

Request for Quotation

RFQ NUMBER
DEFK12001

PAGE 1

TARA LYLE
304-558-2544

RFQ COPY TYPE NAME/ADDRESS HERE

G & W Roofing & Construction Inc. 672 Christy Road Eighty Four, PA 15330

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DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099 304-341-6368

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

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. 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 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).



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RFQ:NUMBER DEFK12001

ADDRESS CORRESPONDENCE TO ATTENTION OF: TARA LYLE 304-558-2544

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G & W Roofing & Construction Inc. 672 Christy Road Eighty Four, PA 15330

DIV ENGINEERING & FACILITIES SHIP ARMORY BOARD SECTION

1707 COONSKIN DRIVE ŏ CHARLESTON, WV 25311-1099

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Eighty Four, PA 15330

DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

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1707 COONSKIN DRIVE
CHARLESTON, WV
25311-1099 304

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G & W Roofing & Construction

G & W Roofing & Construction Inc. 672 Christy Road Eighty Four, PA 15330 DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099 304

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672 Christy Road

Eighty Four, PA

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

G & W Roofing & Construction Inc.

15330

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þ 1707 COONSKIN DRIVE O CHARLESTON, WV

25311-1099 304-341-6368

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G & W Roofing & Construction Inc. 672 Christy Road Eighty Four, PA 15330

DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099 304

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

G & W Roofing & Construction Inc.

Request for Quotation

RFQ NUMBER

PAGE

TARA LYLE 804-558-2544

DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

† 1707 COONSKIN DRIVE

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SEE REVERSE SIDE FOR TERMS AND CONDITIONS

TELEPHONE

8/23/2011

resident

SIGNATURE

25-1718379

ADDRESS CHANGES TO BE NOTED ABOVE



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
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PAGE

TARA LYLE
304-558-2544

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*409143016 724-229-8707 G&W ROOFING & CONSTRUCTION INC 672 CHRISTY ROAD

EIGHTY FOUR PA 15330

DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099 304-34

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

Request for Quotation

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RFQ NUMBER DEFK12001

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TARA LYLE			
304-558-2544			

*409143016 724-229-8707 **G&W ROOFING & CONSTRUCTION INC** 672 CHRISTY ROAD

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DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099

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RFQ NUMBER DEFK12001

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TARA LYLE 304-558-2544

*409143016 724-229-8707 **G&W ROOFING & CONSTRUCTION INC** 672 CHRISTY ROAD EIGHTY FOUR PA 15330

DIV ENGINEERING & FACILITIES ARMORY BOARD SECTION

1707 COONSKIN DRIVE CHARLESTON, WV 25311-1099

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Agency	Department of Administration
REQ.P.	O#2011-06E7

BID BOND

KI	NOW ALL MEN BY THES				
of	Eighty Four,				omobile Mutual Insurance Company
of	Columbus ,				under the laws of the State of
ОН					and firmly bound unto the State
of West Vir	ginia, as Obligee, in the po	enal sum of Five Perc	ent of Amount Bid	(\$5%) for the payment of which,
					, successors and assigns.
Th	e Condition of the above	obligation is such that	whereas the Principa	I has submitted to the	Purchasing Section of the
Departmen	t of Administration a certain	in bid or proposal, attac	ched hereto and mad	le a part hereof, to en	ter into a contract in writing for
Marshall	County Readiness Cer	nter Roofing Mainter	nance Repair & Ins	stallation	
NO	OW THEREFORE,				
(a) If said bid shall be reject	ted, or	shall ontorinto a cor	stract in accordance v	with the bid or proposal attached
harala and	shall furnish any other hou	nds and insurance regu	ired by the bid or pr	oposal, and shall in a	il other respects penorm the
	granted by the accentance	e of said hid then this o	obligation shall be nu	ill and void, otherwise	this obligation shall remain in full
force and e	ffect. It is expressly under penal amount of this oblig	rstood and agreed that	the liability of the Su	rety for any and all ci	aims hereunder shall, in no event,
exceed the	penal amount of this oblig	jation as herein stated.			
Th	e Surety, for the value rec	ceived, hereby stipulate	es and agrees that th	e obligations of said	Surety and its bond shall be in no
way impaire	ed or affected by any exter	nsion of the time within	which the Obligee n	hay accept such bid,	and said Surety does hereby
waive notic	e of any such extension.				
1N	WITNESS WHEREOF, P	rincipal and Surety hav	ve hereunto set their	hands and seals, and	d such of them as are corporations
have cause	ed their corporate seals to	be affixed hereunto an	d these presents to l	pe signed by their pro	per officers, this
	day ofAugust	2011 .			
				,	
Principal Co	orporate Seal				Construction, Inc.
(Intolpal o	orporate con.			M	lame of Principal)
				By Ma	
				(1)	Aust be President or
					/ice President)
				Treside	nD
					(Title)
Surety Corp	porate Seal			State Automobile	Mutual Insurance Company
	9			ACTION OF THE CHOICE AND ACTION OF THE CO.	Name of Surety)
				Ву	a bear
				Barbara A. Leepe	er Attorney-in-Fact
				1	

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

CERTIFIED COPY

THIS DOCUMENT MAY NOT BE REPRODUCED ORIGINAL PRINTED ON YELLOW PATTERN PAPER POWER OF ATTORNEY

of Pittsburgh and State of Pennsylvania

EACH

its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds or undertakings described below, to wit: any and all bonds, undertakings, or other written obligations in the nature thereof, subject to the limitation that the penalty of any one bond shall not exceed **Three Million (\$3,000,000,000) Dollars in amount.**

and to bind the Company thereby as fully and to the same extent as if bonds were signed by the duly authorized officers of the Company, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. This Power of Attorney is made and executed pursuant to and by authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 8th day of May 1970:

BE IT RESOLVED, by the Board of Directors of State Automobile Mutual Insurance Company, that any two (2) of the following officers of the Company, viz: the President, any Vice President, any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer, shall have the power and authority to appoint agents and attorneys-in-fact and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances, consents of surety or other written obligations in the nature thereof; and any such bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof shall be valid and binding upon the Company when duly executed and sealed, if a seal is required, by such attorney-in-fact or agent pursuant to and within the limits of the authority granted by his power of attorney.

BE IT FURTHER RESOLVED, that any two (2) officers may remove any such Attorney-in-Fact or Agent and revoke the power and authority given to him.

BE IT FURTHER RESOLVED, that any two (2) of the following officers of the Company, viz: the President, any Vice President, any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer, shall have the power and authority to execute on behalf of the Company, and attach the seal of the Company thereto, bonds, undertakings, recognizances, consents of surety or other written obligations in the nature thereof; which the business of the Company may require; and any such bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof shall be valid and binding upon the Company when duly executed and sealed, if a seal is required.

This Power of Attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of State Automobile Mutual Insurance Company at a meeting called and held on the 8th day of May, 1970:

BE IT RESOLVED, that the signature of the President, any Vice President, any Assistant Vice President, Secretary, any Assistant Secretary, Treasurer, and any assistant Treasurer and the Company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance, consent of surety or written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

In Witness Whereof, the Company has caused these presents to be signed by its proper officers and its corporate seal to be hereunto affixed this 4th day of November, 2009

Seal

STATE AUTOMOBILE MUTUAL INSURANCE COMPANY

Paul E. Nordman, Ass't. Vice President

William D. Hansen, Ass't, Vice President

Form 18-C Cert.

STATE OF OHIO	11 11 1
COUNTY OF FRANKLIN,	ss:

On this 4th day of November, A.D., 2009 before me personally came Paul E. Nordman and William D. Hansen to me known, who being duly sworn, did depose and say that they are ____Assistant Vice Presidents respectively of STATE AUTOMOBILE MUTUAL INSURANCE COMPANY, the Company described in and which executed the above instrument; that they know the seal of said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company and that they signed their names, respectively, by like order. Notary Public John B. Melvin, Attorney-at-Law Notary Public-State of Ohio My Commission Has No Expiration Date Section 147.03 CERTIFICATE I, the undersigned, Assistant Secretary of State Automobile Mutual Insurance Company, an Ohio Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked; and furthermore, that The Resolutions of the Board of Directors set forth in the power of attorney are now in force. Signed and sealed at Columbus, Ohio, this 2%Assistant Secretary John A. Couger



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

STATE OF Pennsylvania
COUNTY OF Washington , TO-WIT:
I, <u>George W Weber</u> , after being first duly sworn, depose and state as follows:
 I am an employee of G & W Roofing & Constr. Inc.; and, (Company Name)
2. I do hereby attest that G & W Roofing & Constr. 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.
G & W Roofing & Construction Inc.
By: President
Date: August 23, 2011
Taken, subscribed and sworn to before me this and day of and and sworn to before me this and day of and and sworn to before me this are day of and are are also and sworn to before me this are day of and are
By Commission Cetyping of PENNSYLVANIA Notarial Seal Colleen M. Holmes, Notary Public North Strabane Twp., Washington County My Commission Expires July 10, 2013 Member, Pennsylvania Association of Notaries
(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.

RFQ No.	
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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: Ms y Rooling	& Consquelion o	One.
Authorized Signature:	Date:	
State of Pa		
County of Washington, to-wit:		
Taken, subscribed, and sworn to before me this	day of augusts	, 2011.
My Commission PENNSYLVANIA	. 20	
Notarial Seal Colleen M. Holmes, Notary Public AFFIX SEAL HERE' Strabane Twp., Washington County My Commission Expires July 10, 2013	NOTARY PUBLIC College	M. Halmes
Member, Pennsylvania Association of Notaries		