

11

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

Request for **Quotation**

DEP13913

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

SH-P

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF AML&R 601 57TH STREET SE CHARLESTON, WV 25304

304-926-0499

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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 Viginia 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.

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



NDOR

RFQ COPY

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2019 Washington Street East
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PAGE 2

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CHUCK BOWMAN 304-558-2157

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ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF AML&R
601 57TH STREET SE
CHARLESTON, WV

25304 304-926-0499

DATE PRINTED: TERMS OF SALE SHIP VIA FOR FREIGHT TERMS 04/11/2007 BID OPENING DATE: 05/17/2007 **BID OPENING TIME** 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT NO CASH WILL BE ACCEPTED. EXHIBIT 5 THIS CONTRACT IS TO BE PERFORMED NOTICE TO PROCEED: WITHIN 365 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED. CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE THE BID AND CONTRACT HEREIN. WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR CLAY COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET,SEQ. ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED. WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL. ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT: (XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE



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ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF AML&R 601 57TH STREET SE

TOOK CHARLESTON, WV 25304 304-926-0499 DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 04/11/2007 BID OPENING DATE: 05/17/2007 **BID OPENING TIME** 01:30PM LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT. FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF (XX) BONDS: THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/ MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK, IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN TH STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A PERFORMANCE AND LABOR & MATERIAL BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. **PERSONAL** OR BUSINESS CHECKS ARE NOT ACCEPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR/MATERIAL BOND.) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR. EXHIBIT 12 AML CONTRACTOR INFORMATION FORM OMB #1029-0119 (EXPIRATION DATE: 01/31/2010) IS ATTACHED. YOU MUST COMPLETE THIS ORIGINAL FORM TO OBTAIN AN AVS DATA EVALUATION TO DETERMINE YOUR ELIGIBILITY AS AN AML THIS IS A REQUIREMENT UNDER 30 CFR 874.16. CONTRACTOR. IF THE ORIGINAL OMB #1029-0119 IS NOT ATTACHED TO THE

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SEE REVERSE SIDE FOR TERMS AND CONDITIONS



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> DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS **PROJECTS**

IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10.000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.

FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT I 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE 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, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE %30 OR MORE HIGHER IN

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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	LIST OF ALL PART			
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AND L	IST SHALL BE FORW	ARDED TO THE BUYE	R IN THE STATE	
			GINEER SHALL ALSO	
	A COPY OF THE ADD		TE AGENCY FOR	
WHICH	THE CONTRACT IS	ISSUED.		
(2)	THE BUYER SHALL S	END THE ADDENDUM	TO ALL	
	ESTED PARTIES AND			
	NG DATE. ANY ADD			
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RFQ COPY

TYPE NAME/ADDRESS HERE

11

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 DEP13913

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

T O

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF AML&R 601 57TH STREET SE CHARLESTON, WV 25304

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

Request for **Quotation**

DEP13913

PAGE 12

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

9H - P T O

ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF AML&R
601 57TH STREET SE
CHARLESTON, WV

25304 304-926-0499

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

Request for Quotation

DEP13913

PAGE 13

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF AML&R
601 57TH STREET SE
CHARLESTON, WV

25304 304-926-0499

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WIDEN A & D MAINTENANCE BID SHEET

DEP13913

The bidder agrees to furnish all labor, equipment, and other necessary services for the reclamation of the Widen A & D Maintenance project.

The quantity of work done will be paid at the contract lump sum price bid. Payment of said lump sum shall constitute full compensation for doing all the work outlined in the specifications and shown on the plan sheets in a workmanlike and acceptable manner, including the furnishings of all labor, materials, tools, equipment, supplies, and incidentals necessary to complete the work.

TOTAL LUMP SUM	BID:
COMPANY:	
SIGNATURE:	1007400111-100740
DATE:	

OMB #1029-0119 Expiration Date: 01/31/2010

AML CONTRACTOR INFORMATION FORM

You must complete this form for your AML contracting officer to request an AML eligibility evaluation from the Office of Surface Mining to determine if you are eligible to receive an AML contract. This eligibility requirement applies to contractors and their sub-contractors and is found under OSM's regulations at 30 CFR 874.16.

Part A: General Inform	nation		
Contractor Name:		Tax Pa	er ID No.:
Address:			
City:	State:	Zip Code:	Phone:
Fax No.:	E-mail addr	ess:	Phone:
Part B: Legal Structu	re		
() Corporation (() Other (please specif			
Select only one of the fo	ollowing options, follow	w the instructions	nt/Violator System (AVS). for that option, and sign belo
I,	, 1	nave the express a	uthority to certify that:
Information on to-date. If you form. Sign and o	the attached Entity Ol select this option, you late below and do not commation on the attache	FT from AVS is a must attach an E complete Part D. d Entity OFT from	ccurate, complete, and up- ntity OFT from AVS to this on AVS is missing or incorrec
you must attacl		AVS to this form.	pdated. If you select this opt Use Part D to provide missiplete Part D.
			you select this option, you m te below and complete Part I
 Date	S	ignature	Title

IMPORTANT!

In order to certify in Part C to the accuracy of existing information in AVS, you must obtain a copy of your business' Entity OFT. To obtain an Entity OFT, contact the AVS Office, toll-free, at 800-643-9748 or request it from www.avs.osmre.gov on the Internet.

-	•		- 1	~
	,,,	701		
	~			•

Contractor Name:	

If the current entity and Entity OFT information for your business is incomplete or incorrect in AVS, or if there is no information in AVS for your business, you must provide all of the following information as it applies to your business affiliations. Please make as many copies of this page as you require.

- Every officer (President, Vice President, Secretary, Treasurer, etc.);
- All Directors;
- All persons performing a function similar to a Director;
- Every person or business that owns 10% or more of the voting stock in your business;
- Every partner, if your business is a partnership;
- Every member and manager, if your business is a limited liability company; and
- Any other person(s) who has the ability to determine the manner in which the AML reclamation project is being conducted.

Name	Position/Title
Address	Telephone #
	% of Ownership
Begin Date:	Ending Date
Name	Position/Title
Address	Telephone #
***************************************	% of Ownership
Begin Date:	Ending Date:
Name	Position/Title
Address	Tolonhone #
	% of Oxmerchin
Begin Date:	
Name	Position/Title
Address	Telephone #
	% of Ownership
Begin Date:	Ending Date:

PAPERWORK REDUCTION STATEMENT

The Paperwork Reduction Act of 1995 (44 U.S.C. 3501) requires us to inform you that: Federal Agencies may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. This information is necessary for all successful bidders prior to the distribution of AML funds, and is required to obtain a benefit.

Public reporting burden for this form is estimated to average 45 minutes per response, including time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form. Direct comments regarding the burden estimate or any other aspect of this form to the Information Collection Clearance Officer, Office of Surface Mining Reclamation and Enforcement, Room 210 SIB, Constitution Ave., NW, Washington, D.C. 20240.

* · · · · · · · · · · · · · · · · · · ·			REQ	.P.U#
•	•	BID BOND		Thereto, it will report them.
KNOW ALL MEN BY	Y THESE PRESENTS, That v	AVA the undermined		017
of	That y	we, the undersigned,		
of	,	· , as	Principal, and	
ofwith its prin	cinal office in the City of	, a corporation organiz	ed and existing unde	er the laws of the State of
of West Virginia, as Oblinee, in	the penal sum of	, as	Surety, are held and	firmly bound unto the Stat
5 - 1 - 0 0 5 ing 0 0 , in	rine penarsum of	/¢		
well and truly to be made, we j	on my and severally bind ours	selves, our heirs, administra	alors, execulors, such	cessors and assigns.
The Condition of the a	above obligation is such that w	whereas the Principal has		
Department of Administration a	certain bid or proposal, attac	thed barelo and made a se-	obmitted to the Purc	hasing Section of the
	proposal, and	and made a pa	n nereot, to enter int	o a contract in writing for
NOW THEREFORE,				•
(a) If said bid shall be	rejecled, or			•
(b) If said bid shall be	accepted and the Principal shirt bonds and insurance requir	nall enter into a contract in a	accordance with the	htd
hereto and shall furnish any othe agreement created by the accept	r bonds and insurance requir	ed by the bid or proposal	and shall in all other	bid or proposal attached
agreement created by the accept force and effect. It is expressly u	ance of said bid, then this ob	oligation shall be null and vo	vid otherwise this at	respects perform the
force and effect. It is expressly uexceed the penal amount of this o	nderstood and agreed that th	ne liability of the Surety for	any and all claims be	ligation shall remain in full
exceed the penal amount of this o	obligation as herein stated.	,	and all claims he	reunder shall, in no event,
<u> </u>				
The Surely, for the value	e received, hereby stipulates a extension of the time within wh	and agrees that the obligati	inne of anid Court	
vay impaired or affected by any e valve notice of any such extensio	xtension of the time within wh	hich the Obligee may accer	ors or said Surety at	nd its bond shall be in no
	n	,	ocon bid, and said	. Surely does nereby
. IN WITNESS WHEREOF	Principal and Surely have to			
ave caused their corporate seals	Principal and Surety have h	nereunto set their hands an	d seals, and such of	them as are corporations
ave caused their corporate seals	to be allived Helefillio and fu	ese presents to be signed	by their proper office	rs, this
day of	. 20	•		
incipal Corporate Seal				
incipal Corporate Seal	•		•	
		·	. (Name of Pr	incipal)
•		Ву		
			(Must be Pre	esident or
			Vice Preside	ent)
•		W	/T'	
ely Corporate Seal			(Title)	
			(Name of Sur	etv)
•			, 2	٠٠ <i>,</i> ,
		•		
		-	•	
			Attorney-in-F	act

ORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Corporate seals must be affixed, wer of attorney must be attached

018

AGENCY___(A) RFQ/RFP#__(B)

(A) WV State Agency	· PNOULAT	I MENDA TE	Bid Bond		
	(Stated on Page 1 "Spending Unit")	VIVOW AL	T WEN BY IH	ESE PRESENT	rs, That we, the und	lersigned
	Request for Quotation Number (upper		of	(D)	,(E)	
	right comer of page #1)		<u> </u>	of		.,
(C)		(H)	, а согрога	ition organized	and existing under	the laws
(D)		of the State of	(1)	with its principa	al office in the City	n f
(E)	State I continue of your Company	(J)	. as Suretv	, are held and f	irmly hound unto T	he State
		or west virginia, as t	Joligee, in the D	enal sum of	(K)	
(F)		(\$(L)) for the pa	ryment of which	h well and mily to	be made.
(G)	and the second s	we jointly and several	lly bind ourselve	s, our heirs, ad	ministrators, execut	ors.
(H)	State, Location of Surety	successors and assign	S.			
(1)	State of Surety Incorporation	The Condition	n of the above o	bligation is suc	ch that whereas the l	Principal
(1)	City of Surety Incorporation	has submitted to the P	urchasing Section	on of the Depar	tment of Administra	ation
(K)	Minimum amount of acceptable bid	a certain ou or propos	ai, anached here	to and made a	part hereof to enter	into a
	bond is 5% of total bid. You may state	contract in writing for			p	,,,,, u
	"5% of bid" or a specific amount on		(M	[)		
	this line in words.					
(L)	Amount of bond in figures					
(M)	Brief Description of scope of work	NOW THERE	FORE.		•	
(N) [*]	Day of the month	(a) If said bid	l shall be rejecte	d. or		
(O)	Month	(b) If said bid	shall be accept	ed and the Prin	cipal shall enter into	
(P)	Year	contract in accordance	with the bid or r	roposal attach	ed hereto and shall f)
(Q)	Name of Corporation	any other bonds and ins	urance required	by the hid or r	conceed and shall i	urnisn 11
(R)	Raised Corporate Seal of Principal	other respects perform	he apreement or	eated by the ac	copusar, and shall in	1 211
(S)	Signature of President or Vice	this obligation shall be	null and void or	herwise this of	liantian the Ward Die	inen
	President	force and effect. It is ex	nressly underst	nod and agreed	ingation shall remai	ווטו מו ח
(T)	Title of person signing	Surety for any and all cl	aims hereunder	shall in no ave	mat the habinty of	the
(U)	Raised Corporate Seal of Surety	amount of this obligation	n ac herein state	311411, 111 110 EVE	int, exceed the pena	1
(V)	Corporate Name of Surety	The Surety for	value received	u horobu miliini.	es and agrees that th	
		obligations of said Suret	vand its bond o	hereby stipulat	es and agrees that the	he
(X)	Signature of Attorney in Fact of the	obligations of said Suret	thin which the	Dali de in no W	y impaired or affec	ted by
	Surety	any extension of time wi Surety does hereby waiv	ann which the t	onigee may ac	cept such bid: and s	aid
NOTE:	Dated, Power of Attorney with Raised	IN WITNESS I	CHOUSE OF Ally S	such extension.		
	Surety Seal must accompany this bid	hands and seals and such	VIIEREOF, PHI	icipal and Sure	ty have hereunto set	their
	bond.	hands and seals, and such	ioi inem as are	corporations ha	ive caused their con	porate
		seals to be affixed hereto	and these prese	nts to be signed	l by their proper off	īcers,
		this (N) day of	(0)	, 20 <u>(P</u>	<u>)</u>	
		Principal Corporate Seal				
		Timelpal Corporate Seal			(Q)	
	•	(B)		_ (N	ame of Principal)	
•		. (R)		Ву	(S)	
	·	•			ust be President or	
				V	ice President)	
•	•				(T)	
					Title	• .
	_	(U)				
		Surety Corporate Seal			(V)	
				1)	Vame of Surety)	***************************************
				`		
					•	
		•			(X)	
				Atto	rney-in-Fact	
					,	

IMPORTANT - Surety executing bonds must be licensed in West Virginia to transact surety insurance. Corporate seals must be affixed, a power of attorney must be attached.

AFFIDAVIT

MANAGER LOSSES. AFFI		
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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 exceed 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:

Vendors 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 agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

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 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: