



# West Virginia Purchasing Division

2019 Washington Street, East  
Charleston, WV 25305  
Telephone: 304-558-2306  
General Fax: 304-558-6026  
Bid Fax: 304-558-3970

The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header

List View

**General Information** | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#)

Procurement Folder: 131146

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0803

Vendor ID: 000000202582

SO Doc ID: DOT1600000013

Legal Name: MIDDLETOWN TRACTOR SALES

Published Date: 9/14/15

Alias/DBA:

Close Date: 9/22/15

Total Bid: \$224,453.10

Close Time: 13:30

Response Date: 09/21/2015

Status: Closed

Response Time: 12:26

Solicitation Description: Addendum No. 2 - Extend bid opening

Total of Header Attachments: 0

Total of All Attachments: 0



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 131146  
**Solicitation Description :** Addendum No. 2 - Extend bid opening  
**Proc Type :** Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
	2015-09-22 13:30:00	SR 0803 ESR09211500000001206	1

VENDOR
000000202582 MIDDLETOWN TRACTOR SALES

**FOR INFORMATION CONTACT THE BUYER**  
 Sheila L Hannah  
 (304) 558-4317  
 sheila.l.hannah@wv.gov

**Signature X** **FEIN #** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	CLASS 136 ZERO TURN MOWER	15.00000	EA	\$14,963.540000	\$224,453.10

Comm Code	Manufacturer	Specification	Model #
21101701			

<b>Extended Description :</b>	CONTRACT: TO PROVIDE CLASS 136 - ZERO TURN MOWER
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REQUEST FOR QUOTATION  
CLASS 136 Zero Turn Mower

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**Contract Manager:** Phillip A. Cottrille  
**Telephone Number:** 304-366-4690 (Ext. 242)  
**Fax Number:** 304-366-4698  
**Email Address:** phil@middletowntractor.com

- 8.4 Operating and Service Manuals and Parts Lists:** An operator's manual must be included with each unit upon delivery. A "line sheet" (if applicable) and the "Equipment Preventative Maintenance Questionnaire", (Exhibit "B") must be with pilot unit upon delivery. Attn: Marcia Lee. There must be 12 service/shop/ Maintenance manuals and 14 parts manuals; CD-ROM is preferred in lieu of parts manuals. Manuals shall be delivered upon completion of delivery of total units. Failure to do so will delay payment.
- 8.5 Training:** Manufacturers and/or dealers will be required to stage a thorough seminar on the subjects of Preventative Maintenance, Operator, and Mechanic Training. In order to keep operators and mechanics updated, the successful vendor shall conduct training sessions covering the operation, maintenance, and troubleshooting with each purchase order against this open-end contract. Manufacturers and/or dealers shall be required to furnish the Training Academy with one (1) Operator's Manual to be shipped direct to

**WVDOH**  
Training Academy  
P.O. Box 610  
Buckhannon, West Virginia 26201

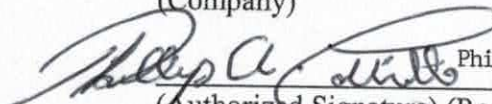
Prior to delivery of the pilot unit. Training seminar to be held at the WVDOT, Equipment Division, and Buckhannon, WV.

- 8.6 Preventative Maintenance & Operator Procedures:** Manufacturers and/or dealers will be required to submit to the Equipment Division, in addition to the operating and service manuals, booklets and pamphlets explaining the Preventative Maintenance and Operator Procedures to be used by the operators of this equipment, and must include such things as daily prestart inspection procedure, service schedule, and routine maintenance required, safety precautions, etc. The successful vendor shall furnish all training aids; i.e. videos, projectors as required in conducting the training.
- 8.7 Warranty and Service Policy:** The unit must be accompanied upon delivery by the unit's manufacturers executed warranty and service policy.
- 8.8 Unspecified Accessories & Features:** All parts, equipment, accessories,

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, or submitting documentation through wvOASIS, 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, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Middletown Tractor Sales  
(Company)

 Phillip A. cottrille, Sales consultant  
(Authorized Signature) (Representative Name, Title)

304-366-4690 (304-366-4698 FAX) 21 September 2015  
(Phone Number) (Fax Number) (Date)



ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:

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 checked="" 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 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.

Middletown Tractor Sales

Company

Authorized Signature

21 September 2015

Date

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



# 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 Vendor Preference, if applicable.

**1. Application is made for 2.5% 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% 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% 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% 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% 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% 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: Middletown Tractor Sales

Signed: 

Date: 21 September 2015

Title: Sales Consultant



STATE 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: Middletown Tractor Sales

Authorized Signature: [Signature] Date: 21 September 2015

State of West Virginia

County of Marion to-wit: 21st

Taken, subscribed, and sworn to before me this 19th day of September, 2015.

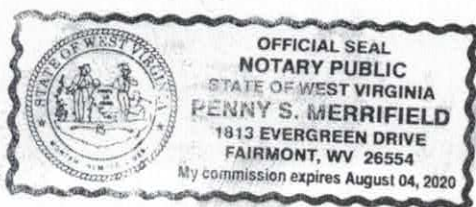
My Commission expires Aug. 4, 2020

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

[Signature: Penny S. Merrifield]

Purchasing Affidavit (Revised 08/01/2015)



US / Canada

# Sales Manual

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<b>Manufacturer</b>	<b>John Deere</b>
<b>MODEL</b>	<b>Z997R</b>
<b>Engine</b>	
Manufacturer	---
Model no.	3TNV88C
Horsepower (gross)	At 3,000 rpm: 37.4 hp 27.5 kW
Displacement	100.2 cu in. 1642 cc
Cylinders	Three
Crankcase capacity	3.8 U.S. qt 3.6 L
Oil filter	Full flow, replaceable, spin-on type
Lubrication	Full pressure
Cooling	Liquid
Air cleaner	Dry-type, replaceable
Pre-cleaner	Yes
<b>Fuel system</b>	
Fuel type	Diesel
Fuel consumption	---
Fuel tank capacity	11.5 U.S. gal. 43.5 L
Fuel tank switch/shut-off valve	Yes
<b>Electrical system</b>	
Charge system	75 amp
Battery voltage	12 V
Cold cranking amp	At 18 degrees C 490 amp
Hour meter	Standard multi-function display
Operator presence starting system	Standard
<b>Drivetrain</b>	
Wheel motors	Parker Ross TG0310 18.9 cu in. 310 cc
Travel speed	---
Forward	0-11.5 mph 0-18.5 km/h
Reverse	0-5 mph 0-8 km/h
Speed and direction control	Zero turn
Hydraulic capacity	Tank capacity 3.2 U.S. gal. 12.1 L
Hydraulic oil cooler	Yes
Filter	Spin-on Type
Hydraulic pumps	
<b>Tires</b>	
Drive tires	26x12-12
Rear tires	26x12-12
Load rating	4pr
<b>Brakes</b>	
Dynamic braking	Dual hand controlled levers
Park brake	Caliper disc brake
Park brake actuation	Hand lever
<b>PTO</b>	
Type	Hydraulic clutch



Drive	Internal wet disk clutch
<b>Mower decks</b>	
Available widths	Side discharge 60, Mulch On Demand™ (MOD) 60, rear discharge 60 in. 152 cm Side discharge 72 in. 183 cm
Deck construction	7-Iron PRO: One piece stamped steel
Deck thickness	7 gauge 0.179 in. 4.6 mm
Discharge	Side discharge, Mulch On Demand, rear discharge
Height-of-cut range	1.5-5.0 in. 3.8-12.7 cm
Increments	0.25 in. 0.64 cm
Cutting width	60, 72 in. 152, 183 cm
<b>Blades</b>	
Length	60-in. deck 21 in. 53.3 cm 72-in. deck 25 in. 63.5 cm
Thickness	0.25 in. 0.64 cm
Tip speed	60- in. deck approximately 17,480 fpm 5328 m/min 72- in. deck approximately 17,500 fpm 5334 m/min
Number	Three
<b>Wheels</b>	
Caster wheel type	Flat free
Caster wheel size	15x6-6
Front anti-scalp rollers	LH, RH, Center
Rear anti-scalp rollers	LH, RH, Center
<b>Dimensions</b>	
Length	60 in. side discharge 96 in. 244 cm 60-in. side discharge and MOD 74 in. 188 cm
Width	72-in. deck 86 in. 218.4 cm
Height	ROPs up 85 in. 216 cm
Weight	60-in. side discharge 1,774; 60-in. rear discharge 1,827 lb 805; 829 kg 72-in. side discharge 1,841 lb 835 kg

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Engine horsepower and torque information for non-Deere engines are provided by the engine manufacturer for comparison purposes only. Actual operating horsepower and torque will be less. Refer to the engine manufacturer's Web site for additional information.

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