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

### Request for MARKET MARK Quotation

SH-P TO

669C0024

ADDRESS:CORRESPONDENCE (IO AWEN HON) OF

MICHAEL AUSTIN 304-558-2402

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

RFQ COPY TYPE NAME/ADDRESS HERE JMD COMPANY 6242 MACCORKLE AUE. ST. ALBANS, WY 25177

DATE PRINT	Contractor Contractor	TER	MS OF SAL		SHF	VIA		F.O.B		FREIGHTTERMS
02/25/ BID OPENING DATE:		03/11/	2009			BID	OPENING	TIME	01:	30PM
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# GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

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

#### INSTRUCTIONS TO BIDDERS

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



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ADDRESS GORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

RFO COPY TYPE NAME/ADDRESS HERE JMD COMPANY 6242 MACCONKLE AVE. ST. ALBANS, WV 25177

DATE PRINTED TERMS OF SALE: SHIP VIA FOB FREIGHT TERMS: 02/25/2009 BID OPENING DATE: 03/11/2009 BID OPENING TIME 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL 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 DRDERED 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 AU|THORI|ZATIO|N 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 AUTOMATI-SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATUR TELEPHONE 30Y) 766-7404 TITLE ADDRESS CHANGES TO BE NOTED ABOVE MANAGER 25-0578 730



## Request for BEONUMBER Quotation

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304-558-2402

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JMD COMPANY 6242 MALCONKLE AUE ST. ALBANS, WV 25177

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JMD COMPANY
6242 MACCORKLE AVE.
ST. ALBANS, WV 25177

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PAGE 5

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BY ORDER

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TYPE NAME/ADDRESS HERE

JMD COMPANY
6242 MACCORICLE AVE
ST. ALBANS, WV 25177

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#### 1. SPECIFICATIONS

The following sections of the West Virginia Department of Transportation, Division of Highways Standard Specifications Roads and Bridges, adopted July 1, 2000, as modified by the current Supplemental Specifications shall apply to the administration of this Contract. Sections 101, 102.4, 102.5, 105.1, 105.3, 105.4, 105.10, 105.11, 105.12, 105.13, 106.3, 106.4, 106.5, 106.6, 106.7, 106.9, 107.1, 107.2, 107.3, 107.14, 107.19, 107.20, 108.8, 109.1, 109.2, and 109.20.

The terms "Contractor" and "Vendor" used in the above specifications or this contract are interchangeable. Contractor shall mean Vendor and vendor shall mean Contractor.

West Virginia Department of Transportation, Division of Highways Standard Specifications Road and Bridges, adopted 2000 and the current Supplemental Specifications may be obtained from:

West Virginia Division of Highways Engineering Division, Technical Section State Capitol Complex 1900 Kanawha Blvd., East, Bldg. 5, Room A-650 Charleston, West Virginia 25305

Corrugated Polyethylene pipe shall conform to the requirements of Section 714.19 of the West Virginia Department of Transportation, Division of Highways Standard Specifications Road and Bridges, adopted 2000, as modified by the current Supplemental Specifications.

Corrugated Polyethylene pipe with smooth interior wall shall have a minimum tested Mannings "N" value 0.012.

# 2. <u>BIDDING INSTRUCTIONS</u>

Vendors shall not qualify bids. Any qualification of bids or any modification of the specifications or conditions governing the bids may be cause to reject bids.

# 3. CONTRACT AWARD

Qualified Vendors who submit a valid low bid will be awarded a contract for those items for which their bid is low. Separate parts of individual items (example: Item B-1 & B-2) will not be split between Vendors; each item will be awarded to the Vendor who submits the low overall bid for that total item. For basis of determination of

award a total item will be considered as one coil or length of pipe and one band (per bid schedule).

In the event a Contractor fails to conform to the requirements set out in this contract document, the State Contract Purchase Order or the governing specifications, the contract may be cancelled and awarded to the next low bidder.

The State of West Virginia reserves the right to make multiple awards on this contract when it is in the best interest of the State to do so.

## 4. ACCEPTANCE PLAN

Material failing to comply with the quality requirement will not be accepted.

#### 5. **DELIVERY**

Vendor will deliver orders of \$1000.00 or more FOB to specified delivery sites statewide. The vendor may add shipping charges for orders of less than \$1000.00 per delivery site.

No deliveries shall be made until the material has been approved by:

West Virginia Division of Highways Materials Control, Soils & Testing Division 190 Dry Branch Road Charleston, West Virginia 25306 Phone Number 304-558-3175

# 6. 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.

# 7. VENDORS INVOICES

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

a. Division of Highways State Contract Order (SCO) Numbers and this Contract number.

- b. Total quantity and unit price with the total cost of each type of material furnished.
- c. Prepaid shipping charges (on material orders of less than \$1,000).

Note: Under no circumstance will the West Virginia Division of Highways accept, or pay for, quantities of material in excess of the quantity stated on the State Contract Purchase Order.

# 8. <u>BIDDING SCHEDULE</u>

# CORRUGATED POLYETHYLENE PIPE

ITEM NO.	DOH CLASSIFICATION	ESTIMAT <u>USAGE</u>	ED <u>DESCRIPTION</u>	UNIT <u>PRICE</u>	AMOUNT
				.29 LF.	580 ·
A-1	010-036-000004	2000	4" Perforated Underdrain Pipe Shipped in 250' Coils	and the first field of the field of the first field of the field of the first field of th	<del></del>
A-2	010-037-000004		4" Band for Item A-1	1.22 EA.	1.22
B-1	010-036-000006	2000	6" Perforated Underdrain Pipe Shipped in 100' Coils	. 81 LF.	1620.00
B-2	010-037-000006		6" Band for Item B-1	2.86 EA.	2.86
C-1	010-036-000015	6000	15" Non-perforated Drainage Pipe Shipped in 20! lengths	5.10 LF.	30,600.00
C-2	010-037-000015		15" Band for Item C-1	8.53 EA.	8.53
D-I	010-036-000018	2000	18" Non-perforated Drainage Pipe Shipped in 10' or 20' lengths	7.46 LF.	14,920.00
D-2	010-037-000018		18" Band for Item D-1	13.05 EA.	13.05
F-1	010-036-000036	500	36" Non-perforated Drainage Pipe Shipped in 10' and 20' lengths	No BED LF.	NO BID
F-2	010-037-000036		36" Band for Item F-1	NO BID EA.	NO BID
G-1	010-036-000048	500	48" Non-perforated Drainage Pipe Shipped in 10' and 20' lengths	No BID LF.	No BID
G-2	010-037-000048		48" Band for Item G-1	No BID EA.	NO BID
H-1	010-036-000060	500	60" Non-perforated Drainage Pipe Shipped in 10' and 20' lengths	NO BID IF.	No BIO
H-2	010-037-000060		Band for Item H-1	No BID EA.	No BID
I-1	010-036-001015	2000	15" Non-perforated Drainage Pipe	5.36 LF.	10,720.00
I-2	010-037-001015		15" Band for Item I-1	8.53 EA.	8.53 16,540.00
J-1	010-036-001018	2000	18" Non-perforated Drainage Pipe	8.27 LF.	12.05
J-2	010-037-001018		18" Band for Item J-1	13 · EA.	13.05
K-1	010-036-001024	- 500	24" Non-perforated Drainage Pipe	<u> </u>	6,190.00
K-2	010-037-001024	· :.	24" Band for Item K-1	10 12	74.30
L-1	010-036-001030	500	30" Non-perforated Drainage Pipe	19.12 LF.	<u>4,560.</u> 37.50
L-2	010-037-001030		30" Band for Item L-1	31.30 EA.	31.3

#### CORRUGATED POLYETHYLENE PIPE WITH SMOOTH INTERIOR WALL

M-1	010-036-001036	500	36" Non-perforated Drainage Pipe	24.41 LF.	12,455.00
	010-037-001036	500	36" Band for Item M-1	59.50 EA.	59.50
M-2				39.78 LF.	7,956.00
N-I	010-036-001048	200	48" Non-perforated Drainage Pipe	105 00	125.00
N-2	010-037-001048		48" Band for Item N-1	***************************************	
0-1	010-036-001060	200	60" Non-perforated Drainage Pipe	No BTD LF.	NOBTD
0-2	010-037-081060		60" Band for Item O-1	NO BOTD EA.	No BID

TOTAL \$ 111, 429.74

# **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.

	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 preced-
	ing 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.
require against or dedu	understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the ments for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency cted from any unpaid balance on the contract or purchase order.
authorized the requestion	mission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and test the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid uired business taxes, provided that such information does not contain the amounts of taxes paid nor any other information d by the Tax Commissioner to be confidential.
_	penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true curate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate es during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.
Bidder	Signed:
Date:_	Title:

<sup>\*</sup>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:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. The vendor must make said affirmation with its bid submission. Further, 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.

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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/ noticeConfidentiality.pdf.

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

Vendor's Name:	Date: 3/10/09
Authorized Signature:	
Purchasing Affidavit (Revised 01/01/09)	