



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
7012EC07

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
PAUL REYNOLDS 304-558-0468

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS  
 EQUIPMENT DIVISION  
 ROUTE 33  
 BRUSHY FORK ROAD  
 BUCKHANNON, WV  
 26201 304-472-1750

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/14/2011				

BID OPENING DATE: 01/05/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				CHANGES TO THE SPECIFICATIONS ATTACHED		
				BID OPENING DATE CHANGED		
				FROM: 12/21/2011 @1:30 P.M.		
				TO: 01/05/2012 1:30 P.M.		
				NO OTHER CHANGES		
0001		EA		765-59		
				SNOW PLOWS, MOTORIZED		
				***** THIS IS THE END OF RFQ 7012EC07 ***** TOTAL:		

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.html](http://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.

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### 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).

PREBID ADDENDUM NO. 1  
7012EC07

10 FOOT OR 11 FOOT POWER REVERSIBLE SNOWPLOW

CHANGES TO SPECIFICATIONS:

FROM:

2.0 BIDDING PROCEDURES – Last Sentence Only

FAILURE TO SUBMIT THE BIDDER'S EVALUATION REPORT, COMPLETE IN ITS ENTIRETY, MAY RESULT IN AUTOMATIC DISQUALIFICATION.

TO:

2.0 BIDDING PROCEDURES – Last Sentence Only

FAILURE TO SUBMIT THE BIDDER'S EVALUATION REPORT, COMPLETE IN ITS ENTIRETY, SHALL RESULT IN AUTOMATIC DISQUALIFICATION.

VENDOR QUESTION:

7.1.3 Can spec be changed to allow break force moldboard?  
RESPONSE: Spec remains as written.

VENDOR QUESTION:

7.1.7 Are tapered laser cut ribs acceptable?  
RESPONSE: Spec remains as written.

FROM:

7.1.10 **Shall be reinforced at the top and bottom edges.** Top of the moldboard to be reinforced with an integrally structural channel 3 ½ inch x 2 ½ inch x 3/8 inch. Formed not acceptable. Bottom angle of not less than 4 inch x 4 inch x ¼ inch angle gusseted.

TO:

7.1.10 **Shall be reinforced at the top and bottom edges.** Top of the moldboard to be reinforced with an integrally structural angle 3 ½ inch x 2 ½ inch x 3/8 inch. Formed not acceptable. Bottom angle of not less than 4 inch x 4 inch x ¼ inch angle gusseted.

**DELETE:**

**7.6.3 Three (3) pieces of two (2) wire hydraulic pressure hose one-quarter (1/4) inch diameter and approximately ten (10) feet long. Each hose must be equipped with:**

**7.6.3.1 One (1) quick coupler at plow end with dust caps. Prefer Snap-Tite Couplers VHN-8 Nipple Hose, VHN-8 Nipple Reverse Cylinder, VHC-8 Nipple Reverse Cylinder 90 degree fitting.**

**7.6.3.2 Two (2) crimp-type hose fittings with male JIC 370 threads. One (1) to mate with swivel and the other to mate with quick coupler.**

**7.6.3.3 One (1) JIC-370 – swivel – 90 degree elbow/male JIC 370.**

**7.6.3.4 One (1) adaptor to mate bank valve port to JIC swivel.**

**VENDOR QUESTION:**

**7.10 Is another type paint process acceptable?**

**RESPONSE:** This is a non-mandatory. A plural component epoxy primer and plural component urethane top coat system may be bid. List as exception with letter attached.

PREBID ADDENDUM NO. 1  
7012EC07

10 FOOT OR 11 FOOT POWER REVERSIBLE SNOWPLOW

CHANGES TO BIDDER'S EVALUATION REPORT:

FROM:  
CHANGE "NOTE TO BIDDER" – Last Sentence Only

FAILURE TO SUBMIT THIS REPORT, COMPLETE IN ITS ENTIRETY, MAY SUBJECT THE BIDDER TO DISQUALIFICATION.

TO:  
CHANGE "NOTE TO BIDDER" – Last Sentence Only

FAILURE TO SUBMIT THIS REPORT, COMPLETE IN ITS ENTIRETY, SHALL SUBJECT THE BIDDER TO DISQUALIFICATION.

X7.1.3 Remains as written.

X7.1.7 Remains as written

FROM:

X7.1.10 Reinforced at top and bottom edges?    YES    NO  
Top of moldboard reinforced with integrally structural channel?    YES    NO  
Size of channel:         
Bottom angle    x    x    angle gusseted

TO:

X7.1.10 Reinforced at top and bottom edges?        YES        NO  
  
Top of moldboard reinforced with integrally structural angle?        YES        NO  
  
Size of angle: \_\_\_\_\_  
  
Bottom angle:        x        x        angle gusseted

DELETE:  
X7.6.3 THROUGH AND INCLUDING X7.6.3.3

VENDOR QUESTION

Add

X7.10 Will you be using another type of paint process  YES  NO

Are you using a plural component epoxy primer and plural component urethane top coat System  YES  NO

Have you listed as an exception with letter attached  YES  no

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: 7012ECC7

Date: 12-8-11

Project Description:

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	LH JONES EQUIPMENT
Firm Address:	1825 EARL L CARE RD MORGANTOWN, WV 26505
Representative Attending:	LEN HANCOCK
Phone Number:	304 292 1307
Fax Number:	304 292 6641
Email Address:	LENO.HJONES@COM

Firm Name:	BAKER TRUCK EQUIPMENT
Firm Address:	PO BOX 482 HURRICANE WEST VIRGINIA 25526
Representative Attending:	DAVID BETTZER
Phone Number:	304-722-3814
Fax Number:	740-4537023
Email Address:	DAVID@ACE-TRUCK.NET

Firm Name:	VALK MANUFACTURING CO.
Firm Address:	66 E. MAIN ST. NEW KINGSTOWN, PA 17072
Representative Attending:	KEN KEYTON
Phone Number:	717-658-8012 (717-766-0711)
Fax Number:	717-697-6297
Email Address:	plowsales@vz1r.mfg.com

Firm Name:	Marvin Lee
Firm Address:	DOH
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	HENDERSON PRODUCTS
Firm Address:	1085 SOUTH 3 <sup>TH</sup> STREET MANCHESTER, IA 52057
Representative Attending:	BRIAN BEURY / JANET TOLAN
Phone Number:	563-927-2828
Fax Number:	563-927-2521
Email Address:	J.Tolan@henderson-products.com

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: 7012 E C07

Date: 12-8-11

Project Description:

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	MIDDLETON TRACTOR
Firm Address:	2050 Boyers Dr. Fairmont, Wv. 26554
Representative Attending:	Phillip R. Detilly
Phone Number:	304-366-4690 (Ext. 242)
Fax Number:	304-366-4698
Email Address:	phil@mddletontractor.com

Firm Name:	WEST VIRGINIA TRACTOR CO.
Firm Address:	P.O. BOX 473 CHARLESTON, WV 25322
Representative Attending:	CARY GRADY
Phone Number:	304-346-5301
Fax Number:	304-346-5305
Email Address:	cargrady@wvtr.com

Firm Name:	ROPE INC.
Firm Address:	P.O. Box 99 FALLING ROCK, WV 25099
Representative Attending:	JOE HOOVER
Phone Number:	304-548-6701
Fax Number:	304-548-7186
Email Address:	joe@ropeincorporated.com

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	FLINK COMPANY
Firm Address:	502 N. VERMILION ST. SHEATON, IL 61364
Representative Attending:	DAN PALMER
Phone Number:	815-674-5982
Fax Number:	815-672-2678
Email Address:	DANP@FLINKCO.COM

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	



PRE-BID CONFERENCE  
SIGN IN SHEET

Request for Quotation Number: 7012E007

Date: 12-8-11

Project Description: \_\_\_\_\_

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<u>WVDA</u>
Firm Address:	_____
Representative Attending:	<u>Karen Riley</u>
Phone Number:	_____
Fax Number:	_____
Email Address:	_____

Firm Name:	_____
Firm Address:	_____
Representative Attending:	_____
Phone Number:	_____
Fax Number:	_____
Email Address:	_____

Firm Name:	<u>WVDOH</u>
Firm Address:	_____
Representative Attending:	<u>Karen Poehner</u>
Phone Number:	_____
Fax Number:	_____
Email Address:	_____

Firm Name:	_____
Firm Address:	_____
Representative Attending:	_____
Phone Number:	_____
Fax Number:	_____
Email Address:	_____

Firm Name:	<u>WVDOH</u>
Firm Address:	_____
Representative Attending:	<u>Maria Lee</u>
Phone Number:	_____
Fax Number:	_____
Email Address:	_____

Firm Name:	_____
Firm Address:	_____
Representative Attending:	_____
Phone Number:	_____
Fax Number:	_____
Email Address:	_____