

RFQ COPY

TYPE NAME/ADDRESS HERE

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 02120274

PAGE	H
1	

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ADDRESS CHANGES TO BE NOTED ABOVE

ALAN CUMMINGS 304-558-2402

DIVISION OF HIGHWAYS DISTRICT TWO

US ROUTE 60 EAST BARBOURSVILLE, WV 25504

MODZEN

DATE PRIN	TED	TER	MS OF SAL	E	SHIP VIA	F.O.B.	FREIGHT TERMS
02/19/	2012	1,000,000,000,000					
BID OPENING DATE:		03/21/	2012		BID	OPENING TIME	01:30PM
LINE	QUA	NTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	PREFA	BRICATE	LS D BRI		968-18		
	AGENCY SOLICI PREFAE	, THE	WEST IDS T D BRI	VIRGI O PRO	E PURCHASING DIV NIA DIVISION OF VIDE THE AGENCY AND ACCESSORIES	HIGHWAYS, IS WITH	HED
	BE SUE VIRGIN	MITTED NIA STA	IN W TE PU	RITIN RCHAS	NCERNING THIS SO G TO ALAN CUMMIN ING DIVISION VIA AIL AT ALAN.W.CU	GS IN THE WEST	Ţ
	1	NE FOR OF BUS			QUESTIONS IS 03	7/12 AT THE	
	FORMAL	ADDEN	DUM T	O BE	S RECEIVED WILL ISSUED BY THE PU DLINE HAS LAPSEI	JRCHASING	Y
	PREFER	RENCE F	or us	E OF	DOMESTIC STEEL F	RODUCTS	
	Pl NO A PF	JRCHASI CONTR STATE RODUCTS HIS CON	NG DI ACTOR CONTR MADE TRACT	VISIO MAY ACT P IN T	IZED BY THE DIRE N PURSUANT TO SU USE OR SUPPLY ST ROJECT OTHER THA HE UNITED STATES T PROJECT" MEANS	JBSECTION 2 BEI FEEL PRODUCTS F AN THOSE STEEL S. AS USED USEI	FOR D IN
				SEE RE	VERSE SIDE FOR TERMS AND CO	NDITIONS	
SIGNATURE					TELEPHONE		DATE
TITLE		FF	IN				

FEIN

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.html 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).



VEZDOR

RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for Quotation

02120274

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ALAN CUMMINGS 304-558-2402

DIVISION OF HIGHWAYS

DISTRICT TWO

SHIP

T

US ROUTE 60 EAST BARBOURSVILLE, WV 25504

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 02/19/2012 BID OPENING DATE: 03/21/2012 BID OPENING TIME 01:30PM CAT, QUANTITY LINE UOP AMOUNT ITEM NUMBER UNIT PRICE CONSTRUCTION OF, OR ANY ADDITION TO, ALTERATION OF OR OTHER IMPROVEMENT TO ANY BUILDING OR STRUCTURE, INCLUDING, BUT NOT LIMITED TO, ROADS OR HIGHWAYS, OR THE INSTALLATION OF ANY HEATING OR COOLING OR VENTILATING PLANTS OR OTHER EQUIPMENT, OR THE SUPPLY OF AND MATERIALS FOR SUCH PROJECTS, PURSUANT TO A CONTRACT WITH THE STATE OF WEST VIRGINIA FOR WHICH BIDS WERE SOLICITED ON OR AFTER JUNE 6, 2001. В. "STEEL PRODUCTS" MEANS PRODUCTS ROLLED, FORMED, SHAPED, DRAWN, EXTRUDED, FORGED, CAST, FABRICATED OR OTHERWISE SIMILARLY PROCESSED, OR PROCESSED BY A COMBINATION OF TWO OR MORE OF SUCH OPERATIONS, FROM STEEL MADE BY THE OPEN HEARITH, BASIC OXYGEN, ELECTRIC FURNACE, BESSEMER OR OTHER STEEL MAKING PROCESS. "UNITED STATES" MEANS THE UNITED STATES OF AMERICA AND INCLUDES ALL TERRITORY, CONTINENTAL OR INSULAR, SUBJECT TO THE JURISDICTION OF THE UNITED STATES. THE DIRECTOR OF THE PURCHASING DIVISION MAY, IN WRITING, AUTHORIZE THE USE OF FOREIGN STEEL PRODUCTS IF: Α. THE COST FOR EACH CONTRACT ITEM USED DOES NOT EXCEED ONE TENTH OF ONE PERCENT (.1%) OF THE TOTAL CONTRACT COST OR TWO THOUSAND FIVE HUNDRED DOLLARS (2,500.00), WHICHEVER IS GREATER. FOR THE PURPOSES OF THIS SECTION, THE COST IS THE VALUE OF THE STEEL PRODUCT AS DELIVERED TO THE PROJECT OR, В. THE DIRECTOR OF THE PURCHASING DIVSION SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE DATE TITLE ADDRESS CHANGES TO BE NOTED ABOVE



RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for Quotation

02120274

PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ALAN CUMMINGS 304-558-2402

\$ H P

DIVISION OF HIGHWAYS DISTRICT TWO

US ROUTE 60 EAST BARBOURSVILLE, WV 25504

NEROOR

DATE PRINT	red	TER	MS OF SAL	Ε	s	HIP VIA		F.O.B,		FREIGHT TERMS
02/19/	2012		4000000							
BID OPENING DATE:		03/21/	2012			BID	OPENI	NG TIME	01	:30PM
LINE	QUAI	YTITY	UOP	ÇAT. NO.	ITEN	A NUMBER		UNIT PRICE		AMOUNT
	3.	NOT QUAN AVAI A CO VIOL TO C	PRODU TITY LABLE NTRAC ATION	CED I OR OT TO M TOR W OF T PENAL	N THE UNDERWISE EET CON HOUSES HIS SEC	IFIED STEE JNITED STA E ARE NOT NTRACT REQ S STEEL PR CTION MAY JRSUANT TO	TES IN REASON UIREMI ODUCTS BE SU	N SUFFIC: NABLY ENTS. S IN BJECT	Carrie Control	
	REV. 1	0/01/0	1							
	EXHIBI	T 10								
	ADDEND	UM ACK	NOWLE	DGEME	NT					
	ADDEND	UM(S)	AND H	AVE M	ADE THE	OF THE FO NECESSAR ECIFICATION	Y REV	ISIONS TO		
	ADDEND	UM NOS	. :							
	NO. 1									
	NO. 2									
	NO. 3	•								
	NO. 4	•								
	NO. 5	•			• • • •					
						CONFIRM T			THE	
	VENDOR	MUST	CLEAR	LY UN	DERSTAN	ID THAT AN	Y VER	BAL		
				SEERE	VERSE SIDE F	OR TERMS AND CO	NDITIONS			
SIGNATURE						TELEPHONE			DATE	
TITLE		FE	IN					ADDRESS CHA	NGES	TO BE NOTED ABOVE



NUNDOR

TITLE

RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for	-
Quotation	

02120274

PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ADDRESS CHANGES TO BE NOTED ABOVE

ALAN CUMMINGS 304-558-2402

S

T

DIVISION OF HIGHWAYS DISTRICT TWO

US ROUTE 60 EAST BARBOURSVILLE, WV 25504

F.O.B. FREIGHT TERMS DATE PRINTED TERMS OF SALE SHIP VIA 02/19/2012 BID OPENING DATE: BID OPENING TIME 01:30PM 03/21/2012 CAT, AMOUNT UNIT PRICE LINE QUANTITY UOP ITEM NUMBER 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. ...SIGNATURE REV. 11/96 ANY INDIVIDUAL SIGNING THIS BID IS CERTIFYING THAT: (1) HE OR SHE IS AUTHORIZED BY THE BIDDER TO EXECUTE THE BID OR ANY DOCUMENTS RELATED THERETO ON BEHALF OF THE BIDDER, (2) THAT HE OR SHE IS AUTHORIZED TO BIND THE BIDDER IN A CONTRACTUAL RELATIONSHIP, AND (3) THAT THE BIDDER HAS PROPERLY REGISTERED WITH ANY STATE AGENCIES THAT MAY REQUIRE REGISTRATION. NOTICE A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEE REVERSE SIDE FOR TERMS AND CONDITIONS DATE SIGNATURE TELEPHONE

FEIN



RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for Quotation

02120274

999	PAGE
	-

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ALAN CUMMINGS 304-558-2402

I I

DIVISION OF HIGHWAYS DISTRICT TWO

US ROUTE 60 EAST
BARBOURSVILLE, WV
25504

NENDOR

DATE PRIN	red.	TEF	MS OF SAL	É	SHIP	/IA	F.O.B.	FREIGHT TERMS
02/19/	2012				energen en e			
BID OPENING DATE:		03/21/	2012			BID	OPENING TIME	01:30PM
LINE	QU/	NTITY	UOP	ÇAT. NO.	ITEM NUI		UNIT PRICE	AMOUNT
	SEALEI BUYER: REQ. N BID OF BID OF PLEASE CONCER	D BID NO.: PENING PENING THACT Y	DATE: TIME: DE A OU REC	NO. A O I FAX N GARDI YPE N UOTE:	LAN CUMMI 2120274 3/21/2012 :30 P.M. UMBER IN NG YOUR B	CASE IT ID: 	ILE 33	
SIGNATURE				SEE RE	/ERSE SIDE FOR TO	ERMS AND COL TELEPHONE	NDITIONS IDA	TE TE
TITLE		FE	IN				ADDRESS CHANG	SES TO BE NOTED ABOVE

Specifications One Time Purchase

Purpose: To provide the West Virginia Division of Highways with 2 prefabricated bridges and accessories to be used on Project # S322-15-3.15, Broad Branch Bridge +1.

1.0 DEFINITIONS

- A. The "Agency" shall be defined as the West Virginia Division of Highways
- B. The "Vendor" shall be defined as the successful bidder.
- C. The "Purchase Order" shall be defined as the binding agreement that is entered into between the State of West Virginia and the Vendor to provide the services as herein specified.
- D. "Mandatory Requirements: The terms "must", "will", "shall", "minimum", "maximum", or "is/are required" identify a mandatory item or factor. Decisions regarding compliance with any mandatory requirements shall be at the sole discretion of the State.

2.0 SCOPE OF WORK

The successful Vendor shall provide 2- prefabricated bridges and accessories.

2.1 Technical Requirements:

All steel beams and accessories provided shall be in accordance with West Virginia Division of Highways Standard Specifications Road and Bridges, adopted 2010 and the current Supplemental Specifications and the attached control points. www.transportation.wv.gov/highways/engineering/pages/publication.aspx

CR15

The bridge for Broad branch, CR 15 should be 34'-0" center to center of bearing and 24'-6" wide. The bridge is skewed at 40 degrees left forward skew. The deck should be metal deck panels suitable for asphalt with TL-2 guardrail system. This bridge must be designed using HL-93 loading. Due to hydraulic restriction the total thickness of the bridge must be kept to 22" tall.

CR15/1

The second bridge for Upper Broad Branch, CR 15/1 should be 28'-0" center to center of bearing and 18'-0" wide. The bridge is skewed at 25 left forward skew. The deck should be metal deck panels suitable for asphalt with TL-2 guardrail system. This bridge must be designed using HL-93 loading. Due to hydraulic restriction the beams must be kept to 17" tall.

2.2 Freight

- 2.2.1 All Shipments are to be Bridge Department's Storage Lot at 3700 Rt60 east, Barboursville, WV 25504.
- 2.2.2 The Vendor shall be responsible for all costs associated with delivery to the storage site.

2.3 Delivery

- 2.3.1 Deliveries shall be made to storage site on US RT. 60, near Barboursville, WV (Map Attached)
- 2.3.2 Delivery is currently scheduled for March 2012. Vendor shall coordinate delivery with the District Bridge Engineer @ 304-528-5655.
- 2.3.3 Delivery is an integral part of this purchase order and failure to comply will be cause to initiate a WV-82, Vendor Performance Form. This form will officially notify the West Virginia Division of Purchasing and the Vendor of unsatisfactory performance in the execution of this purchase order and the requirements herein.

3.0 INVOICING

3.1 Payment

3.1.1 The Vendor must send an invoice to:West Virginia Division of Highways, District Two801 Madison Ave.Huntington, WV 25704

3.2 Partial Payment of Approved Bridges

3.2.1 Upon Completion of manufacture and approval by the Division of Highways of all bridges specified on the purchase order, the vendor may invoice and the Division will pay for the cost of manufacturing the bridges, not to exceed 65% of the total cost of the delivered bridges. The remaining, 35% or more, may be invoiced when all the bridges are delivered. Partial payment for bridges shall be subject of the following conditions:

- a. The vendor must request partial payment and furnish an official invoice for the manufactured and approved beams.
- b. The partial payment invoice shall be accompanied by a surety bond equal to the invoiced amount guaranteeing delivery of all items specified on the purchase order.
- c. The vendor shall furnish a statement of approved beams' condition and exact storage location.
- d. The vendor shall furnish a legal right-of-entry onto the storage site of Division of Highways' employees and/or agents for the purpose of inspecting, sampling, testing and removing any or all beams.
- e. The vendor shall certify that the stored beams are suitably marked and identified as property of the Division of Highways and will not be used for any purpose not designated by the Division.

4.0 AWARD

Purchase order will be awarded to the lowest responsible bidder meeting all mandatory specifications complete and not split.

Cost Sheet RFQ#: 02-12-0274 Broad Branch+1

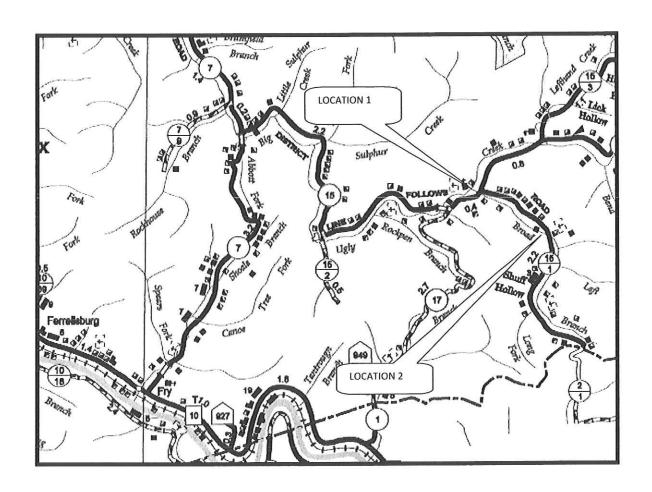
Item	Quantity/ Location	Description	Unit Price	Extended Amount
1	1	Bearing Devices (Fixed and Expansion)		
2	1	Superstructure for CR 15 (34'-0" long and galvanized) Each		
ю	1	Superstructure for CR 15/1(28'-0" long and galvanized) Each		
4	833	Decking panels for CR 15 (asphalt surface, galvanized) Square Foot		
5	504	Decking panels for CR 15/1 (asphalt surface, galvanized) Square foot		
9	124	Guardrail and accessaries (tl-2) Linear Foot		
7	4	Expansion Devices (2 per bridge, slide plates)		
∞	1	Bolts, anchors and plates Lump Sum		
		Total Amount		

For project S323-15-3.15, Broad Branch +1 All designs must be for HL-93 loading.

LESS THAN TWENTY FOOT BRIDGES

SS 22-15-3.15

SS 22-15/1-0.40



State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1.	Application is made for 2.5% resident vendor pro Bidder is an individual resident vendor and has reside ing the date of this certification; or,	eference for the reason checked: d continuously in West Virginia for four (4) years immediately preced-
	Bidder is a partnership, association or corporation resibusiness continuously in West Virginia for four (4) year ownership interest of Bidder is held by another individual maintained its headquarters or principal place of bupreceding the date of this certification; or,	ident vendor and has maintained its headquarters or principal place of ars immediately preceding the date of this certification; or 80% of the lual, partnership, association or corporation resident vendor who has usiness continuously in West Virginia for four (4) years immediately
	Bidder is a nonresident vendor which has an affiliate of	r subsidiary which employs a minimum of one hundred state residents bal place of business within West Virginia continuously for the four (4) ation; or,
2.	Application is made for 2.5% resident vendor pro- Bidder is a resident vendor who certifies that, during working on the project being bid are residents of Wes immediately preceding submission of this bid; or,	eference for the reason checked: g the life of the contract, on average at least 75% of the employees t Virginia who have resided in the state continuously for the two years
3.	affiliate or subsidiary which maintains its headquart minimum of one hundred state residents who certified	m of one hundred state residents or is a nonresident vendor with an ers or principal place of business within West Virginia employing a es that, during the life of the contract, on average at least 75% of the bloyees are residents of West Virginia who have resided in the state
4.	Application is made for 5% resident vendor pref Bidder meets either the requirement of both subdivisi	erence for the reason checked: ions (1) and (2) or subdivision (1) and (3) as stated above; or,
5.	Bidder is an individual resident vendor who is a veterar	reference who is a veteran for the reason checked: In of the United States armed forces, the reserves or the National Guard the four years immediately preceding the date on which the bid is
6.	Bidder is a resident vendor who is a veteran of the U purposes of producing or distributing the commodities continuously over the entire term of the project, on a	reference who is a veteran for the reason checked: Inited States armed forces, the reserves or the National Guard, if, for it is or completing the project which is the subject of the vendor's bid and average at least seventy-five percent of the vendor's employees are tate continuously for the two immediately preceding years.
require agains	ements for such preference, the Secretary may order the	that a Bidder receiving preference has failed to continue to meet the ne Director of Purchasing to: (a) reject the bid; or (b) assess a penalty diamount and that such penalty will be paid to the contracting agency nase order.
authorize the req deeme	rizes the Department of Revenue to disclose to the Direct quired business taxes, provided that such information o ed by the Tax Commissioner to be confidential.	ny reasonably requested information to the Purchasing Division and tor of Purchasing appropriate information verifying that Bidder has paid does not contain the amounts of taxes paid nor any other information
and ac	ccurate in all respects; and that if a contract is iss	ode, §61-5-3), Bidder hereby certifies that this certificate is true sued to Bidder and if anything contained within this certificate tify the Purchasing Division in writing immediately.
Bidder	r:	Signed:
Date:		Title:

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

RFQ No.	

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING 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 owed 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.

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.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name:			
Authorized Signature:		_ Date:	
State of			
County of, to-wit:			
Taken, subscribed, and sworn to before me this	_ day of	, 20	
My Commission expires	, 20		
AFFIX SEAL HERE	NOTARY PUBLIC		

Please use this document for technical questions, posing in a question format

Please refer to the section your question is in reference to.	
Technical questions for RFQ#	
Vendor Name:	-
Questions:	
•	

