



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  
**EBA253**

PAGE  
**1**

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

**ROSCOR**  
**ROSCOR CORPORATION**  
 1061 Feehanville Drive  
 Mount Prospect, IL 60056-6019  
 (847) 299-8080

**WNPB-TV**  
**191 SCOTT AVENUE**  
**MORGANTOWN, WV**  
**26505 293-6511**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
03/29/2010	Net 30 days	Ground	Destination	Pre-paid

BID OPENING DATE: **04/27/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		020-71	\$5,126.50	\$20,506.00
<p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA EDUCATIONAL BROADCASTING AUTHORITY, IS SOLICITING BIDS FOR RACK MOUNTABLE MULTI-FORMAT AUDIO MONITORS PER THE ATTACHED SPECIFICATIONS.</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>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR</p>						

**RECEIVED**  
**2010 APR 27 AM 9:28**  
**WV PURCHASING DIVISION**

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Mitchell Roston</i>	TELEPHONE 847-299-8080	DATE April 22, 2010
TITLE Mitchell Roston,	FEIN 36-0866840	ADDRESS CHANGES TO BE NOTED ABOVE

EVP 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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. 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.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.htm](http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) and 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.
14. **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>.
15. **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, and the West Virginia Insurance Commission. 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.
16. **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 material, 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.

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W. Va. C.S.R. §148-1-6.6).



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 Department of Administration  
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 2019 Washington Street East  
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03/29/2010				

BID OPENING DATE: **04/27/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4(F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>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> <p>BUYER: <b>SHELLY MURRAY</b></p> <p>RFQ. NO.: <b>EBA253</b></p> <p>BID OPENING DATE: <b>04/27/2010</b></p> <p>BID OPENING TIME: <b>1:30 PM</b></p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: <b>847-299-4206</b></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Mitchell Roston</i>	TELEPHONE <b>847-299-8080</b>	DATE <b>April 22, 2010</b>
TITLE <b>Mitchell Roston, EVP</b>	FEIN <b>36-0866840</b>	ADDRESS CHANGES TO BE NOTED ABOVE

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



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03/29/2010				

BID OPENING DATE: **04/27/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
CONTACT PERSON (PLEASE PRINT CLEARLY): Mitchell Roston, Executive VP						
***** THIS IS THE END OF RFQ EBA253 ***** TOTAL:						\$20,506.00

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Mitchell Roston* TELEPHONE **847-299-8080** DATE **April 20, 2010**  
 TITLE **Mitchell Roston, EVP** FEIN **36-0866840** ADDRESS CHANGES TO BE NOTED ABOVE

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



## Roscor Corporation's Quality Policy

### An ISO 9001:2008 Certified Company

*With the support and contribution of all of our employees, we will endeavor to exceed our customer's highest expectations through continual improvement in quality, delivery and service.*

Roscor has made the company-wide commitment to become ISO 9001:2008 certified. This is a commitment that not only affects the management team, but every employee within our organization. It is the commitment and dedication of all our employees that have allowed us to attain this prestigious certification and maintain it since our original ISO certification on 4/25/2003. ISO 9001:2008 is a series of quality management system standards created by the International Organization of Standardization (ISO), a federation of 132 national standards bodies based in Geneva, Switzerland.

The ISO 9001:2008 standards include Design, Manufacturing and, most importantly, Customer Focus. There are five major clauses and numerous elements within these standards. Roscor has developed policies and procedures to which all of our employees are dedicated and have been made accountable.

- ❖ A company-wide Quality Management System
- ❖ Definitions of Management Responsibility
- ❖ Resource Management System
- ❖ Product Realization Definitions
- ❖ Measurement, Analysis and Improvement

The various elements include company procedures for:

- ❖ Control of Documents
- ❖ Customer Related Processes
- ❖ Systems Integration Engineering
- ❖ Customer Property
- ❖ Customer Satisfaction
- ❖ Analysis of Data
- ❖ Corrective and Preventive Actions
- ❖ Monitoring and Measurement of Product
- ❖ Control of Records
- ❖ Purchasing
- ❖ Control of Production and Service Provision
- ❖ Preservation and Identification of Product
- ❖ Internal Audits
- ❖ Continual Improvement
- ❖ Control of Monitoring & Measuring Devices
- ❖ Control of Nonconformity (Processes and Product)

As a means of monitoring and ensuring conformance to our own procedures and to ensure we are meeting our Quality Objectives of *On-Time Performance* and *Zero System Rework*, Roscor conducts internal audits every six months. In addition to the internal audits, we are also audited by an outside source, our Certification Registrar, every six months. These audits are conducted at our headquarters location in Mount Prospect, IL and satellite offices in Michigan, Ohio and Wisconsin. The audits incorporate the review and evaluation of each of our procedures and the gathering of objective evidence to ensure we are adhering to the rigorous ISO 9001:2008 standards.

Customer Satisfaction is one of our major focuses and is taken very seriously. We have developed a process by which each and every one of our customers has an avenue to share with us their feedback regarding the service we have provided. This entire process is tracked, reviewed and evaluated. By monitoring this process, it allows us to identify areas for Continual Improvement.

On a quarterly basis, Roscor brings together the entire management staff for our Management Review Meeting. This again gives us an opportunity to review our goals and objectives as a means of Continual Improvement to our Quality Management System. We are dedicated to the growing needs of our customers and through the constant review and training of our own employees, are able to work with our customers to not only meet but exceed their expectations.

## **EBA253 HD/SD-SDI Rack Mount Audio Monitors**

The West Virginia Educational Broadcasting Authority (WVEBA) is conducting a Request for Quotations for a total of four (4) rack mountable multi-format Audio Monitors. The units shall meet the specifications listed below: Wohler #AMP2-S8MDA or equal.

Specifications must be equal to or exceed items listed below

### **I. Equipment Requirements**

Audio Monitor: Wohler #AMP2-S8MDA, or equal

- \* Rackmountable: Shall be 2 RU in height & install into an industry standard 19" wide rack
- \* Monitoring capability: shall monitor signals from HD-SDI, SD-SDI, AES/EBU, & Analog inputs
- \* Shall have front panel summing of any combination of up to 8 channels to the left and/or right speakers and selected
- \* Shall have eight High-Resolution 53-segment tri-color bargraph audio level meters to provide instantaneous visual level monitoring
- \* The audio amplifier section shall feature:
  - five high performance transducers driven by three power amplifiers
  - two amplifier/driver combinations to handle midrange and high frequency information in stereo
  - the third center channel reproduces information below the 500 Hz crossover point thru a woofer speaker
- \* Shall have audible indications of phase/polarity problems
- \* Shall have a 2.1 Speaker System with output limiter circuit to protect speakers
- \* Shall have a front headphone output jack that mutes speakers
- \* Shall have magnetic shielding, <0.8 gauss any adjacent surface, for placement next to video monitors and sensitive equipment

### **II. Warranty**

All items must be covered by a minimum one year free, parts and labor

### **III. Service/Support**

Toll free phone technical support must be provided through vendor or manufacturer, for a minimum of one year and price included in the price of the equipment bid.

**IV. Invoicing**

Send invoice to:  
WV Educational Broadcasting  
Attention Steve Chapman  
600 Capitol Street  
Charleston, WV 25301

**Delivery**

Delivery shall be FOB destination. Shipping included in the price quoted.

Delivery address is:

WV Public Broadcasting,  
Attention Chris Vincent  
191 Scott Ave.  
Morgantown, WV 26508-8802

**Pricing Page**

**HD/SD-SDI input Rackmount Audio Monitor**

<b>Qty.</b>	<b>Description</b>	<b>Unit Price</b>	<b>Extended</b>
4	HD/SD-SDI, AES, & Analog inputs, Rackmount Audio Monitor, Wohler #AMP2-S8MDA or equal	\$ 5,126.50	\$ 20,506.00
<b>TOTAL</b>			\$ 20,506.00

**\*\*Price is all inclusive**

*Mitchell Roston* April 22, 2010  
\_\_\_\_\_  
**Signature of Vendor Representative** **Date**  
Mitchell Roston, Executive VP



Rev. 09/08

# 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: \_\_\_\_\_ Signed: \_\_\_\_\_  
 Date: \_\_\_\_\_ Title: \_\_\_\_\_

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

RFQ No EBA253

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 exceeds 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

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

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Roscor Corporation

Authorized Signature: *Mitchell Roston* Date: April 22, 2010  
Mitchell Roston, EVP

State of Illinois

County of Cook, to-wit:

Taken, subscribed, and sworn to before me this 22nd day of April, 2010

My Commission expires 12-21, 2013

AFFIX SEAL HERE

NOTARY PUBLIC *Deanne Wojtas*

