

Bell Helicopter®
A Textron Company

Post Office Box 482
Fort Worth, Texas 76101
817.280.2011

In Reply Refer to: CSS-L16-468

15 August 2016

To: West Virginia Department of Administration
Purchasing Division
2019 Washington Street E.
Charleston, WV 25305

Attention: Linda Harper, Senior Buyer

Subject: Proposal for Maintenance and Repair of 4 State of WV Helicopters

Reference: Solicitation AVN1700000001

Enclosure: Bid Documents

Dear Ms. Harper,

In response to the referenced solicitation, Bell Helicopter Textron Inc. (Bell) is pleased to submit the enclosed proposal to the State of West Virginia Purchasing Division.

Bell takes exception to the requirement of "Professional Liability Insurance" as this type of insurance is not applicable to the type of work being requested in the Solicitation. Bell respectfully requests that the requirement be removed prior to a contract award.

This proposal is valid until October 18, 2016.

If you have any questions, please contact the undersigned or Parker Perego at pperego@bh.com or 817-280-2149.

Respectfully,

BELL HELICOPTER TEXTRON INC.



Sharon Moore
Manager, Contracts
Customer Support & Services
817-280-6277 | samoore@bh.com

RECEIVED

2016 AUG 16 AM 9:26

WV PURCHASING
DIVISION

Exhibit A - Pricing Page (Helicopter)

Vendors must complete the below cost scenario.

Section A:

Normal working hours are considered to be Monday thorough Friday from

8:00 am to 4:30 pm.

RATE SCHEDULE:

Line Item	Description	Unit Cost	Unit of Measure	Estimated Quantity	Extended Cost
1	Straight Hourly Shop Rate	\$85.00	per hour	300	\$25,500.00
2	Hourly Rate at other than Contractor Facility	\$85.00	per hour	10	\$850.00
3	Shop Rate other than Normal Working Hours	\$127.50	per hour	10	\$1,275.00
Total Lines 1-3					\$27,625.00

PARTS:

Line Item	Description		% Discount from List	Estimated List Price	Extended Cost
4	Bell Parts		5.00%	\$5,000	\$4,750.00
5	Non-Bell Parts		0.00%	\$3,000	\$3,000.00

EQUIPMENT USE FEES:

Line Item	Description	Unit Cost	Unit of Measure	Estimated Quantity	Extended Cost
6	Main Rotor Track & Balance	\$75.00	per use	3	\$225.00
7	Tail Rotor Balance	\$75.00	per use	3	\$225.00
8	Battery Deep Cycle	\$120.00	per use	3	\$360.00
9	Battery Capacity Check	\$47.50	per use	3	\$142.50

OTHER FEES:

Line Item	Description		Extended Cost
10	Consumables		
	Consumables will be calculated based on a percentage of the total labor cost (Total Lines 1-3). Vendors must enter a percentage amount that will be multiplied by the total labor cost which will be used to calculate the extended cost of consumables. Vendors not charging for consumables will enter a "0" in the Percentage field.	% for cost of Consumables	
		1.50%	\$414.38

Subtotal A: \$36,741.88

Section B:

Flight time calculation to fly Round Trip from Charleston, WV

Round Trip Cost Calculation will be based on the straight line distance of the contractor's facility from Yeager Airport in Charleston, WV in nautical miles divided by aircraft nominal airspeed multiplied by the Aviation Division's billing rate per hour multiplied by two.

Description		Per Trip
<u>121</u>	NM to contractor's facility divided by 125 (knots) x \$1100.00 (per hour) x 2	N3WV \$2,129.60
<u>121</u>	NM to contractor's facility divided by 100 (knots) x \$800.00 (per hour) x 2	N5WV \$1,936.00
<u>121</u>	NM to contractor's facility divided by 100 (knots) x \$600.00 (per hour) x 2	N6WV \$1,452.00
<u>121</u>	NM to contractor's facility divided by 100 (knots) x \$600.00 (per hour) x 2	N61528 (N890SP) \$1,452.00
<u>121</u>	NM to contractor's facility divided by 100 (knots) x \$600.00 (per hour) x 2	N67876 (N895SP) \$1,452.00
Subtotal B:		\$8,421.60
Subtotal Section A:		\$36,741.88
Subtotal Section B:		\$8,421.60
Total Bid:		\$45,163.48

- Notes:**
- 1) The quantities listed above are provided for bid evaluation purposes only. The actual quantities may vary based on the need of agency and will be determined based on the unit price supplied in the vendors bid.
 - 2) Vendors should complete this form in its entirety in lieu of submitting other quote forms. Submitted form should be provided in a legible form. (Typewritten form preferred.)
 - 3) Vendors must submit unit prices for all line items. Failure to provide unit prices will result in the disqualification of the vendor's bid.
 - 4) Consumable fee is captured on Line 10 as a percentage of the labor fees (items 1, 2, 3). Any Vendor not charging for Consumables will enter a "0" in the percentage field to reflect no cost.

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: Bell Helicopter Textron Inc.

Signed: 

Date: 8/15/2016

Title: Manager, Contracts

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: Bell Helicopter Textron Inc.

Authorized Signature: *[Signature]* Date: 8/15/2016

State of TEXAS

County of TARRANT, to-wit:

Taken, subscribed, and sworn to before me this 15th day of August, 2016

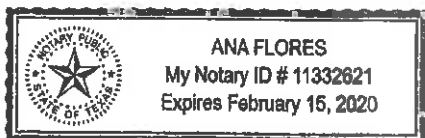
My Commission expires 15 February, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 08/01/2015)



ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: AVN1700000001

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 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.

Bell Helicopter Textron Inc.

Company



Authorized Signature

4/15/2014

Date

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

Revised 6/8/2012

UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

Air Agency Certificate

Number **FKFR930D**

This certificate is issued to
BELL HELICOPTER TEXTRON, INC.

whose business address is

**450 INDUSTRIAL PARK ROAD
PINEY FLATS, TN 37686**

*upon finding that its organization complies in all respects
with the requirements of the Federal Aviation Regulations
relating to the establishment of an Air Agency, and is
empowered to operate an approved* **REPAIR STATION**

with the following ratings:

CLASS I RADIO (01/30/87)	CLASS II RADIO (01/30/87)
CLASS I ACCESSORIES (10/04/10)	LIMITED AIRFRAME (08/22/94)
LIMITED POWERPLANT (04/08/92)	LIMITED RADIO (01/16/91)
LIMITED INSTRUMENT (03/20/87)	LIMITED ACCESSORIES (02/20/03)
LIMITED NON DESTRUCTIVE TESTING (08/18/06)	

*This certificate, unless canceled, suspended, or revoked,
shall continue in effect* **INDEFINITELY**

Date issued:

OCTOBER 12, 1979

By direction of the Administrator
Walter H. Bevan

WALTER H. BEVAN

MANAGER, NASHVILLE, TN FSDO-CE-19

**This Certificate is not Transferable, AND ANY MAJOR CHANGE IN THE BASIC FACILITIES, OR IN THE LOCATION THEREOF,
SHALL BE IMMEDIATELY REPORTED TO THE APPROPRIATE REGIONAL OFFICE OF THE FEDERAL AVIATION ADMINISTRATION**

Any alteration of this certificate is punishable by a fine of not exceeding \$1,000, or imprisonment not exceeding 3 years, or both

Textron Enterprise Policy	Drug and Alcohol Free Workplace Policy		Policy #: TXT 779.4
	Function Group: Human Resources		
	Effective Date: 05/01/2012	Issue #: Version 2	Reviewed: 8/31/2015
Approved by: Cheryl Johnson, EVP Human Resources			

1.0 PURPOSE

Textron (the "Company") is committed to maintaining a safe and healthy working environment for our employees by promoting a drug free workplace.

2.0 SCOPE

This policy covers the use of Controlled Substances (Sec. 3.3), Illegal Drugs (Sec. 3.4), Prescription Drugs (Sec. 3.6) and alcohol by all employees of the Company while on Company Property, operating Company vehicles, performing work for the Company or attending a Company-sponsored event.

3.0 DEFINITIONS

- 3.1 Company:** refers to Textron Inc. and each of its direct and indirect subsidiaries, divisions, segments, and business units.
- 3.2 Company Property:** refers to all Company owned or leased property used by employees including, but not limited to, vehicles, lockers, desks, cabinets, closets and parking lots.
- 3.3 Controlled Substance:** means any substance listed in Schedules I-V of Section 202 of the Controlled Substance Act (21 U.S.C. § 812), as amended. The list is available from Human Resources.
- 3.4 Illegal Drug:** means any drug, if (i) its use, possession, sale or distribution constitutes a criminal offense, or (ii) it is a Prescription Drug or Controlled Substance that is used in any manner which is inconsistent with the valid physician's prescription for that drug.
- 3.5 Prescription Drug:** means a drug that is lawfully prescribed by a licensed physician, physician assistant or other licensed health practitioner.

4.0 POLICY

4.1 Drug and Alcohol Free Workplace Statement of Policy

All employees of the Company are prohibited from:

- Manufacturing, distributing, dispensing, selling, purchasing, possessing or using an Illegal Drug or assisting another to do so, while on Company Property, in Company vehicles, or while off the Company property performing work for the Company or attending a Company-sponsored event;
- Using Company Property or one's position to facilitate the manufacture, distribution, sale, dispensation or possession of a Controlled Substance or Illegal Drug;
- Working or reporting for work or operating a Company vehicle while under the influence of an Illegal Drug, alcohol or in an Impaired condition;
- Being unfit to work or creating a risk of harm in the workplace because of the use of alcohol, a Controlled Substance or Illegal Drug;

NOTE: On occasion, managerial, executive, and sales staff may entertain customers during work hours or after work hours as representatives of the Company. On these occasions, only moderate use of alcoholic beverages is acceptable. In addition, occasionally, alcohol is served at business or social events sponsored by the company. Only moderate use of alcohol is acceptable at these events.

Employees must notify their supervisor or Human Resources in writing of any conviction of a violation of a criminal drug statute occurring in the workplace while conducting Company business no later than five calendar days after such conviction.

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Violations of this policy are subject to disciplinary action, up to and including termination from employment consistent with the requirements of local law.

In the event any portion of this Policy is inconsistent with any federal, state or local law, the federal, state or local law shall govern.

4.2 Pre-employment Drug Testing and Acknowledgement of this Policy

It is the policy of the Company not to hire individuals who use any Illegal Drug or any Controlled Substance without a valid prescription. To the extent not prohibited by applicable law, all individuals offered a job by the Company must undergo appropriate drug screening as part of their pre-employment evaluation. Each individual is requested to sign a notice and acknowledgment, consenting to such a pre-employment drug screen and authorizing disclosure of the results to the Company.

If an applicant tests positive for prohibited substances, the applicant will not be hired and any outstanding offers will be rescinded. Such applicants may be considered for employment if they re-apply after one year.

4.3 Employee Drug and Alcohol Testing and Acknowledgement of this Policy

The Company utilizes drug and alcohol testing to administer this policy, in accordance with applicable laws, and in compliance with federal regulations set by Department of Defense (DoD), Federal Aviation Administration (FAA), and Department of Transportation (DoT) when applicable. Each employee will be furnished a copy of this policy and be required to sign a statement, in the form attached to this policy, stating that he or she has received, reviewed, and understands the policy.

Employees may be required to undergo testing for prohibited substances when performance is impaired and it is reasonably believed to be a result of alcohol or drug use. Employees who test positive for alcohol or an Illegal Drug or refuse to undergo a drug and/or alcohol test will be considered in violation of this policy.

Random tests may be performed on employees in accordance with local business unit practice/policy (if applicable) and in accordance with federal regulation and local law. If an employee tests positive for an Illegal Drug, or alcohol the employee will be considered in violation of this policy.

4.4 Non-employee Drug and Alcohol Testing and Acknowledgement of this Policy

Non-Employees are Individuals performing work for Textron who are not employees of the Company, i.e. independent contractors, leased employees and subcontractors. The Company requires drug testing for all non-employees to the extent permitted by law, and shall include this requirement in the agreement for non-employee services, or confirm this requirement is met prior to the non-employee providing services to the Company to the extent permitted by law.

4.5 Employee Assistance Program

Employees who are in need of assistance in dealing with substance abuse problems are encouraged to use the employee assistance program (EAP) as available in each business unit location. For additional information, employees may contact their local Human Resource Department, a designated official within Textron or contact the EAP directly.

Under some circumstances, the Company may require that the employee be referred to the EAP. In that case, failure to abide by the terms and conditions of the treatment plan established by the EAP is a violation of this policy. After completion of the referral treatment program, the EAP counselor will certify to the designated Company manager that the employee

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can return to work. The employee may be subject to additional testing as part of a follow-up program. Employees who test positive while completing the follow-up program will be terminated.

An employee's decision to seek assistance from the employee assistance program will not be used against him/her in a disciplinary action. However, use of the EAP will not prevent the Company from taking disciplinary action against an employee for violations of this policy.

4.6 Prescription Drugs

Any employee who is using a Prescription Drug for any medical or other condition which might impair the ability to perform his or her job or might create a safety hazard must discuss the matter with his or her personal physician and, HR business partner and/or a designated health services office. The HR business partner or health services office will consult with the employee to determine whether the individual can safely and effectively perform work while taking the medication. If it is determined that a Prescription Drug will affect performance or create a safety hazard, the Company reserves the right to limit or suspend the work activity of the employee until the medication causing impairment is discontinued.

In any of the selection or testing situations described in this policy, if Prescription Drugs are detected and the applicant or employee is unable to prove medical or professional authorization for the Prescription Drug, the use of such drug will be considered an Illegal Drug under Section 4.1 of this Policy.

4.7 Searches in the Workplace

Where appropriate and not prohibited by law, the Company may invoke its right to require the employee to submit immediately to a search of his or her vehicle, desk, cabinet, locker, lunch box, briefcase, purse, wallet, packages, personal possessions, or other items on Company Property which he or she has or has access to or, where circumstances require, to a search of his or her person by a supervisor or manager of the same sex.

Refusal to agree to a lawful search or inspection requested by the Company is considered insubordination and a violation of this policy.

4.8 Confidentiality of Information

Information regarding the use of drugs by any individual or the testing results of any job applicant or employee will be maintained in confidence by the Company to the extent practicable. Such information may be disclosed on a need to know basis to governmental or law enforcement authorities, members of management in connection with the disposition of disciplinary matters, the administration of this policy, or as required by law. In the case of represented employees, information concerning drug usage or test results may be communicated to union representatives who are responsible for the processing of any grievance protesting disciplinary action taken by the Company.

5.0 RELATED INFORMATION/REFERENCES

- Textron Business Conduct Guidelines
- Employee Agreement to Comply with Textron's Policy on Drug and Alcohol Use and Controlled Substance.

6.0 RESPONSIBILITY

The function group is responsible for monitoring this policy and may issue revisions as needed.

A hard copy of this document may not be the document currently in effect. Hard copies of this Textron Enterprise Policy are for reference purposes only. The official document is published on Textron's ERIC site.