

Request for Quotation

GSD096451

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KRISTA FERRELL

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Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322 DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
BUILDING TWENTY FOUR
153 WEST MAIN STREET
CLARKSBURG WV
26301 304-558-2317

ADDRESS:CORRESPONDENCE TO ATTENTION OF

FREIGHT TERMS FOB: SHIPVIA TERMS OF SALE ... DATE PRINTED: 04/28/2009 BID OPENING DATE: OPENING TIME 05/13/2009 AMOUNT ITEM NUMBER UNITERICE UOP QUANTITY LINE 0001 JB 968-42 7 ADA COMPLIANT RESTROOM RENOVATIONS, BLDG#84 REQUEST FOR QUOTATION (RFQ) THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING BIDS TO PROVIDE ALL LABOR AND MATERIALS TO PROVIDE ADA COMPLIANT RESTROOM RENOVATIONS FOR BUILDING #84 (CORNERSTONE BUILDING) LOCATED AT 1409 GREENBRIER STREET IN CHARLESTON, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS. SITE VISITS MAY BE ARRANGED BY CONTACTING LARRY LEROSE, BUILDING MAINTENANCE SUPERVISOR AT 304-982-0531. ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN ACCORDANCE WITH THE THE PROVISIONS RFQ TECHNICAL QUESTIONS CONCERNING THIS PROJECT MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST IRGINIA STATE PURCHASING DIVISION VIA FAX AT B04-558-4115 OR VEA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS THURSDAY, APRIL 30, 2009 @ THE CLOSE OF BUSINESS! ALL TECHNICAL 2009 MAY 19 PM 12: 58 QUESTIONS RECEIVED, IF ANY, WILL BE ANSWERED BY ADDENDUM AFTER THE DEADLINE HAS LAPSED W PURCHASING QUESTIONS CONCERNING THE ACTUAL PROCESS BY WHICH A DIVISION vendor may submit a bid to the state of west virginia ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY SEE REVERSE SIDE FOR TERMS AND CONDITIONS. TELEPHONE 304-347-8829 ADDRESS CHANGES TO BE NOTED ABOVE 43-2051555 MEMBER WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
- 14. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in case of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- **6. BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



Charleston, WV 25322

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

Oval Construction Mgmt., LLC.

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KRISTA FERRELL 304-558-2596

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

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING TWENTY FOUR 153 WEST MAIN STREET CLARKSBURG WV

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GENERAL SERVICES DIVISION

ADA Compliant Restrooms
West Virginia State Office Building
Building 84 – 1409 Greenbrier Street
Charleston, West Virginia

BID FORM

OVAL CONSTRUCTION MANAGEMENT, LLC NAME OF BIDDER
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P.O. Box 401 Charleston, WV 25322 ADRESS OF BIDDER
ADNESS OF BIDDER
304-347-8820
PHONE NUMBER
<u> </u>
WY 037/57 WV CONTRACTOR'S LICENSE NO.

We, the undersigned, having examined the site and being familiar with the local conditions affecting the cost of the work and also being familiar with the general conditions to bidders, drawings, and specifications, hereby propose to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding Documents.

(\$ 165,000.00) ONE Hundred 5: DTY-Five Thousand Dollars. (Total to be written in figures and words.)

The Bidder understands that to the extent allowed by the West Virginia Code, the OWNER reserves the right to waive any informality or irregularity in any Bid, or Bids, and to reject any or all Bids in whole or in part; to reject a bid not accompanied by the required bid security or by other data required by the

General Services Division Engineering Section

Building 84 Cornerstone Modifications for Compliance Restroom Renovations

Bidding Documents; to reject any conditions of the bid by the Bidder that is in any way inconsistent with the requirements, terms, and conditions of the Bidding Documents; or to reject a bid that is in any way incomplete or irregular.

The Bidder, if successful and awarded the contract, agrees that all work is to be complete within Sixty (60) consecutive calendar days following receipt of the OWNER'S written notice to proceed. For each calendar day of delay in achieving completion, the Contractor shall be liable for, and shall pay the OWNER liquidated damages in the amount of \$100.00 per day.

Any work performed or any materials contracted for prior to the receipt of the OWNER'S written notice to proceed shall be at the Bidder's risk.

Progress payments during the life of the contract will be permissible, with monthly invoices submitted in arrears for work performed from the first to the final day of the preceding month, with a 5% retainage being deducted. When the WORK under contract has been complete and its acceptance is recommended by the OWNER, the retainage shall be released and paid to the CONTRACTOR.

Please provide three (3) references for jobs of similar size and scope performed by your company in the past five (5) years:

References:

Reference Name:	Chuck Wilson	
Position:	FACILITIES MANAGER KANAWING COUNTY SCho	ols
Address:	Crede, Wi	-
Telephone Number:	(304) 348-6148	
Project Name:	So. Chas. Middle School Restroom Revol	4710w
	RESTROOM RENOVATIONS	
•		
Reference Name:	Bill Winer	
Position:	Dept. of Concertions	
Address:	*	
	304-558-3026	
Project Name:	Blog 20 ELEVATOR REPLACEMENT REPLACED ELEVATOR	
Project Description:	Replaced Elevator	
	·	
Reference Name:	Chris Campbell	
	ARChitect - BASTIEN & HARRIS	
	300 Summers STREET Suite 1200	
Telephone Number:	(304) 342 - 2151	
	Auditorium Zenovation's KAN. Courty She	400/5
Project Description:		

BID BOND

KNOW ALL MEN BY TH	HESE PRESENTS. That we.	the undersigned, Oval Construction Management, LLC
of P.O. Box 401	Charleston,	WV 25322 as Principal, and Ohio Farmers Insurance
Company of Westfield Cente	r Ohio	a corporation organized and existing under the laws of the State of
Ohio with its princip	eal office in the City of West	tfield Center as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the	ne penal sum of Five Percent of	of the total amount bid (\$ 5%) for the payment of which,
		lves, our heirs, administrators, executors, successors and assigns.
The Condition of the abo	ove obligation is such that wh	nereas the Principal has submitted to the Purchasing Section of the
		ed hereto and made a part hereof, to enter into a contract in writing for
GSD096451: ADA Compl	iant Restroom Renov	ations, Bldg. #84
West Virginia State Ca	pitol Complex, Cha	arleston, WV
4.44.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4.4		
NOW THEREFORE,		
(a) if said hid chall be r	reiected, or	
(b) If said bid shall be a	accepted and the Principal sh	nall enter into a contract in accordance with the bid or proposal attached
hereto and shall furnish any other	r bonds and insurance require	ed by the bid or proposal, and shall in all other respects perform the oligation shall be null and void, otherwise this obligation shall remain in full
force and effect. It is expressly u	inderstood and agreed that th	ne 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 County for the unity	a rappiyad baraby ofinidator	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 w	which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension		
IN MITNECO MISEDEO	E Dringinal and Suraty have	hereunto set their hands and seals, and such of them as are corporations
· · · · · · · · · · · · · · · · · · ·		these presents to be signed by their proper officers, this
19th day of May	. 20 09	mode product to no algebra by anda proper amount and
Principal Corporate Seal		Oval Construction Management, LLC
Pilicipal Colporate Seal		(Name of Principal)
		Que la companya de la companya del companya de la companya del companya de la com
		(Must be President or
		Vice President)
		MANAGING MEMBER
		(Title)
Surety Corporate Seal		Ohio Farmers Insurance Company
		(Name of Surety)
		-0.1
		A (N) / None
		Attorney-in-Fact
All with day to this is a same		,
IMPORTANT - Surety executing must be affixed, a power of atto		in West Virginia to transact surety insurance. Raised corporate seals
or annual a boston of arm	ware an expension of the second secon	

General Power of Attorney POWER NO. 4752401 01

Westfield Insurance Co. Westfield National Insurance Co. Ohio Farmers Insurance Co.

CERTIFIED COPY

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint

A. L. STANCHINA, C. DAVID THOMAS, RICHARD L. HIGGINBOTHAM, JANET CANTERBURY, ROSEANN B. DYE, BUNNIE MARIE PERRINE, JEFFERY O'DELL, ROBIN M. HUBBARD-SHERROD, JOINTLY OR SEVERALLY

and State of WV its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, of CHARLESTON place and stead, to execute, acknowledge and deliver any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed FIVE MILLION DOLLARS AND NO CENTS (\$5,000,000)----

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

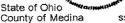
The Attorney-in-Fact, may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and

eliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their Senior Executive and their corporate seals to be hereto affixed this 31st day of AUGUST A.D., 2006 .

Corporate Seals Affixed State of Ohio





WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

Richard L. Kinnaird, Jr., Senior Executive

A.D., 2006, before me personally came Richard L. Kinnaird, Jr. to me known, who, being by me duly On this 31st day of AUGUST sworn, did depose and say, that he resides in Medina, Ohio; that he is Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

State of Ohio County of Medina

SS.



William J. Kahelin, Attorney at Law, Notary Public My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect: and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this ^{19th} day of In Witness Whereof, I h May







Frank A. Carrino, Secretary

BPOAC1 (combined) (06-02)

Rev March 2009



State of West Virginia DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT West Virginia Code §21-1D-5

STATE OF WV
COUNTY OF KANAWLA TO-WIT:
I, James R. CARNEY Jr., after being first duly sworn, depose and state as follows:
1. I am an employee of <u>OYAL CONSTRUCTION Manning LLC</u> ; and, (Company Name)
2. I do hereby attest that <u>OVAL CONSTRUCTION Mam.</u> LLC (Company Name)
maintains a valid written drug free workplace policy and that such policy is in compliance with West Virginia Code §21-1D-5.
The above statements are sworn to under the penalty of perjury.
OVAL CONSTRUCTION MANAGEMENT, LLC (Company Name)
By:
Title: MANAGING MEMBER
Date:
Taken, subscribed and sworn to before me this 19^{12} day of 109 .
By Commission expires OFFICIAL SEAL NOTARY PUBLIC STATE OF K. BERNARD 155 HIDDEN VALLEY ESTATES 155 HIDDEN VALLEY ESTATES
SCOTT DEPOT, WV 25560 My commission expires November 14, 2015 (Notary Public)
THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO
COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF
THE BID.

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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 the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. The vendor must make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.

Under penalty of law for false swearing (**West Virginia Code** §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: OVAL CONSTRUCTION MANAGEMENT, LLC	-
Authorized Signature: Date: 5/19/09	- 10 m
Purchasing Affidavit (Revised 01/01/09)	