



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 11

List View

General Information [Contact](#) [Default Values](#) [Discount](#) [Document Information](#) [Clarification Request](#)

Procurement Folder: 979934

Procurement Type: Central Purchase Order

Vendor ID:

Legal Name: INTEGRITY MOISTURE SOLUTIONS LLC

Alias/DBA: BRIAN R CRAIG

Total Bid: \$76,405.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CEOI

SO Dept: 0439

SO Doc ID: EBA2200000003

Published Date: 1/26/22

Close Date: 2/3/22

Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 11

Total of All Attachments: 11



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

State of West Virginia
Solicitation Response

Proc Folder: 979934
Solicitation Description: Addendum No. 1 Roof Replacement Morgantown and Coopers Rock
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2022-02-03 13:30	SR 0439 ESR01312200000004545	1

VENDOR
VC0000064603
INTEGRITY MOISTURE SOLUTIONS LLC

Solicitation Number: CEOI 0439 EBA2200000003
Total Bid: 76405
Response Date: 2022-02-03
Response Time: 02:53:18
Comments: We will offer a 5 % discount if we are awarded both projects for a total of \$ 3,820.00

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor Signature X	FEIN#	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Architectural/Engineering svcs to design roof & specs				76405.00

Comm Code	Manufacturer	Specification	Model #
81101508			

Commodity Line Comments:

Extended Description:

In accordance with W. Va. Code 5G-1-1 (et seq) WV Educational Broadcasting Authority seeks A/E Services for a method of correction for the Morgantown Office and Cooper's Rock transmitters site.




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

State of West Virginia
Centralized Expression of Interest
Architect/Engr

Proc Folder: 979934			Reason for Modification:
Doc Description: EBAr70085_EOI, Roof Replacement Morgantown and Coopers Rock			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-01-18	2022-02-03 13:30	CEOI 0439 EBA2200000003	1

BID RECEIVING LOCATION
BID CLERK DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US

VENDOR			
Vendor Customer Code:	VC0000064603	VC0000064603	
Vendor Name :	Integrity Moisture Solutions, LLC	INTEGRITY MOISTURE SOLUTIONS, LLC	
Address :	7659 Jonthan Drive	7659 JONATHAN DRIVE	
Street :			
City :	Holland	HOLLAND	
State :	Ohio	Country :	United States
	OHIO		UNITED STATES
Principal Contact :	Brian (Rick) Craig	Zip :	43528
Vendor Contact Phone:	419 376-2235	Extension:	

FOR INFORMATION CONTACT THE BUYER		
Toby L Welch (304) 558-8802 toby.l.welch@wv.gov		
Vendor Signature X		DATE January 24 th , 2022

All offers subject to all terms and conditions contained in this solicitation

STATE OF WEST VIRGINIA - PURCHASING DIVISION

**VENDOR REGISTRATION AND DISCLOSURE STATEMENT
AND SMALL, WOMEN-, AND MINORITY-OWNED BUSINESS
CERTIFICATION APPLICATION**

Before a vendor is eligible to sell goods and/or services to the State of West Virginia, the *West Virginia Code* §5A-3-12 requires all vendors to have on file with the West Virginia Purchasing Division a completed Vendor Registration and Disclosure Statement. Vendors supplying sole source goods or services to West Virginia state agencies, or competitive purchases of \$2,500 or less annually in aggregate across all state agencies are required to complete the Vendor Registration and Disclosure Statement (WV-1A form). If the amount for competitive purchases exceed \$2,500 in aggregate across all state agencies in any one year, a \$125.00 annual fee is required. Payment of the annual fee includes email notifications on bid opportunities based on the commodities and services selected upon registering in the Vendor Self-Service (VSS) portal at wvOASIS.gov. Please complete Part I of this form in its ENTIRETY and return to the state agency listed below for their completion of Part II. The agency will forward this form to the West Virginia Purchasing Division for processing. Incomplete forms will not be processed and will be returned to the vendor. Please return all correspondence to:

STATE AGENCY: Purchasing Division - Vendor Registration

ADDRESS: 2019 Washington Street East

CITY, STATE, ZIP: Charleston, WV 25305-0130

Whenever a change occurs in the information submitted, such change shall be reported immediately in the same manner as required in the original disclosure statement (*West Virginia Code* §5A-3-12). Vendors doing business with the State of West Virginia are expected to abide by the Vendor Code of Conduct available online at www.state.wv.us/admin/purchase/vrc/vendorconduct.pdf.

Privacy Notice: The Purchasing Division is required to collect certain information as stated in *West Virginia Code* §5A-3-12, other applicable sections of the *West Virginia Code*, the Vendor Registration and Disclosure Statement forms, and other documents to facilitate the state bidding and contract administration processes. This information is stored in a secure environment, but unless specifically protected under state law, any information provided may be inspected by or disclosed to the public.

Vendors are also required to 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 other state agencies or political subdivisions. Failure to do so may result in delay of or disqualification from a contract award, pursuant to *West Virginia Code of State Rules* §148-1-6.1.7. If you have any questions concerning this *Vendor Registration and Disclosure Statement*, please contact the Purchasing Division at (304) 558-2311.

Questions concerning this Vendor Registration and Disclosure Statement may be directed to the Purchasing Division at (304) 558-2311. Should you need additional information relating to vendor registration, please visit www.state.wv.us/admin/purchase/VendorReg.html.

**VENDOR REGISTRATION AND DISCLOSURE STATEMENT AND SMALL, WOMEN-,
AND MINORITY-OWNED BUSINESS CERTIFICATION APPLICATION**

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION
To Be Completed by the Vendor and Returned to the Purchasing Division

1. Legal Name of Company/Individual Integrity Moisture Solutions, LLC

Bidding Address 7659 Jonathan Drive

Ordering Address 7659 Jonathan Drive

(Please provide a physical address, not a post office box.)

Payment Address 7659 Jonathan Drive

City, State, Zip Holland, Ohio 43528

Telephone Number 419-376-2235

Fax Number 567-742-7994

Principle Contact Person Brian Craig

E-mail rcraig@inmosolc.com

Contact's Telephone Number 419-376-2235

Contact's Fax Number 567-

DBA, if any N/A

Bidding Address

Ordering Address

Payment Address

City, State, Zip

Telephone Number

Fax Number

Principle Contact Person

E-mail

Contact's Telephone Number

Contact's Fax Number

2. Vendor Tax Classification:



Individual



Sole Proprietor



Partnership



Corporation



Board Member



Trust



Estate



Government



Medical Corporation



Attorney Corporation



Non-Profit Organization



Payroll



Employee

VENDOR REGISTRATION AND DISCLOSURE STATEMENT AND SMALL, WOMEN-, AND MINORITY-OWNED BUSINESS CERTIFICATION APPLICATION

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION
To Be Completed by the Vendor and Returned to the Purchasing Division

3. **Taxpayer Identification Number (TIN):** If you have an Identification Number, enter it below. All partnerships, corporations, or companies with employees must have an EIN.

8 0 0 4 2 1 5 1 2 EIN

If you do not have a EIN, please enter Social Security number (SSN), Individual Taxpayer Identification Number (ITIN) or Adoptive Identification Number (ATIN) and check the correct below.

- (SSN ☐, ITIN ☐, ATIN ☐)

4. (A) *Small, Women-Owned, Minority-Owned Businesses*

West Virginia Code §5A-3-59 establishes a procurement certification program in West Virginia for small, women-, and minority-owned businesses. Requirements related to the certification program are provided in the *West Virginia Code of State Rules* §148-2-1 et seq. Note that this certification provides nonresident vendors preference that is equivalent to competing resident (West Virginia) vendors that have applied for resident vendor preference, in accordance with *West Virginia Code* §5A-3-37. This certification may assist resident small, women-, and minority-owned businesses when soliciting business in other states. If you are renewing your two-year SWAM business certification status, please indicate the appropriate designation below.

Certification of Status (Check all those which apply)

- ☐ **Minority-owned Business** [1] means a business concern that is at least fifty-one percent owned by one or more minority individuals or in the case of a corporation, partnership, or limited liability company or other entity, at least fifty-one percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals and both the management and daily business operations are controlled by one or more minority individuals.
- A "minority individual" means an individual who is a citizen of the United States or a noncitizen who is in full compliance with United States immigration law and who satisfies one or more of the following definitions:
 - **African American** means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.
 - **Asian American** means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands, including, but not limited to, Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.
 - **Hispanic American** means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.
 - **Native American** means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

VENDOR REGISTRATION AND DISCLOSURE STATEMENT AND SMALL, WOMEN-, AND MINORITY-OWNED BUSINESS CERTIFICATION APPLICATION

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION
To Be Completed by the Vendor and Returned to the Purchasing Division

- ☒ **Small Business [2]** means a business, independently owned or operated by one or more persons who are citizens of the United States or noncitizens who are in full compliance with United States immigration law, which, together with affiliates, has two hundred fifty or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years.
- ☐ **Women-owned Business [3]** means a business concern that is at least fifty-one percent owned by one or more women who are citizens of the United States or noncitizens who are in full compliance with United States immigration law, or in the case of a corporation, partnership or limited liability company or other entity, at least fifty-one percent of the equity ownership interest is owned by one or more women who are citizens of the United States or noncitizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or noncitizens who are in full compliance with United States immigration law.

(B) Other Federal Designations

Additionally, by providing the following information, I represent that this enterprise is a small business as defined by the *Code of Federal Regulations*, Title 13, Part 121, as appended - which contains detailed industry definitions and related procedures - and/or the characteristics of the enterprise's control, operation and/or ownership are accurately reflected in the information provided. *Check all that apply.*

- ☐ Disabled Small Business Ownership [4]
- ☒ Veteran Small Business Ownership [5]

5. Commodity Codes: You may register for commodity codes for the products and services that you offer, which will provide you with bid opportunity alerts and notifications should you become a paid registered vendor. To perform this function, visit the Vendor Self-Service (VSS) portal at wvOASIS.gov.

6. List the name, title, city and state of residence for all owners/officers. If the vendor is an individual, list his or her name and city and state of residence, and, if he or she has associates or partners sharing in his or her business, list their names and city and state of residence. If the vendor is a firm, list the name and city and state of residence of each member, partner or associate of the firm. If the vendor is a corporation created under the laws of this state or authorized to do business in this state, list the names and city and state of residence of the president, vice president, secretary, treasurer and general manager, if any, of the corporation; and the names and city and state of residence of each stockholder of the corporation owning or holding at least ten percent of the capital stock thereof. Attach an additional sheet if space is needed.

Name	Position	City and State of Residence	Phone Number
Brian Graig	Principal	7669 Jonathan Drive, Holland, Ohio 43528	(419) 376-2235

If the vendor has only one owner/officer, list the name, position, and city and state of residence above and please initial here: BC

VENDOR REGISTRATION AND DISCLOSURE STATEMENT AND SMALL, WOMEN-, AND MINORITY-OWNED BUSINESS CERTIFICATION APPLICATION

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION
To Be Completed by the Vendor and Returned to the Purchasing Division

7. List the bank name Directions Federal Credit Union, city Maumee, state OH, and telephone number 419-376-2235 of one or more financial institutions to serve as reference for the vendor.

8. What is the latest Dun & Bradstreet number and rating on the vendor? # 03-243-1299 / Rating: 2A

9. Is the vendor acting as an agent for some other individual, firm or corporation? If yes, attach statement of the principal authorizing such representation. ☒ No ☐ Yes

By signing below and submitting this form, the vendor certifies and acknowledges that: 1) it has obtained all licenses, certifications, and authorizations necessary to lawfully conduct business in the state of West Virginia; and 2) that the assertions made by completing this form and delivering it to the Purchasing Division are accurate and true in accordance with the applicable law and rules. As authorized agent of the vendor named herein, I do solemnly swear that the above information is true and complete, in accordance with **West Virginia Code** §5A-3-12(e).

In the event that the vendor is applying for certification as a small, women-, or minority-owned business, the vendor's signature below further certifies that: 1) the state in which the vendor has its headquarters or principal place of business does not deny a like certification to a West Virginia based small, women-owned, or minority-owned business; 2) the state in which the vendor has its headquarters or principal place of business does not provide a preference to small, women-owned, or minority-owned firms that is unavailable to West Virginia based businesses; and, 3) that it has read and understands this form, along with the law and rules governing certification as a small, women-owned, or minority-owned business.

Brian Craig

Authorized Agent of Vendor (Print Name)

Brian Craig

Authorized Agent (Signature)

PRINCIPAL

Title

FEBRUARY 02, 2022

Date

PURCHASING DIVISION USE ONLY

Vendor ID: _____

Check No. : _____

Memo No. : _____

Date: _____

Entered by: _____

**VENDOR REGISTRATION AND DISCLOSURE STATEMENT AND SMALL, WOMEN-,
AND MINORITY-OWNED BUSINESS CERTIFICATION APPLICATION**

PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION
To Be Completed by the Vendor and Returned to the Purchasing Division

Part II: FOR STATE USE ONLY - To Be Completed by State Agency and Returned to Purchasing Division

1. Please provide a concise description of the goods and/or services the vendor is providing with your specific transaction.

2. Cite the corresponding exemption code from Section 9 of the Purchasing Division Procedures Handbook, if applicable.

3. Are the goods and/or services considered sole source?

☐ No

☐ Yes

4. Will the goods and/or services provided by this vendor exceed \$2,500 in aggregate across all state agencies? If not, and an award under this dollar threshold is pending, please also contact the wvOASIS Finance Team at financeteam@wvoasis.gov for a processing code to use on your wvOASIS award document.

☐ No

☐ Yes

State Agency Procurement Officer Signature

Date

Telephone No.

FAX No.

Return to: WV Purchasing Division
Vendor Registration
2019 Washington Street, East
Charleston, WV 25305-0130

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CEOI EBA22*3

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)

- ☒ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5

- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ 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.

INTEGRITY MOISTURE SOLUTIONS, LLC
Company

Duan Clay
Authorized Signature

FEBRUARY 02, 2022
Date

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



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

State of West Virginia
Centralized Expression of Interest
Architect/Engr

Proc Folder: 979934

Doc Description: Addendum No. 1 Roof Replacement Morgantown and Coopers Rock

Reason for Modification:

Addendum No. 1 is issued to
publish questions and answers

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2022-01-26	2022-02-03 13:30	CEOI 0439 EBA2200000003	2

BID RECEIVING LOCATION

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR

Vendor Customer Code: VC0000064603

Vendor Name: INTEGRITY MOISTURE SOLUTIONS, LLC

Address: 7659

Street: JONATHAN DRIVE

City: HOLLAND

State: OHIO

Country: US

Zip: 43528

Principal Contact: BRIAN CRAIG

Vendor Contact Phone: 419-376-2235 Extension: N/A

FOR INFORMATION CONTACT THE BUYER

Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X *Brian Craig*

FEIN# 80-0421512

DATE *FEBRUARY 02, 2022*

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

Addendum No. 1 is issued for the following reasons:

1) To publish a copy of vendor's questions and the responses.

---no other changes---

INVOICE TO	SHIP TO
EDUCATIONAL BROADCASTING 124 INDUSTRIAL PARK RD BEAVER WV 25813 US	EDUCATIONAL BROADCASTING WNPB-TV 191 SCOTT AVE MORGANTOWN WV 26505 US

Line	Comm Ln Desc	Qty	Unit Issue
1	Architectural/Engineering svcs to design roof & specs		

Comm Code	Manufacturer	Specification	Model #
81101508			

Extended Description:

In accordance with W. Va. Code 5G-1-1 (et seq) WV Educational Broadcasting Authority seeks A/E Services for a method of correction for the Morgantown Office and Cooper's Rock transmitters site.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	QUESTIONS ARE DUE BY 4:00 P.M.	2022-01-25

	Document Phase	Document Description	Page
EBA2200000003	Draft	Addendum No. 1 Roof Replacement Morgantown and Coopers Rock	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

SOLICITATION NUMBER: CEOI EBA2200000003

Addendum Number: 1

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:

Addendum No. 1 is issued for the following reasons:

- 1) To publish a copy of vendor's questions and the responses.

---no other changes---

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.: CEOI EBA22*3

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 checked="" 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.

Integrity Moisture Solutions, LLC
Company
Kuan Alf
Authorized Signature
FEBRUARY 02, 2022
Date

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

CEOI EBA2200000003

A/E SERVICES FOR ROOFING PROJECT

VENDOR QUESTIONS

Q.1 For the following addresses: - 191 Scott Avenue, Morgantown, WV 26505 & 123 Sandy Springs Rd, Bruceton WV - aerial and street maps show buildings with metal roofs and no flat roof areas. Is this the correct address for the second Building at Cooper's Rock Transmitters site?

A.1 The correct address is 1309 Sand Springs Rd, Bruceton Mills, WV 26525

Q.2 Has asbestos or moisture testing been completed on the existing roof systems?

A.2. No.

Q.3 What is or does the State have a Roof system of choice for both the steep sloped and the low sloped roof areas?

A.3. No.

Q.4 Is a WV Architect or Engineer Stamped set of drawings or specifications required for the 191 Scott Avenue, Morgantown, WV 26505 roof replacement permitting process?

A.4. We don't know. We will be relying on the selected vendor for this contract to ensure these requirements are understood and met.

CEOI EBA2200000003

A/E SERVICES FOR ROOFING PROJECT

VENDOR QUESTIONS

Q.5 Is a WV Architect or Engineer Stamped set of drawings or specifications required for the 123 Sandy Springs Rd, Preston County, Bruceton, WV 26522 roof replacement permitting process?

A.5. We don't know. We will be relying on the selected vendor for this contract to ensure these requirements are understood and met.

Q.6 If a WV Architect or Engineer Stamped set of drawings or specifications are not required for either of the two projects listed in the permitting process, will only an WV A/E approved firm be considered or awarded this RFP?

A.6 If you mean will the awarded vendor need to be licensed in the State of WV, then yes. If you mean a vendor who is registered with the State Purchasing and Secretary of State's office, then no. Other vendors can be selected but they would need to complete these registrations prior to award.

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. 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:** 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 attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.
- 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.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Brian May PRINCIPAL
(Name, Title)
BRIAN CRAIG, PRINCIPAL
(Printed Name and Title)
7659 JONATHAN DRIVE ; HOLLAND, OHIO 43528
(Address)
419-376-2235
(Phone Number) / (Fax Number)
rcraig@inmosonic.com
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

INTEGRITY MOISTURE SOLUTIONS, LLC
(Company)

Brian May BRIAN CRAIG, PRINCIPAL
(Authorized Signature) (Representative Name, Title)

BRIAN CRAIG, PRINCIPAL
(Printed Name and Title of Authorized Representative)

FEBRUARY 02, 2022
(Date)

419-376-2235
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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 exceeds 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: INTegrity MOISTURE SOLUTIONS, LLC

Authorized Signature: [Signature]

Date: FEBRUARY 01, 2022

State of OHIO

County of Lucas, to-wit:

Taken, subscribed, and sworn to before me this 1st day of February, 2022

My Commission expires October 29, 2024



SHELLEY N. HALL
Notary Public, State of Ohio
My Commission Expires:
October 29, 2024

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)



INTEGRITY MOISTURE SOLUTIONS, LLC

7659 Jonathan Drive, Holland 43528
Ph.: 419.376.2235 • rcraig@inmosollc.com

February 02, 2022

Sealed Bid: A/E Services for Roofing Project at Morgantown Office and Cooper's Rock Site

BUYER: Toby L. Welch
SOLICITATION NO.: CEOI EBA2200000003
BID OPENING DATE: Thursday February 3rd, 2022
Toby.L.Welch@wv.gov

Dear Mr. Toby L. Welch,

We greatly appreciate the opportunity to submit on this Solicitation for A/E Services for the Roofing Project at Morgantown Office and Cooper's Rock Services. If given the opportunity, Integrity Moisture Solutions, LLC Building Envelope Consultants will deliver results that are efficient, cost effective and durable as IMS understands the requirements of the State of West Virginia. We are experienced on the diverse types of roof system(s) we will be recommending for the Owners project review. Accurate and timely Construction documents, design documents, and quality Construction observation services are the cornerstones of sustainable, durable, and successful projects. Our experience in all phases of the Roofing and Building Envelope Process has helped us carve out a unique niche in evaluating, designing, and executing successful outcomes for the building Owners.

Our firm has just completed three roof design projects at WVU, Morgantown, Campus. The Chemistry Research Laboratory Building has been awarded to Tri-State Roofing and Sheet Metal and we are in the submittal process. We believe we have a good working relationship with the Local Morgantown Roofing Contractors as they are the group that informed IMS of this potential Solicitation opportunity.

Creating current and past WVU roof design contract documents has allowed us to maintain current with the necessary State of WV Codes and requirements as well as the WV Roofing manufacturers' requirements. Utilizing our services will provide assurances to the Owner that the project(s) are installed per the Owner's requirements of the design professional's drawings and specifications, and manufacturer's recommendations and requirements. The Consultant/Observer will provide maintenance training and warranty inspections per individual project requirements.

We will gladly submit samples of 4 or 5 WVU Roof Design Contract Documents to include Specifications and Architectural Drawings we have completed in the last two years provided it does not violate any State ownership issues. We also just completed a complex design and construction project at the WVU Tech Campus in Beckley, WV.

Again, we thank you for the opportunity to submit our Proposal for the potential roof renovations at Morgantown Office and Cooper's Rock location. Please do not hesitate to call us if you have any further questions or we can provide additional information.

Sincerely,
Rick Craig

Rick Craig, F-IIBEC; RRC; RRO
Copy: archive; file



PROJECT TEAM – State of WV Team Members, WV Stakeholders, WV Building Department, WV Facility Personnel, and Integrity Moisture Solutions, LLC

We take great pride in our ability to work as a Team with each of our Clients in order to deliver superior service while developing comprehensive and useable information. We will designate Rick Craig as the Project Team Leader who will lead the process with the full support of IMS team members. Rick will also serve as the Project Leader for the Phase II Project Design and Bidding Services and Phase III Construction Administration Team members.

We have assembled a highly qualified and experienced team that has extensive Roof Design and Construction expertise with various Morgantown and Beckley West Virginia State University Buildings. Since 2011, we have been performing roof evaluations, **(Phase I)**; Design **(Phase II)** and construction administration **(Phase III)** work for West Virginia University. We believe our work at WVU will allow us to make educated and valuable assistance to the State of WV Team members, Stakeholders, CM, and roofing contractors to a successful project. Providing a streamline communication channel will provide a central line of communication for the Client's team members, CM, and Contractors. Appointing a Project Leader for the roof projects will allow our team to work concurrently and seamless on each project in order to maximize the client's daily time and efforts while minimizing time away from WV State normal day to day workloads. Our team will be able to develop both services and Priorities for client's daily development intake of comprehensive and usable information.

Our personnel are active in a number of Industry related organizations that develop and establish the standards for Building Envelope Research and Technology. Roofing Systems are the cornerstone of the Building Envelope, and our continuing education allows us to stay abreast of the roofing Industry's latest technology and roof systems. Our organization is continually active with the IIBEC/RCI organization and currently holds multiple credentials and volunteer routinely for various committees and Task Forces. We have also enjoyed membership in the Toledo AIA Chapter and the National Roofing Contractors Association, (NRCA).

1. Project Evaluations:

- a. IMS will perform a Phase I evaluation and determine the exiting structure, roof system (s), substrate type and conditions, and exterior wall conditions.
- b. Perform core cuts to determine existing roofing system.
- c. Perform core cuts for asbestos screening.
- d. Determine best roof system solutions for Owner and provide results to Client
- e. Assist with final selection of Owner selected roof system

2. Project Specifications:

- a. In accordance with *West Virginia Code* §5A-3-11, competition must be sought, whenever possible. IMS will accomplish this by describing products and services in a manner which meets the agency's needs and encourages competition.
- b. Detail Drawings will also be provided that will meet or exceed Manufacturer's minimum requirement.

- c. Our Specification will be based upon three major Roof Membrane manufacturer's commodity description(s), model number(s) and quality level.
- d. A Design Specification will concentrate on the dimensional and physical requirements of the roofing material being specified.
- e. Specifications will require Contractors to 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 the *West Virginia Code* §21-5A-1 et seq. and available at www.sos.wv.gov/administrative-law/wagerates/Pages/default.aspx.
- f. The required contract provisions contained in the *West Virginia Code of State Rules* §42-7-3 are specifically incorporated by reference.
- g. IMS will provide all assistance and support as directed by the State of West Virginia.

3. The Bid Process:

- a. Solicitation of Bids: In order to achieve competitive bidding, a minimum of three (3) bids will be sought out. An RFQ will be issued per State direction to solicit vendors capable of providing the necessary products or services.
- b. Requests for Quotations: The Request for Quotation (RFQ) will be used to acquire a minimum of three competitive bids.

4. Project-specific staffing plan:

- a. We plan to utilize Rick Craig and Jim Zadai as our full-time design professionals and contract document specialists.
- b. Jim is familiar with the campus, the buildings that are part of the RFP Project, several of the WVU Team members, and has prior experience with performing QO observation work at multiple WVU projects.
- c. We believe that one full time and one part time observer can successfully provide the observation duties with the ongoing projects. Based upon R. H. Marcon and Mid-State having extensive experience working annually on WVU Buildings, we know they are very familiar with the WVU design requirements, campus policies, and Facilities included in this RFP.
- d. Our goal is to make sure everyone is aware of what is expected at the beginning of each project and observe compliance as the projects progress. Becoming well versed on all WVU details will provide quick and easy verification for compliance.
- e. We can adjust personnel as needed to accommodate fluctuations in work.

COMMUNICATION PLAN

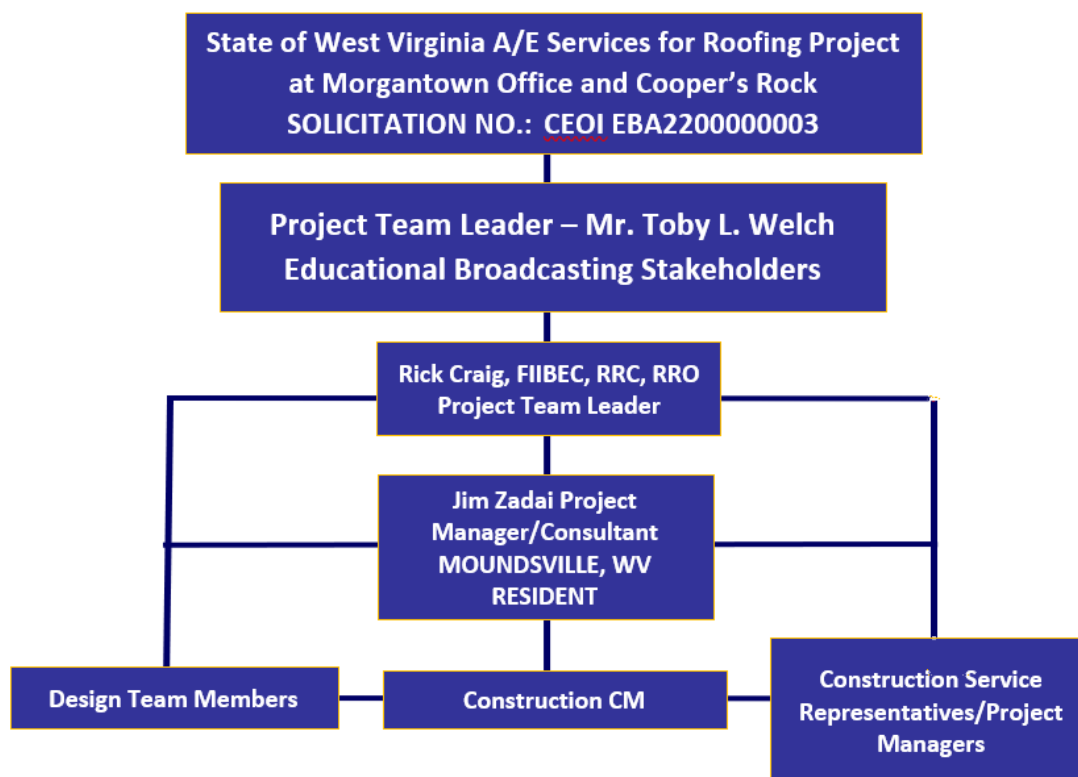
1. Rick Craig will be our primary point of contact and Rick, or Jim Zadaï will communicate as needed on a daily basis. Jim will provide daily project updates to CM and project look ahead notes for upcoming work activities.
 - a. Updates and communication can be verbal and documented in the daily reports.
 - b. Updates can be verbally provided to the CM's and all internal and external stakeholders are needed at their discretion and schedule.
2. Jim Zadaï will be the onsite first and primary point of contact on the project during construction. All daily project coordination and communication will be coordinated through Jim.
 - a. Jim will be available 24 hours a day, 7 days a week once the projects begin. All emergency calls should be directed to Jim. Jim will local during the week and when work is being performed on the weekend.
3. Contractor Issues or concerns can be conveyed directly to Jim for action.
4. Jim will be accessible to all Team members 24 hours a day, seven days a week.
5. As a back-up plan, Rick will be our second point of contact. Client will have access to both phone numbers 24-7.
 6. Integrity Moisture Solutions, LLC (IMS) greatly appreciates the opportunity to submit on this RFP for A/E Services for Roofing Project at Morgantown Office and Cooper's Rock Site: SOLICITATION NO.: CEOI EBA2200000003.
 7. If given the opportunity, Integrity Moisture Solutions, LLC Building Consultants will deliver results that are efficient, cost effective and durable. IMS understands the requirements of the State of West Virginia building and roofing requirements and the challenges with the ongoing health challenges for a sustainable, durable, and successful project.
 8. Throughout our years, we have amassed decades of experience in the Building Envelope industry both locally and nationally. Members of our team have personally performed Roofing Design and Quality Observation services at WVU since 2015. Our experience in all phases of the Roofing Process has helped us carve out a unique niche in evaluating, designing, and executing successful outcomes for building envelope deficiencies affecting roofs and building envelope structures. We have always provided our clients with roof replacement options and cost-effective solutions.
 9. As an independent entity with no affiliations to vendors or building material manufacturers, our sole focus is protecting the interests of our client, the State of West Virginia. Development of design contract documents and QOA construction observation services are provided promoting project success.
 10. Our ability to provide the best and latest available services is based upon the fact we are not involved in the business of selling, installing, or installing, repairing, roofs or building envelope systems. IMS possesses the experience in all requirements of the building envelope design procedures, and the evaluation procedures of the installation / remediation, with knowledge of all types of materials, specifications, and methodologies for construction projects. We have familiarized ourselves with the State of West Virginia

Construction Department Standards having directly designed and worked on WVU State Buildings.

11. We just completed design of three roof projects at WVU and one has been awarded to Tri-State Roofing and is in the submittal process. This allows us to maintain current with the necessary State of WV Codes and manufacturers' requirements. Utilizing our services will provide assurances to the Owner that the project(s) are installed per the Owner's requirements of the design professional's drawings and specifications, and manufacturer's recommendations and requirements. The Consultant/Observer will provide maintenance training and warranty inspections per individual project requirements.
12. We can provide samples of 4 or 5 WVU Roof Design Contract Documents to include Specifications and Architectural Drawings we have completed in the last two years. We also just completed a complex design and construction project at WVU Tech in Beckley, WV.

ORGANIZATIONAL CHART –

1. *Organization Chart – An organization chart that clearly indicates the roles for each team member.*



CREDENTIALS:

Rick Craig, F-IIBEC, RRC, RRO: Project Team Leader and Lead Roof Asset Management (RAM) Program Manager:

F-RCI/IIBEC: Jury of Fellows of RCI, Inc. The designation of “Fellow” is an honorary title bestowed upon individuals who have demonstrated meritorious volunteer service for the RCI/IIBEC organization.

RRC/IIBEC: Registered Roof Consultant - Credential's specific requirements to become a Registered Roof Consultant include verifiable levels of work experience and education, high ethical standards, and a satisfactory score on both the RRC and General Consultant Knowledge (GCK) Exams.

RRO: Registered Roof Observer – Credential's specific requirements include knowledge of roof observation principles for the following types of roofing systems: built-up, single-ply, asphalt shingle, wood, sprayed polyurethane foam, tile, metal and slate.

drawings.

ASTM [REDACTED] - TRAINING EXPERIENCE – ROOF QUALITY ASSURANCE OBSERVATION (QAO)

Record of Training/Experience-Roof Quality Assurance Observation (QAO)

Rick Craig, F-RCI/IIBEC, RRC, RRO

Date: 04-22-19

PART I: Record of Specialized Training / Professional Certifications

CERTIFICATIONS & REGISTRATIONS:

F-IIBEC– Inducted to the RCI/IIBEC “Jury of Fellow”

Registered Roof Consultant - RCI/IIBEC # [REDACTED] (Current)

Registered Roof Observer - RCI/IIBEC # [REDACTED] (Current)

COMMITTEES:

Three term Past Chairman Registered Roof Observer, (RRO) Committee Chairperson, RCI Organization, Responsible for maintaining, updating, and developing test questions for RRO certification

AWARDS:

William C. Correll Award at 2020 IIBEC Convention

Michael DeFrancesco Volunteer of the Year Award at 2019 RCI/IIBEC Convention

FRCI – Inducted to the RCI “Jury of Fellow” at 2016 RCI Convention

RCI Outstanding Volunteer – 2007 & 2015

Certificate of Appreciation Awards: 2005-2006 – RRO Exam Development Committee; 2010 – Manual of Practice (MOP) Task Force; 2012 – RRO Exam Development Task Force

MILITARY EXPERIENCE:

United States Army, Honorable Discharge (1977 – 1983)

PROPOSED SERVICES ARE AS FOLLOWS:

Project Costs will depend upon a number of items that are beyond the control of the Owner, Contractor, and A/E Firm due to the current market historic and unprecedented material supply chain challenges.

Integrity Moisture Solutions, LLC, (IMS, LLC) is pleased to present this proposal for the proposed Beaver Valley Corners 2440 North and 2430 East, Dayton Xenia Rd, Beavercreek, OH 45434 Roof Renovation Services. Our Services as set forth below per your requirements include: (Please note any modifications and/or exclusions and initial).

I. PHASE II

- A. IMS, LLC will provide all labor, materials, tools, and equipment necessary for a visual evaluation of the proposed buildings listed above.
- B. Owner and Representative may furnish necessary and pertinent history and relevant documents and drawings of the facility as it currently maintains in its files. IMS, LLC will review all pertinent history.
- C. IMS, LLC will extract, and patch various core cuts in order to determine roof components. Roof cores will be extracted for the identification of roof components. Testing for the existence of asbestos is not included in this proposal.
- D. Conduct field work to gather data & prepare scope of work documents and bid form.
- E. Prepare Contract Scope of work Documents that shall meet local Building Code Standards
- F. Assist/conduct pre-bid meeting with selected contractors.
- G. Field and answer questions during the bidding process.
- H. Review the complete scope of work requirements with the successful Contractor as selected by the Owner.

II. PHASE III

- A. Review Contractor submittals and any shop drawings provided/required.
- B. Assist, convene and attend Pre-Construction Meeting.
- C. Perform quality observations during the course of Construction - (25%; 50%; & 75% completion)
- D. Conduct and prepare any punch lists at completion of project.
- E. Assist Owner with Close-out documents and Final inspection.

II. FEE EXCLUSIONS

- A. Services not included under this contract do not include:
 - 1. Infrared Thermography Scan to determine amount of potential wet insulation
 - 2. Structural and Plumbing Engineering services
 - 3. Building permit and Sales tax are not included in this quotation.
 - 4. Staging equipment or material
 - 5. Landscape repair
 - 6. Shrubbery Replacement
 - 7. Sidewalk repair
 - 8. Asphalt Repair
 - 9. Software Costs
 - 10. COVID 19 - PPE, standard safety equipment beyond the normal PPE required and supplied by IMS.
- B. **Structural Engineering:** Structural Engineering Services to inspect distressed roof

structure deck and framing systems, or damaged, distressed building components is not included in this proposal.

INSURANCE

Upon acceptance of this Agreement, the State of West Virginia shall be supplied additional copies of current Certificates of Insurance for General Liability and Professional Liability Insurance on file.

IMS Professional Liability Insurance, "Errors and Omissions" and its General Liability Insurance shall each maintain limits of no less than \$ 2,000,000.00 with a \$ 4,000,000.00 aggregate. The Owner/ Client Name has been listed as an additional insured on the General Liability Policy.

In addition, the Consultant shall provide and maintain all necessary pertinent Worker's Compensation and other employment related insurance on all of their employees who provide any services on the project.

ADDITIONAL SERVICES

The Owner may retain Consultant to perform additional services as described in this Agreement. Any and all additional services and conditions of this Agreement as may be modified by such written order. The Owner shall not be responsible, liable, or obligated to pay for any additional work or services performed or materials supplied without its prior written approval. It should be noted that some additional services may be urgent in nature and require Owner's immediate verbal authorization to proceed. In the event a verbal authorization is provided a written order is to follow in an expeditious manner.

FEE EXCLUSIONS

Staging: We will need assistance to access the majority of the University Roofs from interior roof hatch access or exterior wall mounted fixed ladders. Our Fee does not include the use of man lift staging or other mechanical staging equipment. If mechanical staging equipment is required to reach some roof sections. The costs associated with equipment rental and operator shall be treated as a reimbursable expense, cost plus 10%, pending Owner's approval.

Exploratory Work is not included in this proposal.

Structural Engineering: Structural Engineering Services to inspect distressed roof structure deck and framing systems, or damaged, distressed building components is not included.

Sincerely,
Rick Craig

Rick Craig, F-IIBEC; RRC; RRO
Copy: archive; file

ATTACHMENTS TO THIS AGREEMENT

1. Attachment 1 – Centralized Expression of Interest
2. Attachment 2 – New Vendor Registration & Disclosure
3. Attachment 3 – Signed Addendum Acknowledgment form
4. Attachment 4 – Signed Addendum # 1
5. Attachment 5 – Additional Terms & Conditions
6. Attachment 7 – Solicitation RFP Response 02 02 2022
7. Attachment 8 – RFP Proposal Fee Scheduled
8. Attachment 9 – COI for West Virginia Solicitation
9. Attachment 10 – Ohio Workmen’s Compensation Certificate
10. Attachment 11 – IMS – W-9 Certificate



INTEGRITY MOISTURE SOLUTIONS, LLC

7659 Jonathan Drive, Holland 43528
Ph.: 419.376.2235 • rcraig@inmosolc.com

February 02, 2022

Sealed Bid: A/E Services for Roofing Project at Morgantown Office and Cooper's Rock Site

BUYER: Toby L. Welch

SOLICITATION NO.: CEOI EBA2200000003

BID OPENING DATE: Thursday February 3rd, 2022

Toby.L.Welch@wv.gov

Dear Mr. Toby L. Welch,

III. FEE SCHEDULE with CONSTRUCTION BUDGET COSTS FOR FULLY ADHERED OR MECHANICALLY ATTACHED EPDM ROOF MEMBRANE SYSTEM:

A. IMS, LLC Phase II & III Construction Budget and IMS Services for Bldg. 2430

1. IMS Costs for 191 Scott Avenue Bldg.\$ 69,672.00
2. IMS Costs for 1309 Sand Springs Rd, Bruceton Mills Bldg.\$ 6,733.00

B. Combined Services – If both Buildings are awarded to IMS at the same time allowing field work to be completed concurrently.

1. IMS, LLC Phase II & III Services for 191 Scott Avenue and 1309 Sand Springs Rd, Bruceton Mills Bldgs.
2. Combined Services with a 5% Discount.....\$ 72,585.00

	#	Roof ID	Sq. Ft.	Cost per Sq. Ft.	Construction Costs	
191 Scott Avenue	1		24,500.00		\$612,500.00	Costs will depend upon existing roof top conditions, # of roof system (s), access, completion time frame / schedule, roof system choice, and contractor selection and availability
191 Scott Avenue	2		24,500.00		\$673,750.00	
191 Scott Avenue	3		24,500.00		\$735,000.00	
191 Scott Avenue	4		24,500.00		\$796,250.00	
191 Scott Avenue	5		24,500.00		\$857,500.00	
A/E Services for Roofing Project at Morgantown Office					\$64,312.50	
	#	Roof ID	Sq. Ft.	Cost per Sq. Ft.	Construction Costs	
1309 Sand Springs Rd, Bruceton Mills	1		1,350.00			Costs will depend upon existing roof top conditions, # of roof system (s), access, completion time frame / schedule, roof system choice, and contractor selection and availability
1309 Sand Springs Rd, Bruceton Mills	2		1,350.00		\$54,000.00	
1309 Sand Springs Rd, Bruceton Mills	3		1,350.00		\$57,375.00	
1309 Sand Springs Rd, Bruceton Mills	4		1,350.00		\$60,750.00	
1309 Sand Springs Rd, Bruceton Mills	5		1,350.00			
1309 Sand Springs Rd, Bruceton Mills	6		1,350.00		\$50,625.00	
1309 Sand Springs Rd, Bruceton Mills	7		1,350.00			
1309 Sand Springs Rd, Bruceton Mills	8		1,350.00		\$57,375.00	
1309 Sand Springs Rd, Bruceton Mills	9		1,350.00		\$60,750.00	
1309 Sand Springs Rd, Bruceton Mills	10		1,350.00		\$67,500.00	
A/E Services for Roofing Project at Cooper's Rock Site					\$5,882.63	

6. **RATE SCHEDULE**

Hourly Rate Schedule per 1-A Agreement Form

Hourly Rate Fee Schedule

Rick Craig, FRCI, RRC, RRO	\$ 120.00
Registered Architect – Buehrer Group	\$ 155.00
Field QO Technician – Jim Zada	\$ 85.00
Auto CADD – Drafting – Buehrer Group	\$ 75.00
Program Analyst – Office manager	\$ 60.00
Administrative Assistant	\$ 55.00

Hourly Rate

Reimbursable Expenses

Hotel/Lodging	\$ 135.00 average based on local rates
Per diem	\$ 40.00 per day
Mileage	\$ @ government allowance rate
Drive/Flight Time	\$ 50.00 per hour
Airfare	\$ cost + 10 %
Copies/Printing	\$ cost + 10 %

Per Day - Per Site Visit



INTEMOI-01

CGARKALNS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/21/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hartsfield & Nash Agency, Inc. 10405 Ligon Mill Rd., Ste H Wake Forest, NC 27587	CONTACT NAME Connie Garkalns	
	PHONE (A/C, No, Ext) (919) 556-3698	FAX (A/C, No) (919) 556-8758
	E-MAIL ADDRESS Connie@hartsfield-nash.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A HANOVER INSURANCE COMPANY	
	INSURER B New Hampshire Insurance Co.	
INSURED Integrity Moisture Solutions LLC 7659 Jonathan Drive Holland, OH 43529	NAIC #	
	22292	
	INSURER C	
	INSURER D	
	INSURER E	
	INSURER F	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE L MIT APPL ES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			OH6A783982	11/18/2021	11/18/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			OH6A783982	11/18/2021	11/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCR PTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACC DENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Professional Liab			064990784-06	11/18/2021	11/18/2022	Per Claim 2,000,000
B	Professional Liab			064990784-06	11/18/2021	11/18/2022	Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sealed Bid: A/E Services for Roofing Project at Morgantown Office and Cooper's Rock site

Buyer: Toby L. Welch

Solicitation No: CEOI EBA2200000003

CERTIFICATE HOLDER

CANCELLATION

State of West Virginia
 Department of Administration General Services
 2019 Washington Street East
 Charleston, WV 25305-0130

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Connie Garkalns



**Bureau of Workers'
Compensation**

30 W. Spring St.
Columbus, OH 43215

Certificate of Ohio Workers' Compensation

This certifies that the employer listed below participates in the Ohio State Insurance Fund as required by law. Therefore, the employer is entitled to the rights and benefits of the fund for the period specified. This certificate is only valid if premiums and assessments, including installments, are paid by the applicable due date. To verify coverage, visit www.bwc.ohio.gov, or call 1-800-644-6292.

This certificate must be conspicuously posted.

Policy number and employer
01582857

Period Specified Below
07/01/2021 to 07/01/2022

INTEGRITY MOISTURE SOLUTION LLC
7659 JONATHAN DR
HOLLAND, OH 43528-7935



www.bwc.ohio.gov
Issued by: BWC

Interim Administrator/CEO

You can reproduce this certificate as needed.

Ohio Bureau of Workers' Compensation

Required Posting

Section 4123.54 of the Ohio Revised Code requires notice of rebuttable presumption. Rebuttable presumption means an employee may dispute or prove untrue the presumption (or belief) that alcohol, marihuana or a controlled substance not prescribed by the employee's physician is the proximate cause (main reason) of the work-related injury.

The burden of proof is on the employee to prove the presence of alcohol, marihuana or a controlled substance was not the proximate cause of the work-related injury. An employee who tests positive or refuses to submit to chemical testing may be disqualified for compensation and benefits under the Workers' Compensation Act.



**Bureau of Workers'
Compensation**

You must post this language with the Certificate of Ohio Workers' Compensation.



**Bureau of Workers'
Compensation**

30 W. Spring St.
Columbus OH 43215-2256

Governor **Mike DeWine**
Interim Administrator/CEO **John Logue**

www.bwc.ohio.gov
1-800-644-6292

04/19/2021
Date Mailed

#BWNFVSQ
#XX19980494#

INTEGRITY MOISTURE SOLUTION LLC
7659 JONATHAN DR
HOLLAND, OH 43528-7935

IMPORTANT DOCUMENT: REMOVE AND POST



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