



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

Solicitation

NUMBER
DPS1332

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

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RFQ COPY
TYPE NAME/ADDRESS HERE
Montcroft Farms LLC
797 Potato Farm Rd.
Terra Alta, WV 26764-7205

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WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE
SOUTH CHARLESTON, WV
25309 304-746-2141

DATE PRINTED
02/21/2013

BID OPENING DATE: 03/12/2013 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	10,000 lbs 1	LS		390-28	\$0.22/lb	\$2,200.0
FRESH FRUITS AND VEGETABLES						
OPEN-END CONTRACT						
THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV STATE POLICE, IS SOLICITING BIDS TO PROVIDE FRESH FRUITS AND VEGETABLES FOR THE WV STATE POLICE ACADEMY, PER THE ATTACHED SPECIFICATIONS.						
ATTACHMENTS INCLUDE:						
1. INSTRUCTIONS TO VENDORS SUBMITTING BIDS						
2. GENERAL TERMS AND CONDITIONS						
3. DPS1332 SPECIFICATIONS						
4. CERTIFICATION AND SIGNATURE PAGE						
5. PURCHASING AFFIDAVIT						
6. RESIDENT VENDOR PREFERENCE (RVP) FORM						
***** THIS IS THE END OF RFQ DPS1332 ***** TOTAL:						\$2,200.00
02/27/13 09:47:52 AM West Virginia Purchasing Division						

SIGNATURE <i>Montcroft Farms LLC (Charles Wm. Hous)</i>	TELEPHONE 304-789-2519	DATE 2-25-13
TITLE <i>Owner</i>	FEIN 273108142	ADDRESS CHANGES TO BE NOTED ABOVE

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

MONTCROFT FARMS LLC 2013

797 POTATO FARM RD
TERRA ALTA, WV 26764

Estimate

Date	Estimate #
2/25/2013	1

Name / Address
STATE OF WEST VIRGINIA DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET EAST P.O. BOX 50130, CHARLESTON, WV 25305-0130

			Project
Description	Qty	Rate	Total
US #1 SALEM POTATOES 50LB BAG	200	10.00	2,000.00
FREIGHT	200	1.00	200.00
		Total	\$2,200.00

Bidder shall provide the Mark-up percentage (%) for the various classifications of fresh fruits and vegetables.

Classification of Fresh Produce	Mark-up Percentage
1. Fruits.....	%
2. Vegetables	%
3. Miscellaneous Processed Items.....	%

Item	Fresh Produce U.S. No. 1	Average Case Weight Lbs	Item Description / Package (Vendor should complete this column).	Vendor's Cost per Unit (*Bid Sheet #3))	Mark Up (<u> </u> %)	State Purchase Price (per unit)	x Estimated Annual Qty	= Annual Total
	Fruits							
1	APPLES, red, delicious, min US Fancy Gr, 100 count.	40			<u> </u> %		400 CASE/ 16,000 lb	
2	Asparagus, Green	11			<u> </u> %		200 CASE/ 2,200 lb	
3*	Bananas, yellow variety, maturity level to ensure ripening, min 1-1/8 in. dia, min 5.5 in. lg. 5.	40		*	<u> </u> %		800 CASE/ 32,000 lb	
4*	Grapes, red, seedless, US No. 1 Table Gr,	18		*	<u> </u> %		900 CASE/ 16,200 lb	
5	Cantaloup, U.S. No. 1 gr, 15 to 23 count.	38			<u> </u> %		400 CASE/ 15,200 lb	
6	Melon, Honeydew, US No. 1	25			<u> </u> %		150 CASE/ 3,750 lb	
7	Oranges, US No. 1, Valencia and Navel	40			<u> </u> %		400 CASE/ 16,000 lb	
8	Strawberries, US No 1, 6 pints per flat	9			<u> </u> %		100 FLATS	
9	WATERMELON, FRESH, seedless, US No. 1 Grade, water variable weight, 4 or 5 per case,	50			<u> </u> %		250 CASE/ 12,500 Lb	
	Vegetables							
10	Broccoli, US No. 1	20			<u> </u> %		100 CASE/ 2,000 lb	
11	Cabbage, Green, U.S. No 1,	50			<u> </u> %		200 CASE/ 10,000 lb	
12	Carrot, topped, US No. 1,	50			<u> </u> %		250 CASE/ 12,500 lb	
13	CELERY, FRESH,Pascal, US No. 1, Gr, 2 to 3 dozen, bulk pack	50			<u> </u> %		200 CASE/ 10,000 lb	
14	Cucumbers, 85% U.S. No. 1	50			<u> </u> %		300 CASE/ 15,000 lb	

Vendor's Costs for the week of February 10, 2013 through February 16, 2013 shall be used for all items. (Bid Document Instructions: A & B.)

15*	LETTUCE, FRESH, Iceberg, us no. 1 gr, 2 dz size, ind pg.	30		*			300 CASE/ 9,000 lb	
16	ROMAINE, FRESH, issued by lb	36				%	100 CASE/ 3,600 lb	
17	Onions, Yellow	50				%	150 CASE/ 7,500 lb	
18	Potatoes, Baking, Idaho, U.S. No.1,	50				%	400 BAG/ 20,000 lb	
19*	Potatoes, White, moderately skinned, long, for baking, us extra no. 1 or us no. 1 gr, 8 to 12 oz ea,	50	US No.1 Potatoes 50lb/bag	*	\$10.00	10 %	\$11.00	200 BAG/ 10,000 lb \$2200.00
20*	Tomatoes, 85% U.S. No. 1, light red to red, 2-1/2 in. min dia.	25		*		%	400 CASE/ 1,000 lb	
21	Turnip, U.S. No. 1, 25 lb/ bag	25				%	160 BAG/ 4,000 lb	
Miscellaneous Processed Items								
22*	Celery, Sticks, US No. 1 Gr, Chilled, 5 lb	5		*		%	200 CASE/ 1,000 lb	
23	Lettuce, Shredded, Chilled, 4 ea/5 lb bags	20				%	100 CASE/ 2,000 lb	
24	Tomatoes, Sliced, 1/4", 4 ea/5 lb bags	20				%	100 CASE/ 2,000 lb	
Vendor's Costs for the week of February 10, 2013 through February 16, 2013 shall be used for all items. (Bid Document Instructions: A & B.)								Grand Total \$2200.00

* For this item, the Vendor's Costs and documentation shall be shown in Bid Sheet #3.

Restocking Fee for Item order in error by state agency: _____ Restocking Fee.

Charge for Second Weekly Delivery.....

Documentation of Vendor's Cost (legible copies of supplies and bills of lading) shall be submitted for the following items to demonstrate the vendor's cost per unit. For purpose of evaluation, Vendor's Costs for the week of 02/10/2013 through 02/16/2013 shall be used. (See Bid Document Instructions: A & B)

	Fresh Produce U.S. No. 1	<u>Supplier company name. bidder company name. invoice date. item description. quantity and price.</u>	Vendor's Cost per Unit
3*	Bananas, yellow variety, maturity level to ensure ripening, min 1-1/8 in. dia, min 5.5 in. lg, 5.		
4*	Grapes, red, seedless, US No. 1 Table Gr.		
11*	Cabbage, U.S. No. 1, 200 cs./1000 lbs.		
15*	LETTUCE, FRESH, Iceberg, us no. 1 gr, 2 dz size, ind pg.		
19*	Potatoes, White, moderately skinned, long, for baking, us extra no. 1 or us no. 1 gr, 8 to 12 oz ea.	Montcroft Farms LLC (Grower & Producer)	
20*	Tomatoes, 85% U.S. No. 1, light red to red, 2-1/2 in. min dia.		
22*	Celery, Sticks, US No. 1 Gr, Chilled. 5 lb		

Vendor's Costs for the week of 02/10/2013 through 02/16/2013 shall be used.

CONTRACTOR'S NAME & REMIT TO ADDRESS:	CONTRACTOR'S CONTACT:
Montcroft Farms LLC	Telephone: (304) 789-2519
797 Potato Farm Rd.	FAX: ()
Terra Alta, WV 26764-7205	Email: jgrose3681@gmail.com

SIGNATURE: Charles Wm. Grose DATE: 2-25-13

Please re-check the Bid Document Instructions to assure all requirements are addressed in your bid response.

CERTIFICATION AND SIGNATURE PAGE

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Montcroft Farms LLC
(Company)
Charles Wms. Grose
(Authorized Signature)

Owner Operator
(Representative Name, Title)

(304) 789-2519
(Phone Number) (Fax Number)

2/25/2013
(Date)

RFQ No. DPS1332STATE OF WEST VIRGINIA
Purchasing Division**PURCHASING AFFIDAVIT**

MANDATE: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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.

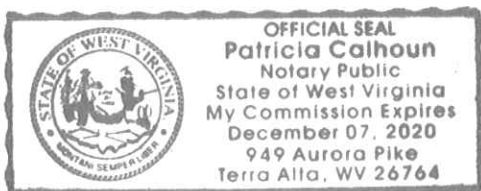
AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:Vendor's Name: Montcroft Farms LLCAuthorized Signature: Charles Wm. Thorne Date 2/25/2013State of West VirginiaCounty of Preston, to-wit:Taken, subscribed, and sworn to before me this 25 day of February, 2013.My Commission expires December 7, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC Pat Calhoun

Purchasing Affidavit (Revised 07/01/2012)



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.
7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**
☐ Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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: Montcroft Farms LLC

Signed: Charles W. Moore

Date: 2/25/2013

Title: 2/25/13