



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

Request for Quotation

RFQ NUMBER
669C0017

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
MICHAEL AUSTIN
304-558-2402

VENDOR

RFQ COPY
 COYNE TEXTILE SERVICES
 301 3RD AVENUE
 BECKLEY WV 25801

SHIP TO

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/16/2008				

BID OPENING DATE: 01/21/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001				984-36-01-003		
UNIFORMS RENTAL						
OPEN END CONTRACT						
TO PROVIDE UNIFORM RENTAL, CLEANING AND MAINTENANCE SERVICES FOR THE WEST VIRGINIA DIVISION OF HIGHWAYS PER THE ATTACHED SPECIFICATIONS.						
A MANDATORY PRE-BID CONFERENCE WILL BE HELD ON 01/07/09 @10:00, 2019 WASHINGTON STREET., EAST, BUILDING #15 CHARLESTON WEST VIRGINIA 25305. FAILURE TO ATTEND PRE-BID CONFERENCE WILL RESULT IN BID DISQUALIFICATION						
QUESTIONS: WRITTEN QUESTIONS WILL BE ACCEPTED THROUGH CLOSE OF BUSINESS (5:00 PM EST.) ON TUESDAY, 12/30/2008						
SEND YOUR QUESTIONS TO: PURCHASING DIVISION ATTENTION MICHAEL AUSTIN 2019 WASHINGTON ST., EAST CHARLESTON, WV 25305						
QUESTIONS MAY BE SENT VIA FAX, E-MAIL, OR REGULAR MAIL. E-MAIL: MICHAEL.D.AUSTIN@WV.GOV FAX: 304-558-4115						
IT IS THE VENDORS RESPONSIBILITY TO VERIFY THAT THEIR QUESTIONS HAVE BEEN RECEIVED BY CALLING 304-558-2402.						

2009 FEB 25 PM 1:05

WV PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Joe Syner</i>	TELEPHONE 304-252-9902	DATE 2-24-09
TITLE Service Center Manager	FEIN 16-6040758	ADDRESS CHANGES TO BE NOTED ABOVE

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

**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



State of West Virginia
 Department of Administration
 Purchasing Division
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RFQ COPY
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DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED 12/16/2008	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 01/21/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
EXHIBIT 3						
<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Joe Snyder</i>	TELEPHONE 304-252-9902	DATE 2-24-09
TITLE Service Center Mgr	FEIN 16-6040758	ADDRESS CHANGES TO BE NOTED ABOVE

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



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
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**MICHAEL AUSTIN
 304-558-2402**

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DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

VENDOR

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **01/21/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
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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.

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 4

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>J. Lynn</i>	TELEPHONE <i>304-252-9902</i>	DATE <i>2-14-09</i>
TITLE <i>Service Center Mgr</i>	FEIN <i>16-6040758</i>	ADDRESS CHANGES TO BE NOTED ABOVE

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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

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ADDRESS CORRESPONDENCE TO ATTENTION OF:
MICHAEL AUSTIN 304-558-2402

RFQ COPY
 TYPE NAME/ADDRESS HERE

C O U N T Y

S H I P T O

DIVISION OF HIGHWAYS
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<p>LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.</p> <p>REV. 3/88</p> <p>EXHIBIT 6</p> <p>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 RAW 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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>De Sgner</i>	304-252-9902	2-24-09
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Service Center Mgr	16-6040758	

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<p>ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>EXHIBIT 10</p> <p>REQUISITION NO.:</p> <p>ADDENDUM ACKNOWLEDGEMENT</p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NO.'S:</p> <p>NO. 1 ✓</p> <p>NO. 2 ✓</p> <p>NO. 3</p> <p>NO. 4</p> <p>NO. 5</p> <p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.</p> <p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *De Syner* TELEPHONE 304-252-9902 DATE 2-24-09
 TITLE Service Center Man FEIN 16-6040258 ADDRESS CHANGES TO BE NOTED ABOVE

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



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

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ADDRESS CORRESPONDENCE TO ATTENTION OF
MICHAEL AUSTIN 304-558-2402

RFQ COPY
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DIVISION OF HIGHWAYS
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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/16/2008				

BID OPENING DATE: 01/21/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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.....
Joe Syner
 SIGNATURE
Coyne Textile Services
 COMPANY

 2-24-09
 DATE

REV. 11/96

PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.

NOTICE

A SIGNED BID MUST BE SUBMITTED TO:

DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 BUILDING 15
 2019 WASHINGTON STREET, EAST
 CHARLESTON, WV 25305-0130

THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Joe Syner</i>	304-252-9902	2-24-09
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
<i>Service Center Mgr</i>	16-6040758	

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



State of West Virginia
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 MICHAEL AUSTIN
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VENDOR

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12/16/2008				

BID OPENING DATE: 01/21/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
SEALED BID						
BUYER:				33		
RFQ. NO.:				669C0017		
BID OPENING DATE: -----						
BID OPENING TIME: -----						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
304-252-5332						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
Joe Syner						
***** THIS IS THE END OF RFQ 669C0017 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Joe Syner* TELEPHONE: 304-252-9902 DATE: 2-24-09
 TITLE: *Service Center Mgr* FEIN: 16-6040758 ADDRESS CHANGES TO BE NOTED ABOVE

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

COYNE INTERNATIONAL
ENTERPRISES CORP.

EXECUTIVE OFFICES:
P.O. BOX 4854
140 Cortland Avenue
Syracuse, New York 13221
(315) 475-1626



COYNE TEXTILE SERVICES
www.coynetextileservices.com

COYNE TEXTILE SERVICES ADDENDUM

February 25, 2009

- ASHLAND, KY
- ATLANTA, GA
- BECKLEY, WV
- BETSY LANE, KY
- BRISTOL, TN
- BUFFALO, NY
- CHARLOTTE, NC
- CLEVELAND, OH
- FAIRMONT, WV
- GREENVILLE, SC
- HAZLETON, PA
- INDIANAPOLIS, IN
- LONDON, KY
- MIDDLETOWN, OH
- NASHVILLE, TN
- NEW BEDFORD, MA
- PITTSBURGH, PA
- RALEIGH, NC
- RICHMOND, VA
- SCHENECTADY, NY
- SMITHBORO, NY
- SOUTH HOLLAND, IL
- SYRACUSE, NY
- TOLEDO, OH
- WINCHESTER, VA
- YORK, PA

RFQ No.: 669C0017
Due Date: 2/25/09
Time: 1:30pm

We request the following language to be included where there is any reference to a thirty-day cancellation notice or any deletion of an individual location from the program.

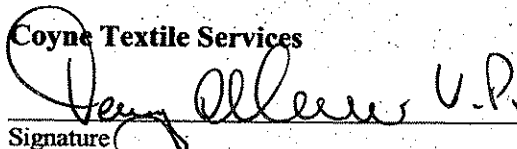
1. Thirty Day Cancellation

Coyne is to be notified in writing on any specific service or quality issues. The notice should include the location, individual, and the specific nature of the concern. The notice is to be sent certified mail to Vice President of Operations at the following address:

Coyne Textile Services
140 Cortland Avenue
P.O. Box 4854
Syracuse, NY 13221

Coyne will have forty-five (45) days to institute a documented corrective action plan to W.V.D.O.T.

2. In the event an individual location is dropped from the program, W.V.D.O.T. will be responsible for buying out all in-service garments at the specific location.

Coyne Textile Services

 Signature
 Tony O'CONNOR U.P.
 Print Name
 2/25/09
 Date

W.V.D.O.T.

 Signature

 Print Name

 Date

UNIFORM RENTAL, CLEANING, AND MAINTENANCE SERVICES

GENERAL DISCRIPTION AND INFORMATION

- A. The purpose of this contract is to provide uniform rental, cleaning and maintenance services to WVDOT employees on a weekly basis. Upon award, this contract shall be in effect for a period of one (1) year with the option of two (2) one (1) year renewals upon the written mutual consent of the WVDOT and the Contractor.
- B. Any qualifications of bids or any modification of the specifications or conditions governing the bids may be cause for their rejection.
- C. WVDOT will be conducting a mandatory pre bid meeting in Charleston prior to the bid opening date.

SCOPE OF WORK

- A. **Services:** The Bidder shall provide uniform rental and maintenance services in accordance with the requirements and specifications state herein.

The Contractor shall provide Uniform Rental, Cleaning, and Maintenance Services for the delivery locations for each District in accordance with the requirements and specifications stated herein.

- B. **Specific Requirements**

1. **Delivery:**

- a. The Contractor shall maintain weekly delivery to the locations identified on the attached bid schedules. All delivery locations are identified as "Mandatory" and require weekly delivery. A delivery ticket is required for each delivery location.
 - b. All garments picked up one week must be returned the following week. In addition, any garment not returned within two (2) weeks shall be considered lost, and the Contractor shall replace the garment prior to the next semi-monthly payment.
 - c. Locations may be added and/or deleted upon written notification by WVDOT. The Contractor shall take the aforementioned additions, deletions, and relocations into consideration as part of the rental price for each garment. No additional payment shall be made.
 - d. The number of employees shown at each location is approximate. The number of employees that participate in this program may vary over the life of the contract.

- d. The number of employees shown at each location is approximate. The number of employees that participate in this program may vary over the life of the contract.
- e. The Contractor must coordinate with each district and/or unit regarding the scheduled time for delivery at each location. When it is necessary for the driver to deviate from the agreed upon delivery schedule, the driver must contact a representative from the respective delivery location. Every effort will be made to have a WVDOT receiver on site, however, this is not guaranteed.

2. Garments:

- a. All garments provided and distributed by the Contractor shall remain the property of the Contractor. The Contractor must provide new garments to all employees beginning participation in the program within the first sixty (60) days of the implementation period within the given district. After the first sixty-day implementation period has passed, any employee who joins the program will be provided garments of equal quality to those of their fellow employees within two weeks.
- b. Each clothing item provided by the Contractor shall have a laundry mark or other identification device for the purpose of identifying and tracking each article of clothing for the individual employee.
- c. Employees participating in this program will have the choice of shirt based on individual preference and seasonal climate. The vendor shall maintain sufficient inventory levels for all uniforms based on seasonal fluctuations.
- d. Samples must be submitted with the bid documents. Samples shall be for the exact material, quality, workmanship, style, and color of the garments proposed to be furnished. Failure to comply with this requirement will eliminate your bid from further consideration.

3. Cleaning Requirements:

- a. The Contractor shall launder garments to the highest industry standards with hypoallergenic detergents on a weekly basis. Uniforms not cleaned to the satisfaction of the agency shall be returned to the Contractor for re-cleaning until the uniforms are cleaned to the agencies satisfaction. The Contractor shall not assess a charge for uniforms returned for re-cleaning.

4. Repairs:

- a. The Contractor shall be responsible for the repair of all damage to the rental garments. Garments shall be maintained in a constant state of

superior condition, with buttons and snaps securely attached and missing buttons and snaps replaced. Final determination shall rest with the District Engineer/Division Director or his/her assignee. When needed repairs are brought to the attention of the Contractor, said problems shall be expeditiously remedied and the garment returned as part of the next delivery throughout the life of the contract and regardless of any pending expiration date. The Contractor shall not charge for uniforms that are returned for repair necessitated by normal wear and tear. Failure of the Contractor to repair garments to a satisfactory condition or provide a replacement shall be cause to withhold the next semi-monthly payment until the repair is accomplished.

- b. Standard alterations shall be done by the Contractor at no additional charge. Standard alterations include sleeve length and pant length.

5. Replacement

- * a. All garments considered unsightly due to mending, stains, rips, or excess wear shall be replaced with new garments of the appropriate size.
- * b. At the beginning of each renewal, the Contractor will be responsible for replacing all garments as part of the renewal option. All garments must be replaced for each employee participating in the uniform program no matter when the employee received their uniform(s). Additionally, each employee must be measured and sized again according to the specifications listed below in the "sizing" section of this bid.
- * c. New garments, on an as needed basis, shall replace worn or damaged garments during the contract period.
- d. Each District Engineer/Division Director or his/her assignee may request uniform replacement for an employee during the contract period. If denied, the Contractor must provide justification as to why the request was denied. In the event of a dispute, final determination as to uniform replacement shall rest with WVDOT contract administrator or designee. The decision of WVDOT contract administrator or designee shall be final and without recourse.

6. Sizes:

- a. Measuring for the new uniforms for changeover shall be done by the Contractor at the delivery locations specified for each District. The Contractor shall visit each location during changeover for the purpose of individually measuring all personnel for whom garments will be ordered. The Contractor must complete measurements for the initial garments and shall be in a position to deliver the garments to all participating employees

no later than sixty (60) calendar days from time of the award. The Contractor shall schedule all measurements with each individual delivery location at a mutually agreed upon date and time.

- b. "Measuring" shall include physical measurements taken by an experienced professional and "trying on" of a sample garment of the exact type and size that the employee will be ordering. It is the responsibility of the Contractor to provide a sufficient number of sample uniforms for this purpose whenever measurements are taken. No verbal measurements will be acceptable. Proper fit of uniforms shall be guaranteed.
- c. Replacement uniforms for existing employees who have been measured previously may be sized from existing records with verification that the employee has not changed sizes. Any change in size shall be verified by physical measurement.
- d. This bid includes all sizes. This means, you must include the cost of short and long lengths, short and tall shirts, short and long inseams and sizes. Additionally, all sizes must be included and available from this contract.

7. Identification Emblems – Logo Emblem:

- a. The West Virginia Division of Highways (WVDOH) emblem patch shall be a minimum of 3" by 3". The patch shall be attached over the left pocket. The background material shall be white with a 1/8" dark blue embroidered border. The patch will contain the letters WVDOH, embroidered in dark blue. The dark blue embroidered color shall match the uniform trouser color.
- b. The patches shall have a plastic coated backing, and the backing material shall consist of polyester cotton twill. The embroidery thread shall be rayon.
- c. The successful bidder shall provide samples of the patch to WVDOT for approval.
- d. The bid price for the logo shall include the price of the patch and the price of the initial attachment to the shirt. There shall be no additional compensation to the Contractor for maintaining or replacing the patches.

8. Consumer Service:

- a. The Contractor shall set in place some type of customer service survey tool. Comment cards shall be made available to all employees for use to communicate with the Contractor. Quarterly reports summarizing surveys

and comment card communications shall be delivered to the WVDOT contract administrator or designee.

- b. Mandatory Semi-Annual Meetings with WVDOT representative(s) and the Contractor will be scheduled during the course of the contract and all potential renewals.

9. Payment of Garment Rental:

- a. WVDOT processes payments for this service semi-monthly on the 15th and last day of each month. The bid price shall remain in effect for the entire duration of the agreement period.
- b. Please note mandatory acceptance of WVDOT purchase card (VISA) as preferred method of payment of invoices.
- c. Contractor shall provide quarterly and annual reports showing the quantities and dollar value of each item currently being rented.

NOTE: The "Bid Schedule" is available for download on Purchasing's Web site at www.state.wv.us/admin/purchase.



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

Request for Quotation

RFQ NUMBER
669C0017

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
MICHAEL AUSTIN 304-558-2402

VENDOR

RFQ COPY
 JOE SNYDER
 COYNE TEXTILE SERVICES
 201 3RD AVENUE
 BECKLEY WV 25801

SHIP TO

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/21/2009				

BID OPENING DATE: 02/11/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
BID OPENING DATE AND TIME CHANGED						
FROM: 01/21/09 AT 1:30 P.M.						
TO: 02/11/09 AT 1:30 P.M.						
NO OTHER CHANGES						
0001	1	WK		984-36-01-003		
UNIFORMS RENTAL						
***** THIS IS THE END OF RFQ 669C0017 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Joe Snyder</i>	304-252-9902	2-24-09
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
<i>Service Center Mgr</i>	16-6040758	

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



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

Request for Quotation

RFQ NUMBER
669C0017

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
MICHAEL AUSTIN 304-558-2402

RFQ COPY

ATTN: JOE
 COYNE TEXTILE SERVICES
 201 3RD AVENUE
 BECKLEY WV 25801

SHIP TO

DIVISION OF HIGHWAYS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/09/2009				

BID OPENING DATE: 02/25/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	WK		984-36-01-003		
<p>ADDENDUM NO. 2</p> <p>CHANGES TO THE SPECIFICATIONS AND A REVISED BID SCHEDULE ATTACHED.</p> <p>PAGE 10, ITEM 5. REPLACEMENT DELETE SECTION B IN ITS ENTIRETY.</p> <p>BID OPENING DATE AND TIME CHANGED</p> <p>FROM: 02/11/09 AT 1:30 P.M.</p> <p>TO: 02/25/09 AT 1:30 P.M.</p> <p>NO OTHER CHANGES</p> <p>UNIFORMS RENTAL</p>						
***** THIS IS THE END OF RFQ 669C0017 ***** TOTAL:						_____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Joe Syner</i>	TELEPHONE 304-252-9902	DATE 2-24-09
TITLE Service Center Mgr.	FEIN 16-6040758	ADDRESS CHANGES TO BE NOTED ABOVE

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

Clarification Contract will be awarded to one vendor to provide uniform rental, cleaning and maintenance services to all WVDOT locations statewide.

Page 8

GENERAL DESCRIPTION AND INFORMATION

Reads: A. The purpose of this contract is to provide uniform rental, cleaning and maintenance services to WVDOT employees on a weekly basis. Upon award, this contract shall be in effect for a period of one (1) year with the option of two (2) one (1) year renewals upon written mutual consent of the WVDOT and the Contractor.

To Read: A. The purpose of this contract is to provide uniform rental, cleaning and maintenance services to WVDOT employees on a weekly basis. Upon award, this contract shall be in effect for a period of three (3) years with the option of two (2) one (1) year renewals upon written mutual consent of the WVDOT and the Contractor.

Page 9

2. Garments:

Reads: a. All garments provided and distributed by the Contractor shall remain the property of the Contractor. The Contractor must provide new garments to all employees beginning participation in the program within the first sixty (60) days of the implementation period within the given district. After the first sixty-day implementation period has passed, any employee who joins the program will be provided garments of equal quality to those of their fellow employees within two weeks.

To Read: a. All garments provided and distributed by the Contractor shall remain the property of the Contractor. The Contractor must provide new garments to all employees beginning participation in the program within the first ninety (90) days of the implementation period within the given district. After the first ninety-day implementation period has passed, any employee who joins the program will be provided garments of equal quality to those of their fellow employees within two weeks.

Page 10

6. Sizes:

Reads: a. Measuring for the new uniforms for changeover shall be done by the Contractor at the delivery locations specified for each District. The Contractor shall visit each location during changeover for the purpose of individually measuring all personnel for whom garments will be ordered. The Contractor must complete measurements for the initial garments and shall be in a position to deliver the garments to all participating employees no later than sixty (60) calendar days from time of the award. The Contractor shall schedule all measurements with each individual delivery location at a mutually agreed upon date and time.

To Read: a. Measuring for the new uniforms for changeover shall be done by the Contractor at the delivery locations specified for each District. The Contractor shall visit each location during changeover for the purpose of individually measuring all personnel for whom garments will be ordered. The Contractor must complete measurements for the initial garments and shall be in a position to deliver the garments to all participating employees no later than ninety (90) calendar days from time of the award. The Contractor shall schedule all measurements with each individual delivery location at a mutually agreed upon date and time.

Replace Bid Schedule with attached revised Bid Schedule.

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District One

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	150	.45	742.50	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	150	.54	891.00	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	300	.54	1782.00	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	5	.46	25.30	35.19 EA

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District One

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	291	.42	1344.42	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	34	1.21	452.54	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	330	1.20	792.00	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	7634	.48	.48

District One Delivery Locations

1	1334 Smith Street Charleston, WV 25301	11	14987 McCorkle Avenue Chelyan, WV 25035
2	2800 W. Washington Street Charleston, WV 25312	12	Allens Fork Sissonville, WV 25320
3	Poverty Lane Nitro, WV 25143	13	115 Frame Road Elkview, WV 25071
4	704 Winfield Road St. Albans, WV 25177	14	Rock Creek Danville, WV 25053
5	801 Ruffner Avenue Charleston, WV 25311	15	2702 Jackson Avenue Point Pleasant, WV 25550
6	3134 Amma Road Amma, WV 25005	16	401 Champion Drive, US 119 Corridor G
7	75 Pickens Road Nitro, WV 25143	17	WV 62 Box 2 Red House, WV 25168
8	4476 Tripplett Ridge Road Clay, WV 25043	18	3304 Teays Valley Road Hurricane, WV 25526
9	2266 Pennsylvania Avenue Charleston, WV 25302		
10	2334 McCorkle Avenue St. Albans, WV 25177		

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Two

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	116	.45	574.20	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	116	.54	689.04	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	231	.54	1372.14	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	9	.46	45.54	35.19 EA

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Two

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	222	.42	1025.64	32.32 EA

6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	20	1.21	266.20	92.86 EA
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7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	251	1.20	60.24	62.12 EA
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Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	5804	.48	,48

District Two Delivery Locations

- 1 6200 US Route 60 E.
Barboursville, WV 25504
- 2 7338 State Route 10
Harts, WV 25524
- 3 WV 214
Yawkey, WV 25571
- 4 WV 44
Wilkinson, WV 25653
- 5 1 Highway Garage Road
Williamson, WV 25661
- 6 326 Central Avenue
Wayne, WV 25570
- 7 1029 9th St. West
Huntington, WV 25704
- 8 801 Madison Avenue
Huntington, WV 25701
- 9 3100 16th Street Road
Huntington, WV 25701
- 10 US 119
Chapmanville, WV 25508

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Three

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	141	.45	697.95	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	141	.54	837.54	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	281	.54	1669.14	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	5	.46	25.30	35.79 EA

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Three

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	276	.42	1275.12	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	30	1.21	399.30	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	311	1.20	746.40	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	7134	.48	.48

District Three Delivery Locations

- 1 HC 89 Box 155
Millstone, WV 25261
- 2 Claylick Road
Ripley, WV 25271
- 3 201 Second Street
Belmont, WV 26134
- 4 Rt. 1 Box 92
Harrisville, WV 26362
- 5 269 Charleston Road
Spencer, WV 25276
- 6 610 Schoolview Sreet
Elizabeth, WV 26143
- 7 905 Lubeck Ave and Route 95
Parkersburg, WV 26101
- 8 636 Depot Street
Parkersburg, WV 26101
- 9 RR 1, Box 840
Greenwood, WV 26415
- 10 Mill Run Road
Parkersburg, WV 26101

WVDOT Uniform Rental, Cleaning and Maintenance Services Contract

District Four

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	142	.45	702.90	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	142	.54	843.48	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	283	.54	1681.02	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	7	.46	35.42	35.19 EA

WVDOT Uniform Rental, Cleaning and Maintenance Services Contract

District Four

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	276	42	1275.12	32.32 EA

6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant: ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	16	1.21	212.96	92.86 EA
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7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	299	1.20	717.60	62.12 EA
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Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	7000	.48	.48

District Four Delivery Locations

1	Old Rt. 50 Smithburg, WV 26436	11	WV 7 East Terra Alta, WV 26764
2	Rt. 20 Gore, WV 26301	12	US 250 East Pruntytown, WV 26354
3	916 Country Club Road Fairmont, WV 26554	13	Meadowbrook Road Bridgeport, WV 26330
4	US Rt. 250 Mannington, WV 26582	14	I-79, Exit 146 Goshen Road, WV
5	1510 Grafton Road Morgantown, WV 26501	15	I-79, Exit 110 Lost Creek, WV 26385
6	WV Rt. 7 Pentress, WV 26544	16	I-68, Exit 15 Coopers Rock, WV
7	216 St Joe Road Albright, WV 26519		
8	US Rt. 50 Aurora, WV 26705		
9	WV Rt. 26 South Bruceeton Mills, WV 26525		
10	US Rt. 50 East Fellowsville, WV 26410		

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Five

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	115	.45	569.25	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	115	.54	643.10	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	229	.54	1360.26	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	2	.46	10.12	35.19 EA

WVDOH Uniform Rental, Cleaning and Maintenance Services Contract

District Five

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	227	.42	1048.74	32.32 EA

6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	28	1.21	372.68	92.86 EA
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7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	257	1.20	616.80	62.12 EA
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Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	5860	.48	.48

District Five Delivery Locations

1	1867 Rock Cliff Drive Martinsburg, WV 25401	11	Rt. 42 Elk Garden, WV 26717
2	HC 59, Box 245 (Route 28) Petersburg, WV 26847	12	Rt. 28 Short Gap, WV 26753
3	Corner of Rt. 42 & Rt. 50 Mt. Storm, WV 26739	13	166 DOH Lane Berkeley Springs, WV 25411
4	HC 65, Box 232 (Jersey Mt. Rd.) Romney, WV 26757	14	16964 Cacapon Rd. (Rt. 9) Great Cacapon, WV 25422
5	Rt. 29 N. Slanesville, WV 25444	15	Rt. 50 Burlington, WV 26710
6	US Rt. 50 East Capton Bridge, WV 26711	16	1893 Rockcliff Drive Martinsburg, WV 25401
7	2104 SR 55 Moorefield, WV 26836	17	Dry Run Road Burlington, WV 26710
8	Co. Rt. 29 Baker, WV 26801		
9	1301 Old Leetown Pike Kearneysville, WV 25430		
10	HC 72, Box 72AA New Creek, WV 26743		

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Six

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	92	.45	455.40	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	92	.54	546.48	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	183	.54	1087.02	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	3	.46	15.18	35.19 EA

District Six

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	180	.42	831.60	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	12	1.21	159.72	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	195	1.20	468.00	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	4548	.48	2183.04

District Six Delivery Locations

- 1 WV Route 2, RD 2, Box 615
Wellsburg, WV 26070
- 2 WV Route 8, 1936 Veterans Blvd.
New Cumberland, WV 26047
- 3 WV Route 2, 100 Wheeling Ave.
Glen Dale, WV 26038
- 4 3870 National Road
Triadelphia, WV 26059
- 5 County Route 18, 730 Tyler Highway
Sistersville, WV 26175
- 6 N. State Rt. 2, Box 641
New Martinsville, WV 26155
- 7 US Route 40, Rt. 3, Box 68
Triadelphia, WV 26059
- 8 1 DOT Drive
Moundsville, WV 26041
- 9 566 Woodland Acres Road
Wheeling, WV 26003

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Seven

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	112	.45	554.40	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	112	.54	665.28	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	223	.54	1324.62	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	8	.46	40.48	35.19 EA

WVDOT Uniform Rental, Cleaning and Maintenance Services Contract

District Seven

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	215	.42	993.30	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	22	1.21	292.82	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	245	1.20	588.00	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOT logo patch located above left pocket of all shirts, coveralls and jackets.	5638	.48	.48

District Seven Delivery Locations

- | | | | |
|----|--|----|--|
| 1 | 3531 US 33, East
Glennville, WV 26351 | 11 | Rt. 10, Box 391C
Buckhannon, WV 26201 |
| 2 | 937 US 19, South
Weston, WV 26452 | 12 | US 33 and Brushy Fork Road
Buckhannon, WV 26201 |
| 3 | 808 Point Mt. Road
Webster Springs, WV 26288 | | |
| 4 | 51 Appalachian Highway
Sutton, WV 26601 | | |
| 5 | Rt. 1, Box 435
Burnsville, WV 26335 | | |
| 6 | 1001 State Street
Gassaway, WV 26624 | | |
| 7 | 255 Depot Street
Weston, WV 26452 | | |
| 8 | 309 Mud Lick Road
Weston, WV 26452 | | |
| 9 | 416 US 33, East
Weston, WV 26452 | | |
| 10 | 1251 Buckhannon Road
Rt. 1, Box 59A
Philippi, WV 26416 | | |

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Eight

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	83	.45	410.85	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	83	.54	493.02	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	165	.54	980.10	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	2	.46	10.12	35.19 EA

District Eight

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	163	.42	753.06	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	12	1.21	159.72	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	177	1.20	424.80	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	4116	.48	.48

District Eight Delivery Locations

1	131 Maple Ave. Franklin, WV 26807	11	CR 45 Pickens-Helvetia Road Pickens, WV 26230
2	US 33 Judy Gap, WV	12	WV 15 Valley Head, WV 26294
3	CR 21 Sugar Grove, WV 26815	13	Rt. 3 Box 43 Parsons, WV 26287
4	CR 15, Rt. 1, Box 51 Marlinton, WV 24954	14	WV 32 Thomas, WV 26292
5	Jct. of Third St. and Payne Ave. Hillsboro, WV 24946	15	US 219 Elkins, WV 26241
6	WV 28 Green Bank, WV 24944	16	101 Kerens Ave. Elkins, WV 26241
7	Jct. of US 219 and CR 219/11 Elkins, WV 26241		
8	CR 53 Coalton-Punkintown Road Coalton, WV 26257		
9	Jct. of WV 32 and US 33 Harman, WV 26270		
10	US 219 Mill Creek, WV 26280		

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Nine

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	105	.45	519.75	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	105	.54	623.70	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	210	.54	1247.40	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	6	.46	30.36	35.19 EA

District Nine

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	204	.42	942.48	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	10	1.21	133.10	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	220	1.20	528.00	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	5170	.48	.48

District Nine Delivery Locations

- | | | | |
|----|---|----|---------------------------------------|
| 1 | 103 1/2 Church Street
Lewisburg, WV 24901 | 11 | HC 77 Box 99
Hinton, WV 25951 |
| 2 | 1885 East Main Street
Oak Hill, WV 25901 | 12 | 331 Brush Road
Lewisburg, WV 24901 |
| 3 | County Rt. 11, 200 yards off US 60
Lookout, WV 25868 | | |
| 4 | 700 North Jefferson St.
Lewisburg, WV 24901 | | |
| 5 | I-64, Exit 156
Crawley, WV 24931 | | |
| 6 | 704 North Jefferson St.
Lewisburg, WV 24901 | | |
| 7 | HC 83 Box 5A
Union, WV 24983 | | |
| 8 | Intersection US 219/WV 12
Peterstown, WV 24963 | | |
| 9 | 777 Turnpike Rd
Summersville, WV 26651 | | |
| 10 | Craigsville, WV 26205 | | |

WV DOT Uniform Rental, Cleaning and Maintenance Services Contract

District Ten

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
1	High Visibility Short Sleeve T-Shirt, Lime Yellow, 100% Polyester, Left Chest Pocket. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	111	.45	549.45	24.28 EA
2	High Visibility Short Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly	111	.54	659.34	41.38 EA
3	High Visibility Long Sleeve Button Down Work Shirt, Lime Yellow, 100% Polyester, Right and Left Chest Pockets. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	222	.54	1318.68	41.38 EA
4	Women's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	7	.46	35.42	35.19 EA

WVDOT Uniform Rental, Cleaning and Maintenance Services Contract

District Ten

Item #	Description	Participating Employee Estimated Quantity	Unit Price	Total Weekly Rental Price	Replacement Cost for lost or severely damaged garments due to causes other than normal wear and tear
5	Men's Enhanced Visibility Work Pant, 65% Polyester/35% Cotton, Navy Blue. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	215	.42	993.30	32.32 EA
6	100% Cotton, Enhanced Visibility, Unlined Coveralls, Navy Blue, 2-way Zipper, Right and Left Chest Pockets, Flame-resistant. ANSI Class 2, Level 2. Eleven (11) units provided for each participating employee. Laundered weekly.	12	1.21	159.72	92.86 EA
7	High Visibility Jacket, Lime Yellow, 100% Polyester. ANSI Class 2, Level 2. Two (2) units provided for each participating employee. Laundered monthly.	234	1.20	561.60	62.12 EA

Item #	Description	Estimated Quantity	Unit Price	Total Cost per Patch
8	WVDOH logo patch located above left pocket of all shirts, coveralls and jackets.	5484	.48	.48

District Ten Delivery Locations

- 1 379 Market Road
Beckley, WV 25801
- 2 454 New Hope Road
Princeton, WV 24740
- 3 270 Hardwood Lane
Princeton, WV 24740
- 4 100 Headquarters Lane
Havaco, WV 24801
- 5 WV Rt. 97 Bearhole Road
Pineville, WV 24874

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.

- 1. Application is made for 2.5% resident vendor preference for the reason checked: 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, Bidder is a partnership, association or corporation resident vendor and 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 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, Bidder is a 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; or,
2. Application is made for 2.5% resident vendor 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,
3. Application is made for 2.5% resident vendor preference for the reason checked: 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 Bidder's 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; or,
4. Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
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,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

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: Coyne Textile Services

Signed: [Signature]

Date: 2.25.09

Title: Service Center Mgr

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

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: Coyne Textiles Services

Authorized Signature: [Signature] Date: 2-25-09