

# **RFQ # PTR10036**

**Small Bus Inspection Services**

**To:**

**Frank Whittaker  
C/O State of West Virginia  
Department of Administration Purchasing Division  
2019 Washington Street, East  
P O Box 50130  
Charleston, West Virginia 25305-0130**

**Bid Opening:  
03/09/2010  
1:30 PM**

**Submitted by;  
McLean Consulting & Associates, Inc.  
12178 West Stanley Road  
Flushing, Michigan 48433 - 9206  
(810) 638 - 5099  
Cell (810) 513-4138  
February 27, 2010**

RECEIVED

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PURCHASING DIVISION  
STATE OF WY



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  
 PTR10036

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ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

\*911100750 810-638-5099  
 MCLEAN CONSULTING & ASSOCIATES  
 12178 WEST STANLEY RD  
 FLUSHING MI 48433

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BUILDING 5, ROOM 906  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0432 304-558-0428

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/10/2010				

BID OPENING DATE: 03/09/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		968-47		
<p>SMALL BUS INSPECTION SERVICES.</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF PUBLIC TRANSIT IS SOLICITING BIDS FOR AN OPEN-END CONTRACT TO PROVIDE THE AGENCY WITH TRANSIT BUS LINE INSPECTION TO ENSURE COMPLIANCE WITH THE FEDERAL TRANSIT ADMINISTRATION REQUIREMENTS, PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS ARE TO BE SUBMITTED IN WRITING FRANK WHITTAKER IN THE PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR TECHNICAL QUESTIONS IS 02/22/10 AT 3:00 P ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>EXHIBIT 3</p> <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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *[Signature]* TELEPHONE DATE

TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE

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



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<p>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 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.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Lynne McLean</i>	TELEPHONE	DATE
TITLE	FEIN	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  
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 Post Office Box 50130  
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<p>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> <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 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>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>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Sign Mcl* TELEPHONE: DATE:

TITLE: FEIN: ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO REQ. INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED VENDOR



## LETTER OF TRANSMITTAL

Frank Whittaker  
C/O State of West Virginia  
Department of Administration Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, Virginia 25305-0130

February 20, 2010

The purpose of this packet is as follows: McLean Consulting & Associates, Inc. 12178 West Stanley Road, Flushing, Michigan 48433 - 9206, phone/fax (810) 638 - 5099 hereby submits this bid in response to The State of West Virginia's RFQ # PTR10036 for Small Bus Inspection Services. Due Date March 09, 2010 @ 1:30 PM.

Hereafter, West Virginia Department of Transportation shall be referred to as "WVDOT". Contractor for manufactures of the small buses shall be referred to as "Manufacturers". McLean Consulting & Associates, Inc shall be referred to as "Consultant"


All subcontractors (if any used) shall be considered employees of the Consultant.  
All subcontractors (if any used) shall be pre-approved by WVDOT

Consultant hereby certifies they are not on the Comptroller General's List of Ineligible Contractors. Consultant maintains \$ 1,000,000 in General Liability Insurance, and Workman's Compensation Insurance.

Contact person for period of evaluation, and length of contract shall be:

Lynn McLean, President McLean Consulting & Associates, Inc  
12178 West Stanley Road  
Flushing, Michigan 48433 - 9206  
phone/fax (810) 638 - 5099, cell phone (810) 513 - 4138

Consultant hereby states that this proposed bid shall remain valid for a period of thirty (30) days from the submittal date.



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Lynn C. McLean, President, McLean Consulting & Associates, Inc

# Consultant Qualifications

McLean Consulting was founded in July 1999, and incorporated January 1, 2000. The corporation was established by Lynn C. McLean. Mr. McLean has 30 years experience in bumper to bumper repairs including body and paint with truck, and bus maintenance, and operations. **His background includes public transit, and private charter with Associate Degrees in Business Management, and Production Operations Management, and Bachelor's Degree in Industrial Management, and U.A.W. journeyman in: Machine Repair/ Machinist, and Diesel Mechanic, Michigan CDL with B, and P endorsements. (PLEASE SEE ATTACHED RESUME')** Number of employees is as follows: 1 full-time, 2 part-time, all other employees are considered associates and are contracted on as needed basis Office is located at 12178 West Stanley Road, Flushing, Michigan 48433 - 9206

## ORGANIZATION CHART

Project Manager	Lynn McLean
Resident Inspectors	Lynn McLean Thomas Jockett James Lovasz

All reports will be submitted to project manager for final review.

Due to the nature of this project, only one person shall be designated as KEY PERSONNEL. Lynn

McLean is the Project Manager and KEY to this project All inspectors shall be approved by WVDOT

## **Recent Clients**

**McLean Consulting & Associates, Inc. experience includes:**

**2007 – 2010 Small Bus Inspection for all West Virginia Department of Transportation buses manufactured by Goshen Coach, Elkhart Coach, Braun, and Starcraft, and 2009, 2010 Champion Bus. Completed ALL Pre, Post Buy America Reports.**

**2004 – 2006 Resident inspection for ALL South Carolina DOT cut-away buses purchased With delivery of over 200 buses since 2004 Completed all Pre, Post Buy America Reports**

**2003 – 2008 MTA – Flint, Michigan for the re-manufacture of 50- 1996 New Flyer LF40 low floor transit buses. Work being completed by Midwest Bus Corporation located in Owosso, Michigan. Completed Post Delivery Buy America Audit**

**2005 Completed contract with Birmingham-Jefferson County Transit Authority for 20 Starcraft All Star buses. Pre-Award, Post Delivery Buy America Audit**

**2002 Four (4) year contract with Memphis Area Transit Authority - Memphis, Tennessee, Resident Inspection for the purchase of 48 Blue Bird C1FE Transit shuttle buses manufactured in Fort Valley, GA. Completed Post Delivery Buy America Audit**

**2002 Contract with Central Midlands Council of Government, Columbia, South Carolina. Resident Inspector and Technical Advisor for the purchase and build of 43 Blue Bird CSRE Transit buses manufactured in Fort Valley, GA. Completed Post Delivery Buy America Audit**

**2001 Contract with Memphis Area Transit Authority - Memphis, Tennessee, Resident Inspection for the purchase of 25 Blue Bird C1FE Transit shuttle buses manufactured in Fort Valley, GA. Completion date of September 30, 2001. All buses were delivered on schedule with minimum to zero defects. Completed Post Delivery Buy America Audit**



**2000/2001 Contract with Mass Transportation Authority - Flint, Michigan, Resident Inspection for the purchase of 19 Blue Bird CSRE Transit buses manufactured in Fort Valley, Ga. Option for eight (8) additional buses was exercised. Completion date of October 18, 2001. First and optional orders were delivered on schedule with minimum to zero defects.**

**West Virginia Department of Transportation, Division of Public Transit**

**Tim Thomas            Office (304) 558-0428            Cell (304) 380-5038**  
**1900 Kanawha Blvd. Building # 5, Room 906 Charleston, W.V. 25305**

**South Carolina Department of Transportation, Mass Transit**

Marion Carman, Program Manager I            (803) 737 – 0702  
955 Park Street Room 201 PO Box 191 Columbia, SC. 29202-0191

**Birmingham – Jefferson County Transit Authority**

David Hill, Executive Director            (205) 337-4133  
1735 Morris Ave. Birmingham, AL. 35203

**Mass Transportation Authority, Flint, Michigan:**

Jerry Ragsdale Asst. General Manager            (810) 767 - 6950  
Gerold Latsch, Purchasing Supervisor            (810) 767 - 6950  
1401 South Dort Highway, Flint, Michigan 48503

**Central Midlands Council of Government, Columbia, South Carolina**

Mitzi Teel, Executive Director            (803) 255 – 7133  
E-mail mitzij@gocmrta.com  
PO Box 214, Columbia, SC. 2920

**Memphis Area Transit Authority, Memphis, Tennessee**

Maury Miles, Grants and Contracting Officer            (901) 722 - 7118  
Mary Phillips, Contract Administrator            (901) 722 - 7183  
1370 Levee Road, Memphis, TN 38108

## **Quality Control**

As president of McLean Consulting & Associates, Inc. I have taken great pleasure in the delivery of over 3,000 coaches to my clients. During this time I have hired 2 inspectors that have been trained to perform inspection as I do. Having 30 years experience in truck and bus maintenance (please see resume”) I have developed an extensive method of final inspection which includes: Exterior, Interior, Underbody, and Road Test. Each inspection requires approximately 2-3 hours for Para-Transit vehicles and 4-6 hours for medium duty buses to complete. I require this type of inspection to insure my customer receives the best product possible. Other inspection firms do not require this intense final inspection. Please call any of my references and inquire about McLean Consulting & Associates, Inc. delivery of a quality product, final report, and Buy America Audit.

### **DBE Participation**

McLean Consulting & Associates, Inc. IS NOT a DBE firm.

## Technical Approach

### **Inspection**

Orders of **less than 6 buses: Goshen Coach, and Elkhart Coach, Elkhart, IN.**

A minimum of 2 in-process inspection. Complete final inspection that shall include: Interior, Exterior, Function, Underbody, Road Test, Water test, Re-inspections until buses are acceptable for shipment.

Orders of **more than 6 buses: Goshen Coach, and Elkhart Coach, Elkhart, IN.**

A minimum of 3 in-process inspections. Complete final inspection that shall include: Interior, Exterior, Function, Underbody, Road Test, Water test, Re-inspections until buses are acceptable for shipment.

Inspection process for: **Braun van conversions, Winamac, IN.:**

A minimum of 2 in-process inspections. Complete final inspection that shall include: Interior, Exterior, Function, Underbody, Road Test, Water test, Re-inspections until buses are acceptable for shipment.

Inspection process for: **Champion Bus, Imlay City, Michigan:**

A minimum of 3 in-process inspections. Complete final inspection that shall include: Interior, Exterior, Function, Underbody, Road Test, Water test, Re-inspections until buses are acceptable for shipment.

Inspector will complete an in-process inspection on any WVDOT buses in-process anytime he is on-site to complete any final Inspections. Inspector must be able to complete a minimum of 2 final inspections @ each visit.

During the production of all buses a detailed inspection check list will be used. (see sample).

Upon completion of each bus a final pre-delivery inspection shall be performed by the consultant who will require a test drive of a minimum of 5 miles to ensure all systems are operating properly. Consultant does maintain a current Michigan CDL with B,P, endorsements. ( If allowed) Digital pictures may be taken during production and sent to WVDOT. This system shall also be used to resolve any production, and/or material issues that may occur.

### **Buy America Post Delivery Audit**

A Post Delivery Buy America Audit shall be completed on the basic model bus. I.E. 11 passenger converted van, 138 " wb narrow body cutaway, 158 " wb cutaway, 178 wb cutaway, 24 passenger light duty transit bus, 24 passenger RE light duty transit bus, and ADA low-floor mini van. When completed, which shall depend on information from each manufacturer, a copy of the certification shall be included with each invoice for delivery.

### **Weekly Report**

A weekly report shall be e-mailed to WVDOT each week by Tuesday am for the preceding weeks' work. This report shall include hours worked, hour allocation, and a master production list that will allow WVDOT to monitor the production of all buses at each location of manufacture. (see samples)

### **Consultant's Approach**

Consultants approach to completing the tasks specified in the scope of services shall be as follows: The uses of custom check lists are critical. A master build in-process check list containing each bus shall be updated weekly.

Schedule for completing the tasks in terms of elapsed weeks fully depends on the ability of the Manufacturer to produce quality WVDOT coaches. Consultant shall visually inspect each bus throughout the production process as required. Consultant shall do anything within his powers to ensure a timely delivery. **THE ATTITUDE IS WHATEVER IT TAKES TO GET THE JOB DONE RIGHT, AND ON TIME.**

Methods used shall include but not be limited to: completing in-process inspections, use of visual checks, check lists, torque wrenches, various measurement devices, test plates, frame cuts (if needed). All Inspectors are HANDS-ON personnel with up to 30 years experience. The attitude is that all funds used for this project are coming out of HIS pocket, These are HIS buses until released for final delivery.

### **Technical Enhancements**

Consultant shall use all tools to his disposal including but not limited to:

Cell phone with 48 state service

Laptop computer with Internet access

Digital camera

Fax (if needed)

60 (Policy Provisions: WC 00 00 00 A)

90  
GL  
WEC

# INFORMATION PAGE WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

**INSURER:** TWIN CITY FIRE INSURANCE COMPANY  
HARTFORD PLAZA, HARTFORD, CONNECTICUT 06185

**NCCI Company Number:** 14974  
**Company Code:** 7



\*1500235GL90600101 06692



Suffix	
LARS	RENEWAL
	08

**POLICY NUMBER:** 35 WEC GL9060  
**Previous Policy Number:** 35 WEC GL9060

**HOUSING CODE:** DV  
**MCLEAN CONSULTING & ASSOCIATES**

1. **Named Insured and Mailing Address:**  
(No. Street, Town, State Zip Code)

12178 W. STANLEY ROAD  
FLUSHING, MI 48433

**FEIN Number:** 383505502

**State Identification Number(s):**

**MI. RISK ID NO:** 219999999

**The Named Insured is:** CORPORATION  
**Business of Named Insured:** CONSULTANT - MISCELLANEOUS ALL  
**Other workplaces not shown above:** SEE ATTACHED SCHEDULES

2. **Policy Period:** From 02/01/10 To 02/01/11  
12:01 a.m., Standard time at the insured's mailing address

**Producer's Name:** MACKINAW ADMINISTRATORS LLC/PHS

**Producer's Code:** 355644  
PO BOX 29611  
CHARLOTTE, NC 28229

**Issuing Office:** THE HARTFORD  
8711 UNIVERSITY EAST DRIVE  
CHARLOTTE NC 28213  
(866) 467-8730

**Total Estimated Annual Premium:** \$727

**Deposit Premium:**  
**Policy Minimum Premium:** \$481 GA (INCLUDES INCREASED LIMIT MIN. PREM.)

**Audit Period:** ANNUAL

**Installment Term:**

The policy is not binding unless countersigned by our authorized representative.

Countersigned by *Christina R. Gjer*  
Authorized Representative

12/27/09  
Date

# COMMERCIAL GENERAL LIABILITY COVERAGE PART DECLARATIONS

POLICY NUMBER: NC951588

Extension of Declarations is attached.

Effective Date: 01/06/2013 12:01 A.M. Standard Time

**LIMITS OF INSURANCE**  If box is checked, refer to form S132 Amendment of Limits of Insurance.

General Aggregate Limit (Other Than Products/ Completed Operations)	\$	<u>1,000,000</u>	
Products/ Completed Operations Aggregate Limit	\$	<u>EXCLUDED</u>	
Personal and Advertising Injury Limit	\$	<u>EXCLUDED</u>	Any One Person Or Organization
Each Occurrence Limit	\$	<u>1,000,000</u>	
Damage To Premises Rented To You Limit	\$	<u>100,000</u>	Any One Premises
Medical Expense Limit	\$	<u>5,000</u>	Any One Person

**RETROACTIVE DATE (CG 00 02 ONLY)**

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" which occurs before the Retroactive Date, if any, shown here: NONE (Enter Date or "NONE" if no Retroactive Date applies)

**BUSINESS DESCRIPTION AND LOCATION OF PREMISES**

BUSINESS DESCRIPTION: CONSULTANT

LOCATION OF ALL PREMISES YOU OWN, RENT, OR OCCUPY:  Location address is same as mailing address

1 (SAME & VARIOUS) (GENESEE COUNTY)

2

Additional locations (if any) will be shown on form S170, Commercial General Liability Coverage Part Declarations Extension.

LOCATION OF JOB SITE (If Designated Projects are to be Scheduled):

CODE # -	CLASSIFICATION	*	PREMIUM BASIS	RATE		ADVANCE PREMIUM
				Prem/Ops	Prod/Comp Ops	
41677	Consultants - NOC	p	24,000	1.000	EXCLUDED	24 EXCLUDED

\* **PREMIUM BASIS SYMBOLS** + = Products/ Completed Operations are subject to the General Aggregate Limit  
 a = Area (per 1,000 sq. ft. of area) o = Total Operating Expenditures s = Gross Sales (per \$1,000 of Gross Sales)  
 c = Total Cost (per \$1,000 of Total Cost) (per \$1,000 Total Operating Expenditures) t = See Classification  
 m = Admissions (per 1,000 Admissions) p = Payroll (per \$1,000 of Payroll) u = Units (per unit)

PREMIUM FOR THIS COVERAGE PART \$ 750 MP

**FORMS AND ENDORSEMENTS** (other than applicable Forms and Endorsements shown elsewhere in the policy)

Forms and Endorsements applying to this Coverage Part and made part of this policy at time of issue:  
**Refer to Schedule of Forms and Endorsements**

THESE DECLARATIONS ARE PART OF THE POLICY DECLARATIONS CONTAINING THE NAME OF THE INSURED AND THE POLICY PERIOD.  
 Includes copyrighted material of Insurance Services Office, Inc. with its permission

Vendor to insert cost per vehicle as stated below.

	Estimated number of units	Extended Price
1. 11 Passenger Converted Van with Lift:	70	\$ <u>43,750.00</u>
2. 8+2 138" wb Narrow Body Cutaway:	70	\$ <u>36,750.00</u>
3. 12+2 158" wb Cutaway:	70	\$ <u>36,750.00</u>
4. 16+2 178" wb Cutaway:	70	\$ <u>36,750.00</u>
5. 24 Passenger Light Duty Transit Bus:	70	\$ <u>43,750.00</u>
6. 24 Passenger RE Light Duty Transit Bus:	70	\$ <u>43,750.00</u>
7. ADA Low-Floor Mini Van	30	\$ <u>18,750.00</u>

**TOTAL FOR BID EVALUATION:**

Note: Unit pricing above must be firm and will be used for when awarding the contract for these items.

These quantities are used for bid evaluation purposes only. Actual quantities may differ. Quantities will be given to the successful vendor upon the placement of each order. Unit cost should include all administration costs, travel and lodging.

\$ 260,250.00

*American*

RFQ No. PTR 10036

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: McLean Consulting & Associates, Inc.

Authorized Signature: Lynn C. McLean Date: 2/23/10

State of Michigan

County of Genesee, to-wit:

Taken, subscribed, and sworn to before me this 23rd day of February, 2010

My Commission expires 10 7 2013, 2013  
October 7 2013

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

M. A. Hill

MICHAEL MELTON  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF GENESSEE  
MY COMMISSION EXPIRES Oct 7, 2013  
ACTING IN COUNTY OF

Genesee