



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
DMV120151

PAGE
1

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

VENDOR

*319113358 314-388-1122
 JENNINGS PRINTING INC
 8641 JENNINGS ROAD

 ST LOUIS MO 63136

SHIP TO

DIVISION OF MOTOR VEHICLES

 1317 HANSFORD STREET
 CHARLESTON, WV 25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
10/26/2011				

BID OPENING DATE: **11/30/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	400,000	EA		300-70	.230	\$92,000.00
	PERMANENT PLACARDS					
0002	20,000	EA		300-70	.230	\$ 4,600.00
	TEMPORARY PLACARDS					
					Total	\$96,600.00
<p>**PRICE INCLUDES ARTWORK, PROOFS & DELIVERY**</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF MOTOR VEHICLES IS SOLICITING BIDS FROM RESPONSIBLE VENDORS TO PRODUCE AND PROVIDE TEMPORARY AND PERMANENT DISABLED PERSONS PARKING PLACARDS PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 11/09/2011 AT 4:00 PM. ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</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 style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION</p>						

RECEIVED
 2011 NOV 29 PM 12:20
 WV PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Jeffrey Jull</i>	TITLE Sales Manager	FEIN 43-1650372	TELEPHONE 800-851-9217	DATE 11-28-2011
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ADDRESS CHANGES TO BE NOTED ABOVE

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



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 CHARLESTON, WV
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10/26/2011				

BID OPENING DATE: **11/30/2011** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID						
BUYER:				44		
RFQ. NO.:				DMV120151		
BID OPENING DATE:				11/30/2011		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: -----314-388-1331-----						
CONTACT PERSON (PLEASE PRINT CLEARLY):				Jeffrey Jull		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	Jeffrey Jull	TELEPHONE	800-851-9217	DATE	11-28-2011
TITLE	Sales Manager	FEIN	43-1650372	ADDRESS CHANGES TO BE NOTED ABOVE	

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FRANK WHITTAKER 304-558-2316

VENDOR

*319113358 314-388-1122
 JENNINGS PRINTING INC
 8641 JENNINGS ROAD
 ST LOUIS MO 63136

SHIP TO

DIVISION OF MOTOR VEHICLES
 1317 HANSFORD STREET
 CHARLESTON, WV 25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
10/26/2011				

BID OPENING DATE: **11/30/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ DMV120151 ***** TOTAL:						\$96,600.00

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Jeffrey Jull</i>	TITLE Sales Manager	FEIN 43-1650372	TELEPHONE 800-851-9217	DATE 11-28-2011
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ADDRESS CHANGES TO BE NOTED ABOVE

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FRANK WHITTAKER 304-558-2316

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JENNINGS PRINTING INC
8641 JENNINGS ROAD

ST LOUIS MO 63136

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DIVISION OF MOTOR VEHICLES

1317 HANSFORD STREET
CHARLESTON, WV
25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
11/16/2011				

BID OPENING DATE: 11/30/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 1 *****						
THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED TECHNICAL QUESTIONS AND ANSWERS.						
BID OPENING DATE AND TIME HAVE NOT CHANGED.						
***** END ADDENDUM NO. 1 *****						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>Jeffrey Jull</i>	800-851-9217	11/28/2011
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Sales Manager	43-1650372	

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

DMV120151
WEST VIRGINIA DIVISION OF MOTOR VEHICLES
HANDICAPPED PLACARDS

Below is DMV's response to the technical questions due 11-09-11:

1. The blue sample appears to be shorter and wider:
RESPONSE: both red and blue placards shall be the same size as written in the specifications.
2. The Expiration date does not appear to be 1" tall:
RESPONSE: the expiration must be 1" tall; font can be adjusted to fit the white space allowed for the expiration date.
3. The sequential number starts with a digit not the letter "P"
RESPONSE: that is correct
4. Shouldn't it be either Low Density Poly or High Density Polly?
RESPONSE: specification is be changed to read High Density.
5. Can we submit alternative materials as long as they meet the shelf life requirement:
RESPONSE: all products must meet the mandatory specifications as written, no others will be considered.

WV DIVISION OF MOTOR VEHICLES

RFQ # DMV1200151

PERMANENT PLACARD SPECIFICATIONS/REQUIREMENTS MUST BE:

COLORS:

BACKGROUND IS TO BE IN BLUE
ISA SYMBOL IS TO BE IN WHITE
LETTERING IS TO BE WHITE
EXPIRATION DATE IS TO BE IN BLACK
PLACARD NUMBER IS TO BE IN BLACK

NUMBERING:

SERIALLY NUMBERED ON BOTH SIDES
1 (ONE) ALPHA CHARACTER AND 6 DIGITS
WITH ALPHA CHARACTER AT THE FRONT OF
NUMBERS (EX. P000001).
EXPIRATION DATE TO READ JUN 2017
BEGINNING NUMBER WILL BE P000001

SIZE:

WIDTH – 3 ½"
LENGTH – 9 ¼"

MATERIAL:

HIGH-LOW DENSITY .023 POLYETHYLENE, GUARANTEED TO
ABSORB NO MOISTURE. SMOOTH 100 GRAIN TO PREVENT
SMEARING OR PEELING OF THE PRINTED DESIGN.

DESIGN:

THE ISA SYMBOL MUST BE 3" HIGH ON BOTH SIDES.
THE EXPIRATION DATE AND PERMIT NUMBER MUST
BE IN 1" LETTERS PRINTED ON BOTH SIDES.

THE PLACARD WILL HAVE THE WV STATE SEAL AND
WEST VIRGINIA DIVISION OF MOTOR VEHICLES,
1-800-642-9066, AND THE WEB-SITE ADDRESS
(www.transportation.wv.gov/dmv) PRINTED ON THE BOTTOM
PORTION OF THE PLACARD ON BOTH SIDES. THE
WORDS **WEST VIRGINIA** SHOULD BE LARGER THAN
THE WORDS **DIVISION OF MOTOR VEHICLES.**

PLACARDS WILL BE PACKAGED 1000 PER BOX, SHRINK WRAPPED IN PACKS OF 100. OVERRUNS/UNDERRUNS WILL NOT BE ACCEPTED OR PAID FOR. QUANTITY NEEDED – 400,000

WE REQUEST A SAMPLE TO BE RETURNED WITH YOUR BID OR A DETAILED COLOR SAMPLE ON QUALITY PAPER. ONCE AWARDED, AN ACTUAL PLACARD MUST BE SENT TO KAREN LANE AT WV DMV, 1317 HANSFORD STREET, CHARLESTON, WV 25301 FOR REVIEW BEFORE ORDER IS PROCESSED

SAMPLES ARE ATTACHED AND MUST BE EXACT IN SIZE, MATERIAL AND COLOR.

FREIGHT MUST BE INCLUDED IN THE PRICE PER PLACARD

DELIVERY MUST BE MADE WITHIN 90 DAYS FROM THE DATE OF PURCHASE ORDER WHICH WILL ACT AS NOTICE TO PROCEED.

SEE CODE OF FEDERAL REGULATIONS, TITLE 23 HIGHWAYS, PART 1235- UNIFORM SYSTEM FOR PARKING FOR PERSONS WITH DISABILITIES WHICH PROVIDED GUIDELINES FOR STATES TO ESTABLISH A UNIFORM SYSTEM FOR HANDICAPPED PARKING.

WV DIVISION OF MOTOR VEHICLES

RFQ # DMV1200151

TEMPORARY SPECIFICATIONS/REQUIRMENTS MUST BE:

COLORS:

BACKGROUND IS TO BE IN RED
ISA SYMBOL IS TO BE IN WHITE
LETTERING IS TO BE WHITE
PLACARD NUMBER IS TO BE IN BLACK

NUMBERING:

SERIALLY NUMBERED ON BOTH SIDES
1 (ONE) ALPHA CHARACTER AND 6 DIGITS
WITH ALPHA CHARACTER AT THE END OF
NUMBERS (EX. T000001).
BEGINNING NUMBER WILL BE T000001

SIZE:

WIDTH – 3 ½"
LENGTH – 9 ¼"

MATERIAL:

HIGH-LOW DENSITY .023 (MINIMUM) POLYETHYLENE, GUARANTEED
TO ABSORB NO MOISTURE. SMOOTH 100 GRAIN TO PREVENT
SMEARING OR PEELING OF THE PRINTED DESIGN.

DESIGN:

THE ISA SYMBOL MUST BE 3" HIGH ON BOTH SIDES.
THE BLANK SPACE FOR THE EXPIRATION DATE MUST BE 1" WIDE.

THE PLACARD WILL HAVE THE WV STATE SEAL AND
WEST VIRGINIA DIVISION OF MOTOR VEHICLES,
1-800-642-9066, AND THE WEB-SITE ADDRESS
(www.transportation.wv.gov/dmv) PRINTED ON THE BOTTOM
PORTION OF THE PLACARD ON BOTH SIDES. THE
WORDS **WEST VIRGINIA** SHOULD BE LARGER THAN
THE WORDS **DIVISION OF MOTOR VEHICLES.**

PLACARDS WILL BE PACKAGED 1000 PER BOX, SHRINK WRAPPED IN PACKS OF 100. OVERRUNS/UNDERRUNS WILL NOT BE ACCEPTED OR PAID FOR. QUANTITY NEEDED – 20,000

WE REQUEST A SAMPLE TO BE RETURNED WITH YOUR BID **OR** A DETAILED COLOR SAMPLE ON QUALITY PAPER. ONCE AWARDED, AN ACTUAL PLACARD MUST BE SENT TO KAREN LANE AT WV DMV, 1317 HANSFORD STREET, CHARLESTON, WV 25301 FOR REVIEW BEFORE ORDER IS PROCESSED.

SAMPLES ARE ATTACHED AND MUST BE EXACT IN SIZE, MATERIAL AND COLOR.

FREIGHT MUST BE INLCUDED IN THE PRICE PER PLACARD

DELIVERY MUST BE MADE WITHIN 90 DAYS FROM THE DATE OF PURCHASE ORDER WHICH WILL ACT AS NOTICE TO PROCEDE

SEE CODE OF FEDERAL REGUALTIONS, TITLE 23 HIGHWAYS, PART 1235 – UNIFORM SYSTEM FOR PARKING FOR PERSONS WITH DISABILITIES WHICH PROVIDES GUIDELINES FOR STATES TO ESTABLISH A UNIFORM SYSTEM FOR HANDICAPPED PARKING.

COST SHEET			
DMV1200151 - HANDICAPPED PLACARDS			
DESCRIPTION	QUANTITY	COST EACH	EXTENDED COST
PERMANENT PLACARDS	400,000	.230	\$ 92,000.00 <i>QJ</i>
TEMPORARY PLACARDS	20,000	.230	\$ 4,600.00
TOTAL BID			\$ 96,600.00 <i>QJ</i>

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:**
 N/A 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: Jennings Printing, Inc

Signed: 

Date: 11-28-2011

Title: Sales Manager

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

RFQ No. DMV120151STATE 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 SIGNATUREVendor's Name: Jennings Printing, IncAuthorized Signature:  Jeffrey Jull Date: 11/28/2011State of MissouriCounty of St. Louis, to-wit:Taken, subscribed, and sworn to before me this 28 day of November, 2011.My Commission expires 9/8, 2015.

AFFIX SEAL HERE

NOTARY PUBLIC 