



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

VET012094

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

TARA LYLE  
304-558-2544

\*820112204 800-346-0066

CENTURY EQUIPMENT INC  
5959 ANGOLA RD

TOLEDO OH 43615

DIVISION OF VETERANS AFFAIRS  
ATTENTION: C. PRATHER  
SUITE 101  
1321 PLAZA EAST  
CHARLESTON, WV  
25301-1400 558-3661

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2012				

BID OPENING DATE:

06/21/2012

BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		070-48-50-001	<del>\$39,261.16</del>	<del>\$39,261.16</del>
UTILITY VEHICLE						
THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV DIVISION OF VETERANS AFFAIRS, IS SOLICITING BIDS TO PROVIDE A TORO WORKMAN HDX, MODEL 07370, OR EQUAL WITH SWIVEL BASE CASKET CARRIER FOR THE WV VETERANS CEMETERY LOCATED IN DUNBAR, WV PER THE ATTACHED SPECIFICATIONS.						
INQUIRIES:						
WRITTEN QUESTIONS WILL BE ACCEPTED UNTIL CLOSE OF BUSINESS ON 06/12/2012. 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:						
TARA LYLE DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305						
FAX: 304-558-4115 EMAIL: TARA.L.LYLE@WV.GOV						
CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	419-865-7400	6-14-12
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
	34-4478146	

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

**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.html](http://www.state.wv.us/admin/purchase/vrc/hipaa.html) 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).



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

VET012094

PAGE

2

ADDRESS CORRESPONDENCE TO ATTENTION OF:

TARA LYLE  
304-558-2544

\*820112204 800-346-0066

CENTURY EQUIPMENT INC  
5959 ANGOLA RD

TOLEDO OH 43615

DIVISION OF VETERANS AFFAIRS  
ATTENTION: C. PRATHER  
SUITE 101  
1321 PLAZA EAST  
CHARLESTON, WV  
25301-1400 558-3661

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2012				

BID OPENING DATE:

06/21/2012

BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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>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 MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4 (F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p> <p>ANY INDIVIDUAL SIGNING THIS BID IS CERTIFYING THAT: (1) HE OR SHE IS AUTHORIZED BY THE BIDDER TO EXECUTE THE BID OR ANY DOCUMENTS RELATED THERETO ON BEHALF OF THE BIDDER, (2) THAT HE OR SHE IS AUTHORIZED TO BIND THE BIDDER IN A CONTRACTUAL RELATIONSHIP, AND (3) THAT THE BIDDER HAS PROPERLY REGISTERED WITH ANY STATE AGENCIES THAT MAY REQUIRE REGISTRATION.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>THIS TEAM EXHIBIT HAS BEEN REPLACED BY THE ONLINE VERSION WHICH IS AVAILABLE HERE: <a href="http://www.state.wv.us/admin/purchase/vrc/venpref.pdf">HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/VRC/VENPREF.PDF</a></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	419-865-7400	6-14-12

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
3030555 060606	34-4478146	

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



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

VET012094

PAGE

3

ADDRESS CORRESPONDENCE TO ATTENTION OF:

TARA LYLE  
304-558-2544

\*820112204 800-346-0066

CENTURY EQUIPMENT INC  
5959 ANGOLA RD

TOLEDO OH 43615

DIVISION OF VETERANS AFFAIRS  
ATTENTION: C. PRATHER  
SUITE 101  
1321 PLAZA EAST  
CHARLESTON, WV  
25301-1400 558-3661

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2012				

BID OPENING DATE:

06/21/2012

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION 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:-----TL/32-----						
RFQ. NO.:-----VET012094-----						
BID OPENING DATE:-----06/21/2012-----						
BID OPENING TIME:-----1:30 PM-----						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 216-292-7635						
-----						
CONTACT PERSON (PLEASE PRINT CLEARLY): Tim Hughes						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE

TELEPHONE

DATE

419-865-7400

6-14-12

TITLE

FEIN

34-4478146

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  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# Request for Quotation

RFQ NUMBER

VET012094

PAGE

4

ADDRESS CORRESPONDENCE TO ATTENTION OF

TARA LYLE  
304-558-2544

\*820112204 800-346-0066

CENTURY EQUIPMENT INC  
5959 ANGOLA RD

TOLEDO OH 43615

V  
E  
N  
D  
O  
R

DIVISION OF VETERANS AFFAIRS  
ATTENTION: C. PRATHER  
SUITE 101  
1321 PLAZA EAST  
CHARLESTON, WV  
25301-1400 558-3661

S  
H  
I  
P  
T  
O

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/04/2012				

BID OPENING DATE:

06/21/2012

BID OPENING TIME

01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
-----						
***** THIS IS THE END OF RFQ VET012094 ***** TOTAL:						\$39,261.16

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE

TELEPHONE

DATE

419-865-7400

6-14-12

TITLE

FEIN

34-4478146

ADDRESS CHANGES TO BE NOTED ABOVE

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

**VET012094**  
**Division of Veterans Assistance**

The WV Department of Veteran's Assistance is soliciting bids for a Toro Workman HDX, or equal with a casket carrier for the Donel Kinnard Memorial State Veterans Cemetery in Dunbar, WV.

The equipment must be manufactured for commercial use. All items must be new. Damaged or defective items must be replaced at no additional expense to the WV Department of Veterans Assistance.

**Additional specifications:**

TORO Workman HDX - 4WD - Model 07370, or equal  
Battery - 12 Volt  
Transmission - Forward and reverse speeds  
Fully automatic on-demand, bi-directional 4WD system  
Steel frame  
Hydraulic power steering  
2-post rollover protective structure  
4 wheel hydraulic disk brakes  
Twin headlights  
Standard lap seat belts  
Throttle, brake and clutch pedals. Gear shifter, differential lock, parking brake,  
high-low range shifter and hydraulic lift levers.  
7" ground clearance minimum  
Rear tow hitch  
Deluxe hard cab  
Heater  
Side mirrors  
  
Vented front glass windshield  
Interior dome light  
2 speed windshield wipers  
  
Toro, or equal, alternator cover  
  
2-year warranty manufacturer's warranty.

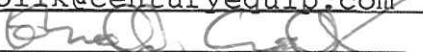
**With attached swivel base casket carrier:**

Approximately 91" long, 32" wide and 34" tall  
Approximate maximum capacity 4,000 lbs.  
Base mount heavy gauge tubing with thick, flat plate bar material  
Stainless steel hardware  
Coated rollers with thick industrial polyurethane  
Powder coated  
All stainless steel nuts and bolts  
Door locks during casket transportation

If bidding "or equal" brands, Vendors should attach manufacturer's literature documenting that it meets the requirements stated in the specifications. If vendors are bidding equivalent products, product literature should be included with your bid.

All items are to be FOB Destination. Freight or delivery prices should be included in the bid price. Items to be delivered to the Donel Kinnard Memorial State Veterans Cemetery located at 130 Academy Drive Dunbar, WV 25064. Delivery should occur 30 days after the purchase order issued to the successful vendor.

The contract will be awarded to one vendor with the lowest grand total meeting all of the specifications with the most complete bid. An authorized signature must be in the bid.

	VET012094			
	Bid Form			
Item #	Description	Estimated Quantity	Unit Price	Extended Amount
1	TORO Workman HDX Model 07370, or equal, with casket carrier per the specifications	1 ea	\$39,261.16	\$39,261.16
	Failure to use this form may result in disqualification		GRAND TOTAL:	s 39,261.16
	Bidder / Vendor Information:			
	Name: Century Equipment			
	Address: 5959 Angola Rd.			
	Toledo, OH 43615			
	Phone#: 419-865-7400			
	Email Address: rsmolik@centuryequip.com			
	Authorized Signature: 			



RFQ No. VET012094STATE 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: Century EquipmentAuthorized Signature: [Signature] Date: 6-14-12State of OhioCounty of Cuyahoga, to-wit:Taken, subscribed, and sworn to before me this 14th day of June, 2012.My Commission expires 12-18-2015, 2015.

AFFIX SEAL HERE

NOTARY PUBLIC

NOTARY PUBLIC  
STATE OF OHIO  
JUDITH DAVIS MUEHLBAUER  
MY APPOINTMENT EXPIRES  
DEC. 18TH 2015

Rev. 09/08

## 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: Century Equipment

Signed: 

Date: 6-14-12

Title: OB Vasquez

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



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

## Solicitation

NUMBER	PAGE
VET012094	1
ADDRESS CORRESPONDENCE TO ATTENTION OF:	
TARA LYLE 804-558-2544	

RFQ COPY  
TYPE NAME/ADDRESS HERE  
CENTURY EQUIPMENT  
5959 Angola Rd.  
Toledo, OH 43615

DIVISION OF VETERANS AFFAIRS  
ATTENTION: C. PRATHER  
SUITE 101  
1321 PLAZA EAST  
CHARLESTON, WV  
25301-1400 558-3661

DATE PRINTED
06/13/2012

BID OPENING DATE: 06/21/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
SEE ATTACHMENTS FOR SOLICITATION - VET012094						
END OF ADDENDUM NO. 1						
0001	1	EA		070-48-50-001	\$39,261.16	\$39,261.16
UTILITY VEHICLE						
***** THIS IS THE END OF RFQ VET012094 ***** TOTAL:						\$39,261.16

SIGNATURE 	TELEPHONE 419-865-7400	DATE 6-14-12
TITLE Brian Weiss, Procurement Specialist	FEIN 34-4478146	ADDRESS CHANGES TO BE NOTED ABOVE

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

**SOLICITATION NUMBER: VET012094****Addendum Number: 1**

---

The purpose of this addendum is to modify the solicitation identified as VET012094 ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- ☐ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☒ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

**Description of Modification to Solicitation:** To address vendor questions.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

## ATTACHMENT A

QUESTIONS:

Q1: While quoting our vehicle hard cab, it is necessary to choose a door option. The two options are a *Sliding* Window Door Kit, or a *Solid* Window Door Kit. Please review and indicate which option best suits your situation.

A1: Sliding window door kit.

## ADDITIONAL TERMS AND CONDITIONS

Various Legislative acts passed in the 2012 session require inclusion of certain provisions in all state contracts. Accordingly, this addendum will add the three provisions listed below to the solicitation and resulting contract entered into between the State of West Virginia and the vendor. In the event that the solicitation is not for construction or architectural/engineering work, sections 2 and 3 below will not apply.

1. **BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services may require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision.

The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

2. **SUBCONTRACTOR LIST SUBMISSION:** In accordance with W. Va. Code § 5-22-1, The apparent low bidder on a contract for the construction, alteration, decoration, painting or improvement of a new or existing building or structure valued at more than \$500,000.00 shall submit a list of all subcontractors who will perform more than \$25,000.00 of work on the project including labor and materials. This provision shall not

apply to any other construction projects, such as highway, mine reclamation, water or sewer projects.

a. **Required Information.** The subcontractor list shall contain the following information:

- i. Bidder's name
- ii. Name of each subcontractor
- iii. License numbers as required by W. Va. Code § 21-11-1 et. seq.
- iv. Notation that no subcontractors will be used if the bidder will perform the work

b. **Submission.** The completed subcontractor list shall be provided to the Purchasing Division within one business day of the opening of bids for review. Failure to submit the subcontractor list within one business day after the deadline for submitting bids shall result in disqualification of the bid.

c. **Substitution of Subcontractor.** Written approval must be obtained from the Purchasing Division before any subcontractor substitution is permitted. Substitutions are not permitted unless:

- i. The subcontractor listed in the original bid has filed for bankruptcy;
- ii. The subcontractor in the original bid has been debarred or suspended; or
- iii. The contractor certifies in writing that the subcontractor listed in the original bill fails, is unable, or refuses to perform his subcontract.

3. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: *Provided*, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 1**

000005

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that 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.

Century Equipment

Company



Authorized Signature

6-14-12

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012

# CENTURY *Equipment*

## QUOTATION

Date 06/14/12

For: Division of Veterans Affairs  
1321 Plaza East  
Suite 101  
Charleston WV 25301

From: Toledo Office located at:  
5959 Angola Rd.  
Toledo, OH 43615  
419-865-7400

Attn: C. Prather

SalesRep: Tim Hughes

Qty	Model#	Description	Sell Price	Extension
Workman_HDs				
1	07370	Workman HDX - 4WD (31.5 hp (23 kW) EFI Briggs & Stratton® Daihatsu® engine)	23,349.04	23,349.04
1	07339	Deluxe Hard Cab (Does not include doors)	3,646.53	3,646.53
1	07349	Cab Heater	614.33	614.33
1	07375	Cab - Sliding Window Door Kit	1,038.16	1,038.16
1	117-4830	Cab Right / Left Mirrors	229.57	229.57
1	117-4867	Alternator Shield	79.32	79.32
		Sub-Total:		28,956.95
VP_ToroAllied				
1	BIS-CT	Casket Transporter	9,724.00	9,724.00
		Sub-Total:		9,724.00
		(No Trades Quoted)		
			<b>Merchandise Total</b>	<b>38,680.95</b>
			<b>Trade-In Credit</b>	<b>0.00</b>
			<b>Destination Charge</b>	<b>580.21</b>
			<b>0.00% * Sales Tax</b>	<b>0.00</b>
				<b>39,261.16</b>

Terms: Net 15 Days (Upon Credit Approval)

This Quote Is Good for 30 Days  
2 YEAR MANUFACTURER WARRANTY  
Casket Transporter availability 6-8 weeks from time order.

\* Sales Tax is subject to change based on the current rules and regulations in effect at the time of delivery

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_

True Lease Financing	Base = \$39,261.16	Rate Factor	Payment	Residual%
Conditional Sale Financing	Base = \$39,261.16	Rate Factor	Payment	

## FUNCTIONAL AND DURABLE

The Swivel Base Casket Carrier was designed with the elements of weather in mind. The Carrier is entirely powder coated and all hardware is made of high quality stainless steel, including all nuts and bolts. Therefore, the Carrier is virtually impervious to the elements of weather.

Strength was also a primary consideration in the initial design phases. From the over-sized tubular steel frame to the thick plate steel used in the swivel base, the Carrier was over-engineered to stand the test of time.



Rear view showing the tubular frame, powder-coated interior as well as exterior components and the industrial processed rubberized rollers.

### FEATURES

- Lite and Strong, 475 – 500 lbs shipping weight
- Approximately 91" long, 32" wide, 34" tall
- Estimated maximum capacity is 4,000 lbs
- Base mount is heavy gauge tubing with thick, flat plate bar materials
- Hardware is all stainless steel
- Rollers are custom-coated with thick industrial polyurethane
- Powder coated through and through
- All nuts and bolts are stainless steel
- Installation onto a Toro type chassis is estimated at no more than 2 hours
- Door locks, during casket transportation
- Entirely American Made
- Patent Pending

Contact Robert Lindholme today for pricing and shipping information. Dealer inquiries welcome.

## SWIVEL BASE CASKET CARRIER

The Swivel Base Casket Carrier is entirely American made. It was designed specifically to serve the reverent workers of the American Cemetery System.

Built of high quality materials and designed to withstand the harsh elements of weather and time, the Swivel Base Casket Carrier will provide a high return on investment.

Although the Swivel Base Casket Carrier is well suited to work on the Toro chassis as a casket carrier, it can be customized to fit virtually any application.



The Swivel Base Carrier pictured on a Toro chassis.

R&D Fabrication has been in business under the same ownership since 1974. Located in East Moline, Illinois, we create industrial solutions for large and small businesses.

We specialize in projects others consider too difficult to manage. Our clientele range from John Deere, to the US Department of Energy to local municipalities. Our expertise in custom fabrication includes stretching limousines, fortifying heavy construction equipment, restoring Hot Rods, repairing aluminum, stainless steel and cast iron components as well as building custom grilling systems for popular restaurants. No job is too large or too small.

### R & D FABRICATION, LLC.

359 19th Street  
East Moline, IL 61244  
309-796-1126  
[www.RnDfab.com](http://www.RnDfab.com)  
Robert Lindholme, Founder/  
President

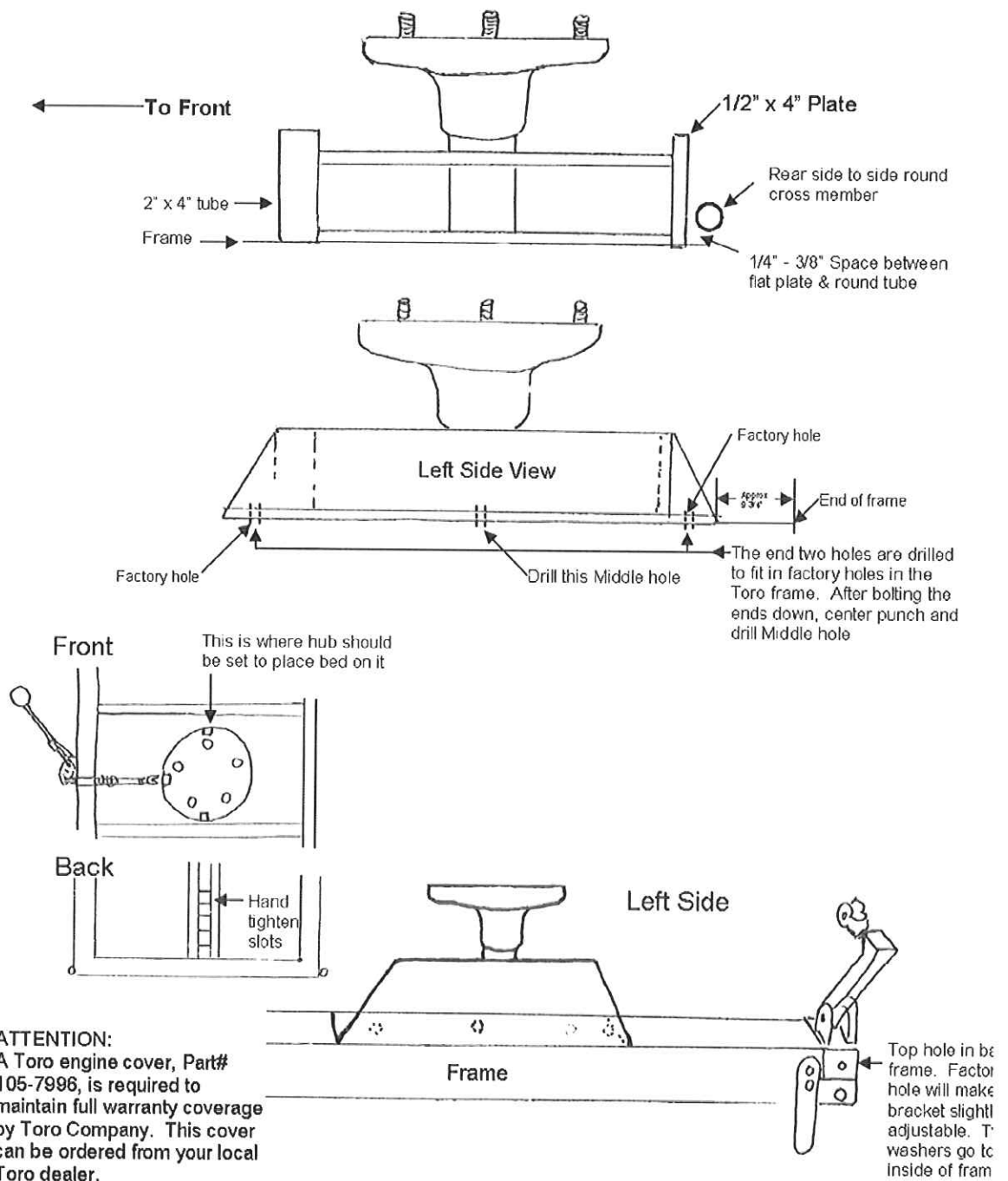
### Made in the USA



# R & D FABRICATION & WELDING

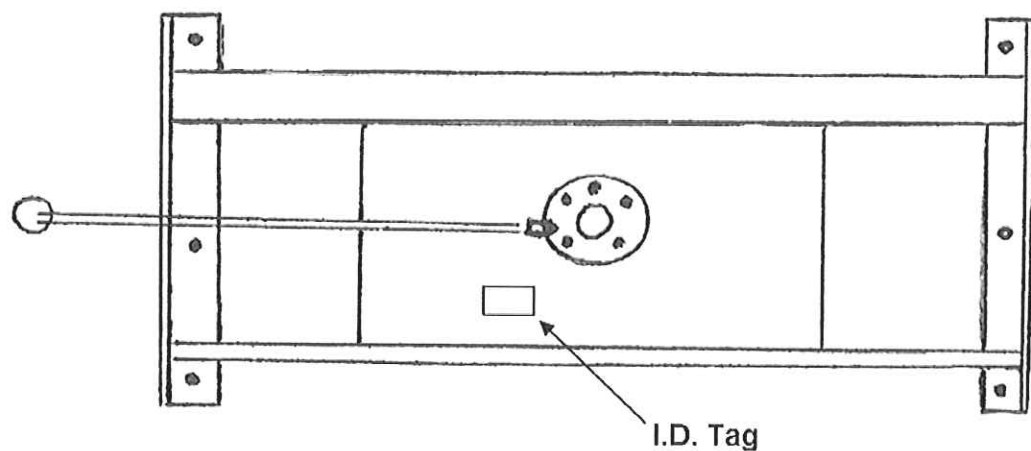
359 - 19th St. EAST MOLINE, ILLINOIS 61244  
TELEPHONE (309) 796-1126  
www.RnDfab

## Mounting Location for Swivel Bed Mount





**Please place this I.D. tag on the base  
mount of your casket carrier**



**This drawing shows an appropriate  
location for the tag**

Thank you from the  
employees at  
R & D Fabrication



**TORO.** Count on it.

Workman® HD Series

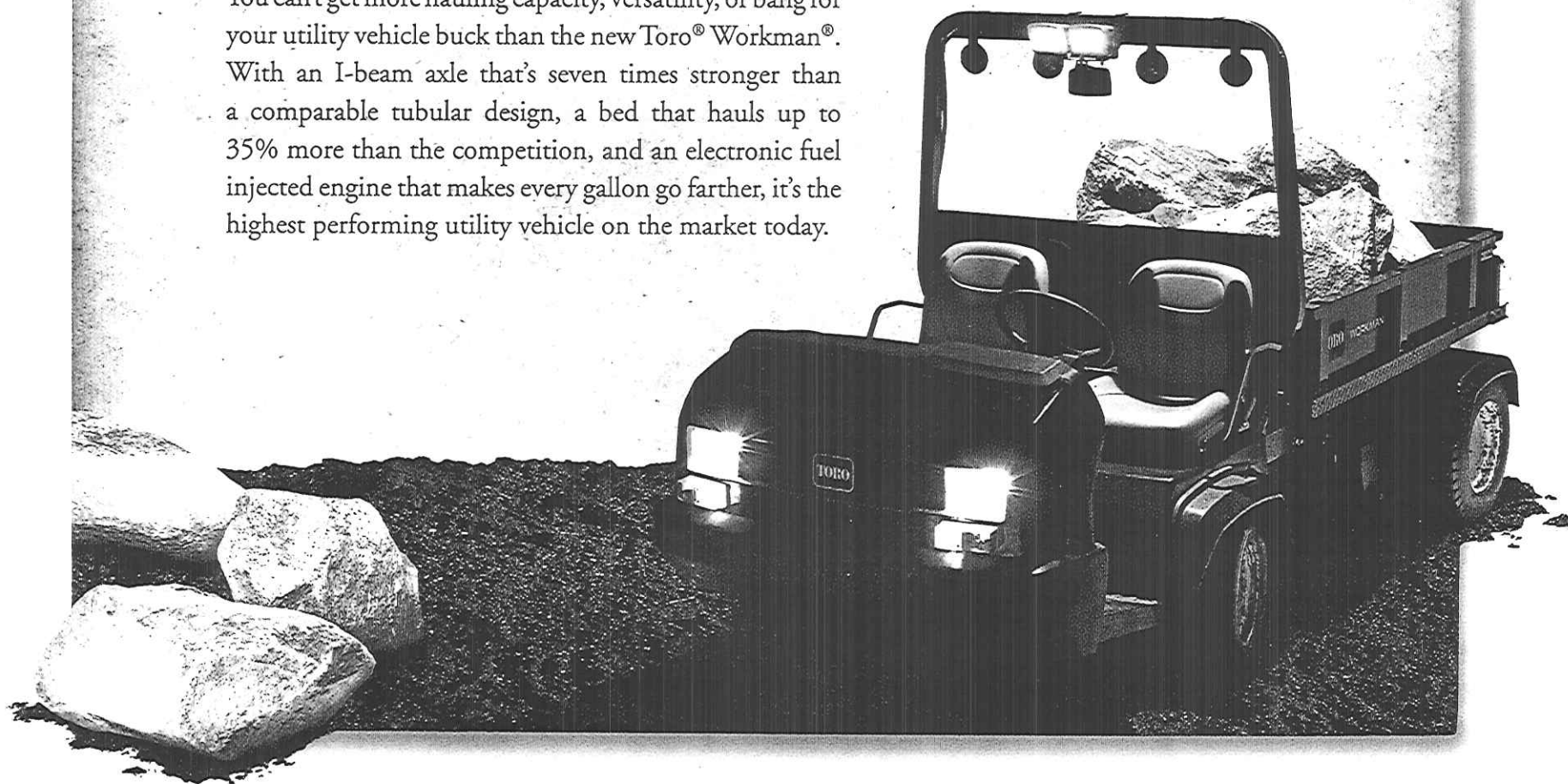
**Tougher than  
your toughest job.**

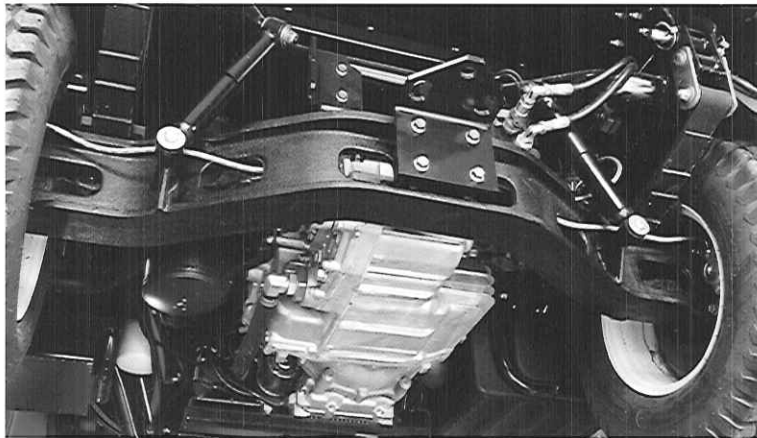


**TORO.** Count on it.

## **Tougher. Stronger. Better. Meet the new Toro Workman.**

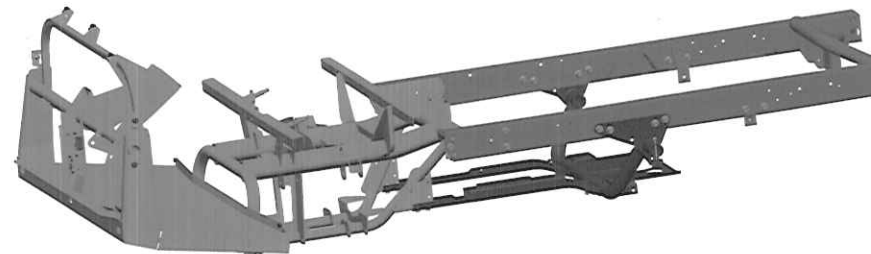
You can't get more hauling capacity, versatility, or bang for your utility vehicle buck than the new Toro® Workman®. With an I-beam axle that's seven times stronger than a comparable tubular design, a bed that hauls up to 35% more than the competition, and an electronic fuel injected engine that makes every gallon go farther, it's the highest performing utility vehicle on the market today.





## Unmatched toughness.

The new Workman gets its remarkable strength from a rear DeDion axle built with the same kind of I-beam design used in skyscrapers. It gives the Workman superior vertical loading capacity by isolating the engine, transmission and main frame from all load forces.

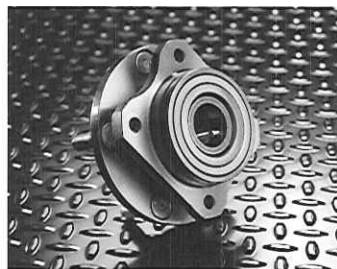


## A solid foundation.

The new Workman is engineered with a truss-like front space frame for superior strength and rigidity, and a rear frame with a C-channel design for unsurpassed performance in hauling heavy loads.

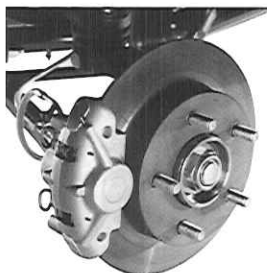
## Precision wheel bearings.

The most advanced integrated wheel bearing technology ensures the Workman keeps on rolling under the heaviest loads, day after day, job after job.



## More capacity. More productivity.

With a maximum capacity of 3,002 pounds—up to 35% more than the competition—the Workman is up to any challenge.



## Incredible stopping power.

A fully loaded Workman can build up a lot of momentum. It can also stop that momentum faster, thanks to 4-wheel hydraulic disc brakes. Not only are hydraulic disc brakes safer, they are easier to service than traditional drum brakes.



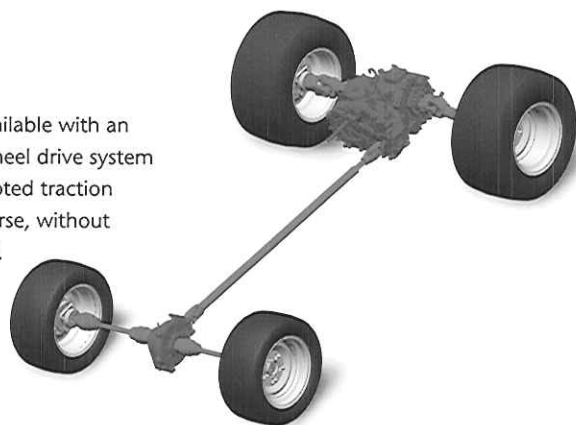
## Designed to bounce back.

Accidents happen. But with seven energy absorbing crush zones in the front bumper, an operator can drive a fully loaded Workman into a pole at 3 mph without any permanent damage. Don't try that with other utility vehicles.



**No slips.  
No slides.**

The Workman is available with an on-demand four-wheel drive system that delivers surefooted traction in forward and reverse, without damaging your turf.



**All-inclusive instrumentation.**

The easy-to-read instrument panel includes fuel and temperature gauges, an hour meter, and warning lights for oil pressure, check engine and battery charge. A tachometer and speedometer are also standard on all liquid cooled models.

**Workman® HD Series**



**Top 10 benefits of the  
Workman EFI engine.**

1. Go farther with up to a 20% increase in fuel efficiency.
2. Reduce maintenance and adjustments thanks to no choke or carburetor.
3. Get moving faster with instant cold starting.
4. Save technician time with automatic altitude compensation.
5. Improve control with smoother throttle response.
6. Boost performance with additional power across throttle range.
7. Increase operator and bystander comfort with significant noise reduction.
8. Simplify troubleshooting with onboard diagnostics.
9. Meet EPA compliance for 2011 and California Blue Sky regulations with low emission engine.
10. Stay on the job and out of the shop with legendary Toro reliability.

From country clubs to city parks, wherever there's a job that needs doing, there's a Toro Workman built to get it done.

**TORO.** Count on it.



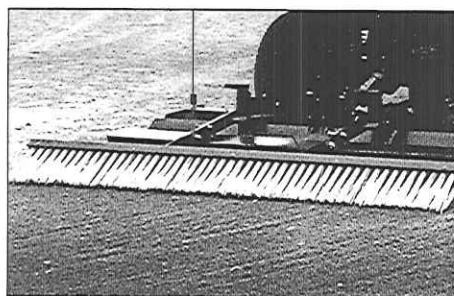
### **Vicon Spreader**

Pendulum action evenly spreads sand, fertilizers, seed and other dry materials.



### **Canopy and Folding Windshield**

Durable, high-density polyethylene canopy protects operators and passengers from sun and rain. Easy folding acrylic windshield allows airflow to enhance comfort.



### **Rahn® Groomer**

The triple row broom is perfect for leveling uneven playing fields, with a 2-way system that provides a lock and float position to match conditions. Also ideal for dethatching.



### **Topdresser 2500**

25-cubic-foot capacity and all-wheel drive ensures a consistent application rate on uneven terrain.



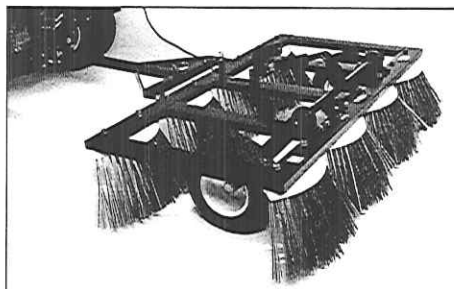
### **ProCore® Processor**

Sweeps, processes and disperses aeration cores in one easy operation.



### **Pro Sweep®**

Efficiently picks up aeration cores and debris with a floating sweeper head. High dump hopper easily empties debris into the bed of a Workman.



### **Synthetic Turf Conditioner**

Loosens infill from compacted fields, and evenly redistributes and levels the playing surface.



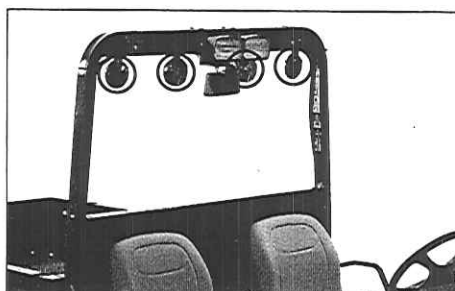
### **Patriot Lift**

25-foot aerial lift simplifies maintenance of trees, golf courses, parks, streetlights and more.



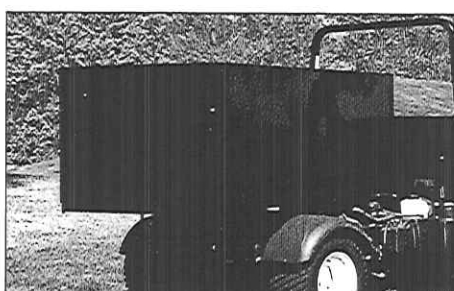
### **Topdresser 1800**

18-cubic-foot conveyor belt topdresser mounts to the rear of Workman for precision application.



### **ROPS Signal Light Kit**

Protects operators with double amber warning lights and two single red taillights.



### **Casket Transporter**

Heavy-duty transporter for cemetery applications.



### **1/3 Vertical Lift**

A sturdy, scissor-lift platform with 600-pound capacity that can be raised up to 96 inches.

Vehicle Model:	<b>HDX, HDX-4WD</b>	<b>HDX-D, HDX-D-4WD</b>	<b>HD</b>	<b>Workman® HD Series Utility Vehicles</b>	
Engine:	Briggs & Stratton® Daihatsu® 950G Fuel Injected	Briggs & Stratton® Daihatsu® 950D	Kohler® CH23	Length:	127.6 in (324 cm) without bed; 130 in (330 cm) with bed
Rating:	31 hp (23.4 kW)	24 hp (19.9 kW)	23 hp (17.2 kW)	Width:	64.7 in (164.3 cm)
Displacement:	950 cc	950 cc	674 cc	Height:	75.8 in (192.5 cm) to top of ROPS
Fuel:	Gasoline	Diesel	Gasoline	Front Suspension:	Independent suspension with dual A frame control arms, dual coil springs and dual shock absorbers with anti-sway bar. Provides 5 3/4" travel.
Cooling:	Liquid	Liquid	Air	Rear Suspension:	DeDion rear axle (weight carrying axle) suspension independent of transaxle with dual leaf springs and dual shock absorbers. Provides 3" travel.
Maximum Speed:	19.8 mph (31.9 km/h)	19.8 mph (31.9 km/h)	19.8 mph (31.9 km/h)	Brakes:	4 wheel hydraulic disc brake system.
Total Capacity:	HDX: 2899 lbs (1318 kg) HDX-4WD: 2840 lbs (1291 kg)	HDX-D: 2894 lbs (1315 kg) HDX-D-4WD: 2835 lbs (1289 kg)	3002 lbs (1364 kg)	Transmission:	Rear transaxle directly connected to engine, twin axle drive. 3 speed synchromesh (forward speeds only), h-shift pattern with high-low range providing 6 forward speeds and 2 in reverse.
Cargo Bed Capacity:	HDX: 2499 lbs (1136 kg) HDX-4WD: 2440 lbs (1109 kg)	HDX: 2494 lbs (1134 kg) HDX-4WD: 2435 lbs (1107 kg)	2602 lbs (1183 kg)	4WD Models:	Fully automatic on-demand, bi-directional system. Uses dual bi-directional clutches. In event of rear tire slippage, clutches transmit power proportionally to front wheel with highest traction.
Tow Hitch:	600 lbs (272 kg) tongue weight  3500 lbs (1587 kg) trailer weight  Trailers over 1500 lbs (680 kg) require trailer brakes	600 lbs (272 kg) tongue weight  3500 lbs (1587 kg) trailer weight  Trailers over 1500 lbs (680 kg) require trailer brakes	600 lbs (272 kg) tongue weight  3500 lbs (1587 kg) trailer weight  Trailers over 1500 lbs (680 kg) require trailer brakes	Certifications:	Certified to meet SAE J2258. Certified to meet ISO/DIS 21299 for ROPS. Engine meets all applicable emission standards per the manufacturer. Certified to meet the CE Machinery Directive.
				Warranty:	Two-year limited warranty. See Operator's Manual for further details.



The Toro Workman meets the specifications of your toughest jobs.  
For more detailed information, visit [www.toro.com](http://www.toro.com).

## TORO® PROFESSIONAL SERVICES

**Toro Financing** A full-service offering for all your equipment and irrigation purchases. Flexible financing options can be tailored to meet your operational needs.

**Toro Protection Plus Extended Protection Plan** Protect your budget and your equipment investment. Plans are available for both new and used equipment, and you can choose from various terms to fit your financing terms.

**Toro Genuine Parts** Keep the productivity and performance of your equipment at its peak. Learn about Performance Parts pricing and MVP kits. Find replacement parts online at [Toro.com/partsviewer](http://Toro.com/partsviewer).

**Toro Training** Toro Factory Service Schools are available. Explore the training and customer care areas of [Toro.com](http://Toro.com) and [ToroNSN.com](http://ToroNSN.com) for readily available education and training materials.

**Toro Controller Repair** Provides irrigation controller boards ready for immediate board exchange to assure that downtime is minimal and your turf stays protected. Toro is the choice for reliability.

**Toro NSN®** An industry-first support network that provides reliable, around-the-clock irrigation central control system troubleshooting and operation assistance. Call 1-800-ASK-TORO.

**NEW! myTurf™ Fleet Management** This on-line tool from Toro keeps track of maintenance for all of your turf equipment. Complete product information and parts ordering is also included. Ask your distributor for availability.

**TORO. Count on it.**