



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

**Request for Quotation**

REC NUMBER  
**GSD116429**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
 304-558-2596**

*Trust Builders, Inc  
 P.O. Box 312  
 Beaver, WV 25813*

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES DIVISION  
 BUILDING TWENTY THREE  
 407 NEVILLE STREET  
 BECKLEY WV  
 25801 304-558-2317

|                                   |               |          |     |               |
|-----------------------------------|---------------|----------|-----|---------------|
| DATE PRINTED<br><b>12/22/2010</b> | TERMS OF SALE | SHIP VIA | FOB | FREIGHT TERMS |
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BID OPENING DATE: **01/25/2011** BID OPENING TIME: **01:30PM**

| LINE  | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
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| 0001  | 1        | LS  |          | 931-53      |            |        |
| <p><b>BLDG 23 BECKLEY, WV INTERIOR LIGHTING UPGRADES</b></p> <p>REQUEST FOR QUOTATION (RFQ)<br/>                     AARA STIMULUS PROJECT</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING BIDS TO PROVIDE ALL LABOR AND MATERIALS FOR INTERIOR LIGHTING UPGRADES FOR BUILDING #23 LOCATED AT 407 NEVILLE STREET IN BECKLEY, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.</p> <p>A MANDATORY PRE-BID MEETING WILL BE HELD ON JANUARY 5, 2011 AT THE AGENCY'S LOCATION AT 407 NEVILLE STREET IN BECKLEY, WV AT 10:00 AM. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.</p> <p>AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT</p> |          |     |          |             |            |        |

RECEIVED  
 JAN 25 AM 9:30  
 PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger Gillespie* TELEPHONE: **304-673-0481** DATE: **1-25-11**

TITLE: *President* FEIN: **271881562** ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia  
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RFP NUMBER  
GSD116429

PAGE  
2

ADDRESS CORRESPONDENCE TO ADVERTISER OR  
KRISTA FERRELL  
304-558-2596

RFQ COPY

TYPE NAME/ADDRESS HERE

DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING TWENTY THREE  
407 NEVILLE STREET  
BECKLEY WV  
25801 304-558-2317

|              |               |         |     |               |
|--------------|---------------|---------|-----|---------------|
| DATE PRINTED | TERMS OF SALE | SHIP/FA | FOB | FREIGHT TERMS |
| 12/22/2010   |               |         |     |               |

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| <p>ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 01/12/2011 AT THE CLOSE OF BUSINESS. ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY FORMAL ADDENDUM TO BE ISSUED BY THE PURCHASING DIVISION AFTER THE DEADLINE HAS LAPSED.</p> <p>EXHIBIT 5</p> <p>WEST VIRGINIA CODE 21-1D-5 PROVIDES THAT: ANY SOLICITATION FOR A PUBLIC IMPROVEMENT CONSTRUCTION CONTRACT REQUIRES EACH VENDOR THAT SUBMITS A BID FOR THE WORK TO SUBMIT AT THE SAME TIME AN AFFIDAVIT OF COMPLIANCE WITH THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT</p> |          |     |         |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

|                                    |                           |                                   |
|------------------------------------|---------------------------|-----------------------------------|
| SIGNATURE<br><i>Roger Dillegio</i> | TELEPHONE<br>304-673-0981 | DATE<br>1-25-11                   |
| TITLE<br><i>Proc. Dir.</i>         | FEIN<br>271881562         | ADDRESS CHANGES TO BE NOTED ABOVE |

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PAGES  
**3**

ADDRESS CORRESPONDENCE IS AT NEW OR  
**KRISTA FERRELL  
304-558-2596**

RFQ COPY  
TYPE NAME/ADDRESS HERE

DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING TWENTY THREE  
407 NEVILLE STREET  
BECKLEY WV  
25801  
304-558-2317

| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
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| 12/22/2010   |               |          |        |               |

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| LINE  | QUANTITY | UOP | UNIT PRICE | AMOUNT |
|---|----------|-----|------------|--------|
| <p>MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTICLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID.</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 45 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR KANAWHA COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:</p> |          |     |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

TITLE: *Roger Diligan* PRESIDENT  
 TELEPHONE: *304-673-0841* DATE: *-25-11*  
 FEIN: *271881562*  
 ADDRESS CHANGES TO BE NOTED ABOVE

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PAGE  
4

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| LINE  | QUANTITY | UOF | QTY NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
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| <p>(XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$1,000,000.00.</p> <p>( ) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.</p> <p>(XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK, IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCEPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.</p> <p>( ) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR.</p> <p>REV. 11/00</p> <p>EXHIBIT 7</p> <p>DOMESTIC ALUMINUM, GLASS &amp; STEEL IN PUBLIC WORKS PROJECTS</p> |          |     |         |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger D. Sledge* TELEPHONE: 304-673-0481 DATE: 1-25-11

TITLE: *President* FEIN: 271881562 ADDRESS CHANGES TO BE NOTED ABOVE

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PAGE  
5

ADDRESS CORRESPONDENCE/ATTENTION OF  
KRISTA FERRELL  
304-558-2596

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DEPARTMENT OF ADMINISTRATION  
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| <p>IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET.,<br/>SEC., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION,<br/>ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF<br/>PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND,<br/>IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS<br/>MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF<br/>STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM<br/>GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES.<br/>IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED<br/>FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF<br/>DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF<br/>THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000<br/>POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE<br/>ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND<br/>TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT IS<br/>20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE<br/>PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL<br/>PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL<br/>LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES<br/>DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED<br/>ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN<br/>PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE<br/>PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT<br/>DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN<br/>ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER<br/>THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING<br/>OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND<br/>REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS.<br/>ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE<br/>SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p> |          |     |         |             |            |        |

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SIGNATURE: *Roger D. Haggie* TELEPHONE: 304-673-0482 DATE: 2-5-11

TITLE: *Procurement* FEIN: 271881562 ADDRESS CHANGES TO BE NOTED ABOVE

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State of West Virginia  
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### Request for Quotation

REQ NUMBER  
GSD116429

PAGE  
6

ADDRESS CORRESPONDENCE TO ATTENTION OF  
KRISTA FERRELL  
304-558-2596

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DEPARTMENT OF ADMINISTRATION  
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| REV. 3/88  |          |     |        |             |            |        |
| EXHIBIT 9  |          |     |        |             |            |        |
| <p>NOTICE FOR ISSUANCE &amp; ACKNOWLEDGEMENT OF CONSTRUCTION PROJECT ADDENDA</p> <p>THE ARCHITECT/ENGINEER AND/OR AGENCY SHALL BE REQUIRED TO ABIDE BY THE FOLLOWING SCHEDULE IN ISSUING CONSTRUCTION PROJECT ADDENDA FOR STATE AGENCIES:</p> <p>(1) THE ARCHITECT/ENGINEER SHALL PREPARE THE ADDENDUM AND A LIST OF ALL PARTIES THAT HAVE PROCURED DRAWINGS AND SPECIFICATIONS FOR THE PROJECT. THE ADDENDUM AND LIST SHALL BE FORWARDED TO THE BUYER IN THE STATE PURCHASING DIVISION. THE ARCHITECT/ENGINEER SHALL ALSO SEND A COPY OF THE ADDENDUM TO THE STATE AGENCY FOR WHICH THE CONTRACT IS ISSUED.</p> <p>(2) THE BUYER SHALL SEND THE ADDENDUM TO ALL INTERESTED PARTIES AND, IF NECESSARY, EXTEND THE BID OPENING DATE. ANY ADDENDUM SHOULD BE RECEIVED BY THE BUYER WITHIN FOURTEEN (14) DAYS PRIOR TO THE BID OPENING DATE.</p> <p>(3) ALL ADDENDA SHOULD BE FORMALLY ACKNOWLEDGED BY ALL BIDDERS AND SUBMITTED TO THE STATE PURCHASING DIVISION. THE SAME RULES AND REGULATIONS THAT APPLY TO THE ORIGINAL BIDDING DOCUMENT SHALL ALSO APPLY TO AN ADDENDUM DOCUMENT. THE ONLY EXCEPTION MAY BE FOR AN ADDENDUM THAT IS ISSUED FOR THE SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR DATE.</p> |          |     |        |             |            |        |
| REV. 11/96   |          |     |        |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger D. Logan* TELEPHONE: 304-673-0981 DATE: 2-5-11

TITLE: *President* FAX: 271-881-562 ADDRESS CHANGES TO BE NOTED ABOVE

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PAGE  
7

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BECKLEY WV  
25801  
304-558-2317

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|--|----------|-----|--------|-------------|------------|-----------|
| EXHIBIT 10   |          |     |        |             |            |           |
| ADDENDUM ACKNOWLEDGEMENT   |          |     |        |             |            |           |
| I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.   |          |     |        |             |            |           |
| ADDENDUM NOS :   |          |     |        |             |            |           |
| NO. 1  |          |     | ✓      |             |            |           |
| NO. 2  |          |     |        |             |            |           |
| NO. 3  |          |     |        |             |            |           |
| NO. 4  |          |     |        |             |            |           |
| NO. 5  |          |     |        |             |            |           |
| I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS.  |          |     |        |             |            |           |
| VENDOR MUST CLEARLY 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. |          |     |        |             |            |           |
|  |          |     |        |             |            | SIGNATURE |
| T. Trust Builders Inc.   |          |     |        |             |            | COMPANY   |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger Dalgarno* TELPHONE: 304-673-0481 DATE: 1-25-11

TITLE: *President* FEIN: 271881562 ADDRESS CHANGES TO BE NOTED ABOVE

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8

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| <p>January 25, 2011 DATE</p> <p>REV. 11/96</p> <p>CONTRACTORS LICENSE</p> <p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:</p> <p>CONTRACTORS NAME: Trust Builders, Inc</p> <p>CONTRACTORS LICENSE NO: WV046435</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p>APPLICABLE LAW</p> <p>THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING</p> |          |     |         |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

|                                     |                                   |                |
|-------------------------------------|-----------------------------------|----------------|
| SIGNATURE<br><i>Roger Dillinger</i> | TELEPHONE<br>304 673-0481         | DATE<br>-25-11 |
| TITLE<br><i>President</i>           | ADDRESS CHANGES TO BE NOTED ABOVE |                |

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PAGE  
9

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| LINE   | QUANTITY | LOP | CAT NO | ITEM NUMBER | UNIT PRICE | AMOUNT |
|--|----------|-----|--------|-------------|------------|--------|
| <p>DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</p> <p>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>REV. 5/2009</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION<br/>PURCHASING DIVISION<br/>BUILDING 15<br/>2019 WASHINGTON STREET, EAST<br/>CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: KRISTA FERRELL-FILE 21</p> <p>REQ. NO.: GSD116429</p> |          |     |        |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger Willeggin* TELEPHONE: 304-673-0981 DATE: 1-25-11

TITLE: *President* FEIN: 271881562 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER  
**GSD116429**

PAGE  
**10**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
304-558-2596**

RFQ COPY  
TYPE NAME/ADDRESS HERE

DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING TWENTY THREE  
407 NEVILLE STREET  
BECKLEY WV  
25801  
304-558-2317

|                                   |               |          |     |               |
|-----------------------------------|---------------|----------|-----|---------------|
| DATE PRINTED<br><b>12/22/2010</b> | TERMS OF SALE | SHIP VIA | FOB | FREIGHT TERMS |
|-----------------------------------|---------------|----------|-----|---------------|

BID OPENING DATE: **01/25/2011** BID OPENING TIME: **01:30PM**

| LINE  | QUANTITY | UOP | QTY NO | ITEM NUMBER | UNIT PRICE | AMOUNT           |
|---|----------|-----|--------|-------------|------------|------------------|
| BID OPENING DATE: <b>01/25/2011</b><br>BID OPENING TIME: <b>1:30 PM</b><br>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY<br>TO CONTACT YOU REGARDING YOUR BID:<br><b>304 763-3177</b><br>-----<br>PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT<br>CONCERNING THIS QUOTE:<br><b>Roger Gillespie</b><br>----- |          |     |        |             |            |                  |
| ***** THIS IS THE END OF RFQ GSD116429 ***** TOTAL:   |          |     |        |             |            | <b>99,670.00</b> |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger Gillespie* TELEPHONE: **304-673-0481** DATE: **1-25-11**  
 TITLE: *President* FEIN: **271881562** ADDRESS CHANGES TO BE NOTED ABOVE  
 WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

# Request for Quotation

RFQ NUMBER  
**GSD116429**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**KRISTA FERRELL  
 304-558-2596**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

DEPARTMENT OF ADMINISTRATION  
 GENERAL SERVICES DIVISION  
 BUILDING TWENTY THREE  
 407 NEVILLE STREET  
 BECKLEY WV  
 25801 304-558-2317

| DATE PRINTED | TERMS OF SALE | SHIP VIA | FOB | FREIGHT TERMS |
|--------------|---------------|----------|-----|---------------|
| 01/19/2011   |               |          |     |               |

BID OPENING DATE: **01/25/2011** BID OPENING TIME **01:30PM**

| LINE   | QUANTITY | U/P | CAT NO | ITEM NUMBER                                    | UNIT PRICE | AMOUNT |
|--|----------|-----|--------|--|------------|--------|
| ADDENDUM NO. 1   |          |     |        |  |            |        |
| THIS ADDENDUM IS ISSUED TO:  |          |     |        |  |            |        |
| 1.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS AND REQUESTS FOR PRODUCT SUBSTITUTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS FOR TECHNICAL QUESTIONS IN THE ORIGINAL REQUEST FOR QUOTATION GSD116429, |          |     |        |  |            |        |
| 2.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST  |          |     |        |  |            |        |
| 3.) PROVIDE A COPY OF THE 2011 RALEIGH COUNTY WAGE RATES   |          |     |        |  |            |        |
| BID OPENING DATE REMAINS: 01/25/2011   |          |     |        |  |            |        |
| BID OPENING TIME REMAINS: 1:30 PM  |          |     |        |  |            |        |
| ***** END ADDENDUM NO. 1 *****   |          |     |        |  |            |        |
| 0001   | 1        | IS  | 931-53 | BLDG 23 BECKLEY, WV INTERIOR LIGHTING UPGRADES |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Roger Dilge* TELEPHONE: **304-673-0481** DATE: **1-25-11**  
 TITLE: *President* FAX: **271881562** ADDRESS CHANGES TO BE NOTED ABOVE

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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
  4. 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.
  5. Payment may only be made after the delivery and acceptance of goods or services.
  6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
  7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
  8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
  9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
  10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
  11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
  12. **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.
  13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.htm](http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) and 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.
  14. **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>.
  15. **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, and the West Virginia Insurance Commission. 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.
  16. **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 material, 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.

**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

**GSD116429- Technical Questions and Answers and Specification Clarification****Technical Questions and Answers**

**Q1. Will all old fixtures be property/responsibility of the Contractor?**

**A2. The Contractor will be responsible for disposing of the old fixtures.**

**Q2. Will all good lamps be removed from fixtures, boxed, and turned over to the Owner?**

**A2. Under the "Project Requirements" section of the RFQ, lamps shall be addressed as follows:**

**The Contractor shall separate bulbs which are burned out at time of removal from those which are not, and shall package them separately:**

**-Cartons of usable bulbs shall be marked "Usable"**

**Q3. Will the owner supplied ceiling tiles be stored in the building waiting for use by the Contractor?**

**A3. Yes.**

**Q4. Is all work to be performed during the evening hours of 5:00pm thru 6:00am M-F?**

**A4. Under the "Site Access" section of the RFQ, working hours is addressed as follows: The building is available from 5:00 pm to 6:00 am. Extended work hours may be acceptable if approved by the Owner.**

**Q5. In order for all contractors to bid the same scope of work ("apples for apples"), are the bid counts 430 Existing Fixtures to remove and 284 new fixtures to install + 12 spare bench stock fixtures (to be used)?**

**A5. The Contractors are given the amount of fixtures in the RFQ but quantities are addressed under the "Project Description" section: Exact quantities required are subject to contractor field verification. Each Contractor may field verify prior to bid opening by contacting Rick Howerton, Facilities Maintenance Technician, at 304-256-6980 or 304-205-2716.**

**Q6. Are the 12 bench stock fixtures required to have lamps?**

**A6. YES**

**Q7. What manufacturers are accepted by the owner to provide the fixtures?**

**A7. Manufacturers shall meet the requirements of the Davis Bacon Act and the Buy American Provision.**

**Q8. Existing fixtures are using grid clips. Will new fixtures be required to have grid clips or support wires?**

**A8. Support wires (green) per NEC 2011 300.11(2)**

**Q9. Can ladders and a gang box be stored inside the building?**

**A9. Yes- the owner accepts no liability for the Contractors tools or equipment.**

Q10. Will the 45 calendar days set for the contract completion start after the Contractor receives delivery of fixtures?

A10. The Notice to Proceed will be issued after the light fixtures are received by the Contractor.

**Product Submittals for Prior Approval**

Product 1: Mfg. H E Williams                      Part 50G-S24-354T5H/328T5S-S-A12125-EB3-BD-UNV-F338  
Approved: Yes

Product 2: Mfg. Philips Day-Brite              Part 2DPG354HO/328-F521-UNV-1/3-EB-F1  
Approved: Yes

**Specification Clarification**

1. "External Disconnect" shall mean the type of device as outlined in NEC 2011, example 604.2, further new whip from fixture to connection device shall not exceed 24" in length to connection device from junction box. Whips shall be new MC cable. New MC cable will be installed from the junction box, overall length shall not exceed NEC limits.
2. Fixture shall be supported with approved support wire at each corner of the fixture independent of the ceiling grid per NEC 2011 300.11(2). Wire shall be colored green unless alternative color is approved in advance.
3. Fixtures under 8 feet, QTP2X28T5/UNV PSN- Ballast Type-Single.
4. Contractor shall cover desks while working with drop cloths.
5. The Contractor will be responsible for disposal of the old fixtures and burned out light bulbs.

State of West Virginia  
General Services Division

Building 23  
Interior Lighting Project  
Project No. GSD 116429

**GENERAL SERVICES DIVISION**

**Building 23 Interior Lighting Renovations**

**BID OR PROPOSAL**

Trust Builders, Inc

**NAME OF BIDDER**

P.O. Box 312, Beaver, WV 25813

**ADDRESS OF BIDDER**

304 673-0481

**PHONE NUMBER**

WV046435

**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.

**BASE BID:** All labor, materials and equipment as stipulated in the Bidding Documents.

**BASE BID AMOUNT for providing and installing replacement light fixtures at 407 Neville St., Beckley, WV:**

Ninety-Nine Thousand  
Six Hundred Seventy Dollars (\$ 99,670.00 )  
*(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 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.



State of West Virginia  
General Services Division

Building 23  
Interior Lighting Project  
Project No. GSD 116429

No work shall be performed prior to issuance of a signed Purchase Order and Notice to Proceed issued by the Owner. Any materials contracted for prior to the issuance of the OWNER'S written Notice to Proceed shall be at the Bidder's risk.

RESPECTFULLY SUBMITTED:

DATE: January 25, 2011

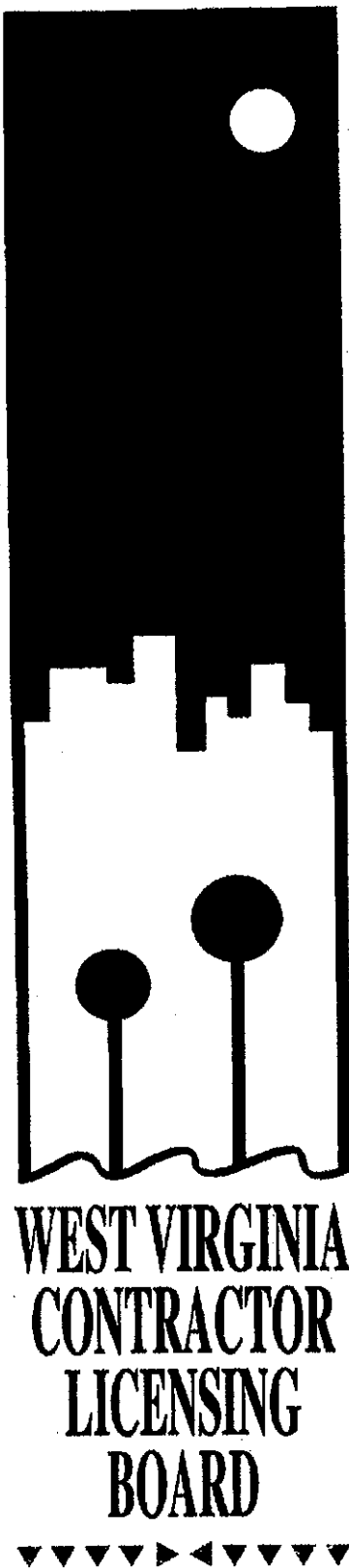
WV VENDOR NUMBER: 709041830

BY: *Roger Gillespie*  
(Signature in ink)

TITLE: *President*

FIRM NAME: Trust Builders Inc

ADDRESS: P.O. Box 312, Beaver, WV 25813



# CONTRACTOR LICENSE

Authorized by the

**West Virginia Contractor Licensing Board**

**Number:** WV046435

**Classification:**

ELECTRICAL  
GENERAL BUILDING  
RESIDENTIAL

TRUST BUILDERS INC  
DBA TRUST BUILDERS INC  
PO BOX 312  
BEAVER, WV 25813

**Date Issued**

FEBRUARY 23, 2010

**Expiration Date**

FEBRUARY 23, 2011

*Roger DeLapina*  
Authorized Company Signature

*Michael A. Carl*  
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 licensees. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



# CERTIFICATE OF LIABILITY INSURANCE

DATE ISSUED (MM/DD/YYYY)

7/26/2010

**PRODUCER**  
 Jack G Roop Insurance Agency Inc  
 PO BOX 1020  
 Crab Orchard, WV 25827  
 304-255-5720

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURED**  
 Trust Builders INC  
 PO BOX 312  
 Beaver, WV 25813

| INSURERS AFFORDING COVERAGE                   | NAIC# |
|---|-------|
| INSURER A: <b>NATIONWIDE MUTUAL INSURANCE</b> |       |
| INSURER B: <b>Brickstreet</b>                 |       |
| INSURER C:                                    |       |
| INSURER D:                                    |       |
| INSURER E:                                    |       |

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSTR ADD'L LTR ISSUED | TYPE OF INSURANCE  | POLICY NUMBER   | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | LIMITS   |
|------------------------|--|-----------------|------------------------------------|-------------------------------------|--|
| A                      | GENERAL LIABILITY<br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | ACPGL5713285372 | 05/30/10                           | 05/30/11                            | EACH OCCURRENCE \$ 1,000,000   |
|                        | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000   |                 |                                    |                                     |  |
| A                      | AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANYAUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HERED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS  | ACPBA5713285372 | 05/30/10                           | 05/30/11                            | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000                                       |
|                        | BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$  |                 |                                    |                                     |  |
|                        | GARAGE LIABILITY<br><input type="checkbox"/> ANYAUTO   |                 |                                    |                                     | AUTO ONLY - EA ACCIDENT \$<br>OTHER THAN EA ACC AGG \$                                 |
| a                      | EXCESS / UMBRELLA LIABILITY<br><input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE<br>DEDUCTIBLE \$<br>RETENTION \$  | ACPCA5713285372 | 05/30/10                           | 05/30/11                            | EACH OCCURRENCE \$ 5,000,000   |
|                        | AGGREGATE \$ 5,000,000   |                 |                                    |                                     |  |
| b                      | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under SPECIAL PROVISIONS below<br>OTHER   | WC10216492-01   | 03/23/10                           | 03/23/11                            | <input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER |
|                        | E.L. EACH ACCIDENT \$ 100,000<br>E.L. DISEASE - EA EMPLOYEE \$ 500,000<br>E.L. DISEASE - POLICY LIMIT \$ 100,000   |                 |                                    |                                     |  |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

| CERTIFICATE HOLDER  | CANCELLATION   |
|---|--|
| Raleigh County Code Enforcement<br>203 S Eisenhower<br>Beckley WV 25801 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.<br>AUTHORIZED REPRESENTATIVE |

# THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Low Brothers Electric Company, Inc.  
(Here insert full name and address or legal title of Contractor)  
1907 South Kanawha Street, Beckley, WV 25801  
as Principal, hereinafter called the Principal, and FIRST NATIONAL INSURANCE COMPANY OF  
(Here insert full name and address or legal title of Surety)  
AMERICA, 1767 Sentry Parkway West, Suite 230, Blue Bell, PA 19422  
a corporation duly organized under the laws of the State of WASHINGTON  
as Surety, hereinafter called the Surety, are held and firmly bound unto State of West Virginia,  
(Here insert full name and address or legal title of Owner)  
Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130,  
Charleston, WV 25305  
as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount of Bid

Dollars (\$ -----5%----- ),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Interior Lighting Upgrades at Building 23, Beckley, WV  
(Here insert full name, address and description of project)

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 25th day of January 2011

ATTEST ~~XXXXXX~~  
[Signature]  
(Witness)

Low Brothers Electric Company, Inc.  
(Principal) (Seal)  
BY: [Signature]  
(Title)  
FIRST NATIONAL INSURANCE COMPANY OF AMERICA  
[Signature]  
(Surety) (Seal)  
BY: [Signature]  
(Title)  
Fernanda L. Depaolantonio, Attorney-in-Fact

POWER OF ATTORNEY

KNOW ALL BY THESE PRESENTS:

No. 9574

That FIRST NATIONAL INSURANCE COMPANY OF AMERICA, a Washington corporation, does hereby appoint

\*\*\*\*\*KATHLEEN M. BERKELBACK; FERNANDA L. DEPAOLANTONIO; JOHN P. FOLLMAN, JR.; ERIC J. FOLLMAN, SR.; DOUGLAS S. HANSEN; NANCY NIGRO; LYNN M. WHEELOCK; Conshohocken, Pennsylvania\*\*\*\*\*

its true and lawful attorney(s)-in-fact, with full authority to execute on behalf of the company fidelity and surety bonds or undertakings and other documents of a similar character issued by the company in the course of its business, and to bind FIRST NATIONAL INSURANCE COMPANY OF AMERICA thereby as fully as if such instruments had been duly executed by its regularly elected officers at its home office.

IN WITNESS WHEREOF, FIRST NATIONAL INSURANCE COMPANY OF AMERICA has executed and attested these presents

this 22nd day of June, 2009

Dexter R. Legg

Dexter R. Legg, Secretary

T. Mikolajewski

Timothy A. Mikolajewski, Vice President

CERTIFICATE

Extract from the By-Laws of FIRST NATIONAL INSURANCE COMPANY OF AMERICA:

"Article V, Section 13. - FIDELITY AND SURETY BONDS ... the President, any Vice President, the Secretary, and any Assistant Vice President appointed for that purpose by the officer in charge of surety operations, shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the company in the course of its business... On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

Extract from a Resolution of the Board of Directors of FIRST NATIONAL INSURANCE COMPANY OF AMERICA adopted July 28, 1970.

"On any certificate executed by the Secretary or an assistant secretary of the Company setting out, (i) The provisions of Article V, Section 13 of the By-Laws, and (ii) A copy of the power-of-attorney appointment, executed pursuant thereto, and (iii) Certifying that said power-of-attorney appointment is in full force and effect, the signature of the certifying officer may be by facsimile, and the seal of the Company may be a facsimile thereof."

I, Dexter R. Legg, Secretary of FIRST NATIONAL INSURANCE COMPANY OF AMERICA, do hereby certify that the foregoing extracts of the By-Laws and of a Resolution of the Board of Directors of this corporation, and of a Power of Attorney issued pursuant thereto, are true and correct, and that both the By-Laws, the Resolution and the Power of Attorney are still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the facsimile seal of said corporation

this 25th day of January, 2011



Dexter R. Legg

Dexter R. Legg, Secretary



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

STATE OF West Virginia

COUNTY OF Raleigh, TO-WIT:

I, Roger Gillespie, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Trust Builders, Inc; and,  
(Company Name)
- 2. I do hereby attest that Trust Builders, Inc.  
(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.

Trust Builders, Inc  
(Company Name)

By: Roger Gillespie

Title: President

Date: January 25, 2011

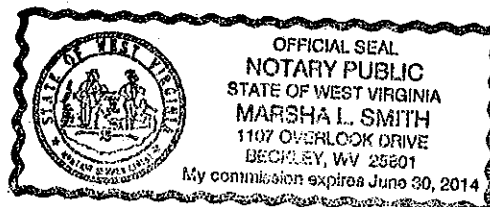
Taken, subscribed and sworn to before me this 25th day of January, 2011

By Commission expires June 30, 2014

(Seal)

Marsha L. Smith  
(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**

**West Virginia Code §5A-3-10a states:** 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.

**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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "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.

**EXCEPTION:** The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

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.

**WITNESS THE FOLLOWING SIGNATURE**

Vendor's Name: Trust Builders, Inc

Authorized Signature: *Roger Dillegio* Date: 1-25-11

State of West Virginia

County of Raleigh, to-wit:

Taken, subscribed, and sworn to before me this 25<sup>th</sup> day of January, 2011

My Commission expires June 30, 2014

**AFFIX SEAL HERE**

NOTARY PUBLIC *Marsha L. Smith*

