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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

RFQ NUMBER DEP14702 1

ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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

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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 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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, the State may deem this contract null and void, and terminate such contract 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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DEPARTMENT OF OFFICE OF AML&R

601 57TH STREET SE

CHARLESTON, WV

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PAGE 3

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CHARLESTON, W

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OFFICE OF AML&R

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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

RFQ NUMBER DEP14702 7

ADDRESS:CORRESPONDENCE TO ATTENTION OF:

CHUCK BOWMAN

3<u>04-558-2157</u>

ENVIRONMENTAL PROTECTION

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

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ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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

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Request for Quotation

RFQ NUMBER DEP14702 PAGE 10

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CHUCK BOWMAN 304-558-2157

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Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF AML&R

601 57TH STREET SE CHARLESTON, WV

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****ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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

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ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF AML&R

601 57TH STREET SE

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CHUCK BOWMAN 304-558-2157

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ENVIRONMENTAL PROTECTION

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OFFICE OF AML&R
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Fairmont East Mine Drainage DEP14702

Contractor's Bid Sheet

Company Name:	 	
Address:		

The DEP reserves the right to request additional information and supporting documentation regarding unit prices when the unit price appears to be unreasonable.

ITEM		·····			
NO.	QUA	NTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1.0	1	LS	Mobilization and Demobilization (Limited to 10% of Total Bid)		\$
2.0	1	LS	Construction Layout Stakes (Limited to 5% of Total Bid)		\$
3.0	1	LS	Quality Control (Limited to 3% of the Total Bid)		\$
4.1	1	LS	Site Preparation (Limited to 5% of Total Bid)		\$
5.0	300	LF	Sediment Control		\$
6.0	1	AC	Revegetation		\$
7.1	550	LF	15-inch Corrugated Plastic Pipe		\$
7.2	6	EA	Type "B" Drop Inlet		\$:
12.0	87	TON	Asphalt Pavement Overlay		\$

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OMB #1029-0119 Expiration Date: Ol/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.

Contractor Name:		Tax Payer ID	No.:
Address:			
City:	State:	Zip Code:	Phone:
Fax No.:	E-mail addres	ss:	
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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.~ov on the Internet.

Part D.

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.

Position/Title		
Telephone #		
% of Ownership Begin Date:		
Position/Title		
Telephone#		
% of Ownership Begin Date:		
Ending Date:		
Position/Title		
Ending Date:		
Position/Title		
Ending Date:		
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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 S1B, Constitution Ave., NW, Washington, D.C. 20240.

	BID BOND
KNOW ALL MEN BY THESE PRESENTS, The	at we, the undersigned,
of	, as Principal, and
of	a corporation organized and existing under the laws of the State of
	as Surety, are held and firmly bound unto the State
	(\$) for the payment of which,
well and truly to be made, we jointly and severally bind	ourselves, our heirs, administrators, executors, successors and assigns.
The Condition of the above obligation is such t	that whereas the Principal has submitted to the Purchasing Section of the
	attached hereto and made a part hereof, to enter into a contract in writing for
NOW THEREFORE,	
hereto and shall furnish any other bonds and insurance agreement created by the acceptance of said bid, then force and effect. It is expressly understood and agreed exceed the penal amount of this obligation as herein state. The Surety, for the value received, hereby stip	oulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time w waive notice of any such extension.	vithin which the Obligee may accept such bid, and said Surety does hereby
IN WITNESS WHEREOF, Principal and Surety	y have hereunto set their hands and seals, and such of them as are corporations
have caused their corporate seals to be affixed hereunte	o and these presents to be signed by their proper officers, this
day of, 20	
Principal Corporate Seal	
	(Name of Principal)
	Ву
	(Must be President or Vice President)
	Tile
	(Title)
Surety Corporate Seal	(Name of Surety)
	(Name of Surety)

Agency____ REQ.P.O#_

Attorney-in-Fact

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

AGENCY	(A)
RFO/RFP#	(R)

(4)	XXIX I Dénée A manage	ENIONE AS	t sarratraver	Bid Bond	The Military of the second of	
(A)	WV State Agency (Stated on Page 1 "Spending Unit")	KNOW A	LL MEN BY I	HESE PRESI	ents, that we,	the undersigned,
	Request for Quotation Number (upper	(C) as Principal, and	of (F)	<u>(D)</u> of		(E)
	right comer of page #1)				(G)	
((^)	Your Company Name	of the State of	, a corp	oration organi	zed and existing	under the laws
(C)			<u> </u>	_ who its prin	cipal office in t	ne City of
(D)	City, Location of your Company	-f 31/2-4 3/2	as Sur	ery, are nero a	na nrmiy bound	unto The State
(E)	State, Location of your Company	of West Virginia, a	s Obligee, in in	e penai sum o	· · · · · · · · · · · · · · · · · · ·	<u>K)</u>
(F)	Surety Corporate Name	(\$ <u>(L)</u>	for the	e payment of v	which, well and	truly to be made,
(G)	City, Location of Surety	we jointly and seve		eives, our neir	s, administrator:	s, executors,
(H)	State, Location of Surety State of Surety Incorporation	successors and assi				
(I)		I ne Condi	tion of the abo	ve obligation	is such that whe	reas the Principal
(J)	City of Surety Incorporation	has submitted to the	Purchasing Se	coon of the L	epartment of A	dministration
(K)	Minimum amount of acceptable bid	a certain bid or proj		nereto ano ma	ide a part hereoi	to enter into a
	bond is 5% of total bid. You may state	contract in writing	for	(3.40)		
	"5% of bid" or a specific amount on this line in words.	·		(M)	······	
<i>a</i> >		WARRANT				
(L)	Amount of bond in figures	מיני עוניין א	EREFORE.			
(M)	Brief Description of scope of work Day of the month		ekeroke. I bid shall be re	:		
(N)	Month	(a) ii said	i Diu Shan De re	jecieu, or	. D.:	
(O)	Year	(U) II Sait	i diu shan de ac	zepieu anu iii	e Principal shall	enter into a
(P)	Name of Corporation	contract in accordan	ice will the bit	i or proposar a		ing shall rumish
(Q) (R)	Raised Corporate Seal of Principal	other respects perfo	i insurance req	ant arouted by	d or proposal, a	ing shall in all
(S)	Signature of President or Vice	this obligation shall	he mill and un	id otherwise	ule acceptance	or said bid then
(3)	President	force and effect. It	ic everecely un	darrtood and	ans obligation s	nan remain in full
(T)	Title of person signing	Surety for any and	all claims berea	mder chall in	agreed that the i	d the
(U)	Raised Corporate Seal of Surety	amount of this obli			no event, excee	u uie penai
(V)	Corporate Name of Surety				stipulates and a	
(W)	Signature of Attorney in Fact of the	obligations of said	Curatu and its b	ond chall be	supulates anu aj	grees that the
(**)	Surety	any extension of tin	ne within which	h the Ohlinee	n no way mipai	bid or affected by
NOTE:	Dated, Power of Attorney with Raised	Surety does hereby	nc within willo vaive notice o	f and Obliged f any cuch avi	may accept suc	i dia: ana saia
NO LD.	Surety Seal must accompany this bid					nereunto set their
	bond.	hands and seals, an	d such of them	ac are comors	tions have cour	ed their cornerate
	oona.	seals to be affixed h	ereto and these	nrécente to h	e cirmed by thei	r proper officers
		this (N)	lav of	(O) 20	o arginou by uner	i proper officers,
		447			·	
		Principal Corporate	Seal		(O)
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					Vice Pre	
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	•	Surety Corporate Se			(	V)
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IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised Corporate Seals must be affixed and a Power of Attorney must be attached.



### State of West Virginia DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT West Virginia Code §21-1D-5

STA	TE OF	
cou	INTY OF	, TO-WIT:
I,		after being first duly sworn, depose and
	e as follows:	
1.	I am an employee of	(Company Name)
	I do hereby attest that	·
_,		(Company Name)
	maintains a valid written policy is in compliance wi	drug free workplace policy and that such ith <b>West Virginia Code</b> §21-1D-5.
The	above statements are swor	n to under the penalty of perjury.
		(Company Name)
	٠	Ву:
		Title:
		Date:
Tak	en, subscribed and sworn to	before me this day of
Ву (	Commission expires	
(Sea	al)	
		(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

Rev March 2009

RFQ No.	P21

## STATE OF WEST VIRGINIA Purchasing Division

#### **PURCHASING AFFIDAVIT**

#### **VENDOR OWING A DEBT TO THE STATE:**

West Virginia Code §5A-3-10a provides that: 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 owed is an amount greater than one thousand dollars in the aggregate.

#### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code**. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code** and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the **West Virginia Code** may take place before their work on the public improvement is begun.

#### **ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

#### 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:**

Purchasing Affidavit (Revised 01/01/09)

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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.

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

Vendor's Name:		
Authorized Signature:	_Date:	