

West Virginia Ethics Commission

Received

OCT 13 2017

WV Ethics Commission

Disclosure of Interested Parties to Contracts

Contracting business entity: West Virginia Tractor Company

Address: P.O. Box 473

Contracting business entity's authorized agent: Gary W. Grady

Address: Charleston, WV 25322

Number or title of contract: DOT18*8 Equipment Lease/Rental Without Operator

Type or description of contract: Open End Contract

Governmental agency awarding contract: DOT-Highways

Names of each Interested Party to the contract known or reasonably anticipated by the contracting business entity (attach additional pages if necessary):

Signature: _____

Gary W. Grady

Date Signed: 7-25-17

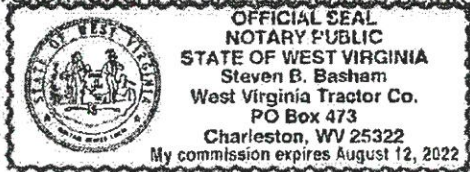
Check here if this is a Supplemental Disclosure.

Verification

State of West Virginia, County of Kanawha

I, Gary W. Grady, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledges that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 25th day of July, 2017.



Steven B. Basham

Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: 8-16-2017

Date submitted to Ethics Commission: BOS OCT 13 2017

Governmental agency submitting Disclosure: WV Purchasing Division

CMA DOT 6617C046Y PF 380665

Dufourny, Katrina J

From: Gary Grady <WVTRACTOR@msn.com>
Sent: Thursday, September 28, 2017 3:45 PM
To: Dufourny, Katrina J
Subject: Re: Request for Documents- CRFQ DOT1800000008

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The reason I left it blank is that there are no other interested parties in addition to West Virginia Tractor Company and there are no subcontractors performing the work or supplying the rental equipment.
Is that what I should have done?

Also, for future bids where I am offering equipment that I would be purchasing from my manufacturer(s), should I list the manufacturer(s) names (s)?

Gary Grady

From: Dufourny, Katrina J <Katrina.J.Dufourny@wv.gov>
Sent: Thursday, September 28, 2017 3:34 PM
To: Gary Grady
Subject: RE: Request for Documents- CRFQ DOT1800000008

The section titled "Names of Interested Party to the contract known or reasonably anticipated by the contracting business entity" was left blank.

Can you please confirm that there are no subcontractors performing work, that there are no individuals or business entities that own more than 25% of the contracting business, and that no one facilitated the contract?

Thanks again for your help as we get this contract ready to award,

Katrina

From: Gary Grady [mailto:WVTRACTOR@msn.com]
Sent: Thursday, September 28, 2017 3:28 PM
To: Dufourny, Katrina J <Katrina.J.Dufourny@wv.gov>
Subject: Re: Request for Documents- CRFQ DOT1800000008

That form was completed and submitted with my bid for DOT18*8.

Gary Grady
West Virginia Tractor
304-346-5301

From: Dufourny, Katrina J <Katrina.J.Dufourny@wv.gov>
Sent: Thursday, September 28, 2017 3:21 PM
To: Gary Grady
Subject: FW: Request for Documents- CRFQ DOT1800000008

Mr. Grady,

Thank you for your quick response with the insurance certificate.

Could you also please review the Disclosure of Interested Parties form submitted with the bid? The creation and use of this form was recently mandated by the WV Legislature and is governed by W. Va. Code sections 6D-1-1 et seq. Specifically looking at the section titled "Names of each Interested Party to the contract known or reasonably anticipated by the contracting business." It was left blank. Please add the following information:

1. Any other business entity that will be performing work under this contract
2. Any person or entity that owns 25% or more of the business entering into the contract
3. Anyone that facilitated the contract

Please complete the form again and resubmit it with all of the appropriate information.

If there are no subcontractors performing work under this contract, please confirm that fact. Also, please either list all owners with an interest of 25% or more, or confirm that no single entity owns more than 25% of the contracting entity.

I have attached a scan of the form submitted with your bid as well as a blank copy and instructions.

Thanks again,

Katrina Dufourny
Purchasing Assistant
WV Purchasing Division

From: Dufourny, Katrina J
Sent: Tuesday, September 26, 2017 2:46 PM
To: 'Gary Grady' <WVTRACTOR@msn.com>
Subject: RE: Request for Documents- CRFQ DOT1800000008

Yes. Thank you for your prompt response.

Katrina

From: Gary Grady [mailto:WVTRACTOR@msn.com]
Sent: Tuesday, September 26, 2017 2:29 PM
To: Dufourny, Katrina J <Katrina.J.Dufourny@wv.gov>
Cc: Atkins, Mark A <Mark.A.Atkins@wv.gov>
Subject: Re: Request for Documents- CRFQ DOT1800000008

I have attached the requested insurance certificate. Is this what you need?

Gary Grady
West Virginia Tractor
304-346-5301

From: Dufourny, Katrina J <Katrina.J.Dufourny@wv.gov>
Sent: Tuesday, September 26, 2017 11:15 AM
To: wvtractor@msn.com
Cc: Atkins, Mark A
Subject: Request for Documents- CRFQ DOT1800000008

Good morning,

Please find attached a letter requesting documents for CRFQ DOT18*8 (Equipment Lease/Rental w/o Operator). Should you have any questions please contact myself or the buyer, Mark Atkins at 304-558-2307 or Mark.A.Atkins@wv.gov. This letter was also sent via USPS.

Thank you,

Katrina Dufourny
Purchasing Assistant
WV Purchasing Division
2019 Washington Street East
Charleston, WV 25305
P: 304-558-8807
F: 304-558-6026