

SOLE SOURCE DETERMINATION

The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division at team@wvadmin.gov to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than **September 25, 2007**.

Requisition Number: **DCH08015** Department/Agency: Culture & History

Detailed Description of Project:

Textile Conservation per the following:

1. Vacuum, Humidification and Flattening of six (6) Military flags and one (1) Quilt, and pressure mounting in 2-part fluted aluminum framing system. (See *Specific Eligibility Criteria, Item #1* below)
2. Vacuum, Reversal of polyvinyl alcohol resin treatment applied to one (1) Military flag, conservation of flag following reversal, flatten and pressure mounting of the conserved flag in swallow-tail shaped plain angle aluminum frame.
3. Vacuum, Humidification and Flattening for one (1) Military flag, conservation of flag to include; flatten and pressure mounting of the conserved flag in swallow-tail shaped plain angle aluminum frame.
4. All of the above work to include treatment proposals, documentation photography and treatment reports.

Proposed Sole Source Vendor: Textile Preservation Associates, Inc.

Specific Eligibility Criteria:

1. For Item #1 above: Must be able to exactly duplicate 2-part fluted aluminum framing system already used for existing, treated flags currently in the Agency's historic collections.
2. Firm shall have been in operation for a minimum of fifteen (15) years.
3. Firm's Facility must be equipped with 24 hour, centrally monitored, security and fire detection systems.
4. Firm's Facility must possess continuously operated, museum standard, environmental control systems.
5. Firm must provide proof of fire, natural disaster, and theft insurance.

Specific Qualification Criteria:

1. Firm's Conservator's shall be certified by and affiliated with the *American Institute for Conservation for Historic and Artistic Works* (AIC).
2. Firm shall provide documentation that they shall have a minimum of ten (10) years of experience in use of the polyvinyl alcohol resin reversal process.
3. Firm shall provide documentation that they have been engaged in specialty flag conservation for a minimum of fifteen (15) years.