



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 | Clarification Request

Procurement Folder: 1207045

Procurement Type: Central Master Agreement

Vendor ID: 000000221274

Legal Name: MUNICIPAL EMERGENCY SERVICES INC

Alias/DBA:

Total Bid: \$342,075.00

Response Date: 04/18/2023

Response Time: 0:27

Responded By User ID: LSCVV2022

First Name: Ronnie

Last Name: Sitler

Email: ronnie.sitler@lawmensupply.com

Phone: 434-534-5897

SO Doc Code: CRFQ

SO Dept: 0313

SO Doc ID: DEP2300000030

Published Date: 4/4/23

Close Date: 4/18/23

Close Time: 13:30

Status: Closed

Solicitation Description: DEP Uniforms

Total of Header Attachments: 1

Total of All Attachments: 1

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	Parka (Item #1)	75.00000	EA	185.000000	13875.00

Comm Code	Manufacturer	Specification	Model #
53101800			

Commodity Line Comments:

Extended Description:

Parka (Item 1)
5.11 Aggressor #48032, or equal.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Weatherproof Waist Length 5 in 1 Jacket (Item #2)	100.00000	EA	185.000000	18500.00

Comm Code	Manufacturer	Specification	Model #
46181543			

Commodity Line Comments:

Extended Description:

Weatherproof Waist Length 5 in 1 Jacket (Item #2)
5.11 Tactical 5-in-1 #48360, or equal.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Tactical Vest (Item #3)	100.00000	EA	62.000000	6200.00

Comm Code	Manufacturer	Specification	Model #
46181507			

Commodity Line Comments:

Extended Description:

Tactical Vest (Item #3)
5.11 Taclite Pro #80008, or equal.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Tactical Hooded Sweatshirt (Item #4)	100.00000	EA	105.000000	10500.00

Comm Code	Manufacturer	Specification	Model #
53101700			

Commodity Line Comments:

Extended Description:

Tactical Hooded Sweatshirt (Item #4)
Vertex Firebase Hoody #VTX8837, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Rain Jacket, Men's (Item #5)	50.00000	EA	105.000000	5250.00

Comm Code	Manufacturer	Specification	Model #
46181543			

Commodity Line Comments:

Extended Description:

Rain Jacket, Men's (Item #5)
5.11 Tac Dry Rain Shell #48372, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Rain Pants, Men's (Item #6)	40.00000	EA	145.000000	5800.00

Comm Code	Manufacturer	Specification	Model #
46181544			

Commodity Line Comments:

Extended Description:

Rain Pants, Men's (Item #6)
Spiewak Weathertech tacticle response pant #S1785, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Rain Jacket, Women's (Item #7)	40.00000	EA	43.000000	1720.00

Comm Code	Manufacturer	Specification	Model #
46181543			

Commodity Line Comments:

Extended Description:

Rain Jacket, Women's (Item #7)
Port Authority Northwest Slicker #L7710, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Rain Pants, Women's (Item #8)	30.00000	EA	34.000000	1020.00

Comm Code	Manufacturer	Specification	Model #
46181544			

Commodity Line Comments:

Extended Description:

Rain Pants, Women's (Item #8)
Port Authority Torrent Waterproof Pant #PT333, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Twill Trousers, Men's (Item #9)	100.00000	EA	49.000000	4900.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:

Extended Description:

Twill Trousers, Men's (Item #9)
5.11 PDU pant #74338, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Twill Trousers, Women's (Item #10)	100.00000	EA	49.000000	4900.00

Comm Code	Manufacturer	Specification	Model #
53101504			

Commodity Line Comments:

Extended Description:

Twill Trousers, Women's (Item #10)
5.11 PDU pant #64304, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Tactical Pant, Cotton, Men's (Item #11)	100.00000	EA	42.000000	4200.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:

Extended Description:

Tactical Pant, Cotton, Men's (Item #11)
5.11 Tactical #74251, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Tactical Pant, Ripstop, Men's (Item # 12)	100.00000	EA	45.000000	4500.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:

Extended Description:

Tactical Pant, Ripstop, Men's (Item # 12)
5.11 Tactical Ripstop TDU Pants #74003, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Tactical Pant, Ripstop, Women's (Item #13)	100.00000	EA	45.000000	4500.00

Comm Code	Manufacturer	Specification	Model #
53101504			

Commodity Line Comments:

Extended Description:

Tactical Pant, Ripstop, Women's (Item #13)
5.11 Tactical Ripstop TDU Pants #64359, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Tactical Pant, TacLite Pro or Equal, Men's (Item #14)	50.00000	EA	40.000000	2000.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:**Extended Description:**

Tactical Pant, TacLite Pro or Equal, Men's (Item #14)
 5.11 TacLite Pro #74273, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Tactical Pant, TacLite Pro or Equal, Women's (Item #15)	50.00000	EA	40.000000	2000.00

Comm Code	Manufacturer	Specification	Model #
53101504			

Commodity Line Comments:**Extended Description:**

Tactical Pant, TacLite Pro or Equal, Women's (Item #15)
 5.11 TacLite Pro #64360, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Tactical Pant, Stryke or equal, Men's (Item #16)	50.00000	EA	56.000000	2800.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:**Extended Description:**

Tactical Pant, Stryke or equal, Men's (Item #16)
 5.11 Tactical Stryke #74369 or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Tactical Pant, Stryke or equal, Women's (Item #17)	75.00000	EA	56.000000	4200.00

Comm Code	Manufacturer	Specification	Model #
53101504			

Commodity Line Comments:**Extended Description:**

Tactical Pant, Stryke or equal, Women's (Item #17)
 5.11 Tactical Stryke #64386 or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	Shorts, Men's (Item #18)	50.00000	EA	35.000000	1750.00

Comm Code	Manufacturer	Specification	Model #
53101502			

Commodity Line Comments:**Extended Description:**

Shorts, Men's (Item #18)
 5.11 TacLite Pro #73287, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
19	Shorts, Women's (Item #19)	50.00000	EA	35.000000	1750.00

Comm Code	Manufacturer	Specification	Model #
53101504			

Commodity Line Comments:

Extended Description:

Shorts, Women's (Item #19)
5.11 Taclite Pro #63071, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
20	Long Sleeve Shirt, Twill, Men's (Item # 20)	100.00000	EA	47.000000	4700.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:

Extended Description:

Long Sleeve Shirt, Twill, Men's (Item # 20)
5.11 PDU Class-A Item #72344, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
21	Long Sleeve Shirt, Twill, Women's (Item # 21)	70.00000	EA	47.000000	3290.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:

Extended Description:

Long Sleeve Shirt, Twill, Women's (Item # 21)
5.11 PDU Class-A Item #62064, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
22	Long Sleeved Shirt, Poly-Cotton, Men's (Item #22)	75.00000	EA	46.000000	3450.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:

Extended Description:

Long Sleeved Shirt, Poly-Cotton, Men's (Item #22)
5.11 Taclite Pro #72175, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
23	Long Sleeved Shirt, Poly-Cotton, Women's (Item #23)	50.00000	EA	46.000000	2300.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:

Extended Description:

Long Sleeved Shirt, Poly-Cotton, Women's (Item #23)
5.11 Taclite Pro Shirt #62070, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
24	Long Sleeved Shirt, TDU, Men's (Item #24)	100.00000	EA	46.000000	4600.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:

Extended Description:

Long Sleeved Shirt, TDU, Men's (Item #24)
5.11 Tactical TDU Shirt #72002, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
25	Long Sleeved Shirt, TDU, Women's (Item #25)	75.00000	EA	46.000000	3450.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:

Extended Description:

Long Sleeved Shirt, TDU, Women's (Item #25)
5.11 Tactical TDU shirt #62016, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
26	Short Sleeved Shirt, Poly-Cotton, Men's (Item #26)	100.00000	EA	41.000000	4100.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:

Extended Description:

Short Sleeved Shirt, Poly-Cotton, Men's (Item #26)
5.11 TacLite Pro #71175, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
27	Short Sleeved Shirt, Poly-Cotton, Women's (Item #27)	75.00000	EA	56.000000	4200.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments: First Tactical 122001

Extended Description:

Short Sleeved Shirt, Poly-Cotton, Women's (Item #27)
5.11 CDCR Duty Shirt #61022US, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
28	Short Sleeve Shirt, TDU, Men's (Item #28)	100.00000	EA	43.000000	4300.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:**Extended Description:**

Short Sleeve Shirt, TDU, Men's (Item #28)
 5.11 TacLite TDU #71339, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
29	Short Sleeve Shirt, TDU, Women's (Item #29)	75.00000	EA	43.000000	3225.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:**Extended Description:**

Short Sleeve Shirt, TDU, Women's (Item #29)
 5.11 TacLite TDU #61025, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
30	Long Sleeve Polo Shirt, Men's & Women's (Item #30)	200.00000	EA	41.000000	8200.00

Comm Code	Manufacturer	Specification	Model #
53101600			

Commodity Line Comments:**Extended Description:**

Long Sleeve Polo Shirt, Men's & Women's (Item #30)
 5.11 Professional Polo #42056, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
31	Short Sleeve Polo Shirt, Cotton, Men's (Item #31)	100.00000	EA	38.000000	3800.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:**Extended Description:**

Short Sleeve Polo Shirt, Cotton, Men's (Item #31)
 5.11 Professional Polo #41060, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
32	Short Sleeve Polo Shirt, Cotton, Women's (Item #32)	70.00000	EA	41.000000	2870.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:**Extended Description:**

Short Sleeve Polo Shirt, Cotton, Women's (Item #32)
 5.11 Professional Polo #61166, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
33	Short Sleeve Polo Shirt, Moisture- Wicking, Men's (Item #33)	100.00000	EA	36.500000	3650.00

Comm Code	Manufacturer	Specification	Model #
53101602			

Commodity Line Comments:

Extended Description:

Short Sleeve Polo Shirt, Moisture- Wicking, Men's (Item #33)
5.11 Tactical Snag-Free Performance Polo, #71049, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
34	Short Sleeve Polo, Moisture- Wicking, Women's (Item #34)	50.00000	EA	41.000000	2050.00

Comm Code	Manufacturer	Specification	Model #
53101604			

Commodity Line Comments:

Extended Description:

Short Sleeve Polo, Moisture- Wicking, Women's (Item #34)
5.11 Tactical Snag-Free Performance Polo, #61165, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
35	Uniform Cap (Item #35)	100.00000	EA	17.000000	1700.00

Comm Code	Manufacturer	Specification	Model #
53102503			

Commodity Line Comments:

Extended Description:

Uniform Cap (Item #35)
5.11 Taclite Uniform Cap #89381, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
36	Uniform Cap - Mesh (Item #36)	100.00000	EA	15.000000	1500.00

Comm Code	Manufacturer	Specification	Model #
53102503			

Commodity Line Comments: Condor Mesh Tactical Team Cap

Extended Description:

Uniform Cap - Summer Mesh (Item #36)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
37	Fleece Watch Cap (Item #37)	75.00000	EA	18.000000	1350.00

Comm Code	Manufacturer	Specification	Model #
53102503			

Commodity Line Comments:

Extended Description:

Fleece Watch Cap (Item #37)
5.11 Fleece Watch Cap #89250, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
38	Watch Cap (Item #38)	75.00000	EA	2300.000000	172500.00

Comm Code	Manufacturer	Specification	Model #
53102503			

Commodity Line Comments:

Extended Description:

Watch Cap (Item #38)
Carhart Acrylic Watch Hat #A18-019, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
39	Boonie Hat (Item #39)	50.00000	EA	24.000000	1200.00

Comm Code	Manufacturer	Specification	Model #
53102503			

Commodity Line Comments:

Extended Description:

Boonie Hat (Item #39)
5.11 Boonie Hat Item # 89422, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
40	Leather Belt (Item #40)	100.00000	EA	37.250000	3725.00

Comm Code	Manufacturer	Specification	Model #
53102700			

Commodity Line Comments:

Extended Description:

Leather Belt (Item #40)
5.11 Arc Leather Belt #59493, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
41	Web Belt (Item #41)	100.00000	EA	13.000000	1300.00

Comm Code	Manufacturer	Specification	Model #
53102700			

Commodity Line Comments:

Extended Description:

Web Belt (Item #41)
5.11 TDU belt #59551, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
42	Necktie-Clip-on (Item #42)	50.00000	EA	5.000000	250.00

Comm Code	Manufacturer	Specification	Model #
53102700			

Commodity Line Comments:

Extended Description:

Necktie-Clip-on (Item #42)
Samuel Broome Style #90010, or equal



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
 Clothing

Proc Folder: 1207045			Reason for Modification:
Doc Description: DEP Uniforms			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2023-04-04	2023-04-18 13:30	CRFQ 0313 DEP2300000030	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 : Municipal Emergency Services

Address : 12 Turnberry Lane, 2nd Floor

Street :

City : Sandy Hook

State : CT **Country :** USA **Zip :** 06482

Principal Contact : Ronnie Sittler

Vendor Contact Phone: 434-534-5897 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 Joseph E Hager III
 (304) 558-2306
 joseph.e.hageriii@wv.gov

Vendor Signature X *Ward Petrie* **FEIN#** 65-1051374 **DATE** 04/14/2023

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

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.

(Printed Name and Title) Ronnie Sitler - Sales Manager

(Address) 12 Turnberry Lane, Sandy Hook, CT 06482

(Phone Number) / (Fax Number) 434-534-5897

(Email address) ronnie.sitler@lawmensupply.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through *wvOASIS*, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Municipal Emergency Services

(Company) _____
Ward Petrie

(Signature of Authorized Representative) _____
Ward Petrie -SVP Finance

(Printed Name and Title of Authorized Representative) (Date) _____
202-304-4110 202-364-3325

(Phone Number) (Fax Number) _____
wpetrie@mesfire.com

(Email Address) _____

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Municipal Emergency Services

Company

Ward Petrie

Authorized Signature

04/17/2023

Date

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

REQUEST FOR QUOTATION
DEP Uniforms

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

9.2.1 Immediate cancellation of the Contract.

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

9.2.3 Any other remedies available in law or equity.

10. MISCELLANEOUS:

10.1 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.

10.1.1 If a contract item becomes discontinued during the life of the contract, vendor must submit an equal substitution of the same price and specifications as originally awarded contract item.

10.1.2 Vendor shall notify Agency of discontinued item immediately, but at most, within 7 days that vendor is aware of issue with item along with substitution options.

10.1.3 Vendor shall send written notice along from the manufacturer of discontinuation along with substitution option specifications to DEPProcurement@wv.gov.

10.1.4 Vendor may be requested to mail a sample substitution at no cost to the Agency.

10.1.5 Vendor shall not offer substitutions to general employees and staff via phone or email. Substitutions must be processed via formal change order to the contract, approved by contract administrators and the Purchasing Division.

10.2 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.

10.3 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. Should the contract manager listed here change over the life of the contract, vendor must notify Agency within 5 business days.

Contract Manager: Ronnie Sitler

Telephone Number: 434-534-5897

Fax Number: _____

REQUEST FOR QUOTATION
DEP Uniforms

Email Address: _____ ronnie.sitler@lawmensupply.com _____

10.4 Quarterly Meetings: Vendor and Agency shall have quarterly meetings online to discuss contract progress and concerns.