



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
 HOP12020

PAGE
 1

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

VENDOR

*825105245 301-334-9275
 NUWAY LAUNDRY INC
 31 COMMERCE DRIVE
 OAKLAND MD 21550

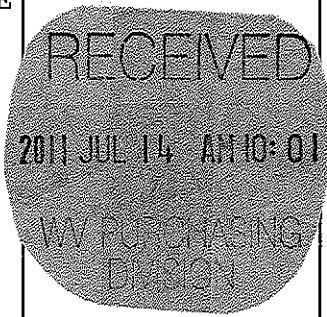
SHIP TO

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
06/13/2011				

BID OPENING DATE: 07/14/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		954-05		
BLANKET CONTRACT FOR PERSONAL LAUNDRY SERVICES OPEN-END CONTACT CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIAL AND EQUIPMENT NECESSARY TO PICK-UP AND DELIVER PERSONAL LAUNDRY IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS TO HOPEMONT STATE HOSPITAL, HOPEMONT, WV. PERSONAL LAUNDRY SERVICES SHALL BE PROVIDED AT \$ PER POUND OF SOILED PERSONAL CLOTHING. EXHIBIT 3 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. 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.						



SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: James Flanigan TELEPHONE: 301-334-9275 DATE: 6-29-11
 TITLE: owner FEIN: 27-2856048 ADDRESS CHANGES TO BE NOTED ABOVE

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



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<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>James Flanigan</i>	TELEPHONE 301-334-9275	DATE 6-29-11
TITLE owner	FEIN 27-2856048	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 6/28/2011. 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>James Flanigan</i>	TELEPHONE 301-334-9275	DATE 6-29-11
TITLE <i>owner</i>	FEIN 27-2856048	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>EXHIBIT 4</p> <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</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> <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>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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TITLE: Owner FEIN: 27-2856048 ADDRESS CHANGES TO BE NOTED ABOVE

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THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID BUYER: -----RW/FILE 22----- RFQ. NO.: -----HOP12020----- BID OPENING DATE: -----7/14/2011----- BID OPENING TIME: -----1:30 PM----- PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: -----301-334-6410----- CONTACT PERSON (PLEASE PRINT CLEARLY): -----JAMES FLANIGAN----- ***** THIS IS THE END OF RFQ HOP12020 ***** TOTAL: _____						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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TITLE	owner	FAX	27-2856048	ADDRESS CHANGES TO BE NOTED ABOVE	

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REQUEST FOR QUOTATION

HOP12020

TO PROVIDE AN OPEN-END CONTRACT FOR THE FOLLOWING:

CONTRACTOR SHALL PROVIDE ALL LABOR, MATERIAL AND EQUIPMENT NECESSARY TO PICK-UP AND DELIVER PERSONAL LAUNDRY IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS TO HOPEMONT STATE HOSPITAL, HOPEMONT, WV.

PERSONAL LAUNDRY SERVICES SHALL BE PROVIDED AT \$52 PER POUND, BY USING THE STANDARD METHOD OF ROUNDING TO THE NEAREST POUND OF SOILED PERSONAL CLOTHING.

SCOPE OF WORK:

THE VENDOR IS TO PROVIDE SERVICES LIMITED TO THE PROVIDING OF LAUNDRY SERVICES CONSISTENT WITH ALL APPLICABLE STATE AND FEDERAL LAWS AND REGULATIONS. MORE SPECIFICALLY, VENDOR SHALL INCLUDE, BUT NOT BE LIMITED TO THE FOLLOWING:

1. PICK UP AND DELIVERY TIME FOR VENDOR WILL BE MADE BEFORE 12 NOON, (3) DAYS A WEEK, EXCLUDING HOLIDAYS (NEW YEARS, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, THANKSGIVING, CHRISTMAS) AS REQUESTED BY THE HOSPITAL. ALL DELIVERY COSTS WILL BE INCLUDED BY THE VENDOR IN THE TOTAL COST FOR SERVICES.
2. PERSONAL LAUNDRY IS TO BE DELIVERED ON HANGERS, WRINKLE FREE, TO THE LAUNDRY ROOM.
3. UNDERGARMENTS ARE TO BE FOLDED AND SORTED.
4. LAUNDRY MUST BE DELIVERED IN COVERED CARTS.

5. ALL RE-WASHES WILL BE AT THE EXPENSE OF THE VENDOR.
6. SOILED LAUNDRY WILL BE TRANSPORTED IN A DRY AND COVERED VEHICLE.
7. VENDOR WILL SUPPLY ALL LAUNDRY CARTS AND EQUIPMENT.
8. LAUNDRY MUST BE CLEAN AND FREE OF STAINS, ODORS, AND MILDEW.
9. PERSONAL CLOTHING REPLACEMENT COST WILL BE ASSESSED AT CURRENT VALUE DETERMINED BY THE FACILITY.
10. VENDOR WILL COMPLY WITH ALL FEDERAL AND STATE REGULATIONS REGARDING THE PROVISION OF LAUNDRY SERVICE FOR A CERTIFIED NURSING FACILITY.

RECORD RETENTION AND CONFIDENTIALITY

VENDOR WILL MAINTAIN FINANCIAL RECORDS PERTAINING TO THE CONTRACT FOR FIVE (5) YEARS FOLLOWING THE END OF THE STATE FISCAL YEAR DURING WHICH THE CONTRACT IS TERMINATED OR STATE AND FEDERAL AUDITS OF THE CONTRACT HAVE BEEN COMPLETED, WHICHEVER IS LATER. IF QUESTIONS ABOUT ACCOUNTING RECORDS ARISE DURING AN AUDIT, THE ACCOUNTING RECORDS PERTAINING TO THE CONTRACT SHALL BE RETAINED UNTIL RESOLUTION OF ALL PENDING AUDIT QUESTIONS AND FOR ONE (1) YEAR FOLLOWING THE TERMINATION OF ANY LITIGATION RELATING TO THE CONTRACT IF THE LITIGATION HAS NOT TERMINATED WITHIN THE ABOVE FIVE (5) YEAR PERIOD. ACCOUNTING RECORDS AND PROCEDURES SHALL BE SUBJECT TO STATE AND FEDERAL APPROVAL.

INVOICES AND PAYMENTS

THE SELECTED VENDOR SHALL SUBMIT MONTHLY INVOICES, IN ARREARS, TO HOPEMONT HOSPITAL FOR ALL SERVICES PROVIDED PURSUANT TO THE TERMS OF THE CONTRACT. STATE LAW FORBIDS PAYMENT OF INVOICES PRIOR TO RECEIPT OF SERVICES. THE DEPARTMENT RESERVES THE RIGHT TO REJECT ANY OR ALL INVOICES FOR WHICH PROPER DOCUMENTATION HAS NOT BEEN PROVIDED. THE VENDOR WILL BE NOTIFIED OF DEFICIENCIES WITHIN FIFTEEN (15) DAYS OF RECEIPT OF THE INVOICE.

RFQ HOP12020

COST SHEET

ESTIMATED ANNUAL	ITEM#	QUANTITY	DESCRIPTION:	UNIT COST	PER LB.	TOTAL COST
	1	72,000	LBS LAUNDRY SERVICES PROVIDED FOR PER YEAR PERSONAL CLOTHING	\$.52		\$ 37,440

AWARD WILL BE MADE TO THE VENDOR WITH LOWEST TOTAL COST.
NOTE: QUANTITIES ARE ESTIMATES ONLY. ACTUAL NEEDS OF THE FACILITY WILL BE MET.

NuWay Laundry, Inc.
Vendor Name - Please print or type:

James W. Flanigan Date: 6/29/11
Vendor Signature:

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: NuWay Laundry, Inc.

Signed: James Flanig

Date: 6/29/11

Title: owner

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

RFQ No. HOP12020

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: NuWay Laundry, Inc.

Authorized Signature: James Flanigan Date: 7-12-11

State of Maryland

County of Garrett, to-wit:

Taken, subscribed, and sworn to before me this 12 day of July, 2011.

My Commission expires MARCH 4, 2015.

AFFIX SEAL HERE

NOTARY PUBLIC Deborah R. Owston
DEBORAH R. OWSTON