



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
HOP11051

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

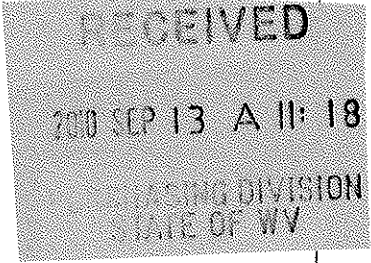
**VENDOR:**  
 \*625113323      304-789-6329  
 PINE HILLS GREENHOUSE  
 653 FEATHER RD  
 TERRA ALTA WV 26764

**SHIP TO:**  
 HEALTH AND HUMAN RESOURCES  
 HOPEMONT HOSPITAL  
 CENTRAL RECEIVING  
 150 HOPEMONT DRIVE  
 TERRA ALTA, WV  
 26764-7728      304-789-2411

DATE PRINTED 09/01/2010	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: 09/14/2010      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. ADDENDUM TO SPECIFICATIONS ATTACHED. 2. REVISED COST SHEET ATTACHED. 3. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
EXHIBIT 10						
REQUISITION NO.: HOP11051						
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:						
NO. 1 .....						
NO. 2 .....						
NO. 3 .....						
NO. 4 .....						
NO. 5 .....						



SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Anita Baker Robert Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE owners	FEBIN 217-025391-001	ADDRESS CHANGES TO BE NOTED ABOVE

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



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<p>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.</p> <p style="text-align: center;"><i>Arita Baker</i> SIGNATURE</p> <p style="text-align: center;"><i>Pine Hills Greenhouse</i> COMPANY</p> <p style="text-align: center;">..... 9-9-2010 .....</p> <p style="text-align: center;">DATE</p> <p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.</p> <p>REV. 09/21/2009</p> <p style="text-align: center;">END OF ADDENDUM NO. 1</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Arita Baker</i>	SIGNATURE <i>Robert Baker</i>	TELEPHONE 304-789-16329	DATE 9-9-2010
TITLE <i>Owner</i>	FEIN 217025391001	ADDRESS CHANGES TO BE NOTED ABOVE	

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 ROBERTA WAGNER  
 804-558-0067

VENDOR

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09/01/2010				

BID OPENING DATE: 09/14/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		988-65		
SNOW PLOWING/TREATING OF ROADS AND PARKING LOTS						
***** THIS IS THE END OF RFQ HOP11051 ***** TOTAL:						<u>\$45,400</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Arita Baker</i>	<i>Robert Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE Owners	FEIN 217-02-5391	ADDRESS CHANGES TO BE NOTED ABOVE	

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**HOP1151 Addendum1**

Addendum to Bid:

Hopemont Hospital to add: Vendor may request additional equipment to be used in the event of significant snow or ice accumulations. With prior approval of the facility the vendor will be allowed to bill the facility for the approved additional equipment and for approved additional hours to clear the roadways and parking lots.

HOP11051 Cost Sheet

Estimated Annual Usage:

858 hours

Description: Snow Removal to include all materials, labor, and equipment necessary to maintain all parking lots, roadways and exit roads located at the facility as described in specifications.

50 hours Additional equipment and labor in the event of significant snow and ice accumulations, may be invoiced separately with prior approval from the facility.

Unit Cost: Total Cost: \$ 50.00 \$ 42,900  
per hour

~~\$50.00~~ \$ 2,500

Grand Total:

\$ 45,400

*Arita Baker*  
*Richard A. Baker*  
Vendor Signature

9-9-2010

Date

Award will be made to the vendor meeting specifications with the lowest grand total bid.

Quantities listed are estimates only. Actual needs of the facility will be met, whether it be greater or less than the estimated annual usage.

**SIGN IN SHEET**

Request for Proposal No. \_\_\_\_\_

PLEASE PRINT

Page \_\_\_\_\_ of \_\_\_\_\_  
Date: 8/25/10

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Pine Hills Greenhouse</u> Rep: <u>Rob Baker</u> Email Address: _____	<u>653 Feather Rd</u> <u>Terra Alta WV 26764</u>	PHONE <u>304-789-6329</u> TOLL FREE FAX <u>Same - Call 1st</u>
Company: <u>WOLFE'S MOWING AND SNOW PLOWING SERVICE</u> Rep: <u>WILLIAM W. WOLFE SA DBA</u> Email Address: _____	<u>704 OAKS GROVE CR</u> <u>TERRA ALTA WV 26764</u>	PHONE <u>304-789-5826</u> TOLL FREE FAX _____
Company: <u>SOS Construction</u> Rep: <u>Rick Spahr</u> Email Address: <u>Spahrrentals@yahoo.com</u>	_____	PHONE <u>304-698-7284</u> TOLL FREE FAX _____
Company: <u>SPECT SERVICES</u> Rep: <u>D.M. SMOOT</u> Email Address: _____	<u>190 Box 125</u> <u>Terra Alta WV 26764</u>	PHONE <u>789-2820</u> TOLL FREE FAX _____
Company: _____ Rep: _____ Email Address: _____	_____	PHONE _____ TOLL FREE FAX _____



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08/11/2010				

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		988-65		
<p>*****            THERE WILL BE A MANDATORY PRE-BID MEETING ON 08/25/2010 AT 10:00AM AT THE HOSPITAL IN AD ONE TRAINING ROOM.            *****</p> <p>OPEN END BLANKET</p> <p>MANDATORY PRE-BID            A MANDATORY PRE-BID WILL BE HELD ON 08/25/2010 AT 10:00 AM AT THE HOSPITAL IN AD ONE TRAINING ROOM. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.</p> <p>AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Unita Baker Robert Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE owners	FEIN 217-025391001	ADDRESS CHANGES TO BE NOTED ABOVE

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REPLY TO THIS ADDRESS

\*625113323      304-789-6329  
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<p>IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON 11/01/2010 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>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Crista Baker Robert Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE owners	FEIN 217-025391-001	ADDRESS CHANGES TO BE NOTED ABOVE

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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<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. 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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Arleta Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE OWNER	FEIN 217-025391-001	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED 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. 04/11/2001</p> <p>INQUIRIES:            WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON 8/27/2010. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR E-MAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:</p> <p>ROBERTA WAGNER            DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25311</p> <p>FAX: 304-558-4115            E-MAIL: ROBERTA.A.WAGNER@WV.GOV</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	<i>Robert Baker</i>	TELEPHONE	304-789-6329	DATE	9-9-2010
TITLE	owners	FEIN	217-025391-001	ADDRESS CHANGES TO BE NOTED ABOVE	

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V E N D O R
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S H I P T O
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EXHIBIT 4						
EXHIBIT 4						
<p>LOCAL GOVERNMENT BODIES:    UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.</p> <p>REV. 3/88            (XX) INSURANCE:    SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.</p> <p>PURCHASING CARD ACCEPTANCE:    THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p> <p>REV 07/16/2007</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS					
SIGNATURE	<i>Anita Baker Robert Baker</i>	TELEPHONE	<i>304-789-6329</i>	DATE	<i>9-9-2010</i>
TITLE	<i>owners</i>	FEIN	<i>217-025391-001</i>	ADDRESS CHANGES TO BE NOTED ABOVE	

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<p>THE SUCCESSFUL BIDDER SHALL PROVIDE A CERTIFICATE OF WORKERS' COMPENSATION INSURANCE.</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>PLEASE NOTE: A CONVENIENCE COPY WOULD BE APPRECIATED.</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: ----- RW/FILE 22 -----</p> <p>RFQ. NO.: ----- HOP11051 -----</p> <p>BID OPENING DATE: ----- 09/14/2010 -----</p> <p>BID OPENING TIME: ----- 1:30 PM -----</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Arleta Baker Robert Baker* TELEPHONE 304-789-6329 DATE 9-9-2010  
 TITLE *owners* FEIN 217-5391-001 ADDRESS CHANGES TO BE NOTED ABOVE

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CONTACT PERSON (PLEASE PRINT CLEARLY): <i>Anita Baker</i>						
***** THIS IS THE END OF RFQ HOP11051 ***** TOTAL:						<u>\$42,900</u>

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Anita Baker</i>	TELEPHONE 304-789-6329	DATE 9-9-2010
TITLE <i>owners</i>	FEIN 217-025391-001	ADDRESS CHANGES TO BE NOTED ABOVE

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

WV-36A (Rev 01/01/07)

**STATE OF WEST VIRGINIA  
PURCHASE CONTINUATION SHEET**

Buyer:	Page:	Requisition or P.O. No.
RW22	2	HOP11051
Spending Unit:		
HOPEMONT HOSPITAL		

Vendor: \_\_\_\_\_

HOPEMONT HOSPITAL IS A TWENTY FOUR (24) HOURS, SEVEN DAY A WEEK FACILITY, THE VENDOR WILL BE RESPONSIBLE FOR MONITORING THE WEATHER, PLOWING AND TREATING (SNOW AND ICE) AS NEEDED. NO EXCEPTIONS.

VENDOR IS TO SUPPLY ALL MATERIALS, LABOR AND EQUIPMENT TO PLOW SNOW, REMOVE SNOW AND TREAT ALL PARKING LOTS AND ROADWAYS LOCATED AT THE FACILITY, INCLUDING ALL EXITING ROADS.

IT IS MANDATORY FOR THE VENDOR TO KEEP THE ENTRANCES FROM ROUTE 7 TO THE FACILITY CLEAR TO ENSURE VISIBILITY WHEN ENTERING OR EXITING ROUTE 7. ALSO CLEAR AS CLOSE TO BUILDING, WALKWAYS AND OTHER OBJECTS AS POSSIBLE AND NOT BLOCK FIRE DOORS OR FIRE HYDRANTS.

THE FACILITY IS NOT RESPONSIBLE TO CALL VENDOR FOR SNOW REMOVAL. IT IS MANDATORY FOR THE VENDOR TO MONITOR THE WEATHER AND PERFORM DUTIES AS NEEDED. IF PROBLEMS ARISE VENDOR MUST CONTACT MAINTENANCE SUPERVISOR IMMEDIATELY.

AT THE END OF THE SNOW REMOVAL SEASON, THE VENDOR AND MAINTENANCE SUPERVISOR WILL INSPECT THE GROUNDS TO DETERMINE IF ANY GROUND REPAIRS WILL BE NECESSARY. IF IT IS DETERMINED DAMAGE OCCURED, THE VENDOR WIL BE RESPONSIBLE FOR ALL REPAIRS DAMAGED BY THE SNOW REMOVAL EQUIPMENT, INCLUDING BUT NOT LIMITED TO SOD REPLACEMENT, SEEDING AND/OR MULCHING.

THERE WILL BE A MANDATORY PRE-BID MEETING LOCATED AT HOPEMONT HOSPITAL 150 HOPEMONT DRIVE, TERRA ALTA WV 26764 IN AD 1 MEETING ROOM.

THE VENDOR WILL BE REQUIRED TO COMPLY WITH ALL STATE, FEDERAL, AND CITY REGULATIONS.

ALL INVOICES MUST BE SUBMITTED IN ARREARS, INVOICES MAY NOT BE SUBMITTED MORE THAN ONCE WEEKLY AND STATE LAW FORBIDS PAYMENT OF INVOICES PRIOR TO RECEIPT OF SERVICES.

EFFECTIVE DATE: 11/01/2010 THROUGH 10/31/2011.

THIS CONTRACT MAY BE RENEWED WITH TWO (2) ONE (1) YEAR RENEWALS WITH WRITTEN CONSENT OF BOTH PARTIES.

SUCCESSFUL VENDOR MUST FURNISH PROOF OF AUTOMOBILE INSURANCE, COLLISION AND COMPREHENSIVE INSURANCE WITH A MINIMUM OF \$100,000.00 PER OCCURRENCE WITH HOPEMONT HOSPITAL LISTED AS CERTIFICATE HOLDER.

RFQ No. HOP11051

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.

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: Pine Hills Greenhouse

Authorized Signature: Arita Baker Date: 9-9-2010

State of West Virginia

County of Preston, to-wit:

Taken, subscribed, and sworn to before me this 9th day of September, 2010.

My Commission expires January 9, 2011.

**AFFIX SEAL HERE**

**NOTARY PUBLIC** Annamaria

SHANNAN HUNTER  
NOTARY PUBLIC STATE OF MARYLAND  
My Commission Expires January 9, 2011

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: Anita Baker ; Robert Baker Signed: Anita Baker

Date: 9-9-2010 Title: owners

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