-1820	

## Alternate Delivery Addresses West Virginia State Parks

7. Audra State Park	Route 4, Box 564, Buckhannon, WV 26201	\$ NO CHARGE
8. Babcock State Park	HC 35, Box 150, Clifftop, WV 25831	\$
9. Beartown State Park	HC 64, Box 189, Hillsboro, 24946	\$
10. Beech Fork State Park	5601 Long Branch Road, Barboursville, WV 25504	\$
11. Berkeley Springs State Park	2 South Washington Street, Berkeley Springs, WV 25411	\$
12. Berwind Lake WMA	Route 16, Box 38, Warriormine, WV 24894	\$
13. Blackwater Falls State Park	Route 29, Davis, WV 26260	\$
14. Blennerhassett Island	137 Juliana Street, Parkersburg, WV 26101	\$
15. Bluestone State Park	HC 78, Box 3, Hinton, WV 25951	\$
16. Bluestone WMA	HC 65, Box 91, Indian Mills, WV 24935	\$
17. Cabwaylingo State Forest	Route 1, Box 85, Dunlow, WV 25511	\$
18. Cacapon Resort State Park	818 Cacapon Lodge Drive, Berkeley Springs, WV 25411	\$
19. Calvin Price State Forest	HC 82, Box 252, Marlinton, WV 24954	\$
20. Camp Creek State Park	2390 Camp Creek Road, Camp Creek, WV 25820	\$
21. Canaan Valley	HC 70, Box 330, Davis, WV 26260	\$
22. Carnifex Ferry Battlefield	1194 Carnifex Ferry Road, Summersville, WV 26651	\$
23. Cass Scenic Railroad	Route 66, Main Street, Cass, WV 24927	\$

24 Cathedral State Park	RR 1 Box 370 Aurora WV 26705	\$ NO CHARGE
25 Cedar Creek State Park	2947 Cedar Creek Road, Glenville, WV 26351	\$
26 Chief Logan	Route 10N Logan WV 25601	\$
27 Chief Logan Lodge, Hotel & Conference Center		\$
1000 Conference Center Drive, Logan, WV 25601		\$
28 Coopers Rock State Forest	Route 1, Box 270 Bruceton Mills WV 26525	\$
29 Droop Mountain Battlefield	HC 64, Box 189 Hillsboro, WV 24946	\$
30 Fairfax Stone	Route 29, Davis WV 26260	\$
31 Greenbrier River Trail	HC 82, Box 252 Marlinton, WV 24954	\$
32 Greenbrier State Forest	HC 30, Box 154, Caldwell, WV 24925	\$
33 Hawks Nest	177 West Main Street, Ansted, WV 25812	\$
34 Holly River	Route 20, Hacker Valley, WV 26222	\$
35 Kanawha State Forest	Route 2, Box 285, Charleston, WV 25314	\$
36 Kumbrow State Forest	Route 219/16, Huttonsville, WV 26273	\$
37 Laurel Lake WMA	HC 70, Box 626, Lenore, WV 25676	\$
38 Little Beaver	1402 Grandview Road Beaver, WV 25813	\$
39 Lost River	321 Park Drive, Mathias, WV 26812	\$
40 Moncove Lake	HC 83, Box 73-A, Gap Mills, WV 24942	\$
41 North Bend	Route 1, Box 221, Cairo, WV 26337	\$
42 Panther State Forest	Route 3/2 Panther Creek Road, Panther, WV 24872	\$
43 Pinnacle Rock	Route 52, Bramwell, WV 24715	\$
44 Pipestem Resort	Route 20, Box 150, Pipestem, WV 25979	\$
45 Plum Orchard Lake WMA	Route 1, Box 186, Scarbro, WV 25917	\$
46 Prickett's Fort	Route 3, Box 403 Fairmont, WV 26554	\$
47 Seneca State Forest	Route 1, Box 140, Dunmore, WV 24934	\$
48 Stonewall Jackson	149 State Park Trail, Roanoke, WV 26447	\$
49 Tomlinson Run	State Route 8, New Manchester WV 26056	\$
50 Tu-Endie-Wei	First Street, Point Pleasant, WV 25550	\$
51 Twin Falls	Route 97, Mullens, WV 25882	\$
52 Tygart Lake	Route 1, Box 260 Grafton, WV 26354	\$
53 Valley Falls	Route 6, Box 244, Fairmont, WV 26554	\$
54 Watoga	HC 82, Box 252, Marlinton, WV 24954	\$
55 Watters Smith	Route 1, Duck Creek Road, Lost Creek, WV 26385	\$

NO CHARGE

Delivery Total Price per 5,000 Items 1-55

\$ 0

**Award Procedure:**

The award of the printing contract for full color publications will be based on adherence to specifications and ability to deliver a high-quality product at the most reasonable price available.

**Evaluation of Bid Prices:** When evaluating bid prices, all of the charges itemized in each section, will be considered. One total bid figure will be calculated for each vendor based upon the sum of the each section of contract. If necessary and upon the approval of the WV Division of Purchasing, the sections may be awarded to separate vendors, depending on the lowest bid and quality of product for each section of contract.

**Samples:**

Upon the evaluation of price by purchasing and the WV Dept. of Commerce, the considered vendor with the best price will be required to submit samples of the types of publications specified in the bid. Review of the samples will include 1) color register, 2) fold, bindery and trim, 3) specified paper or acceptable substitute, and 4) overall printing quality.

# AFFIDAVIT

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:

Vendors 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 agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

## 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: **THE CHAPMAN PRINTING COMPANY**

Authorized Signature: Charles A. Blahut Date: 12/18/2006