



West Virginia Purchasing Division

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

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

Header @ 1

List View

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

Procurement Folder: 292140

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0803

Vendor ID:

SO Doc ID: DOT1700000058

Legal Name: OSBURN ASSOCIATES INC

Published Date: 2/17/17

Alias/DBA:

Close Date: 3/16/17

Total Bid: \$0.00

Close Time: 13:30

Response Date:

Status: Closed

Response Time:

Solicitation Description:

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 292140

Solicitation Description : REFLECTIVE SIGN SHEETING & ASSOCIATED MATERIALS

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2017-03-16 13:30:00	SR 0803 ESR03161700000004405	1

VENDOR
000000172518 OSBURN ASSOCIATES INC

Solicitation Number: CRFQ 0803 DOT1700000058

Total Bid : \$0.00 **Response Date:** 2017-03-16 **Response Time:** 10:28:35

Comments:

FOR INFORMATION CONTACT THE BUYER
 Mark A Atkins
 (304) 558-2307
 mark.a.atkins@wv.gov

Signature on File	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	Pricing shall be completed on Exhibit_A Pricing Page.	0.00000	EA	\$500,413.500000	\$0.00

Comm Code	Manufacturer	Specification	Model #
55121734			

Extended Description : Note: Vendor shall use Exhibit_A Pricing Page(s) for bid pricing. If bidding online vendor must attach the pricing page and information attachment to their bid. See Section 18 of Instructions to Bidders for additional information.

Comments: See pricing pages attached



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

State of West Virginia
 Request for Quotation
 19 – Highways

Proc Folder: 292140

Doc Description: REFLECTIVE SIGN SHEETING & ASSOCIATED MATERIALS

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-02-17	2017-03-16 13:30:00	CRFQ 0803 DOT1700000058	1

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:

Osborn Associates Inc
Po Box 912
Logan OH 43138

FOR INFORMATION CONTACT THE BUYER

Mark A Atkins
 (304) 558-2307
 mark.a.atkins@wv.gov

Signature X

Michelle Thompson

FEIN #

31-1041388

DATE

3-15-17

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

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways (WVDOH) and the West Virginia Division of Corrections (WVDOC) to establish an open-end contract for Reflective Sign Sheeting & Associated Materials, per the attached documents.

INVOICE TO		SHIP TO	
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Pricing shall be completed on Exhibit_A Pricing Page.	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
55121734			

Extended Description :

Note: Vendor shall use Exhibit_A Pricing Page(s) for bid pricing. If bidding online vendor must attach the pricing page and information attachment to their bid. See Section 18 of Instructions to Bidders for additional information.

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Technical Questions due by:	2017-03-01

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

1. REVIEW DOCUMENTS THOROUGHLY: The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

2. MANDATORY TERMS: The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

3. PREBID MEETING: The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening

A **NON-MANDATORY PRE-BID** meeting will be held at the following place and time:

A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. VENDOR QUESTION DEADLINE: Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: March 01 , 2017

Submit Questions to: Mark Atkins, Senior Buyer
2019 Washington Street, East
Charleston, WV 25305
Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)
Email: Mark.A.Atkins@wv.gov

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

6. BID SUBMISSION: All bids must be submitted electronically through wvOASIS or signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.

The bid delivery address is:
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID: CRFQ 0803 DOT17*58 Reflective Sign Sheeting
BUYER: Mark Atkins/ File#33
SOLICITATION NO.: CRFQ 0803 DOT1700000058
BID OPENING DATE: 03-16-2017
BID OPENING TIME: 1:30pm EST
FAX NUMBER: 304-558-3970

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression of Interest or Request for Proposal is not permitted in wvOASIS.

For Request For Proposal ("RFP") Responses Only: In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus N/A convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE: (This only applies to CRFP)

- Technical
 Cost

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: March 16, 2017 @ 1:30pm EST

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, 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.

9. BID FORMATTING: Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

10. ALTERNATES: Any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

11. EXCEPTIONS AND CLARIFICATIONS: The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

12. COMMUNICATION LIMITATIONS: In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

13. REGISTRATION: Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

14. UNIT PRICE: Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

15. PREFERENCE: Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Vendor Preference Certificate form has been attached hereto to allow Vendor to apply for the preference. Vendor's failure to submit the Vendor Preference Certificate form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

17. WAIVER OF MINOR IRREGULARITIES: The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

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3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

Term Contract

Initial Contract Term: This Contract becomes effective on upon award and extends for a period of one (1) year(s).

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed thirty-six (36) months in total. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days.

Upon completion, the vendor agrees that maintenance, monitoring, or warranty services will be provided for one year thereafter with an additional _____ successive one year renewal periods or multiple renewal periods of less than one year provided that the multiple renewal periods do not exceed _____ months in total. Automatic renewal of this Contract is prohibited.

One Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

Other: See attached.

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

Open End Contract: Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

Service: The scope of the service to be provided will be more clearly defined in the specifications included herewith.

Combined Service and Goods: The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

One Time Purchase: This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below:

BID BOND (Construction Only): Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

PERFORMANCE BOND: The apparent successful Vendor shall provide a performance bond in the amount of _____. The performance bond must be received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

LABOR/MATERIAL PAYMENT BOND: The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

MAINTENANCE BOND: The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

LICENSE(S) / CERTIFICATIONS / PERMITS: In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. Subsequent to contract award, and prior to the insurance expiration date, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies mandated herein, including but not limited to, policy cancelation, policy reduction, or change in insurers. The insurance coverages identified below must be maintained throughout the life of this contract. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed in this section.

Vendor must maintain:

Commercial General Liability Insurance in at least an amount of:

Automobile Liability Insurance in at least an amount of: _____

Professional/Malpractice/Errors and Omission Insurance in at least an amount of:

Commercial Crime and Third Party Fidelity Insurance in an amount of:

Cyber Liability Insurance in an amount of: _____

Builders Risk Insurance in an amount equal to 100% of the amount of the Contract.

9. WORKERS' COMPENSATION INSURANCE: The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. LITIGATION BOND: The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

11. LIQUIDATED DAMAGES: Vendor shall pay liquidated damages in the amount of \$150 for each Calendar Day beyond twenty-five (25) Working Days until the order is received in full. This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.

14. PAYMENT: Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

15. PURCHASING CARD ACCEPTANCE: The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-6. l.e.

20. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. BANKRUPTCY: In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

31. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/default.html>.

32. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

33. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

34. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

35. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

36. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

37. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

38. PURCHASING AFFIDAVIT: In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.

39. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE: This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

40. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

41. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.requisitions@wv.gov.

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

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

43. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.

b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or

d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

44. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

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.

Melinda Thompson Bidding Agent
(Name, Title)
Melinda Thompson Bidding Agent
(Printed Name and Title)
Po Box 912 Logan Oh 43138
(Address)
800 523-8917 f 740-385-8016
(Phone Number) / (Fax Number)
Melinda@osburns.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.

Osburn Associates Inc
(Company)

Melinda Thompson bidding agent
(Authorized Signature) (Representative Name, Title)

Melinda Thompson bidding agent
(Printed Name and Title of Authorized Representative)

3-15-17
(Date)

800-523-8917 f 740-385-8016
(Phone Number) (Fax Number)

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SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways (WVDOH) and the West Virginia Division of Corrections (WVDOC) to establish an open-end contract for Reflective Sign Sheeting & Associated Materials.

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
 - 2.1 **“Contract Item” or “Contract Items”** means the list of items identified in Section 3.1 below and on the Pricing Pages.

 - 2.2 **“Pricing Pages”** means the schedule of prices, estimated order quantity, and totals contained in wvOASIS or attached hereto as Exhibit_A, and used to evaluate the Solicitation responses.

 - 2.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

 - 2.4 **“RFQ”** means the official RFQ published by the Purchasing Division.

 - 2.5 **“WVDOH”** means the West Virginia Division of Highways

 - 2.6 **“WVDOC”** means the West Virginia Division of Corrections

 - 2.7 **“CSS”** means the WVDOH Central Sign Shop manufacturing facility.

 - 2.8 **“Transfer Tape”** means a film (also known as “Transfer Film”) for pre-masking or applying pre-spaced legends using transparent or opaque films.

 - 2.9 **“Type ASTM-I Reflective Sheeting”** means a retroreflective sheeting referred to as “engineering grade” that is typically a non-metalized micro-prismatic retroreflective element material.

 - 2.10 **“Type ASTM-IV Reflective Sheeting”** means a retroreflective sheeting referred to as “high-intensity” that is typically a non-metalized micro-prismatic retroreflective element material.

 - 2.11 **“Type ASTM-XI Reflective Sheeting”** means a retroreflective sheeting typically manufactured as a non-metalized cube corner micro-prismatic retroreflective element material.

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- 2.12 “Opaque Film”** means an opaque, typically vinyl or acrylic pressure-sensitive film designed for permanent graphics that may be pre-spaced and electronically cut.
- 2.13 “Transparent Film”** means a colored, transparent, typically acrylic, pressure-sensitive film designed for permanent graphics that may be pre-spaced and electronically cut.
- 2.14 “Opaque Ink”** means an opaque, weather resistant, quick drying ink designed for use in traffic sign screen printing processes.
- 2.15 “Transparent ink”** means a transparent, weather resistant, quick drying ink designed for use in traffic sign screen printing processes.
- 2.16 “UV”** means ultraviolet.
- 2.17 “O.D.”** means Outside Diameter.
- 2.18 “I.D.”** means Inside Diameter
- 2.19 “Overage”** means the total width of excess material (beyond the specified nominal width) provided on a roll of reflective sheeting material in order to insure complete coverage of the aluminum blanks the material is applied to.
- 2.20 “Matched Components”** means the reflective sheeting manufacturer’s recommended transparent & opaque inks & films to be used for manufacturing purposes with the manufacturer’s reflective sheeting products.
- 2.21 “Standard Specifications”** means the portion of the WVDOH Standard Specifications for Roads and Bridges pertaining to the materials included in this Contract. The current Standard Specifications which pertain to the materials in this Contract are contained in Section 715.9.2 of the publication West Virginia Department of Transportation, Division of Highways, Standard Specifications Roads and Bridges, 2017 Edition. This publication may be found at the following address:

http://www.transportation.wv.gov/highways/contractadmin/specifications/2017StandSpec/Documents/2017_Standard.pdf

Specific material approval requirements for the materials included in this Contract, as well as compensative requirements of the material manufacturer in the event of

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material failure, as defined by the material durability and warranty requirements, are included in the Standard Specifications. Material approval requirements include, but may not be limited to, performance, durability, testing, manufacturer certification, and general material characteristic requirements. The Standard Specifications also specifies additional requirements required to be met by materials in order for those materials to be qualified for use in manufacturing processes within the CSS. All materials supplied under this Contract must be qualified for use in manufacturing processes within the CSS. The specifications and Contract Award provisions herein are reflective of this requirement.

- 2.22 “APL”** means the version of the WVDOH Approved Products List for Retroreflective Sign Sheeting in effect as of the advertising date of this Contract. This APL may be found at:

http://www.transportation.wv.gov/highways/mcst/Pages/Listings_Sorted.aspx

The APL is established in a manner consistent with the requirements contained in the Standard Specifications. All materials supplied under this Contract shall be listed on the APL. Additional requirements shall apply as specified herein. Per the notes included under Note #1 on the APL, the second table listed under Note #1 shall be used to verify materials considered to be acceptable to be provided under this Contract. The APL establishes a list of products that meet the acceptable level of quality and is not intended to reflect a preference or favor any particular brand or vendor. Any manufacturer whose product(s) meet the established level of quality may become an approved supplier and have their product(s) added to the APL in accordance with the approval procedures described in the Standard Specifications.

Note that, as indicated in the Standard Specifications, the inclusion of the manufacturer’s reflective sheeting material on the APL is not the sole requirement for that material to be eligible to be supplied under this Contract. All requirements are specified in detail in the Standard Specifications. The APL notes any restrictions in place in regards to the use of a particular reflective sheeting product or its’ matched components for manufacturing purposes within the CSS.

3. GENERAL REQUIREMENTS:

- 3.1 Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

The specifications of this RFQ and/or any WVDOH Standards referenced in and/or attached to this RFQ may include references to specific recognized “industry standard” specifications which are issued by third parties, such as the American

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Society for Testing and Materials (ASTM) and the American Association of State and Highway Transportation Officials (AASHTO). Such specifications are protected by strict copyright restrictions and cannot be published as part of this RFQ. The ability to access such specifications shall be considered a mandatory requirement for participation in the RFQ process as a Vendor or as a supplier to the Vendor, as applicable.

3.1.1 Contract Bid Items: The following Sections and described Items are listed on the Pricing Pages (see attachment: EXHIBIT_A Pricing Pages).

3.1.1.1 Section I : Transfer Tape

3.1.1.1.1 The transfer tape supplied under this Contract shall be listed on the APL.

3.1.1.1.2 Note that the "Overage Preferences" column on the Pricing Pages is not applicable to the materials in this Section.

3.1.1.2 Section II: Type ASTM-I Retroreflective Sheeting

3.1.1.2.1 The reflective sheeting material supplied under this Section shall be listed on the APL. The reflective sheeting material and the manufacturer recommended matched components (transparent film & ink, opaque film & ink) for use with the supplied reflective sheeting must all be approved by the WVDOH for manufacturing purposes within the CSS.

3.1.1.2.2 For particular nominal roll sizes of reflective sheeting listed on the Pricing Pages, a "preferred" overage is indicated in the "Overage Preferences" column. The preferred overage indicates the agencies' preferred overages only, and are not a minimum requirement; however, these materials shall be provided with overage. If nothing is indicated in the "Overage Preferences" column, then no overage is required; however, the width

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specified in the "Item Description" column shall be the minimum actual width of the material.

3.1.1.2.3 The manufacturer of the material supplied under this Section shall be the same manufacturer whose material is supplied under Sections III & IV.

3.1.1.3 Section III: Type ASTM-IV Retroreflective Sheeting

3.1.1.3.1 The reflective sheeting material supplied under this Section shall be listed on the APL. The reflective sheeting material and the manufacturer recommended matched components (transparent film & ink, opaque film & ink) for use with the supplied reflective sheeting must all be approved by the WVDOT for manufacturing purposes within the CSS.

3.1.1.3.2 For particular nominal roll sizes of reflective sheeting listed on the Pricing Pages, a "preferred" overage is indicated in the "Overage Preferences" column. The preferred overage indicates the agencies' preferred overages only, and are not a minimum requirement; however, these materials shall be provided with overage. If nothing is indicated in the "Overage Preferences" column, then no overage is required; however, the width specified in the "Item Description" column shall be the minimum actual width of the material.

3.1.1.3.3 The manufacturer of the material supplied under this Section shall be the same manufacturer whose material is supplied under Sections II & IV.

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3.1.1.4 Section IV: Type ASTM-XI Retroreflective Sheeting

3.1.1.4.1 The reflective sheeting material supplied under this Section shall be listed on the APL. The reflective sheeting material and the manufacturer recommended matched components (transparent film & ink, opaque film & ink) for use with the supplied reflective sheeting must all be approved by the WVDOT for manufacturing purposes within the CSS.

3.1.1.4.2 For particular nominal roll sizes of reflective sheeting listed on the Pricing Pages, a "preferred" overage is indicated in the "Overage Preferences" column. The preferred overage indicates the agencies' preferred overages only, and are not a minimum requirement; however, these materials shall be provided with overage. If nothing is indicated in the "Overage Preferences" column, then no overage is required; however, the width specified in the "Item Description" column shall be the minimum actual width of the material.

3.1.1.4.3 The manufacturer of the material supplied under this Section shall be the same manufacturer whose material is supplied under Sections II & III.

3.1.1.5 Section V: Type ASTM-I, ASTM-IV, and Type ASTM-XI Retroreflective Sheeting Matched Components

3.1.1.5.1 Transparent and opaque matched component films for use with the reflective sheetings provided under Sections II, III, and IV shall be supplied under this Section.

3.1.1.5.2 The films supplied under this Section shall be the manufacturer recommended films for use with the

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reflective sheetings provided under Sections II, III, and IV

3.1.1.5.3 The manufacturer of the material supplied under this Section shall be the same manufacturer whose material is supplied under Sections II, III, and IV.

3.1.1.6 Ancillary Items: For particular Sections of this Contract, the Vendor shall be required to supply ancillary items with the sheeting materials. These ancillary items shall be supplied at **no additional cost to the Agency** and shall be incidental to the pricing provided by the Vendor for the bid items in the applicable Sections of the Contract. The quantity of the items provided shall be based on the square footage of sheeting material ordered, as described below.

3.1.1.6.1 Inks: This requirement shall apply to Sections III and IV of this Contract. The ink provided shall be the reflective sheeting material manufacturer recommended matched component ink with UV inhibitor.

3.1.1.6.1.1 The Vendor shall be required to supply one (1) gallon of transparent ink per 1,200 square feet of reflective sheeting ordered and/or one (1) gallon of black ink per 2,500 square feet of reflective sheeting ordered.

3.1.1.6.1.2 The square footage shall be calculated based on the nominal roll size (the size listed under the line item).

3.1.1.6.1.3 The number of gallons of ink in each color shall be indicated by the purchasing Agency on the Release Order.

3.1.1.6.1.4 The quantity of ink required to be supplied shall be based on the total combined square footage of materials ordered under Sections III and IV.

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Example: If the Agency orders 8,500 combined square feet of material under Sections III and IV, the Agency may elect to require the Vendor to supply five (5) gallons of transparent ink and one (1) gallon of black ink [(1 x 2,500) + (5 x 1,200) = 8,500].

The Vendor shall not be required to supply partial gallons. For example, if the Agency orders 8,000 combined square feet of material under Sections III and IV, and the Agency requires the Vendor to supply one (1) gallon of black ink, the Vendor shall only be required to supply as much as four (4) gallons of transparent ink.

3.1.1.6.2 Nylon Washers: This requirement shall apply to Sections III and IV of this Contract. The washers provided shall measure 5/16" (I.D.) x 7/8" (O.D.) x 1/16" thick, and shall be manufactured from commercial grade nylon.

3.1.1.6.2.1 The Vendor shall be required to supply one (1) package of washers per 3,500 square feet of reflective sheeting ordered.

3.1.1.6.2.2 In order to integrate with the WVDOT's inventory system, each package of washers shall include 1,000 individual washers.

3.1.1.6.2.3 The square footage shall be calculated based on the nominal roll size (the size listed under the line item). The total square footage of reflective sheeting ordered under Sections III and IV shall be combined in order to determine the quantity of washers required to be supplied.

3.1.1.6.2.4 The number of washers required to be supplied shall be indicated by the purchasing Agency on the Release Order.

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Example: If 17,500 total square feet of reflective sheeting material is ordered from the indicated Sections, the Vendor shall be required to supply 5,000 washers (five packages) (5 x 3,500 = 17,500).

The Vendor shall not be required to supply partial packages. For example, if 18,500 total square feet of reflective sheeting is ordered, then the Vendor shall only be required to supply five (5) packages (5,000 washers).

3.1.1.6.3 Slip Sheeting: This requirement shall apply to Sections III and IV of this Contract. With the exception of 12-3/4" reflective sheeting and nominal roll widths of sheeting less than 12".

3.1.1.6.3.1 The Vendor shall supply slip sheeting equal in width to each different width (nominal) reflective sheeting material ordered under these Sections.

3.1.1.6.3.2 The total length of each width supplied shall be at least equal to the total length of each width of reflective sheeting ordered under these Sections.

3.1.1.6.3.3 All slip sheeting shall be supplied in roll form.

3.1.1.6.3.4 The slip sheeting shall be compatible with the sheeting manufacturer's reflective sheeting material and matched components.

3.1.1.6.3.5 The minimum total length of each width of slip sheeting required to be supplied shall be indicated by the purchasing Agency on the Release Order.

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4. CONTRACT AWARD:

4.1 Contract Award: The Contract is intended to provide Agencies with a purchase price on all Contract Items.

Award shall not be split for this Contract. Award of this Contract shall be based on the lowest overall bid received. In order to be considered for award, the Vendor must provide a bid for **all items** and all materials to be provided shall meet the requirements specified herein.

4.2 Pricing Pages: Vendor should complete the Pricing Pages by providing a unit price for each item listed.

In order to be considered for award, the Vendor must provide a bid for **all items** and the materials bid must meet all applicable requirements and specifications included and referenced herein. Failure to provide pricing for all items on the pricing pages will result in bid disqualification.

The Vendor should also specify the material to be supplied (manufacturer product code) in the location provided for each line item. This Contract shall not be awarded to any Vendor prior to receipt of this information from the Vendor.

The Vendor should also enter a calculated value [estimated quantity x unit price] in the "Extended Total Amount" column. Then add the Extended Total Amount column and enter that amount in the Bid Total box.

The Pricing Pages contain a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: Mark.A.Atkins@wv.gov.

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5. ORDERING AND PAYMENT:

- 5.1 Ordering:** Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written form of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.
- 5.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.
- 5.3 Minimum Order Size:** There shall be no minimum order size associated with this Contract.

6. DELIVERY AND RETURN:

- 6.1 Delivery Time:** Vendor shall deliver standard orders within twenty-five (25) working days after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.
- 6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

Regardless of whether or not the vendor provides written notification of an order delay, if the Vendor is unable to deliver in full within twenty-five (25) Working Days after receipt of the order, the Vendor shall be subject to a daily (per Calendar Day) penalty in the amount of \$150.00 at the purchasing Agency's discretion for each Calendar Day beyond the delivery deadline date until the order is received in full. This penalty shall be assessed by subtracting the penalty from the original total value of the Release Order. The penalty shall not exceed the original total amount of the Release Order.

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- 6.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery.
- 6.4 Packaging & Material Condition:** Upon delivery, all materials shall be of good appearance free from ragged edges, cracks, and extraneous materials, and shall be supplied in roll form. The materials shall be evenly wound on a core of sufficient rigidity to prevent distortion of the roll. For sheeting materials, the maximum number of splices shall be four (4) per 50-yd roll. Each splice shall be visible at the edge of the roll. Rolls shall be packaged snugly in corrugated fiberboard boxes such that no damage or defacement may occur during shipment or storage.
- 6.5 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion. If the Agency elects to have the returned items replaced, the provisions of Sections 6.1 and 6.2 shall remain in effect until the order is completed in full with material accepted by the Agency.
- 6.6 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

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7. VENDOR DEFAULT:

7.1 The following shall be considered a vendor default under this Contract.

- 7.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
- 7.1.2 Failure to comply with other specifications and requirements contained herein.
- 7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 7.1.4 Failure to remedy deficient performance upon request.

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.

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- 8.4 Technical Assistance:** If awarded any Section of this Contract, the successful Vendor shall, upon request by any of the Agencies named in this Contract, provide technical assistance for the service of application equipment and instruction and training of Agency personnel in the proper application of the materials supplied. This may include, but shall not be limited to, calibration and troubleshooting of application equipment, training films, material application, screen printing, packaging, storage, and the proper use & handling of inks.
- 8.5 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: Melinda Thompson
Telephone Number: 800-523-8917
Fax Number: 740-385-8016
Email Address: MelindaT@psburns.com

EXHIBIT A - PRICING PAGES

Quantities listed in this RFQ are approximations only. It is understood and agreed that the contract shall cover the quantities actually ordered for delivery during the term of the contract, whether more or less than the quantities shown. Award will be based on lowest total cost.

SECTION I: Transfer Films								
Contract Item Number	Estimated Quantity	Item Description	Overage Preferences	Manufacturer Product Code	Unit Cost	Extended Total Amount (Qty x Unit Cost)	UNSPSC Commodity Code	DOH Inventory Subcode
1	1	Transfer Tape, Low Tack, 2 inch x 100 yds.	NA	TPM5	396'	\$ 396' -	55121734	-
2	1	Transfer Tape, Low Tack, 3 inch x 100 yds.	NA	TPM5	396'	\$ 396' -	55121734	-
3	1	Transfer Tape, Low Tack, 12 inch x 100 yds.	NA	TPM5	396'	\$ 396' -	55121734	-
4	1	Transfer Tape, Low Tack, 15 inch x 100 yds.	NA	TPM5	396'	\$ 396' -	55121734	-
5	6	Transfer Tape, Low Tack, 18 inch x 100 yds.	NA	TPM5	396'	\$ 2376' -	55121734	-
6	5	Transfer Tape, Low Tack, 24 inch x 100 yds.	NA	TPM5	198'	\$ 990' -	55121734	-
7	19	Transfer Tape, Low Tack, 30 inch x 100 yds.	NA	TPM5	247.50'	\$ 4702.50'	55121734	-
8	6	Transfer Tape, Low Tack, 36 inch x 100 yds.	NA	TPM5	297'	\$ 1782' -	55121734	-
9	1	Transfer Tape, Low Tack, 42 inch x 100 yds.	NA	TPM5	346.50'	\$ 346.50'	55121734	-
10	7	Transfer Tape, Low Tack, 48 inch x 100 yds.	NA	TPM5	396.00'	\$ 2772' -	55121734	-
SECTION II: Type ASTM-I Retroreflective Sheeting								
Contract Item Number	Estimated Quantity	Item Description	Overage Preferences	Manufacturer Product Code	Unit Cost	Extended Total Amount (Qty x Unit Cost)	UNSPSC Commodity Code	DOH Inventory Subcode
11	1	Type ASTM-I Sheeting, 15 inch x 50 yds., White	1/16" min. overage preferred	3430	138.75	\$ 138.75 -	55121734	111015
12	1	Type ASTM-I Sheeting, 15 inch x 50 yds., Yellow	1/16" min. overage preferred	3430 ^{PK}	138.75	\$ 138.75 -	55121734	112015
13	1	Type ASTM-I Sheeting, 18-1/2 inch x 50 yds., White	-	3430	171.12	\$ 171.12 -	55121734	-
14	1	Type ASTM-I Sheeting, 18-1/2 inch x 50 yds., Yellow	-	3431	171.25	\$ 171.25 -	55121734	112018
15	1	Type ASTM-I Sheeting, 21 inch x 50 yds., White	1/16" min. overage preferred	3430	194.25	\$ 194.25 -	55121734	111021
16	1	Type ASTM-I Sheeting, 21 inch x 50 yds., Yellow	1/16" min. overage preferred	3431	194.25	\$ 194.25 -	55121734	-
17	8	Type ASTM-I Sheeting, 24-1/2 inch x 50 yds., White	-	3430	226.42	\$ 1812.96 -	55121734	111024
18	1	Type ASTM-I Sheeting, 24-1/2 inch x 50 yds., Yellow	-	3431	226.42	\$ 226.42 -	55121734	112024
19	46	Type ASTM-I Sheeting, 30-1/2 inch x 50 yds., White	-	3430	282.13	\$ 12977.98 -	55121734	111030
20	2	Type ASTM-I Sheeting, 30-1/2 inch x 50 yds., Yellow	-	3431	282.13	\$ 564.26 -	55121734	112030
21	4	Type ASTM-I Sheeting, 36 inch x 50 yds., White	5/16" min. overage preferred	3430	333'	\$ 1332' -	55121734	111036
22	1	Type ASTM-I Sheeting, 36 inch x 50 yds., Yellow	5/16" min. overage preferred	3431	333'	\$ 333' -	55121734	112036
23	1	Type ASTM-I Sheeting, 42 inch x 50 yds., White	5/16" min. overage preferred	3430	388.50	\$ 388.50 -	55121734	-
24	1	Type ASTM-I Sheeting, 42 inch x 50 yds., Yellow	5/16" min. overage preferred	3431	388.50	\$ 388.50 -	55121734	-
25	5	Type ASTM-I Sheeting, 48 inch x 50 yds., White	7/16" min. overage preferred	3430	444'	\$ 2220' -	55121734	111048
26	1	Type ASTM-I Sheeting, 48 inch x 50 yds., Yellow	7/16" min. overage preferred	3431	444'	\$ 444' -	55121734	112048
27	1	Type ASTM-I Sheeting, 1/2 inch x 50 yds., White	-	3430	9.25	\$ 9.25 -	55121734	111050
28	1	Type ASTM-I Sheeting, 1/2 inch x 50 yds., Yellow	-	3431	9.25	\$ 9.25 -	55121734	112050
29	1	Type ASTM-I Sheeting, 1 inch x 50 yds., White	-	3430	9.25	\$ 9.25 -	55121734	111100

30	1	Type ASTM-I Sheeting, 1 inch x 50 yds., Yellow	-	3431	9.25	\$ 925	55121734	112100
31	1	Type ASTM-I Sheeting, 15 inch x 50 yds., Blue	1/16" min. overage preferred	3435	138.75	\$ 138.75	55121734	115015
32	1	Type ASTM-I Sheeting, 18-1/2 inch x 50 yds., Blue	-	3435	171.13	\$ 171.13	55121734	-
33	1	Type ASTM-I Sheeting, 21 inch x 50 yds., Blue	1/16" min. overage preferred	3435	194.25	\$ 194.25	55121734	-
34	2	Type ASTM-I Sheeting, 24-1/2 inch x 50 yds., Blue	-	3435	226.42	\$ 453.24	55121734	115024
35	1	Type ASTM-I Sheeting, 30-1/2 inch x 50 yds., Blue	-	3435	282.13	\$ 282.13	55121734	115030
36	1	Type ASTM-I Sheeting, 36 inch x 50 yds., Blue	3/16" min. overage preferred	3435 SM	333°	\$ 333°	55121734	115036
37	1	Type ASTM-I Sheeting, 42 inch x 50 yds., Blue	5/16" min. overage preferred	3435	388.50	\$ 388.50	55121734	-
38	1	Type ASTM-I Sheeting, 48 inch x 50 yds., Blue	7/16" min. overage preferred	3435	444°	\$ 444°	55121734	115048
SECTION III: Type ASTM-IV Retroreflective Sheeting								
Contract Item Number	Estimated Quantity	Item Description	Overage Preferences	Manufacturer Product Code	Unit Cost	Extended Total Amount (Qty x Unit Cost)	UNSPSC Commodity Code	DOH Inventory Subcode
39	1	Type ASTM-IV Sheeting, 1/2 inch x 50 yds., White	-	3930	713	\$ 713	55121734	211050
40	1	Type ASTM-IV Sheeting, 1/2 inch x 50 yds., Yellow	-	3931	713	\$ 713	55121734	-
41	1	Type ASTM-IV Sheeting, 1 inch x 50 yds., White	-	3930	1425	\$ 1425	55121734	211100
42	1	Type ASTM-IV Sheeting, 1 inch x 50 yds., Yellow	-	3931	1425	\$ 1425	55121734	-
43	1	Type ASTM-IV Sheeting, 12-3/4 inch x 100 yds., White	-	3930	363.36	\$ 363.36	55121734	211012
44	1	Type ASTM-IV Sheeting, 12-3/4 inch x 100 yds., Yellow	-	3931	363.36	\$ 363.36	55121734	212012
45	22	Type ASTM-IV Sheeting, 12-3/4 inch x 100 yds., Blue	-	3935	363.36	\$ 7993.92	55121734	215012
46	17	Type ASTM-IV Sheeting, 12-3/4 inch x 100 yds., Green	-	3937	363.36	\$ 6177.12	55121734	214012
47	1	Type ASTM-IV Sheeting, 12-3/4 inch x 100 yds., Brown	-	3939	363.36	\$ 363.36	55121734	2016012
48	1	Type ASTM-IV Sheeting, 15 inch x 50 yds., White	1/16" min. overage preferred	3930	213.75	\$ 213.75	55121734	211015
49	1	Type ASTM-IV Sheeting, 15 inch x 50 yds., Yellow	1/16" min. overage preferred	3931	213.75	\$ 213.75	55121734	-
50	1	Type ASTM-IV Sheeting, 15 inch x 50 yds., Blue	1/16" min. overage preferred	3935	213.75	\$ 213.75	55121734	215015
51	1	Type ASTM-IV Sheeting, 15 inch x 50 yds., Green	1/16" min. overage preferred	3937	213.75	\$ 213.75	55121734	-
52	1	Type ASTM-IV Sheeting, 15 inch x 50 yds., Brown	1/16" min. overage preferred	3939	213.75	\$ 213.75	55121734	-
53	13	Type ASTM-IV Sheeting, 18-1/2 inch x 50 yds., White	-	3930	263.63	\$ 3427.19	55121734	211018
54	1	Type ASTM-IV Sheeting, 18-1/2 inch x 50 yds., Yellow	-	3931	263.63	\$ 263.63	55121734	212018
55	1	Type ASTM-IV Sheeting, 18-1/2 inch x 50 yds., Blue	-	3935	263.63	\$ 263.63	55121734	-
56	1	Type ASTM-IV Sheeting, 18-1/2 inch x 50 yds., Green	-	3937	263.63	\$ 263.63	55121734	-
57	1	Type ASTM-IV Sheeting, 18-1/2 inch x 50 yds., Brown	-	3939	263.63	\$ 263.63	55121734	-
58	1	Type ASTM-IV Sheeting, 21 inch x 50 yds., White	1/16" min. overage preferred	3930	299.25	\$ 299.25	55121734	211021
59	1	Type ASTM-IV Sheeting, 21 inch x 50 yds., Yellow	1/16" min. overage preferred	3931	299.25	\$ 299.25	55121734	-
60	1	Type ASTM-IV Sheeting, 21 inch x 50 yds., Blue	1/16" min. overage preferred	3935	299.25	\$ 299.25	55121734	-
61	1	Type ASTM-IV Sheeting, 21 inch x 50 yds., Green	1/16" min. overage preferred	3937	299.25	\$ 299.25	55121734	-
62	1	Type ASTM-IV Sheeting, 21 inch x 50 yds., Brown	1/16" min. overage preferred	3939	299.25	\$ 299.25	55121734	-

63	27	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., White	-	3930	34913	\$ 9426.51	55121734	211024
64	11	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., Yellow	-	3931	34913	\$ 3840.13	55121734	212024
65	1	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., Blue	-	3935	34913	\$ 34913	55121734	-
66	1	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., Green	-	3937	34913	\$ 34913	55121734	-
67	1	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., Brown	-	3939	34913	\$ 34913	55121734	216024
68	1	Type ASTM-IV Sheeting, 24-1/2 inch x 50 yds., Red	-	3938	34913	\$ 34913	55121734	217024
69	73	Type ASTM-IV Sheeting, 30-1/2 inch x 50 yds., White	-	3930	434.63	\$ 31727.99	55121734	211030
70	49	Type ASTM-IV Sheeting, 30-1/2 inch x 50 yds., Yellow	-	3931	434.43	\$ 21296.87	55121734	212030
71	1	Type ASTM-IV Sheeting, 30-1/2 inch x 50 yds., Blue	-	3935	434.43	\$ 434.43	55121734	215030
72	1	Type ASTM-IV Sheeting, 30-1/2 inch x 50 yds., Green	-	3937	434.63	\$ 434.43	55121734	214030
73	1	Type ASTM-IV Sheeting, 30-1/2 inch x 50 yds., Brown	-	3939	434.63	\$ 434.43	55121734	216030
74	16	Type ASTM-IV Sheeting, 36 inch x 50 yds., White	3/16" min. overage preferred	3930	513°	\$ 8208°	55121734	211036
75	20	Type ASTM-IV Sheeting, 36 inch x 50 yds., Yellow	3/16" min. overage preferred	3931	513°	\$ 10260°	55121734	212036
76	1	Type ASTM-IV Sheeting, 36 inch x 50 yds., Blue	3/16" min. overage preferred	3935	513°	\$ 513°	55121734	215036
77	1	Type ASTM-IV Sheeting, 36 inch x 50 yds., Green	3/16" min. overage preferred	3937	513°	\$ 513°	55121734	214036
78	1	Type ASTM-IV Sheeting, 36 inch x 50 yds., Brown	3/16" min. overage preferred	3939	513°	\$ 513°	55121734	-
79	14	Type ASTM-IV Sheeting, 42 inch x 50 yds., White	5/16" min. overage preferred	3930	598 ⁵⁰	\$ 8379°	55121734	211042
80	1	Type ASTM-IV Sheeting, 42 inch x 50 yds., Yellow	5/16" min. overage preferred	3931	598 ⁵⁰	\$ 598 ⁵⁰	55121734	212042
81	1	Type ASTM-IV Sheeting, 42 inch x 50 yds., Blue	5/16" min. overage preferred	3935	598 ⁵⁰	\$ 598 ⁵⁰	55121734	215042
82	1	Type ASTM-IV Sheeting, 42 inch x 50 yds., Green	5/16" min. overage preferred	3937	598 ⁵⁰	\$ 598 ⁵⁰	55121734	214042
83	1	Type ASTM-IV Sheeting, 42 inch x 50 yds., Brown	5/16" min. overage preferred	3939	598 ⁵⁰	\$ 598 ⁵⁰	55121734	-
84	15	Type ASTM-IV Sheeting, 48 inch x 50 yds., White	7/16" min. overage preferred	3930	684°	\$ 10260°	55121734	211048
85	6	Type ASTM-IV Sheeting, 48 inch x 50 yds., Yellow	7/16" min. overage preferred	3931	684°	\$ 4104°	55121734	212048
86	1	Type ASTM-IV Sheeting, 48 inch x 50 yds., Blue	7/16" min. overage preferred	3935	684°	\$ 684°	55121734	215048
87	1	Type ASTM-IV Sheeting, 48 inch x 50 yds., Green	7/16" min. overage preferred	3937	684°	\$ 684°	55121734	214048
88	1	Type ASTM-IV Sheeting, 48 inch x 50 yds., Brown	7/16" min. overage preferred	3939	684°	\$ 684°	55121734	216048

SECTION IV : Type ASTM-XI Retroreflective Sheeting

Contract Item Number	Estimated Quantity	Item Description	Overage Preferences	Manufacturer Product Code	Unit Cost	Extended Total Amount (Qty x Unit Cost)	UNSPSC Commodity Code	DOH Inventory Subcode
89	1	Type ASTM-XI Sheeting, 9 inch x 100 yds., Fluorescent Yellow Green	-	4093	643 ⁵⁰	\$ 643 ⁵⁰	55121734	612409
90	1	Type ASTM-XI Sheeting, 12 inch x 100 yds., White	-	4090	828°	\$ 828°	55121734	611012
91	1	Type ASTM-XI Sheeting, 12 inch x 100 yds., Fluorescent Yellow	-	4091	858°	\$ 858°	55121734	612012
92	10	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., White	-	4090	879.72	\$ 8797.20	55121734	611012
93	20	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., Blue	-	4095	879.72	\$ 17594.40	55121734	-
94	20	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., Green	-	4097	879.72	\$ 17594.40	55121734	614012

95	1	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., Fluorescent Orange	-	4084	911.60	\$ 911.60	55121734	613012
96	1	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., Fluorescent Yellow	-	4081	911.60	\$ 911.60	55121734	612012
97	1	Type ASTM-XI Sheeting, 12-3/4 inch x 100 yds., Fluorescent Yellow Green	-	4083	911.60	\$ 911.60	55121734	612412
98	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., White	1/16" min. overage preferred	4090	517.50	\$ 517.50	55121734	-
99	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., Blue	1/16" min. overage preferred	4095	517.50	\$ 517.50	55121734	-
100	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., Green	1/16" min. overage preferred	4097	517.50	\$ 517.50	55121734	-
101	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., Fluorescent Orange	1/16" min. overage preferred	4084	536.25	\$ 536.25	55121734	-
102	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., Fluorescent Yellow	1/16" min. overage preferred	4081	536.25	\$ 536.25	55121734	-
103	1	Type ASTM-XI Sheeting, 15 inch x 50 yds., Fluorescent Yellow Green	1/16" min. overage preferred	4083	536.25	\$ 536.25	55121734	-
104	1	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., White	-	4090	638.25	\$ 638.25	55121734	611018
105	1	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., Blue	-	4095	638.25	\$ 638.25	55121734	-
106	1	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., Green	-	4097	638.25	\$ 638.25	55121734	-
107	4	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., Fluorescent Orange	-	4084	661.38	\$ 661.38	55121734	613018
108	1	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., Fluorescent Yellow	-	4081	661.38	\$ 661.38	55121734	612018
109	1	Type ASTM-XI Sheeting, 18-1/2 inch x 50 yds., Fluorescent Yellow Green	-	4083	661.38	\$ 661.38	55121734	612418
110	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., White	1/16" min. overage preferred	4090	724.50	\$ 724.50	55121734	-
111	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., Blue	1/16" min. overage preferred	4095	724.50	\$ 724.50	55121734	-
112	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., Green	1/16" min. overage preferred	4097	724.50	\$ 724.50	55121734	-
113	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., Fluorescent Orange	1/16" min. overage preferred	4084	750.75	\$ 750.75	55121734	-
114	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., Fluorescent Yellow	1/16" min. overage preferred	4081	750.75	\$ 750.75	55121734	-
115	1	Type ASTM-XI Sheeting, 21 inch x 50 yds., Fluorescent Yellow Green	1/16" min. overage preferred	4083	750.75	\$ 750.75	55121734	-
116	1	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., White	-	4090	845.25	\$ 845.25	55121734	611024
117	1	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., Blue	-	4095	845.25	\$ 845.25	55121734	-
118	1	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., Green	-	4097	845.25	\$ 845.25	55121734	-
119	4	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., Fluorescent Orange	-	4084	875.88	\$ 3503.52	55121734	613024
120	14	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., Fluorescent Yellow	-	4081	875.88	\$ 12262.32	55121734	612024
121	1	Type ASTM-XI Sheeting, 24-1/2 inch x 50 yds., Fluorescent Yellow Green	-	4083	875.88	\$ 875.88	55121734	612424
122	1	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., White	-	4090	1052.25	\$ 1052.25	55121734	-

123	1	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., Blue	-	4085 ^{NA}	1052.25	\$ 1052.25	55121734	-
124	1	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., Green	-	4087 ^{NA}	1052.25	\$ 1052.25	55121734	-
125	2	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., Fluorescent Orange	-	4084	1090.38	2180.76 \$ 1090.38 ^{NA}	55121734	613030
126	6	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., Fluorescent Yellow	-	4081	1090.38	\$ 6542.28	55121734	612030
127	7	Type ASTM-XI Sheeting, 30-1/2 inch x 50 yds., Fluorescent Yellow Green	-	4083	1090.38	\$ 7632.66	55121734	612430
128	1	Type ASTM-XI Sheeting, 36 inch x 50 yds., White	3/16" min. overage preferred	4090 ^{NA}	1242°	\$ 1242°	55121734	611036
129	1	Type ASTM-XI Sheeting, 36 inch x 50 yds., Blue	5/16" min. overage preferred	4095 ^{NA}	1242°	\$ 1242°	55121734	-
130	1	Type ASTM-XI Sheeting, 36 inch x 50 yds., Green	5/16" min. overage preferred	4097 ^{NA}	1242°	\$ 1242°	55121734	-
131	2	Type ASTM-XI Sheeting, 36 inch x 50 yds., Fluorescent Orange	3/16" min. overage preferred	4084	1287°	\$ 2574°	55121734	613036
132	22	Type ASTM-XI Sheeting, 36 inch x 50 yds., Fluorescent Yellow	5/16" min. overage preferred	4081	1287°	\$ 28314°	55121734	612036
133	1	Type ASTM-XI Sheeting, 36 inch x 50 yds., Fluorescent Yellow Green	5/16" min. overage preferred	4083	1287°	\$ 1287°	55121734	612436
134	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., White	5/16" min. overage preferred	4090 ^{NA}	1449°	\$ 1449°	55121734	-
135	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., Blue	5/16" min. overage preferred	4095 ^{NA}	1449°	\$ 1449°	55121734	-
136	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., Green	5/16" min. overage preferred	4097 ^{NA}	1449°	\$ 1449°	55121734	-
137	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., Fluorescent Orange	5/16" min. overage preferred	4084	1501.50	\$ 1501.50	55121734	-
138	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., Fluorescent Yellow	5/16" min. overage preferred	4091	1501.50	\$ 1501.50	55121734	-
139	1	Type ASTM-XI Sheeting, 42 inch x 50 yds., Fluorescent Yellow Green	5/16" min. overage preferred	4083	1501.50	\$ 1501.50	55121734	-
140	11	Type ASTM-XI Sheeting, 48 inch x 50 yds., White	7/16" min. overage preferred	4090 ^{NA}	1656°	\$ 18216°	55121734	611048
141	2	Type ASTM-XI Sheeting, 48 inch x 50 yds., Blue	7/16" min. overage preferred	4095 ^{NA}	1656°	\$ 3312°	55121734	-
142	2	Type ASTM-XI Sheeting, 48 inch x 50 yds., Green	7/16" min. overage preferred	4097 ^{NA}	1656°	\$ 3312°	55121734	-
143	25	Type ASTM-XI Sheeting, 48 inch x 50 yds., Fluorescent Orange	7/16" min. overage preferred	4084	1716°	\$ 42900°	55121734	613048
144	8	Type ASTM-XI Sheeting, 48 inch x 50 yds., Fluorescent Yellow	7/16" min. overage preferred	4091	1716°	\$ 13728°	55121734	612048
145	11	Type ASTM-XI Sheeting, 48 inch x 50 yds., Fluorescent Yellow Green	7/16" min. overage preferred	4083	1716°	\$ 18876°	55121734	612448

SECTION V : Type ASTM-I, ASTM-IV, and Type ASTM-XI Retroreflective Sheeting Matched Components

Contract Item Number	Estimated Quantity	Item Description	Overage Preferences	Manufacturer Product Code	Unit Cost	Extended Total Amount (Qty x Unit Cost)	UNSPSC Commodity Code	DOH Inventory Subcode
146	1	Transparent film, Acrylic, 12 inch x 50 yds., Yellow	NA	1171	130.50	\$ 130.50	55121734	-
147	1	Transparent film, Acrylic, 12 inch x 50 yds., Red	NA	1178	130.50	\$ 130.50	55121734	-
148	1	Transparent film, Acrylic, 12 inch x 50 yds., Blue	NA	1175	130.50	\$ 130.50	55121734	-
149	1	Transparent film, Acrylic, 12 inch x 50 yds., Green	NA	1177	130.50	\$ 130.50	55121734	-

150	1	Transparent film, Acrylic, 12 inch x 50 yds., Brown	NA	1179 ⁷⁴	130 ⁵⁰	\$ 130 ⁵⁰	55121734	-
151	1	Transparent film, Acrylic, 15 inch x 50 yds., Yellow	NA	1171	163 ¹³	\$ 163 ¹³	55121734	-
152	1	Transparent film, Acrylic, 15 inch x 50 yds., Red	NA	1178	163 ¹³	\$ 163 ¹³	55121734	-
153	1	Transparent film, Acrylic, 15 inch x 50 yds., Blue	NA	1175	163 ¹³	\$ 163 ¹³	55121734	-
154	1	Transparent film, Acrylic, 15 inch x 50 yds., Green	NA	1177	163 ¹³	\$ 163 ¹³	55121734	-
155	1	Transparent film, Acrylic, 15 inch x 50 yds., Brown	NA	1179 ⁷⁴	163 ¹³	\$ 163 ¹³	55121734	-
156	1	Transparent film, Acrylic, 18 inch x 50 yds., Yellow	NA	1171	195 ⁷⁵	\$ 195 ⁷⁵	55121734	-
157	1	Transparent film, Acrylic, 18 inch x 50 yds., Red	NA	1178	195 ⁷⁵	\$ 195 ⁷⁵	55121734	-
158	1	Transparent film, Acrylic, 18 inch x 50 yds., Blue	NA	1175	195 ⁷⁵	\$ 195 ⁷⁵	55121734	-
159	1	Transparent film, Acrylic, 18 inch x 50 yds., Green	NA	1177	195 ⁷⁵	\$ 195 ⁷⁵	55121734	904018
160	1	Transparent film, Acrylic, 18 inch x 50 yds., Brown	NA	1179	195 ⁷⁵	\$ 195 ⁷⁵	55121734	906018
161	1	Transparent film, Acrylic, 24 inch x 50 yds., Yellow	NA	1171	261 [°]	\$ 261 [°]	55121734	902024
162	1	Transparent film, Acrylic, 24 inch x 50 yds., Red	NA	1178	261 [°]	\$ 261 [°]	55121734	907024
163	1	Transparent film, Acrylic, 24 inch x 50 yds., Blue	NA	1175	264 [°]	\$ 264 [°]	55121734	905024
164	11	Transparent film, Acrylic, 24 inch x 50 yds., Green	NA	1177	261 [°]	\$ 2871 [°]	55121734	904024
165	1	Transparent film, Acrylic, 24 inch x 50 yds., Brown	NA	1179	261 [°]	\$ 261 [°]	55121734	906024
166	1	Transparent film, Acrylic, 30 inch x 50 yds., Yellow	NA	1171	326 ²⁵	\$ 326 ²⁵	55121734	-
167	1	Transparent film, Acrylic, 30 inch x 50 yds., Red	NA	1178	326 ²⁵	\$ 326 ²⁵	55121734	907030
168	1	Transparent film, Acrylic, 30 inch x 50 yds., Blue	NA	1175	326 ²⁵	\$ 326 ²⁵	55121734	905030
169	29	Transparent film, Acrylic, 30 inch x 50 yds., Green	NA	1177	326 ²⁵	\$ 9461 ²⁵	55121734	904030
170	1	Transparent film, Acrylic, 30 inch x 50 yds., Brown	NA	1179	326 ²⁵	\$ 326 ²⁵	55121734	906030
171	1	Transparent film, Acrylic, 36 inch x 50 yds., Yellow	NA	1171	391 ⁵⁰	\$ 391 ⁵⁰	55121734	902036
172	1	Transparent film, Acrylic, 36 inch x 50 yds., Red	NA	1178	391 ⁵⁰	\$ 391 ⁵⁰	55121734	907036
173	1	Transparent film, Acrylic, 36 inch x 50 yds., Blue	NA	1175	391 ⁵⁰	\$ 391 ⁵⁰	55121734	905036
174	7	Transparent film, Acrylic, 36 inch x 50 yds., Green	NA	1177	391 ⁵⁰	\$ 2740 ⁵⁰	55121734	904036
175	1	Transparent film, Acrylic, 36 inch x 50 yds., Brown	NA	1179	391 ⁵⁰	\$ 391 ⁵⁰	55121734	906036
176	1	Transparent film, Acrylic, 42 inch x 50 yds., Yellow	NA	1171	456 ⁷⁵	\$ 456 ⁷⁵	55121734	-
177	1	Transparent film, Acrylic, 42 inch x 50 yds., Red	NA	1178	456 ⁷⁵	\$ 456 ⁷⁵	55121734	-
178	1	Transparent film, Acrylic, 42 inch x 50 yds., Blue	NA	1175	456 ⁷⁵	\$ 456 ⁷⁵	55121734	-
179	1	Transparent film, Acrylic, 42 inch x 50 yds., Green	NA	1177	456 ⁷⁵	\$ 456 ⁷⁵	55121734	904042
180	1	Transparent film, Acrylic, 42 inch x 50 yds., Brown	NA	1179	456 ⁷⁵	\$ 456 ⁷⁵	55121734	-
181	1	Transparent film, Acrylic, 48 inch x 50 yds., Yellow	NA	1171	522 [°]	\$ 522 [°]	55121734	-
182	10	Transparent film, Acrylic, 48 inch x 50 yds., Red	NA	1178	522 [°]	\$ 5220 [°]	55121734	907048
183	11	Transparent film, Acrylic, 48 inch x 50 yds., Blue	NA	1175	522 [°]	\$ 5742 [°]	55121734	905048
184	10	Transparent film, Acrylic, 48 inch x 50 yds., Green	NA	1177	522 [°]	\$ 5220 [°]	55121734	904048

185	2	Transparent film, Acrylic, 48 inch x 50 yds., Brown	NA	1179	522°	\$ 1044°	55121734	906048
186	1	Opaque film, Vinyl, 3/8 inch x 50 yds., Black	NA	7725	1475	\$ 1475°	55121734	518038
187	1	Opaque film, Vinyl, 5/8 inch x 50 yds., Black	NA	7725	1475	\$ 1475°	55121734	518062
188	1	Opaque film, Vinyl, 3/4 inch x 50 yds., Black	NA	7725	1475	\$ 1475°	55121734	518075
189	1	Opaque film, Vinyl, 7/8 inch x 50 yds., Black	NA	7725	1475	\$ 1475°	55121734	518088
190	100	Opaque film, Vinyl, 1-1/4 inch x 50 yds., Black	NA	7725	18.44	\$ 1844°	55121734	518125
191	1	Opaque film, Vinyl, 18 inch x 50 yds., Matte White	NA	7725	265 ⁵⁰	\$ 265 ⁵⁰ °	55121734	-
192	1	Opaque film, Vinyl, 18 inch x 50 yds., Black	NA	7725	265 ⁵⁰	\$ 265 ⁵⁰ °	55121734	-
193	1	Opaque film, Vinyl, 18 inch x 50 yds., Yellow	NA	7725	265 ⁵⁰	\$ 265 ⁵⁰ °	55121734	-
194	1	Opaque film, Vinyl, 18 inch x 50 yds., Blue	NA	7725	265 ⁵⁰	\$ 265 ⁵⁰ °	55121734	-
195	1	Opaque film, Vinyl, 24 inch x 50 yds., Matte White	NA	7725	354°	\$ 354°	55121734	-
196	1	Opaque film, Vinyl, 24 inch x 50 yds., Black	NA	7725	354°	\$ 354°	55121734	518024
197	1	Opaque film, Vinyl, 24 inch x 50 yds., Yellow	NA	7725	354°	\$ 354°	55121734	-
198	1	Opaque film, Vinyl, 24 inch x 50 yds., Blue	NA	7725	354°	\$ 354°	55121734	-
199	1	Opaque film, Vinyl, 30 inch x 50 yds., Matte White	NA	7725	442 ⁵⁰	\$ 442 ⁵⁰ °	55121734	-
200	4	Opaque film, Vinyl, 30 inch x 50 yds., Black	NA	7725	442 ⁵⁰	\$ 1770°	55121734	518030
201	1	Opaque film, Vinyl, 30 inch x 50 yds., Yellow	NA	7725	442 ⁵⁰	\$ 442 ⁵⁰ °	55121734	512030
202	1	Opaque film, Vinyl, 30 inch x 50 yds., Blue	NA	7725	442 ⁵⁰	\$ 442 ⁵⁰ °	55121734	-
203	1	Opaque film, Vinyl, 36 inch x 50 yds., Matte White	NA	7725	531°	\$ 531°	55121734	-
204	4	Opaque film, Vinyl, 36 inch x 50 yds., Black	NA	7725	531°	\$ 2124°	55121734	518036
205	1	Opaque film, Vinyl, 36 inch x 50 yds., Yellow	NA	7725	531°	\$ 531°	55121734	512036
206	1	Opaque film, Vinyl, 36 inch x 50 yds., Blue	NA	7725	531°	\$ 531°	55121734	-
207	1	Opaque film, Vinyl, 48 inch x 50 yds., Matte White	NA	7725	708°	\$ 708°	55121734	-
208	29	Opaque film, Vinyl, 48 inch x 50 yds., Black	NA	7725	708°	\$ 20532°	55121734	518048
209	1	Opaque film, Vinyl, 48 inch x 50 yds., Yellow	NA	7725	708°	\$ 708°	55121734	-
210	1	Opaque film, Vinyl, 48 inch x 50 yds., Blue	NA	7725	708 ⁸⁸⁵	\$ 708°	55121734	-
211	1	Opaque film, Vinyl, 60 inch x 50 yds., Matte White	NA	7725	885 ⁷⁰⁸	\$ 885°	55121734	-
212	1	Opaque film, Vinyl, 60 inch x 50 yds., Black	NA	7725	885°	\$ 885°	55121734	-
213	1	Opaque film, Vinyl, 60 inch x 50 yds., Yellow	NA	7725	885°	\$ 885°	55121734	-
214	1	Opaque film, Vinyl, 60 inch x 50 yds., Blue	NA	7725	885°	\$ 885°	55121734	-
BID TOTAL						\$	500 413.50	-

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: Osborn Associates Inc Signed: Melinda Shamp
Date: 3-15-17 Title: Bidding Agent

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

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 exceed 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: Osborn Associates Inc

Authorized Signature: Melinda Thompson Date: 3-15-17

State of Ohio

County of Fairfield, to-wit:

Taken, subscribed, and sworn to before me this 15th day of March, 20 17.

My Commission expires December 10, 20 20



STEVEN C. GASTIN
NOTARY PUBLIC
STATE OF OHIO
RECORDED IN
FAIRFIELD COUNTY
My Commission Expires
December 10, 2020

NOTARY PUBLIC Steven C. Gastin

Approved Products List
Retroreflective Sign Sheeting (715.9.2)
Effective Date: June 14, 2013 (see notes 1, 2, and 22)

<u>TRANSFER FILMS</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	TPM5 clear transfer tape (see note 11)	1433733
Avery Dennison	Z1XXX clear application tape (see note 11)	1433734

<u>TYPE ASTM-I</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	34XX Series (See note 21)	1433735
Avery Dennison	T-15XX Series (See note 3)	1394149

<u>TYPE ASTM-III</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
Nippon Carbide	ULG-II N8XX Series (See note 15)	1394159

<u>TYPE ASTM-IV</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	Series 393X (See note 3)	1392883
3M	Series 331X (See note 4)	1433736
3M	Series 333X (See note 5)	1433737
3M	Series 33X (See note 5)	1394157
3M	Series 3340 (See note 17)	1433738
Avery Dennison	T-6XXX Series (See note 3)	1394161
Avery Dennison	W-6XXX Series (See note 4)	1394160

<u>TYPE ASTM-VI</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	RS-2X Series (See note 6)	1394162
Crafal of Americas	High Performance Series (See note 20)	1394163

<u>TYPE ASTM-IX</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	399X Series (See note 7)	1394171
3M	3981 Series (NOTICE: See note 19)	1394169
3M	3983 Series (See note 13)	1394170
Avery Dennison	T-950X (See note 7)	1394166
Avery Dennison	T-9511 (See note 12)	1394167
Avery Dennison	T-9513 (See note 13)	1394168
Avery Dennison	W-9514 (See note 10)	1394165
Nippon Carbide	Nikkalite CRG 95847 (See note 16)	1424104

<u>TYPE ASTM-XI</u>		
<u>MANUFACTURER</u>	<u>PRODUCT</u>	<u>LAB APPROVAL NUMBER</u>
3M	409X Series (See note 14)	1395497
3M	4081 Series (See note 8)	1395498
3M	4083 Series (See note 9)	1395499
3M	4084 Series (See note 18)	1394172
Avery Dennison	T-1150X (See note 7)	1424106
Avery Dennison	T-11511 (See note 12)	1424107
Avery Dennison	T-11513 (See note 13)	1424108
Avery Dennison	W-11514 (See note 10)	1424105