



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

State of West Virginia  
 Centralized Request for Quote  
 Construction

<b>Proc Folder:</b> 1908053		<b>Reason for Modification:</b>	
<b>Doc Description:</b> Sealing and Striping of Asphalt Parking Lot at Lottery HQ			
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2026-02-18	2026-03-31 13:30	CRFQ 0705 LOT2600000002	1

**BID RECEIVING LOCATION**


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

RECEIVED  
 2026 MAR 31 AM 9:21  
 WV PURCHASING  
 DIVISION

**VENDOR**

**Vendor Customer Code:** VS0000045505  
**Vendor Name:** Elite Pavement Maintenance  
**Address:** 673  
**Street:** Nicolette rd  
**City:** Parkersburg  
**State:** WV **Country:** US **Zip:** 26104  
**Principal Contact:** Brandon Parsons  
**Vendor Contact Phone:** 304-916-6117 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 Brandon L Barr  
 304-558-2652  
 brandon.l.barr@wv.gov

**Vendor Signature**  **FEIN#** 93-2632396 **DATE** 3/30/26

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

**ADDITIONAL INFORMATION**

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Lottery to establish a contract for Sealing and Striping of Asphalt Parking Lot at Lottery HQ in Charleston, WV per the bid requirements, specifications, terms, and conditions attached to this solicitation.

INVOICE TO	SHIP TO
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LOTTERY PO BOX 2067  CHARLESTON                      WV US	LOTTERY 900 PENNSYLVANIA AVE  CHARLESTON                      WV US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Repairs, Cleaning, Sealing & Painting of Asphalt				

Comm Code	Manufacturer	Specification	Model #
30121600			

**Extended Description:**

See Exhibit A - Pricing page.

Repairs, Cleaning, Sealing and Painting of Asphalt: Pricing to include all materials, labor, equipment, mileage, other incidentals necessary to complete the project.

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Mandatory Pre-bid at 10am ET	2026-03-17
2	Technical questions due by 03/24/2026 at 10am ET	2026-03-24

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: LOT2600000002**

**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.

Elite Pavement Maintenance  
\_\_\_\_\_  
Company

  
\_\_\_\_\_  
Authorized Signature

3/30/26  
\_\_\_\_\_  
Date

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

## Poly Cote™

### Polymer Fortified Pavement Sealer

#### DESCRIPTION

Poly Cote™ is a polymer modified refined tar emulsion pavement sealer designed to be field mixed with mineral aggregate for utmost wear resistance. It is produced with a colloid mill for consistent tar particle size and distribution. With its advanced polymer fortification, Poly Cote™ provides excellent adhesion and flexibility and exhibits outstanding resistance to gasoline, oil and ultraviolet light when properly installed on asphalt pavement surfaces.



#### APPLICATION

Poly Cote™ must be applied to clean, structurally sound asphalt pavements that are surface cured and free from all loose and foreign debris. Wide cracks, alligatored areas and soft or sunken pavement must be properly repaired or replaced prior to sealing. Oil and grease spots must be properly cleaned and primed prior to sealing. All vegetation should be treated with a water based herbicide at least one (1) week prior to sealing and removed during final surface preparations.

Poly Cote™ can be applied by using spray equipment, mechanical squeegee equipment, brush or rubber squeegee. All application equipment must be capable of applying a sufficient quantity of Poly Cote™ to the pavement to ensure a uniform coating at the specified application rates.

#### KEY ADVANTAGES

- **Polymer modified for superior adhesion and wear resistance**
- **Colloid milled for consistent trouble free performance**
- **Formulated for maximum flexibility over a wide variety of climatic conditions**

#### MIX DESIGNS AND USAGE

Poly Cote™, as supplied, is designed to be mixed with mineral aggregate to form a high solids, ready to use pavement coating. Specific mix designs are based upon age, texture and porosity of the pavement to be sealed, as well as the amount of traffic the pavement will receive (see recommendations on back for further details).

##### Aggregates

Aggregates, such as silica sand and boiler slag, must be washed, graded and free from dust, clay or other foreign contaminants. The aggregate must be angular and of medium grain fineness (AFS 50-70).

##### Latex Additives

While no additives are required with Poly Cote™ due to its unique polymer reinforcement, additional additives for drying or added scuff resistance may be used. Exceeding 2 gallons of additive per 100 gallons of Poly Cote™ will provide little or no additional benefit.

The following specifications and standards apply to Poly Cote™ for performance. Poly Cote™ meets all performance requirements of ASTM D5727

PROPERTY	TYPICAL
ASTM D5	Penetration of Bituminous Materials
ASTM D139	Float Test for Bituminous Materials
ASTM D2923	Emulsified Bitumens as Protective Coatings
ASTM D4072	Solubility in Toluene
ASTM D5727	Emulsified Refined Tar Coatings (Characteristics)
ASTM D6948	Refined Tar Sealer Ready to Use - Commercial Grade

**COVERAGE**

Based upon the below referenced mix designs, Poly Cote™ coverage rates are as follows:

- 1st Coat - 0.10 - 0.15 gallon per square yard
- 2nd Coat - 0.08 - 0.12 gallon per square yard
- 3rd Coat - 0.08 - 0.12 gallon per square yard

When multiple coats are used, allow previous coat to dry so that it will withstand traffic without scuffing before applying the next coat of sealer. Temperatures below 70° F, relative humidities above 50%, and lack of air movement will retard curing and lengthen the time between coats. A small amount of water can be added when high ambient or surface temperatures are encountered. (see chart below)

**POLY COTE™ TYPICAL PROPERTIES**

PROPERTY	TYPICAL
Non-volatile content %	38.00 - 40.00
Ash of Non-Volatile, %	36.00 - 37.00
Drying time, hours	4.0
Adhesion/resistance to water	No penetration/adhesion loss
Flexibility	No cracking or flaking
Specific Gravity at 25 C.	1.16

**MIX DESIGNS**

Traffic Pattern	No. of Coats	Poly Cote™	Water Gals.	Aggregate Lbs.	Additive Gals.
Pedestrian - maximum scuff resistance (playgrounds, walkways)	1st coat	100	5-10	100-200	1-2
	2nd coat	100	5-10	100-200	1-2
Residential or non-vehicular (driveways, multi-use trails)	1st coat	100	0-5	0-200	0-2
	2nd coat	100	0-5	100-200	0-2
Low traffic parking areas	1st coat	100	0-5	0-200	0-2
	2nd coat	100	0-5	100-200	0-2
Moderate traffic parking areas	1st coat	100	0-5	0-300	0-2
	2nd coat	100	0-5	100-300	0-2
High traffic parking areas, drive lanes, entrances and service roads	1st coat	100	0-5	0-400	0-2
	2nd coat	100	0-5	100-400	0-2
	3rd coat	100	0-5	100-400	0-2

**PRECAUTIONS**

Apply Poly Cote™ to unsealed asphalt pavements or surfaces previously sealed with refined tar emulsion pavement sealers.

Pavements previously sealed with asphalt emulsion pavement sealers should be allowed to weather for a minimum of two (2) years or until 50% of the pavement aggregate is exposed, before sealing with Poly Cote™.

New asphalt pavements and repair areas shall be allowed to cure a minimum of sixty (60) days at a minimum daytime temperature of 60 °F before sealing with Poly Cote™. A simple test to determine if a pavement is ready to be sealed is to cast a gallon or two of clean water over the surface. If the water sheets out, uniformly wetting the surface and no oil rings appear, the surface is ready to be sealed. If the water balls up and/or shows signs of oil rings, the surface is not ready to be sealed and should be allowed to cure longer.

Poly Cote™ contains refined tar. It may cause minor skin irritation. As with all chemicals, wear splash resistant goggles, protective gloves and clothing when applying Poly Cote™. In case of skin or eye contact, immediately flush area with clean water. Consult Material Safety Data Sheet for more information on safety and handling.

**LIMITATIONS**

Poly Cote™ must be applied only when ambient and pavement temperatures are a minimum of 50 °F and are expected to remain there for at least twenty-four (24) hours after sealer application. Poly Cote™ must not be applied during rainy or wet conditions such as foggy or overcast days with high relative humidity or when rain is predicted within twenty-four (24) hours after sealer application. When the ambient temperature is in excess of 85 °F, the pavement should be fogged with clean water immediately prior to sealer application, to facilitate better bonding and even spreading of sealer. All standing water must be removed prior to sealer application. Protect product from freezing. Once frozen, product is not useable. This product is for exterior use only.

**PACKAGING**

Available in bulk only

**LIMITED WARRANTY**

The Brewer Company warrants this product to be of merchantable quality when stored, used and applied in accordance with the specifications and instructions on the product label and herein. This limited warranty represents the sole and exclusive warranty. The Brewer Company's liability under this limited warranty is limited to replacement of the product proven defective or, at its option, refund of the selling price.







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

CERTIFICATE HOLDER

CANCELLATION

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

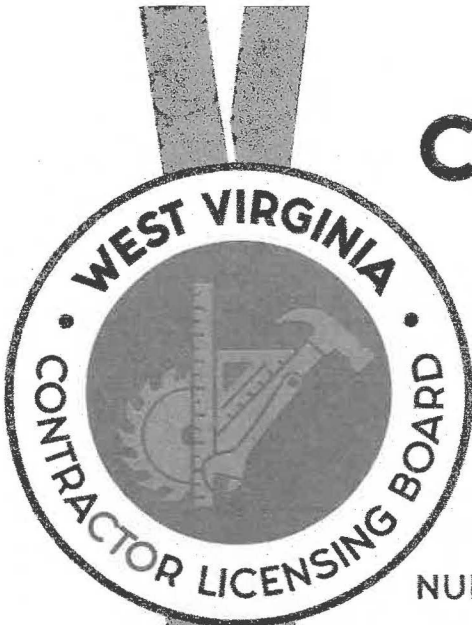
AUTHORIZED REPRESENTATIVE



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ACORD 25 (2016/03)

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# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WV063221

CLASSIFICATION:

SPECIALTY

EXTERIOR PROPERTY MAINTENANCE LLC  
DBA ELITE PAVEMENT MAINTENANCE  
673 NICOLETTE ROAD  
PARKERSBURG, WV 26104

DATE ISSUED

EXPIRATION DATE

NOVEMBER 12, 2025

NOVEMBER 12, 2026

Authorized Signature

Chair, West Virginia Contractor  
Licensing Board



A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Exterior Property Maintenance LLC, dba Elite Pavement Maintenance  
of 622 Butcher Bend Road, Mineral Wells, WV 26150, as Principal, and The Gray Casualty & Surety Company  
of P.O. Box 6202, Metairie, LA 70009-6202, a corporation organized and existing under the laws of the State of \_\_\_\_\_  
Louisiana with its principal office in the City of Metairie, LA, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent Of Bid ----- (\$ 5% Of Bid -----) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
State of West Virginia, Department of Administration, Purchasing Division, 2019 Washington Street East, Charleston, WV 25305  
Sealing and Striping of Asphalt Parking Lot at Lottery HQ, Charleston, WV  
Solicitation Number: CRFQ 0705 LOT2600000002

**NOW THEREFORE,**

- (a) If said bid shall be rejected, or  
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal  
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform  
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in  
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no  
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this 31st day of March, 2026.

Principal Seal

**Elite Pavement Maintenance**  
**673 Nicolette Rd**  
**Parkersburg, WV 26104**

Exterior Property Maintenance LLC, dba Elite Pavement Maintenance

(Name of Principal)

By [Signature]  
(Must be President, Vice President, or  
Duly Authorized Agent)

[Signature]

(Title)

Surety Seal

The Gray Casualty & Surety Company  
(Name of Surety)

[Signature]  
Ryan Wingrove, Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and  
must attach a power of attorney with its seal affixed.**

**THE GRAY INSURANCE COMPANY  
THE GRAY CASUALTY & SURETY COMPANY**

**GENERAL POWER OF ATTORNEY**

**Bond Number:** BID BOND 2026-01 **Principal:** Exterior Property Maintenance LLC, dba Elite Pavement Maintenance

**Project:** State of West Virginia. Sealing and Striping of Asphalt Parking Lot at Lottery HQ. Charleston, WV  
Solicitation Number: CRFQ 0705 LOT2600000002

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Ryan Wingrove, Adam Yeager, and Jill Morris Gibson of Huntington, West Virginia jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26<sup>th</sup> day of June, 2003.

“RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4<sup>th</sup> day of November, 2022.



By:

*Michael T. Gray*

Michael T. Gray  
President  
The Gray Insurance Company

*Cullen S. Piske*

Cullen S. Piske  
President  
The Gray Casualty & Surety Company



State of Louisiana

ss:  
Parish of Jefferson

On this 4<sup>th</sup> day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican  
Notary Public  
Notary ID No. 92653  
Orleans Parish, Louisiana

*Leigh Anne Henican*

Leigh Anne Henican  
Notary Public, Parish of Orleans State of Louisiana  
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 31<sup>st</sup> day of March, 2026.

*Mark S. Manguno*

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 31<sup>st</sup> day of March, 2026.

*Leigh Anne Henican*






**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.

(Printed Name and Title) Brandon Parsons owner  
(Address) 673 Nicolette rd, Parkersburg, WV 26104  
(Phone Number) / (Fax Number) 304-916-6117  
(email address) info.epmlc@gmail.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Elite Pavement Maintenance  
(Company)  
  
(Signature of Authorized Representative)  
Brandon Parsons owner 3/24/26  
(Printed Name and Title of Authorized Representative) (Date)  
304-916-6117  
(Phone Number) (Fax Number)  
info.epmlc@gmail.com  
(Email Address)

REQUEST FOR QUOTATION  
West Virginia Lottery Asphalt Sealing

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**10.4.2. Final Inspection:** Vendor shall participate in a final inspection with the Agency's project manager. The purpose of the final inspection will be to identify deficiencies that need to be remedied prior to the Agency's final acceptance of the work. Vendor shall at all times be obligated to perform in accordance with the Contract and must take all actions necessary to ensure that work complies with requirements of Contract prior to final acceptance. Final acceptance does not waive or release Vendor from its obligation to ensure that work complies with the Contract requirements. Vendor shall submit any warranty documents to the Agency project manager at final inspection.

**11. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

**11.1.** Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.

**11.2.** Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.

**11.3.** Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.

**11.4.** Anyone performing under this Contract will be subject to Agency's security protocol and procedures.

Vendor shall inform all staff of Agency's security protocol and procedures

**12. MISCELLANEOUS:**

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

**Contract Manager:** Branden Parsons

**Telephone Number:** 304-916-6117

**Fax Number:** \_\_\_\_\_

**Email Address:** info.epmlc@gmail.com

REQUEST FOR QUOTATION  
West Virginia Lottery Asphalt Sealing

**EXHIBIT A – Pricing Page**

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY FOR REPAIR, PATCH, CLEAN,  
SEALING AND STRIPING OF ASPHALT PARKING LOT

**LOCATED AT:** WV Lottery Headquarters, 900 Pennsylvania Ave, Charleston, WV 25302

**BID FORM**

The undersigned, hereafter called the Bidder, being familiar with and understanding the bidding documents; and  
being familiar with the site and all local conditions affecting the project, hereby proposes to furnish labor,  
material, equipment, supplies, and transportation to perform the work as described in the bidding documents.


Name of Bidder: Elite Pavement Maintenance  
Address: 673 Nicolette rd Parkersburg WV 26104  
Street City State Zip  
Telephone: 304-916-6117  
Fax Number: \_\_\_\_\_  
Email: info.epmlc@gmail.com  
Contractor's License No.: WV063221

CONTRACT GRAND TOTAL IN THE SUM OF:

seventeen thousand two hundred sixty eight dollars (Show amount in words)

\$ \$17,268 (Show amount in numbers)

\*Contract bid to be written in words and numbers\*\*

  
Signature

3/24/26  
Date

Printed Name: Brandon Parsons

Title: Owner

**End Of Exhibit A**