



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

# Request for Quotation

RFQ NUMBER
707EC003

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
JOHN JOHNSTON 304-558-2402

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS  
 EQUIPMENT DIVISION  
 ROUTE 33  
 BRUSHY FORK ROAD  
 BUCKHANNON, WV  
 26201 304-472-1750

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: 09/06/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		020-04		
BRUSH CHIPPER, TRAILER MOUNTED  OPEN END CONTRACT  TO PROVIDE BRUSH CHIPPER, TRAILER MOUNTED AS DESCRIBED IN ATTACHED PROCUREMENT SPECIFICATION 113-1-G.  THERE WILL BE A MANDATORY PRE-BID CONFERENCE AT THE STATE CAPITOL COMPLEX, BUILDING 15, CONFERENCE ROOM, AT 10:00 AM ON 8/24/06. FAILURE TO ATTEND THE PRE-BID CONFERENCE WILL RESULT IN BID DISQUALIFICATION.  QUESTIONS: WRITTEN QUESTIONS WILL BE ACCEPTED THROUGH CLOSE OF BUSINESS (5:00PM EST) ON WEDNESDAY, 8/16/06. SEND YOUR QUESTIONS TO: PURCHASING DIVISION ATTENTION JOHN JOHNSTON 2019 WASHINGTON ST. E CHARLESTON, WV. 25305  QUESTIONS MAY BE SENT VIA FAX, E-MAIL, OR REGULAR MAIL. E-MAIL: JJOHNSTON@WVADMIN.GOV FAX: 304-558-2402  IT IS THE VENDORS RESPONSIBILITY TO VERIFY THAT THEIR QUESTIONS HAVE BEEN RECEIVED BY CALLING 304-558-2402.  EXHIBIT 2  LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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**GENERAL TERMS & CONDITIONS  
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

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**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

**SIGNED BID TO:**

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



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BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING THIRTY (30) DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS, AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK).</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIES BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF CONTRACT,</p>						

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<p>WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN EQUIPMENT CONTRACT ORDER (FORM NUMBER WV-35) FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL WV-35 MUST BE SENT TO THE PURCHASING DIVISION OF THE DEPARTMENT OF ADMINISTRATION. AFTER APPROVAL AND ENCUMBRANCE, ONE COPY OF THE PURCHASE ORDER WILL BE RETURNED TO THE SPENDING UNIT AND ONE COPY FORWARDED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT. NO ORDER IS VALID UNLESS APPROVED AND ENCUMBERED BY THE PURCHASING DIVISION.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>REV. 9/98</p> <p>EXHIBIT 6</p> <p>PRICE ADJUSTMENT PROVISION:            THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RA MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE,</p>						

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<p>PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) 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</p> <p>( ) BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p>						

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<p>( ) BIDDER IS A CORPORATION 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.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) 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;</p> <p>OR</p> <p>( ) BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX &amp; 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 ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH</p>						

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<p>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.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND 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.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: -----</p> <p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S)</p>						

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<p>IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: 33</p> <p>RFQ. NO.: 707EC003</p> <p>BID OPENING DATE AND TIME</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p>						

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CONTACT PERSON (PLEASE PRINT CLEARLY):						
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***** THIS IS THE END OF RFQ 707EC003 ***** TOTAL: _____						

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WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
EQUIPMENT DIVISION

PROCUREMENT SPECIFICATIONS  
NO. 113-1-G

BRUSH CHIPPER, TRAILER MOUNTED

1.0 PURPOSE

It is the purpose of these specifications to describe a Brush Chipper, Trailer Mounted (hereinafter referred to as a "brush shipper" or a "unit") to be purchased for use by the West Virginia Division of Highways (DOH) on an Open End Contract basis.

2.0 BIDDING PROCEDURES

The current purchasing procedures regarding bidding as established by the Department of Administration, Purchasing Division, shall apply. Failure to submit the "Request for Quotation" forms, complete in its entirety and according to directions indicated, may subject the bidder to disqualification. Each bid submitted shall also be accompanied by a Bidder's Evaluation Report completed in detail. FAILURE TO SUBMIT THE BIDDER'S EVALUATION REPORT, COMPLETE IN ITS ENTIRETY, MAY RESULT IN AUTOMATIC DISQUALIFICATION.

3.0 SPECIFICATIONS

The specifications named herein, mandatory and non-mandatory, establish the acceptable level of quality only and are not intended to reflect a preference or favor any particular brand or vendor.

3.1 EXCEPTIONS TO NON-MANDATORY SPECIFICATIONS

Exception to a non-mandatory unit specification may be made by the bidder, providing the exception is not available from the manufacturer. Any such exception must be noted on the bidder's evaluation report and should be accompanied by supporting documentation/literature from the manufacturer. Any exception must be indicated on a separate attachment to the bidder's evaluation report and labeled as "Exception to Specifications". The state reserves the right to determine whether the stated exception does or does not reduce the quality and performance of the unit. Failure to provide information for any exceptions may be grounds for rejection of the bid. The state reserves the right to waive minor irregularities in bids or specifications in accordance with §148-1-4(f) of the WV Legislative Rules and Regulations.

### 3.2 MANDATORY SPECIFICATIONS

All specifications preceded by "shall and/or must" or are stated as a "minimum and/or maximum" are mandatory. Any bid failing to meet any mandatory item shall be immediately disqualified. Failure to respond in the appropriate evaluation section may also be grounds for immediate disqualification at the discretion of the State.

A mandatory pre-bid conference is scheduled for this equipment purchase as stated in the RFQ. Vendors having products with variations or exceptions in specified mandatory items are expected to address any such variations or exceptions during the pre-bid conference. The State shall review and consider any such variation or exception, and may at its sole discretion, issue an addendum to change mandatory specifications deemed to be in the State's best interest. Bids from any vendor failing to attend the mandatory pre-bid shall be disqualified. Bids containing any variation or exception to a mandatory specification that was not addressed during the pre-bid conference and accepted by the issuance of an Addendum shall be disqualified.

### 4.0 REPRESENTATIVE UNIT FOR TEST

The successful vendor must (if specified) provide DOH one (1) completed representative unit to be observed and evaluated on the first order only to insure compliance with specification. If requested, the time period for testing and evaluation shall be seven (7) calendar days following receipt of the unit. DOH will incur no obligation for deterioration of surfaces, finishes, seals, and mechanical or electrical parts on the unit resulting from operation and testing within the limits of these specifications; nor will DOH incur obligation for damage to the unit resulting from failure to meet specifications when due care and attention is given by DOH and testing is done within the limits of these specifications. Failure of the pilot unit to satisfactorily meet specifications as bid shall be cause for cancellation of the purchase order, and return of the delivered unit along with all associated equipment to the vendor at the vendor's expense.

#### 4.1 CONDITION OF UNIT(S) UPON DELIVERY

All units must arrive at the prescribed delivery point having been completely preserviced with oil, lubricants, and coolant. All prescribed precautions pertaining to first operations and break-in of the unit are to be posted conspicuously on the unit for ready observance by the operator.

#### 4.2 DELIVERY

Delivery point of the completely assembled representative unit will be the DOH, Equipment Division, Route 33 at Brushy Fork Road, Buckhannon, West Virginia (26201).

The vendor is responsible for guaranteeing delivery of the completed units within the time specified and agreed to by the State. Delivery is preferred within 135 days maximum. The vendor is responsible for establishing and coordinating delivery terms with allied manufacturers or suppliers. Delivery terms shall be stated in the bid and the State reserves the right to accept or negotiate such terms. Failure to reach an agreement may result in rejection of the bid. The successful bidder shall provide their manufacturer's confirmation of the order to the WVDOH contact person within seven (7) working days after receiving the approved purchase order.

A completed pilot model for inspection must be provided within 45 calendar days after the date of the purchase agreement by the successful vendor.

Delivery is an integral part of this specification and failure to comply will be cause to initiate a D.O.T. Administrative Form WV-82, Vendor Performance Form. The WV-82 Form will provide a means of officially notifying the Purchasing Division and the vendor of unsatisfactory performance; such as late deliveries, poor service, inadequate parts supplies, etc.

The decision to initiate subject Form will be at the sole discretion of the D.O.H. Commissioner's established Equipment Review Board.

Issuance of the WV-82 Vendor Complaint Form on unsatisfactory delivery against any vendor will be cause to refuse to consider similar items from those vendors on future Request For Quotations.

(NOTE: Delivery time could be altered due to labor strikes, severe inclement weather conditions, etc.)

## 5.0 AWARD CRITERIA

- 5.1 DOH will recommend the award in accordance with the RFQ evaluation criteria described in the requisition. The award shall be made to the lowest unit cost vendor that meets or exceeds the specifications.

Prices for the units shall be in quantities of 1-10, 11-20, and 21 and over. However, for evaluation purposes, we will use quantities 1-10. DOH reserves the right to place multiple orders in any quantity.

## 6.0 SPECIFICATIONS AND GUIDELINES - GENERAL

### 6.1 IDENTIFICATION OF THE UNIT BEING PROPOSED

The bidder must identify the unit by manufacturer, model, series, and year of manufacture, in the bid to enable identification by DOH in the manufacturer's specifications of the proposed unit. The bidder will submit complete descriptive literature of the proposed unit, to establish that the bid is the manufacturer's most current model, including latest engineering improvements, which have been, or will imminently

be, regularly advertised and sold on the open market. The unit specified herein and offered to be manufactured after January 1, 2006 and be clearly identified and marked with date of manufacture.

## 6.2 OPERATING AND SERVICE MANUALS AND PARTS LISTS

An operator's manual must be included with each unit upon delivery. A "line sheet" (if applicable) and Equipment Preventative Maintenance Questionnaire (as shown in X6.2 of the Bidder's Evaluation Report) must be with pilot unit upon delivery. In addition, there must be 12 service, shop, or maintenance manuals; ten (10) to be distributed to the Districts and two (2) for the Equipment Division. Also, there must be 14 parts manuals; ten (10) to be distributed to the Districts and four (4) for Equipment Division use. CD ROM is preferred in lieu of parts manuals.

\* NOTE: MANUALS SHALL BE DELIVERED UPON COMPLETION OF DELIVERY OF TOTAL UNITS. FAILURE TO DO SO WILL DELAY PAYMENT.

## 6.3 TRAINING:

Manufacturers and/or dealers will be required to stage a thorough seminar on the subjects of Preventative Maintenance, Operator and Mechanic Training. In order to keep the operators and mechanics updated, the successful vendor shall conduct training with each purchase order against this open end contract. Training is preferred within 2 working days after delivery of the pilot unit on the individual purchase order.

Manufacturers and/or dealers shall be required to furnish the Training Academy with one (1) Operator's Manual.

The seminar to be held at the W. Va. Division of Highways, Equipment Division, Buckhannon, West Virginia.

## 6.4 PREVENTIVE MAINTENANCE AND OPERATOR PROCEDURES:

Manufacturers and/or dealers will be required to submit to the Equipment Division, in addition to the operating and service manuals, booklets and pamphlets explaining the Preventive Maintenance and Operator Procedures to be used by the operators of this equipment, and must include such things as daily prestart inspection procedure, service schedule, and routine maintenance required, safety precautions, etc.

The successful vendor shall furnish all training aids; i.e., videos, projectors, etc. required in conducting the training.

## 6.5 WARRANTY AND SERVICE POLICY

The Manufacturers warranty or service policy is to apply to the unit. Such warranty or service policy is to be recognized at any authorized unit dealer, representing manufacturer of proposed unit throughout the State of West Virginia. The applicable

warranty or service policy will not be contingent upon obtaining routine service, lubrication, and servicing of the unit from factory authorized agencies. It will be the responsibility of the bidder to have available labor to repair or replace any defective replacement parts, components and materials, and to have available those replacement parts, components, and/or materials found to be defective during the terms of the warranty period. The bidder should state the labor rates, locations where parts will be stocked, availability of parts, and discounts offered for parts, when terms of the warranty offer a pro-rated cost for parts and labor. In addition, the successful bidder should offer field work to repair or replace defective parts, components, and materials found to be defective during the terms of the warranty and should provide mechanic's travel rates, mileage charges, field mechanic rates, and any surcharge for miscellaneous items, if applicable, for field work during the warranty period. Submit to Division of Highways any technical or engineering improvements during the term of the warranty. The unit must be accompanied upon delivery by the unit's manufacturer's executed warranty or service policy.

THE "WARRANTY AND SERVICE POLICY QUESTIONNAIRE" ATTACHED IN THE BIDDER'S EVALUATION REPORT MUST BE COMPLETED IN ITS ENTIRETY BY THE SUCCESSFUL BIDDER OR MANUFACTURER PRIOR TO DELIVERY OF THE PILOT MODEL. (SEE SECTION X6.5 OF BIDDER'S EVALUATION REPORT).

#### 6.6 EVALUATION COMMITTEE REQUIREMENTS

Detailed component specifications, product literature, component models, required for specification compliance determination by the Evaluation Committee should be provided with each bid. Any information supplied that is contrary to/or conflicting with the specifications and/or attached Bidders Evaluation Report may be sufficient cause for rejection of bid.

#### 6.7 UNSPECIFIED ACCESSORIES & FEATURES

All parts, equipment, accessories, material, design and performance characteristics not specified herein, but which are necessary to provide a complete unit, must be furnished with each unit and required to conform to strength, quality of material, and quality of workmanship to those which are advertised and provided to the market in general by the unit industry.

All parts and accessories advertised and regularly supplied as standard shall be included, except those which would represent duplication of these specified, and except those which, by specification, are not to be furnished. All standard safety features, required by Federal and State Law, shall be included.

7.0 SPECIFICATIONS OF THE QUOTED UNIT ARE AS FOLLOWS:

The brush chipper described herein shall be a standard production type, mounted on a two wheel tow type trailer. The chipper unit shall be a service proven unit having 12 inch blades with positive locking device. The rotor or knife housing shall be 9 inches minimum diameter, turning on ball or roller bearing having a minimum load rating of 29,000 pounds each. The rotor speed shall be the lowest commensurate with cutting efficiency approximately 3,000 RPM. The flywheel shall be dynamically and statically balanced and have a safety cover installed. A blower assembly to be integral part of rotor and capable of producing 2000 CFM of air to assist in chip discharge.

The feed table shall have the rear section hinged to fold for transport and to be approximately 5 feet from rear of table to knife and rotor assembly. Power transfer from engine to rotor shall be via multiple AV@ belts. A thoroughly reliable engine governor of standard proven design to prevent over speeding shall be fitted and a weatherproof decal or label showing maximum engine RPM affixed on or near the governor.

The power plant shall be a diesel engine, and be a complete package unit with all components to provide a self contained power plant.

The two wheel trailer to be spring mounted on a single axle with towing pintle eye and safety chains. A retractable front rest wheel and adjustable rear support leg to be fitted and shall meet or exceed the following specifications.

The frame to be steel channel, box or tubular cross braced and gusseted and to be single axle, capacity 6,000 lbs. (approximate), spring mounting.

8.0 SPECIFICATIONS:

- 8.1 Trailer to be unitized, designed for stability, handling and strength. Box or tubular steel cross braced and gusseted.
- 8.2 Trailer frame shall be finish painted inside and outside for complete rust protection.
- 8.3 Unit to be equipped with full steel fenders both sides 16 gauge steel approximate.
- 8.4 Tow bar for proposed model shall be equipped with fully adjustable height and length with pintle ring hitch and manufacturers recommended safety chains with matching grab hooks.
- 8.5 Axles to be 6,000 lb. capacity rating equipped with heavy duty leaf springs and greaseable hubs.
- 8.6 Brakes shall be manufacturers recommended electric type with safety breakaway switch.

- 8.7 Radial tires to be manufacturers recommended size and load range for proposed model.
- 8.8 Unit to be equipped with a rear mounted stabilizer/s and a front flip-up crank jack adjustable for height with retractable front rest wheel. Chain tethered lock pins.
- 8.9 Fuel tank to be shock mounted inside frame rails with lockable gas cap 25 U.S. gallon (approximately).
- 8.10 Enclosed battery box shall be frame mounted and lockable.
- 8.11 Toolbox to be mounted on trailer frame conveniently located.
- 9.0 Lighting:
  - 9.1 Lighting shall conform to D.O.T. specification to include a heavy duty stop/turn/tail light package LED type.
  - 9.2 Wiring to be protected in conduit with soldered connections in wiring harnesses.
- 10.0 Feed Chute:
  - 10.1 To be heavy duty all steel infeed chute approximately 42 inches wide x 27 inches high x 33 inches deep.
  - 10.2 Infeed chute to be fitted with a folding feed table designed to position the operator to left or right of center while feeding material into the chipper for safe operation.
  - 10.3 Folding feed table to be approximately 45 inches wide and 50 inches long with hinge and latch.
  - 10.4 Discharge chute shall be provided with manufacturers recommended support leg, and a 360E fully adjustable end deflector.
    - 10.4.1 Chute to be hinged at bottom for knife inspection and adjustment.
    - 10.4.2 Hydraulic self feeding roller/s with control bar that starts, stops, and reverses the flow of feed.
- 11.0 Rotor:
  - 11.1 Manufacturers rotor to be approximately 11 inches diameter x 12 inches length, all steel adequately balanced.
  - 11.2 Rotor to be precision machined and balanced with positive locking/clamping system for all knives.



- 11.3 Rotor knives four (4) high carbon, high chrome, alloy and interlocking full length support, approximately 3/8 inches x 3 inches x 12 inches with quick change design.
- 11.4 Rotor shaft to be approximately 3 inches diameter 1018 steel solid alloy.
- 11.5 Rotor to have adequate greaseable bearings with static misalignment capability.
- 11.6 Rotor drive sheaves to be high speed type, dynamically balanced with four (4) section high capacity power band adjustable for band wear.
- 11.7 Rotor drive shall be protected by bolt on steel guard.
- 11.8 Rotor housing to be welded steel plate 5/8 inches thickness A-36 grade or equal.
- 11.9 Bed knife to be special high alloy abrasion resistant steel approximately 3/4 inches x 3 inches x 12 inches with four (4) cutting edges, regrindable.
- 12.0 Feed Plate:
- 12.1 Feed plate to be heavy duty reinforced steel weldment.
- 12.2 Feed plate to be quickly and easily adjustable and replaceable.
- 12.3 Flywheel shall be dynamically and statically balanced and have an adequate fully covered safety shield in place.
- 13.0 Safety Curtain:
- 13.1 Unit shall provide a suitable flexible shroud affixed over the feed opening protecting operator from stray chips.
- 14.0 Blower:
- 14.1 Blower to be integral part of rotor and capable of producing approximately 2000 CFM of air to assist chip discharge.
- 15.0 Clutch:
- 15.1 Heavy duty truck type self adjusting with greaseable release bearing.
- 15.2 Clutch engagement handle to be easily accessible and safely located.
- 16.0 Engine Enclosure:

- 16.1 Heavy duty steel engine shroud with lockable side panels for engine and instruments.
- 17.0 Instruments:
  - 17.1 Engine oil pressure and water temperature gauges with murphy automatic shutdown switches for both.
  - 17.2 Ammeter, key ignition, tachometer, hour meter, fuel gauge
  - 17.3 Vernier locking hand throttle
- 18.0 Power Unit:
  - 18.1 Diesel fueled
  - 18.2 4 cylinder
  - 18.3 Engine must be water cooled (no exception)
  - 18.4 80 HP minimum
  - 18.5 Manufacturers recommended muffler to be provided with rain cap.
  - 18.6 Unit shall be provided with engine manufacturers heavy duty filtering systems to include air, oil, and fuel.
  - 18.7 Radiator shall have a grille or other protection device shielding against damage.
  - 18.8 Radiator to be filled with permanent type anti-freeze to -30F.
  - 18.9 Unit shall be equipped with engine manufacturer's engine speed governor properly adjusted wire sealed to prevent engine over speed.
  - 18.10 Manufacturers recommended 12 volt electrical system with alternator
  - 18.11 Unit shall be delivered to WVDOH with all of manufacturers recommended safety related decals and safety features intact.
  - 18.12 All features that are considered to be manufacturers standard equipment that are not specifically addressed above shall be provided.

- 19.0 Paint:
- 19.1 Unit to be painted white - Federal Standard White 595A (No. 17875).
- 19.2 All surfaces to be thoroughly cleaned and prepared for epoxy primer. Finish coat of automotive type acrylic enamel or approved equal.
- 19.3 Detail decorative stripe with logo:
  - 19.3.1 Width 2 inch stripe
  - 19.3.2 WVDOH logo (to be proved by WVDOH) is attached (black and white copy) and is approximately 7" tall by 7" wide. Area behind logo and with 2 inch of logo is not to be striped.
  - 19.3.3 Self adhesive tape for stripes is acceptable, but color must be similar to Section 19.3.4.
  - 19.3.4 Upper stripe color: Martin Senour Dark Blue #82-5802 or similar approved striping tape.  
  
Lower stripe color: Martin Senour Light Saddle #82-5803 or similar approved striping tape.
  - 19.3.5 Successful vendor should consult with D.O.H. prior to installation of proposed striping.
- 19.4 Preventive Maintenance and Operators Orientation/Training:
  - 19.4.1 The manufacturer or dealer shall provide a one (1) day preventive maintenance/operator orientation seminar to be conducted at the Equipment Division, Buckhannon. All training aids i.e., videos, charts, manuals, etc. to be furnished by successful vendor. The successful vendor shall furnish all training aids; i.e. videos, projectors, etc., required in conducting the training.

**NOTE: Vendor should type Bidder's Evaluation Report**

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
EQUIPMENT DIVISION

BIDDER'S EVALUATION REPORT

PROCUREMENT SPECIFICATIONS FOR OPEN END CONTRACT  
NO. 113-1-G

BRUSH CHIPPER, TRAILER MOUNTED

NOTE TO BIDDER: Procurement Specification No. 113-1-G, Paragraph 2.0 recommends the completion and submittal of this Report with your bid. Purpose of this Report is to enable the West Virginia Division of Highways Evaluation Committee to make full and fair evaluation of the bid.

FAILURE TO SUBMIT THIS REPORT, COMPLETE IN ITS ENTIRETY, MAY SUBJECT THE BIDDER TO DISQUALIFICATION.

Reference Requisition No.: \_\_\_\_\_

Bidder's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Years Bidder has been registered to do business with the State of West Virginia: \_\_\_\_\_ YRS.

Years Company has been an authorized dealer for proposed unit: \_\_\_\_\_ YRS.

X4.2 DELIVERY:

X4.2.1 Delivery date of completed representative unit: \_\_\_\_\_ Calendar Days After Date of Purchase Agreement

X4.2.2 Delivery date of balance of completed units: \_\_\_\_\_ Calendar Days After Date of Purchase Agreement

X5.0 AWARD CRITERIA;

X5.1 Prices for unit in quantities of

1-10		per unit
11-20		per unit
21 and over		per unit

X6.0 SPECIFICATIONS - GENERAL

X6.1 Manufacturer, model, series, and date of manufacture of proposed unit:

Is descriptive literature, fully describing proposed unit attached to your bid?  YES  NO

If not, why? \_\_\_\_\_

X6.2 Will the required number of service manuals, and complete parts list be delivered to the Equipment Division at Buckhannon upon completion of delivery of total units?  YES  NO

Will the required Equipment Preventive Maintenance Form (Section X6.2 of Bidders Evaluation Report) be provided upon inspection of the pilot unit?  YES  NO

X6.2  
2-10-00

EQUIPMENT PREVENTATIVE MAINTENANCE QUESTIONNAIRE

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY BY SUCCESSFUL BIDDER OR MANUFACTURER=S TECHNICAL REPRESENTATIVE PRIOR TO DELIVERY OF PILOT MODEL TO THE WVDOH.

DESCRIPTION: \_\_\_\_\_ MAKE: \_\_\_\_\_

MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_ PURCHASE AMOUNT: \_\_\_\_\_

ENGINE: MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ FUEL TYPE: \_\_\_\_\_

HORSEPOWER: \_\_\_\_\_ CYLINDER: \_\_\_\_\_ ENGINE SERIAL: \_\_\_\_\_

COOLING SYSTEM CAPACITY: \_\_\_\_\_

BELTS:	DESCRIPTION:	PART NUMBERS:
	_____	_____
	_____	_____

GVW: \_\_\_\_\_ AXLE CAPACITY:FRONT: \_\_\_\_\_ REAR: \_\_\_\_\_

TIRES: FRONT MAKE & SIZE: \_\_\_\_\_

REAR MAKE & SIZE: \_\_\_\_\_

DIMENSIONS OF UNIT: LENGTH: \_\_\_\_\_ WIDTH: \_\_\_\_\_ LENGTH: \_\_\_\_\_

VENDOR CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

PARTS:

BATTERY MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ CCA: \_\_\_\_\_

TOP OR SIDE POST: \_\_\_\_\_ DIMENSIONS: LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_ HEIGHT \_\_\_\_\_

SPARK PLUGS OR FUEL INJECTORS MAKE: \_\_\_\_\_ PART # \_\_\_\_\_

FUEL PUMP OR INJECTION PUMP MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_

ALTERNATOR MAKE: \_\_\_\_\_ PART #: \_\_\_\_\_

STARTER MAKE: \_\_\_\_\_ PART #: \_\_\_\_\_

TURBO CHARGER MAKE: \_\_\_\_\_ PART #: \_\_\_\_\_

TRANS. MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_ AUTO/MANUAL: \_\_\_\_\_

HYDRAULIC PUMP MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_

FILTERS	MAKE	PART NO.	LUBRICANT	MANUFACTURER TYPE
OIL	_____	_____	ENGINE	_____
AIR INNER	_____	_____	TRANSMISSION	_____
AIR OUTER	_____	_____	POWER STEERING	_____
FUEL PRIMARY	_____	_____	HYDRAULIC	_____
FUEL SECONDARY	_____	_____	DIFFERENTIALS	_____
COOLANT	_____	_____	BRAKE FLUID	_____
HYDRAULIC	_____	_____	COOLANT	_____
OTHER	_____	_____	OTHER	_____

X6.3 TRAINING:

Will training seminar be conducted on Preventive Maintenance, Operator and Mechanic Training \_\_\_\_\_ YES \_\_\_\_\_ NO

Will you conduct training with each purchase order against this open end contract? \_\_\_\_\_ YES \_\_\_\_\_ NO

Will training be conducted within 2 working days from the delivery of the pilot unit on the individual purchase order? \_\_\_\_\_ YES \_\_\_\_\_ NO

If NO, explain time frame \_\_\_\_\_

Will an Operator's Manual be furnished to the Training Academy? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.4 If you are the successful vendor, will you furnish all training aids, i.e., videos, projectors, required in conducting the training? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.4.1 Will all manuals, booklets, etc. explaining preventive maintenance, operator procedures, and service schedule be delivered with each unit? \_\_\_\_\_ YES \_\_\_\_\_ NO  
If NO, explain \_\_\_\_\_

X6.5 WARRANTY AND SERVICE POLICY

Will the warranty and service you provide comply with all areas as stated in Section 6.5 of specifications \_\_\_\_\_ YES \_\_\_\_\_ NO

Is warranty literature attached? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.5 WARRANTY AND SERVICE POLICY QUESTIONNAIRE

THIS FORM MUST BE COMPLETED IN ITS ENTIRETY BY THE SUCCESSFUL BIDDER OR MANUFACTURERS TECHNICAL REPRESENTATIVE PRIOR TO DELIVERY OF PILOT MODEL TO THE WVDOH (If additional lines are needed, make copies of form.)

1. Define the terms of the standard warranty. If not offered, so state. (Attach copy)

\_\_\_\_\_  
\_\_\_\_\_

2. Define warranty service to be performed at DOH facilities and warranty service to be performed at manufacturer's representative facility. List name and location of manufacturer's representative.

\_\_\_\_\_  
\_\_\_\_\_

3. List locations for parts inventories that are within the State of West Virginia. Also, list availability levels, if known.

\_\_\_\_\_  
\_\_\_\_\_

4. During the term of warranty, list the guarantee discount to manufacturer's published list price for parts that bidder will sell the parts to owner.

- A. Terms: Net 30      Manufacturer's published list price less: \_\_\_\_\_% discount
- B. Terms: Net 60      Manufacturer's published list price less: \_\_\_\_\_% discount
- C. Terms: Net 90      Manufacturer's published list price less: \_\_\_\_\_% discount

5. During the term of warranty, will all manufacturers or engineering improvements be submitted to Division of Highways?      \_\_\_\_\_ YES      \_\_\_\_\_ NO

6. During the term of warranty, list the guaranteed rates charged for repair to the unit.

- A. Shop Rate      \$ \_\_\_\_\_ per mechanic hour
- B. Travel Time Charge      \$ \_\_\_\_\_ per mechanic hour  
(Specify if one-way)      \_\_\_\_\_; port to port \_\_\_\_\_
- C. Mileage Charge      \$ \_\_\_\_\_ per vehicle mile  
(Specify if one-way)      \_\_\_\_\_; port to port \_\_\_\_\_
- D. Field Mechanic Rate      \$ \_\_\_\_\_ per mechanic hour
- E. Specify period of time that prices are in effect: \_\_\_\_\_
- F. Surcharge for miscellaneous items: \_\_\_\_\_%



## X6.6 EVALUATION COMMITTEE REQUIREMENTS

Is all component specifications, product literature, component models provided for Evaluation Committee bid determination? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.7 Will all parts, equipment, accessories, material, design and performance characteristics not specified herein, but which are necessary to provide a complete unit, be furnished with the unit and conform in strength, quality of material, and quality of workmanship to those which are advertised and provided to the market in general by the unit industry? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.7.1 Are all parts and accessories adequate and regularly supplied as standard to be included except those which may be duplications of specifications herein, and except these by specification are not to be furnished? \_\_\_\_\_ YES \_\_\_\_\_ NO

X6.7.2 Are all standard safety features that are required by Federal and State statutes of law included? \_\_\_\_\_ YES \_\_\_\_\_ NO

## X7.0 SPECIFICATIONS OF THE QUOTED UNIT

The bidder should complete the following schedule in order for the Division to compare the actual bid unit to the specifications. Should the bidder except a requirement, then such exception may be only on the basis that such feature is not offered by the manufacturer. The Division will have the sole discretion as to whether the bidder's substitution meets the requirements of the specifications.

Will the brush chipper comply with all mandatory requirements as stated in Section 7.0 of specifications? \_\_\_\_\_ YES \_\_\_\_\_ NO

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_

## X8.0 SPECIFICATIONS:

X8.1 Is trailer unitized, designed for stability, handling and strength? \_\_\_\_\_ YES \_\_\_\_\_ NO

Box \_\_\_\_\_ or tubular steel cross braced \_\_\_\_\_ and gusseted \_\_\_\_\_

- X8.2 Is trailer frame finish painted inside and outside for complete rust protection?  YES  NO
- X8.3 Is unit equipped with full steel fenders both sides  YES  NO  Gauge steel
- X8.4 Is tow bar for proposed model equipped with fully adjustable height and length with pintle ring and hitch and manufacturers recommended safety chains with matching grab hooks?  YES  NO
- X8.5 Axles are \_\_\_\_\_ lb. capacity rating and are equipped with heavy duty leaf springs and greaseable hubs?  YES  NO
- X8.6 Brakes: \_\_\_\_\_ Electric type with safety breakaway switch  YES  NO
- X8.7 Radial tires:  
 Manufacturer: \_\_\_\_\_ Size: \_\_\_\_\_ Load Range: \_\_\_\_\_
- X8.8 Is unit equipped with rear mounted stabilizer/s and front flip up crank jack adjustable for height with retractable front rest wheel?  YES  NO  
 Chain tethered lock pins?  YES  NO
- X8.9 Is fuel tank shock mounted inside frame rails with lockable gas cap?  YES  NO  
 U.S. gallon capacity: \_\_\_\_\_ gallons
- X8.10 Is enclosed battery box frame mounted and lockable?  YES  NO
- X8.11 Is toolbox mounted on trailer frame conveniently located?  YES  NO
- X9.0 Lighting:
- X9.1 Does lighting conform to DOT specification to include a heavy duty stop/turn/tail light package LED type?  YES  NO
- X9.2 Is wiring protected in conduit with soldered connections in wiring harnesses?  YES  NO
- X10.0 Feed Chute:
- X10.1 Is infeed chute heavy duty all steel?  YES  NO  
 Size: \_\_\_\_\_ inches wide x \_\_\_\_\_ inches high x \_\_\_\_\_ inches deep
- X10.2 Is infeed chute fitted with a folding feed table designed to position the operator to left or right of center while feeding material into the chipper for safe operation?  YES  NO
- X10.3 Folding feed table size: \_\_\_\_\_ inches wide x \_\_\_\_\_ inches long with hinge and latch

- X10.4 Is discharge chute provided with manufacturers recommended support leg, and 360E fully adjustable end deflector? \_\_\_\_\_ YES \_\_\_\_\_ NO
- X10.4.1 Is chute hinged at bottom for knife inspection and adjustment? \_\_\_\_\_ YES \_\_\_\_\_ NO
- X10.4.2 Does unit have hydraulic self-feeding roller/s with control bar that starts, stops, and reverses the flow of feed? \_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.0 Rotor:
- X11.1 Manufacturers rotor \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ inches diameter x \_\_\_\_\_ inches length  
all steel adequately balanced \_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.2 Is rotor precision machined and balanced with positive locking/clamping system for all knives  
\_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.3 Are rotor knives 4 high carbon, high chrome, alloy and interlocking full length support?  
\_\_\_\_\_ YES \_\_\_\_\_ NO  
\_\_\_\_\_ inches x \_\_\_\_\_ inches x \_\_\_\_\_ inches with quick change design
- X11.4 Rotor shaft is \_\_\_\_\_ inches diameter 1018 steel solid alloy \_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.5 Does rotor have adequate greaseable bearings with static misalignment capability?  
\_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.6 Are rotor drive sheaves high speed type, dynamically balanced with 4 section high capacity power band adjustable for band wear?  
\_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.7 Is rotor drive protected by bolt on steel guard? \_\_\_\_\_ YES \_\_\_\_\_ NO
- X11.8 Rotor housing is welded steel plate \_\_\_\_\_ inches thickness \_\_\_\_\_ grade
- X11.9 Is bed knife special high alloy abrasion resistant steel? \_\_\_\_\_ YES \_\_\_\_\_ NO  
\_\_\_\_\_ inches x \_\_\_\_\_ inches x \_\_\_\_\_ inches with 4 cutting edges, regrindable
- X12.0 Feed Plate:
- X12.1 Is feed plate heavy duty reinforced steel weldment \_\_\_\_\_ YES \_\_\_\_\_ NO
- X12.2 Is feed plate quickly and easily adjustable and replaceable \_\_\_\_\_ YES \_\_\_\_\_ NO
- X12.3 Is flywheel dynamically and statically balanced and have an adequate fully covered safety shield in place? \_\_\_\_\_ YES \_\_\_\_\_ NO

## X13.0 Safety Curtain:

X13.1 Does unit provide a suitable flexible shroud affixed over the feed opening protecting operator from stray chips?  YES  NO

## X14.0 Blower:

X14.1 Is blower integral part of rotor?  YES  NO Capable of producing \_\_\_\_\_ CFM of to assist chip discharge

## X15.0 Clutch:

X15.1 Is it heavy duty truck type self adjusting with greaseable release bearing?  YES  NO

X15.2 Is clutch engagement handle easily accessible and safely located?  YES  NO

## X16.0 Engine Enclosure:

X16.1 Heavy duty steel engine shroud with lockable side panels for engine and instruments?  YES  NO

## X17.0 Instruments:

X17.1 Engine oil pressure and water temperature gauges with murphy automatic shutdown switches for both?  YES  NO

X17.2 Ammeter, key ignition, tachometer, hour meter, fuel gauge  YES  NO

X17.3 Vernier locking hand throttle  YES  NO

## X18.0 Power Unit:

X18.1 Diesel fueled  YES  NO

X18.2 4 cylinder  YES  NO

X18.3 Is engine water cooled  YES  NO

X18.4 HP: \_\_\_\_\_

## X18.5 Muffler:

Manufacturer: \_\_\_\_\_ with rain cap  YES  NO

X18.6 Unit provided with engine manufacturers heavy duty filtering systems to include air, oil, and fuel?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

X18.7 Does radiator have a grille or other protection device shielding against damage? \_\_\_\_\_ YES \_\_\_\_\_ NO

X18.8 Is radiator filled with permanent type anti-freeze to -30F \_\_\_\_\_ YES \_\_\_\_\_ NO

X18.9 Is unit equipped with engine manufacturer's engine speed governor properly adjusted wire sealed to prevent engine over speed?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

X8.10 12 volt electrical system with alternator? \_\_\_\_\_ YES \_\_\_\_\_ NO

Manufacturer: \_\_\_\_\_

X8.11 Will unit be delivered to WVDOH with all of manufacturers recommended safety related decals and safety features intact?  
\_\_\_\_\_ YES \_\_\_\_\_ NO

X8.12 Features not addressed above but are standard equipment:

\_\_\_\_\_  
\_\_\_\_\_

X19.0 Paint

X19.1 - X19.2 Describe proposed method of painting:

\_\_\_\_\_  
\_\_\_\_\_

X19.3 Detail decorative stripe with logo:

Describe proposed method of striping:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

X19.4 Preventive Maintenance and Operators Training:

Describe proposed method of training:

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# AFFIDAVIT

## West Virginia Code §5A-3-10a states:

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 the debt owned is an amount greater than one thousand dollars in the aggregate.

## 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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

## EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

## LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

## CONFIDENTIALITY:

The vendor agrees that he or she 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. Vendors should visit [www.state.wv.us/admin/purchase/privacy](http://www.state.wv.us/admin/purchase/privacy) for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_