



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.

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Procurement

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Solicitation Response(SR)

Dept: 0702

ID: ESR0708160000000099

Ver.: 1

Function: New

Phase: Final

Modified by batch , 07/13/2016

## Header

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## General Information

[Contact](#)[Default Values](#)[Discount](#)[Document Information](#)

Procurement Folder: 210712

Procurement Type: Central Master Agreement

Vendor ID: 000000221745



Legal Name: WELDON WILLIAMS &amp; LICK INC

Alias/DBA:

Total Bid: \$35,525.00

Response Date: 07/08/2016



Response Time: 11:45

SO Doc Code: CRFC

SO Dept: 0702

SO Doc ID: TAX1600000016

Published Date: 6/28/16

Close Date: 7/13/16

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 02 Request for Quotation for Soft Drink Stamps

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 : 210712

Solicitation Description : Addendum No. 02 Request for Quotation for Soft Drink Stamps

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
	2016-07-13 13:30:00	SR        0702   ESR07081600000000099	1

VENDOR
000000221745  WELDON WILLIAMS & LICK INC

<b>FOR INFORMATION CONTACT THE BUYER</b> Michelle L Childers (304) 558-2063 michelle.l.childers@wv.gov
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Signature X	FEIN #	DATE
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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	Contract Item #1 - 3.1.2.6.1 - One cent stamp	100000.00000	SH	\$0.350000	\$35,000.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - One Cent Stamp beginning with number 0773501 to 0873500.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Contract Item #2 - 3.1.2.6.2 - Two cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Two Cent Stamp beginning with number 035501 to 035600.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Contract Item #3 - 3.1.2.6.3 - Four cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Four Cent Stamp beginning with number 0010101 to 0010200.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Contract Item #4 - 3.1.2.6.4 - Ten cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Ten Cent Stamp beginning with number 0002001 to 0002100.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Contract Item #5 - 3.1.2.6.5 - Fifteen cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Fifteen Cent Stamp beginning with number 0005001 to 0005100.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Contract Item #6 - 3.1.2.6.6 - Twenty cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Twenty Cent Stamp beginning with number 035501 to 035600.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Contract Item #7 - 3.1.2.6.7 - Twenty-Four cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Twenty-four Cent Stamp beginning with number 0007701 to 0007800.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Contract Item #8 - 3.1.2.6.8 - Thirty-two cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Thirty-two Cent Stamp beginning with number 0004201 to 0004300.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Contract Item #9 - 3.1.2.6.9 - Thirty-six cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :** Sheets of 100 - Thirty-six Cent Stamp beginning with number 035501 to 035600.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Contract Item #10 - 3.1.2.6.10 - Thirty-eight cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :** Sheets of 100 - Thirty-eight Cent Stamp beginning with number 0005001 to 0005100.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Contract Item #11 - 3.1.2.6.11 - Forty cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :** Sheets of 100 - Forty Cent Stamp beginning with number 2000701 to 2000800.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Contract Item #12 - 3.1.2.6.12 - Forty-eight cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :** Sheets of 100 - Forty-eight Cent Stamp beginning with number 2000701 to 2000800.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Contract Item #13 - 3.1.2.6.13- Sixty cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Sixty Cent Stamp beginning with number 0008701 to 0008800.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Contract Item #14 - 3.1.2.6.14 - Eighty cent stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Eighty Cent Stamp beginning with number 0028901 to 0029000.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Contract Item #15 - 3.1.2.6.15 - Two Dollar stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Two Dollar Stamp beginning with number 2008501 to 2008600.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Contract Item #16 - 3.1.2.6.16 - Four Dollar stamp	100.00000	SH	\$0.350000	\$35.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description : Sheets of 100 - Four Dollar Stamp beginning with number 0014101 to 0014200.



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

State of West Virginia  
Request for Quotation  
27 — Miscellaneous

Proc Folder: 210712

Doc Description: Addendum No. 02 Request for Quotation for Soft Drink Stamps

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-06-28	2016-07-13 13:30:00	CRFQ 0702 TAX1600000016	3

**BID RECEIVING LOCATION**

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV

25305

US

**VENDOR**

Vendor Name, Address and Telephone Number:

**Weldon, Williams & Lick, Inc.**

**711 North A Street**

**Fort Smith AR 72901**

**800-242-4995**

**FOR INFORMATION CONTACT THE BUYER**

Michelle L Childers

(304) 558-2063

michelle.l.childers@wv.gov

Signature X

FEIN # **71-0188290**

DATE **07/05/2016**

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



**ADDITIONAL INFORMATION:**

Addendum

Addendum No. 02 issued to publish and distribute the attached information to the vendor community.

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The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia State Tax Department to establish an open-end contract for the purchase of pressure-sensitive decalcomania stamps.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Contract Item #1 - 3.1.2.6.1 - One cent stamp	100000.00000	SH	<b>\$0.35</b>	<b>\$35,000.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - One Cent Stamp beginning with number 0773501 to 0873500.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Contract Item #2 - 3.1.2.6.2 - Two cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Two Cent Stamp beginning with number 035501 to 035600.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Contract Item #3 - 3.1.2.6.3 - Four cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Four Cent Stamp beginning with number 0010101 to 0010200.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Contract Item #4 - 3.1.2.6.4 - Ten cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Ten Cent Stamp beginning with number 0002001 to 0002100.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Contract Item #5 - 3.1.2.6.5 - Fifteen cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Fifteen Cent Stamp beginning with number 0005001 to 0005100.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Contract Item #6 - 3.1.2.6.6 - Twenty cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Twenty Cent Stamp beginning with number 035501 to 035600.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Contract Item #7 - 3.1.2.6.7 - Twenty-Four cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Twenty-four Cent Stamp beginning with number 0007701 to 0007800.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Contract Item #8 - 3.1.2.6.8 - Thirty-two cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Thirty-two Cent Stamp beginning with number 0004201 to 0004300.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Contract Item #9 - 3.1.2.6.9 - Thirty-six cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Thirty-six Cent Stamp beginning with number 035501 to 035600.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Contract Item #10 - 3.1.2.6.10 - Thirty-eight cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Thirty-eight Cent Stamp beginning with number 0005001 to 0005100.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Contract Item #11 - 3.1.2.6.11 - Forty cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Forty Cent Stamp beginning with number 2000701 to 2000800.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Contract Item #12 - 3.1.2.6.12 - Forty-eight cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Forty-eight Cent Stamp beginning with number 2000701 to 2000800.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Contract Item #13 - 3.1.2.6.13- Sixty cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Sixty Cent Stamp beginning with number 0008701 to 0008800.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Contract Item #14 - 3.1.2.6.14 - Eighty cent stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Eighty Cent Stamp beginning with number 0028901 to 0029000.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3	
CHARLESTON	WV25339-1748	CHARLESTON	WV 25301-1725
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Contract Item #15 - 3.1.2.6.15 - Two Dollar stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Two Dollar Stamp beginning with number 2008501 to 2008600.

INVOICE TO		SHIP TO	
OPERATIONS DIVISION TAX DIVISION OF PO BOX 11748  CHARLESTON WV25339-1748  US		TAX ACCOUNT ADMINISTRATION TAX DIVISION OF REVENUE CENTER 1001 LEE ST E, STE 3 CHARLESTON WV 25301-1725  US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Contract Item #16 - 3.1.2.6.16 - Four Dollar stamp	100.00000	SH	<b>\$0.35</b>	<b>\$35.00</b>

Comm Code	Manufacturer	Specification	Model #
82121500			

**Extended Description :**

Sheets of 100 - Four Dollar Stamp beginning with number 0014101 to 0014200.

REQUEST FOR QUOTATION  
Soft Drinks Tax Stamps

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7.2 The following remedies shall be available to Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.

**8. MISCELLANEOUS:**

8.1 **No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 **Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

8.3 **Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Steve Sensing

Telephone Number: 800-242-4995

Fax Number: 479-783-7050

Email Address: sales@wwlinc.com



**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 Sales Manager

Steve Lensing, Sales Manager

(Printed Name and Title)

711 North A Street, Fort Smith, AR 72901

(Address)

800-242-4995 / 479-783-7050

(Phone Number) / (Fax Number)

sales@wwlinc.com

(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated 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.

Weldon, Williams & Lick, Inc.



(Authorized Signature) (Representative Name, Title)

Steve Lensing, Sales Manager

(Printed Name and Title of Authorized Representative)

07/05/2016

(Date)

800-242-4995 / 479-783-7050

(Phone Number) (Fax Number)

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;  
☐ Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **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 that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's 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) rescind the contract or purchase order; 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.

**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: Weldon, Williams & Lick, Inc.

Signed: Steve Sensing

Date: 06/16/2016

Title: Sales Manager

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

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: Weldon, Williams & Lick, Inc.

Authorized Signature: Steve Jensen Date: 06/16/2016

State of Arkansas

County of Sebastian, to-wit:

Taken, subscribed, and sworn to before me this 16 day of June, 2016.

My Commission expires December 18, 2025.

AFFIX SEAL HERE

NOTARY PUBLIC

Kelsey Goodrick

Purchasing Affidavit (Revised 08/01/2015)

Exhibit "A" Pricing Page  
Soft Drink Tax Stamps  
06/28/2016 Revision

Item #	Item Description	Unit of Measure	Unit Price	Estimated Qty	Extended Price
3.1.2.6.1	One (1) Cent Stamp - "1¢"	Per Sheet	<b>\$0.35</b>	100,000	<b>\$35,000.00</b>
3.1.2.6.2	Two (2) Cent Stamp - "2¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.3	Four (4) Cent Stamp - "4¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.4	Ten (10) Cent Stamp - "10¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.5	Fifteen (15) Cent Stamp - "15¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.6	Twenty (20) Cent Stamp - "20¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.7	Twenty-Four (24) Cent Stamp - "24¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.8	Thirty-two (32) Cent Stamp - "32¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.9	Thirty-six (36) Cent Stamp - "36¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.10	Thirty-eight (38) Cent Stamp - "38¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
3.1.2.6.11	Forty (40) Cent Stamp - "40¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
4.1.2.6.12	Forty-eight (48) Cent Stamp - 48¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
4.1.2.6.13	Sixty (60) Cent Stamp - "60¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
4.1.2.6.14	Eighty (80) Cent Stamp - "80¢"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
4.1.2.6.15	Two (2) Dollar Stamp - "\$2.00"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
4.1.2.6.16	Four (4) Dollar Stamp - "\$4.00"	Per Sheet	<b>\$0.35</b>	100	<b>\$35.00</b>
				<b>Total Bid Amount</b>	<b>\$35,525.00</b>

SOLICITATION NUMBER: CRFQ TAX1600000016

Addendum Number: 01

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The purpose of this addendum is to modify the solicitation identified as ("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:**

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To modify the bid opening date to July 13, 2016 at 1:30 pm. est.
2. To publish vendor questions.

No other changes.

**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.

**SOLICITATION NUMBER:** CRFQ 0702 TAX1600000016

**Addendum Number:** No.02

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The purpose of this addendum is to modify the solicitation identified as ("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:**

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. To issue new version of corrected Exhibit "A" Pricing sheet dated: 06/28/2016.  
Original issued Pricing Sheet had incorrect Estimated Amount for Line Item No.01

No other Changes.

**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.

**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.

Weldon, Williams & Lick, Inc.

Company

Steve Sensing

06/29/2016

Date

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

Revised 6/8/2012





## **Weldon, Williams & Lick, Inc.**

*Shipping Address: 711 North A Street 72901-2121*

*Mailing Address: P.O. Box 168 72902-0168*

*Fort Smith, Arkansas, U.S.A.*

*479-783-4113 800-242-4995 Fax 479-783-7050*

*www.wwlinc.com*

### **Additional WW&L Pricing Information**

- All prices are quoted F.O.B. Destination.
- Pricing is based on the specifications as outlined in this quote. The unit price was derived from the approximate total volume of 101,500 sheets printing together. If changes are made to these, WW&L reserves the right to request adjustments in pricing.
- Pricing includes one proof and one proof revision. Additional proofs or art rework could incur alteration charges. Hourly alteration rates are \$160.00.
- Prices are valid for 90 days or term of the contract.
- Proofs can be provided in 5-7 working days after receipts of your complete order and useable artwork.
- Standard production days will be made in 45 working days after proofs have been approved and we receive your final ok to go to press.
- NOTE: If a specific delivery date is required, we are happy to provide a detailed production schedule.
- Please note that delayed artwork, multiple proof revisions and delays in the approval process could possibly require adjustments to production schedules.
- Artwork is to be provided to WW&L in an acceptable digital format.
- Please note our attached Terms and Conditions; these will become effective upon our receipt of your orders, unless otherwise agreed upon.





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## **Experience & Capabilities**

### **WW&L HISTORY**

In 1898, Chauncey A. Lick, O. D. Weldon and George T. Williams, established the printing firm of Weldon, Williams & Lick, Inc. This year marks our 118<sup>th</sup> year in business.

The first purchase of land at the corner of 7th and "A" Streets, where the company now stands, was made in 1906. The building contained three stories and 21,000 square feet of floor space. Since then, thirteen additions have been made to the original building complex. We now occupy approximately 259,000 square feet of floor space, employ approximately 300 people (with an average service of 15 years), and in 2015 had over \$38 million in total sales.

Each year, we handle custom security printing for ticketing, parking, fulfillment, and other items. Hundreds of colleges, professional sports organizations, fairs, rodeos, fine arts groups, and many other live entertainment events use our services.

Throughout a given year, we will produce over 5,000 custom orders, with every job we handle being unique for that specific customer. All operational steps are under our own roof.

We are experienced in the handling of major contracts for printing and fulfillment and have the flexibility to adjust to changing requirements.

As one of the nation's major producers of custom security printing, WW&L has continued to introduce new products and upgrade equipment and technology. You can be assured we have the resources in place to successfully complete your project.

### **SCHEDULING & DELIVERY SYSTEM**

A significant and critical advantage with selecting WW&L is our investment in production-scheduling software. This software allows us to efficiently and accurately schedule all jobs at our plants, regardless of complexity.

Every process of every job we print is loaded into this system and assigned specific production slots. This eliminates guessing and late shipments associated with guessing. We are able to meet your expectations and assure you of on-time delivery, provided, of course, that art, data, and other components arrive as agreed on.



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### **SECURITY AT WW&L**

Production of your items would be at our plant in Fort Smith, Arkansas. All pre-press work, printing, numbering, coating, die cutting, foil stamping, slitting, packaging, electronic data conversion, imprinting, fulfillment, shipping and distribution are done on our own premises, with absolutely no operations being sublet. Our entire production and storage facilities are electronically monitored. Entrances are guarded against unauthorized entry by electronic recording turnstiles, cameras and an alarm system. All paper, plates, artwork, and foil that are not shipped to you are destroyed. All product not shipped to you is shredded by our staff or destroyed.

Video cameras are strategically placed at outside entrances, in work areas, and in our employee parking lots, so that all entrance and exit movement, work areas, and the perimeter of our facilities can be viewed at all times. Our cameras operate 24 hours a day, seven days a week. If any fire door or window is opened, an alarm is set off.

WW&L employees are fully bonded and are trained to be security conscious. An electronic RFID badge that includes a picture ID is issued to each employee. For employees to enter our facilities, they first must scan their badge at a location on the outside of each entrance. The badge sends a signal to our alarm system that releases the door lock for the employee to open and enter the exterior door. Once through the outer doors, the employee must again use their badge to go through an inside single person turnstile. This entry and exit information – the badge number, date, time, and name of the person – is recorded and stored into daily reports that are kept by us for a period of five years.

Visitors are required to log in at the front door entrance where an identifying badge is issued if they are entering our facility. The badge number and name of the person are recorded, and without this badge, the ability to enter or exit our facilities is not possible. All visitors must be escorted by an employee while in our facilities, and must relinquish their badge before leaving. Our shipping docks are also secure with electronically controlled double outside and inside warehouse doors. The large inside warehouse doors are closed except when loading a truck.

Because of our long-standing experience in producing high face value printing, WW&L is uniquely equipped to offer you complete security. We would be pleased to have your Security Officer or another designated individual tour our facilities to review and approve our security procedures.

#### **Security Supervisor Name and Contact Information**

Anthony Morse, Shipping/Building Security (26 years of employment at WW&L)

Email [amorse@wwlinc.com](mailto:amorse@wwlinc.com) • Toll Free Tel. 800-242-4995

Toll Free Voicemail 800-643-2598 Ext. 358 • Cell Phone 479-650-5562



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### EQUIPMENT REDUNDANCY

It is critical that your printer have a back-up plan and adequate capacity to produce your job. WW&L's equipment redundancy provides the capability to transfer a job to a secondary piece of equipment.

#### Material & Waste Handling

Slitter/Rewinder 40" ..... (1)  
52" Sheeter..... (1)

#### Self Contained Waste Collection System

Compactor/Baler..... (1)  
Shredder ..... (1)

#### Floor Space (Sq. Ft.)\*

Manufacturing..... 170,600  
Office..... 17,100  
Warehouse..... 71,300

#### Building

Air Compressors 60 HP..... (3)  
Backup Generator 750 KVA..... (2)

### Prepress and Press Equipment

#### Offset:

Heidelberg 2-Color Press..... (2)  
Heidelberg 5-Color Press..... (1)

#### Specialty Presses:

Screen Print – 14" x 24" ..... (1)  
Flexographic 7" 6-Color ..... (1)  
Flexographic 16" 10-Color ..... (1)  
Flexographic 17" 11-Color ..... (2)  
Flexographic 20" 10-Color ..... (1)  
Auto Screen Press/UV Dryer..... (1)

#### Computer Printers:

Sheetfed Laser Printer 70 PPM..... (2)  
Digital Color Press..... (7)  
Continuous Form Laser to 110 PPM ..... (3)  
Inline Inkjet Heads Single Character ... (20)  
Inline Inkjet Heads Broad Array ..... (4)

#### Letterpress:

New Era Presses ..... (8)  
C&P ..... (2)  
Kluge Presses ..... (6)  
Heidelberg (large)..... (6)  
Heidelberg (small)..... (2)

#### Electronic Prepress:

Mac Work Stations..... (17)  
Scanners..... (6)  
Unix Work Stations..... (1)  
Proofing Printers ..... (8)  
Sheetfed Laser Printer 110PPM..... (2)

#### CTPs:

Offset CTP 19" x 25" ..... (2)  
Flexo CTP..... (1)

### Bindery Equipment

Folder, up to 20.5" x 33" ..... (2)  
Padding, Hot Melt ..... (1)  
Cutting Machines, Sizes to 40 ..... (9)  
Hydraulic Clicker Die Cutter ..... (2)  
Stripping Machine ..... (1)  
Stitchers..... (10)  
Tag Stringers, Whirlwind..... (3)  
Slitters – 20 ..... (4)  
Perforator, Up to 22" x 25" ..... (1)  
Shrinkwrap..... (4)  
Automatic Die Cutter..... (2)  
Label Applicator..... (1)

Magnetic Card Encoder ..... (1)  
Coater w/Air Dry System..... (1)  
Paper Drills..... (2)  
Sheet Laminator ..... (4)  
Corner Cutter ..... (4)  
PMC Die Cutter... ..... (1)  
Strip Packaging-Baggers..... (5)  
Tape Applicator..... (2)  
Manual Re-roll..... (4)  
Automatic Re-roll..... (1)  
Wire Binder ..... (3)



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### BACK-UP POWER SUPPLY

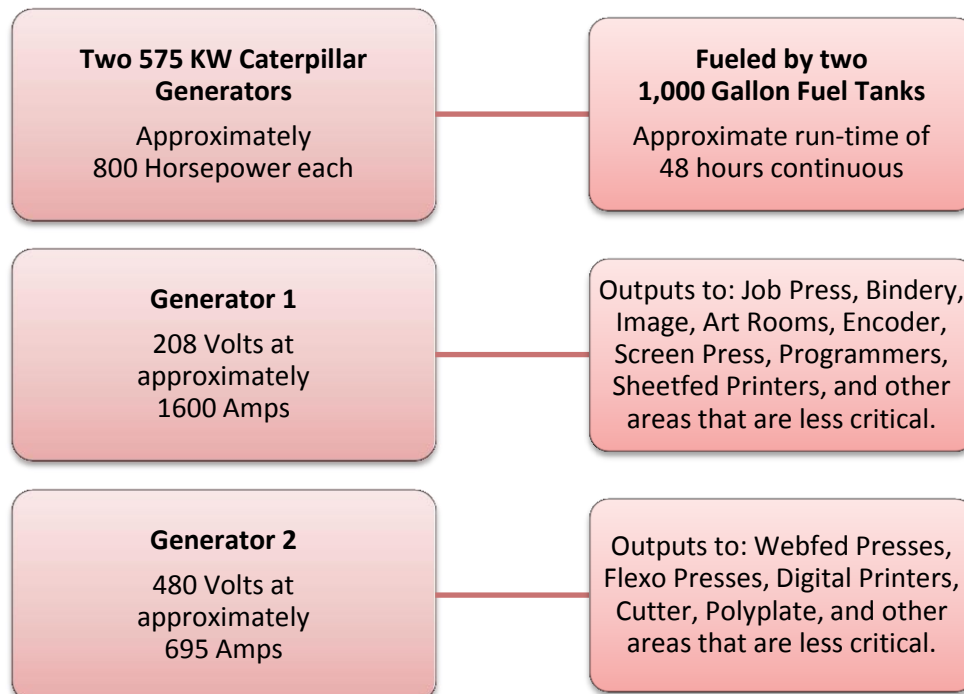
WW&L has two back-up generators giving us the ability to continue the production process on schedule should the power go down for any length of time. Our back-up generators ensure power outages will not delay your order.

If our power status changes, one of the following messages alerts us to the status change:

- Connected to OG&E Power
- Emergency Power Available
- Running on Emergency Power
- OG&E Power Available
- OG&E Under Voltage 10%
- OG&E Over Voltage 10%

Each generator has auto transfer switches that will start the generators and transfer to generator power ***within 20 seconds of a power outage.***

### GENERATOR SPECIFICATIONS





## **Weldon, Williams & Lick, Inc.**

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### **QUALITY CONTROL**

WW&L is in the business of providing our customers with printed products to be used in the control of their operations by meeting or exceeding the expectations of our customers.

Long before the current rage for “total quality” had started, WW&L was already employing quality processes and controls in order to provide the high value required for our customer’s products. This was due primarily to demands from our customers and the necessity for accuracy, security and the aesthetic quality that their products required.

Our standards speak for themselves. We guarantee you will receive exactly what you order, no missing or duplicate numbers, and the finished job will be to your satisfaction.

Any issues regarding service, product quality, or performance are documented and evaluated to determine how and why the deficiency occurred. This information is distributed to the proper department supervisor who is responsible for investigating the problem and implementing a solution. The results are reviewed and approved by management. The new processes are then documented and put into practice with continual review and revision as needed by the department supervisor.

We ship your products in double-walled corrugated boxes securely sealed with security tape. This tape shows immediate evidence of tampering by means of a permanent adhesive and an identifiable printed mark on the tape, that would show evidence if it were taped over.

We ship using traceable means so that shipments can be tracked immediately.

Providing the best possible service and quality is what we’re all about. Advanced training for employees, continually improving processes, state of the art technology, and quality control are part of this effort.

Some examples are noted below.

- Plant wide use of Pantone Matching System for colors.
- Calibration and fingerprinting of presses and prepress equipment to ensure color consistency.
- Industry-leading production scheduling software.
- State of the art technology for digital proofing.
- Use of the best technology available for production of printing plates and mounting.
- Computer controlled registration and inks using state of the art pressroom equipment.
- Digital presses for almost unlimited variable images.
- Proofreading at every stage of production.
- Combined manual and automated verification of the completed job.
- Barcode verification of ticket fulfillment.
- Best Workplace in America.
- SEDEX Registration
- FSC, SFI, and Recycled stocks



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### **CUSTOMERS**

Customers of all scope and size benefit from our ongoing commitment to quality and service. We provide design services, programming, printing, and fulfillment services. We truly appreciate our customers and the trust they place in us, and are honored to serve such a broad spectrum of customers: Colleges, high schools, cities, townships, and other government entities; water parks, music festivals, performing arts centers, fairs, rodeos, race tracks, movie theaters, casinos, nightclubs, and many other attractions.

We were the printer of choice for five Olympics: Atlanta, Sydney, Salt Lake, Vancouver, and London. We are privileged to print tickets, permits, hangtags, decals, and other custom printed items for the Super Bowl, Pro Bowl, BCS National Championship, AT&T Cotton Bowl, Chic-fil-A Bowl, Music City Bowl, Rose Bowl, Sugar Bowl, and other Bowl games; Indianapolis 500, NCAA Final Four, NHL All-Star, Winter Classic and Heritage Classic, SEC Championship Game, and more

### **THE WELDON, WILLIAMS & LICK, INC. GUARANTEE**

Weldon, Williams & Lick, Inc. prides itself on meticulous attention to quality, accuracy, and accountability. We guarantee:

*There will be no missing or duplicate numbers.*

*Packaging will be in correct numerical sequence according to your specifications.*

*Stickers will adhere for a minimum of one year when properly applied.*

*Products will remain legible for a minimum of one year when printed with our fade-resistant inks.*

*Hangtags will maintain shape, with minimal curl, for a minimum of one year when hung from a rearview mirror.*

WW&L has a department specifically for verifying the accuracy of your products. Any breaks in continuous feed stock are noted on the boxes and a marker is placed inside the box at the position of the break. We have on-site department supervisors and plant managers to oversee every aspect of production and distribution. All inside cartons are labeled with quantity enclosed, the beginning and ending numbers, the name of the product, and other identifying data, such as month of permit or date of an event.



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### **GREEN PURCHASING & ENVIRONMENTAL REPORTING**

Weldon Williams & Lick, Inc. takes pride in being an environmentally friendly company. Since our inception in 1898, we have continually looked for ways to Reduce, Reuse, and Recycle all things that come in and out of the plant. For many years, we have recycled all waste paper that is generated in our building, from office forms to scraps from press rooms. All printed waste paper is shredded for security, bundled and shipped to a recycling plant. This same practice is followed with our cardboard boxes.

At Weldon Williams & Lick, Inc., recycling does not stop at just paper. We have found ways to recycle many other materials as well. For example, all our aluminum offset plates, aluminum cans and magnesium printing plates are recycled, and we reuse many materials whenever possible, including cardboard boxes, paper and photopolymer flexographic plates.

Several years ago, the company invested in replacing all of the lights in the building to more energy efficient and longer-lasting fluorescent lights. This resulted in a 2% reduction in energy usage for the year. The company also reduced natural gas usage by 22% and our water usage by 7% through process and equipment changes. All of these reductions were possible in spite of an increase in production. WW&L has also reduced the amount of solvents and volatile organic compounds (VOC) that are used inside the plant by converting production to presses using water-based inks and toner-based digital presses. The reduction of VOC's has led WW&L to investigate soy-based inks and found them not suitable for our markets. We do continue to use water-based inks to meet our customer's security and sun fast property needs.

WW&L takes the initiative to make changes. Our company was the first to offer a direct thermal stock containing a significant percentage of recycled fiber content. We currently offer a direct thermal product containing 30% post-consumer waste (PCW). WW&L also offers an environmentally friendly Eco PTS stock made from 100% recycled fiber including 50% PCW and a Flexo PTS that contains 10% recycled content and printed with environmentally friendly, water-based inks. Our original roll stock, Bristol Board, has always been 100% recycled.

Along with our recycling efforts, Weldon Williams & Lick, Inc. is certified by the Forestry Stewardship Council (FSC) and the Sustainable Forestry Initiative (SFI). These two well-known organizations are working to sustain the world's forests, while still allowing logging for pulp wood. Through this certification, WW&L is able to use papers that are officially certified by these organizations, and we apply their logos to our finished products to show the world that we, and our customers, care about our environment.

Weldon Williams & Lick, Inc. continues to search for new and innovative ways to make our company more environmentally friendly. To find ways to Reduce, Reuse, and Recycle more materials, and look for renewable resources to be used in the plant.





**STANDARD TERMS AND CONDITIONS**

**PURCHASE ORDERS:** A purchase order is any communication from the Customer to WW&L requesting that WW&L manufacture or sell to the Customer products described therein or in a separate communication and a purchase order shall be effective upon acceptance by WW&L. Acceptance by WW&L may be either by notification to Customer or by commencing work on the goods or services ordered. Acceptance of a purchase order is subject to credit approval. The work is to be performed according to the specifications expressly set forth in the agreement and in any of WW&L's specifications relating to particular portions of the work, as provided to the Customer. If for any reason, other than solely WW&L's error, all or any part of the work must be redone, an additional charge will be made at current rates. An additional charge at current rates may also be made for work requested by the Customer that is different from or in addition to the work, as specified in the estimate. **ESTIMATES:** An estimate not accepted in writing within thirty (30) days may be changed. No discount will be allowed unless specifically set forth in the estimate itself. Estimates are based on WW&L's written understanding of the Customer's specifications and the accuracy of the specifications provided to WW&L by the Customer. WW&L has the option to re-estimate a project at the time of submission by Customer if the project does not conform to the information on which the original estimate was based. Estimates are based on the cost of services, labor and materials on the date of the estimate. If changes occur in cost of materials, labor, or other costs prior to acceptance, or if the Customer requires changes in specification, quantities, designs, or the production schedule subsequent to acceptance, or in the event of foreign or domestic legislation enacted by any level of government, including tax legislation, which increases the cost of producing, warehousing, or selling the goods or services purchased hereunder, WW&L reserves the right to change the price estimated. Subsequent orders will be subject to price revision if required. Estimates do not include applicable taxes, shipping costs or deliveries unless specifically stated in the estimate. If there is a change in specifications or instructions to the original estimate and these changes result in additional costs, WW&L will inform the Customer, in writing, what these additional costs will be. The work performed will be billed at the current rates as agreed, and the completion date may be delayed. **EXPERIMENTAL WORK:** WW&L will charge a reasonable price for experimental or preliminary work performed at Customer's request. This work cannot be used without WW&L's written consent. **CREATIVE WORK:** WW&L may provide examples of creative work in the form of creative briefs, ideas, concepts, demos, sketches, dummies, storyboards, comprehensive layouts, prototypes or by other means. Creative work may be communicated verbally, visually and/or electronically. This creative work is the sole property of WW&L and may not be used by the Customer in any form or derivation without WW&L's express written permission or without Customer's payment of compensation as determined by WW&L. **PREPRESS PROOFS:** When requested by Customer, WW&L will submit prepress proofs for the Customer's review and approval. Corrections or revisions will be made by the Customer on the "master set" of prepress proofs and shall be returned to WW&L, marked "OK" or "OK with corrections" or "Revised Proof Required" and signed by the Customer. Until the master set is received, no additional work will be performed. WW&L will not be responsible for undetected production errors if: (1) proofs are not required by the Customer, (2) the work is printed per the Customer's OK of the signed master set, or (3) requests for changes are communicated orally and not verified as defined herein, by Customer on a "master set." **PRESS PROOFS:** Press proofs will not be furnished unless they have been required in writing in WW&L's quotation. A press sheet can be submitted for the Customer's approval as long as the Customer is present at the press during make-ready. WW&L may assess reasonable charges for any press time lost or alterations or corrections made because of the Customer's delay or change of mind. **COLOR PROOFING:** A color proof is used to simulate how the printed piece will look. Because of differences in equipment, paper, inks, and other conditions between color proofing and production pressroom operations, a reasonable variation in color between color proofs and the completed job is to be expected. When a variation of this kind occurs, it will be considered acceptable performance by WW&L. **ELECTRONIC MANUSCRIPT OR IMAGE:** It is the Customer's responsibility to maintain a copy of the original file. WW&L is not responsible for accidental damage to media supplied by the Customer or for the accuracy of furnished input or final output. Until digital input can be evaluated by WW&L, no claims or promises are made regarding WW&L's ability to work with jobs submitted in digital format, and no liability is assumed for problems that may arise. Any additional translating, editing, or programming needed to utilize Customer-supplied files will be charged at prevailing rates. **PREPARATORY MATERIALS:** Artwork, type, plates, negatives, positives, tapes, disks, and all other items supplied by WW&L remain WW&L's exclusive property. **ALTERATIONS/CORRECTIONS:** Prices estimated herein are based upon WW&L's written understanding of the Customer specifications submitted. No handwritten alterations to the printed portions of this agreement are valid unless initialed by WW&L and the Customer. Any changes to the original specifications of this agreement after acceptance by WW&L will be billed as extra charges at WW&L's usual rates. Notwithstanding the foregoing, and recognizing both the frequency of change orders and press deadlines, WW&L's written change order sent to Customer by email, postal mail or facsimile shall amend the terms of the specific job it is pertinent to without the countersignature of Customer, provided that Customer does not controvert the change order within 24 hours of receipt thereof. **CANCELLATION OR DEVIATION:** Customer shall be liable for all costs incurred by WW&L resulting from cancellation or deviation that are not otherwise avoidable by WW&L through reasonable commercial efforts, including, without limitation, down press and bindery time, materials ordered or inventoried on Customer's behalf and not otherwise usable by WW&L in the ordinary course of its business within a reasonable period of time and related obligations. **TELECOMMUNICATIONS:** Unless otherwise agreed, the Customer will pay for all telecommunication transmission charges. WW&L is not responsible for any errors, omissions, or extra costs resulting from faults in the transmission. **INSURANCE AND RISK OF LOSS:** All stock and materials belonging to a Customer will be held and stored only at the Customer's risk, and the Customer shall be responsible for insurance on their material. Customer retains title to and the insurable interest in its materials. Because of this, WW&L is held harmless for acts not of its doing that create losses. All files, software, programs, paper, film, plates, or other materials not supplied by Customer but used to perform the services hereunder shall remain the exclusive property of WW&L unless otherwise agreed in writing. WW&L shall carry insurance to protect against acts or negligence on the part of its employees in the normal course of business. If specific additional insurance coverage is desired, such coverage must be specified by agreement or by separate insurance rider and premium. In such instances, the liability for losses will be limited to the agreed upon insurance amount. Moreover, WW&L will only maintain fire and extended coverage on property belonging to the Customer while the property is in WW&L's possession. WW&L's liability for this property will not exceed the amount recoverable from the insurance. Additional insurance coverage may be obtained if it is requested in writing, and if the premium is paid to WW&L. Customer shall bear all risk of loss to finished work upon delivery of the work by WW&L or its subcontractor, as applicable, to a common or contract carrier or to the U.S. Postal Service mail unit, F.O.B. WW&L's plant or its subcontractor's shipping dock. The risk of loss for property furnished and/or owned by Customer and for partially-finished work before or after the manufacturing process and while in transit to or from WW&L's premises shall be borne by Customer. Title to finished and partially-finished work shall pass at the same time the risk of loss for such work passes to Customer. **SHIPPING AND DELIVERY:** Unless otherwise specified, the price quoted is for a single shipment, without storage, F.O.B. WW&L's plant. Proposals are based on continuous and uninterrupted delivery of the complete order. If the specifications state otherwise, WW&L will charge accordingly at current rates. Charges for delivery of materials and supplies from the Customer to WW&L, or from the Customer's representative to WW&L are not included in quotations unless specified. Title for finished work passes to the Customer upon delivery to the carrier at shipping point, or upon mailing of invoices for the finished work or its segments, whichever occurs first. **DELIVERY CHARGES FOR DISTRIBUTION SERVICES:** Estimates do not include delivery charges. WW&L will notify the Customer in writing including by facsimile or by delivery-confirmed e-mail of the required charges as soon as this amount is known and will notify the Customer of the date when these charges are needed in order to complete the fulfillment prior to the agreed upon fulfillment date. While WW&L will make every effort to provide the Customer with an accurate estimate of required delivery charges, WW&L is not responsible for reasons beyond WW&L's control. Payment of delivery charges in advance is required on all orders and is the responsibility of the Customer. WW&L reserves the right to hold product for which sufficient delivery charges have not been paid or until payment has been verified. The Customer will provide the payment in adequate time for WW&L to complete the fulfillment prior to the previously agreed upon fulfillment date. **PRODUCTION SCHEDULES & FORCE MAJEURE:** Production schedules will be established and followed by both the Customer and WW&L. There will be no liability or penalty assessed against WW&L for delays due to Customer delays, state of war, riot, civil disorder, flood, fire, strikes, accidents, action of government or civil authority, acts of God, terrorism, unavailability or shortages of materials, equipment failures, acts or defaults of the work of a subcontractor, delays in transportation or other causes beyond the control of WW&L. In such cases, schedules will be extended by an amount of time equal to delay incurred. The prices in this agreement are based upon full compliance with said schedule and any deviation from the agreed upon schedule on the part of the Customer may result in a revised delivery date or additional charges for downtime or overtime incurred by WW&L due to said deviation from the



schedule. In any case, no additional work will be performed by WW&L until such revised schedule and/or pricing is approved by the Customer. **CUSTOMER FURNISHED MATERIALS:** Materials furnished by Customers or their representatives are verified by delivery tickets. WW&L bears no responsibility for discrepancies between delivery tickets and actual counts. Customer-supplied paper must be delivered according to specifications furnished by WW&L. These specifications will include correct weight, thickness, pick resistance, and other technical requirements. Artwork, film, color separations, special dies, electronic files, disks, data, or other materials furnished by the Customer must be usable by WW&L without alteration or repair. Items not meeting this requirement will be repaired by Customer or by WW&L with no WW&L liability for said repair, and may result in additional reasonable charges and delivery delay. **OVER-RUNS OR UNDER-RUNS:** Over-runs or under-runs will not exceed the percentage specified in the contract. WW&L will bill for actual quantity delivered within this tolerance. If Customer requires a guaranteed quantity, the percentage of tolerance must be stated at the time of quotation. **OUTSIDE PURCHASES:** Unless otherwise agreed in writing, all outside purchases as requested or authorized by the Customer, are chargeable. Customer is responsible for payment for any outside purchases which WW&L has been authorized by the Customer to purchase, including outside purchases remaining on hand as the result of Customer changing suppliers, discontinuing publication, or changing paper requirements. WW&L reserves the right to substitute comparable paper of a manufacturer different than that designated unless specified otherwise in the agreement. **PAYMENT TERMS:** Open account payment terms are net cash in 30 calendar days from date of invoice as specified. A monthly service charge may apply on all past due balances. **ALL PAYMENTS AND REMITTANCE MUST BE MADE DIRECT TO WELDON, WILLIAMS & LICK, INC.,** P.O. Box 168, Fort Smith, AR 72902-0168, U.S.A **LIENS:** As security for payment of any sum due under the terms hereof, WW&L retains a lien on all Customer property in WW&L's possession. This right applies even if credit has been extended, notes have been accepted, trade acceptances have been made, or payment has been guaranteed. If payment is not made, the Customer is liable for all collection costs incurred, including reasonable attorneys' fees. **CLAIMS:** Claims for defects, damages, or shortages must be made by the Customer in writing no later than five (5) calendar days after delivery. If no claim is made within the specified time period, WW&L and the Customer will have mutually acknowledged that the job has been accepted by the Customer and that WW&L's performance has fully satisfied all terms, conditions, and specifications of the purchase agreement. **TIME IS OF THE ESSENCE:** WW&L and Customer mutually agree that time is of the essence in this agreement, and if Customer defaults in the payment of any part hereof the entire amount of the agreement shall immediately become due and payable without notice at the option of WW&L together with all costs of collection, including reasonable attorney's fees if collected by law or through an attorney. In the event Customer defaults in making any payment under this or any other agreement currently being performed for Customer by WW&L, then WW&L may suspend performance under this agreement. **DAMAGES AND LIMITATIONS OF LIABILITY:** WW&L's maximum liability, whether by negligence, contract, or otherwise, for any claim whatsoever of any kind and nature arising out of this agreement, or fraction affected, shall not exceed the amount paid by the Customer. It is further mutually agreed that replacing the work (including any services) or re-mailing or re-shipping a correction or corrected job as soon as possible to rectify a mistake that is the subject of this agreement shall satisfy any and all claims whatsoever of any kind and nature arising out of this agreement. Under no circumstances will WW&L be liable for specific, incidental or consequential damages, including, but not limited to lost profits and lost postal discounts, however proximate or foreseeable. Customer agrees that the prices in this agreement for the work (including any goods or services) that is the subject of this agreement are consideration for limiting WW&L's liability hereunder. **INDEMNIFICATION:** Customer represents and warrants that neither the execution, delivery or performance, nor consummation of the transactions contemplated by this agreement will result in actual or alleged infringement of any proprietary right (including, but not limited to, trademark, trade secret, patent or copyright rights), or any actual or alleged misuse of personally identifiable information, or violation of any other laws and regulations applicable, or a violation or breach of, or default under any provision of the charter, by-laws or any material agreement to which it is a party. At all times Customer's performance under this agreement will be in compliance with any and all other rights arising from or in connection with the products or services produced by WW&L at the direction of the Customer. Customer agrees to indemnify and save WW&L harmless from any and all losses, claims, or damages (including legal costs and reasonable attorney fees) that WW&L may suffer in connection with a claim related to any actual or alleged breach of the representations and warranties described above. **WAIVER:** No waiver by either party of any default by the other in the performance of or compliance with any provision, condition, or requirement herein shall be deemed to be a waiver of, or any manner release such other party from compliance with any provision, condition, or requirement in the future, nor shall any delay or omission of either party to exercise any right hereunder in any manner impair the exercise of any such right accruing to it thereafter. Any matter arising under this agreement that creates a right of action in either party against the other party, or the enforcement of any obligation or undertaking by one party against the other, shall survive any termination or expiration of this agreement. **COPYRIGHTS:** The Customer warrants that it has the right to produce the subject matter to be printed, duplicated, or distributed and that the subject matter to be printed is not copyrighted by a third party. If the subject matter is copyrighted, the Customer warrants that it owns the copyright or has express permission of the owner to reproduce the copyrighted subject matter. The Customer also recognizes that because subject matter does not have to bear a copyright notice in order to be protected by copyright law, absence of such notice does not necessarily assure a right to reproduce. The Customer further warrants that no copyright notice has been removed from any material used in preparing the subject matter for reproduction. To support these warranties, the Customer agrees to indemnify and hold WW&L harmless for all liability, damages, and attorney fees that may be incurred in any legal action connected with copyright infringement involving the work produced or provided. **PERSONAL OR ECONOMIC RIGHTS:** The Customer also warrants that the work does not contain anything that is libelous or scandalous, or anything that threatens any person's right to privacy or other personal or economic rights. WW&L, when not acting in an illegal discriminatory manner, reserves the right at his or her discretion to reject any job tendered based on illegal, libelous, scandalous, improper, or unsubstantiated content based on copyright, trademark, trade name or service mark infringement related to any elements of the job. Furthermore, the Customer will, at the Customer's sole expense, promptly and thoroughly defend WW&L in all legal actions arising from such claims as long as WW&L promptly notifies the Customer of the legal action, and gives the Customer reasonable time to undertake and conduct a defense. WW&L reserves the right to use its sole discretion in refusing to print anything it deems illegal, libelous, scandalous, improper, or infringing upon copyright law. **STORAGE:** WW&L will retain intermediate materials until the related end product has been accepted by the Customer. If requested by the Customer, intermediate materials will be stored for an additional period at an additional reasonable charge. WW&L is not liable for any loss or damage to stored material beyond what is recoverable by WW&L's fire and extended insurance coverage. **LIMITED WARRANTY:** All goods are warranted to be manufactured correctly according to the Customer's written specifications as provided to WW&L, or as modified by a written mutual agreement. It is expressly agreed and understood that WW&L's liability for any breach of warranty is limited to replacement or refund of the purchase price of any defective goods unless agreed in writing. This Limited Warranty is in lieu of any other warranty, expressed, or implied, and there are no other warranties that apply to the goods provided or services rendered, or this agreement, including, without limitation, any implied warranty of merchantability, or warranty of fitness for purpose. **TAXES:** All taxes and assessments levied by any governmental authority are the responsibility of the Customer. All amounts due for taxes and assessments will be added to the Customer's invoice. No tax exemption will be granted unless official proof of the Customer's exemption is on file with WW&L or such documentation accompanies the order. If, after the Customer has paid the invoice, it is determined that more tax is due, the Customer must promptly remit the required taxes to the taxing authority or immediately reimburse WW&L for any additional taxes paid. **SUBSEQUENT WORK:** To facilitate and expedite the parties' dealings on future printing jobs, it is agreed that the terms set forth in this agreement shall apply to all future printing jobs unless amended or contradicted in writing signed by both parties. **CHOICE OF LAW AND FORUM SELECTION:** This agreement is made pursuant to and shall be governed by the laws of the state of Arkansas. Customer agrees that any dispute or claim arising under or in connection with agreement or related to any matter which is the subject of this agreement shall be subject to the exclusive jurisdiction of the state and federal courts located in the state of Arkansas, and Customer waives any objection to jurisdiction or venue or any defense claiming a lack of jurisdiction or improper venue, in any action brought in such courts. **COST AND EXPENSE OF LEGAL ACTION:** The prevailing party in any legal action or proceeding brought to enforce this agreement shall be entitled to recover from the other reasonable attorneys' fees, costs and expenses arising out of such legal action brought before a court, mediator, arbitration or private settlement. **INTEGRATION:** This agreement contains the entire agreement of the parties and no inducements, representations, promises, agreements, or understandings, oral or in writing between the parties, not embodied herein or subsequently made a part hereof by a properly executed addendum or amendment hereto as herein provided, shall be of any force or effect. No addendum to or amendment in the provisions of this agreement shall be effective or binding upon a party hereto unless embodied in a written instrument executed on behalf of such party by an authorized representative. **ASSIGNMENT:** WW&L may, in its sole discretion, assign this estimate and/or subcontract any and all of the work hereunder. This agreement shall be binding upon and shall inure to the benefit of the successors, and assigns of the Customer and WW&L, provided, however, that Customer may not assign or transfer this agreement, in whole or in part, except on the prior written consent of WW&L. **SEVERABILITY:** If any provision of this agreement shall be held to be invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not in any way be affected or impaired.