

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

Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF

BETTY FRANCISCO 304-558-0468

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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



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Purchasing Division
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The base price bid of the specified vehicle will include all items/features/equipment listed by Chevrolet as standard equipment, as well as any other "optional" features listed below under Mandatory Equipment Base Package. These features include:

MODEL:

2007 Chevrolet Impala 4 - Door Sedan

Order Code:

9C1

Mandatory Equipment Base Package:

Air Conditioning:

Installed

Locks:

Power with rear door child security

Radio: Steering:

AM/FM/Cassette with Clock Power, with Tilt Wheel

Wipers:

Intermittent with high speed Anti-lift Wipers System on Driverside

Brakes:

4 Wheel Anti-Lock disc brakes with Police Calibration and Heavy

duty front brake pads

Suspension:

Heavy Duty Police, Front & Rear Stabilizer Bars

Transmission:

Heavy Duty, 4T65E 4-Speed Automatic, with Oil Cooler

Engine:

Chevrolet 3900 Series II SFI V-6

Cooling:

Heavy/Severe Duty, High Capacity

Engine Cradle: Front Struts:

Reinforced Reinforced

Alternator:

150 AMP with Idle Boost

Battery:

Heavy Duty

Tires:

P225/60R 16 SBR Blackwall "V" rated .

Wheels/Covers:

16 " x 6.5" heavy duty steel wheels, with chrome bolt on

wheel center caps

Spare Tire: (N81)

Full Size

Seats -- Front:

Heavy duty cloth front bucket seats with ANO CONSOLE@

between the seats

Seats -- Rear:

Cloth Bench

Speedometer:

Certified calibrated speedometer

Key:

Single key for all locks, each vehicle different

Defogger:

Rear Window Installed

License Bracket

Front & Rear

Dome Lamp:

Door switch deactivated LH & RH Remote Installed

Electric Mirrors:

Power with Rear Window lockout switch, Factory Installed

Windows:

Full carpeting to include a complete set of four, color-coordinated

factory floor mats

Trunk Release

Floor Covering:

Electric

Dome Lamp (C67)

Front Aux.

State Police Paint Scheme

WV State Police Custom Paint Scheme – (Vehicles will be purchased from available Chevrolet stock colors for the above described model). All bumper coverings and/or body side moldings are to be of the same color. The vendor will customize the paint scheme by painting the traditional gold portion of the vehicle, which includes the roof of vehicle, front and rear pillars. The exact paint code and pattern may be obtained from the West Virginia State Police Procurement Section, Attention, 1st Sgt. Rick Pursley(Phone 304-746-2238) prior to bid submission:

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e vehicle cost is for vehicles painted "standard
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IMPORTANT NOTE: Prospective Vendors <u>must</u> include all profit margins for the vehicle bid in the "Base Vehicle Cost" below. <u>Any and all</u> options must be made available at actual Dealer Cost (the below listing is not all-inclusive) Pricing for all options listed below <u>must</u> be provided with the bid package. Failure to provide option-pricing information (at dealer cost) shall be grounds for disqualification of the bid. For bidding purposes, all options listed above must be included in the "Base Vehicle Cost."

Base Vehicle Cost:	\$	
End of Ba	ase Vehicle Cost	
OPTION PRICING INFORMATION:		
Cruise Control: (K34)	\$	
Seat Front substitute vinyl for cloth:	\$	
Seat Rear substitute vinyl for cloth:	\$	
Floor Covering - substitute heavy duty black	vinyl for carpet (6A3) \$	
Spotlight Left Hand Driver's Side (7X8)	\$	
Service Manuals (one set) B (complete set of "dealer" shop manuals, Inclusive of any future updates)	\$	
Mats, Front and Rear (B34)	\$	•
All Vehicles Keyed Alike: (6E8)	\$	
Spare Tire - Full Size (Credit)	\$	-
Traction Control:	\$	
Switchable Daytime running lamps:	\$	
Auxiliary wiring battery ignition feed to the front passenger floor/dash area	\$	••••
Grounding stud located in the trunk	\$	
Wiring for alternating lamps (Wig Wag)	\$	

Optional Packages pricing for options listed below must be provided at Dealer cost. Failure to provide option-pricing information (at Dealer cost) shall be grounds for disqualification of the bid.

Chevrolet Impala (Kerr Industries Installations)

Equipment Tray (K012-11)	8
Partition (KPHEX)	\$
Siren Speaker (KSPEAK)	\$
Strobe Trunk Lid lamps	\$
Strobe Rear Parcel Lamps	\$
Front and Rear Corner Strobes	\$
NiteVision Dome Lamp	\$
Switch for Trunk Lid lamps	\$
Spare Tire Well Cover	\$
Relocated Spare Tire	\$
Underhood Lamp	\$
Power Distribution Center	\$
Trunk Tray Ground Stud	\$
Plastic Rear Seat	\$
Fold Down Equipment Tray	\$
Side Out Equipment Tray	\$
Trunk Organizer	\$
Keyless Remote Entry	\$
Shotgun Mounts	\$
Skid Plates	\$
Rear Deck Lamps (KDCK-RR)	\$

end

The base price bid of the specified vehicle will include all items/features/equipment listed by Ford Motor Company as standard equipment on this vehicle as well as any other "optional" features to be included in BASE VEHICLE COST.

MODEL: 2007 Ford Crown Vic Police Interceptor

Body Code: P71
Order Code: 730 A
POWERTRAIN: 3.55 AXLE

IN ADDITION TO STANDARD EQUIPMENT FOR THIS VEHICLE, EQUIPMENT TO BE INCLUDED IN BASE VEHICLE COST:

ITEM	ITEM ORDER CODE #
Lamp Pre-Wire Group:	476
Grille Lamp, Siren and Speaker Wiring	172
AUDIO, AM/FM Stereo Radio	58F
Hoses, Silicone w/Aircraft Clamps	177
Lamp, Courtesy Disable	478
Floor Covering, Carpet & Mats	128
Power Heated Mirrors	61K
Spotlamp (Driver's Side Only)	51A
Limited Slip Differential	45C
Seats, Cloth Buckets/Cloth Rear	Н
Horn/Siren Wiring Prep Package	175
State Police Paint Scheme (see note below)
Moldings, Color Keyed Body Side (Installed) 96A

WV State Police Custom Paint Scheme – (Vehicles will be purchased from available Ford stock colors for the above described model). All bumper coverings and/or body side moldings are to be of the same color. The vendor will customize the paint scheme by painting the traditional gold portion of the vehicle, which includes the roof of vehicle, front and rear pillars. The exact paint code and pattern may be obtained from the West Virginia State Police Procurement Section, Attention, 1st. Sgt Rick Pursley (Phone-746-2238) prior to bid submission:

IMPORTANT NOTE: Prospective Vendors <u>must</u> include all profit margins for the vehicle bid in the "Base Vehicle Cost" below. For bidding purposes, all options listed above must be included in the "Base Vehicle Cost."

VEHICLE OPTIONS:

Any and all options must be made available at actual Dealer Cost. Options other than those stated in this bid package may occasionally be requested. Those options may be considered by the State only if the dealer prices these items at dealer cost and furnishes proof of dealer cost prior to the purchase order being submitted by the agency. Dealer must provide verification from the manufacturer. Pricing for all options listed below <u>must</u> be provided with the bid package. Failure to provide option-pricing information (at dealer cost) shall be grounds for disqualification of the bid.

OPTIONAL EQUIPMENT	FORD ITEM ORDER #	PRICE
All Vehicles Keyed Alike	432	\$+
Lamp, Dome Center 5" – (Delete)	54M	\$ -
Spotlamp (Driver's Side Only)	51A	\$ -
License Bracket, Front	153	\$ +
Locking Gas Cap	54G	\$ +
Air Bags, Side (Driver and Passenger	r) 59M	\$+
Wheel Covers – Full	642	\$ +
Floor Covering, Carpet & Mats (Delet	e) 128	\$
Power Distribution Box	66F	\$ +
Roof Wiring (No Hole in Roof)	189	\$ +
Seats, Cloth Buckets/Vinyl Rear - (C	redit) Standard	\$
Speed Control	525	\$ +
Base Police Prep Package	65A	\$ +
Comfort and Convenience Group	41A	\$ +
Complete Police Prep Package	68P	\$ +
Radio Suppression Package	53M	\$ +
Visibility Package	65W	\$ +
Comfort and Convenience Group	41A	\$ +
Laminated Security Side Glass	68G	\$ +
Street Appearance Package	60B	\$ +
Trunk Safety Pack	14T	\$ +

Audio, AM/FM Radio		58Y	\$	
State Police Paint Sche	eme Roof-Go	old	\$	
Service Manuals one se	et complet	e set of "Dealer" shop n	nanuals	
Inclusive of any futu	re updates)		\$ +	
Wheel covers, full	• •	642	\$ +	
"standard factory colors" colors available for the 2 which are provided at no the following listed colors 2005 Ford Crown Victoria	(no two tone 006 Ford Cro extra charge which have a police vehic actory colors'	d base vehicle cost is for very. The term "standard factors The term "standard factors The term "standard factors The made standard by Foles: The base price quote and must include color be	tory colors" means all /commercial market fory colors" <u>also includer</u> Ford Motor Company to ed above is for any of	des for
Arizona Beige Spruce Green Dark Blue Pearl Coat Silver Birch Royal Blue Light Ice Blue Light Grey Black Clearcoat Vibrant White	AQ FS DX JP LM LS TM UA WT	Medium Brown Smokestone Dark Toreador Red Dark Blue Light Blue Ultra Blue Silver Grey Tungsten Medium Titanium	BU HG JL LK LN MM TN T8 YG	
The below listed paint so	hemes are o	ptional and shall be priced	d as indicated:	
Standard Factory Color in Two-Tone Police Pain	t Scheme:	\$		
If minimum order quantit	y required for	r Special Ford Police Pain	t Scheme specify her	e:
		Minimum #	A A MARKY MARKAN PRANCE AND A MARKAN PRANCE AND A MARKAN PRANCE AND A MARKAN PARK AN	

Miscellaneous: Inspection of Sample Vehicle(s): Within one week after the issuance of a purchase order, the successful bidder shall make arrangements to deliver to the West Virginia State Police, 725 Jefferson Road, South Charleston, West Virginia, a sample vehicle having the same general body, chassis, engine and transmission as the vehicle on which the bid was submitted. This vehicle may not be a Crown Vic Police Interceptor and may be a Crown Victoria vehicle from the dealer's stock. It will be used as a prototype for determining the method of attaching various items of police equipment.

The standard factory warranty of the vehicle bid shall be clearly specified within the body of the Vendor's bid submission. In addition, any available extended factory warranties which are optional shall also be bid as separate items, listing all areas and items covered.

Note: Equipment installation to be at the factory and not "add on" dealer accessories. Any exception(s) will be clearly stated within the body of the respective Vendor's bid submission.

Inspection, Testing and Evaluation -- State Police Vehicle(s) Only

Pre-Delivery: Prior to delivery, each new vehicle must be completely serviced in accordance with standard new car dealer "make ready" preparation and in accordance with these specifications and the manufacturer's recommendations. Crankcase, differential, transmissions and fuel tank must be filled to capacity as recommended by the manufacturer. Each vehicle shall contain a pre-delivery check sheet showing what operations have been performed on the vehicle and signed by the mechanic(s) or individuals that worked on the same prior to the department inspection. Vehicle owner's manuals must be delivered with vehicle. When delivered to agency vehicle must be clean inside and outside. No dealer insignia or dealer name is to be attached to vehicle in any form.

Delivery, Testing and Evaluation: Vehicles will be inspected, tested and evaluated to determine if they meet the requirements of this specification.

The dealer will deliver vehicles. (Vehicles purchased by the West Virginia State Police will be delivered to 725 Jefferson Road, South Charleston, West Virginia during normal business hours.) Vehicles will not be accepted until inspected and approved by the Purchaser. All repairs and corrections will be the responsibility of the dealer. Dealer will provide dealer's license, insurance (as required for dealer license), and reasonable management assistance for predelivery acceptance inspections. If the successful bidder's car does not meet the requirements of this specification, it will be rejected by agency.

End of Bid Specifications

2007 SPORT UTILITY VEHICLE DODGE DURANGO, FORD EXPLORER, JEEP GRAND CHEROKEE (FULL SIZE, FOUR DOOR, FOUR WHEEL DRIVE, UTILITY VEHICLE)

Vehicles bid in this classification shall be full-size, four door vehicles commonly referred to as

sport utility vehicles. In addi or cargo doors. Any vehicle meet the following minimum	ition to four passenger doors, they must also include a rear lift gate bid must be able to withstand the rigors of police use and shall n specifications.
manufacturer as standard ed	ecified vehicle will include all items/features/equipment listed by the quipment, as well as any other "optional" features listed below. are not limited to the following.
Mandatory Equipment Pace Engine: Wheelbase: Transmission: Differential: Transfer Case: Suspension: Engine Cooling: Steering: Brakes: Radio:	Minimum 4.6 Liter, V8 Minimum 113" Automatic, with Heavy Duty Oil Cooler, Maximum Available Limited Slip, Rear 4 wheel Drive, with no Center Mounted Shifter(s) Heavy Duty with Front and Rear Stabilizer Heavy Duty, Maximum Available for Vehicle Power Assisted Power Assisted / 4 Wheel ABS AM/FM Cassette Stereo
Front Seats: Rear Seat: Third Seat: Windows: Door Locks: Floor Covering:	Cloth, High Back, Bucket Seats Cloth Bench None Power Operated Power Operated with Rear Child Safety Feature Fully Carpeted Passenger Compartment and Cargo Area with Coordinating Carpeted Floor Mats (4) or Heavy Duty Black Vinyl Floor Covering (If Available with other Equipment Specified)
Rear Window Defogger: Air Conditioning: Spare Tire: Skid Plates:	Installed Installed Full Size Transmission and Transfer Case
	End of Base Equipment Listing B
the "Base Vehicle Cost" sp	pective Vendors <u>must</u> include all profit margins for the vehicle bid in ecified below. Any and all options must be made available at actuanglish not all-inclusive). Pricing for all options listed below <u>must</u> be age. Failure to provide option-pricing information (at dealer cost) diffication of the bid.

Model:	
Base Vehicle Cost:	\$

2007 SPORT UTILITY VEHICLE DODGE DURANGO, FORD EXPLORER, JEEP GRAND CHEROKEE (FULL SIZE, FOUR DOOR, FOUR WHEEL DRIVE, UTILITY VEHICLE)

OPTION PRICING INTORMATION.	
Trailer Towing Package:	\$
Service Manuals (one set) (complete set of "dealer" shop manuals,	\$

STICKLED INCOME ATIONS

Inclusive of any future updates)

Miscellaneous: Inspection of Sample Vehicle(s): Within one week after the issuance of a purchase order, the successful bidder shall make arrangements to deliver to the West Virginia State Police, 725 Jefferson Road, South Charleston, West Virginia, a sample vehicle having the same general body, chassis, engine and transmission as the vehicle on which the bid was submitted. This vehicle is not a patrol vehicle and may be a vehicle from the dealer's stock. It will be used as a prototype for determining the method of attaching various items of police equipment.

The standard factory warranty of the vehicle bid shall be clearly specified within the body of the Vendor's bid submission. In addition, any available extended factory warranties which are optional shall also be bid as separate items, listing all areas and items covered.

Note: Equipment installation to be at the factory and not "add on" dealer accessories. Any exception(s) will be clearly stated within the body of the respective Vendor's bid submission.

Inspection, Testing and Evaluation -- State Police Vehicle Only --

Pre-Delivery: Prior to delivery, each new vehicle must be completely serviced in accordance with standard new car dealer "make ready" preparation and in accordance with these specifications and the manufacturer's recommendations. Crankcase, differential, transmissions and fuel tank must be filled to capacity as recommended by the manufacturer. Each vehicle shall contain a pre-delivery check sheet showing what operations have been performed on the vehicle and signed by the mechanic(s) or individuals that worked on the same prior to the department inspection.

Delivery, Testing and Evaluation: Vehicles will be inspected, tested and evaluated to determine if they meet the requirements of this specification.

Vehicles will be delivered by the dealer. (Vehicles purchased by the West Virginia State Police will be delivered to 725 Jefferson Road, South Charleston, West Virginia.) Vehicles will not be accepted until inspected and approved by the Purchaser. All repairs and corrections will be the responsibility of the dealer. Dealer will provide dealer's license, insurance (as required for dealer license), and reasonable management assistance for pre-delivery acceptance inspections. If the successful bidder's car does not meet the requirements of this specification, it will be rejected.

2007 DODGE CHARGER POLICE PURSUIT VEHICLE (MID-SIZE, FOUR DOOR, REAR WHEEL DRIVE)

The base price bid of the specified vehicle will include all items/features/equipment listed by Dodge as standard equipment, as well as any other "optional" features listed below under Mandatory Equipment Base Package. These features include:

MODEL:

2007 Dodge Charger- 4 door Sedan

Order Code:

Mandatory Equipment Base Package:

Air Conditioning:

Installed

Locks:

Power with rear door child security

Radio:

AM/FM/Cassette with Clock

Steering:

Power, with Tilt Wheel

Wipers:

Intermittent with high speed Anti-lift Wipers System on

Driver side

Brakes:

4 Wheel Anti-Lock disc brakes with Police Calibration and

Heavy duty front brake pads.

Suspension:

Transmission:

Five-Speed automatic transmission with overdrive plus

autostick (column shifter)

Engine:

3.5 Liter V-6 engine

Cooling:

Severe Duty Cooling System

Engine Cradle:

Reinforced Reinforced

Front Struts:

Alternator:

160-Amp high-output alternator

Battery:

Heavy Duty

Tires:

P225/60R18 BSW V-Rated performance tires

Wheels/Covers:

18 x 7.5 inch steel wheels with standard Dodge Wheel

Covers.

Spare Tire:

Seats-Front:

Heavy-duty cloth front bucket seats with manual lumbar.

Seats-Rear:

Cloth Bench.

Speedometer:

160-mph certified calibrated speedometer.

Key:

Separate key and key fob

Defogger:

Rear Window installed.

License Bracket:

Front and rear

Dome Light:

Door Switch Deactivated LH & RH Remote installed

Electric Mirrors:

Power with drivers' one touchdown feature

Windows: Floor Covering:

Full Carpeting to include a set of four, color-coordinated

factory floor mats

Trunk Release:

Electric

Dome Lamp ()

Front Aux.

Police Equipment Mounting Bracket:

Installed

State Police Paint Scheme:

WV State Police Custom Paint Scheme- (Vehicles will be purchased from available Dodge stock colors for the above described models). All bumper coverings and/or body side moldings are to be the same color. The vendor will customize the paint scheme by painting the traditional gold portion of the vehicle, which includes the roof of vehicle, front and rear pillars. The exact paint code and pattern may be obtained from the West Virginia State Police –Procurement Section, Attention 1st Sgt. Rick Pursley, (Phone 304-746-2238) prior to bid submission.

IMPORTANT NOTE: Prospective Vendors <u>must</u> include all profit margins for the vehicle bind in the "Base Vehicle Cost" below. <u>Any and all</u> options must be made available at actual Dealer Cost (the below listing is not-all inclusive). Pricing for all options listed below <u>must</u> be provided with the bid package. Failure to provide option-pricing information (at dealer cost) shall be grounds for disqualification of the bid. For bidding purposes, all options listed above must be included in the "Base Vehicle Cost"

BASE VEHICLE COST:	\$
	End of Base Vehicle Cost

OPTION PRICING INFORMATION:

5.7L Hemi V8 with Mult-Deplacement System and 340 hp, 390 lb-ft torque@ 400 RPM.	\$
Cruise Control ()	\$
Seat-Front-substitute vinyl for cloth	\$
Seat-Rear-substitute vinyl for cloth	\$
Floor Covering-substitute heavy duty black Vinyl for carpet ()	\$
Spotlight-Left hand drivers side	\$

Service Manuals (one set) (complete Set of "dealer" shop manuals, inclusive of any future updates)	\$
Mats, Front and Rear ()	\$
All Vehicles Keyed Alike:	\$
Spare Tire-Full Size (credit)	\$
Traction Control	\$
Switchable Daytime Running Lights	\$
Auxiliary wiring battery ignition feed to The front passenger floor/dash area	\$
Grounding Stud located in trunk	\$
Wiring for alternating lamps (Wig Wag)	\$
Power Drivers Seat	\$
Shift Lever ()	\$
West Virginia State Police custom paint Scheme (credit)	\$
Exterior Color Pricing:	
Important Note: The above specified base factor colors" (no two tone).	vehicle cost for vehicles painted "standard
The base price quoted above is for any of th include color keyed // matching body trim a	e specified "standard factor colors" and <u>must</u> nd bumper covering, if available.
The below listed paint schemes are optional	and shall be priced as indicated:
Standard Factory Color in Two-Tone Paint Scheme:	\$
If minimum order quantity required for Spec	cial Police Paint Schemes, specify here:
Minim	num #

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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 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:

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 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:

No Debt Affidavit Revised 02/08/06