



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
 DJS010297

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 TARA LYLE
 304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF JUVENILE SERVICES
 VARIOUS LOCALES AS
 INDICATED BY ORDER

DATE PRINTED 12/10/2010	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 12/21/2010		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. QUESTIONS AND ANSWERS ARE ATTACHED. 2. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
EXHIBIT 10						
REQUISITION NO.: DJS010297						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO. S:						
NO. 1						
NO. 2						
NO. 3						
NO. 4						
NO. 5						
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. 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.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **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.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and 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.
14. **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. 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>.
15. **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, and the West Virginia Insurance Commission. 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.
16. **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 material, 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.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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<p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE</p> <p>..... COMPANY</p> <p>..... DATE</p> <p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID</p> <p>REV. 09/21/2009</p> <p>END OF ADDENDUM NO. 1</p>						

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/10/2010				

BID OPENING DATE: 12/21/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		984-36-01-003		
	UNIFORM:					
***** THIS IS THE END OF RFQ DJS010297 ***** TOTAL:						

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Bid Addendum for DJS010297
Uniform Bid Juvenile Service

- 1) Question: Under shirts - items 7, 8, and 11, it says under colors that navy or tan w/brown pocket flaps and epaulets required at a minimum. Can you please indicate which of the agencies and/or locations uses the shirts with tan w/brown pocket flaps and epaulets?

Answer: All of Regional Jails uses brown. All of DJS & DOC is navy.

- 2) Question: Pg 8 - Vendor must maintain a minimum of 6 weeks of inventory on hand at all time based on historical usage. Are you able to provide more information on the historical usage and what that translates to in terms of required inventory for each line item?

Answer: See the attached estimated Inventory Level spreadsheet. Attachment A.

- 3) Question: The value of the contract.

Answer: The value of this contract is unknown. However, the value of the previous contract, DJS010231, can be obtained by calling our archival area at 304-558-2336.

Please note that the Division of Juvenile Services initiated the previous contract, DJS010231, when they transitioned all of their officers from brown uniforms to blue uniforms. This current RFQ will only be for replacement and the outfitting of new officers.

- 4) Question: Can the award be split up?

Answer: No

- 5) Question: The previous pricing on each item.

Answer: Yes, please see Attachment B.

UNIFORMS BID FORM

DJS010297

ESTIMATED INVENTORY LEVEL
BY LINE BY CATEGORY

Item	Description	AGENCY	QTY **	ANNUAL		
				LOW	HIGH	BY CATEGORY
						LOW HIGH
1	Trousers Cargo (Sizes 28-42)	All Agencies	300	25	33	
1.1	Trousers Cargo (Sizes 44-50)	All Agencies	350	29	39	
1.2	Trousers Cargo (Sizes 52-54)	All Agencies	150	13	17	
1.3	Trousers Cargo (Sizes 56-60)	All Agencies	150	13	17	
1.4	Trousers Cargo (Sizes 62+)	All Agencies	50	4	6	
1.5	Trousers Cargo Ladies (Sizes 2-24)	All Agencies	110	9	12	93 123
2	Trousers Class A (Sizes 28-42)	All Agencies	336	28	37	
2.1	Trousers Class A (Sizes 44-50)	All Agencies	392	33	44	
2.2	Trousers Class A (Sizes 52-54)	All Agencies	168	14	19	
2.3	Trousers Class A (Sizes 56-60)	All Agencies	168	14	19	
2.4	Trousers Class A (Sizes 62+)	All Agencies	56	5	6	
2.5	Trousers Class A Ladies (Sizes 2-26)	All Agencies	124	10	14	104 138
3	Men's Class A Long Sleeve Shirt (6.25 to 6.5 oz.) Sizes SM-2XL	DJS Only	90	8	10	
3.1	Men's Class A Long Sleeve Shirt (6.25 to 6.5 oz.) Sizes 3XL-4XL	DJS Only	40	3	4	
3.2	Men's Class A Long Sleeve Shirt (6.25 to 6.5 oz.) Sizes 5XL-6XL	DJS Only	21	2	2	13 17
4	Women's Class A Long Sleeve Shirt (6.25 to 6.5 oz.) Sizes SM-2XL	DJS Only	5	0	1	
4.1	Women's Class A Long Sleeve Shirt (6.25 to 6.5 oz.) Sizes 3XL	DJS Only	15	1	2	2 2
5	Men's Class A Long Sleeve Shirt (4.2 to 4.5 oz.) Sizes SM-2XL	DJS / DOC	90	8	10	
5.1	Men's Class A Long Sleeve Shirt (4.2 to 4.5 oz.) Sizes 3XL-4XL	DJS / DOC	40	3	4	
5.2	Men's Class A Long Sleeve Shirt (4.2 to 4.5 oz.) Sizes 5XL-6XL	DJS / DOC	21	2	2	13 17
6	Women's Class A Long Sleeve Shirt (4.2 to 4.5 oz.) Bust Sizes 24-5	DJS / DOC	20	2	2	2 2
7	Men's Class B Short Sleeve Shirt (6.25 to 6.5 oz.) Sizes SM-2XL	DJS / RJA	96	8	11	
7.1	Men's Class B Short Sleeve Shirt (6.25 to 6.5 oz.) Sizes 3XL-4XL	DJS / RJA	448	37	50	
7.2	Men's Class B Short Sleeve Shirt (6.25 to 6.5 oz.) Sizes 5XL	DJS / RJA	96	8	11	53 71
8	Women's Class B Short Sleeve Shirt (6.25 to 6.5 oz.) SM-5XL	DJS / RJA	75	6	8	

9	Men's Class A Short	Sleeve Shirt (4.25 to 4.5 oz.) neck sizes 14.5-22	DJS / DOC	640	53	71	6	8
10	Women's Class A Short	Sleeve Shirt (4.25 to 4.5 oz.) Bust Size 28-4	DJS / DOC	75	6	8	53	71
11	Men's Class C	L/S Shirt (K-9) 6.25-6.50 oz. Sizes SM-2XL	DJS Only	10	1	1		
11.1	Men's Class C	L/S Shirt (K-9) 6.25-6.50 oz. Sizes 3XL-4XL	DJS Only	25	2	3		
11.2	Men's Class C	L/S Shirt (K-9) 6.25-6.50oz. Sizes 5XL	DJS Only	5	0	1		
12	Polo Shirts	Sizes SM-2XL	All Agencies	585	49	65	3	4
12.1	Polo Shirts	Sizes 3XL-4XL	All Agencies	210	18	23		
12.2	Polo Shirts	Sizes 5XL	All Agencies	42	4	5	70	93
13	Tactical Response	Combo Shirt Sizes SM-2XL	DOC / RJA	50	4	6		
13.1	Tactical Response	Combo Shirt Sizes 3XL-5XL	DOC / RJA	20	2	2		
14	Raincoat	Regular Sizes SM-6XL	DOC / RJA	50	4	6		
14.1	Raincoat	Long Sizes M-6XL	DOC / RJA	20	2	2	6	8
15	Jacket 3-Season Class	B Sizes SM-2XL	DOC Only	50	4	6		
15.1	Jacket 3-Season Class	B Sizes 3XL-5XL	DOC Only	20	2	2	6	8
16	Jacket lightweight	packable, windbreaker Sizes XSM-2XL	DOC / RJA	50	4	6		
16.1	Jacket lightweight	packable, windbreaker Sizes 3XL-4XL	DOC / RJA	20	2	2	6	8
17	Jacket Class A, Waist	length Sizes XSM-2XL	DOC Only	175	15	19		
17.1	Jacket Class A, Waist	length Sizes 3XL-6XL	DOC Only	75	6	8	21	28
18	Jacket lightweight	duty jacket Sizes SM-2XL	DJS Only	70	6	8		
18.1	Jacket lightweight	duty jacket Sizes 3XL-7XL	DJS Only	21	2	2	8	10
19	Jacket, 4-in-one	Patrol Jacket Sizes SM-2XL	RJA Only	100	8	11		
19.1	Jacket, 4-in-one	Patrol Jacket Sizes 3XL-4XL	RJA Only	71	6	8		
19.2	Jacket, 4-in-one	Patrol Jacket Sizes 5XL	RJA Only	10	1	1	15	20
20	Commando Sweater	Sizes SM-XL	All Agencies	120	10	13		
20.1	Commando Sweater	Sizes 2XL-3XL	All Agencies	120	10	13		

Item #	Description	All Agencies	3	4	30
20.2	Commando Sweater Sizes 4XL-5XL	All Agencies	32		
21	Campaign Hat Triple Brim	DOC / RJA	250	28	23
22	Taslan Fur Trooper Hat	DOC / RJA	91	10	21
23	Sheriff Style Straw Hat	RJA Only	90	10	8
24	Baseball Caps	All Agencies	91	10	8
25	Flag	DJS / DOC	3309	368	276
26	Division Patches (Shoulder)	All Agencies	6618	735	552
27	Blackington Badge Sets Style # B519 or equal	RJA Only	80	9	7
28	Blackington Badge Model # B38 or equal	RJA Only	80	9	7
29	Blackington Badge Sets Style # B523 or equal with Safety catch	DJS / DOC	80	9	7
30	Blackington Badge Sets Style # B511 or equal with Screw Back	DOC Only	80	9	7
31	Blackington Badge Sets Style # B523 or equal with Wallet Clip	DOC Only	80	9	7
32	Division of Corrections Badge Left Chest Embroidery	DOC Only	748	83	62
33	Regional Jail Authority Left Chest Embroidery	RJA Only	180	20	15
34	Division of Juvenile Services Left Chest Embroidery	DJS Only	89	10	7
35	Gloves, Neoprene with Kevlar	DOC / RJA	91	10	8
36	Nylon Glove case	DJS / RJA	250	28	21
37	Clip on Tie	All Agencies	341	38	28
38	2" Tie Bar	DJS Only	91	10	8
39	Tie Clasp	DOC Only	250	28	21
40	State Seal Name Plate	DJS Only	91	10	8
41	Garrison Belt	All Agencies	342	38	29
42	Web Belt/Duraflex Buckle	DOC Only	180	20	15
43	Insignias	All Agencies	150	17	13
44	Stripes/chevrons	All Agencies	150	17	13
45	Longevity Hash Marks	All Agencies	150	17	13
46	Sew on chevrons	DJS / DOC	150	17	13

1,682 2,242 1,675 2,234

GRAND TOTAL FOR PRODUCTS

DJS010231 - Gall's Pricing Page			
Item #	Description	Unit Price	Future Unit Price for One (1) Ea.
1	TROUSERS - Cargo - (Sizes 28-42)	\$45.25	\$45.25
1.1	TROUSERS - Cargo - (Sizes 44 - 50)	\$49.25	\$49.25
1.2	TROUSERS - Cargo - (Sizes 52 - 54)	\$54.25	\$54.25
1.3	TROUSERS - Cargo - (Sizes 56 - 60)	\$59.25	\$59.25
1.4	TROUSERS - Cargo - (Size 62+)	\$68.25	\$68.25
1.5	TROUSERS - Class A - (Sizes 28-42)	\$34.32	\$34.32
1.6	TROUSERS - Class A - (Sizes 44 - 50)	\$38.32	\$38.32
1.7	TROUSERS - Class A - (Sizes 52 - 54)	\$42.32	\$42.32
1.8	TROUSERS - Class A - (Sizes 56 - 60)	\$45.32	\$45.32
1.9	TROUSERS - Class A - (Size 62+)	\$45.32	\$45.32
2	LONG SLEEVE SHIRT - (Sz. S-2XL)	\$37.50	\$37.50
2.1	LONG SLEEVE SHIRT (Sz. 3XL-4XL)	\$44.50	\$44.50
2.2	LONG SLEEVE SHIRT (Sz. 5XL)	\$48.50	\$48.50
3	SHORT SLEEVE SHIRT - (Sz. S-2XL)	\$35.25	\$35.25
3.1	SHORT SLEEVE SHIRT - (Sz. 3XL - 4XL)	\$42.25	\$42.25
3.2	SHORT SLEEVE SHIRT - (Sz. 5XL)	\$46.25	\$46.25
4	POLO STYLE SHIRT - (Sz. S-2XL)	\$30.00	\$30.00
4.1	POLO STYLE SHIRT - (Sz. 3XL-4XL)	\$37.50	\$37.50
4.2	POLO STYLE SHIRT - (Sz. 5XL)	\$41.50	\$41.50
5	JACKET - (Sz. S-2XL)	\$173.73	\$173.73
5.1	JACKET - (Sz. 3XL-4XL)	\$183.73	\$183.73
5.2	JACKET - (Sz. 5XL)	\$193.73	\$193.73
6	SWEATER - (Sz. S-2XL)	\$29.77	\$29.77
6.1	SWEATER - (Sz. 3XL-4XL)	\$33.77	\$33.77
6.2	SWEATER - (Sz. 5XL)	\$36.77	\$36.77
7	SEW-ON FLAG - COPY OF SAMPLE ATTACHED	\$0.99	\$0.99
8	WV DIV. OF JUVENILE SERVICES SEW-ON PATCH - COPY OF SAMPLE ATTACHED	\$1.39	\$1.39
9	BADGES	\$35.50	\$35.50
10	2" TIE BAR	\$15.72	\$15.72
11	TIE	\$4.00	\$4.00
12	BELT	\$14.68	\$14.68
13	BASEBALL STYLE HAT	\$11.99	\$11.99
14	NYLON GLOVE CASE	\$4.52	\$4.52
15	METAL INSIGNIA	\$2.99	\$2.99
16	STRIPES - Large only	\$1.10	\$1.10
17	NAME PLATE	\$5.99	\$5.99