

June 22, 2009

State of West Virginia  
Department of Administration  
Purchasing Division, Building 15  
2019 Washington Street East  
Charleston, WV 25305-0130  
Attn: Shelly Murray 304-558-8801

RECEIVED

2009 JUN 23 A 10:11

RE: RFQ – DCH10001, Printing of Goldenseal Magazine  
Opening Date: June 23, 2009 @ 1:30 P.M.

PURCHASING DIVISION  
STATE OF WV

Dear Shelly,

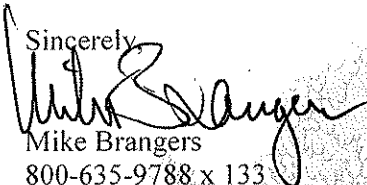
Enclosed is our sealed proposal for your RFQ – DCH10001, Printing of Goldenseal Magazine. Included in this package are the following;

Request for Quotation Addendum One (pages one and two),  
Three completed pricing pages,  
Request for Quotation pages one through five,  
Vendor Preference Certificate, and  
Purchasing Affidavit.

Please see the attached copy of our company brochure. For additional information about our company please visit our website at [www.VGReed.com](http://www.VGReed.com).

Feel free to call me for additional information.

Sincerely,

  
Mike Brangers  
800-635-9788 x 133  
502-550-9678 - cell



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  
 DCH10001

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 SHELLY MURRAY  
 304-558-8801

RFQ COPY  
 TYPE NAME/ADDRESS HERE

V.G. Reed & Sons, Inc.  
 1002 S. 12<sup>th</sup> Street  
 Louisville, KY 40210  
 800-635-9788 x 133  
 502-560-0197 - fax

SHIP TO

DIVISION OF CULTURE & HISTORY  
 CULTURAL CENTER  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/22/2009	30 DAYS NET	OUR TRUCK	WV	FOB WV
BID OPENING DATE: 06/30/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO ALLOW AN ALTERNATIVE PRICE FOR A TRIM SIZE OF 8.375" X 10.875".						
ATTACHMENT: REVISED PRICING PAGES						
THE BID OPENING DATE IS EXTENDED						
FROM: 06/23/2009						
TO : 06/30/2009						
0001	1	LS		966-50		
PRINTING: MAGAZINE						
EXHIBIT 10						
REQUISITION NO.: DCH10001						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Wendell J. Brang</i>	TELEPHONE 502-560-0133	DATE 6-22-2009
TITLE ACCT. EXEC.	FEIN 61-0561589	ADDRESS CHANGES TO BE NOTED ABOVE

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



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 25305-0300 558-0220

DATE PRINTED 06/22/2009	TERMS OF SALE <i>30 DAYS NET</i>	SHIP VIA <i>our truck</i>	F.O.B. <i>WV</i>	FREIGHT TERMS <i>FoB WV</i>
BID OPENING DATE: 06/30/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
NO. 1						
NO. 2						
NO. 3						
NO. 4						
NO. 5						

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.

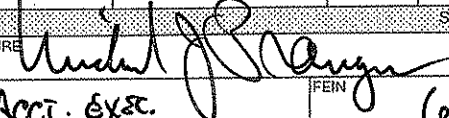
VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.

  
 SIGNATURE  
 V.G. REED & SONS, INC.  
 COMPANY  
 6-22-2009  
 DATE

REV. 11/96

----- END OF ADDENDUM NO. 1 -----

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE 502 560-0133	DATE 6-22-2009
TITLE Acct. Exec.	FEIN 61-0561589	ADDRESS CHANGES TO BE NOTED ABOVE

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Bidder shall provide the pricing for the publication of GOLDENSEAL magazine in accordance with the specifications and the terms and conditions state herein. Failure to provide pricing for all of the items below will result in bid disqualification.

**BASE PRICE:**

20,000 copies of GOLDENSEAL, as specified..... \$24,025.<sup>00</sup>  
 20,000 coupon inserts as specified above..... INCLUDED

**Additions or subtractions to base price of GOLDENSEAL:**

---additional copies, per 1,000..... \$850.<sup>00</sup>  
 ---decrease copies, per 1,000..... \$850.<sup>00</sup>  
 ---additional coupon inserts, per 1,000..... INCLUDED  
 ---decrease coupon inserts, per 1,000..... INCLUDED  
 ---decrease pages by one (1) eight-page signature in text (total 64 pages).... \$2,050.<sup>00</sup>  
 ---additional for substitution of one (1) eight-page color signature in text..... \$2,000.<sup>00</sup>  
 ---additional for substitution of one (1) four-page color signature in text..... \$2,000.<sup>00</sup>  
 ---additional for color separations for color photos in text, each..... \$2,200.<sup>00</sup>  
 ---additional for photo duotones in text, each..... \$2,200.<sup>00</sup>  
 --hourly fee that vendor will charge for major changes or minor changes due to editorial alterations on any pages over 20..... \$50/hr

**EACH ISSUE WILL BE PAID AT THE BASE PRICE, ADJUSTED ACCORDING TO THE ITEMIZED ADDITIONS OR SUBTRACTIONS SCHEDULE ON THIS PAGE.**

V.G. Reed & Sons, Inc.  
1002 S. 12<sup>th</sup> Street  
Louisville, KY 40210  
800-635-9788 x 133  
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**HYPOTHETICAL ISSUE:** The preceding sections call for 20,000 copies of a magazine of 72 pages, plus cover, with 100 halftones. Actual issues printed under this contract will vary in their make-up and in the quantity ordered. Using the base price and the itemized additions and subtractions to the base which you have entered in the preceding section, please price the following hypothetical issue of GOLDENSEAL. This example is similar to actual recent issues or anticipated future issues:

**Printer's should bid on one choice only below: Sheet-fed Press or Web Press**

	Text Paper 60# Fortune Matte for Sheet-fed Press	Text Paper 60# Influence Soft Gloss for Web Press
BASE PRICE for 20,000 copies, 72 pages, with perfect binding, as on previous page.....	# 24,025	—
Hypothetical number of pages: 64		
Subtract cost of one (1) eight-page signature.....	# 21,975 <sup>00</sup>	—
Hypothetical number of copies ordered: 18,500		
Subtract cost of 1,500 copies.....	# 22,225	—
Coupon insert in all copies. Cost of 20,000 coupons.....	INCLUDED	—
Subtract cost of 1,500 coupons.....	INCLUDED	—
64 halftones, rather than 100. Subtract cost of 36 halftones.....	NO CHANGES	—
Photo Duotones. Add cost for three (3) photo duotones.....	NO CHANGES	—
<b>Editorial Alterations</b>		
Twenty-five (25) pages of minor changes (additional charge for 5 pages above maximum 20), based on hourly rate....	(3h) \$50/h	—
Add one page (1) of major change (example: reposition one (1) photograph, substitute one (1) paragraph of text), based on hourly rate.....	(3h) \$50/h	—
<b>TOTAL PRICE FOR HYPOTHETICAL ISSUE</b>	# 22,525	—

**Note to vendors: Bid will be awarded on the basis of hypothetical issue.**

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**Alternate #1 HYPOTHETICAL ISSUE:** The preceding sections call for 20,000 copies of a magazine of 72 pages (TRIM SIZE 8.375" x 10.875"), plus cover, with 100 halftones. Actual issues printed under this contract will vary in their make-up and in the quantity ordered. Using the base price and the itemized additions and subtractions to the base which you have entered in the preceding section, please price the following hypothetical issue of GOLDENSEAL. This example is similar to actual recent issues or anticipated future issues:

**Printer's should bid on one choice only below: Sheet-fed Press or Web Press**

	Text Paper 60# Fortune Matte for Sheet-fed Press	Text Paper 60# Influence Soft Gloss for Web Press
BASE PRICE for 20,000 copies, 72 pages( <u>TRIM SIZE 8.375" x 10.875"</u> ), with perfect binding, as on previous page.....	\$24,025	-
Hypothetical number of pages: 64		
Subtract cost of one (1) eight-page signature.....	\$21,975	-
Hypothetical number of copies ordered: 18,500		
Subtract cost of 1,500 copies.....	\$22,225	-
Coupon insert in all copies. Cost of 20,000 coupons.....	INCLUDED	-
Subtract cost of 1,500 coupons.....	INCLUDED	-
64 halftones, rather than 100. Subtract cost of 36 halftones.....	NO CHANGES	-
Photo Duotones. Add cost for three (3) photo duotones.....	NO CHANGES	-
<b>Editorial Alterations</b>		
Twenty-five (25) pages of minor changes (additional charge for 5 pages above maximum 20), based on hourly rate....	3 hr @ \$50/hr	-
Add one page (1) of major change (example: reposition one (1) photograph, substitute one (1) paragraph of text), based on hourly rate.....	3 hr @ \$50/hr	-
<b>TOTAL PRICE FOR <u>ALTERNATE #1</u> HYPOTHETICAL ISSUE</b>	\$22,525	-

**Note to vendors: Bid will be awarded on the basis of hypothetical issue.**

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 Post Office Box 50130  
 Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER:  
**DCH10001**

PAGE:  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**SHELLY MURRAY  
 304-558-8801**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

V.G. Reed & Sons, Inc.  
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 Louisville, KY 40210  
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SHIP TO

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 CULTURAL CENTER  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0300 558-0220

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
06/04/2009	30 DAYS NET	OUR TRUCK	WV	FOR WV
BID OPENING DATE: 06/23/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		966-50		
<p>OPEN END CONTRACT</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF CULTURE AND HISTORY, IS SOLICITING BIDS FOR PRINTING OF GOLDENSEAL MAGAZINE PER THE ATTACHED SPECIFICATIONS.</p> <p>PRINTING: MAGAZINE</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON 07/01/2009 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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Handwritten Signature]* TELEPHONE: 502-560-0133 DATE: 6-22-2009

TITLE: Acct. Exec. FEIN: 61-0561589 ADDRESS CHANGES TO BE NOTED ABOVE

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



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LINE	QUANTITY	UOP	QAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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 CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>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.</p> <p>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.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Signature]* TELEPHONE: 502-560-0133 DATE: 6-22-2009

TITLE: Acct. Exe. FEIN: 61-0561589 ADDRESS CHANGES TO BE NOTED ABOVE

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2009	30 DAYS NET	OUR TRUCK	WV	FOB WV
BID OPENING DATE: 06/23/2009		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>BANKRUPTCY: IN THE EVENT THE VENDDR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>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.</p> <p>REV. 05/26/2009</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 502-560-0133	DATE 6-22-2009
TITLE ACCT. EXEC.	FEIN 61-0561589	ADDRESS CHANGES TO BE NOTED ABOVE

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**4**

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06/04/2009	<b>30 DAYS NET</b>	<b>our Truck</b>	<b>WV</b>	<b>FOR WV</b>
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>PREFERRED TERMS:            IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED ONE (1) YEAR.</p> <p>PASS THROUGH PRICE INCREASES WILL BE CONSIDERED AT TIME OF CONTRACT RENEWAL ONLY.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Michael R. ...</i>	TELEPHONE <b>502-560-0133</b>	DATE <b>6-22-2009</b>
TITLE <b>Acct. Exe.</b>	FEIN <b>601-0561589</b>	ADDRESS CHANGES TO BE NOTED ABOVE

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### Request for Quotation

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S H I P T O

DIVISION OF CULTURE & HISTORY  
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
BUYER:				SHELLY MURRAY		
RFQ. NO.:				DCH10001		
BID OPENING DATE:				06/23/2009		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
----- 502-560-0197 -----						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
----- MIKE BRANGERS -----						
***** THIS IS THE END OF RFQ DCH10001 ***** TOTAL:						
						506
ATTACHED PRICING PAGES.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Michael Brangers</i>	TELEPHONE 502-560-0133	DATE 6-22-2009
TITLE Asst. Exec.	FAX 61-0561589	ADDRESS CHANGES TO BE NOTED ABOVE

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

# State of West Virginia VENDOR PREFERENCE CERTIFICATE

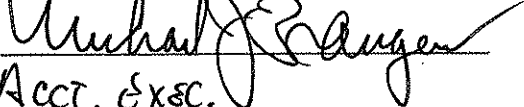
Certification and application\* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. 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: V.G. REED & SONS, INC.      Signed:   
 Date: 6-22-2009      Title: ACCT. EXEC.

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

V.G. Reed & Sons, Inc.  
1002 S. 12<sup>th</sup> Street  
Louisville, KY 40210  
800-635-9788 x 133  
502-560-0197 - fax

RFQ No. DCH10001

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.

**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. 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: V.G. REED & SONS, INC.

Authorized Signature:  Date: 6-22-2005

*Purchasing Affidavit (Revised 01/01/09)*

V.G. Reed & Sons, Inc.  
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