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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

JOHN ABBOTT 304-558-2544

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 304-746-2141 25309

*709033951 800-296-6050 KORMAN SIGNS INC **3029 LINCOLN AVE** RICHMOND VA 23228

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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 \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, 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 Viginia 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 Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

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 cases 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.

SIGNED BID TO:

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



VENDOR

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Roy 50120 Post Office Box 50130 Charleston, WV 25305-0130

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JOHN ABBOTT 304-558-2544

WEST VIRGINIA STATE POLICE

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***709033951** 800-296-6050 KORMAN SIGNS INC 3029 LINCOLN AVE RICHMOND VA 23228

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RICHMOND VA

KORMAN SIGNS INC

3029 LINCOLN AVE

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

23228

800-296-6050

Request for Quotation

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304-558-2544

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4124 KANAWHA TURNPIKE

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SOUTH CHARLESTON, WV 25309 304-746-2141

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304-746-2141

JOHN ABBOTT

304-558-2544

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309

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DATE PRINTED TERMS OF SALE SHIP VIA FOB FREIGHT TERMS 06/11/2008 BID OPENING DATE: 07/02/2008 OPENING TIME 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT NOTICE A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION P.O. BOX 50130 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: SEALED BID BUYER: JOHN ABBOTT----RFQ. NO.: DPS0842------BID OPENING DATE: 06/26/2008-----BID OPENING TIME: 1:30 PM-----PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 804.262.605**0** CONTACT PERSON (PLEASE PRINT CLEARLY): RON ALEXANDER SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE

800-Z96-6050

6-27-08

ADDRESS CHANGES TO BE NOTED ABOVE



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

Request for

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RFO NUMBER DPS0842

JOHN ABBOTT 304-558-2544

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4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

BID OPENING DATE: 07/02/2008 BID OPENING TIME 01:30PM LINE QUANTITY UOP CAT NO TEM NUMBER UNIT PRICE AMOUNT ******* THIS IS THE END OF RFQ DPS0842 ************************************	TERMS OF SALE SHIP VIA F.O.B.	FREIGHT TERMS
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DPS0842 - SPECIFICATIONS

Attached please find the specifications and illustrations for state police vehicle decals. Vendors must bid the specifications as stated on each illustration, or an approved equal. Samples may be requested for quality and comparison purposes. Vendors must submit samples within 14 days upon request.

Quantities listed on the attached bid form are for bidding purposes only. Vendors should use the attached bid form. Failure to use the bid form may result in disqualification. Should a bidder's quantities or unit pricing be different than how the bid form states, vendor's must conform their bid to match quantities and unit pricing listed on the bid form.

Delivery shall be included in the bid price. Upon award of the contract, the successful vendor shall maintain a sufficient stock level in order to deliver an order within 5 working days upon receipt of the order.

DPS0842 - P	OLICE DECAL	S - BID O	PENING 7/2/	2008
Description				
Illustration A - Pin Striping	* Qty.	Unit Price Per Foot	Extended Cost	
Quantities Less Than 500 ft.	250'	s 1.12	\$ 280.00	
Quantities 500 - 1,000 ft.	850'	\$.77	\$ 654.50	
Qauntities Greater Than 1,000 ft.	1500'	\$.69	\$ 1035.00	
			SUBTOTAL	s 1969.50
			OUDIVIAL	<u> </u>
Description				
Illustration B,C,D - State Seal	* Qty.	Each	Extended Cost	
Quantities Less Than 50	25	\$ 13.36	\$ 334.00	
Quantities 51-100	. 80	\$ 12.29	\$ 983.20	
Qauntities Greater Than 100	150	\$ 11.43	\$ 1714.50	
			SUBTOTAL	\$ 3031.70
Description				
Illustration E & G - Frt. Fender &				
Trunk Lid - "State"	* Qty.	Each	Extended Cost	
Quantities Less Than 50	25	s Z.Z3	\$ 55.75	
Quantities 51-100.	80	\$ 1.84	\$ 147.20	
Qauntities Greater Than 100	150	\$ 1.74	\$ 261.00	\$ 463.95
	T S		SUBTOTAL	\$ 962.75
Description				
Illustration E - Frt. Fender - "Police"	* Qty.	Each	Extended Cost	
Quantities Less Than 50	25	\$ 2.23	\$ 55.75	
Quantities 51-100	80	\$ 1.84	\$ 147.20	
Qauntities Greater Than 100	150	s 1.74	\$ 261.00	
Qaunities Greater Thair 100	.00	14		\$ 463.95
		l .	SUBTOTAL	9 . 4 / . 1
Description				
Illustration F - Full Trunk Lid - "Trooper"	* Qty.	Each	Extended Cost	
Quantities Less Than 25	15	\$ 4.08	\$ 61.20	
		\$ 3.5Z	s Z11.20	
Quantities 26-50	60	\$ 3.16		
Qauntities Greater Than 50	80	J\$ 0.10		
			SUBTOTAL	\$ 525.ZO
Description				
Illustration F - Compact Trunk	* 0%	Each	Extended Cost	
Lid - "Trooper"	* Qty.	 	11000	
Quantities Less Than 25	15	\$ 3.27	\$ 44.07	
Quantities 26-50	60	s 2.75	\$ 165,00	

			,	CONTRACTOR OF THE STATE OF THE						
Qauntities Greater Than 50	80	s Z.47	\$ 197.60							
			SUBTOTAL	s 411.65						
Description										
Illustration G - Compact Trunk	* Estimated Order									
Lid "State"	Qty.	Each	Extended Cost							
Quantities Less Than 25	15	\$ 2.22	s 33.30							
Quantities Greater than 25	40	\$ 1,84	\$ 73.60							
			SUBTOTAL	\$ 106.90						
Description										
Illustration H - Graphic - "State		F								
Police"	* Qty.	Each I GU	Extended Cost							
Quantities Less Than 100	30	\$ 1.84	\$ 55.70							
Qauntities Greater Than 100	150	\$ 1.53	s 279.50	, <u>.</u>						
			SUBTOTAL	s 284.70						
Description				and State Committee						
"Emergency Cell *SP" Decal	* Qty.	Each	Extended Cost							
Quantities Less Than 25	15	\$ 5.00	\$ 75.00							
Quantities 26-50	30	s 4.25	s 127.50							
Quantities 51-500	250	\$ 3.78	\$ 945.00							
Qauntities Greater Than 500	600	\$3.72	\$ ZZ3Z.∝							
	SUBTOTAL \$ 3379.50									
GRAND TOTAL \$ (0637.50										
Name:	KORMAN (51625	INC.							
Address:		NCOLN								
RICHMOND, VA. Z3ZZ8										
Phone#: 800 - 262 - 60 50										
Email Address: Kormane Kormansigns.com										
Contract Coordinator Information:										
Name:	Par HIEVALORED									
Address: <u>3</u>	029 C/NC	OZN A	JE							
	KICH MOND	1VA. 2	(3228							
Phone#:	800-796-6	<u>050</u>								
Email Address: 4	orman@Kor	man 514	Ins.com							
* Quantities are for bidding purpose										

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: 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

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

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 are in compliance with the requirements as stated.

Vendor's Name:/	KORMAN JIBNS INC.		
Authorized Signature:	An hoo	Date: 6.27.08	
Dumbasian Affidadi (Pavisas			



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

Request for DPS0842

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800-296-6050

KORMAN SIGNS INC 3029 LINCOLN AVE

RICHMOND VA 23228 AUDRESS CORRESPONDENCES WALLENIUM OF JOHN ABBOTT 304-558-2544

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

TERMS DESALE: 07/01/2008 BID OPENING DATE: 07/10/2008 DENTIAC LIME QUANTITY. **LINE** UOP. TEM NUMBER UNITPRICE AMOUNT ADDENDUM #01 THIS ADDENDUM IS ISSUED TO ANSWER VENTOR QUESTIONS, PER THE ATTACHED, AND TO EXTEND THE BID OPENING DATE FROM 7/2/08 TO 7/10/08, 1:30 PM. NEW BID OPENING HATE: 7/10/08 <u>က</u> 0001 LS 255-45 POLICE VEHICLE DECALS THIS IS THE END OF REQ DPSQ842 ***** TOTAL DENDUM RECIEVED SEE REVERSE SIDE FOR TERMS AND CONDITIONS EIGNATURE ADDRESS CHANGES TO BE NOTED ABOVE WHEN RESPONDING TO RFC, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED VENDOR'