



**COMMONWEALTH OF VIRGINIA
DIVISION OF PURCHASES AND SUPPLY
PO BOX 1199
RICHMOND, VA 23218-1199**

CONTRACT # E194-669

CONTRACT EXTENSION

1. DATE March 27, 2013
2. CONTRACT TITLE Ice Machines, Non-CFC, Energy Star Rated
3. PREVIOUS CONTRACT NO. E194-669
4. CONTRACT PERIOD April 1, 2013 through September 30, 2013
5. AUTHORIZED USERS MANDATORY - State Agencies
OPTIONAL - Other public bodies
6. CONTRACTOR Crystal Ice Company, Inc.
7. CONTRACTOR CONTACT Ms. Teri Bruffey, (804) 673-0888
8. TERMS Net 30 Days
9. DELIVERY 14 Calendar Days ARO
10. MINIMUM ORDER One Unit
11. FOR FURTHER CONTRACT INFORMATION CONTACT: Sharita L. Bryant, CPPB, VCO, VCA
sharita.bryant@dgs.virginia.gov
804-786-3897
12. Additional copies of contracts may be viewed and printed at the DPS website: www.eva.virginia.gov
13. NOTICE TO ALL STATE AGENCIES: This contract is the result of a competitive bid program and its use is mandatory for all State Agencies in the purchase of any commodity listed herein. If the commodity or services available under this contract cannot be used by an agency, a request to purchase other goods or services of a similar nature shall be submitted to the appropriate DGS/DPS contract/purchase officer for approval. A complete and factual written justification is necessary to support the request. Refer to Section 13.7a of the Agency Procurement and Surplus Property Manual.
14. NOTE: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, §2.2-4343, or against a bidder or offeror because of race, religion, color, sex national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

Contractor Information

Contractor	Crystal Ice Company, Inc.
Contractor Address	P.O. Box 2948 Richmond, VA 23228
Contractor eVA ID Number	C12957
Contractor Contact Name	Ms. Teri Bruffey (804) 673-0888 teribruffey@yahoo.com

Contract Instructions

1. If this is a mandatory use contract as indicated on page one of this notice and the commodity or services available under this contract cannot be used by an agency, a request to purchase other goods or services of a similar nature shall be submitted to the appropriate DGS/DPS contract/purchase officer for approval. A complete and factual written justification is necessary to support the request. Refer to Section 13.7 of the *Agency Procurement and Surplus Property Manual*.
 2. Unless otherwise instructed by the Division of Purchases and Supply, all departments, institutions and agencies of the Commonwealth of Virginia shall order items listed by issuing orders through eVA.
 3. If this contract is authorized for use by localities, Virginia cities, counties, towns and political subdivisions may use this contract if the orders are placed through eVA.
 4. When placing an eVA non-catalog order, each line of the requisition must be identified with the contract item number, the contract item description and the contract number. The contract number should be inserted in the contract number field.
 5. Inspection on delivery and approval of vendor's invoice is the responsibility of the receiving entity.
 6. Any complaint as to quality, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported by the contract user directly to the contractor, with a copy provided to the Division of Purchases and Supply. Preprinted forms (DGS-41-024), by which to facilitate the notification of the contractor and this office of complaints, are available from the Division of Purchases and Supply (804-786-4634). The electronic version may be downloaded from the internet at the following link: <http://eva.virginia.gov/learn-about-eva/files/VendorComplaintForm.doc>
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Commodity Information

120V Machines

Electrical Requirements: Unless otherwise specified, ice machines shall operate on a nominal 120 volt, 60 hertz (Hz), 1-phase power source. All motors shall be equipped with thermal overload protection.

Item No. 1

(Item No. 1 from Previous Contract E194-669-10)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **225** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **130** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0530MA-1B / #B330P

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

net price of refrigerant for initial charge: \$ -0-

amount of additional refrigerant required for ten years use: \$ -0-

Net delivered price bin: \$ 781.66

Total: \$3,019.51 ea.

Options:

water cooled machine \$2,237.85 ea.

add for stainless steel exterior finish \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>	or	<u>Stainless Steel Finish</u>
B530P	\$ 849.77		
B530S			\$1,197.65

Plus Options listing below.

Item No. 2

(Item No. 2 from Previous Contract E194-669-10)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **275** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **250** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0530MA-1B / #B330P

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

Net price of refrigerant for initial charge: \$ -0-

Amount of additional refrigerant required for ten years use: \$ -0-

Net delivered price bin: \$781.66

Total: \$3,019.51

Options:

water cooled machine \$2,237.85 ea.

Add for stainless steel exterior finish \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>	or	<u>Stainless Steel Finish</u>
<u>B530P</u>	<u>\$ 849.77</u>		
<u>B530S</u>			<u>\$1,197.65</u>

Plus Options listing below.

Item No. 3

(Item No. 3 from Previous Contract E194-669-10)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **325** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **300** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0530MA-1B / #B530P

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

net price of refrigerant for initial charge:: \$ -0-

amount of additional refrigerant required for ten years use: \$ -0-

net delivered price bin: \$ 849.77

Total: \$3,087.62 ea.

Options:

water cooled machine \$2,237.85 ea.

add for stainless steel exterior finish \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>	or	<u>Stainless Steel Finish</u>
<u>B530S</u>			<u>\$1,197.65</u>

Plus Options listing below.

Item No. 4

(Item No. 4 from Previous Contract E194-669-10)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **400** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **350** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0530MA-1B / #B530P

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

net price of refrigerant for initial charge: \$ -0-

amount of additional refrigerant required for ten years use: \$ -0-

net delivered price bin: \$ 849.77

Total: \$3,087.62 ea.

Options:

water cooled machine \$2,237.85 ea.

add for stainless steel exterior finish \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>	or	<u>Stainless Steel Finish</u>
<u>B530S</u>			<u>\$1,197.65</u>
<u>B948S</u>			<u>\$1,191.95</u>
<u>BH1100SS</u>			<u>\$3,401.32</u>
<u>BH1600SS</u>			<u>\$3,988.74</u>

Plus Options listing below.

ITEM #1 – 4 – OPTIONS AND ACCESSORIES

#PFS11CT complete water filter system w/cartridge	\$ 153.99
#PFS10B5S replacement cartridge for above EACH	\$ 67.31
#PFS10B5S/12 replacement cartridges for above CASE of 12	\$ 678.68
#KHOLDER ice scoop holder (hangs on bin)	\$ 62.97
INSTALLATION – Customer to supply within 6 feet of installation site: Applicable dedicated wall socket, water supply, and floor drain.	\$ 484.78
-If floor drain not available, install near sink and ADD for drain pump	\$ 171.10
-If backflow valve required, ADD for brass backflow valve	\$ 136.88
-If ball valve shutoff is required, ADD for shutoff valve	\$ 74.15
#KBC20 Caster kit, raises unit 4 7/16”	\$ 266.45
#KBC8 Caster kit, raises unit 9.75”	\$ 585.83
#KLP4 heavy duty leg kit, 6”	\$ 353.14
#KLP7 flanged leg kit, 6”	\$ 111.32
#BGS10 EZ Bagger (fits most bins)	\$ 426.13
#KSEALER tape sealer for above	\$ 222.65
#KTAPE replacement tape for bagger and sealer above	\$ 24.63
#KBAG 1000 count case ice bags	\$ 184.33
#ID200B/KTB44 counter top dispenser for ice maker head	\$ 2,700.42
#ID250B/KTB44 counter top dispenser for ice maker head	\$ 3,641.40
#IOBDM floor stand for counter top dispensers above	\$ 935.31

#KWGFID water glass filler kit, field installed, for dispensers above	\$ 242.40
#KVS Vari-smart ice level control, programmable	\$ 196.19
#KSB smart board stores additional operational data for diagnostics	\$ 436.18
#KSB-N smart board with network connections	\$ 570.31
#KSL smart lock remote lockout	\$ 375.04
#ERC311 remote condensing unit for ice maker head	\$ 1,224.56
#RTE10 Ten foot line set for remote condensing unit	\$ 218.10
#RTE25 Twenty-five foot line set for remote condensing unit	\$ 295.66
#RTE40 Forty foot line set for remote condensing unit	\$ 353.14
#RTE75 Seventy-five foot line set for remote condensing unit	\$ 512.82
#KTE4 Tube end kit (contains 4 quick connect fitting for any RTE)	\$ 117.71
#KTPS-SM tamper proof screw kit and tool to convert 1 30" head	\$ 144.87
#KTPS-BIN tamper proof screw kit and tool convert 1 bin	\$ 115.89
#CU0515GA-1A self-contained unit 66# production/24# storage	\$1,586.10
#CU1526MA-1A self-contained unit 115# production/80# storage	\$1,697.91
#CU2026MA-1A self-contained unit 155# production/80# storage	\$1,908.06
#CU3030MA-1A self-contained unit 210# production/110# storage	\$2,244.45
#C0330MA-1B /B330P modular ice maker with bin production 280#/ storage 270#	\$2,710.91

Item No. 5

(Item No. 8 from Previous Contract E194-669-10)

DISPENSER TYPE automatic ice making machine, batch type, modular or self-contained, to produce **225** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **100** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0530MA-1B / #HD30B

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

net price of refrigerant for initial charge:: \$ -0-

amount of additional refrigerant required for ten years use: \$ -0-

net delivered price dispenser: \$2,571.40

Total: \$4,809.25ea.

Options:

water cooled machine \$2,237.85 ea.

add for stainless steel exterior finish: \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>
Field-installed water glass filler	<u>\$251.85</u>
PFS11CT water filter	<u>\$153.99</u>

Plus Options listing below.

Item No. 6

(Item No. 9 from Previous Contract E194-669-10)

DISPENSER TYPE automatic ice making machine, batch type, modular or self-contained, to produce **325** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **100** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: **C0530MA-1B / #HD30B**

Model ID of air-cooled compressor: Tecumseh AK170AT-048-C4L hp rating: .75

rated production capacity per 24 hrs: **Q_{OFD}** 400 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 6.4 kwh/100 lbs. ice

rated water consumption: "**w₁₀₀**" = 18.8 gallons/100# ice

Net delivered price machine only: \$2,237.85 ea.

net price of refrigerant for initial charge:: \$ -0-

amount of additional refrigerant required for ten years use: \$ -0-

net delivered price dispenser: \$2,571.40

Total: \$4,809.25 ea.

Options:

water cooled machine \$2,237.85 ea.

add for stainless steel exterior finish \$ -0-

Add or Deduct for Other Bin Sizes Available:

<u>Bin Size and Model No.</u>	<u>Painted Finish</u>
Field-installed water glass filler	<u>\$251.85</u>
PFS11CT water filter	<u>\$153.99</u>

Plus Options listing below.

ITEMS #5 – 6 – OPTIONS AND ACCESSORIES

#PFS11CT complete water filter system w/cartridge	\$ 153.99
#PFS10B5S replacement cartridge for above EACH	\$ 67.31
#PFS10B5S/12 replacement cartridges for above CASE of 12	\$ 678.68
INSTALLATION – Customer to supply within 6 feet of installation site: Applicable dedicated wall socket, water supply, and floor drain.	\$484.77
-If floor drain not available, install near sink and ADD for drain pump	\$ 171.10
-If backflow valve required, ADD for brass backflow valve	\$ 136.88
-If ball valve shutoff is required, ADD for shutoff valve	\$ 74.15
#KBC20 Caster kit, raises unit 4 7/16”	\$ 266.45

#KBC8 Caster kit, raises unit 9.75”	\$ 585.83
#KLP4 heavy duty leg kit, 6”	\$ 353.14
#KLP7 flanged leg kit, 6”	\$ 111.32
#KBAG 1000 count case ice bags	\$ 426.13
#KWGFID water glass filler kit, field installed, for dispensers above	\$ 251.85
#KVS Vari-smart ice level control, programmable	\$ 196.19
#KSB smart board stores additional operational data for diagnostics	\$ 436.18
#KSB-N smart board with network connections	\$ 570.31
#KSL smart lock remote lockout	\$ 375.04
#ERC311 remote condensing unit for ice maker head	\$ 1,224.56
#RTE10 Ten foot line set for remote condensing unit	\$ 218.10
#RTE25 Twenty-five foot line set for remote condensing unit	\$ 295.66
#RTE40 Forty foot line set for remote condensing unit	\$ 353.14
#RTE75 Seventy-five foot line set for remote condensing unit	\$ 512.82
#KTE4 Tube end kit (contains 4 quick connect fitting for any RTE)	\$ 117.72
#KTPS-SM tamper proof screw kit and tool to convert 1 30” head	\$ 144.87
#KTPS-BIN tamper proof screw kit and tool convert 1 bin	\$ 115.89

220V Machines

Electrical Requirements: Electrical motors over 3/4 horsepower shall operate on a nominal 120-vac or between 208-vac and 240-vac, 60-Hz, 1-phase or 3-phase, two wire or three wire power source. All motors shall be equipped with thermal overload protection on each phase.

Item No. 7

(Item No. 2 from Previous Contract 7404508-09)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **275** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **250** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0830MA-32A with Bin #B330P

Model ID of air-cooled compressor: Copeland hp rating: 1.5

rated production capacity per 24 hrs: Q_{OFD} 724 lbs/24 hrs.

rated energy consumption: kw₁₀₀ = 4.9 kwh/100 lbs. ice

rated water consumption: "w"₁₀₀ = 19.3 gallons/100# ice

Net delivered price machine only: \$3,301.62 ea.

Bin: \$ 781.67

Total \$4,083.29

Options: (See Attached Listing)

water cooled machine \$3,301.62 ea.

Substitute for Other Bin Sizes Available:

Bin Size and Model No. Painted Finish or Stainless Steel Finish

B530P \$849.77

B530S \$1,197.65

Plus Options listing below.

Item No. 8

(Item No. 3 from Previous Contract 7404508-09)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **325** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **300** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0830MA-32A with Bin #B530P

Model ID of air-cooled compressor: Copeland hp rating: 1.5

rated production capacity per 24 hrs: Q_{OFD} 724 lbs/24 hrs.

rated energy consumption: kw₁₀₀ = 4.9 kwh/100 lbs. ice

rated water consumption: "w"100 = 19.3 gallons/100# ice

Net delivered price machine only: \$3,301.62 ea.

Bin: \$849.77

Total: \$4,151.39

Options: (See Attached Listing)

water cooled machine \$3,301.62 ea.

Plus Options listing below.

Item No. 9

(Item No. 4 from Previous Contract 7404508-09)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **400** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **350** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0830MA-32A with Bin #B530P

Model ID of air-cooled compressor: Copeland hp rating: 1.5

rated production capacity per 24 hrs: **Q_{OFD}** 724 lbs/24 hrs.

rated energy consumption: **kw100** = 4.9 kwh/100 lbs. ice

rated water consumption: "w"100 = 19.3 gallons/100# ice

Net delivered price machine only: \$3,301.62 ea.

Bin: \$849.77

Total: \$4,151.39

Options: (See Attached Listing)

water cooled machine \$3,301.62 ea.

Plus Options listing below.

ITEM # 7 – 9 – OPTIONS AND ACCESSORIES

#PFS11CT complete water filter system w/cartridge	\$ 153.93
#PFS10B5S replacement cartridge for above EACH	\$ 67.31
#PFS10B5S/12 replacement cartridges for above CASE of 12	\$ 678.68
#KHOLDER ice scoop holder (hangs on bin)	\$ 62.97
INSTALLATION – Customer to supply within 6 feet of installation site: Applicable dedicated wall socket, water supply, and floor drain.	
-If floor drain not available, install near sink and ADD for drain pump	\$ 484.77
-If backflow valve required, ADD for brass backflow valve	\$ 171.10
-If ball valve shutoff is required, ADD for shutoff valve	\$ 136.82
	\$ 74.15
#KBC20 Caster kit, raises unit 4 7/16”	\$ 266.46
#KBC8 Caster kit, raises unit 9.75”	\$ 585.83
#KLP4 heavy duty leg kit, 6”	\$ 352.10
#KLP7 flanged leg kit, 6”	\$ 111.33
#BGS10 EZ Bagger (fits most bins)	\$ 426.14
#KSEALER tape sealer for above	\$ 222.65
#KTAPE replacement tape for bagger and sealer above	\$ 24.57
#KBAG 1000 count case ice bags	\$ 183.88
#ID200B/KTB44 counter top dispenser for ice maker head	\$ 2,889.42
#ID250B/KTB44 counter top dispenser for ice maker head	\$ 3,641.40
#IOBDM floor stand for counter top dispensers above	\$ 935.31
#KWGFID water glass filler kit, field installed, for dispensers above	\$ 251.80
#KVS Vari-smart ice level control, programmable	\$ 196.19
#KSB smart board stores additional operational data for diagnostics	\$ 436.18

Item No. 10

(Item No. 5 from Previous Contract 7404508-09)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **500** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **400** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C1448MA-32A with Bin #B948S

Model ID of air-cooled compressor: Copeland hp rating: 2.25

rated production capacity per 24 hrs: **Q_{OFD}** 1,242 lbs/24 hrs.

rated energy consumption: **kw100** = 4.6 kwh/100 lbs. ice

rated water consumption: **"w"100** = 18.5 gallons/100# ice

Net delivered price machine only: \$4,241.67 ea.

Bin: \$1,191.95

Total: \$5,433.62

Options: (See Attached Listing)

water cooled machine \$4,241.67 ea.

Plus Options listing below.

Item No. 11

(Item No. 6 from Previous Contract 7404508-09)

BATCH TYPE automatic ice making machine, modular or self-contained, to produce **630** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **600** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C1448MA-32A with Bin #B948S

Model ID of air-cooled compressor: Copeland hp rating: 2.25

rated production capacity per 24 hrs: **Q_{OFD}** 1,242 lbs/24 hrs.

rated energy consumption: **kw100** = 4.6 kwh/100 lbs. ice

rated water consumption: **"w"100** = 18.5 gallons/100# ice

Net delivered price machine only: \$4,241.67 ea.

Bin: \$1,191.95

Total: \$5,433.62 ea.

Options: (See Attached Listing)

water cooled machine \$4,241.67 ea.

Plus Options listing below.

ITEMS #10 – 11 – OPTIONS AND ACCESSORIES

#PFS02PT complete water filter system w/cartridge & gauge	\$ 359.30
#PFS20B5S replacement cartridge for above EACH	\$ 90.12
#PFS20B5S/12 replacement cartridges for above CASE of 12	\$ 958.13
#KHOLDER ice scoop holder (hangs on bin)	\$ 62.97
INSTALLATION – Customer to supply within 6 feet of installation site: Applicable dedicated wall socket, water supply, and floor drain.	\$ 712.90
-If floor drain not available, install near sink and ADD for drain pump	\$ 171.10
-If backflow valve required, ADD for brass backflow valve	\$ 136.88
-If ball valve shutoff is required, ADD for shutoff valve	\$ 74.15
#KBC1 Caster kit, raises unit 4 7/16”	\$ 208.06
#KBC9 Caster kit, raises unit 9.75”	\$ 585.85
#KLP6 heavy duty leg kit, 6”	\$ 353.15
#KLP7 flanged leg kit, 6”	\$ 111.33
#BGS10 EZ Bagger (fits most bins)	\$ 426.14
#KSEALER tape sealer for above	\$ 222.65
#KTAPE replacement tape for bagger and sealer above	\$ 24.65
#KBAG 1000 count case ice bags	\$ 184.34
#KVS Vari-smart ice level control, programmable	\$ 196.11
#KSB smart board stores additional operational data for diagnostics	\$ 435.90

#KSB-N smart board with network connections	\$ 570.31
#KSL smart lock remote lockout	\$ 375.05
#ERC411 remote condensing unit for ice maker head	\$ 1,224.57
#RTE10 Ten foot line set for remote condensing unit	\$ 218.10
#RTE25 Twenty-five foot line set for remote condensing unit	\$ 295.60
#RTE40 Forty foot line set for remote condensing unit	\$ 353.15
#RTE75 Seventy-five foot line set for remote condensing unit	\$ 512.83
#KTE4 Tube end kit (contains 4 quick connect fitting for any RTE)	\$ 117.72
#KTPS-LG tamper proof screw kit and tool to convert 1 30" head	\$ 144.87
#KTPS-BIN tamper proof screw kit with tool to convert 1 bin	\$ 115.90

Item No. 12

(Item No. 9 from Previous Contract 7404508-09)

DISPENSER TYPE automatic ice making machine, batch type, modular or self-contained, to produce **325** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **100** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C0830MA-32A with Bin #HD30B

Model ID of air-cooled compressor: Copeland hp rating: 1.5

rated production capacity per 24 hrs: **QOFD** 724 lbs/24 hrs.

rated energy consumption: **kw100** = 4.9 kwh/100 lbs. ice

rated water consumption: **"w"100** = 19.3 gallons/100# ice

Net delivered price machine only: \$3,301.61 ea.

Dispenser: \$2,613.40

Total: \$5,915.01 ea.

Options: (See Attached Listing)

water cooled

\$3,301.61 ea.

Item No. 13

(Item No. 10 from Previous Contract 7404508-09)

DISPENSER TYPE automatic ice making machine, batch type, modular or self-contained, to produce **425** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **100** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C1030MA-32A with Bin #HD30B

Model ID of air-cooled compressor: Copeland hp rating: 2.0

rated production capacity per 24 hrs: **Q_{OFD}** 844 lbs/24 hrs.

rated energy consumption: **kw₁₀₀** = 5.0 kwh/100 lbs. ice

rated water consumption: **"w"₁₀₀** = 18.4 gallons/100# ice

Net delivered price machine only: \$3,751.02 ea.

Dispenser: \$2,613.40

Total: \$6,364.42

Options: (See Attached Listing)

water cooled machine \$3,751.02 ea.

Item No. 14

(Item No. 11 from Previous Contract 7404508-09)

DISPENSER TYPE automatic ice making machine, batch-type, modular or self-contained, to produce **525** minimum pounds of **cube ice** each 24-hour period, to have air-cooled compressor, painted exterior finish and adjustable legs, with **100** pound minimum storage capacity.

Manufacturer: Scotsman

Model ID of ice machine: C1030MA-32A with Bin #HD30B

Model ID of air-cooled compressor: Copeland hp rating: 2.0

rated production capacity per 24 hrs: **Q_{OFD}** 844 lbs/24 hrs.

rated energy consumption: **kw100** = 5.0 kwh/100 lbs. ice

rated water consumption: "**w**"**100** = 18.4 gallons/100# ice

Net delivered price machine only: \$3,751.02 ea.

Dispenser: \$2,613.40

Total: \$6,364.42

Options: (See Attached Listing)

water cooled machine \$3,751.02 ea.

Special Terms and Conditions

A. PURCHASE VOLUME REPORT: The Contractor shall furnish the Division of Purchases and Supply reports of the total dollar volume of purchases made under this contract and the total number of each contract item ordered under this contract in accordance with the following schedule:

1. The first report shall include purchases made in the first six months of the contract.
2. For contracts of one year, the Contractor shall furnish a second report listing the purchases made in the first nine months of the contract.

In addition, for contracts exceeding one year, the Contractor shall furnish reports at the end of each consecutive twelve month period and 90 calendar days prior to the expiration date of the contract.

All reports shall be delivered to the Division of Purchases and Supply no later than 14 calendar days after the request has been made by the Division. Reports shall be sent to the attention of the appropriate contract officer. Failure to submit this information in the required time may result in disqualification from bidding on the next solicitation for this contract.

Each report shall be in two segments: (1) One to report the total dollar volume of purchases and the total number of each item ordered by State agencies, institutions and departments; (2) One to report the total dollar volume of purchases and number of each item ordered by all other Commonwealth public bodies (e.g. cities, towns, counties, schools and authorities, etc.), if authorized users of this contract.

Bidders shall identify below the name of the individual responsible for the preparation of these reports:

NAME: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

- B. PRICE ESCALATION/DE-ESCALATION:** Price adjustments may be permitted for changes in the contractor's cost of materials not to exceed the increase in the following index/indices: Producer's Price Index, WPU1148 and WPS11480331 will be used as a guide to determine increase. Price adjustments may also be allowed if the Commonwealth institutes an eVA transaction fee to be paid by Vendors effective July 1, 2003. No price increases will be authorized for 365 calendar days after the effective date of the contract, except for the eVA transaction fee. Price escalation may be permitted only at the end of this period and each 365 days thereafter and only where verified to the satisfaction of the purchasing office. However, "across the board" price decreases are subject to implementation at any time and shall be immediately conveyed to the Commonwealth.

Contractor shall give not less than 30 days advance notice of any price increase to the purchasing office. Any approved price changes will be effective only at the beginning of the calendar month following the end of the full 30 day notification period. The contractor shall document the amount and proposed effective date of any general change in the price of materials. Documentation shall be supplied with the contractor's request for increase which will: (1) verify that the requested price increase is general in scope and not applicable just to the Commonwealth of Virginia; and (2) verify the amount or percentage of increase which is being passed on to the contractor by the contractor's suppliers.

The purchasing office will notify the using agencies and contractor in writing of the effective date of any increase which it approves. However, the contractor shall fill all purchase orders received prior to the effective date of the price adjustment at the old contract prices. The contractor is further advised that decreases which affect the cost of materials are required to be communicated immediately to the purchasing office.

- C. DELIVERY SERVICE:** Delivery of all requested contract items shall be made within 14 calendar days after receipt of purchase order. Contractor shall carry an adequate stock to insure such delivery service for the duration of the contract.
- D. MINIMUM ORDERS** will be for (1) one unit. for F.O.B. delivery to ordering agency within the Commonwealth of Virginia.
- E. AUDIT:** The Contractor hereby agrees to retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The agency, its authorized agents, and/or State auditors shall have full access to and the right to examine any of said materials during said period.
- F. CANCELLATION OF CONTRACT:** The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the Contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.
- G. PRODUCT AVAILABILITY:** Substitution of a product, brand or manufacturer after award of contract is expressly prohibited unless approved in writing by the Division of Purchases and Supply. The Commonwealth may, at its discretion, require the contractor to provide a substitute item of equal quality, subject to the approval by the Commonwealth, for the same price, if the product for which the contract was awarded becomes unavailable to the contractor.

- H. DELIVERY POINT:** Except when otherwise specified herein, all items shall be F.O.B. delivered any point within the Commonwealth of Virginia as directed by ordering department, institution or agency of the Commonwealth or Public bodies of the Commonwealth as defined in Section 11-37 of the Virginia Public Procurement Act.
- I. AUTHORIZED DEALER:** By signing this bid, the bidder certifies that it is a factory authorized dealer service representative for all equipment it proposes to furnish under any resulting contract. If requested by the Commonwealth, the bidder shall provide supporting evidence from the manufacturer.
- J. SERVICE:** Bidder shall maintain a stock of Ice Machines and replacement parts from which deliveries will be made. Additionally, bidder shall maintain authorized service centers within the State of Virginia to respond to any required repairs on warranty adjustments within 24 hours after notice, and to complete repairs within 3 working days thereafter. A complete list of stocking locations and service facilities shall be submitted with bid. Failure to comply with this requirement may result in disqualification of bid.
- K. WARRANTY:** The Contractor shall provide a warranty for the entire system against defective materials, workmanship and performance for a period of two (2) years from the date of acceptance of the installation, excluding vandalism. Contractor hereby agrees to furnish, without cost to the Commonwealth of Virginia, all labor, materials and transportation both ways for replacement of all parts and materials which are found to be defective during the warranty period. Warranty repairs shall be made within five (5) calendar days after notification by owner. Repair and replacement parts shall be readily available for at least five (5) years following acceptance of the equipment.
- L. FINANCIAL WARRANTY:** Contractor shall ensure that the prices, discounts, incentives, and other financial terms (collectively, the “financial deal”) applicable to purchases under this Contract is always at least as favorable to the purchaser as the financial deal that the Contractor or its affiliates make available to any public body in Virginia for the same good(s)/service(s) outside this Contract. Throughout the term of this Contract, if Contractor (or any affiliate) makes a better financial deal available to a public body in Virginia for any good(s)/service(s) available under this Contract, Contractor shall immediately notify DGS of the details and, at DGS’s option, sign an amendment to this Contract, so that an equivalent financial deal for the affected good(s)/service(s) is also available as an option under this Contract. Contractor may request exemption if the better financial deal was for a spot purchase, and DGS shall grant such request if DGS in good faith finds that the spot purchase involved special circumstances affecting cost that would make it unfair to apply an equivalent financial deal outside of that spot purchase. Upon DGS’s request (and annually on August 1), Contractor shall submit to DGS an affidavit certifying full compliance with this Section. The Contractor (and any affiliate) shall waive any contractual or other right that inhibits any public body in Virginia from disclosing to DGS or others the financial terms made available to the public body, and upon request from DGS, Contractor shall ensure that a signed confirmation of the waiver is provided to the public body and DGS. As used in this Section, an affiliate is any entity that controls, is controlled by, or is under common control with, the Contractor.

General Terms and Conditions

- A. VENDORS MANUAL:** This solicitation is subject to the provisions of the Commonwealth of Virginia *Vendors Manual* and any changes or revisions thereto, which are hereby incorporated into this contract in

their entirety. The procedure for filing contractual claims is in section 7.19 of the *Vendors Manual*. A copy of the manual is normally available for review at the purchasing office and is accessible on the Internet at www.eva.virginia.gov under “Vendors Manual” on the vendors tab.

- B. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The agency and the contractor are encouraged to resolve any issues in controversy arising from the award of the contract or any contractual dispute using Alternative Dispute Resolution (ADR) procedures (*Code of Virginia*, § 2.2-4366). ADR procedures are described in Chapter 9 of the *Vendors Manual*. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.
- C. **ANTI-DISCRIMINATION:** By submitting their bids, bidders certify to the Commonwealth that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).

In every contract over \$10,000 the provisions in 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
 2. The contractor will include the provisions of 1. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.
- D. **ETHICS IN PUBLIC CONTRACTING:** By submitting their bids, bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any public employee having official responsibility for this procurement transaction

any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

- E. **IMMIGRATION REFORM AND CONTROL ACT OF 1986:** By entering into a written contract with the Commonwealth of Virginia, the Contractor certifies that the Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- F. **DEBARMENT STATUS:** By submitting their bids, bidders certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.
- G. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the Commonwealth of Virginia all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Commonwealth of Virginia under said contract.
- H. **MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS FOR IFBs:** Failure to submit a bid on the official state form provided for that purpose shall be a cause for rejection of the bid. Modification of or additions to any portion of the Invitation for Bids may be cause for rejection of the bid; however, the Commonwealth reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a bid as nonresponsive. As a precondition to its acceptance, the Commonwealth may, in its sole discretion, request that the bidder withdraw or modify nonresponsive portions of a bid which do not affect quality, quantity, price, or delivery. No modification of or addition to the provisions of the contract shall be effective unless reduced to writing and signed by the parties.
- I. **CLARIFICATION OF TERMS:** If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder should contact the buyer whose name appears on the face of the solicitation no later than five working days before the due date. Any revisions to the solicitation will be made only by addendum issued by the buyer.
- J. **PAYMENT:**
 - 1. **To Prime Contractor:**
 - a. Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).
 - b. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 30 days, however.

- c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
 - d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
 - e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the Commonwealth shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia*, § 2.2-4363).
2. To Subcontractors:
- a. A contractor awarded a contract under this solicitation is hereby obligated:
 - (1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the Commonwealth for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
 - (2) To notify the agency and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.
 - b. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the Commonwealth, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Commonwealth.
3. Each prime contractor who wins an award in which provision of a SWAM procurement plan is a condition to the award, shall deliver to the contracting agency or institution, on or before request for final payment, evidence and certification of compliance (subject only to insubstantial shortfalls and to shortfalls arising from subcontractor default) with the SWAM procurement plan. Final payment under the contract in question may be withheld until such certification is delivered and, if necessary, confirmed by the agency or institution, or other appropriate penalties may be assessed in lieu of withholding such payment.

- K. **PRECEDENCE OF TERMS:** The following General Terms and Conditions *VENDORS MANUAL*, *APPLICABLE LAWS AND COURTS*, *ANTI-DISCRIMINATION*, *ETHICS IN PUBLIC CONTRACTING*, *IMMIGRATION REFORM AND CONTROL ACT OF 1986*, *DEBARMENT STATUS*, *ANTITRUST*, *MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS*, *CLARIFICATION OF TERMS*, *PAYMENT* shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.
- L. **QUALIFICATIONS OF BIDDERS:** The Commonwealth may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the services/furnish the goods and the bidder shall furnish to the Commonwealth all such information and data for this purpose as may be requested. The Commonwealth reserves the right to inspect bidder's physical facilities prior to award to satisfy questions regarding the bidder's capabilities. The Commonwealth further reserves the right to reject any bid if the evidence submitted by, or investigations of, such bidder fails to satisfy the Commonwealth that such bidder is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.
- M. **TESTING AND INSPECTION:** The Commonwealth reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specifications.
- N. **ASSIGNMENT OF CONTRACT:** A contract shall not be assignable by the contractor in whole or in part without the written consent of the Commonwealth.
- O. **CHANGES TO THE CONTRACT:** Changes can be made to the contract in any of the following ways:
1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
 2. The Purchasing Agency may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Purchasing Agency a credit for any savings. Said compensation shall be determined by one of the following methods:
 - a. By mutual agreement between the parties in writing; or
 - b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the Purchasing Agency's right to audit the contractor's records and/or to determine the correct number of units independently; or
 - c. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Purchasing Agency with all vouchers and records of expenses incurred and savings realized. The Purchasing Agency shall have the right to audit the

records of the contractor as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Purchasing Agency within thirty (30) days from the date of receipt of the written order from the Purchasing Agency. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract or, if there is none, in accordance with the disputes provisions of the Commonwealth of Virginia *Vendors Manual*. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the contractor from promptly complying with the changes ordered by the Purchasing Agency or with the performance of the contract generally.

- P. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Commonwealth, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Commonwealth may have.
- Q. **TAXES:** Sales to the Commonwealth of Virginia are normally exempt from State sales tax. State sales and use tax certificates of exemption, Form ST-12, will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. The Commonwealth's excise tax exemption registration number is 54-73-0076K.
- R. **USE OF BRAND NAMES:** Unless otherwise provided in this solicitation, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named, but conveys the general style, type, character, and quality of the article desired. Any article which the public body, in its sole discretion, determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The bidder is responsible to clearly and specifically identify the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the Commonwealth to determine if the product offered meets the requirements of the solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding only the information furnished with the bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid nonresponsive. Unless the bidder clearly indicates in its bid that the product offered is an equal product, such bid will be considered to offer the brand name product referenced in the solicitation.
- S. **TRANSPORTATION AND PACKAGING:** By submitting their bids, all bidders certify and warrant that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.
- T. **INSURANCE:** By signing and submitting a bid under this solicitation, the bidder certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The bidder further certifies that the contractor and any subcontractors will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by

insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the Commonwealth of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.
3. Commercial General Liability - \$1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The Commonwealth of Virginia must be named as an additional insured and so endorsed on the policy.
4. Automobile Liability - \$1,000,000 per occurrence. (Only used if motor vehicle is to be used in the contract.)

U. **ANNOUNCEMENT OF AWARD:** Upon the award or the announcement of the decision to award a contract over \$50,000, as a result of this solicitation, the purchasing agency will publicly post such notice on the DGS/DPS eVA web site (www.eva.virginia.gov) for a minimum of 10 days.

V. **DRUG-FREE WORKPLACE:** During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

W. **NONDISCRIMINATION OF CONTRACTORS:** A bidder, offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the bidder or offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the

individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

- X. **eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION:** The eVA Internet electronic procurement solution, website portal www.eVA.virginia.gov, streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders or offerors must register in eVA; failure to register will result in the bid/proposal being rejected.
- a. eVA Basic Vendor Registration Service: \$25 Annual Registration Fee plus the appropriate order Transaction Fee specified below. eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, on-line registration, electronic bidding, and the ability to research historical procurement data available in the eVA purchase transaction data warehouse.
 - b. eVA Premium Vendor Registration Service: \$25 Annual Registration Fee plus the appropriate order Transaction Fee specified below. eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments.
 - c. For orders issued prior to August 16, 2006, the Vendor Transaction Fee is 1%, capped at a maximum of \$500 per order.
 - d. For orders issued August 16, 2006 and after, the Vendor Transaction Fee is:
 - (i) DMBE-certified Small Businesses: 1%, capped at \$500 per order.
 - (ii) Businesses that are not DMBE-certified Small Businesses: 1%, capped at \$1,500 per order.

The eVA transaction fee will be invoiced approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.

- Y. **AVAILABILITY OF FUNDS:** It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.
- Z. **SET-ASIDES.** This solicitation is set-aside for DMBE-certified small business participation only when designated "SET-ASIDE FOR SMALL BUSINESSES" in the solicitation. DMBE-certified small businesses are those businesses that hold current small business certification from the Virginia Department of Minority Business Enterprise. This shall not exclude DMBE-certified women-owned and minority-owned businesses when they have received the DMBE small business certification. For purposes of award, bidders shall be deemed small businesses if and only if they are certified as such by DMBE on the due date for receipt of bids/proposals.
- AA. **AUTHORIZATION TO CONDUCT BUSINESS IN THE COMMONWEALTH:** A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or

Title 50 of the *Code of Virginia* or as otherwise required by law. Any business entity described above that enters into a contract with a public body pursuant to the *Virginia Public Procurement Act* shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract. A public body may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.