



*e n g i n e e r s • a r c h i t e c t s*  
57 Fourteenth Street  
Wheeling, WV 26003  
(304) 232-4123  
Fax (304) 232-4127

October 19, 2010

Roberta Wagner, Senior Buyer  
Department of Administration  
Purchasing Division  
Building 15  
2019 Washington Street, East  
Charleston, WV 25305-0130

RE: Expression of Interest (EOI No. HHR11047) for  
Professional Architectural and Engineering Services

Dear Ms. Wagner and Members of the Selection Committee,

The firm of Shaeffer & Madama, Inc. respectfully submits this proposal in response to the above referenced request.

Our firm has been in Wheeling, WV since 1958 offering full range in-house multi-discipline services in Architecture, and Mechanical and Electrical Engineering. We are a registered vendor with the State of West Virginia as Vendor No. 709050211 and our FEIN is 55-0598371.

As described in our brochure, our experience with renovation of existing facilities is extensive. The window replacement projects, relighting projects, and HVAC control projects highlighted included energy conservation as a top priority. Many of the high-rise projects had full energy audits performed to identify and prioritize energy saving projects.

Over the years, although not recently, we designed several renovation projects for the original Department of Health. Those included upgrades at Lakin, Hopemont, Colin Anderson, Denmar, Spencer and Weston State Hospitals. The scope of work varied at each facility including both architectural and engineering projects.

We thank you for the opportunity to submit this proposal. We look forward to your favorable consideration of Shaeffer & Madama and the opportunity of a formal interview.

Sincerely,

Dennis M. Madama, AIA

RECEIVED

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DMM/mlm

Encl:

WV PURCHASING  
DIVISION



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## **ABOUT SHAEFFER & MADAMA**

Shaeffer and Madama has been located in Wheeling since 1958 and has established a proven history of quality professional work. We are a multi-disciplined firm that offers a full range of design services in-house. Our staff consists of Architects and Mechanical/Electrical Engineers. The firm's philosophy of "Total In-House Design" insures well-organized and cost effective jobs.

To stay on the forefront of the ever-changing technology of the design field, S/M has full Computerized Aided Design (CAD) capabilities of Auto Cad and Arris Design Systems. The firm also has maintained, in-house since 1980, AIA Masterspec, a computerized specification writing format with continuous product updates through the American Institute of Architects. This competitive edge allows S/M to offer an outstanding and thoroughly professional project package in a timely manner.



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## **CONCEPTS AND PRINCIPLES**

We at Shaeffer and Madama maintain a philosophy in our practice of architecture and engineering that the final product should present a simple, clear, and logical solution to our client's needs. We create innovative designs that incorporate practicality and durability yet always reflect our concern for protecting human safety.

As both an architectural and engineering firm, Shaeffer and Madama can manage a client's total project from inception through construction completion by the same architect/engineer team.

Since a project is completely charted by us, we can follow the progress to insure meeting project deadlines. We understand the financial and time limitations of today's construction market and are thoroughly prepared to work within the established guidelines. This is our commitment to you.

**PRINCIPAL  
RESUMES**

# **M. DAVID SHAEFFER, P.E., PRINCIPAL PRESIDENT**

Since 1958, Mr. Shaeffer has been the Principal in the firm of Shaeffer & Madama. In over 50 years of private practice, he has personally designed and supervised over 1/2 billion dollars of mechanical and electrical construction in various types of Institutional, Commercial, Industrial, and Residential facilities.

Mr. Shaeffer received his B.S. in Electrical Engineering and M.S. in Civil Engineering from the Carnegie Mellon University, Pittsburgh, Pennsylvania and has since been a guest lecturer in their Advance Building Studies Program on Environmental Systems and Energy Management. His Master's Thesis was design of an air-to-air solar collector, since applied on numerous residences and in the Schrader Environmental Center in Oglebay Park, Wheeling, WV.

As a Registered Professional Engineer, Mr. Shaeffer, is certified in the States of West Virginia, Pennsylvania, Ohio, Maryland, and Illinois. He has been appointed to the American Arbitration Association's Commercial Panel, is a member of the City of Wheeling Building Codes Board of Appeals and is also a member in the following technical societies:

American Society of Heating, Refrigerating, Ventilating, and Air Conditioning Engineers (ASHRAE) [Life Member]

International Solar Energy Society (ISES)

Institute of Electrical & Electronic Engineers (IEEE) [Life Member]

Illuminating Engineering Society (IES)

National Society of Professional Engineers (NSPE) (WV Chapter)

American Consulting Engineers Council (ACEC) (WV Chapter)

American Society of Plumbing Engineers (ASPE)

National Fire Protection Association (NFPA)

Associate Member West Virginia American Institute of Architects (WVAIA)

# **DENNIS M. MADAMA, AIA, PRINCIPAL VICE-PRESIDENT**

Mr. Madama is responsible for total architectural design and project coordination from initial programming through schematic and design development phases to completion of the final contract documents. His numerous years of experience in the architectural profession have exemplified a unique quality of project versatility. Mr. Madama's background of design, documentation and construction supervision includes the planning and designing of various institutional and commercial projects involving major new expansions and renovations with extensive experience in the public sector.

With a major focus on preservation and rehabilitation in recent years, Mr. Madama has been much involved not only through his firm and his work, but in the interest of his community. He has been an on-going active member with the National Trust for Historic Preservation and the past Chairperson and a member of Wheeling's Historic Landmarks Commission for over fifteen years.

Mr. Madama received his Bachelor of Science Degree in Architecture from The Ohio State University, Columbus, Ohio. He is a Registered Architect in West Virginia, Ohio, Pennsylvania and Maryland and a member of the American Institute of Architects and the West Virginia Society of Architects. He is also certified by the National Council of Architectural Registration Board.

**RELATED  
PROJECTS**

**HARTMANN MANOR**  
Martins Ferry, Ohio  
46 Units

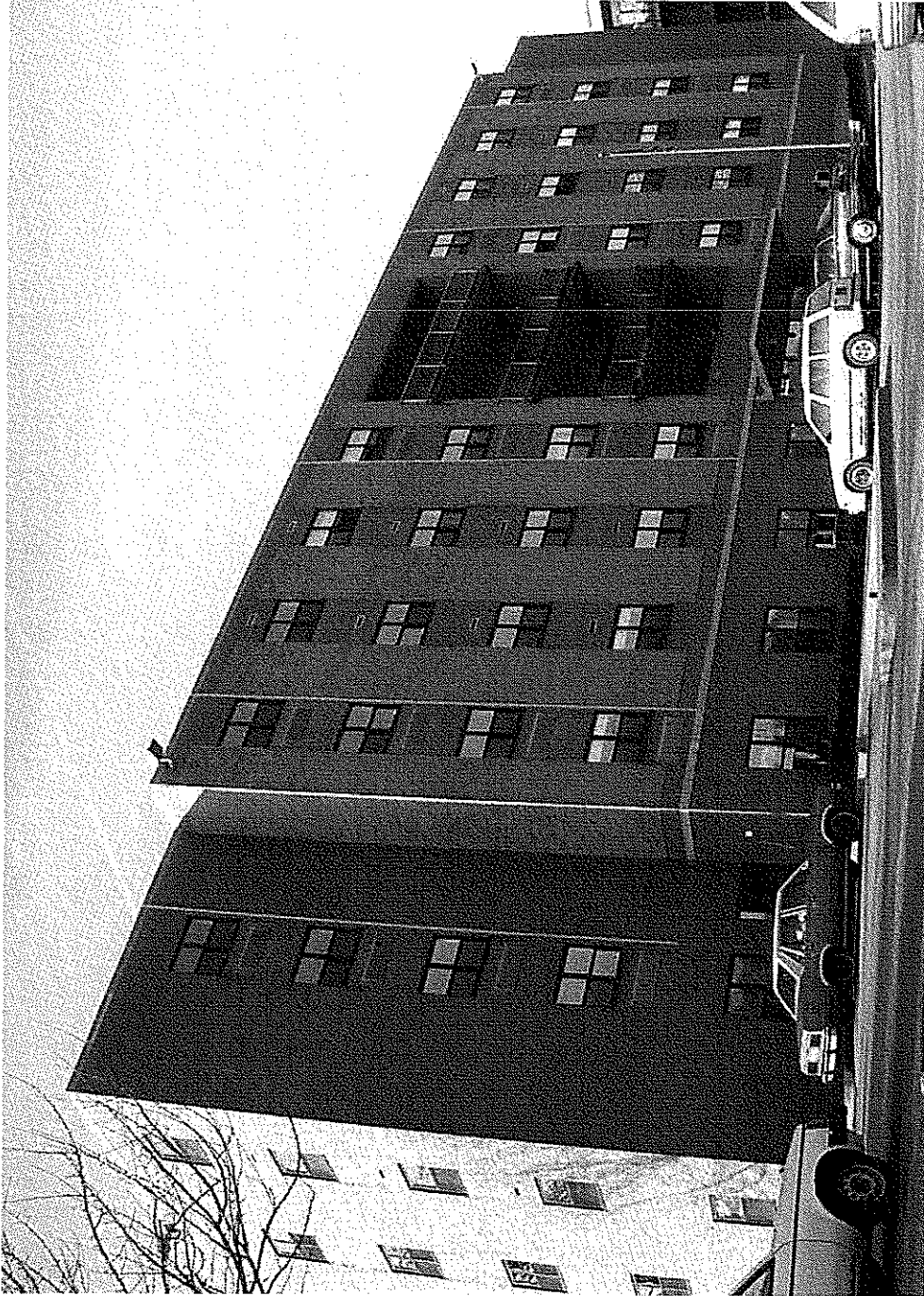
**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Unit Conversions
- Window Replacement
- Roof Replacement
- Elevator Addition
- Kitchen/Bath Renovations
- Emergency Generator
- Boiler Replacement
- Replace Riser Shut-off Valves
- 504 Compliance
- Unit Conversions
- Elevator
- Stair Towers
- Entrances
- Public Restrooms
- Community Room
- Corridor Handrails
- Apartment Door Locks
- Apartment Controlled Heating & Cooling
- Camera Entry System
- Corridor Lighting
- Sitework Renovations
- Parking Lot Expansion
- Interior/Exterior Painting
- Trash Compactor

**BELMONT METROPOLITAN HOUSING AUTHORITY**

Martins Ferry, OH  
Ms. Jody Geese, Executive Director

Shaeffer & Madama, Inc.  
57-14th St.  
Wheeling, WV 26003  
304-232-4123  
dennis@shaeffer-madama.com





**JOHN LASLO APTS.**  
Martins Ferry, Ohio  
70 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Emergency Generator
- New Air Conditioning System
- Window Replacement
- Elevator Addition
- Roof Replacement
- Kitchen/Bath Renovations
- 504 Compliance
  - Unit Conversions
  - Elevator
  - Entrances
  - Public Restrooms
  - Corridor Handrails
  - Apartment Door Locks
- Parking Lot Expansion
- Camera Entry System
- Boiler Replacement
- Make-Up Air Unit Replacements
- Replace Riser Shut-off Valves
- Corridor Lighting, Carpet & Tile
- Trash Compactor
- Interior Painting
- Ceiling Tile Installation



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dennis@shaeffer-madama.com

**BELMONT METROPOLITAN HOUSING AUTHORITY**

**Martins Ferry, OH**  
**Ms. Jody Geese, Executive Director**

# SHADYSIDE MANOR

Shadyside, Ohio  
35 Units

## C.I.A.P., Comp. Grant & Capital Improvement Projects by Shaeffer & Madama

- Emergency Generator
- New Exhaust Fans
- Window Replacement
- Elevator Addition
- Roof Replacement
- Masonry Restoration & Sealing
- 504 Compliance
  - Elevator
  - Entrances & Stair Towers
  - Public Restrooms
  - Corridor Handrails
  - Apartment Door Locks
- Corridor Carpet Replacement
- Replace Soil Stacks & Supply Lines
- Intercom System
- Camera Entry System
- G.F.I. Outlets (Kitchen/Baths)
- Corridor Lighting
- Trash Compactors
- Fire Alarm System
- Kitchen & Bath Renovations
- Sitework Renovations

## BELMONT METROPOLITAN HOUSING AUTHORITY

Martins Ferry, OH

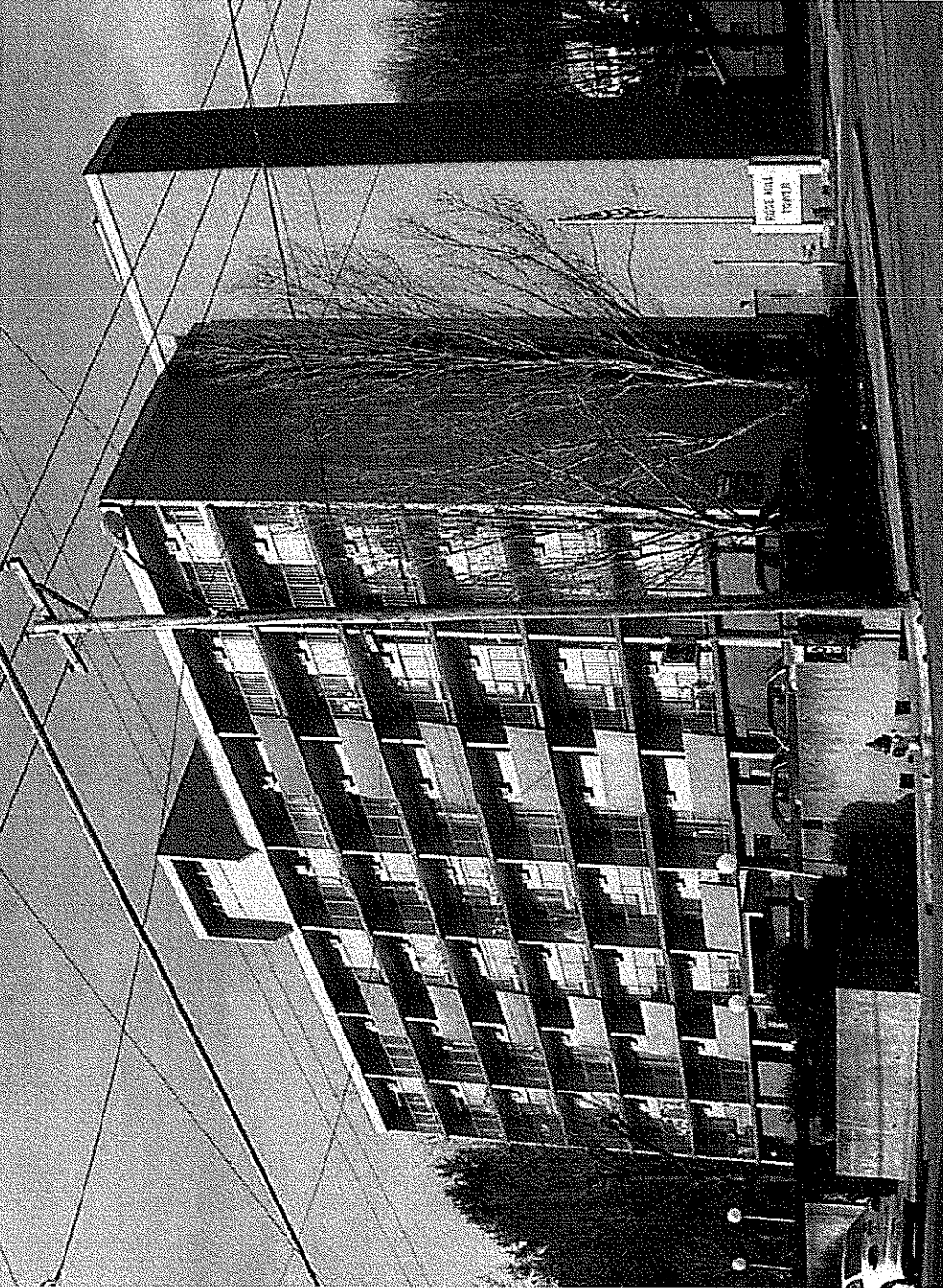
Ms. Jody Geese, Executive Director

Shaeffer & Madama, Inc.  
57-14th St.

Wheeling, WV 26003  
304-232-4123

[dennis@shaeffer-madama.com](mailto:dennis@shaeffer-madama.com)





**ROSE HILL TOWER**  
Bellaire, Ohio  
83 Units

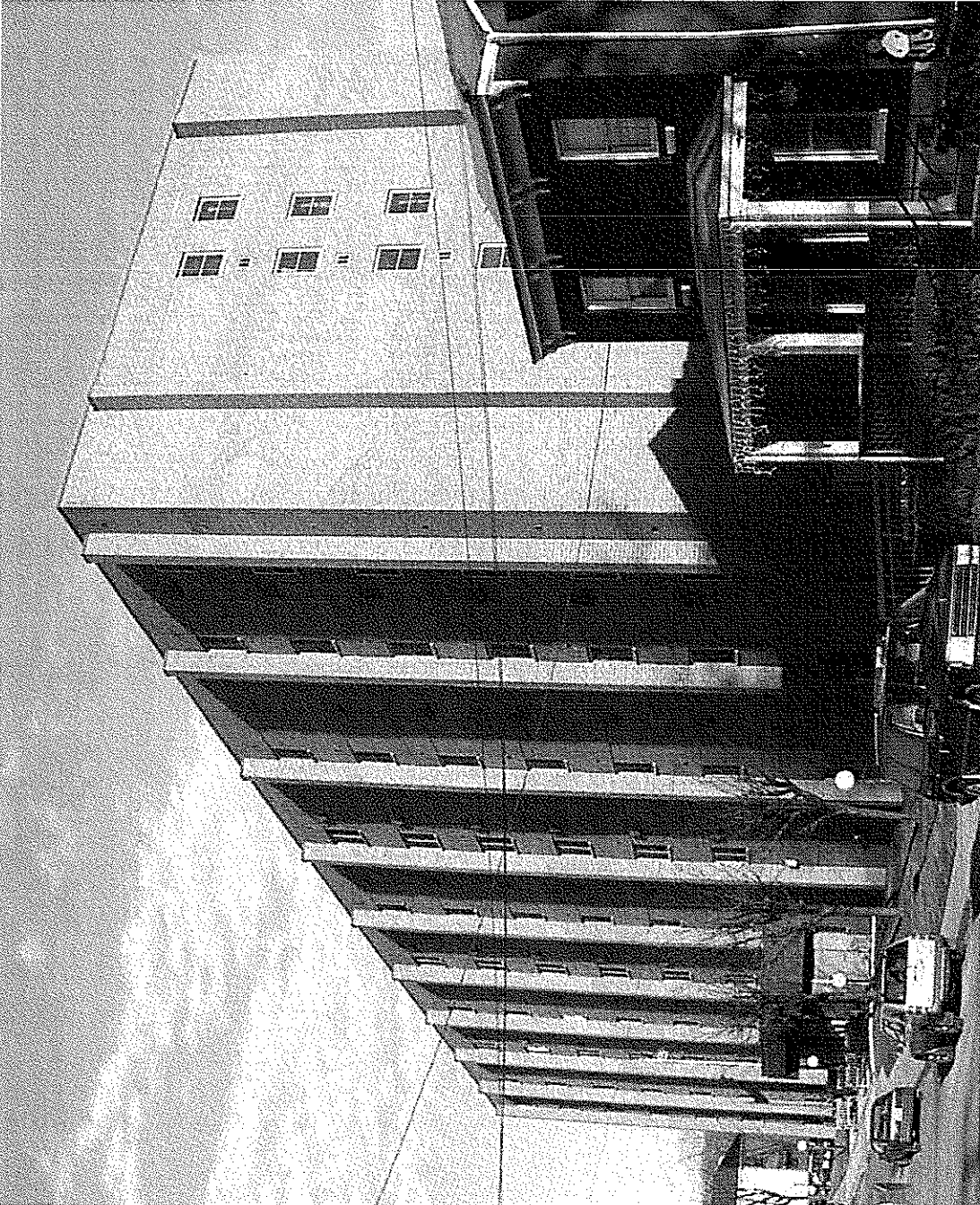
**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Sidewalk Replacements
- Emergency Generator
- Window/Patio Door Replacement
- Elevator Addition
- Roof Replacement
- Kitchen/Bath Renovations
- Exterior/Interior Painting
- 504 Compliance
  - Unit Conversions
  - Elevator
  - Stair Towers
  - Entrances
  - Public Restrooms
  - Community Room
  - Corridor Handrails
  - Apartment Door Locks
- Parking Lot Expansion
- Apartment Air Conditioning
- Smoke Detection System
- Intercom System
- Camera Entry System
- Boiler Renovations
- Corridor Lighting
- Replace Riser Shut-off Valves

**Shaeffer & Madama, Inc.**  
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dennis@shaeffer-madama.com

**BELMONT METROPOLITAN HOUSING AUTHORITY**

**Martins Ferry, OH**  
**Ms. Jody Geese, Executive Director**



**WAYNE L. HAYS TOWER**  
Martins Ferry, Ohio  
100 Units

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**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

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- Window Replacement
- Parking Lot Expansion
- Sitework Renovations
- Roof Replacement
- Masonry Restoration & Sealing
- Carpet Replacement & New Flooring
- Interior Painting
- Trash Compactor
- Kitchen & Bath Renovations
- New Maintenance Garage
- 504 Compliance
  - Entrances & Elevators
  - Public Restrooms
  - Corridor Handrails
  - Apartment Door Locks
- Camera Entry System
- Smoke Detection System
- New Exhaust Fans
- Fire Alarm System
- G.F.I. Outlets (Kitchens/Baths)
- Emergency Generator
- Corridor Lighting
- Replace Riser Shut-Off Valves

**Shaeffer & Madama, Inc.**  
57-14th St.  
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304-232-4123  
dennis@shaeffer-madama.com

**BELMONT METROPOLITAN HOUSING AUTHORITY**

Martins Ferry, OH

Ms. Jody Geese, Executive Director

**RIVERVIEW TOWER**  
East Liverpool, Ohio  
68 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**



- Site Retaining Wall/Patio
- Makeup Air Unit Replacement
- Emergency Generator
- Roof Replacement
- Window Replacement
- 504 Compliance
  - Community Room
  - Public Restrooms
  - Elevators
  - Stair Towers
- Interior Painting
- Carpet Replacement
- Corridor Ceiling Replacement
- Hot Water Tank Replacement
- Corridor Lighting

**Shaeffer & Madama, Inc.**  
57-14th St.  
Wheeling, WV 26003  
304-232-4123  
dennis@shaeffer-madama.com

**COLUMBIANA METROPOLITAN HOUSING AUTHORITY**

East Liverpool, Ohio

Mr. Thomas Snow, Executive Director

**SHOUB TOWERS**  
Wellsville, Ohio  
52 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Kitchen & Bath Modernization
- Emergency Generator
- Replace Air Units
- Roof Replacement
- Window Replacement
- Exterior Façade Renovations
- Storefront Renovations
- 504 Compliance
- Elevators
- Entrances
- Public Restrooms
- Community Room
- Stair Towers
- Unit Conversions
- Corridor Ceilings & Painting
- Corridor Lighting



**Shaeffer & Madama, Inc.**  
57-14th St.  
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304-232-4123  
dennis@shaeffer-madama.com

**COLUMBIANA METROPOLITAN HOUSING AUTHORITY**

East Liverpool, Ohio

Mr. Thomas Snow, Executive Director

**JOHN F. KENNEDY  
APARTMENTS**  
Steubenville, Ohio  
149 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Window Replacement
- Roof Replacement
- Electrical Upgrade
- Masonry Restoration
- Sitework Renovations
- Unit Conversions
- New Elevators
- 504 Compliance
  - Entrance
  - Unit Conversions
  - Stair Towers
  - Corridor Handrails
- Makeup Air Units Replacement
- Fire Alarm System
- Smoke Detection System
- Corridor Ventilation
- Security Entry System
- Roof Fan Replacement
- Corridor Painting & Lighting
- Corridor Tile Flooring & Carpeting
- Concrete Balcony Restoration



**Shaeffer & Madama, Inc.**  
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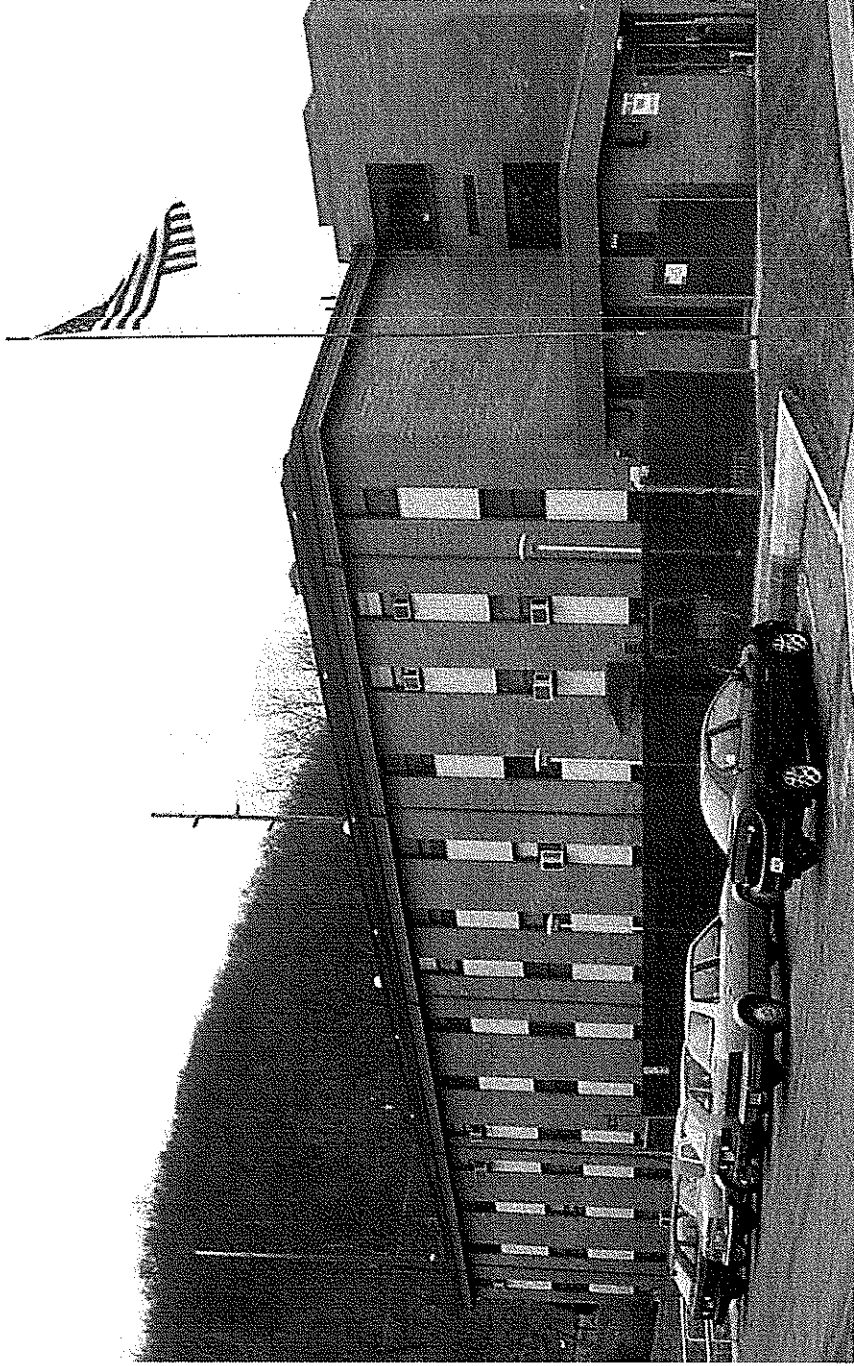
**JEFFERSON METROPOLITAN HOUSING AUTHORITY**

Steubenville, Ohio  
Mr. Joseph Costantini, Executive Director

**MICHAEL MYERS  
TERRACE**  
Toronto, Ohio  
37 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Roof Replacement
- Window Replacement
- Façade Renovations
- 504 Compliance
  - Elevators
  - Entrances
  - Public Restrooms
  - Unit Conversions
- Sprinkler System
- Fire Alarm System
- Smoke Detection System
- Kitchen/Bath Renovation
- New Furnaces



**Shaeffer & Madama, Inc.**  
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**JEFFERSON METROPOLITAN HOUSING AUTHORITY**

Steubenville, Ohio

Mr. Joseph Costantini, Executive Director



**DR. J.A.  
SCHLERNITZAUER  
APARTMENTS**  
Yorkville, Ohio  
26 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Elevator Addition
- Parking Lot Expansion
- New Sidewalks
- HVAC Renovations
- Bathroom Ventilation
- Window Replacement
- Façade Renovations
- Fire Alarm System
- Smoke Detection System
- Kitchens/Corridor Lighting
- G.F.I. Outlets (Kitchen/Baths)
- Roof Replacement
- Security Entry System



**Shaeffer & Madama, Inc.**  
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**JEFFERSON METROPOLITAN HOUSING AUTHORITY**

Steubenville, Ohio

Mr. Joseph Costantini, Executive Director



# FRANK MERKEL APARTMENTS

Tiltonsville, Ohio  
32 Units

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## C.I.A.P., Comp. Grant & Capital Improvement Projects by Shaeffer & Madama

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- New Sidewalks
- Parking Lot Expansion
- HVAC Renovations
- Bathroom Ventilation
- Window Replacement
- Façade Renovations
- Roof Replacement
- Fire Alarm System
- Smoke Detection System
- Kitchens/Corridor Lighting
- G.F.I. Outlets (Kitchen/Baths)
- Security Entry System

Shaeffer & Madama, Inc.  
57-14th St.  
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304-232-4123  
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## JEFFERSON METROPOLITAN HOUSING AUTHORITY

Steubenville, Ohio

Mr. Joseph Costantini, Executive Director



**BENTLEY TOWER**  
Bentleyville, Pennsylvania  
90 Units

C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama

- Window Replacement
- 504 Compliance
  - Community Room
- Corridor Carpet Replacement
- Fire Water Tank Removal
- Façade Renovation
- Chiller & Control Replacement
- Boiler & Controls Replacement

Shaeffer & Madama, Inc.  
57-14th St.  
Wheeling, WV 26003  
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dennis@shaeffer-madama.com

**WASHINGTON COUNTY HOUSING AUTHORITY**  
Washington, PA

Mr. Stephen Hall, Executive Director

**BOOKER T.  
WASHINGTON  
PLAZA**

Wheeling, West Virginia  
107 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Water Heater Replacement
- Window Replacement
- Concrete Restoration
- Parking Lot Renovation
- Site Retaining Wall
- Elevators Upgrade
- 504 Compliance
  - Unit Conversions
  - Elevators
  - Entrances
  - Signage
  - Public Restrooms
  - Community Room
  - Cathodic Protection



Shaeffer & Madama, Inc.  
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**HOUSING AUTHORITY OF THE CITY OF WHEELING**

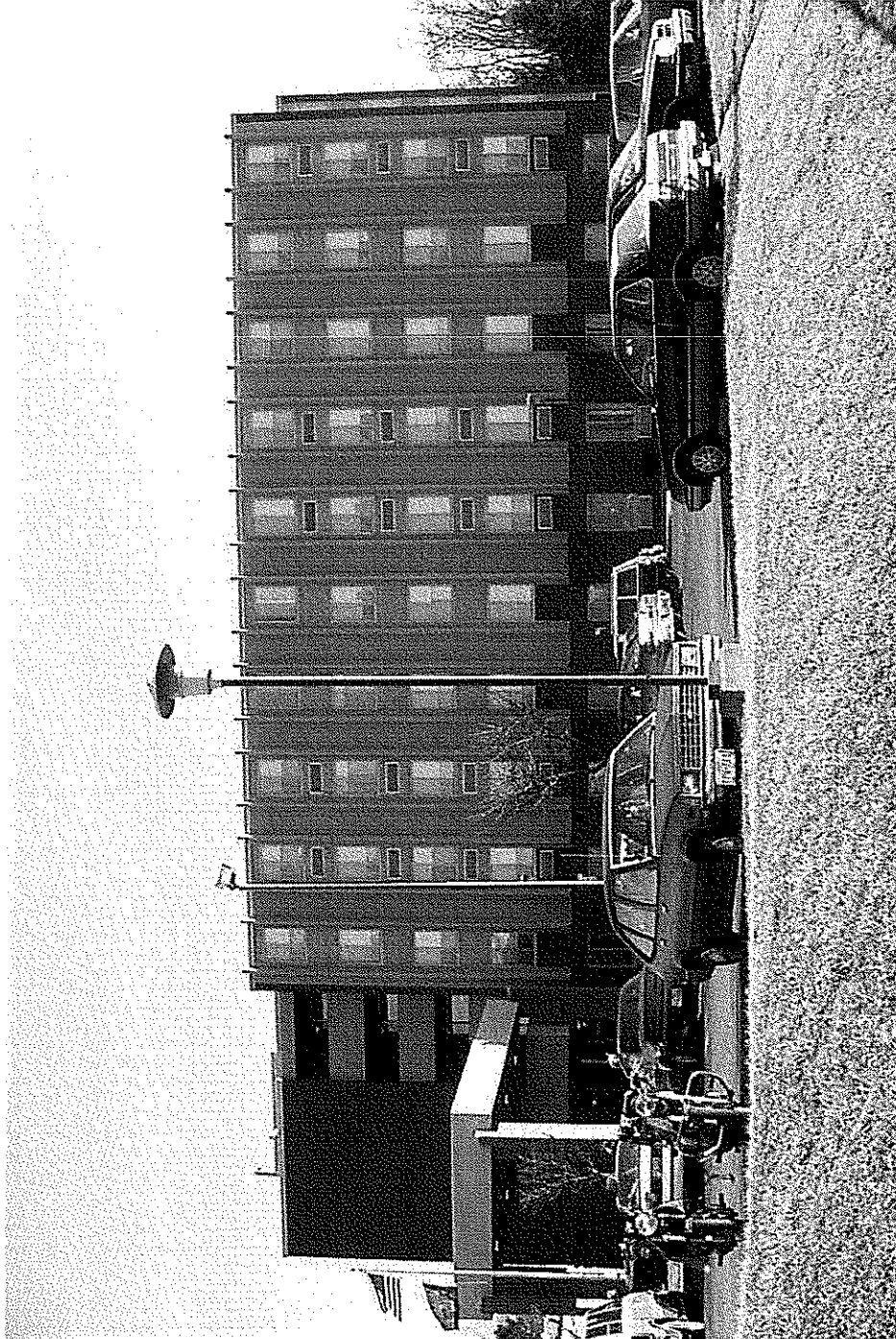
Wheeling, WV

Mr. Randall L. Geese, Executive Director

**MAPLE TERRACE**  
Zanesville, Ohio  
101 Units

**C.I.A.P., Comp. Grant  
& Capital Improvement  
Projects by  
Shaeffer & Madama**

- Elevator Replacement
- Stair Tower Replacement
- Emergency Generator
- Concrete Façade Restoration
- Window Replacement
- Driveway Canopy & New Sidewalks
- 504 Compliance
- Public Restrooms
- Corridor Handrails
- Fire Alarm System
- Smoke Detection System
- HVAC System
- Individual Apartment Control Heating/Cooling



**Shaeffer & Madama, Inc.**  
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**ZANESVILLE METROPOLITAN HOUSING AUTHORITY**

Zanesville, Ohio

Mr. Philip Allen, Executive Director



**STALEY COMMUNICATION INC.**

## **PROJECT**

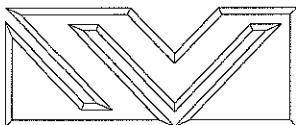
Adaptive reuse of former wholesale grocery warehouse to new office space.

## **LOCATION**

Wheeling, West Virginia.

## **HIGHLIGHTS**

Integration of heavy timber warehouse construction with high tech modern office furnishings and equipment. Complete restoration of the brick façade with the incorporation of new windows in strict compliance with the Secretary of Interiors Standards for Rehabilitation. Total Building Code Compliance per State and Local jurisdictions including new stair exit towers, fire alarm system, sprinkler system and full handicap accessibility. Building has 24,000 sq. ft. of new office space with a taste of local history.



**SHAEFFER & MADAMA**  
engineers • architects  
57 Fourteenth Street  
Wheeling, West Virginia 26003  
(304) 232-4123



## **THE STONE CENTER AT MARKET PLAZA**

### **PROJECT**

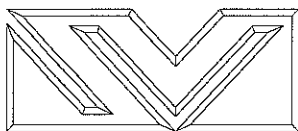
Adaptive reuse of former department store to new speculative office space.

### **LOCATION**

Wheeling, West Virginia.

### **HIGHLIGHTS**

Restoration of stone and brick facades, decorative metal cornice and large wood windows; all done in strict accordance with the Secretary of Interiors Standards for Rehabilitation. Complete rehabilitation of building infrastructure, including new stair towers, elevators, lighting, environmental systems, sprinklers, fire alarm and handicap accessibility. Building has 180,000 sq. ft. of speculative office space available for immediate occupancy.



**SHAEFFER & MADAMA**  
engineers • architects  
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Wheeling, West Virginia 26003  
(304) 232-4123

**WINDOW  
PROJECTS**



# WINDOW REPLACEMENT PROJECTS

<b><u>PROJECT</u></b>	<b><u>COST</u></b>
<b>JOHN F. KENNEDY HI RISE APARTMENTS</b> Jefferson Metropolitan Housing Authority Steubenville, OH	\$232,950
<b>WOODLAND HILLS</b> Columbiana Metropolitan Housing Authority East Liverpool, OH	\$230,400
<b>BOOKER T. WASHINGTON APARTMENTS</b> The Housing Authority of the City of Wheeling Wheeling, WV	\$71,200
<b>STALEY COMMUNICATION INC.</b> Staley Communication Inc. Wheeling, WV	\$120,000
<b>STONE CENTER</b> Regional Economic Development Corp. Wheeling, WV	\$348,300
<b>MERKEL/SCHLERNITZAUER APARTMENTS</b> Jefferson Metropolitan Housing Authority Steubenville, OH	\$25,000
<b>BENTLEY TOWER</b> Washington County Housing Authority Washington, PA	\$68,800
<b>JEFFCO WORKSHOP</b> Jefferson County Mental Retardation & Developmental Disabilities Program Steubenville, OH	\$90,000
<b>FRANCIS WALLACE</b> Belmont Metropolitan Housing Authority Bellaire, OH	\$79,500
<b>ROSE HILL TOWER</b> Belmont Metropolitan Housing Authority Bellaire, OH	\$79,500
<b>RIVERVIEW TOWER</b> Columbiana Metropolitan Housing Authority East Liverpool, OH	\$51,000

# WINDOW REPLACEMENT PROJECTS

<b><u>PROJECT</u></b>	<b><u>COST</u></b>
<b>SHOUB TOWER</b> Columbiana Metropolitan Housing Authority East Liverpool, OH	\$142,100
<b>CURTIS &amp; BONAR DORMITORIES</b> West Liberty State University West Liberty, WV	\$105,000
<b>EARL RODGERS PLAZA</b> Jefferson Metropolitan Housing Authority Steubenville, OH	\$350,000
<b>MICHAEL MYERS TERRACE</b> Jefferson Metropolitan Housing Authority Toronto, OH	\$78,900
<b>BELLAIRE SCATTERED SITES</b> Belmont Metropolitan Housing Authority Bellaire, OH	\$156,200
<b>SHADYSIDE MANOR</b> Belmont Metropolitan Housing Authority Shadyside, OH	\$31,800
<b>A.J. STARCHER &amp; TOWNHOUSE DUPLEXES</b> Belmont Metropolitan Housing Authority Martins Ferry, OH	\$107,800
<b>HARTMANN MANOR</b> Belmont Metropolitan Housing Authority Martins Ferry, OH	\$46,100
<b>WAYNE L. HAYS TOWER</b> Belmont Metropolitan Housing Authority Martins Ferry, OH	\$26,600
<b>ST. MYER TERRACE</b> Belmont Metropolitan Housing Authority Martins Ferry, OH	\$55,200
<b>LASLO TOWER</b> Belmont Metropolitan Housing Authority Martins Ferry, OH	\$20,900

# WINDOW REPLACEMENT PROJECTS

## PROJECT

## COST

**HAZEL ATLAS BUILDING**

\$146,200

**West Virginia Northern Community College**  
Wheeling, WV

**BUENA VISTA ELEMENTARY SCHOOL**

\$46,300

**Steubenville Board of Education**  
Steubenville, OH

HVAC  
PROJECTS

# HVAC PROJECTS

<u>PROJECT</u>	<u>COST</u>
<b>FURNACE REPLACEMENTS &amp; AIR CONDITIONING ADDITION</b> Belmont Metropolitan Housing Authority Martins Ferry, OH 2009 Federal Economic Stimulus Package Multiple High Rise, Medium Rise and Multi-Family Sites	\$1,100,000
<b>MAKE UP AIR UNIT REPLACEMENT</b> Washington County Housing Authority Washington, PA 2009 Federal Economic Stimulus Package High Rise Apartment Building	\$75,000
<b>FURNACE REPLACEMENTS &amp; AIR CONDITIONING ADDITION</b> The Housing Authority of the City of Wheeling Wheeling, WV 2009 Federal Economic Stimulus Package Multi-Family Unit Sites	\$425,000
<b>FURNACE REPLACEMENTS &amp; AIR CONDITIONING ADDITION</b> Jefferson Metropolitan Housing Authority Steubenville, OH 2009 Federal Economic Stimulus Package Medium Rise Building & Multi-Family Sites	\$460,000
<b>MAKE UP AIR UNIT REPLACEMENT BOILER REPLACEMENT &amp; NEW HEAT PUMPS</b> Columbiana Metropolitan Housing Authority East Liverpool, OH High Rise, Medium Rise and Multi-Family Sites	\$390,000
<b>VERIZON (Various Locations)</b> Replacement of AHU, Boiler, Chiller, A/C Clarksburg, WV Chiller Replacement Huntington, WV Replace Chiller, Upgrade Air Handling Units Fairmont, WV Replace Boilers, Replace Chiller Wheeling, WV Rooftop Unit, Chiller, A/C Replacement Parkersburg, WV Replace Boilers & Air Handling Units Morgantown, WV	\$1,600,000

# HVAC PROJECTS

<b><u>PROJECT</u></b>	<b><u>COST</u></b>
<b>REDUNDANT HVAC</b> <b>VERIZON (Various Locations)</b> Athens, OH Brunswick, OH Cambridge, OH Weirton, WV Woodsdale, WV	\$600,000
<b>MAKE UP AIR UNIT &amp; HVAC PIPING REVISIONS</b> <b>Washington County Housing Authority</b> Medium Rise Apartment Building	\$200,000
<b>REPLACE AIR CONDITIONING SYSTEM</b> <b>Belmont Metropolitan Housing Authority</b> 70 Unit High Rise Building	\$165,000
<b>REPLACE MAKE UP AIR UNITS</b> <b>Jefferson Metropolitan Housing Authority</b> 190 Unit High Rise Building	\$250,000
<b>REPLACE AIR HANDLING UNITS</b> <b>Columbiana Metropolitan Housing Authority</b> 2 High Rise Buildings	\$65,000
<b>NEW FURNACES</b> <b>Jefferson Metropolitan Housing Authority</b> Parkview Circle Apartments	\$245,000
<b>AIR CONDITIONING PROJECT</b> <b>35,000 S.F. Classroom Facility</b> <b>Jefferson County Mental Retardation</b> <b>Developmental and Disabilities Program</b> Steubenville, OH School of Bright Promise	\$200,000
<b>UNDERGROUND HEATING LINE REPLACEMENT</b> <b>Zanesville Metropolitan Housing Authority</b> Zanesville, OH Coopermill Manor	\$900,000
<b>BOILER REPLACEMENT &amp;</b> <b>AIR CONDITIONING RENOVATIONS</b> <b>Jefferson Metropolitan Housing Authority</b> 200 Unit Multi-Story Elderly High Rise Building	\$1,100,000

# HVAC PROJECTS

<u>PROJECT</u>	<u>COST</u>
<b>BOILER REPLACEMENT &amp; MAKE-UP AIR UNIT REPLACEMENT</b> Belmont Metropolitan Housing Authority 70 Unit Multi-Story Elderly High Rise Building	\$150,000
<b>BOILER REPLACEMENT</b> Columbiana Metropolitan Housing Authority 120 Residential Multi-Family Units	\$185,000
<b>AIR CONDITIONING</b> Steubenville Board of Education Steubenville, OH Computer Room & Library & Conference Center	\$130,000
<b>HEATING &amp; AIR CONDITIONING RENOVATIONS</b> West Liberty State College West Liberty, WV Main Hall/Library Hall/HPE, Bartell & Arnett Halls	\$750,000
<b>BOILER REPLACEMENT</b> West Virginia Northern Community College Wheeling, WV Hazel/Atlas Building	\$250,000
<b>AIR CONDITIONING</b> Robert C. Byrd Health Science Center Morgantown, WV Computer Room	\$200,000
<b>5,000 TON CHILLER PLANT</b> Robert C. Byrd Health Science Center Morgantown, WV	\$5,500,000
<b>MECHANICAL &amp; ELECTRICAL DESIGN</b> West Virginia University Morgantown, WV Business & Economics Building	\$5,500,000
<b>MECHANICAL &amp; ELECTRICAL LIFE SAFETY UPGRADE</b> West Virginia University Morgantown, WV Engineering Science Building	\$2,400,000

# HVAC PROJECTS

<b><u>PROJECT</u></b>	<b><u>COST</u></b>
<b>MECHANICAL &amp; ELECTRICAL DESIGN</b> <b>West Virginia Northern Community College</b> Wheeling, WV New Instructional Building	\$800,000
<b>CHILLER REPLACEMENT</b> <b>HUMIDIFICATION PROJECT</b> <b>West Liberty State College</b> West Liberty, WV Student Union Building Library Hall	\$275,000
<b>BOILER REPLACEMENT</b> <b>Shepherd College</b> Shepherdstown, WV Cafeteria Building	\$150,000
<b>BOILER REPLACEMENT</b> <b>Shepherd College</b> Shepherdstown, WV Knutti/Reynolds/McMurrin Halls	\$175,000



**LIGHTING  
PROJECTS**

# LIGHTING PROJECTS

<b><u>PROJECT</u></b>	<b><u>COST</u></b>
<b>SITE LIGHTING</b> Jefferson Metropolitan Housing Authority John F. Kennedy Apartments Steubenville, OH	\$200,000
<b>SITE LIGHTING</b> Washington County Housing Authority Crumrine Tower & Jollick Manor Washington, PA	\$125,000
<b>RELIGHTING PROJECT</b> Columbiana Metropolitan Housing Authority Labelle Terrace East Liverpool, OH	\$25,000
<b>NEW SITE LIGHTING AND POWER</b> Jefferson Metropolitan Housing Authority Elmer White Apartments Steubenville, OH	\$93,000
<b>NEW SITE LIGHTING</b> West Virginia Northern Community College Wheeling, WV	\$50,000

## **DESIGN AWARDS**

### **SCHRADER ENVIRONMENTAL EDUCATION CENTER**

Design of 11,500 sq. ft. environmental education center utilizing "Green Architecture".

**Client:** Oglebay Institute

**Cost:** \$3,200,000.00

### **HISTORIC CENTRE MARKET**

Renovation and adaptive reuse of Wheeling Historic Centre Market Structures

**Client:** City of Wheeling

**Cost:** \$2,500,000.00

### **COLLEGE SQUARE PLAZA**

Campus/Urban Plaza in Downtown Wheeling for West Virginia Northern Community College

**Client:** WV Board of Regents

**Cost:** \$600,000.00

### **TRAUBERT'S PHARMACY**

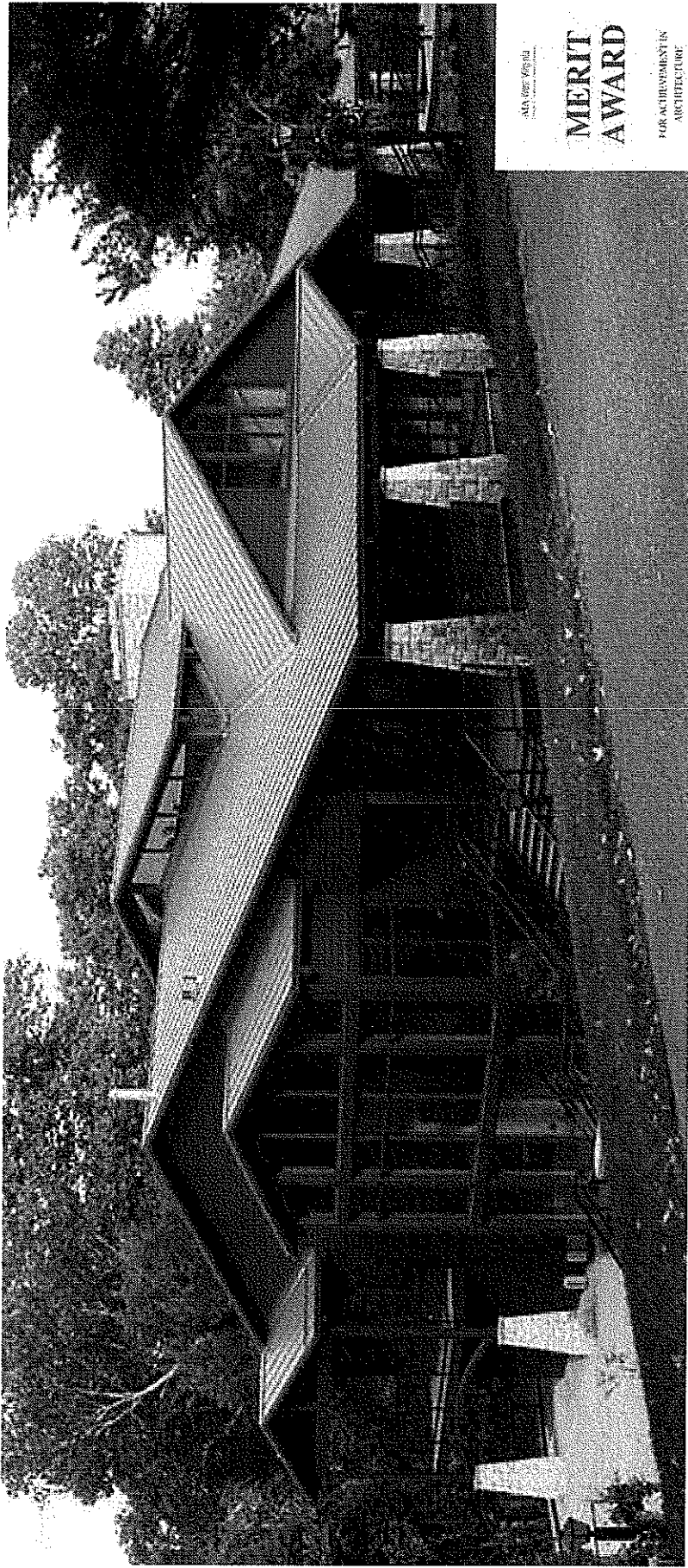
Storefront Restoration

**Client:** Mr. & Mrs. Thomas Traubert

**Cost:** \$25,000.00

### **WVUHSC SITE STUDY**

**Client:** West Virginia University Health Science Center



## HENRY STIFEL SCHRADER ENVIRONMENTAL EDUCATION CENTER

### PROJECT

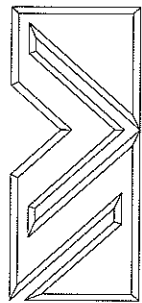
Architectural, mechanical, electrical and landscape architectural design of a new nature center for Oglebay Institute.

### LOCATION

Oglebay Park, Wheeling, WV

### HIGHLIGHTS

This 11,500 sq. ft. center is truly a state of the art facility for environmental education. The 3,000 sq. ft. exhibit hall features computer generated hands-on interactive learning centers exploring "Our Living Planet". The construction of the building itself contributes to the environmental "friendly" atmosphere of this facility. An extensive array of recycled building materials was used throughout. Solar energy is captured to temper ventilation air and reduce overall energy consumption. Many other mechanical and electrical energy saving features are incorporated to reduce fossil fuel usage. The interaction of site and building is truly an exciting blend of man and nature.

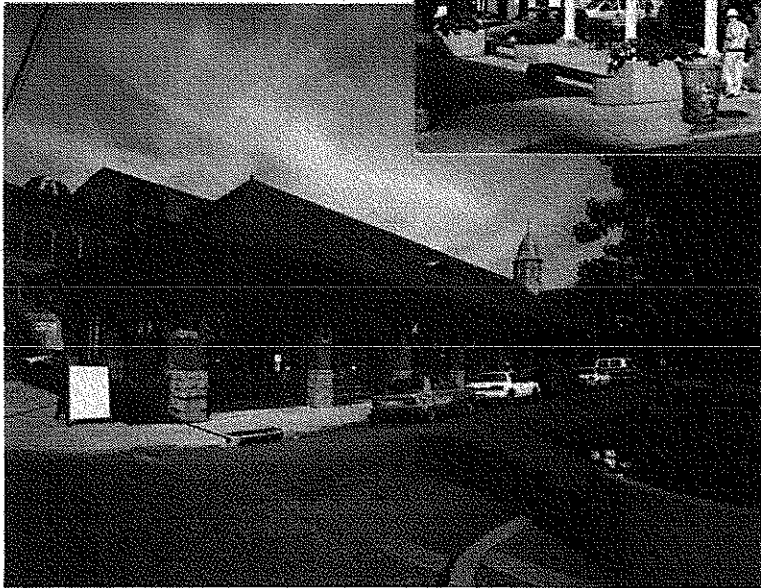


**SHAEFFER & MADAMA**  
engineers • architects  
57 Fourteenth Street  
Wheeling, West Virginia 26003  
(304) 232-4123

THE WEST VIRGINIA  
SOCIETY OF ARCHITECTS

# HONORABLE MENTION

FOR EXCELLENCE IN  
ARCHITECTURE



## WHEELING CENTRE MARKET

### PROJECT

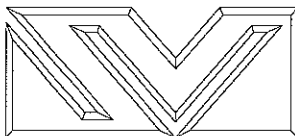
Historic restoration of landmark city market buildings.

### LOCATION

Wheeling, West Virginia

### HIGHLIGHTS

Integration of Historic Restoration and building modernization to revive the once flourishing market activity. Phase one included restoration of many of the lower building's historic structural components as well as complete roof reconstruction to meet today's structural design loads. Phases two and three included reconstruction of upper and lower market buildings' original cupolas and bell tower and enclosing the markets for year round use to increase their market potential.

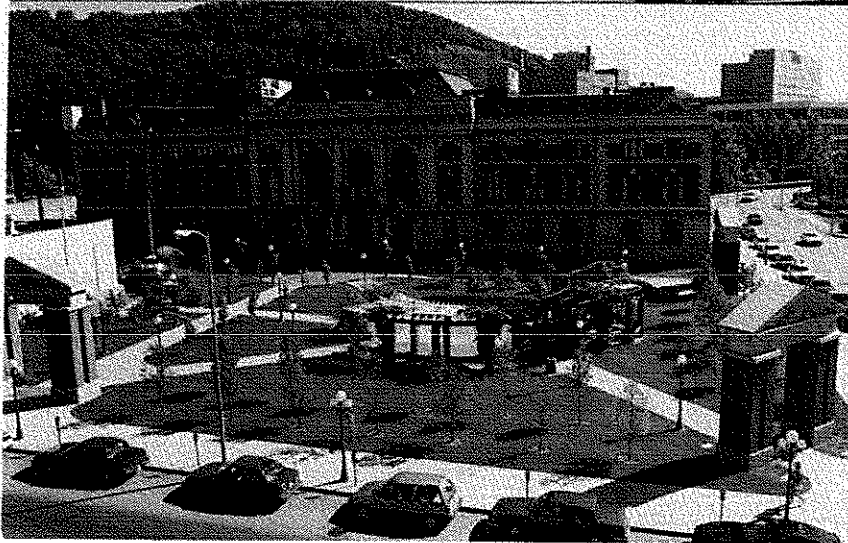


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THE WEST VIRGINIA  
SOCIETY OF ARCHITECTS

# HONORABLE MENTION

FOR EXCELLENCE IN  
ARCHITECTURE



## COLLEGE SQUARE

### PROJECT

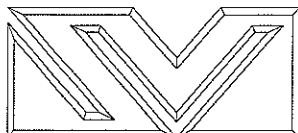
Architectural and landscape design of a new public square for West Virginia Northern Community College.

### LOCATION

Wheeling, West Virginia

### HIGHLIGHTS

The Knights of Pythian Building, which previously occupied this site, was dismantled in 1982. Significant architectural elements were salvaged for future use. Extensive research in pedestrian patterns as well as parking and feasibility studies aided the architectural and landscape design of this public square. The result is a multi-functional and pleasant environment sensitive to its surroundings and stands as an impressive gateway to the College.

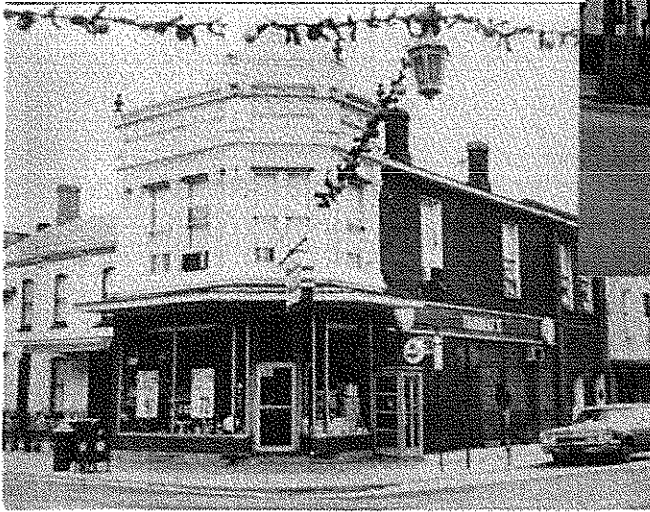


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THE WEST VIRGINIA  
SOCIETY OF ARCHITECTS

## HONORABLE MENTION

FOR EXCELLENCE IN  
ARCHITECTURE



### TRAUBERT'S PHARMACY

### PROJECT

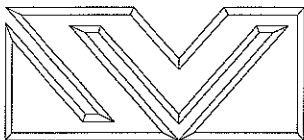
Rehabilitation of 1891 structure back to its original appearance.

### LOCATION

Wellsburg, West Virginia

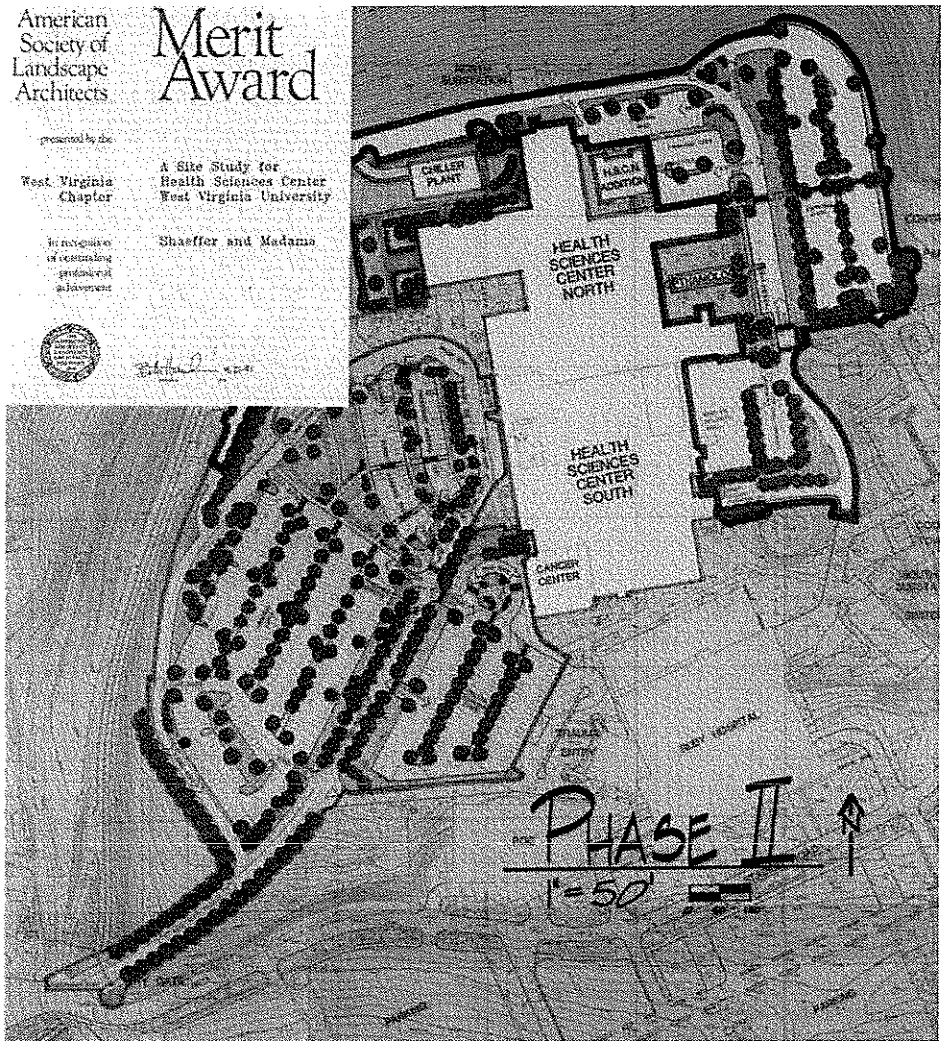
### HIGHLIGHTS

This metal storefront was cleaned and repaired with tin and fiberglass moulds. The suspended cantilevered canopy was removed and replaced with colorful canvas awnings. The missing cast iron pilasters that once flanked the entrance were duplicated in wood and the brick areas below the windows were paneled with a decorative wood veneer. The remaining brick veneer was cleaned and painted.



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American Society of Landscape Architects  
 Merit Award  
 presented by the  
 West Virginia Chapter  
 In recognition of outstanding professional achievement  
 A Site Study for Health Sciences Center West Virginia University  
 Shaeffer and Madama



**SITE STUDY**

**PROJECT**

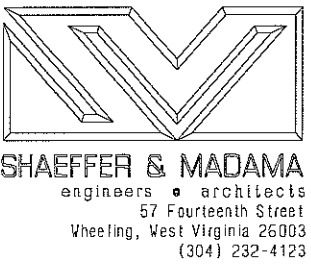
Study the vehicular and pedestrian circulation patterns, lighting, parking, site details and user safety for Health Sciences Center at West Virginia University.

**LOCATION**

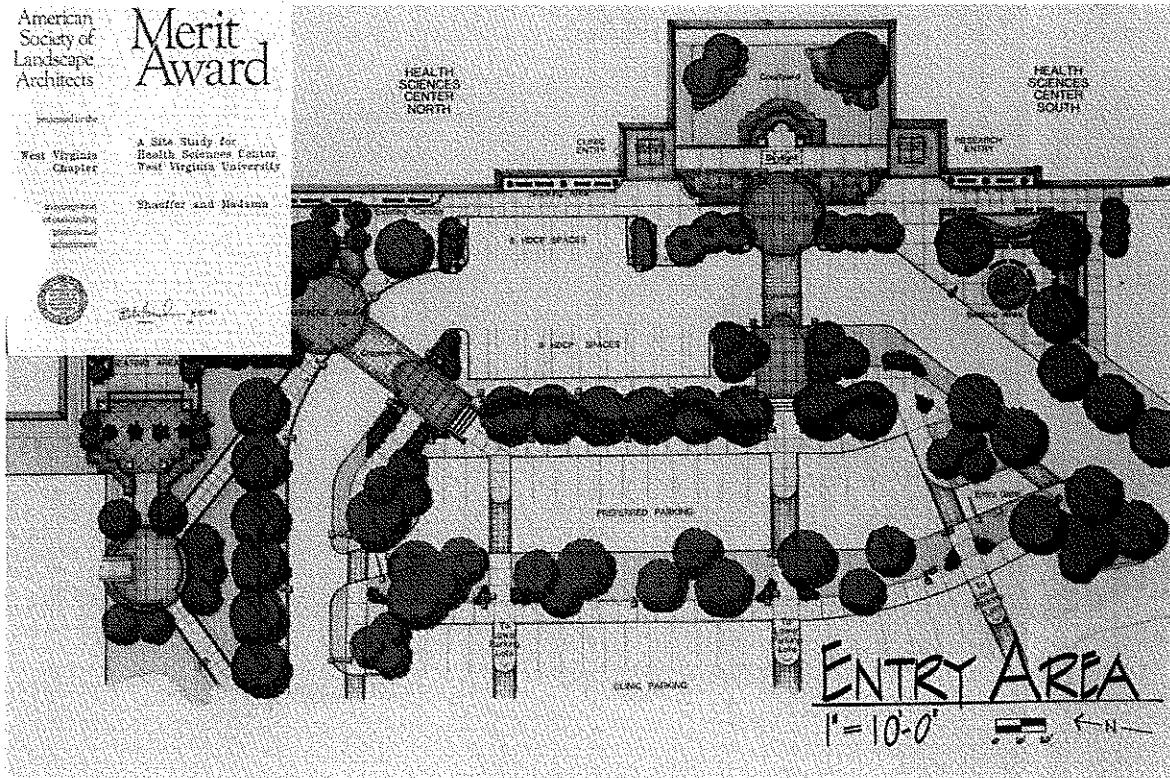
Morgantown, West Virginia

**HIGHLIGHTS**

For thirty years the Health Sciences Center at WVU has been dynamically growing. Changes in uses, circulation patterns, and the passage of time have wrought many changes on the campus. The study has looked in depth at these changes. We sought to create a campus identity through three objectives: 1) establish a continuity within the site, 2) create a hierarchy in design elements and circulation and 3) identify destinations and goals in order to create an identity and establish a sense of security.







## ENTRY DESIGN

## PROJECT

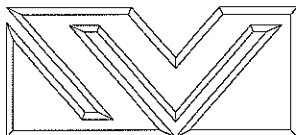
Redesign the entry area to the Health Sciences Center at West Virginia University.

## LOCATION

Morgantown, West Virginia

## HIGHLIGHTS

This entry plaza addresses the various activities that occur at the Health Sciences Buildings. A warm and highly detailed seating area was designed encompassing a focal point. The focal point is a partially carved marble pylon, symbolizing the developing history of medical sciences, and reflecting the existing four pylons already on the site carved with the past history of medicine. Circulation patterns have been changed to utilize the site more sensitively. Planting will enhance the plaza and compliment the building.



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Wheeling, West Virginia 26003  
(304) 232-4123



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  
 HHR11047

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 ROBERTA WAGNER  
 304-558-0067

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE

SHIP TO

HEALTH AND HUMAN RESOURCES  
 OFFICE OF PROPERTY MANAGEMENT  
 VARIOUS LOCALES AS INDICATED

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/21/2010				

BID OPENING DATE:

10/21/2010

BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB	EOI	<p>EXPRESSION OF INTEREST</p> <p>A&amp;E SERVICES FOR LAKIN HOSPITAL CAPITOL IMPROVEMENTS</p> <p>EXPRESSION OF INTEREST (EOI)</p> <p>PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES, IS SOLICITING EXPRESSIONS OF INTEREST TO PROVIDE ARCHITECTURAL CONSULTING AND ARCHITECTURAL &amp; ENGINEERING SERVICES FOR PRIORITIZING THE CAPITAL IMPROVEMENTS FOR LAKIN HOSPITAL, MILDRED MITCHELL-BATEMAN HOSPITAL, WILLIAM R. SHARPE, JR. HOSPITAL, WELCH COMMUNITY HOSPITAL, JOHN MANCHIN SR. HEALTHCARE CENTER AND HOPEMONT HOSPITAL, AS DEFINED PER THE ATTACHED.</p> <p>TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO ROBERTA WAGNER VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS EOI, VIA FAX AT 304-558-4115, OR VIA EMAIL AT ROBERTA.A.WAGNER@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 10/05/2010 AT THE CLOSE OF BUSINESS. ANY TECHNICAL QUESTIONS</p>		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE 304-232-4123	DATE 10/20/2010
TITLE Vice President	FEIN 55-0598371	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).



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
HHR11047

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER 304-558-0067

RFQ COPY

TYPE NAME/ADDRESS HERE

SHIP TO

HEALTH AND HUMAN RESOURCES  
 OFFICE OF PROPERTY MANAGEMENT  
 VARIOUS LOCALES AS INDICATED

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/21/2010				

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	BID OPENING TIME	UNIT PRICE	AMOUNT
					01:30PM		

RECEIVED WILL BE ANSWERED BY FORMAL ADDENDUM ISSUED BY THE PURCHASING DIVISION AFTER THE DEADLINE HAS LAPSED.

CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICE SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.

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.

**NOTICE**

A SIGNED EOI MUST BE SUBMITTED TO:

DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 BUILDING 15  
 2019 WASHINGTON STREET, EAST  
 CHARLESTON, WV 25305-0130

PLEASE NOTE 6 (SIX) CONVENIENCE COPIES WILL BE APPRECIATED.

THE EOI SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE EOI MAY NOT BE CONSIDERED:

SEALED PROPOSAL

BUYER: ROBERTA WAGNER-FILE 22

EOI NO: HHR11047

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
	304-232-4123	10/20/2010
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Vice President	55-0598371	

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

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HHR11047

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3

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 VARIOUS LOCALES AS INDICATED

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
09/21/2010				

BID OPENING DATE: 10/21/2010 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
EOI OPENING DATE: 10/21/2010 EOI OPENING TIME: 1:30 PM  PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR EOI: 304-232-4127 ----- CONTACT PERSON (PLEASE PRINT CLEARLY): Dennis M. Madama, AIA -----  ***** THIS IS THE END OF RFQ HHR11047 ***** TOTAL: _____						

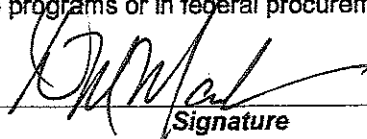
SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE 	TELEPHONE 304-232-4123	DATE 10/20/2010
TITLE Vice President	FEIN 55-0598371	ADDRESS CHANGES TO BE NOTED ABOVE

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

# West Virginia Department of Health & Human Resources FEDERAL PROGRAM PARTICIPATION ACKNOWLEDGMENT, AUTHORIZATION, CONSENT, AND RELEASE

No person who is currently excluded, debarred, suspended, or otherwise ineligible to participate in federal health care programs or in federal procurement or non-procurement programs shall be hired by the West Virginia Department of Health and Human Resources.

I am  am not  currently excluded, debarred, suspended, or otherwise ineligible to participate in federal health care programs or in federal procurement or non-procurement programs.

  
\_\_\_\_\_  
Signature

October 20, 2010  
\_\_\_\_\_  
Date

I authorize and consent to a background check by the West Virginia Department of Health and Human Resources specifically to determine whether I am currently excluded, debarred, suspended, or otherwise ineligible to participate in federal health care programs or in federal procurement or non-procurement programs. If hired, I also agree to periodic conduct of additional such background checks during the course of employment by the West Virginia Department of Health and Human Resources.

I release any persons and the West Virginia Department of Health and Human Resources and its agents, officials, representatives, employees, officers, or related personnel both individually and collectively, from any and all liability for damages of any kind that may result because of compliance with this acknowledgment and authorization.

For positive identification purposes, the following information is required when conducting a background check. This information is confidential and will not be used for any other purposes (please print):

Name Madama Dennis M.  
*last name first name middle initial*

Maiden/Other Names \_\_\_\_\_  
*(This should include other married names by which you have been known.)*

Current Address 57-14th Street Wheeling WV  
*street/box# city state*

**NOTE: Your social security card must be presented for verification purposes.**

Social Security # To be provided Date of Birth To be provided  
*month/day/year*

Driver's License Number To be provided State of Issue To be provided

  
\_\_\_\_\_  
Signature

October 20, 2010  
\_\_\_\_\_  
Date

**EMPLOYING UNIT INFORMATION**

Office/Facility/Region/District	Contact Person
Fax Number	Phone Number

**FOR OPS USE ONLY**

HHS Match Outcome	<input checked="" type="checkbox"/> Positive	<input type="checkbox"/> Negative	Initial	Date
OSA Match Outcome	<input type="checkbox"/> Positive	<input type="checkbox"/> Negative		

**PURCHASING  
AFFIDAVIT**

RFQ No. HHR11047

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 exceed 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: Shaeffer & Madama Inc.

Authorized Signature: *[Signature]* Date: 10/20/2010

State of West Virginia

County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 20<sup>th</sup> day of October, 2010.

My Commission expires July 20, 2011.

**AFFIX SEAL HERE**

NOTARY PUBLIC *Mary L. Maxwell*

