



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 4

List View

General Information

Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 917554

Procurement Type: Central Master Agreement

Vendor ID: VS0000012766

Legal Name: MANDEL METALS INC

Alias/DBA:

Total Bid: \$321,465.90

Response Date: 09/01/2021

Response Time: 13:19

Responded By User ID: USSTD

First Name: Marykate

Last Name: Fallon

Email: marykate@usstandardsi

Phone: 847-447-2265

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2200000033

Published Date: 8/13/21

Close Date: 9/1/21

Close Time: 13:30

Status: Closed

Solicitation Description: FLAT SHEET AND PRE-CUT ALUMINUM

Total of Header Attachments: 4

Total of All Attachments: 4



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 917554
Solicitation Description: FLAT SHEET AND PRE-CUT ALUMINUM
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2021-09-01 13:30	SR 0803 ESR09012100000001536	1

VENDOR
 VS0000012766
 MANDEL METALS INC

Solicitation Number: CRFQ 0803 DOT2200000033
Total Bid: 321465.9000000000232830643653 **Response Date:** 2021-09-01 **Response Time:** 13:19:03
Comments:

FOR INFORMATION CONTACT THE BUYER
 John W Estep
 304-558-2566
 john.w.estep@wv.gov

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

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	FLAT SHEET AND PRE-CUT ALUMINUM	1.00000	EA	321465.900000	321465.90

Comm Code	Manufacturer	Specification	Model #
30265000			

Commodity Line Comments: * 60x144 .040 sheets will be based on availability
 *US Route Markers will be sent as squares, then you can sheet over them with the US Route Marker sheeting
 * All material is domestic

Extended Description:

FLAT SHEET AND PRE-CUT ALUMINUM - SEE PRICING PAGES ATTACHED



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

State of West Virginia
 Centralized Request for Quote
 Highways

Proc Folder: 917554			Reason for Modification:
Doc Description: FLAT SHEET AND PRE-CUT ALUMINUM			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2021-08-13	2021-09-01 13:30	CRFQ 0803 DOT2200000033	1

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code:
Vendor Name : Mandel Metals Inc, DBA US Standard Sign
Address : 11400
Street : Addison Ave
City : Franklin Park
State : IL **Country :** usa **Zip :** 60131
Principal Contact : Marykate Fallon
Vendor Contact Phone: 847-447-2265 **Extension:**

FOR INFORMATION CONTACT THE BUYER

John W Estep
 304-558-2566
 john.w.estep@wv.gov

Vendor Signature X *MARYKATE FALLON* **FEIN#** 36-2658805 **DATE** 8/26/2021

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

ADDITIONAL INFORMATION**REQUEST FOR QUOTATION**

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Highways (WVDOH) and the West Virginia Division of Corrections (WVDOC) to establish an open-end contract for flat sheet and pre-cut aluminum for use in the manufacturing of highway signing. Per the Bid Requirements , Specifications, Terms and Conditions attached to this Solicitation.

INVOICE TO**SHIP TO**

DIVISION OF HIGHWAYS
 TRAFFIC ENGINEERING
 DIVISION
 1900 KANAWHA BLVD E,
 BLDG 5 RM A550
 CHARLESTON WV
 US

DIVISION OF HIGHWAYS
 TRAFFIC ENG. TSC -
 CENTRAL SIGN SHOP
 180 DRY BRANCH DR
 CHARLESTON WV
 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	FLAT SHEET AND PRE-CUT ALUMINUM	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
30265000			

Extended Description:

FLAT SHEET AND PRE-CUT ALUMINUM - SEE PRICING PAGES ATTACHED

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Tech Questions due by 10:00am	2021-08-19

	Document Phase	Document Description	Page
DOT2200000033	Final	FLAT SHEET AND PRE-CUT ALUMINUM	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Highways (WVDOH) and the West Virginia Division of Corrections (WVDOC) to establish an open-end contract for flat sheet and pre-cut aluminum for use in the manufacturing of highway signing.

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

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

 - 2.6 **“FHWA”** means Federal Highway Administration

 - 2.7 **“FT”** means feet.

 - 2.8 **“IN”** means inches

 - 2.9 **“Class II Sheets”** means flat sheet aluminum blanks provided in the sizes and thicknesses specified, without pre-punched mounting holes and without corner radiuses.

 - 2.10 **“Class III Pre-Cuts”** means flat sheet aluminum blanks provided in the thicknesses specified and provided in the pre-cut sign sizes specified, with pre-punched mounting holes and with corner radiuses, if applicable.

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

2.11 “WVDOH Standards” means official standards published by the WVDOH pertaining to design, fabrication, construction, and material testing/acceptance. Examples of WVDOH Standards include the “WVDOH Standard Specifications Roads and Bridges”, the WVDOH “Standard Details Book” (Volumes I, II, and III), and the WVDOH “Materials Procedures”. Specific WVDOH Standards applicable to this RFQ are identified in the RFQ. The specific standards referenced above and any other WVDOH Standard publications referenced herein may be found at the following web address:

<http://www.transportation.wv.gov/highways/engineering/Pages/publications.aspx>

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 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.

All Material shall be in accordance with Section 661 of the West Virginia Division of Highways’ Standard Specifications for Roads and Bridges, latest edition, as applicable, unless otherwise specified or allowed for herein.

Class II Sheets and Class III Pre-Cuts shall be either 6061-T6 or 5052-H38 aluminum alloy and shall meet ASTM specifications ASTM-B-209 and ASTM-B449. The Vendor should state which alloy will be provided under this Contract at the location provided in Section 8.5. This Contract shall not be awarded without this information.

Alloy 5052-H38 stable flat sheet must be thermal flattened to reduce internal stresses and shall show excellent flatness after shear by full width of sheet.

All exposed aluminum surfaces shall be given a chromate type chemical conversion treatment conforming to ASTM-B-449 Class I or Class II.

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

For each Release Order, the Agency reserves the right to sample each coil of aluminum from which the Vendor intends to fabricate Class II Sheets or Class III Pre-Cuts for conformance with the above specifications. If fabricated into Class III Pre-Cuts, each size may be sampled. The Agency further reserves the right to random sample upon delivery.

All sheets to be commercially flat, free from waves, scratches and buckles, corrosion, analysis markings, heat or oil stains, or any blemish which will prevent finishing to a bright uniform surface by a light cleaning process (bright dip), which prepares aluminum sheets for the application of paint, reflective sheeting, electro-cut sheeting, etc. All sheets to be free of oil and grease, and must be dry and not contaminated with waxes or dirt. Plugged holes will not be accepted. The edges, holes, and corners of the aluminum sheets shall be smooth, de-burred and free of dents and deformation.

Hole punching, if required, shall be per the reference noted on the list of items provided in **Exhibit B**. If the Punching Detail column indicates “Federal”, then the punching layout shall be in accordance with the “Blank Standards” section of the FHWA publication “Standard Highway Signs”, latest edition. If the Punching Detail column indicates “Special Detail”, then the punching layout shall be in accordance with the applicable special detail contained within Exhibit B. If the Punching Detail column indicates “TP1-1A”, TP1-1B”, or “TP1-2A”, then the punching layout shall be in accordance with the Standard Detail sheet of the same designation contained within the WVDOH Publication “Standard Details Book Vol. II: Signing, Signals, Lighting, and Markings”, latest edition.

<http://transportation.wv.gov/highways/engineering/StandardDetails/Vol2/Std%20Dtls%20Vol%20II%202019-01-01.pdf>

All corner radiuses shall be 1-1/2 inches or in accordance with the previously referenced “Blank Standards” section of the FHWA publication “Standard Highway Signs”, latest edition.

The latest edition of the FHWA publication “Standard Highway Signs” may be found at the following web address:

https://mutcd.fhwa.dot.gov/ser-shs_millennium.htm

3.1.1 Contract Item Numbers 1-7 - CLASS II SHEET – 0.080 INCH THICKNESS

3.1.1.1 Contract Item Numbers 1-7 shall not have holes or corner radiuses.

**REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum**

3.1.1.2 Contract Item Numbers 1-7 shall meet a tolerance for buckles and edgewaves of not more than 3/8 inch.

3.1.2 Contract Item Numbers 8-9 - CLASS II SHEET – 0.040 INCH THICKNESS

3.1.2.1 Contract Item Numbers 8-9 shall not have holes or corner radiuses.

3.1.2.2 Contract Item Numbers 8-9 shall meet a tolerance for buckles and edgewaves of not more than 3/8 inch.

3.1.3 Contract Item Numbers 10-71 - CLASS III PRE-CUT – 0.080 INCH THICKNESS

3.1.3.1 Contract Item Numbers 10-71 shall have holes placed as specified herein.

3.1.3.2 Contract Item Numbers 10-71 shall have corner radiuses as shown on the applicable detail.

3.1.3.3 Contract Item Numbers 10-69 shall meet the following maximum tolerances for buckles and edgewaves based on square footage. Both the long and short dimensions of each sign blank shall meet the following tolerances:

≤ 4 SQ. FT.	3/16 INCH
> 4 SQ. FT. AND ≤ 6 SQ. FT.	5/16 INCH
> 6 SQ. FT.	3/8 INCH

4. CONTRACT AWARD:

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

- 4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.
- 4.2 Pricing Pages:** Vendor should complete the Pricing Pages by providing a unit price for each item listed. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

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 complete the Exhibit A Pricing Pages by entering the Unit Price for each commodity item. The Pricing Pages have been provided in Excel format with the Grand Total automatically calculated when the Unit Price is entered. However, it is the Vendor's responsibility to ensure their bid is totaled correctly before submitting. 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: john.w.estep@wv.gov.

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:** The minimum order for free shipping is 10,000 pounds. The Agency will pay delivery charges on all orders less than 10,000 pounds, provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

For the purposes of determining if the order meets the minimum weight requirement specified, the estimated weight per unit values listed on Exhibit B shall be used. These

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

weights are calculated based on an assumed aluminum unit weight of 168.5 pounds / cubic foot. Values are rounded to the nearest whole pound. The weight calculations for each size sheet or blank is based on the calculated square footage of each sheet or blank, based on the dimensions shown. Note that although the dimensions shown for interstate shields and U.S. route shields are nominal and not the actual blank dimensions, the nominal dimensions are used to calculate the blank square footage for use in weight calculations regardless.

- 5.4 Shop Drawings:** Shop drawing submittal and approval will be required for orders if indicated on the Release Order. The Vendor shall not deliver any material until receipt of approved shop drawings, if required. No additional Working Days will be added to the Delivery Time specified in Section 6.1 if shop drawings are required. Shop drawing transmittal instructions will typically be indicated on the Release Order.

6. DELIVERY AND RETURN:

- 6.1 Delivery Time:** Vendor shall deliver standard orders within thirty-five (35) 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 thirty-five (35) Working Days after receipt of the order, the Vendor shall be subject to a daily (per Calendar Day) penalty in the amount of \$150 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.

- 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, except for as allowed for in Section 5.3. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

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Flat Sheet and Pre-Cut Aluminum

- 6.4 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.
- 6.5 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.
- 6.6 Packaging & Delivery Method:** To prevent scratching and damage to individual sheets, the stacks of aluminum blanks shall be banded to the pallets securely enough to prevent shifting between individual sheets during shipping. When shipped by way of a non-enclosed truck, the shipment shall be tarped. The pallets must be of a suitable construction to withstand normal handling and must be free of dirt, oil, grease and all foreign matter. A piece of cardboard or paper shall be placed and secured under the strapping at the top of each pallet of blanks. The top of this piece of cardboard or paper is to be marked with the size of the blanks including on the pallet, and the quantity of blanks on the pallet. Varying size blanks shall not be mixed on a pallet. Horizontal and vertical rectangles of the same size shall not be mixed on a pallet. Square and diamond blanks of the same size shall not be mixed on a pallet. To facilitate ease in performing verification counts upon delivery, each group of ten (10) blanks on a pallet shall be stacked such that they are slightly offset from the group of ten (10) blanks immediately preceding and proceeding it.

All Class II sheets shall be packed in crates/pallets not to exceed 2,000 pounds.

All Class III pre-cuts are to be packed in crates/pallets not to exceed 2,000 pounds.

No stacks shall contain more than 500 ea. blanks due to storage rack space limitations.

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In addition, the following requirements shall apply:

- 0.080 inch thick blanks larger than 7.21 square feet (and up to 18 square feet) shall be 100 ea. maximum per pallet.
- 0.080 inch thick blanks less than 7.21 square feet shall be 250 ea. maximum per pallet, with the exception of blanks that are no more than 3.6 square feet.
- 0.080 inch thick blanks up to 3.6 square feet shall be 500 ea. maximum per pallet.

Stacks shall not be larger than the maximum allowed, as shown in Exhibit B.

A packing slip shall accompany each delivery.

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.

REQUEST FOR QUOTATION
Flat Sheet and Pre-Cut Aluminum

7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

- 8.1 No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.
- 8.3 Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Marykate Fallon
Telephone Number: 847-447-2265
Fax Number: 847-455-3330
Email Address: marykate@usstandardsign.com

- 8.5 Aluminum Material Designation:** Vendor should specify the material designation of the aluminum to be supplied under this Contract (6061-T6 or 5052-H38) below.

5052-H38

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, 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.

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 the initial contract term extends until (1) One Year.

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 delivered to the Agency and then 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. Unless otherwise specified below, 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 the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Alternate Renewal Term – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

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 of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ year(s) thereafter.

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 _____
Revised 07/01/2021

4. AUTHORITY TO PROCEED: Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for “Fixed Period Contract” or “Fixed Period Contract with Renewals” has been checked in Section 3 above. If either “Fixed Period Contract” or “Fixed Period Contract with Renewals” has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

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/Award Document 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 of 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 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

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. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

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 of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications 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 and must include the State as an additional insured on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, 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, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

- Commercial General Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.
- Automobile Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.
- Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.
- Commercial Crime and Third Party Fidelity Insurance** in an amount of: _____ per occurrence.
- Cyber Liability Insurance** in an amount of: _____ per occurrence.
- Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.
- Pollution Insurance** in an amount of: _____ per occurrence.
- Aircraft Liability** in an amount of: _____ per occurrence.
- State of West Virginia must be listed as additional insured on Insurance Certificate. Certificate Holder should read as follows:

State of WV
1900 Kanawha Blvd. E., Bldg. 5
Charleston, WV 25305

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

9. WORKERS' COMPENSATION INSURANCE: 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. [Reserved]

11. LIQUIDATED DAMAGES: 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. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

_____ for _____.

Liquidated Damages Contained in the Specifications.

Liquidated Damages Are Not Included in this Contract.

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. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

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, included in the Contract, 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. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

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 § 148-1-5.2.b.

20. TIME: Time is of the essence regarding 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 WITH LAWS: 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.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

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.

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. 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>.

31. 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.

32. 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. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. 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.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. 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.

34. 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.

35. 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.

36. 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.

37. PURCHASING AFFIDAVIT: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State, Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

38. 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.

39. 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.division@wv.gov.

40. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, 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.

41. 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 heath, basic oxygen, electric furnace, Bessemer or other steel making process.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

1. 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
2. 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.

42. 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.

43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the vendor must submit to the Agency a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-award interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

44. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

45. VOID CONTRACT CLAUSES – This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

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.

Marykate Fallon Sales MARYKATE FALLON
(Name, Title)
Marykate Fallon Sales
(Printed Name and Title)
11400 Addison Ave
(Address) Franklin Park, IL 60131
847-447-2265 847-455-3330
(Phone Number) / (Fax Number)
marykate@usstandardsign.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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Mandel Metals Inc DBA US Standard Sign
(Company)
MARYKATE FALLON Sales
(Authorized Signature) (Representative Name, Title)
Marykate Fallon Sales
(Printed Name and Title of Authorized Representative)
8/26/2021
(Date)
847-447-2265 847-455-3330
(Phone Number) (Fax Number)

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.

ITEM NUMBER	ESTIMATED QTY	DESCRIPTION	UNIT COST	EXTENDED TOTAL AMOUNT	DOH INVENTORY SUBCODE	UNSPSC CODE
CLASS II SHEET - 0.080 INCH THICKNESS						
1	80	1-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	53.49	4279.2	030-218144	30265000
2	30	2 FT X 12 FT X 0.080 GAUGE THICKNESS	71.34	2140.2	224144	30265000
3	80	2-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	88.16	7052.8	230144	30265000
4	30	3 FT X 12 FT X 0.080 GAUGE THICKNESS	105.8	3174	236144	30265000
5	50	3-1/2 FT X 12 FT X 0.080 GAUGE THICKNESS	128.12	6406	242144	30265000
6	20	4 FT X 12 FT X 0.080 GAUGE THICKNESS	141.07	2821.4	248144	30265000
7	20	5 FT X 12 FT X 0.080 GAUGE THICKNESS	179.69	3593.8	260144	30265000
CLASS II SHEET - 0.040 INCH THICKNESS						
8	30	4 FT X 12 FT X 0.040 GAUGE THICKNESS	70.54	2116.2	148144	30265000
9	20	5 FT X 12 FT X 0.040 GAUGE THICKNESS	101.57	2031.4	160144	30265000
CLASS III - ALUMINUM PRE-CUT SIGN MATERIAL - 0.080 INCH THICKNESS						
10	20	6 IN X 30 IN HORIZONTAL RECTANGLE	8.72	174.4	031-000630	30265000
11	800	9 IN X 24 IN VERTICAL RECTANGLE	4.82	3856	031-000924	30265000
12	20	9 IN X 30 IN VERTICAL RECTANGLE	8.88	177.6	000930	30265000
13	20	9 IN X 30 IN HORIZONTAL RECTANGLE	8.88	177.6	000930	30265000
14	170	9 IN X 42 IN HORIZONTAL RECTANGLE	8.88	1509.6	000942	30265000
15	320	9 IN X 48 IN HORIZONTAL RECTANGLE	9.35	2992	000948	30265000
16	200	12 IN X 18 IN VERTICAL RECTANGLE	4.67	934	001218	30265000
17	1000	12 IN X 24 IN HORIZONTAL RECTANGLE	5.98	5980	001224	30265000
18	240	12 IN X 30 IN HORIZONTAL RECTANGLE	7.76	1862.4	001230	30265000
19	1300	12 IN X 36 IN RECTANGLE	8.98	11674	001236	30265000
20	20	12 IN X 48 IN VERTICAL RECTANGLE	14.44	288.8	001248	30265000
21	800	15 IN X 21 IN HORIZONTAL RECTANGLE	6.54	5232	001521	30265000
22	30	15 IN X 30 IN HORIZONTAL RECTANGLE	13.54	406.2	001530	30265000
23	180	15 IN X 36 IN HORIZONTAL RECTANGLE	11.86	2134.8	001536	30265000
24	800	15 IN X 42 IN HORIZONTAL RECTANGLE	13.35	10680	031-001542	30265000
25	700	15 IN X 48 IN HORIZONTAL RECTANGLE	15.26	10682	001548	30265000
26	140	15 IN X 54 IN HORIZONTAL RECTANGLE	18.12	2536.8	001554	30265000
27	30	15 IN X 60 IN HORIZONTAL RECTANGLE	24.29	728.7	001560	30265000
28	200	18 IN X 18 IN SQUARE	6.98	1396	001818	30265000
29	200	18 IN X 18 IN DIAMOND	7.03	1406	001818	30265000
30	500	18 IN X 24 IN VERTICAL RECTANGLE	9.08	4540	001824	30265000

31	20	18 IN X 30 IN HORIZONTAL RECTANGLE	17.3	345	001830	30265000
32	200	18 IN X 36 IN HORIZONTAL RECTANGLE	14.08	2816	001836	30265000
33	20	21 IN X 28 IN HORIZONTAL RECTANGLE	20.43	408.6	002128	30265000
34	1800	24 IN X 24 IN SQUARE	11.93	21474	002424	30265000
35	1800	24 IN X 30 IN VERTICAL RECTANGLE	14.76	26568	002430	30265000
36	120	24 IN X 36 IN VERTICAL RECTANGLE	18.49	2218.8	002436	30265000
37	520	24 IN X 48 IN HORIZONTAL RECTANGLE	24.23	12599.6	031-002448	30265000
38	20	24 IN X 72 IN HORIZONTAL RECTANGLE	35.94	718.8	002472	30265000
39	1100	30 IN X 30 IN DIAMOND	18.71	20581	003030	30265000
40	1100	30 IN X 30 IN SQUARE	18.71	20581	003030	30265000
41	200	30 IN X 36 IN VERTICAL RECTANGLE	22.46	4492	003036	30265000
42	100	30 IN X 42 IN HORIZONTAL/VERTICAL RECTANGLE	29.14	2914	003042	30265000
43	350	30 IN X 48 IN HORIZONTAL/VERTICAL RECTANGLE	31.05	10867.5	003048	30265000
44	20	30 IN X 60 IN HORIZONTAL RECTANGLE	43.45	869	003060	30265000
45	280	36 IN X 36 IN DIAMOND	27.06	7576.8	003636	30265000
46	280	36 IN X 36 IN SQUARE	27.36	7660.8	003636	30265000
47	20	36 IN X 45 IN HORIZONTAL RECTANGLE	43.12	862.4	003645	30265000
48	130	36 IN X 48 IN VERTICAL RECTANGLE	37.15	4829.5	003648	30265000
49	20	36 IN X 60 IN HORIZONTAL RECTANGLE	70.89	1417.8	003660	30265000
50	370	48 IN X 48 IN DIAMOND	48.45	17926.5	004848	30265000
51	20	48 IN X 60 IN VERTICAL RECTANGLE	59.9	1198	004860	30265000
52	20	24 IN X 24 IN INTERSTATE SHIELD	23.99	479.8	022424	30265000
53	20	24 IN X 30 IN INTERSTATE SHIELD	29.84	596.8	031-022430	30265000
54	20	36 IN X 36 IN INTERSTATE SHIELD	53.96	1079.2	023636	30265000
55	20	36 IN X 45 IN INTERSTATE SHIELD	50.97	1019.4	023645	30265000
56	80	36 IN X 36 IN X 36 IN TRIANGLE	15.14	1211.2	043636	30265000
57	20	48 IN X 48 IN X 48 IN TRIANGLE	31.97	639.4	044848	30265000
58	70	30 IN X 30 IN PENTAGON	18.46	1292.2	053030	30265000
59	30	36 IN X 36 IN PENTAGON	26.1	783	053636	30265000
60	10	48 IN X 48 IN PENTAGON	55.39	553.9	054848	30265000
61	50	36 IN X 48 IN X 48 IN PENNANT	21.04	1052	063648	30265000
62	10	48 IN X 64 IN X 64 IN PENNANT	63.08	630.8	064864	30265000

63	60	36 IN CIRCLE	27.95	1677	073600	30265000
64	330	18 IN X 18 IN OCTAGON	7.92	2613.6	081818	30265000
65	1600	30 IN X 30 IN OCTAGON	17.6	28160	083030	30265000
66	200	36 IN X 36 IN OCTAGON	25.34	5068	083636	30265000
67	20	48 IN X 48 IN OCTAGON	47.37	947.4	084848	30265000
68	20	24 IN X 24 IN US ROUTE SHIELD	11.98	239.6	022424	30265000
69	20	36 IN X 36 IN US ROUTE SHIELD	26.96	539.2	023636	30265000
70	20	24 IN X 30 IN US ROUTE SHIELD	14.98	299.6	022430	30265000
71	20	36 IN X 45 IN US ROUTE SHIELD	33.69	673.8	023645	30265000