

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston WV 25205 0400 Charleston, WV 25305-0130

RFO NUMBER 669C0011

ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

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LANCASTER TRUCK BODIES INC 310 RICHARDSON DRIVE LANCASTER PA 17603

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

- 1. Awards will be ma de 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 verned 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 re-quired \$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 P *urchasing 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 delities 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 voi—, 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.w .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 implement ation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the put blic 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. SPECIFICATION 5: 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 id. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall pre-evail in case of discrepancy.
- 5. All quotations 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 Acministration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 253 ○5-0130



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TYPE NAME/ADDRESS HERE

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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SHIP TO

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHTTERMS 10/30/2008 BID OPENING DATE: 11/12/2008 BID OPENING TIME 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT: 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 DRIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS. 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 TRANS-PORTATION 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, SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE DATE TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE



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PURCHASING CARD ACCEPTANCE

The State of West Virginia currently utilizes a VISA Purchasing Card Program which is issued through a bank. The successful vendors must accept the State of West Virginia VISA Purchasing Card for payment of all orders placed by State DOT agency for orders as a condition of award.

BID SCHEDULE

Bids shall be submitted on the attached quotation sheet for each District quoted.

CONTRACT AWARD

Contract will be awarded to the qualified vendor who submits the low bid per district.

VENDOR'S INVOICE

Vendor's invoices must be submitted in original and one (1) copy and contain the following:

- a. Division of Highways' State Contract Order (SCO) number, and this contract number.
- b. Total quantity and unit price.

NOTE:

Under no circumstances will the West Virginia Division of Highways accept, or pay for, quantities of material in excess of the quantity stated on the State Contract order.

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank Without spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 1.

Bid Price \$ 6,777,00

<u>Description</u>

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 1.

Bid Price

\$ 15,000.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank **Norwesco Model #40661** or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank **Without** spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 2.

Bid Price

<u>Description</u>

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 2.

Bid Price

\$ 15,000 10

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank **Norwesco Model #40661** or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank **Without** spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 3.

Bid Price

\$ 6,777.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 3.

Bid Price

\$ 15,000.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

Without spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 4.

Bid Price

Description

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Delivery: FOB any designated delivery site within the Division of Highways District 4.

Bid Price

\$ 15,000-80

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank
Norwesco Model #40661 or equal.
Dimensions: 120" diameter, 139" height.
Price to include shipping for storage tank
Without spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 5.

Bid Price

s 6,777.00

<u>Description</u>

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 5.

Bid Price

\$ 15,000,00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

Without spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 6.

Bid Price

\$ 6777.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 6.

Bid Price

s 15,000,00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank **Norwesco Model #40661** or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank **Without** spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 7.

Bid Price

\$ 6777,00

<u>Description</u>

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 7.

Bid Price

\$ 15,000,00

<u>Description</u>

6,100 gallon heavy duty construction vertical polyethylene storage tank **Norwesco Model #40661** or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank **Without** spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 8.

Bid Price

\$ 6,111.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 8.

Bid Price

\$ (5,000.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank Norwesco Model #40661 or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank Without spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 9.

Bid Price

\$ <u>6,717.00</u>

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 9.

Bid Price

\$<u>15,000.00</u>

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank **Norwesco Model #40661** or equal. Dimensions: 120" diameter, 139" height. Price to include shipping for storage tank **Without** spray system.

Delivery: FOB any designated delivery site within the Division of Highways District 10.

Bid Price

s 6711.00

Description

6,100 gallon heavy duty construction vertical polyethylene storage tank

Norwesco Model #40661 or equal.

Dimensions: 120" diameter, 139" height.

Price to include shipping for storage tank

With free standing overhead spray system with Calcote Pedestal Model CP-50-RC or equal plumbing required to hook up system, including Electric Ball Valve Manual Standard Port Valve; shipping and installation of overhead Spray System. WV Division of Highways will provide a concrete pad and secondary containment. WV Division of Highways will provide electrical service to the site.

Delivery: FOB any designated delivery site within the Division of Highways District 10.

Bid Price

\$ 15,000

DISTRICT CONTACT INFORMATION

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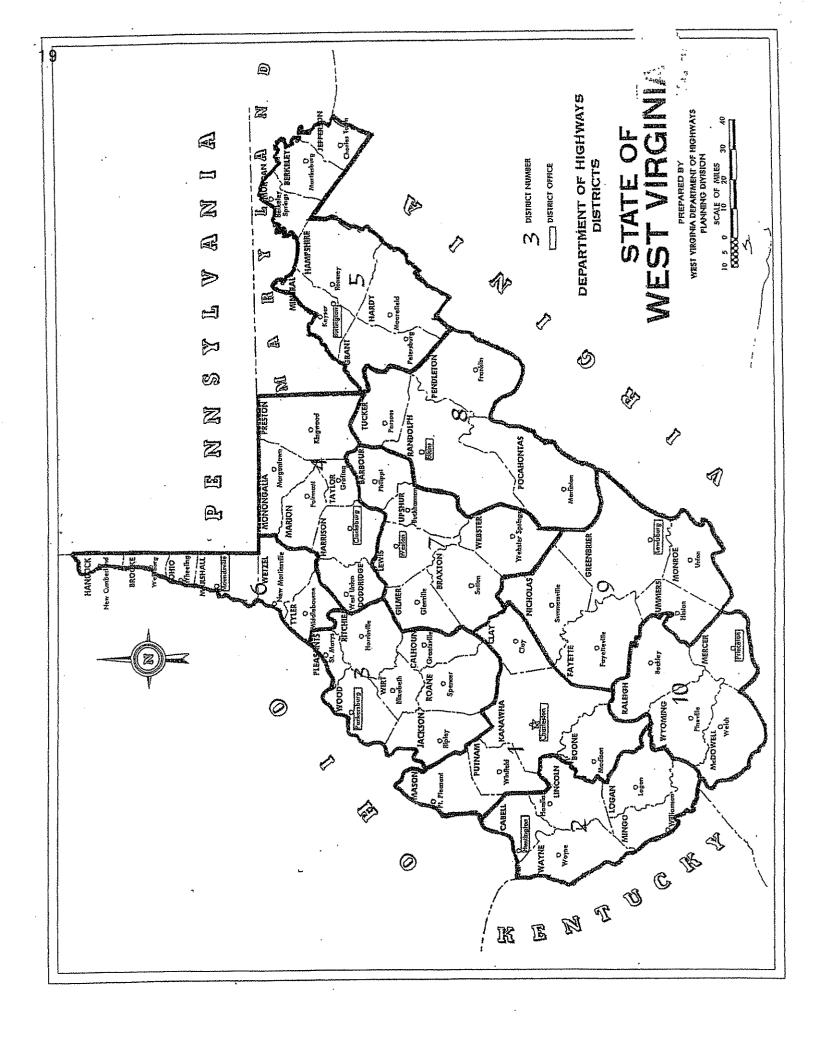
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Princeton, West Virginia 24740-2737
Phone: 304-487-5228



STATE OF WEST VIRGINIA Purchasing Division

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 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 is in compliance with the requirements as stated.

Vendor's Name: _	Lancaster Truck	Bodies - Bob	Contes
Authorized Signate	ure: Mast	Date:	11-11-20

Purchasing Affidavit (Revised 07/01/08)

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with West Virginia Code, §5A-3-37. (Does not apply to construction contracts). West Virginia Code, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the West Virginia Code. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

Date:_		Title:		
Bidder	•			
and ac	curate in all respects; and that if a contract is	t Code, §61-5-3), Bidder hereby certifies that this certificate is true issued to Bidder and if anything contained within this certificate notify the Purchasing Division in writing immediately.		
authori the req deeme	zes the Department of Revenue to disclose to the Dir uired business taxes, provided that such informatic d by the Tax Commissioner to be confidential.	e any reasonably requested information to the Purchasing Division and rector of Purchasing appropriate information verifying that Bidder has paid on does not contain the amounts of taxes paid nor any other information		
require agains or dedu	ments for such preference, the Secretary may orde t such Bidder in an amount not to exceed 5% of the ucted from any unpaid balance on the contract or pu			
6.	Bidder is a resident vendor who is a veteran of the purposes of producing or distributing the commodi continuously over the entire term of the project, or residents of West Virginia who have resided in the	r preference who is a veteran for the reason checked: a United States armed forces, the reserves or the National Guard, if, for ities or completing the project which is the subject of the vendor's bid and on average at least seventy-five percent of the vendor's employees are a state continuously for the two immediately preceding years.		
5.	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,			
4.	Application is made for 5% resident vendor p Bidder meets either the requirement of both subdi	for 5% resident vendor preference for the reason checked: e requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,		
3.	affiliate or subsidiary which maintains its headque minimum of one hundred state residents who cer	g a minimum of one hundred state residents or is a nonresident vendor with an sheadquarters or principal place of business within West Virginia employing a who certifies that, during the life of the contract, on average at least 75% of the idiary's employees are residents of West Virginia who have resided in the state		
2.		luring the life of the contract, on average at least 75% of the employees West Virginia who have resided in the state continuously for the two years		
	ownership interest of Bidder is held by another ind maintained its headquarters or principal place of preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliat	lividual, partnership, association or corporation resident vendor who has business continuously in West Virginia for four (4) years immediately a or subsidiary which employs a minimum of one hundred state residents incipal place of business within West Virginia continuously for the four (4)		
1.	ing the date of this certification; or, Bidder is a partnership, association or corporation	preference for the reason checked; sided continuously in West Virginia for four (4) years immediately preced- resident vendor and has maintained its headquarters or principal place of years immediately preceding the date of this certification; or 80% of the		

^{*}Check any combination of preference consideration(s) indicated above, which you are entitled to receive.