

# Request for Quotation

PRS09021

JOHN ABBOTT 304-558-2544

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

PROTECTIVE SERVICES DIVISION OF BUILDING 1, ROOM 152-A 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-9911

ADDRESS:CORRESPONDENCE TO ATTENTION OF

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### 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.
- 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



# Request for Quotation

PRS09021

ADDRESS CORRESPONDENCE TO A TENTION OF

JOHN ABBOTT 304-558-2544

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

DATE PRINTED TERMS OF SALE SHIP VIA

PROTECTIVE SERVICES DIVISION OF BUILDING 1, ROOM 152-A 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-9911

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### Request for Quotation

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JOHN ABBOTT

REQ NUMBER

304-558-2544

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322 PROTECTIVE SERVICES
DIVISION OF
BUILDING 1, ROOM 152-A
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305 304-558-9911

ADDRESS CORRESPONDENCE TO ATTENTION OF

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# Request for GRONUMBER Quotation PRS09021

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JOHN ABBOTT 304-558-2544

DATE PRINTED TERMS OF SALE SHIP VIA F.C.B. FREIGHT TERMS

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

PROTECTIVE SERVICES DIVISION OF BUILDING 1, ROOM 152-A 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-9911

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JOHN ABBOTT 304-558-2544

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

PROTECTIVE SERVICES DIVISION OF BUILDING 1, ROOM 152-A 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 304-558-9911 25305

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P.O. Box 401

DATE PRINTED

Charleston, WV 25322

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

TERMS OF SALE

## Request for Quotation

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1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305 304-558-9911

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| -                 | 25305.   | TELE    | PHONE: (3  | 04) 558-7                 | 890.                      |                  |   |
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## Request for Quotation

PRS09021

JOHN ABBOTT 304-558-2544

GATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

PROTECTIVE SERVICES DIVISION OF BUILDING 1, ROOM 152-A 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305 304-558-9911

\*\*\*\*\*ADDRESS:CORRESPONDENCE TO ATTENTION OF

| 01/13/200         | <del></del>                    |                            |  |                                  |                     |
|-------------------|--------------------------------|----------------------------|--|----------------------------------|---------------------|
| BID OPENING DATE: | 02/17/                         |                            |  |                                  | :30PM               |
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| SEA               | LED BID                        |                            |  |                                  |                     |
| BUY               | ER:                            |                            | JOHN ABBOTT  |                                  | -                   |
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### Request for Quotation

PRS09021

PAGE

JOHN ABBOTT
304-558-2544

PROTECTIVE SERVICES
DIVISION OF
BUILDING 1, ROOM 152-A
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305 304-558-9911

Oval Construction Mgmt., LLC. P.O. Box 401 Charleston, WV 25322

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

| STATE OF WEST VIRGINIA,  |
|--|
| COUNTY OF KANAWHA TO-WIT:  |
| I, Tames R. Carney Jr., after being first duly sworn, depose and state as follows:   |
| 1. I am an employee of <u>O WAI Construction Management</u> (Company Name)   |
| 2. I do hereby attest that OVAL CONSTRUCTION MANAGEMT, LLC. (Company Name)   |
| maintains a valid written drug free workplace policy and that such policy is in compliance with <b>West Virginia Code</b> §21-1D-5.                            |
| The above statements are sworn to under the penalty of perjury.  |
| OVAL CONSTRUCTION MANAGEMENT, ILC. (Company Name)  |
| Ву:  |
| Title: MANAGING MEMBER   |
| Date: 2/25/09  |
| Taken, subscribed and sworn to before me this 2512 day of February 2009.   |
| OFFICIAL SEAL NOTARY PUBLIC STATE OF WEST VIRIGINIA RICHARD K. BERNARD 155 HIDDEN VALLEY ESTATES SCOTT DEPOT, TW 25580 My commission expires November 14, 2015 |

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.

Jan 2009

| Agency | Pur | chasin | g Di | vision |
|--------|-----|--------|------|--------|
| RĚQ.P. | O#  | PRS0   | 902  | 1      |

#### BID BOND

| ļ  |  |   | / 25322 - Hensing and UNIO Faithers insurance  |
|--|--|---|--|
|  | of P. O. Box 401   |   | V 25322 as Principal, and Ohio Farmers Insurance   |
| mpany  | of Westfield Center  |   | a corporation organized and existing under the laws of the State of $\_$   |
| Ohio   | with its principal o   | office in the City of Westfiel  | Id Center as Surety, are held and firmly bound unto the State  |
| of West \  | /irginia, as Obligee, in the p   | penal sum of Five Percent of the  | ne total amount bid (\$ 5%) for the payment of which   |
| well and   | truly to be made, we jointly   | and severally bind ourselves  | s, our heirs, administrators, executors, successors and assigns.   |
|  |  |   |  |
|  | The Condition of the above   | obligation is such that where   | eas the Principal has submitted to the Purchasing Section of the   |
| Departme   | ent of Administration a certa  | ain bid or proposal, attached   | hereto and made a part hereof, to enter into a contract in writing for   |
| PRS09  | 021: Bollard System  | Installation  |  |
| Kanav  | vha County   |   |  |
|  |  |   |  |
|  | NOW THEREFORE,   |   |  |
|  | (a) If eaid hid chall he reis  | ected or  |  |
| hereto ar  | (b) If said bid shall be account shall furnish any other bo  | epted and the Principal shall onds and insurance required it can be said bld then this philips  | enter into a contract in accordance with the bid or proposal attached<br>by the bid or proposal, and shall in all other respects perform the<br>ation shall be null and void, otherwise this obligation shall remain in fu   |
| exceed to  | renect. It is expressly under<br>he penal amount of this obli  | erstood and agreed that the II<br>igation as herein stated.   | iability of the Surety for any and all claims hereunder shall, in no even  |
| exceed th  | ne penal amount of this obli   | igation as herein stated.   |  |
| exceed the   | ne penal amount of this obli   | igation as herein stated.<br>eceived, hereby stipulates and<br>ension of the time within whic   | d agrees that the obligations of said Surety and its bond shall be in no<br>the Obligee may accept such bid, and said Surety does hereby   |
| exceed ti<br>way impa<br>walve not                     | The Surety, for the value re<br>ired or affected by any ext<br>tice of any such extension.   | igation as herein stated. eceived, hereby stipulates and ension of the time within whic Principal and Surety have her   | d agrees that the obligations of said Surety and its bond shall be in no<br>th the Obligee may accept such bid, and said Surety does hereby<br>reunto set their hands and seals, and such of them as are corporation   |
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THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 08/31/06, FOR ANY PERSON OR PERSONS NAMED BELOW.

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 upsted with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for

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 deliver, 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."

The It Further Perchant that the signature of any such designated percent and the seal of the Company horsesfor of bereafter of the company horsesfor of bereafter of bereafter of bereafter of the company horsesfor of bereafter of the company horsesfor of bereafter of bereafter of the company horsesfor of the comp

"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 County of Medina SS.

Something with the same of the



WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

Richard L. Kinnaird, Jr., Sertior 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 seals that they were so affixed to said the seals affixed to said that they were so affixed to said the seals affixed to said that they were so affixed to said that they were so affixed to said the seals affixed to said the seals affixed to said that they were so affixed to said the seals affixed to said the said the said the seals affixed to said the 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.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 25th day of bruary A.D., 2009. February







BPOAC1 (combined) (06-02)