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

# Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

717-264-5051 \*216135836 HAMMAKER EAST LTD

1514 BLACK GAP RD

FAYETTEVILLE PA 17222

DIVISION OF HIGHWAYS DISTRICT FIVE

P.O. BOX 99 BURLINGTON, WV 26710-0099

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### GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
- 14. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

### **INSTRUCTIONS TO BIDDERS**

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in case of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- **6. BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
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\*216135836

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DOR FAYETTEVILLE PA 17222 ō 26710-0099 304-289-3521 TERMS OF SALE SHIP VIA DATE PRINTED FOR FREIGHT TERMS 08/14/2008 BID OPENING DATE: 08/27/2008 BID OPENING TIME 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNITPRICE AMOUNT WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEAQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID; OR 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. BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & 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 (A) RESCIND THE CONTRACT OR PURCHASE PURCHASING TO: ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE TITLE

TELEPHONE

<u>717-352-8995</u>

8/21/2008

ADDRESS CHANGES TO BE NOTED ABOVE <u> 25-1681833</u>



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### ROUTES TO BE SURFACE TREATED

Route Number & Mileposts	Length	Layers	Area*
County Route 55/20 (MP 4.0-5.3)	1.30 Mi.	1	22,800SY
County Route 55/20 (MP 5.6-6.5)	0.90 Mi.	1	14,200SY
County Route 55/20 (MP 9.0-11.45)	2.45 Mi.	1	35,500SY
County Route 55/20 (MP 13.4-15.0)	1.60 Mi.	1	22,500SY

<sup>\*</sup>Area computed is total value based upon a single layer application.

Bid Quantity: 95,000 square yards. @ \( \frac{\psi}{297} \) per square yard.

### Notes:

Bidder shall be licensed contractor and bonded in the State of West Virginia.

Bidder shall consider West Virginia prevailing wage rates in computing unit bid for the project.

Contractor shall notify the Hardy County Highway Administrator, Mr. Bill Robinette, (304) 434-2525 a minimum of two weeks prior to mobilizing for the contract project.

The West Virginia Division of Highways reserves the right to cancel individual routes, based upon the level of funding available for this project.

Specific routes and distances from stockpile site are attached to this proposal for hauling consideration.

### Project must be completed by October 15, 2008

### PURPOSE:

To provide all labor, equipment, and materials as hereinafter specified for the purposes of placing bituminous surface treatment (tar and chip) in Hardy County, West Virginia. All work to be completed in accordance with West Virginia Division of Highways Maintenance Standards.

### West Virginia Division of Highways shall provide the following:

- 1. All necessary stone for application. Stone shall be placed at stockpile site prior to execution of the work. Anticipated stone for application purposes to be WVDOH No. 9 stone designation.
- 2. Stone application rate to be approximately 20 pounds per square yard as specified by the project supervisor.
- 3. Location map indicating the routes to be surface treated and the distance from designated stockpile site (attached to this contract proposal).
- 4. All traffic control associated with actual work on the highway. (ie. Flaggers, work zone signs, etc.
- 5. Equipment and operator(s) at the stockpile site to load haul trucks.

### Contractor shall provide the following:

1. Polymer Modified Emulsified Asphalt (cationic grade) that meets the requirements of AASHTO M208, Grade CRS-2PM, with the following additions and revisions:

TEST
Viscosity Saybolt Furol,

MINIMUM

MAXIMUM

200

500

At 50° C, seconds

Elastic Recovery\*

50

\*The test procedure for the Elastic Recovery test shall be in accordance with MP 705.11.20.

Emulsion to be in accordance with WVDOH Spec. 705.11

- 2. Application rate for the emulsion shall be at 0.4 gallons per square yard for bidding purposes.
- 3. Furnish a motorized self-propelled chip spreader, and operator, with suitable calibrating equipment for variable width chip spreading capability.
- 4. Provide sufficient manpower with self-propelled chip spreader to provide for continuous stone application.
- 5. Furnish minimum size of 3500 gallon computerized emulsion distributor(s), and operator(s) capable of adjusting application rate and vertical spray bar height.
- 6. Deliver emulsion to the job site and provide necessary labor to transfer product from delivery tanker to application trucks.
- 7. Provide sufficient haul trucks and operators to provide a reasonable continuous surface treating operation. All trucks to be properly registered and licensed to haul on public highways.
- 8. Haul stone from stockpile site to the various job sites.



CNA Plaza, Chicago IL 60685-0001

### **BID BOND**

KNOW ALL MEN BY THESE P 1514 BLACK GAP ROAD, FAYET and WESTERN SURETY COMPA	TEVILLE, PA 1722		<b>T, LTD</b> , Principa
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unto The State of West V	irginia		, Oblige
in the sum of Five (5)% perc	ent of Total I	Bid	· ••
for the payment of which we bind jointly and severally, firmly by these	ourselves, our legal	Dollars	(\$ 5% of Bid ) ccessors and assigns,
WHEREAS, Principal has subm	nitted or is about to s	submit a proposal to (	Obligee on a contract
for  Bituminous Surface  County Route 55/20  County Route 55/20  County Route 55/20  County Route 55/20  NOW, THEREFORE, if the sai such time as may be specified, end may be specified in the bidding or Principal shall fail to do so, pay to such failure not exceeding the penaremain in full force and effect.  Signed scaled and dated this	(MP 4.0-5.3) - (MP 5.6-6.5) - (MP 9.0-11.45) (MP 13.4-15.0) id contract be award ter into the contract r contract documen Obligee the damag alty of this bond, the	- 22,800SY - 14,200SY - 14,200SY - 35,500SY - 22,500SY ded to Principal and in writing and give so ts with surety accept es which Obligee mand this obligation shall	uch bond or bonds as table to Obligee; or if ay suffer by reason of be void; otherwise to
Signed, sealed, and dated this	21st da	y of August	2008
	HAMMAKE	R EAST, LTD	
		Principal	•
COMMONWEALTH OF PENNSYLVANIA  Notarial Seal  Candace D. Eckentode, Notary Public  Creene Twp., Franklin County  My Commission Expires June 25, 2010	By: Aff	Ly A Statle	(Seal) r, President
Member, Pennsylvania Association of Notaries	WESTERN S	SURETY COMPANY	
		Surety	
	Ву:	- Leen	(Seal)
	RACH	EL M. CRONEN	,Attorney-in-Fact

### Western Surety Company

#### POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Edward D Rawlings, Rachel M Cronen, David E Glenn Jr, Peter Burke, Ryan Burke, Cathy Vansovich, Individually

of Cranberry Township, PA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

#### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Senior Vice President and its corporate seal to be hereto affixed on this 30th day of May, 2008.

WESTERN SURETY COMPANY

aul 7. Bruflat, Senior Vice President

State of South Dakota
County of Minnehaha

On this 30th day of May, 2008, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Senior Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

November 30, 2012



CERTIFICATE

Alek Frell, Notary Public



WESTERN SURETY COMPANY

J. Relson

L. Nelson, Assistant Secretary

### **Authorizing By-Law**

### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

### NOTICE

In accordance with the Terrorism Risk Insurance Act of 2002, we are providing this disclosure notice for bonds and certain insurance policies on which one or more of the Writing Companies identified below is the surety or insurer.

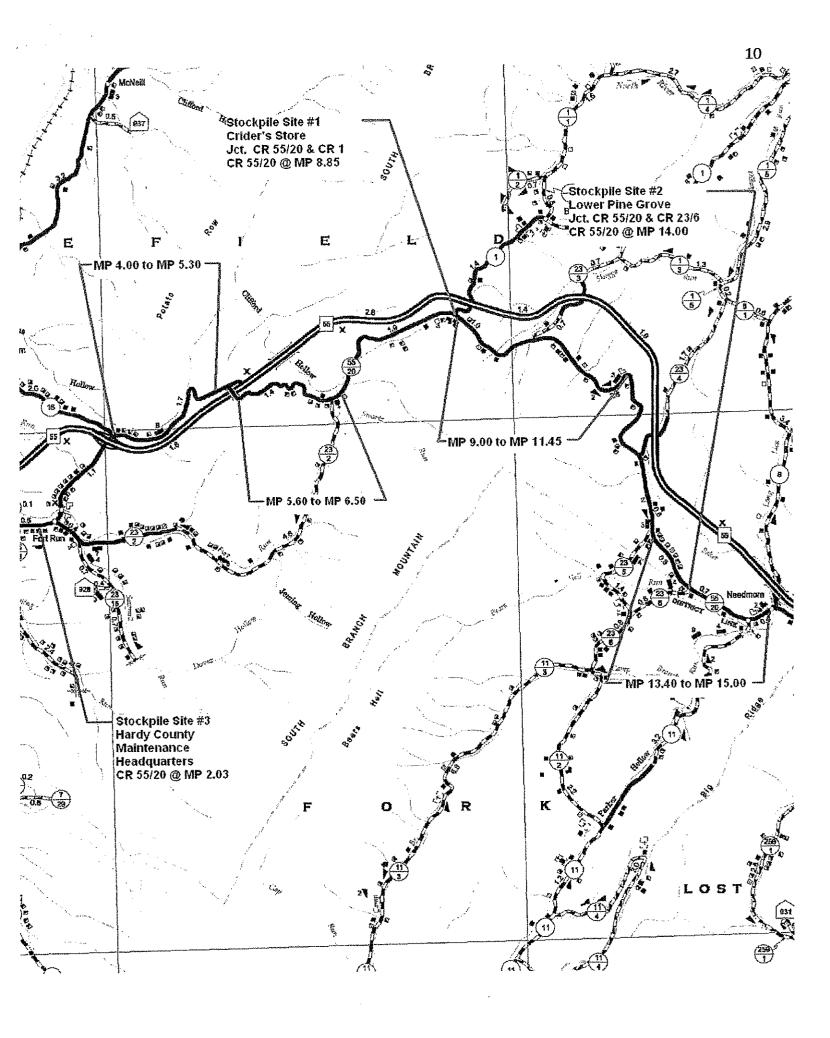
To principals on bonds and insureds on certain insurance policies written by any one or more of the following companies (collectively the "Writing Companies") as surety or insurer: Western Surety Company, Universal Surety of America, Surety Bonding Company of America, Continental Casualty Company, National Fire Insurance Company of Hartford, American Casualty Company of Reading, PA, The Firemen's Insurance Company of Newark, NJ, and The Continental Insurance Company.

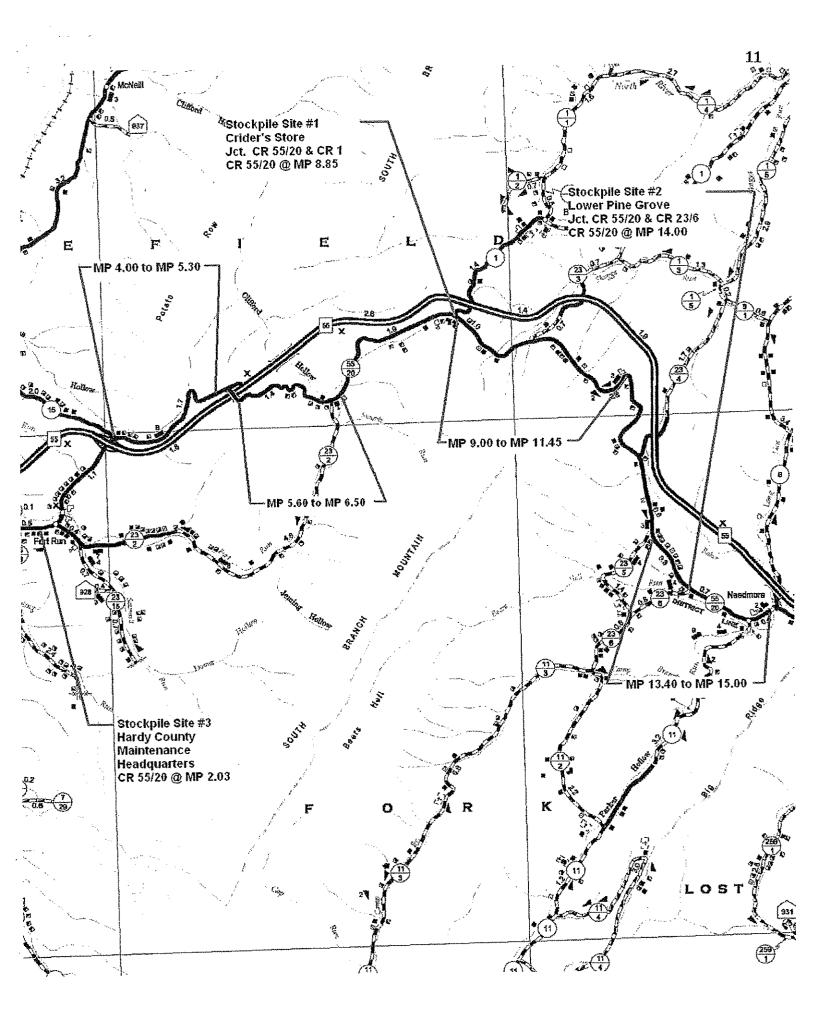
### DISCLOSURE OF PREMIUM

The premium attributable to coverage for terrorist acts certified under the Act was Zero Dollars (\$0.00).

# DISCLOSURE OF FEDERAL PARTICIPATION IN PAYMENT OF TERRORISM LOSSES

The United States will pay ninety percent (90%) of covered terrorism losses exceeding the applicable surety/insurer deductible.





### **PURCHASING AFFIDAVIT**

#### VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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 owed is an amount greater than one thousand dollars in the aggregate.

#### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

#### ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will 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 the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

#### 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 <a href="https://www.state.wv.us/admin/purchase/privacy">www.state.wv.us/admin/purchase/privacy</a> 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 is in compliance with the requirements as stated.

Vendor's Name:	HAMMAK	en E	ast, LT	TD.		
Authorized Signature	: aklow	A. Ski	dhe	Date:	8/25/04	-
Durchasing Affidavit /Davi	sad 01/01/181				7-8-	*******