

RFQ COPY

P.O. Box 1828

TYPE NAME/ADDRESS HERE

Dougherty Company, Inc.

Charleston, WV 25327

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

Request for Quotation GSD096457

GSD096457

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ľ	RISTA FERRELL	I
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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 84 CORNERSTONE 1409 GREENBRIER ST

CHARLESTON WV

25311

304-558-2317

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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, the State may deem this contract null and void, and terminate such contract 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



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

Request for

GSD096457

KRISTA FERRELL 304-558-2596

RFQ COPY TYPE NAME/ADDRESS HERE Dougherty Company, Inc. P.O. Box 1828 Charleston, WV 25327

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 84 CORNERSTONE 1409 GREENBRIER ST

CHARLESTON WV

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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130

Request for Quotation GSD09645

GSD096457

Charleston, WV 25305-0130	KRISTA FERRELL	
RFQ COPY TYPE NAME/ADDRESS HERE	304-558-2596	
Dougherty Company, Inc. P.O. Box 1828	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 84 CORNERSTONE	
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2019 Washington Street East
Post Office Box 50130

Charleston, WV 25305-0130

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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BUILDING 84 CORNERSTONE 1409 GREENBRIER ST CHARLESTON WV

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304-558-2317

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Request for MEGNUMBER Quotation

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REQUEST FOR QUOTATIONS #GSD096457

PROVIDE AND INSTALL BOILER AND CONTROLS BLDG#84 1409 Greenbrier Street

BID FORM

Bidder's Company Nar	ne: Dougherty Company, Inc.
Bidder's Address;	600 50th Street, S.E.
	Charleston, WV 25304
Remittance Address: (if different)	P. O. Box 1828
/ uniterestry	Charleston, WV 25327
Phone Number:	(304) 925-6664
	(304) 925-4280
Email Address:j	imsmith@doughertyco.com
WV Contractor's License	e Number:wv034016
We, the undersigne local conditions affecting to general conditions to bidde	ed, having examined the site and being familiar with the he cost of the work and also being familiar with the ers, and specifications, hereby propose to furnish all labor to complete all work in a workmanlike men
TOTAL CONTRACT BID	
Fifty Three Thousand	l Three Hundred Dollars
\$_53,300,00 Total to be written in words) s and numbers.)
bo Didding waste as to st	A A - A4

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 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.

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.

Rev March 2009



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

STA	TE OF _	WV	
COU	NTY OF.	Kanawha	, TO-WIT:
	J. L. Sı as follow		_, after being first duly sworn, depose and
1.	I am an	employee of	Dougherty Company, Inc. ; and, (Company Name)
2.	I do her	eby attest that	Dougherty Company, Inc. (Company Name)
	maintair policy is	ns a valid writter in compliance v	n drug free workplace policy and that such with West Virginia Code §21-1D-5.
The a	bove stat	ements are swo	orn to under the penalty of perjury.
			Dougherty Company, Inc.
			By: J. L. Smith Title: 7/21/09
Taken	, subscrib	ed and sworn to	o before me this <u>21st</u> day of <u>July</u> , 2009.
Seal)	pmission (Notary Public State of West Virgin Luther L. Lasur Dougherty Company P. O. Box 1828 Charteston. WV 253 My commission expires Januar	e Jath Jasuce (Notary Public)
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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:

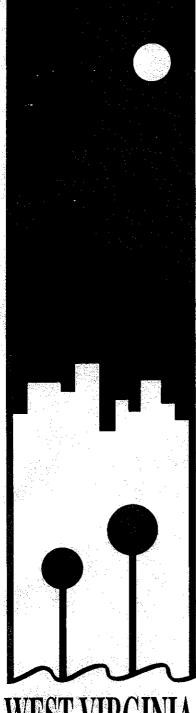
Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, 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:	Doughert	y Company,	Inc.			
Authorized Signature: _		15	J	Date:	7/21/09	
Purchasing Affidavit (Revised	01/01/09) 1.	L. Smith,	President			



WEST VIRGINIA CONTRACTOR LICENSING BOARD

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV034016

Classification:

HEATING, VENTILATING & COOLING PIPING PLUMBING

DOUGHERTY COMPANY INC DBA DOUGHERTY COMPANY INC PO BOX 1828 CHARLESTON, WV 25327

Date Issued

Expiration Date

| JUNE 03//2009

JUNE 03, 2010

Authorized Company Signature

Chair, West Virginia Contractor

Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where 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 cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



Agency
REQ P O# GSD096457

BID BOND

	KNOW ALL MEN	BY THESE PRE	SENTS, That we	, the undersigned,	Dougherty Co	ompany, Inc.		
	of Charleston		_, <u>w</u> v		, as Principa	al, and Ohio F	armers Insurance	e Compan
	of Westfield C	enter OH		, a corporation o	organized and	existing under	r the laws of the Sta	te of
	OH with its	orincipal office in	the City of West	field Center	, as Surety,	are held and t	firmly bound unto th	e State
of West	Virginia, as Oblige	e, in the penal su	ım of <u>Five Perce</u>	nt of Amount Bid	(\$	5%	_) for the payment	of which,
well and	d truly to be made,	we jointly and se	verally bind ourse	lves, our heirs adi	ministrators, e	xecutors, succ	essors and assigns	
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agreeme force an	and shall furnish and ent created by the a	all be accepted and other bonds and occeptance of sail sally understood	nd the Principal s d insurance requi d bid, then this ol and agreed that t	red by the bid or proligation shall be n	oposal, and sl ull and void, of	hall in all other therwise this c	e bid or proposal att r respects perform t obligation shall rema nereunder shall, in n	he in in full
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21st	_day of	July	_, 2009					
^o rincîpal	l Corporate Seal				Ву	Company, In (Name of nith(Must be Vice Pro	of Principal) President or	Propagation of the state of the
						<u>President</u> (Ti	tle)	
Surety C	orporate Seal		Pi	atricia A. Moye, W	By: /a) tucia	of Surety) A. Ma	yl

IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Corporate seals must be affixed, and a power of attorney must be attached

POWER NO 4752152 06

General Power of Attorney

CERTIFIED COPY

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

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY, and CE C FARMERS INSURANCE COMPANY corporations, hereinafter referred to individually as a "Company" and collectively as "Company of the State of Onio and caving its principal office in Westfield Center, Medina County, On clocut, that presents make, constitute and appoint

LARRY D. KERR GREGORY T. GORDON STEPHEN B STOGDEN PATRICIA A MOYE ALLAN L MC VEY KIMBERLY J

WILKINSON JOINTLY OR SEVERALLY

of CHARLESTON and State of WV its true and lawful. Attorney is Hin-Fact, with full power and authority hereby conferred in its name place and stead, to execute acknowledge and deliver any and all bonds recognizances, undertakings or other instruments or contracts of suretyship.

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 is Hir-Fact may occur, 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 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 flability 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 25th day of JUNE A.D., 2008

Corporate
Seals
Affixed
SEAL
State of Ohio

State of Ohio County of Medina ss:

SEAL SEAL

CHARTERED S

WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

y: / | Richard L. Kinnaird, Jr., Senior Executive

On this 25th day of JUNE A D., 2008, before me personally came Richard L. Kinnaird, Jr. to me known, who, being by me duly 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.:

PIAL SCAPE OF ONLY

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 21st day of

July A.D. 2009

SEAL SEAL

SEAL



Frank A. Carrino, Secretary Secretary