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CULLOBEN WV 25510

CIMCO INC.

PO Box 480

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

Request for Quotation

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WVP

DATE

ADDF	ESS CORRES	ONDENCE TO ATTENTION	OF
HELLY	MURRAY		

SHELLY MURRAY 304-558-8801

LOTTERY COMMISSION
900 PENNSYLVANIA AVE

CHARLESTON, WV

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SEE REVERSE SIDE FOR TERMS AND CONDITIONS

TELEPHONE

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

Request for Quotation

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RFO NUMBER L0T462

ADDRESS CORRESPONDENCE TO ATTENTION OF

SHELLY MURRAY

304-558-8801

LOTTERY COMMISSION

900 PENNSYLVANIA AVE

CHARLESTON, WV 25302

304-558-0500

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHTTERMS 10/14/2010 BID OPENING DATE: 11/18/2010 **BID OPENING TIME** 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNITPRICE AMOUNT THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER. 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. TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO SHELLY MURRAY IN THE WEST VIRGINIA PURCHASING DIVISON VIA MAIL AT THE ADDRESS SHOWN AT THE TOP OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA E-MAIL AT DEADLINE FOR ALL TECHNICAL SHELLY.L.MURRAYƏWV.GDV. QUESTIONS IS 11/05/2010 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED, IF ANY, WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE. EXHIBIT 1 LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE UPON AWARD 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. SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE TITLE ADDRESS CHANGES TO BE NOTED ABOVE



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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25205, 0122 Charleston, WV 25305-0130

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SHELLY MURRAY 304-558-8801

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LOTTERY COMMISSION

900 PENNSYLVANIA AVE

CHARLESTON, WV 25302

304-558-0500

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

Request for Quotation

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RECNUMBER LOT462

PAGE

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SHELLY MURRAY 304-558-8801

304-558-880

LOTTERY COMMISSION

900 PENNSYLVANIA AVE

CHARLESTON, WV

25302

304-558-0500

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VENDOR

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PAGE 5

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LOTTERY COMMISSION

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CHARLESTON, WV 25302

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COST LOT462

MONTHLY MAINTENANCE PER SCHEDULE	\$ No CHARGE
QUARTERLY MAINTENANCE PER SCHEDULE	\$ 3,000,00
SEMI-ANNUAL MAINTENANCE PER SCHEDULE	\$ 3,000 ,00
ANNUAL MAINTENANCE PER SCHEDULE	\$ 1,200,50
TOTAL**	\$ 7,200 ==
HOURLY RATE FOR REPAIRS/MAINTENANCE ABOVE	
AND BEYOND SCHEDULED MAINTENANCE	\$85
MONDAY THROUGH FRIDAY 8:00 A.M. TO 5:00 P.M.	
HOURLY RATE FOR OVERTIME/EMERGENCIES	\$ 110 -
PARTS ABOVE AND BEYOND THOSE INCLUDED IN	COST PLUS 35 % MARKUP
ROUTINE MAINTENANCE COSTS*	

*NOTE: VENDOR'S INVOICE MUST CONTAIN THE PARTS AND COST PRIOR TO APPROVAL AND PAYMENT BY THE LOTTERY.

** AWARD WILL BE MADE BASED UPON THE MAINTENANCE SCHEDULE TOTAL

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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.

Vendor's Name: Authorized Signature:

WITNESS THE FOLLOWING SIGNATURE

County of TUI-DOM Taken, subscribed, and sworn to before me this 1 day of December

My Commission expires

NOTARY PUBLIC

AFFIX SEAL HERE

OFFICIAL SEAL NOTARY PUBLIC STATE OF WEST VIRGINIA CARMELA REDMAN 2336 Virginia Ave., Hurricane, WV 25526 My Commission Expires August 13, 2018

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.

Division will make the determination of the Resident Vendor Pr	
ing the date of this certification; or, Bidder is a partnership, association or corporation residuations continuously in West Virginia for four (4) year ownership interest of Bidder is held by another individing maintained its headquarters or principal place of burpreceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or and which has maintained its headquarters or principal years immediately preceding the date of this certification;	dent vendor and has maintained its headquarters or principal place of ars immediately preceding the date of this certification; or 80% of the ual, partnership, association or corporation resident vendor who has siness continuously in West Virginia for four (4) years immediately subsidiary which employs a minimum of one hundred state residents all place of business within West Virginia continuously for the four (4) tion; or,
working on the project being bid are residents of West immediately preceding submission of this bid; or ,	the life of the contract, on average at least 70% of the employees to life on the two years
affiliate or subsidiary which maintains its headquart minimum of one hundred state residents who certifie employees or Bidder's affiliate's or subsidiary's emp continuously for the two years immediately preceding	ers or principal place of business within West Virginia employing a set that, during the life of the contract, on average at least 75% of the cloyees are residents of West Virginia who have resided in the state g submission of this bid; or,
4. Application is made for 5% resident vendor preference is bidder meets either the requirement of both subdivision	ons (1) and (2) or subdivision (1) and (3) as stated above, or,
Bidder is an individual resident vendor who is a veterar and has resided in West Virginia continuously for the submitted; or,	eference who is a veteran for the reason checked: n of the United States armed forces, the reserves or the National Guard the four years immediately preceding the date on which the bid is
Bidder is a resident vendor who is a veteran of the U purposes of producing or distributing the commodities continuously over the entire term of the project, on a residents of West Virginia who have resided in the st	reference who is a veteran for the reason checked: Inited States armed forces, the reserves or the National Guard, if, for sor completing the project which is the subject of the vendor's bid and average at least seventy-five percent of the vendor's employees are rate 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: CIMCO INC. 12/1110	Signed: At desident
Date: 12/1110	Title: VICE TRESIDENT

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



Cimco Service Division Team Biographies

Grant Spencer - Vice President

- Electrical Engineer from Georgia Tech
- Trane Graduate Training Program
- 18 years of HVAC industry experience including design, sales, controls engineering, sales management and corporate leadership
- LEED Accredited Professional

Jeff Gillenwater - Service Manager

- 17 years of HVAC experience
- York Master Technician
- Journeyman Electrician and Plumbing License
- EPA Refrigerant Certification
- 4 years Sales and Management experience

Carmela Redman - Dispatcher

- 15 years of HVAC industry experience
- Dispatching, Billing and service leadership experience
- · Customer focus and HVAC systems training

Buddy Wingfield - Service Technician

- 14 years HVAC service experience
- Plumbing License
- Boiler Analysis Certification
- EPA Refrigerant Certification

Roy Bird - Service Technician

- 10 years of HVAC service experience
- EPA Refrigerant Certification
- Journeyman Electrician
- Boiler Analysis Certification



Lee Brown - Service Technician

- 9 years of experience with HVAC controls including Johnson Controls, Carrier, Trane, Honeywell and Tridium
- HVAC Electrical License and Plumbing License
- EPA Refrigerant Certification
- 8 Years of HVAC Service Experience

George Lawson - Service Technician

- 7 years of HVAC service experience
- EPA Refrigerant Certification

Brad Fields - Service Technician

- 6 years of HVAC service experience
- EPA Refrigerant Certification

Nick Loftis - Service Technician

- 5 years of HVAC service experience
- EPA Refrigerant Certification

Harold Pierson - Service Technician

- 27 years of HVAC service experience
- EPA Refrigerant Certification