



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

**Solicitation**

NUMBER
6613C027

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ALAN CUMMINGS 304-558-2402

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF HIGHWAYS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
04/08/2013

BID OPENING DATE: 04/24/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 01		
				CREATED TO REISSUE SPECIFICATIONS IN ITS ENTIRETY. BID OPENING DATE AND TIME REMAIN UNCHANGED AS 04/24/13 AT 1:30 P.M.		
0001	1	TN		775-45		
				SODIUM CHLORIDE		
				***** THIS IS THE END OF RFQ 6613C027 ***** TOTAL:		

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

SOLICITATION NUMBER: 6613C027

Addendum Number: 1

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

Created to reissue specifications in its entirety. Terms and conditions pages were omitted in error.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 6613C027**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

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Company

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Authorized Signature

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Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012

**INSTRUCTIONS TO VENDORS SUBMITTING BIDS**

1. **REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.
2. **MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.
3. **PREBID MEETING:** The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening.

A **NON-MANDATORY PRE-BID** meeting will be held at the following place and time:

A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing. Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required

information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. **VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are non-binding.

Question Submission Deadline: 04/16/2013

Submit Questions to:

Alan Cummings

2019 Washington Street, East

P.O. Box 50130

Charleston, WV 25305

Fax: 304-558-3970

Email: Alan.W.Cummings@WV.Gov

5. **VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including that made at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.
6. **BID SUBMISSION:** All bids must be signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The bid delivery address is:

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

The bid should contain the information listed below on the face of the envelope or the bid may not be considered:

SEALED BID

BUYER: \_\_\_\_\_  
 SOLICITATION NO.: \_\_\_\_\_  
 BID OPENING DATE: \_\_\_\_\_  
 BID OPENING TIME: \_\_\_\_\_  
 FAX NUMBER: \_\_\_\_\_

In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus  convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE:     Technical  
                    Cost

7. **BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when time stamped by the official Purchasing Division time clock.

**Bid Opening Date and Time:**

04/24/2013 - 1:30 P.M.

**Bid Opening Location:**

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

8. **ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.
9. **BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

**GENERAL TERMS AND CONDITIONS:**

1. **CONTRACTUAL AGREEMENT:** Issuance of a Purchase Order signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.
  
2. **DEFINITIONS:** As used in this Solicitation / Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation / Contract.
  - 2.1 **"Agency"** or **"Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.
  
  - 2.2 **"Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods and services requested in the Solicitation.
  
  - 2.3 **"Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.
  
  - 2.4 **"Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.
  
  - 2.5 **"Purchase Order"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the successful bidder and Contract holder.
  
  - 2.6 **"Solicitation"** means the official solicitation published by the Purchasing Division and identified by number on the first page thereof.
  
  - 2.7 **"State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.
  
  - 2.8 **"Vendor"** or **"Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.



3. **CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

**Term Contract**

**Initial Contract Term:** This Contract becomes effective on

and extends for a period of  year(s).

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal must be submitted to the Purchasing Division Director thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to  successive one (1) year periods. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

**Reasonable Time Extension:** At the sole discretion of the Purchasing Division Director, and with approval from the Attorney General's office (Attorney General approval is as to form only), this Contract may be extended for a reasonable time after the initial Contract term or after any renewal term as may be necessary to obtain a new contract or renew this Contract. Any reasonable time extension shall not exceed twelve (12) months. Vendor may avoid a reasonable time extension by providing the Purchasing Division Director with written notice of Vendor's desire to terminate this Contract 30 days prior to the expiration of the then current term. During any reasonable time extension period, the Vendor may terminate this Contract for any reason upon giving the Purchasing Division Director 30 days written notice. Automatic extension of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases, but Attorney General approval may be required.

- Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within  days.
- One Time Purchase:** The term of this Contract shall run from the issuance of the Purchase Order until all of the goods contracted for have been delivered, but in no event shall this Contract extend for more than one fiscal year.
- Other:** See attached.

4. **NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Purchase Order will be considered notice to proceed
5. **QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.
- Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.
- Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.
- Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.
- One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.
6. **PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.
7. **EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.
8. **REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.
- BID BOND:** All Vendors shall furnish a bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

[ ] **PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of [ ]. The performance bond must be issued and received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

[ ] **LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be issued and delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

[ ] **MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

[✓] **WORKERS' COMPENSATION INSURANCE:** The apparent successful Vendor shall have appropriate workers' compensation insurance and shall provide proof thereof upon request.

[✓] **INSURANCE:** The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award:

[✓] **Commercial General Liability Insurance:**  
[ 250,000.00 ] or more.

[ ] **Builders Risk Insurance:** builders risk – all risk insurance in an amount equal to 100% of the amount of the Contract.

[ ] [ ]

[ ] [ ]

[ ] [ ]

[ ] [ ]

[ ] [ ]

The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.

**LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

**9. LITIGATION BOND:** The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

**10. ALTERNATES:** Any model, brand, or specification listed herein establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or

other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount

n/a

for n/a

This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

- 13. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part. Vendor's signature on its bid signifies acceptance of the terms and conditions contained in the Solicitation and Vendor agrees to be bound by the terms of the Contract, as reflected in the Purchase Order, upon receipt.
- 14. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee if applicable.
- 15. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.
- 16. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.
- 17. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears, to the Agency at the address on the face of the purchase order labeled "Invoice To."
- 18. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.
- 19. DELIVERY:** All quotations are considered freight on board destination ("F.O.B. destination") unless alternate shipping terms are clearly identified in the bid. Vendor's listing of shipping terms that contradict the shipping terms expressly required by this Solicitation may result in bid disqualification.
- 20. INTEREST:** Interest attributable to late payment will only be permitted if authorized by the West Virginia Code. Presently, there is no provision in the law for interest on late payments.
- 21. PREFERENCE:** Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Resident Vendor Certification form has been attached hereto to allow Vendor to apply for the preference. Vendor's

failure to submit the Resident Vendor Certification form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

- 22. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid on or after July 1, 2012, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to submission of its bid to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.
- 23. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 24. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-7.16.2.
- 25. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.
- 26. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.
- 27. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.
- 28. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendors acknowledge that they have reviewed, understand, and will comply with all applicable law.
- 29. PREVAILING WAGE:** On any contract for the construction of a public improvement, Vendor and any subcontractors utilized by Vendor shall pay a rate or rates of wages which shall not be less than the fair minimum rate or rates of wages (prevailing wage), as established by the West Virginia Division of Labor under West Virginia Code §§ 21-5A-1 et seq. and available at <http://www.sos.wv.gov/administrative-law/wagerates/Pages/default.aspx>. Vendor shall be responsible for ensuring compliance with prevailing wage requirements and determining when prevailing wage

requirements are applicable. The required contract provisions contained in West Virginia Code of State Rules § 42-7-3 are specifically incorporated herein by reference.

30. **ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.
31. **MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary, no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). **No Change shall be implemented by the Vendor until such time as the Vendor receives an approved written change order from the Purchasing Division.**
32. **WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.
33. **SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.
34. **ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.
35. **WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.
36. **STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.
37. **BANKRUPTCY:** In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

- 38. HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at <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 Covered entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the Vendor. Additionally, the HIPAA Privacy, Security, Enforcement & Breach Notification Final Omnibus Rule was published on January 25, 2013. It may be viewed online at <http://www.gpo.gov/fdsys/pkg/FR-2013-01-25/pdf/2013-01073.pdf>. Any organization, that qualifies as the Agency's Business Associate, is expected to be in compliance with this Final Rule. For those Business Associates entering into contracts with a HIPAA Covered State Agency between January 25, 2013 and the release of the 2013 WV State Agency Business Associate Agreement, or September 23, 2013 (whichever is earlier), be advised that you will be required to comply with the 2013 WV State Agency Business Associate Agreement. For those Business Associates with contracts with a HIPAA Covered State Agency executed prior to January 25, 2013, be advised that upon renewal or modification, you will be required to comply with the 2013 WV State Agency Business Associate Agreement no later than September 22, 2014.
- 39. CONFIDENTIALITY:** The Vendor agrees that it 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/default.html>.
- 40. DISCLOSURE:** Vendor's response to the Solicitation and the resulting Contract are considered public documents and will be disclosed to the public in accordance with the laws, rules, and policies governing the West Virginia Purchasing Division. Those laws include, but are not limited to, the Freedom of Information Act found in West Virginia Code § 29B-1-1 et seq.

If a Vendor considers any part of its bid to be exempt from public disclosure, Vendor must so indicate by specifically identifying the exempt information, identifying the exemption that applies, providing a detailed justification for the exemption, segregating the exempt information from the general bid information, and submitting the exempt information as part of its bid but in a segregated and clearly identifiable format. Failure to comply with the foregoing requirements will result in public disclosure of the Vendor's bid without further notice. A Vendor's act of marking all or nearly all of its bid as exempt is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor's act of marking a bid or any part thereof as "confidential" or "proprietary" is not sufficient to avoid disclosure and WILL NOT BE HONORED. In addition, a legend or other statement indicating that all or substantially all of the bid is exempt from disclosure is not sufficient to avoid disclosure and WILL NOT BE HONORED. Vendor will be required to defend any claimed exemption for nondisclosure in the event of an administrative or judicial challenge to the State's nondisclosure. Vendor must indemnify the State for any costs incurred related to any exemptions claimed by Vendor. Any questions regarding the applicability of the various public records laws should be addressed to your own legal counsel prior to bid submission.



- 41. LICENSING:** In accordance with West Virginia Code of State Rules §148-1-6.1.7, Vendor 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 agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.
- 42. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Purchase Order from any agency of the State of West Virginia, the Vendor agrees to 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 Vendor.
- 43. VENDOR CERTIFICATIONS:** By signing its bid or entering into this Contract, Vendor certifies (1) that its bid was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid for the same material, supplies, equipment or services; (2) that its bid is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this RFQ in its entirety; understands the requirements, terms and conditions, and other information contained herein. Vendor's signature on its bid also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency.

The individual signing this bid on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

- 44. PURCHASING CARD ACCEPTANCE:** The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

- 45. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting,

supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, *etc.* and the filing of all necessary documents, forms and returns pertinent to all of the foregoing. Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

- 46. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.
- 47. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.
- 48. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE:** This Contract may be utilized by and extends to other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). This Contract shall be extended to the aforementioned Other Government Entities on the same prices, terms, and conditions as those offered and agreed to in this Contract. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.
- 49. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire any interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

**50. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

- Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.
- Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.requisitions@wv.gov](mailto:purchasing.requisitions@wv.gov).

**51. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision.

The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**52. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or 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.
- b. "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 or

such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process.

The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

- a. 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
- b. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

**53. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products.

This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

**ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)**

1. **CONTRACTOR'S LICENSE:** West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor.

West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. Failure to include a contractor's license number on the bid shall result in Vendor's bid being disqualified. Vendors should include a contractor's license number in the space provided below.

**Contractor's Name:** \_\_\_\_\_

**Contractor's License No.** \_\_\_\_\_

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a purchase order/contract.

2. **DRUG-FREE WORKPLACE:** W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit at the same time an affidavit that the Vendor has a written plan for a drug-free workplace policy. To comply with this law, Vendor must either complete the enclosed drug-free workplace affidavit and submit the same with its bid or complete a similar affidavit that fulfills all of the requirements of the applicable code. Failure to submit the signed and notarized drug-free workplace affidavit, or a similar affidavit that fully complies with the requirements of the applicable code, with the bid shall result in disqualification of Vendor's bid.
3. **AIA DOCUMENTS:** All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the AIA A101-2007 and A201-2007 or the A107-2007 documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein.
4. **SUBCONTRACTOR LIST SUBMISSION:** In accordance with W. Va. Code § 5-22-1, The apparent low bidder on a contract for the construction, alteration, decoration, painting or improvement of a new or existing building or structure valued at more than \$500,000.00 shall submit a list of all subcontractors who will perform more than \$25,000.00 of work on the project including labor and materials. This provision shall not apply to any other construction projects, such as highway, mine reclamation, water or sewer projects.

- c. **Required Information.** The subcontractor list shall contain the following information:
- i. Bidder's name
  - ii. Name of each subcontractor
  - iii. License numbers as required by W. Va. Code § 21-11-1 et. seq.
  - iv. Notation that no subcontractors will be used if the bidder will perform the work
- d. **Submission.** The completed subcontractor list shall be provided to the Purchasing Division within one business day of the opening of bids for review. Failure to submit the subcontractor list within one business day after the deadline for submitting bids shall result in disqualification of the bid.
- e. **Substitution of Subcontractor.** Written approval must be obtained from the Purchasing Division before any subcontractor substitution is permitted. Substitutions are not permitted unless:
- i. The subcontractor listed in the original bid has filed for bankruptcy;
  - ii. The subcontractor in the original bid has been debarred or suspended; or
  - iii. The contractor certifies in writing that the subcontractor listed in the original bill fails, is unable, or refuses to perform his subcontract.
5. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: *Provided*, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

**ADDITIONAL TERMS AND CONDITIONS (Architectural and Engineering Contracts Only)**

1. **PLAN AND DRAWING DISTRIBUTION:** All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.
2. **PROJECT ADDENDA REQUIREMENTS:** The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda:
  - a. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications. The addendum and list shall then be forwarded to the Purchasing Division buyer by the Agency. The Purchasing Division buyer shall send the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Purchasing Division at least fourteen (14) days prior to the bid opening date.
3. **PRE-BID MEETING RESPONSIBILITIES:** The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.
4. **AIA DOCUMENTS:** Contracts for architectural and engineering services will be governed by the AIA document B101-2007, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein when procured under Chapter 5G of the West Virginia Code.
5. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: *Provided*, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Representative Name, Title)

\_\_\_\_\_  
(Phone Number)                      (Fax Number)

\_\_\_\_\_  
(Date)



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** 6613C027

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1<br><br><input type="checkbox"/> Addendum No. 2<br><br><input type="checkbox"/> Addendum No. 3<br><br><input type="checkbox"/> Addendum No. 4<br><br><input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 6<br><br><input type="checkbox"/> Addendum No. 7<br><br><input type="checkbox"/> Addendum No. 8<br><br><input type="checkbox"/> Addendum No. 9<br><br><input type="checkbox"/> Addendum No. 10 |
|---|--|

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

\_\_\_\_\_

Company

\_\_\_\_\_

Authorized Signature

\_\_\_\_\_

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

REQUEST FOR QUOTATION  
6613C027 Sodium Chloride

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**SPECIFICATIONS**

- 1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Division of Highways to establish an open-end contract for the delivery of Sodium Chloride to specific WVDOH locations and for the pickup of Sodium Chloride by WVDOH owned and/or rented trucks for use in Snow Removal and Ice Control throughout the state of West Virginia.

This contract shall become effective upon award and extends until May 31, 2014. This may or may not be a twelve (12) month contract.

- 2. DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
- 2.1 “Contract Item” or “Contract Items”** means the list of items identified in Section 3.2.
- 2.2 “Pricing Pages”** means the schedule of prices, estimated order quantity and totals attached hereto as Exhibit A and Exhibit B and used to evaluate the RFQ.
- 2.3 “RFQ”** means the official request for quotation published by the Purchasing Division and identified as 6613C027.
- 2.4 “WVDOH”** used throughout this RFQ means the West Virginia Division of Highways.
- 2.5 “Contractor” or “Vendor”** used throughout this RFQ and in any cited sections of the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted 2010, as modified by the January 1, 2011 Supplemental Specifications, the January 1, 2012 Supplemental Specifications and the January 1, 2013 Supplemental Specifications are interchangeable.
- 2.6 “Standard Specs”** used throughout this RFQ means the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted 2010, as modified by the January 1, 2011 Supplemental Specifications, the January 1, 2012 Supplemental Specifications and the January 1, 2013 Supplemental Specifications.

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**3. GENERAL REQUIREMENTS:**

- 3.1** The following sections of the Standard Specs shall apply to the administration of this contract: Sections 101, 102.4, 102.5, 105.1, 105.3, 105.4, 105.10, 105.11, 105.12, 105.13, 106.3, 106.4, 106.5, 106.6, 106.7, 106.9, 107.1, 107.2, 107.3, 107.14, 107.19, 107.20, 108.8, 109.1, 109.2 and 109.20.

A copy of these Standard Specs may be obtained from:

West Virginia Division of Highways  
Contract Administration  
Building 5, Room 722  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305  
(Phone) 304-558-2885

<http://www.transportation.wv.gov/highways/contractadmin/specifications/2010StandSpec/Pages/default.aspx>

**NOTE:** The requirements of the Standard Specs section 109.20, **PRICE ADJUSTMENT FOR LOAD LIMIT VIOLATIONS**, shall apply to all material supplied under this contract. This will include material loaded by the Vendor into WVDOH owned and/or rented trucks.

- 3.2 Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

**3.2.1 Materials:** Sodium Chloride shall conform to the requirements of ASTM D632-83 and Type I, Grade 1 and shall be delivered in bulk. Reference: the American Society for Testing and Materials, [www.astm.org](http://www.astm.org).

**3.2.2 Sampling and Testing:** Upon award of this Contract, the Vendor shall provide the WVDOH with the proposed source of supply. Acceptance shall be based on suppliers' certification of quality and gradation. This information shall be directed to:

WVDOH, Materials Division  
190 Dry Branch Road  
Charleston, WV 25306  
Phone: 304-558-3175

The WVDOH may conduct sampling and testing to verify material quality or gradation.

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4. **ACCEPTANCE AND DELIVERY GUARANTEE:** The WVDOH guarantees acceptance of 80% of the total estimated quantity awarded to an individual Vendor. However, conditions may dictate adjustment of the actual quantities delivered to specified sites. The Vendor shall guarantee delivery, as requested by the WVDOH, of 120% of the total estimated quantity award to that Vendor. Quantities purchased F.O.B. Vendor's Storage Site will not be included in the Acceptance and Delivery Guarantee. All guaranteed deliveries shall be completed prior to March 15, 2014.

EXAMPLE: The total estimated quantity on this Contract is 235,000 tons. If one Vendor is awarded 43,000 tons, the WVDOH guarantees acceptance of 34,400 tons (80%) while the same Vendor shall guarantee delivery of 51,000 tons (125%).

5. **CONTRACT AWARD:**

- 5.1 **Contract Award:** The Contract is intended to provide Agency with a purchase price on all Contract Items. All qualified responsible Vendors which meet all mandatory requirements of this contract and have submitted a valid bid for Contract Items on Pricing Pages, Exhibit A, Division's Storage Site, will be awarded a contract for those counties for which their bid is low. All qualified responsible Vendors which meet all mandatory requirements of this Contract and have submitted a valid bid for Contract Items on Pricing Pages, Exhibit B, Vendor's Storage Site will be awarded a contract for this Contract Item.

6. **PRICING PAGES:**

- 6.1 **Pricing Pages:** Vendor should complete the Pricing Pages, Exhibit A and Exhibit B by providing unit prices for Sodium Chloride, per County as requested. Vendors may bid any or all Counties on the Pricing Pages.

Vendor shall submit one bid price for a specific County which shall include all of that County's locations at one unit price per County. This shall apply to the listed Interstate and Corridor sites as well.

NOTE: An award for a County is based on the District where that County is located per the Pricing Page, Exhibit A. Although the WV Turnpike services Counties that are located in a District, the WVDOH and the WV Turnpike do not necessarily service out of the same storage sites. Example: If a Vendor is low bid for District 1, Kanawha County, that does not guarantee that the Vendor will be low bid for WV Turnpike,

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Kanawha County.

The Pricing Pages contain a list of the delivery locations, per County, per District with estimated usage quantities. Guarantee is per Section 4 of these specifications.

Notwithstanding the foregoing, the Purchasing Division may correct errors at its discretion. Vendor should type or electronically enter the information into the Pricing Pages to prevent errors in the evaluation. The Pricing Pages were created as a Microsoft Excel document and Vendor can request an electronic copy for bid purposes by sending an email request to the following address:  
[alan.w.cummings@wv.gov](mailto:alan.w.cummings@wv.gov).

**7. ORDERING AND PAYMENT:**

**7.1 Ordering:** Vendor shall accept orders by regular mail, facsimile, e-mail, or any other written forms of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Any on-line ordering system must have the capability to restrict prices and available items to conform to the Catalog originally submitted with this RFQ. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

**7.2 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**8. DELIVERY AND RETURN:**

**8.1 Delivery Time:** An Agency Release for delivery to WVDOH Storage Sites, Pricing Pages, Exhibit A, will be issued to the awarded Vendor at the time delivery is needed. There is no typical or average order size. An additional spreadsheet, Appendix A, identifies WVDOH Storage Sites providing additional site address information and on-site contact information.

When an Agency Release is issued to an awarded Vendor, from December 1, 2013 through March 15, 2014, a delivery date of four (4) working days shall be established by the WVDOH and provided on the Agency Release; however, the WVDOH shall have the option of accepting an alternative delivery schedule provided by the awarded Vendor which shall be established at the time of the

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Agency Release.

An initial delivery must be made on the established delivery date with delivery completely filled within ten (10) working days. The first day of the four (4) working days will be considered 12:01AM, the morning (working day) following the issue of the Agency Release.

No Vendor is authorized to ship, nor is the WVDOH authorized to receive materials prior to the issuance of an Agency Release.

Original delivery tickets for each delivered load to the WVDOH storage sites must be signed and retained by a WVDOH representative at the delivery location.

- 8.2 Late or Inability to Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

If delivery has not been received at the WVDOH site after five (5) working days and an alternative delivery schedule has not been established for this delivery, the WVDOH Central Office, reserves the right to cancel the Agency Release and proceed to obtain the required quantity of Sodium Chloride from an alternative economical source.

At the discretion of the WVDOH, the first alternate economical source shall be the next low bidder, if that bidder has availability; or secondly, may obtain pricing on the Open Market.

The quantity, required to fulfill the canceled Agency Release obtained through an alternate economical source, will be deducted from the awarded Vendor's 80% guaranteed minimum quantity.

If the alternate economical source chosen to fulfill this request is a Vendor which has also been awarded a Contract for other WVDOH storage sites, this quantity shall be included in that Vendor's 80% guaranteed minimum quantity.

The WVDOH reserves the right to invoice the awarded Vendor the difference in cost from that Vendor's price and the alternative economical source's price. In addition to the difference in cost, the WVDOH may include, but not limited to, any additional transportation charges associated with this delivery to fulfill the need of the cancelled Agency Release.

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- 8.4 Weighing Materials Delivered by Truck:** Material delivered by truck shall be weighted in accordance with Section 308.5 of the Standard Specs.
- 8.5 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.
- 8.6 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 8.7 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**9. MISCELLANEOUS:**

- 9.1 No Substitutions:** The Vendor shall supply only Contract Items submitted in response to the RFQ unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 9.2 Vendor Supply:** The Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, the Vendor certifies that it can supply the Contract Items contained in its bid response.
- 9.3 Reports:** The Vendor shall provide quarterly reports and annual summaries to the Agency showing the quantities of Contract Items purchased per storage

REQUEST FOR QUOTATION  
6613C027 Sodium Chloride

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site/County and the total dollar value of the Contract Items purchased. Failure to supply such reports may be grounds for cancellation of this Contract.

- 9.4 **Contract Manager:** During its performance of this Contract, the Vendor must designate and maintain a primary contract manager responsible for overseeing the Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. The Vendor should list its Contract manager and his or her contact information below.

**Contract Manager:** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Fax Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_



Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 1

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Boone	Clinton @ WV85	850		
Boone	Rock Creek	1,300		
Boone	Seth	850		
Boone	<b>Total Estimated Quantity for County</b>	<b>3,000</b>		
Clay	Widen Road & CR 11	1,300		
Clay	Maysel	450		
Clay	<b>Total Estimated Quantity for County</b>	<b>1,750</b>		
Kanawha	Chelyan	1,500		
Kanawha	Elkview	1,500		
Kanawha	North Charleston	1,500		
Kanawha	St. Albans	1,500		
Kanawha	I-64 @ Scary Creek	1,250		
Kanawha	I-64 @ Rt. 119 and Penn. Avenue	1,250		
Kanawha	I-77 @ Sissonville	1,250		
Kanawha	I-79 @ Amma	1,250		
Kanawha	Corridor G @ Alum Creek	1,250		
Kanawha	<b>Total Estimated Quantity for County</b>	<b>12,250</b>		
Mason	Pt. Pleasant	3,000		
Mason	<b>Total Estimated Quantity for County</b>	<b>3,000</b>		
Putnam	Red House	1,300		
Putnam	Hurricane @ Rt. 34	1,700		
Putnam	US 35	1,000		
Putnam	<b>Total Estimated Quantity for County</b>	<b>4,000</b>		
<b>Estimated Totals per District</b>		<b>24,000</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 2

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Cabell	Barboursville	1500		
Cabell	I-64 @ Huntington	600		
Cabell	<b>Total Estimated Quantity for County</b>	<b>2100</b>		
Lincoln	West Hamlin	1000		
Lincoln	Yawkey	800		
Lincoln	Harts	800		
Lincoln	<b>Total Estimated Quantity for County</b>	<b>2600</b>		
Logan	Corridor G @ Chapmanville	1200		
Logan	Wilkinson	1200		
Logan	Man	800		
Logan	<b>Total Estimated Quantity for County</b>	<b>3200</b>		
Mingo	Corridor G @ Miller's Creek	800		
Mingo	Mingo County @ Miller's Creek	1000		
Mingo	Gilbert	600		
Mingo	<b>Total Estimated Quantity for County</b>	<b>2400</b>		
Wayne	Pritchard	1500		
Wayne	Wayne	1500		
Wayne	Crum	600		
Wayne	<b>Total Estimated Quantity for County</b>	<b>3600</b>		
Estimated Totals per District		<b>13,900</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 3

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Calhoun	Millstone	1,500		
Calhoun	<b>Total Estimated Quantity for County</b>	<b>1,500</b>		
Jackson	Ripley	2,800		
Jackson	I-77 @ Medina	1,400		
Jackson	<b>Total Estimated Quantity for County</b>	<b>4,200</b>		
Pleasants	Belmont	1,600		
Pleasants	<b>Total Estimated Quantity for County</b>	<b>1,600</b>		
Ritchie	APD Pennsboro	1,000		
Ritchie	Ellenboro	2,200		
Ritchie	Corridor D @ Nutter Farm	400		
Ritchie	Smithville	250		
Ritchie	<b>Total Estimated Quantity for County</b>	<b>3,850</b>		
Roane	Lefthand @ WV 36	700		
Roane	Ambler Ridge @ US 119	200		
Roane	Spencer	1,400		
Roane	<b>Total Estimated Quantity for County</b>	<b>2,300</b>		
Wirt	Elizabeth	1,400		
Wirt	<b>Total Estimated Quantity for County</b>	<b>1,400</b>		
Wood	Parkersburg @ Rt. 95S	5,000		
Wood	I-77 @ Parkersburg	3,500		
Wood	Corridor D @ Riverhill	1,500		
Wood	<b>Total Estimated Quantity for County</b>	<b>10,000</b>		
Estimated Totals per District		<b>24,850</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 4

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Doddridge	Smithburg	1,500		
Doddridge	<b>Total Estimated Quantity for County</b>	<b>1,500</b>		
Harrison	Gore	3,000		
Harrison	Saltwell	700		
Harrison	I-79 @ Lost Creek	1,800		
Harrison	APD 50 @ Tunnel Hill	1,300		
Harrison	<b>Total Estimated Quantity for County</b>	<b>6,800</b>		
Marion	Fairmont	1,400		
Marion	Mannington	750		
Marion	<b>Total Estimated Quantity for County</b>	<b>2,150</b>		
Monongalia	I-79 @ Goshen Road	2,000		
Monongalia	Ridgedale	3,500		
Monongalia	Pentress	1,000		
Monongalia	<b>Total Estimated Quantity for County</b>	<b>6,500</b>		
Preston	Bruceeton Mills	4,500		
Preston	Albright	2,000		
Preston	Terra Alta	1,000		
Preston	Fellowsville	1,000		
Preston	Aurora	1,000		
Preston	I-68 @ Cooper's Rock	2,500		
Preston	<b>Total Estimated Quantity for County</b>	<b>12,000</b>		
Taylor	Fetterman/Prunytown	2,000		
Taylor	<b>Total Estimated Quantity for County</b>	<b>2,000</b>		
Estimated Totals per District		<b>30,950</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 5

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Berkeley	I-81 @ Martinsburg (0571)	1,000		
Berkeley	1867 Rock Cliff Drive (0502)	1,000		
Berkeley	I-81 @ Exit 8 (0571)	575		
Berkeley	<b>Total Estimated Quantity for County</b>	<b>2,575</b>		
Grant	Petersburg	1,200		
Grant	Mt. Storm	1,000		
Grant	Corridor H @ Knobley Road (0582)	1,500		
Grant	<b>Total Estimated Quantity for County</b>	<b>3,700</b>		
Hampshire	Romney	1,000		
Hampshire	Capon Bridge	400		
Hampshire	Slanesville	400		
Hampshire	<b>Total Estimated Quantity for County</b>	<b>1,800</b>		
Hardy	Moorefield	1,000		
Hardy	Baker	1,000		
Hardy	<b>Total Estimated Quantity for County</b>	<b>2,000</b>		
Jefferson	Charles Town (0519)	1,000		
Jefferson	Charles Town - New Shed (0564)	1,000		
Jefferson	<b>Total Estimated Quantity for County</b>	<b>2,000</b>		
Mineral	New Creek	700		
Mineral	Sky Line	1,000		
Mineral	Short Gap	600		
Mineral	District Headquarters	700		
Mineral	<b>Total Estimated Quantity for County</b>	<b>3,000</b>		
Morgan	Berkeley Springs	1,000		
Morgan	Largent	225		
Morgan	<b>Total Estimated Quantity for County</b>	<b>1,225</b>		
<b>Estimated Totals per District</b>		<b>16,300</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 6

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Brooke	Wellsburg	1500		
Brooke	Weirton	1000		
Brooke	<b>Total Estimated Quantity for County</b>	<b>2500</b>		
Hancock	New Manchester	1500		
Hancock	<b>Total Estimated Quantity for County</b>	<b>1500</b>		
Marshall	Glen Dale	2500		
Marshall	Cameron	1500		
Marshall	Sand Hill	500		
Marshall	<b>Total Estimated Quantity for County</b>	<b>4500</b>		
Ohio	Triadelphia	3000		
Ohio	I-70 @ Triadelphia	2500		
Ohio	<b>Total Estimated Quantity for County</b>	<b>5500</b>		
Tyler	Sistersville	1200		
Tyler	Centerville	1000		
Tyler	<b>Total Estimated Quantity for County</b>	<b>2200</b>		
Wetzel	New Martinsville	1000		
Wetzel	Pine Grove	800		
Wetzel	Hundred	1200		
Wetzel	<b>Total Estimated Quantity for County</b>	<b>3000</b>		
Estimated Totals per District		<b>19,200</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 7

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Barbour	Phillipi	2,500		
Barbour	Belington	2,000		
Barbour	<b>Total Estimated Quantity for County</b>	<b>4,500</b>		
Braxton	Gassaway	2,000		
Braxton	Heaters	1,400		
Braxton	I-79 @ Coon Knob	2,400		
Braxton	I-79 @ Burnsville	2,500		
Braxton	<b>Total Estimated Quantity for County</b>	<b>8,300</b>		
Gilmer	Glenville	2,000		
Gilmer	<b>Total Estimated Quantity for County</b>	<b>2,000</b>		
Lewis	Weston (Ben Dale)	2,500		
Lewis	Corridor H @ Mudlick	1,200		
Lewis	<b>Total Estimated Quantity for County</b>	<b>3,700</b>		
Upshur	Clow Lot @ Buckhannon	4,200		
Upshur	Tennerton	200		
Upshur	Kanawha Head	800		
Upshur	<b>Total Estimated Quantity for County</b>	<b>5,200</b>		
Webster	Cherry Falls	1,200		
Webster	Cowen	1,100		
Webster	Hacker Valley	600		
Webster	<b>Total Estimated Quantity for County</b>	<b>2,900</b>		
Estimated Totals per District		<b>26,600</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 8

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Pendleton	Franklin, 220 North	600		
Pendleton	Judy Gap	500		
Pendleton	Brandywine	350		
Pendleton	Onego	250		
Pendleton	Franklin, 220 South	150		
Pendleton	<b>Total Estimated Quantity for County</b>	<b>1850</b>		
Pocahontas	Marlinton	700		
Pocahontas	Seebert	500		
Pocahontas	Greenbank	400		
Pocahontas	Bartow (Thornwood)	400		
Pocahontas	Snowshoe	100		
Pocahontas	Slaty Fork	450		
Pocahontas	<b>Total Estimated Quantity for County</b>	<b>2550</b>		
Randolph	Elkins	2600		
Randolph	Harman	1200		
Randolph	Coalton	1600		
Randolph	Valley Head	900		
Randolph	Mill Creek	1400		
Randolph	Pickens	500		
Randolph	Corridor H Lot @ Elkins	800		
Randolph	<b>Total Estimated Quantity for County</b>	<b>9000</b>		
Tucker	Parsons	1000		
Tucker	Thomas	1300		
Tucker	<b>Total Estimated Quantity for County</b>	<b>2300</b>		
Estimated Totals per District		<b>15,700</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 9

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Fayette	Oak Hill	3000		
Fayette	Lookout	2000		
Fayette	Falls View	0		
Fayette	<b>Total Estimated Quantity for County</b>	<b>5000</b>		
Greenbrier	Lewisburg	1250		
Greenbrier	Crawley	1850		
Greenbrier	I-64 @ Hart's Run	1000		
Greenbrier	<b>Total Estimated Quantity for County</b>	<b>4100</b>		
Monroe	Union	1000		
Monroe	Peterstown	1000		
Monroe	<b>Total Estimated Quantity for County</b>	<b>2000</b>		
Nicholas	Summersville	2000		
Nicholas	Curtin	1500		
Nicholas	Corridor L @ Muddlety	2500		
Nicholas	<b>Total Estimated Quantity for County</b>	<b>6000</b>		
Summers	Hinton	1500		
Summers	<b>Total Estimated Quantity for County</b>	<b>1500</b>		
Estimated Totals per District		<b>18,600</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
DISTRICT 10

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
McDowell	Havaco	1,500		
McDowell	Yukon	400		
McDowell	Johnnycake Mountain	200		
McDowell	Raysele	200		
McDowell	<b>Total Estimated Quantity for County</b>	<b>2,300</b>		
Mercer	Princeton @ WV 20	4,500		
Mercer	Flat Top	1,000		
Mercer	I-77 @ Princeton	3,000		
Mercer	<b>Total Estimated Quantity for County</b>	<b>8,500</b>		
Raleigh	Skelton	5,000		
Raleigh	Bolt	2,000		
Raleigh	I-64 @ Bragg	5,000		
Raleigh	<b>Total Estimated Quantity for County</b>	<b>12,000</b>		
Wyoming	Pineville	2,000		
Wyoming	Still Run	800		
Wyoming	Hanover	100		
Wyoming	<b>Total Estimated Quantity for County</b>	<b>2,900</b>		
Estimated Totals per District		<b>25,700</b>		

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Vendor shall bid all of a County's locations at one unit price per County.  
Unit of Measure shall be PER TON for all locations.

Extended Cost is calculated by multiplying "Total Estimated Quantity for County"  
by the "Unit Cost Per Ton".

Delivery: F.O.B. WV Division of Highways Storage Site  
WV Turnpike

County	Delivery/Storage Site	Estimated Number Tons	Unit Cost Per Ton	Extended Cost
Kanawha	Chelyan	1,000		
Kanawha	Standard	3,500		
Kanawha	<b>Total Estimated Quantity for County</b>	<b>4,500</b>		
Mercer	Princeton	1,500		
Mercer	<b>Total Estimated Quantity for County</b>	<b>1,500</b>		
Raleigh	Beckley	8,500		
Raleigh	Ghent	5,000		
Raleigh	<b>Total Estimated Quantity for County</b>	<b>13,500</b>		
Estimated Totals per District		<b>19,500</b>		

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F.O.B. Vendor's Storage Site

Location of Storage Site		Cost Per Ton*

\*Bid price shall include cost of vendor loading District's trucks.

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Boone	Clinton @ WV85	WV 85 above Van Wharton, WV 25208	203 DOH Garage Road Danville, WV 25053	Keither Baisden	304-369-7809 keither.r.baisden@wv.gov
Boone	Rock Creek	203 DOH Garage Road Danville, WV 25053	203 DOH Garage Road Danville, WV 25053	Keither Baisden	304-369-7809 keither.r.baisden@wv.gov
Boone	Seth	9288 Coal River Road Seth, WV 25181	203 DOH Garage Road Danville, WV 25053	Keither Baisden	304-369-7809 keither.r.baisden@wv.gov
Clay	Widen Road & CR 11	4476 Triplett Ridge Road Clay, WV 25043	4476 Triplett Ridge Road Clay, WV 25043	Clark Samples	304-587-4241 clark.h.samples@wv.gov
Clay	Maysel	Rt 4 Maysel, WV 25133	4476 Triplett Ridge Road Clay, WV 25043	Clark Samples	304-587-4241 clark.h.samples@wv.gov
Kanawha	Chelyan	14987 MacCorkle Ave Cabin Creek, WV 25035	1334 Smith Street Charleston, WV 25301	Ronald Lawrence	304-558-3010 ronald.lawrence@wv.gov
Kanawha	Elkview	115 Frame Road Elkview, WV 25071	115 Frame Road Elkview, WV 25071	David Fisher	304-558-9155 david.c.fisher@wv.gov
Kanawha	North Charleston	2800 W. Washington Charleston, WV 25387	2800 W. Washington Charleston, WV 25387	David Harper	304-744-3050 david.w.harper@wv.gov
Kanawha	St. Albans	2334 MacCorkle Ave St Albans, WV 25177	2334 MacCorkle Ave St. Albans, WV 25177	Barbara Engelhardt	304-722-0621 barbara.j.engelhardt@wv.gov
Kanawha	I-64 @ Scary Creek	704 Winfield Road St. Albans, WV 25177	704 Winfield Road St. Albans, WV 25177	Rick Hazlewood	304-759-0713 rick.e.hazlewood@wv.gov
Kanawha	I-64 @ Rt. 119 and Penn. Avenue	2266 Pennsylvania Ave Charleston, WV 25302	2266 Pennsylvania Ave Charleston, WV 25302	Chuck Ward	304-342-2520 charles.e.ward@wv.gov
Kanawha	I-77 @ Sissonville	36 Allen Fork Road Sissonville, WV 25320	36 Allen Fork Road Sissonville, WV 25320	Stanley King	304-988-3241 stanley.w.king@wv.gov
Kanawha	I-79 @ Amma	3134 Amma Road Amma, WV 25005	3134 Amma Road Amma, WV 25005	Kenny Miller	304-565-9801 kenny.a.miller@wv.gov
Kanawha	Corridor G @ Alum Creek	401 Champion Drive South Charleston, WV 25309	401 Champion Drive South Charleston, WV 25309	Robert Atkins	304-756-3634 robert.atkins@wv.gov
Mason	Pt. Pleasant	2702 Jackson Ave Point Pleasant, WV 25550	2702 Jackson Ave Point Pleasant, WV 25550	Chris Shaffer	304-675-0853 chris.b.shaffer@wv.gov
Putnam	Red House	Route 62 Box 2 Red House, WV 25168	3526 Teays Valley Road Hurricane, WV 25526	Eddie Smithers	304-586-2023 james.e.smithers@wv.gov
Putnam	Hurricane @ Rt. 34	3256 Teays Valley Road Hurricane, WV 25526	3256 Teays Valley Road Hurricane, WV 25526	Eddie Smithers	304-586-2023 james.e.smithers@wv.gov
Putnam	US 35	US 35 Lat 38 34' 39.71"N Longitude 82 00' 54.58" W	70 Winfield Road St. Albans, WV 25177	Stephen Meeks	304-759-0713 stephen.l.meeks@wv.gov

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone #	Contact Email Address
Cabell	Barboursville	6200 Route 60 East Barboursville, WV 25504	P.O. Box 880 Huntington, WV 25712	Candis Adkins Brian Conrad	304-736-3111 304-528-5674	candis.d.adkins@wv.gov brian.conrad@wv.gov
Cabell	I-64 @ Huntington	3100 16th Street Road Huntington, WV 25704	P.O. Box 880 Huntington, WV 25712	Charlene Pullen	304-528-5669	charlene.pullen@wv.gov
Lincoln	West Hamlin	7338 State Route 10 West Hamlin, WV 25571	P.O. Box 880 Huntington, WV 25712	Rodney Snodgrass Dennis Lawson	304-528-5685 304-824-3434	rodney.a.snodgrass@wv.gov dennis.e.lawson@wv.gov
Lincoln	Yawkey	WV State Route 3 Yawkey, WV 25573	P.O. Box 880 Huntington, WV 25712	Rodney Snodgrass Dennis Lawson	304-528-5685 304-824-3434	rodney.a.snodgrass@wv.gov dennis.e.lawson@wv.gov
Lincoln	Harts	McClellan Highway WV Harts, WV 25524	P.O. Box 880 Huntington, WV 25712	Rodney Snodgrass Dennis Lawson	304-528-5685 304-824-3434	rodney.a.snodgrass@wv.gov dennis.e.lawson@wv.gov
Logan	Corridor G @ Chapmanville	8100 Old Logan Road Chapmanville, WV 25508	P.O. Box 880 Huntington, WV 25712	Kathy Wolfe Debbie Minton	304-528-5684 304-792-7031	kathy.j.wolfe@wv.gov debbie.j.minton@wv.gov
Logan	Wilkinson	127 Springfield Road Wilkinson, WV 25653	P.O. Box 880 Huntington, WV 25712	Debbie Minton Kathy Wolfe	304-792-7035 304-528-5684	kathy.j.wolfe@wv.gov debbie.j.minton@wv.gov
Logan	Man	4801 Buffalo Creek Road Amherstdale, WV 25607	P.O. Box 880 Huntington, WV 25712	Debbie Minton Kathy Wolfe	304-792-7035 304-583-2188	kathy.j.wolfe@wv.gov debbie.j.minton@wv.gov
Mingo	Corridor G @ Miller's Creek	1 Highway Garage Road Williamson, WV 25661	P.O. Box 880 Huntington, WV 25712	Justin Pinson Brenda Barger	304-528-5682 304-235-6060	justin.pinson@wv.gov brenda.k.barger@wv.gov
Mingo	Mingo County @Miller's Creek	1 Highway Garage Road Williamson, WV 25661	P.O. Box 880 Huntington, WV 25712	Justin Pinson Brenda Barger	304-235-6003 304-528-5682	justin.pinson@wv.gov brenda.k.barger@wv.gov
Mingo	Gilbert	US 52 Gilbert, WV 25621	P.O. Box 880 Huntington, WV 25712	Justin Pinson Brenda Barger	304-235-6003 304-528-5682	justin.pinson@wv.gov brenda.k.barger@wv.gov
Wayne	Pritchard	1249 Prichard Road Prichard, WV 25555	P.O. Box 880 Huntington, WV 25712	Ellen Spry Geoff Adkins	304-528-5681 304-486-5010	geoffrey.g.adkins@wv.gov
Wayne	Wayne	326 Third Street Wayne, WV 25571	P.O. Box 880 Huntington, WV 25712	Ellen Spry Geoff Adkins	304-528-5681 304-528-5681	geoffrey.g.adkins@wv.gov
Wayne	Crum	20351 Tolsia Highway Crum, WV 25669	P.O. Box 880 Huntington, WV 25712	Ellen Spry Geoff Adkins	304-528-5681 304-393-2181	geoffrey.g.adkins@wv.gov

APPENDIX A  
DISTRICT 3

Sodium Chloride  
Delivery: F.O.B. WV Division of Highways Storage Site

6613C027

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Calhoun	Millstone	7619 S. Calhoun Highway Millstone, WV 25261	7619 S. Calhoun Highway Millstone, WV 25261	Chris Carter	304-420-4710 chris.l.carter@wv.gov
Jackson	Ripley	946 Claylick Road Ripley, WV 25271	946 Claylick Road Ripley, WV 25271	Kathy White	304-372-7857 kathy.j.white@wv.gov
Jackson	I-77 @ Medina	2600 Medina Road Ravenswood, WV 26164	624 Depot Street Parkersburg, WV 26101	Brian Herdman	304-420-4610 brian.r.herdman@wv.gov
Pleasants	Belmont	WV Route 2 Belmont, WV 26134	401 2nd Street Belmont, WV 26134	Amanda Nichols	304-420-4705 amanda.l.nichols@wv.gov
Ritchie	APD Pennsboro	41 Ritchie Industrial Park Road Pennsboro, WV 26415	624 Depot Street Parkersburg, WV 26101	John Barberio	304-659-3027 john.m.barberio@wv.gov
Ritchie	Ellenboro	731 Ellenboro Road Harrisville, WV 26362	Route 1, Box 92 Harrisville, WV 26362	Sandy Armentrout	304-420-4706 sandy.j.armentrout@wv.gov
Ritchie	Corridor D @ Nutter Farm	Nutter Farm @ US 50 Cairo, WV 26337	624 Depot Street Parkersburg, WV 26101	Dave Powell	304-420-4703 david.p.powell@wv.gov
Ritchie	Smithville	#18 Main Street Smithville, WV 26178	Route 1, Box 92 Harrisville, WV 26362	Sandy Armentrout	304-420-4706 sandy.j.armentrout@wv.gov
Roane	Lefthand @ WV 36	9734 Clay Road Left Hand, WV 25251	269 Charleston Road Spencer, WV 25276	Terri Walker	304-927-0962 terri.a.walker@wv.gov
Roane	Ambler Ridge @ US 119	US 119 @ Ambler Ridge Walton, WV 25286	269 Charleston Road Spencer, WV 25276	Terri Walker	304-927-0962 terri.a.walker@wv.gov
Roane	Spencer	269 Charleston Road Spencer, WV 25276	269 Charleston Road Spencer, WV 25276	Terri Walker	304-927-0962 terri.a.walker@wv.gov
Wirt	Elizabeth	610 Schoolview Street Elizabeth, WV 26143	610 Schoolview Street Elizabeth, WV 26143	Chasity Stephens	304-420-4707 chasity.r.stephens@wv.gov
Wood	Parkersburg @ Rt. 95S	905 Lubeck Avenue Parkersburg, WV 26101	905 Lubeck Avenue Parkersburg, WV 26101	Cindy Butcher	304-420-4700 cindy.l.butcher@wv.gov
Wood	I-77 @ Parkersburg	1758 Mill Run Road Parkersburg, WV 26101	624 Depot Street Parkersburg, WV 26101	Dave Powell	304-420-4703 david.p.powell@wv.gov
Wood	Corridor D @ Riverhill	253 @ River Hill Road Washington, WV 26181	624 Depot Street Parkersburg, WV 26101	Dave Powell	304-420-4703 david.p.powell@wv.gov

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone #	Contact Email Address
Doddridge	Smithburg	Old Rt 50 Smithburg, WV 26456	PO Box 4220 Clarksburg, WV 26302	Anthony Lopez Ruth Sheets	304-627-2412 304-627-2412	anthony.l.lopez@wv.gov ruth.m.sheets@wv.gov
Harrison	Gore	Rt 20, Gore, WV 26301	PO Box 4220 Clarksburg, WV 26302	Pueblo Bianco Teresa Kirkpatrick	304-627-2140 304-627-2140	pueblo.bianco@wv.gov teresa.j.kirkpatrick@wv.gov
Harrison	Saltwell	Exit 125 of I-79, North of Clarksburg, WV 26301	PO Box 4220 Clarksburg, WV 26302	Pueblo Bianco Teresa Kirkpatrick	304-627-2140 304-627-2140	pueblo.bianco@wv.gov teresa.j.kirkpatrick@wv.gov
Harrison	I-79 @ Lost Creek	Exit 110 of I-79 Lost Creek, WV 26385	PO Box 4220 Clarksburg, WV 26302	Bob Suan Rick Nicholson	304-627-2411 304-627-2411	bob.g.suan@wv.gov ricky.g.nicholson@wv.gov
Harrison	APD 50 @ Tunnel Hill	Jct US 50 & Co Rt 50/7 Tunnel Hill, WV 26426	PO Box 4220 Clarksburg, WV 26302	Roger Grimes Robbie Wilmoth	304-627-2410 304-627-2410	roger.g.grimes@wv.gov robert.a.wilmoth@wv.gov
Marion	Fairmont	916 Country Club Road Fairmont, WV 26554	PO Box 4220 Clarksburg, WV 26302	Mike Roncone	304-367-2730	michael.j.roncone@wv.gov
Marion	Mannington	US Rt 250 Mannington, WV 26582	PO Box 4220 Clarksburg, WV 26302	Jeff Pethtel	304-986-2600	jeff.l.pethtel@wv.gov
Monongalia	I-79 @ Goshen Road	Exit 146 of I-79 Goshen Road, WV 26508	PO Box 4220 Clarksburg, WV 26302	Norm Cunningham	304-285-3145	norm.r.cunningham@wv.gov
Monongalia	Ridgedale	1510 Grafton Road Morgantown, WV 26508	PO Box 4220 Clarksburg, WV 26302	Larry Weaver	304-285-3207	larry.b.weaver@wv.gov
Monongalia	Pentress	WV Rt 7 Pentress, WV 26544	PO Box 4220 Clarksburg, WV 26302	Ron Cumpston	304-879-5275	larry.b.weaver@wv.gov
Preston	Bruceton Mills	WV Rt 26 South of Bruceton Mills, WV 26525	PO Box 4220 Clarksburg, WV 26302	Robert Denkenberger	304-379-2162	joe.p.cline@wv.gov
Preston	Albright	216 St. Joe Road Albright, WV 26519	PO Box 4220 Clarksburg, WV 26302	Joe Cline	304-329-0192	joe.p.cline@wv.gov
Preston	Terra Alta	WV Rt 7 East of Terra Alta, WV 26764	PO Box 4220 Clarksburg, WV 26302	Tom Loughry	304-789-2521	joe.p.cline@wv.gov
Preston	Fellowsville	UD 50 East of Fellowsville, WV 26444	PO Box 4220 Clarksburg, WV 26302	Sam Cline	304-892-3955	joe.p.cline@wv.gov
Preston	Aurora	US Rt 50 West of Aurora, WV 26705	PO Box 4220 Clarksburg, WV 26302	Harlin Wolfe	304-735-3311	joe.p.cline@wv.gov
Preston	I-68 @ Cooper's Rock	Exit 15 of I-68 Coopers Rock, WV 26525	PO Box 4220 Clarksburg, WV 26302	Ron Burge	304-285-3206	ronald.l.burge@wv.gov
Taylor	Fetterman/Prunytown	US 250 East of Prunytown, WV 26354	PO Box 4220 Clarksburg, WV 26302	John Corio	304-265-6110	john.r.corio@wv.gov



APPENDIX A  
DISTRICT 5

Sodium Chloride  
Delivery: F.O.B. WV Division of Highways Storage Site

6613C027

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Berkeley	I-81 @ Martinsburg	1867 Rock Cliff Drive Martinsburg, WV 25401	1867 Rock Cliff Drive Martinsburg, WV 25401	Nancy Minnick	(304) 267-0060 nancy.e.minnick@wv.gov
Berkeley	1867 Rock Cliff Drive	1867 Rock Cliff Drive Martinsburg, WV 25401	1867 Rock Cliff Drive Martinsburg, WV 25401	Nancy Minnick	(304) 267-0060 nancy.e.minnick@wv.gov
Berkeley	I-81 @ Exit 8	Behind Park n Ride Exit 8 South Bound 25401	1867 Rock Cliff Drive Martinsburg, WV 25401	Nancy Minnick	(304) 267-0060 nancy.e.minnick@wv.gov
Grant	Petersburg	H.C. 59, Box 245 (Rt. 28) Petersburg, WV 26847	H.C. 59, Box 245 Petersburg, WV 26847	Glenna Lott	(304) 257-4455 glenna.d.lott@wv.gov
Grant	Mt. Storm	Corner of WV 42 & Rt. 50 Mt. Storm, WV 26739	H.C. 59, Box 245 Petersburg, WV 26847	Glenna Lott	(304) 257-4455 glenna.d.lott@wv.gov
Grant	Corridor H @ Knobley Road	US Rt. 48 (off of Corridor H) Maysville, WV 26833	2104 State Rt. 55 Moorefield, WV 26836	Donna Eye	(304) 434-2525 donna.k.eye@wv.gov
Hampshire	Romney	H. C. 64, Box 232 (Jersey Mtn. Road) Romney, WV 26757	H.C. 64, Box 232 Romney, WV 26847	Julie Greene	(304) 822-4167 julie.g.greene@wv.gov
Hampshire	Capon Bridge	Rt. 50 Capon Bridge, WV 26711	H.C. 64, Box 232 Romney, WV 26847	Julie Greene	(304) 822-4167 julie.g.greene@wv.gov
Hampshire	Slanesville	Rt. 29 Slanesville, WV 25444	H.C. 64, Box 232 Romney, WV 26847	Julie Greene	(304) 822-4167 julie.g.greene@wv.gov
Hardy	Moorefield	2104 State Rt. 55 Moorefield, WV 26836	2104 State Rt. 55 Moorefield, WV 26836	Donna Eye	(304) 434-2525 donna.k.eye@wv.gov
Hardy	Baker	Co. Rt. 29 Baker, WV 26801	2104 State Rt. 55 Moorefield, WV 26836	Donna Eye	(304) 434-2525 donna.k.eye@wv.gov
Jefferson	Charles Town	1301 Leetown Pike Kearneysville, WV 25430	1301 Leetown Pike Kearneysville, WV 25430	Kevin Dodson	(304) 725-5821 kevin.m.dodson@wv.gov
Jefferson	Charles Town - New Shed	1301 Leetown Pike (on same lot as above) Kearneysville, WV 25430	1301 Leetown Pike Kearneysville, WV 25430	Kevin Dodson	(304) 725-5821 kevin.m.dodson@wv.gov
Mineral	New Creek	H.C. 72, Box 72AA (US Rt. 50) New Creek, WV 26743	H.C. 72, Box 72AA New Creek, WV 26743	Jessica Agnew	(304) 788-1221 jessica.d.agnew@wv.gov
Mineral	Sky Line	Rt. 42 Elk Garden, WV 26717	H.C. 72, Box 72AA New Creek, WV 26743	Jessica Agnew	(304) 788-1221 jessica.d.agnew@wv.gov
Mineral	Short Gap	Rt. 28 Ridgeley, WV 26753	H.C. 72, Box 72AA New Creek, WV 26743	Jessica Agnew	(304) 788-1221 jessica.d.agnew@wv.gov
Mineral	District Headquarters	US Rt. 50 Burlington, WV 26710	P.O. Box 99 Burlington, WV 26710	Jim Wolford	(304) 289-2261 jim.d.wolford@wv.gov
Morgan	Berkeley Springs	166 DOH Lane (off of US 522) Berkeley Springs, WV 25411	166 DOH Lane Berkeley Springs, WV 25411	Trish Starliper	(304) 258-2578 patricia.a.starliper@wv.gov
Morgan	Largent	Rt. 9 Great Cacapon, WV 25422	166 DOH Lane Berkeley Springs, WV 25411	Trish Starliper	(304) 258-2578 patricia.a.starliper@wv.gov

APPENDIX A  
DISTRICT 6

Sodium Chloride  
Delivery: F.O.B. WV Division of Highways Storage Site

6613C027

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Brooke	Wellsburg	WV Route 2, Box 615 Wellsburg, WV 26070	WV Route 2, Box 615 Wellsburg, WV	Beth Green	304-238-1199 beth.a.green@wv.gov
Brooke	Weirton	1225 Rice Road Weirton, WV 26062	WV Route 2, Box 615 Wellsburg, WV 26070	Beth Green	304-238-1199 beth.a.green@wv.gov
Hancock	New Manchester	1936 Veterans Blvd New Cumberland, WV 26047	1936 Veterans Blvd New Cumberland, WV	Melissa Parmenter	304-238-1200 melissa.r.parmenter@wv.gov
Marshall	Glen Dale	100 Wheeling Avenue Glen Dale, WV 26038	100 Wheeling Avenue Glen Dale, WV	Theron Jacobs	304-843-4055 theron.n.jacobs@wv.gov
Marshall	Cameron	33 Courtright Lane Cameron, WV 26033	100 Wheeling Avenue Glen Dale, WV 26038	Theron Jacobs	304-843-4055 theron.n.jacobs@wv.gov
Ohio	Triadelphia	3870 National Road Triadelphia, WV 26059	3870 National Road Triadelphia, WV	Sue Toland	304-238-1202 sue.d.toland@wv.gov
Ohio	I-70 @ Triadelphia	566 Woodland Acres Road Wheeling, WV 26003	3870 National Road Triadelphia, WV	Dave Millhouse	304-238-1065 david.a.millhouse@wv.gov
Tyler	Sistersville	730 Tyler Highway Sistersville, WV 26175	730 Tyler Highway Sistersville, WV	Thelma Deaton	304-843-4057 thelma.f.deaton@wv.gov
Tyler	Centerville	4901 Middle Island Road Alma, WV 26320	730 Tyler Highway Sistersville, WV	Thelma Deaton	304-843-4057 thelma.f.deaton@wv.gov
Wetzel	New Martinsville	N. State Route 2, Box 641 New Martinsville, WV 26155	N. State Route 2, Box 641 New Martinsville, WV	Donna Palmer	304-843-4058 donna.l.palmer@wv.gov
Wetzel	Pine Grove	WV 20, MP 17.14 Pine Grove, WV 26419	N. State Route 2, Box 641 New Martinsville, WV	Dave Sivert	304-889-3251 david.k.sivert@wv.gov
Wetzel	Hundred	US 250, MP 3.00 Hundred, WV 26575	N. State Route 2, Box 641 New Martinsville, WV	Mark Poe	304-775-5240 mark.d.poe@wv.gov

APPENDIX A  
DISTRICT 7

Sodium Chloride  
Delivery: F.O.B. WV Division of Highways Storage Site

6613C027

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Barbour	Phillipi	1251 Buckhannon Road Phillipi, WV 26416	PO Box 1228 Weston, WV 26452	Jacqueline Haddix	304-457-1597 jacqueline.m.haddix@wv.gov
Barbour	Belington	248 Dunham Cut Road Belington, WV 26250	PO Box 1228 Weston, WV 26452	Jacqueline Haddix	304-457-1597 jacqueline.m.haddix@wv.gov
Braxton	Gassaway	1001 State Street Gassaway, WV 26624	PO Box 1228 Weston, WV 26452	Dale McCoy	304-364-5238 dale.r.mccoy@wv.gov
Braxton	Heaters	Route 19 North of Heaters Heaters, WV 26627	PO Box 1228 Weston, WV 26452	Dale McCoy	304-364-5238 dale.r.mccoy@wv.gov
Braxton	I-79 @ Coon Knob	51 Appalachian Highway Sutton, WV 26601	PO Box 1228 Weston, WV 26452	Charles Armstead	304-364-8440 charles.g.armstead@wv.gov
Braxton	I-79 @ Burnsville	Route 1, Box 435 Burnsville, WV 26335	PO Box 1228 Weston, WV 26452	Roger Balsler	304-863-2454 roger.l.balsler@wv.gov
Gilmer	Glenville	3531 US 33, East Glenville, WV 26351	PO Box 1228 Weston, WV 26452	Cathy Shackelford	304-462-7325 cathy.a.shackelford@wv.gov
Lewis	Weston (Ben Dale)	937 US 19, South Weston, WV 26452	PO Box 1228 Weston, WV 26452	Gaylene Hacker	304-269-0470 e.gaylene.hacker@wv.gov
Lewis	Corridor H @ Mudlick	309 Mud Lick Road Weston, WV 26452	PO Box 1228 Weston, WV 26452	Harley Smith	304-473-4304 harley.d.smith@wv.gov
Upshur	Clow Lot @ Buckhannon	Route 10, Box 391C Buckhannon, WV 26201	PO Box 1228 Weston, WV 26452	Aleece Williams	304-473-4225 c.aleece.williams@wv.gov
Upshur	Tennerton	Route 20 South Buckhannon, WV 26201	PO Box 1228 Weston, WV 26452	Aleece Williams	304-473-4225 c.aleece.williams@wv.gov
Upshur	Kanawha Head	Route 20 Kanawha Head, WV 26228	PO Box 1228 Weston, WV 26452	Aleece Williams	304-473-4225 c.aleece.williams@wv.gov
Webster	Cherry Falls	808 Point Mountain Road Webster Springs, WV 26288	PO Box 1228 Weston, WV 26452	Theresa Gibson	304-847-2114 theresa.j.gibson@wv.gov
Webster	Cowen	6402 Webster Road Cowen, WV 26206	PO Box 1228 Weston, WV 26452	Theresa Gibson	304-847-2114 theresa.j.gibson@wv.gov
Webster	Hacker Valley	56 Pickens Grade Road Hacker Valley WV 26222	PO Box 1228 Weston, WV 26452	Theresa Gibson	304-847-2114 theresa.j.gibson@wv.gov

APPENDIX A  
DISTRICT 8

Sodium Chloride  
Delivery: F.O.B. WV Division of Highways Storage Site

6613C027

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Pendleton	Franklin, 220 North	3153 Petersburg Pike Franklin, WV 26807	PO Box 1516 Elkins, WV 26241	Darell Warner	(304) 358-2215 darell.h.warner@wv.gov
Pendleton	Judy Gap	12795 Mountaineer Drive US 33, Riverton, WV 26814	PO Box 1516 Elkins, WV	Darell Warner	(304) 358-2215 darell.h.warner@wv.gov
Pendleton	Brandywine	12211 Blue Gray Trail CR 21, Brandywine, WV 26802	PO Box 1516 Elkins, WV	Darell Warner	(304) 358-2215 darell.h.warner@wv.gov
Pendleton	Onego	3354 Allegheny Drive US 33, Seneca Rocks, WV 26884	PO Box 1516 Elkins, WV	Darell Warner	(304) 358-2215 darell.h.warner@wv.gov
Pendleton	Franklin, 220 South	6591 Upper South Branch Road Franklin, WV 26807	PO Box 1516 Elkins, WV 26241	Darell Warner	(304) 358-2215 darell.h.warner@wv.gov
Pocahontas	Marlinton	US 219 Marlinton, WV 24954	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Pocahontas	Seebert	CR 27 Seebert, WV 24946	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Pocahontas	Greenbank	WV 28 Green Bank, WV 24944	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Pocahontas	Bartow (Thornwood)	WV 28 Bartow, WV 24920	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Pocahontas	Snowshoe	CR 9/3 Snowshoe, WV 26209	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Pocahontas	Slaty Fork	US 219 Slaty Fork, WV 26291	PO Box 1516 Elkins, WV 26241	Sam McPaters	(304) 799-4867 samuel.c.mcpaters@wv.gov
Randolph	Elkins	108 Beverly Pike Elkins, WV 26241	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Harman	US 33 Harman, WV 26241	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Coalton	CR 53 Coalton, WV 26257	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Valley Head	WV 15 Valley Head, WV 26294	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Mill Creek	US 219 Mill Creek, WV 26280	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Pickens	CR 45 Pickens, WV 26230	PO Box 1516 Elkins, WV 26241	Raymond Yeager	(304) 637-0266 raymond.w.yeager@wv.gov
Randolph	Corridor H Lot @ Elkins	US 219 North Elkins, WV 26241	PO Box 1516 Elkins, WV 26241	Barry Gardner	(304) 637-0220 lewis.b.gardner@wv.gov
Tucker	Parsons	9209 Seneca Trail Parsons, WV 26287	PO Box 1516 Elkins, WV 26241	Bob Cooper	(304) 478-2304 robert.b.cooper@wv.gov
Tucker	Thomas	WV 32 Thomas, WV 26292	PO Box 1516 Elkins, WV 26241	Bob Cooper	(304) 478-2304 robert.b.cooper@wv.gov

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
Fayette	Oak Hill	1885 East Main Street, WV 16 Oak Hill, WV 25901	146 Stonehouse Road Lewisburg, 24901	Danny Hypes	304-256-6940 danny.h.hypes@wv.gov
Fayette	Lookout	Junction, Co. Rt. 11 US 60 on Co 11 Lookout, WV 25868	146 Stonehouse Road Lewisburg, 24901	Larry Bragg	304-574-0373 danny.h.hypes@wv.gov
Fayette	Falls View	5727 Midland Trail Falls View, WV 25040	146 Stonehouse Road Lewisburg, 24901	Steve Neil	304-779-2860 steven.b.neil@wv.gov
Greenbrier	Lewisburg	700 N Jefferson Street, US 219 Lewisburg, WV 24901	146 Stonehouse Road Lewisburg, 24901	Nancy Matheney	304-647-7465 nancy.a.matheney@wv.gov
Greenbrier	Crawley	14971 Midland Trail / West, US 60 Crawley, WV 24931	146 Stonehouse Road Lewisburg, 24901	Rick Viers	304-392-6712 richard.a.viers@wv.gov
Greenbrier	I-64 @ Hart's Run	297 John Bowling Jr Lane, Exit 175 off I-64 Caldwell, WV 24925	146 Stonehouse Road Lewisburg, 24901	Steve Hawkins	304-536-1472 steven.j.hawkins@wv.gov
Monroe	Union	875 Sweet Spgs Valley Road, WV 3 Union, WV 24983	146 Stonehouse Road Lewisburg, 24901	Greg Sibold	304-772-3037 william.g.sibold@wv.gov
Monroe	Peterstown	511 Ballard Red Sulphur Parkway, WV 12 Peterstown, WV 24963	146 Stonehouse Road Lewisburg, 24901	Elwin Dillon	304-753-9778 william.g.sibold@wv.gov
Nicholas	Summersville	777 Turnpike Road, WV 39 Summersville, WV 26651	146 Stonehouse Road Lewisburg, 24901	John Jarrell Sr	304-872-0811 john.c.jarrell@wv.gov
Nicholas	Curtin	8238 Richwood Road, WV 20 Curtin, WV 26205	146 Stonehouse Road Lewisburg, 24901	Scott Robinson	304-846-9501 dana.s.robinson@wv.gov
Nicholas	Corridor L @ Muddlety	50 State Garage Road, US 19 Summersville, WV 26651	146 Stonehouse Road Lewisburg, 24901	Charles Reel	304-872-0823 charles.j.reel@wv.gov
Summers	Hinton	WV 12 5 mi SE 1.3 mi S, WV 3 Hinton, WV 25951	146 Stonehouse Road Lewisburg, 24901	Bill Lilly	304-466-2802 billy.j.lilly@wv.gov

STORAGE SITE ADDRESSES AND CONTACT INFORMATION

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Contact Phone Number Contact Email Address
McDowell	Havaco	100 Headquarters Lane Havaco, WV 24801	270 Hardwood Lane Princeton, WV 24740	Arlie Matney	304-436-6896 arlie.e.matney@wv.gov
McDowell	Yukon	383 Marshall Highway Yukon, WV 24892	270 Hardwood Lane Princeton, WV 24740	Leonard Cooper	304-875-3846 leonard.p.cooper@wv.gov
McDowell	Johnnycake Mountain	72 Coal Heritage Rd Johnny Cake, WV 24844	270 Hardwood Lane Princeton, WV 24740	Robert Ortiz	304-938-5308
McDowell	Raysel	N 37.3461 W 81.7791 Raysel, WV 24879	270 Hardwood Lane Princeton, WV 24740	Leonard Cooper	304-875-3846 leonard.p.cooper@wv.gov
Mercer	Princeton @ WV 20	454 New Hope Rd Princeton, WV 24740	270 Hardwood Lane Princeton, WV 24740	Mike McMillion	304-425-2782 mike.r.mcmillion@wv.gov
Mercer	Flat Top	21585 Beckley Road Flat Top, WV 25841	270 Hardwood Lane Princeton, WV 24740	Floyd Ricks	304-787-3311 floyd.e.ricks@wv.gov
Mercer	I-77 @ Princeton	320 Ambrose Lane Princeton, WV 24740	270 Hardwood Lane Princeton, WV 24740	Choskie Harmon	304-487-5280 choskie.a.harmon@wv.gov
Raleigh	Skelton	379 Market Road Beckley, WV 25801	270 Hardwood Lane Princeton, WV 24740	James Dalton	304-256-6830 james.h.dalton@wv.gov
Raleigh	Bolt	2314 Bolt Road Bolt, WV 25817	270 Hardwood Lane Princeton, WV 24740	Roger Fisher	304-934-5833 roger.l.fisher@wv.gov
Raleigh	I-64 @ Bragg	200 Samaritan Drive Shady Spring, WV 25918	270 Hardwood Lane Princeton, WV 24740	Joe Adkins	304-763-5312 r.joe.adkins@wv.gov
Wyoming	Pineville	1409 Bearhole Rd (WV 97) Pineville, WV 24874	270 Hardwood Lane Princeton, WV 24740	Dave Cox	304-732-7280 james.d.cox@wv.gov
Wyoming	Still Run	9390 River Road Still Run, WV 25882	270 Hardwood Lane Princeton, WV 24740	William Talbert	304-294-4123
Wyoming	Hanover	2959 US 52 Hanover, WV 24839	270 Hardwood Lane Princeton, WV 24740	Dave Green	304-664-8281

APPENDIX A  
WV TURNPIKE

Sodium Chloride  
Delivery: F.O.B. WV Turnpike Storage Site

6613C027

**STORAGE SITE ADDRESSES AND CONTACT INFORMATION**

County	Delivery/Storage Site	Storage Site Physical Address	Bill-to Address	Storage Site Contact Name	Storage Site Contact Phone #
Kanawha	Chelyan	Slaughters Creek Rd. at Rt. 61 Chelyan, WV 25335	<p>All Invoices sent to: Judia Purdue, Finance Department WV Parkways Authority P. O. Box 1469 Charleston, WV 25325</p>	Kevin McLaughlin	304-640-8611
Kanawha	Standard	6951 Paint Creek Rd. Standard, WV 25136		Kevin McLaughlin	304-640-8611
Mercer	Princeton	297 Ambrose Lan Princeton, WV 24740		Kevin McLaughlin	304-640-8611
Raleigh	Beckley	201 Pikeview Dr. Beckley, WV 25801		Kevin McLaughlin	304-640-8611
Raleigh	Ghent	Odd Road at I-77 Ghent, WV 25843		Kevin McLaughlin	304-640-8611

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 preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked: Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules. Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: \_\_\_\_\_ Signed: \_\_\_\_\_
Date: \_\_\_\_\_ Title: \_\_\_\_\_



RFQ No. 66130027

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**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** \_\_\_\_\_

*Purchasing Affidavit (Revised 07/01/2012)*

**NOTE:**

**Vendor and Notary's date must be the same.**

**Notary required to AFFIX SEAL on Purchasing Affidavit**