



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

# Solicitation

|   |      |
|---|------|
| NUMBER                                  | PAGE |
| GSD136435                               | 1    |
| ADDRESS CORRESPONDENCE TO ATTENTION OF: |      |
| GUY NISBET<br>304-558-2596              |      |

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TRI-STATE ROOFING & SHEET METAL CO.  
PO BOX 1231  
CHARLESTON, WV 25324

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DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
BUILDING 1  
1900 KANAWHA BOULEVARD, EAST  
CHARLESTON, WV  
25305 304-558-3517

|              |
|--------------|
| DATE PRINTED |
| 01/02/2014   |

BID OPENING DATE: 02/20/2014 BID OPENING TIME 1:30PM

| LINE   | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
|--|----------|-----|----------|-------------|------------|--------|
| 001  | 1        | LS  |          | 910-66      |            |        |
|  |          |     |          | RECEIVED    |            |        |
|  |          |     |          | JAN 07 2014 |            |        |
|  |          |     |          | ZMM, INC.   |            |        |
| REQUEST FOR QUOTATION (RFQ)  |          |     |          |             |            |        |
| THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DEPARTMENT OF ADMINISTRATION'S, GENERAL SERVICES DIVISION IS SOLICITING BIDS FROM QUALIFIED VENDORS FOR ROOF REPLACEMENT OF THE WEST VIRGINIA STATE CAPITOL BUILDING, BUILDING 1 OF THE WEST VIRGINIA STATE CAPITOL COMPLEX, IN CHARLESTON, WV. PER THE SPECIFICATIONS AND TERMS AND CONDITIONS AS ATTACHED. |          |     |          |             |            |        |
| *****  |          |     |          |             |            |        |
| COPIES OF THIS SOLICITATION MAY BE OBTAINED FROM THE   |          |     |          |             |            |        |
| WV. PURCHASING DIVISION<br>2019 WASHINGTON STREET, EAST<br>CHARLESTON, WV. 25305<br>304.558.2306 (PHONE)<br>304.558.3970 (FAX)   |          |     |          |             |            |        |
| RFQ : GSD136435  |          |     |          |             |            |        |
| *****  |          |     |          |             |            |        |
| PROJECT MANUAL MAY BE OBTAINED FROM THE ARCHITECT  |          |     |          |             |            |        |
| ZMM, INC. ARCHITECTS AND ENGINEERS<br>222 LEE STREET   |          |     |          |             |            |        |

|                   |                |                                   |
|-------------------|----------------|-----------------------------------|
| SIGNATURE         | TELEPHONE      | DATE                              |
| <i>p. Hatcher</i> | (304) 755-8135 | FEBRUARY 20, 2014                 |
| TITLE             | FEIN           | ADDRESS CHANGES TO BE NOTED ABOVE |
| VICE PRESIDENT    | 55-0591156     |                                   |

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



State of West Virginia  
Department of Administration  
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2019 Washington Street East  
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Charleston, WV 25305-0130

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| NUMBER                                  | PAGE |
| GSD136435                               | 2    |
| ADDRESS CORRESPONDENCE TO ATTENTION OF: |      |
| GUY NISBET<br>304-558-2596              |      |

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|   |          |     |          | CHARLESTON, WV. 25302<br>304.342.0159 (PHONE)<br>304.345.8144 (FAX)<br><br>ZMM PROJECT NO. 1320<br>\$75.00 PER SET |            |        |
| *****   |          |     |          |  |            |        |
| THE MODEL/BRAND/SPECIFICATION NAMED HEREIN ESTABLISH THE ACCEPTANCE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR OF ANY PARTICULAR BRAND OR VENDOR. VENDOR'S WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4 (F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS |          |     |          |  |            |        |
| ATTACHMENTS INCLUDE:<br>1. INSTRUCTIONS TO VENDOR'S SUBMITTING BIDS<br>2. GENERAL TERMS AND CONDITIONS<br>3. ADDITIONAL TERMS AND CONDITIONS (CONSTRUCTION)<br>4. GSD136435 INSTRUCTIONS TO BIDDERS<br>5. DRUG-FREE WORKPLACE AFFIDAVIT<br>6. BID-BOND INSTRUCTIONS AND FORM<br>7. WV-75 CONSTRUCTION BID SUBMISSION REVIEW FORM<br>8. CERTIFICATION AND SIGNATURE PAGE<br>9. WV PURCHASING AFFIDAVIT   |          |     |          |  |            |        |

|                  |                |                                   |
|------------------|----------------|-----------------------------------|
| SIGNATURE        | TELEPHONE      | DATE                              |
| <i>P. Stefan</i> | (304) 755-8135 | FEBRUARY 20, 2014                 |
| TITLE            | FEIN           | ADDRESS CHANGES TO BE NOTED ABOVE |
| VICE PRESIDENT   | 55-0591156     |                                   |

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

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

Dated: February 20, 2014 (Bidder to insert date bid submitted)

**SUBMITTED BY:**

Tri-State Roofing & Sheet Metal Co. (hereinafter called "Bidder")

**SUBMITTED TO:** State of West Virginia  
Department Of Administration  
Purchasing Division

The Bidder, being familiar with local conditions affecting the cost of the Work and the Contract Documents, including Instructions to Bidders, Bid Form, General Conditions, Drawings, Specifications, and any Addenda or Clarifications issued, hereby propose to furnish all material, labor, tools, taxes, transportation and expendable equipment necessary for the satisfactory and complete installation of **WEST VIRGINIA STATE CAPITOL BUILDING ROOF REPLACEMENT** in every detail and ready for operation, all in full accordance with, and in conformity to, the Contract Documents, for the stipulated sums as follows:

**BASE BID TO INCLUDE THE FOLLOWING:**

Provide EPDM membrane roofing as roof replacement and renovation work on the East Main Area, the Dome Area, and the West Main Area of the Main Capitol Building, on the East and West Wing Connector areas, on the East Wing area, and on the West Wing Area, as indicated on the Drawings and as specified.

For the sum of: Three Million Two Hundred Sixty-Four Thousand Four Hundred Twelve and no/100 (\$ 3,264,412.00).

(Show amount in both words and numbers. In the event of a difference between the written amount and the number amount, the written amount shall govern.)

For accounting purposes, please provide a breakdown of the Base Bid, by area, as follows:

**East and West Main Area and Dome Area:**

\$1,795,428.00

**East and West Wing Connector Area:**

\$163,220.00

**East Wing Area:**

\$652,882.00

**West Wing Area:**

\$ 652,882.00

**ALTERNATES:**

The stated Base Bid is subject to the following additions or deductions for Alternates which the Owner may select. ('Provide' means 'furnish and install.' Include in bids below all related coordination and modification requirements associated with the Work of each Alternate.) All work is to be as indicated on Drawings and as specified.

Alternates, if accepted, will be accepted in the order as listed. Alternate 2 will not be accepted without having accepted Alternate 1.

Alternate Bid No. 1 – Provide repair work on skylight located over the Supreme Court Room.

ADD or DEDUCT (Select One) the sum of: Eighty-Three Thousand and no/100

(\$ 83,000.00)

Alternate Bid No. 2 – Provide SBS Modified Bituminous Roofing in lieu of EPDM membrane roofing as roof replacement and renovation work on the East Main Area, the Dome Area, and the West Main Area of the Main Capitol Building, on the East and West Wing Connector areas, on the East Wing area, and on the West Wing Area

ADD or DEDUCT the sum of: One Hundred Fifteen Thousand and no/100

(\$ 115,000.00)

**UNIT PRICES:** A unit price is an amount incorporated in the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment or services, or a portion of the Work, added to or deducted from the Contract Sum by a change order approved by the WV Purchasing Division, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased. These Unit Prices include all materials, shipping, installation, tax, and contractor markup. Unit Prices may be stipulated in figures only. All work is to be as indicated on Drawings and as specified.

**Unit Price No. 1**

Soldering repair of lead-coated copper - **Base Bid includes 400 linear feet** of soldering repair of lead-coated copper flashing and covering. For soldering repair of lead-coated copper flashing and covering, if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 120.00 per linear foot.

**Unit Price No. 2**

Soldering repair of lead sheets - **Base Bid includes 200 linear feet** of soldering repair of lead sheets. For soldering repair of lead sheets, if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 105.00 per linear foot.

**Unit Price No. 3**

Replace portion of roof drain lines (previously replaced with PVC piping) with new 6 inch ductile iron pipe - **Base Bid includes 36 linear feet** of 6 inch ductile iron pipe. For replacement of roof drain lines, if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 190.00 per linear foot.

**Unit Price No. 4**

Replace No-Hub type fittings with new 6 inch No-Hub type fittings. **Base Bid includes replacement of 6 no-hub fittings.** For replacement of No-Hub fittings, if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 105.00 per fitting.

**Unit Price No. 5**

Replace mortar joint with sealant along head of flashing as detailed on drawings and as specified. **Base Bid includes 200 linear feet** of joint replacement. For replacement of mortar joint with sealant if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 2.45 per linear foot.

**Unit Price No. 6**

Repair of Copper Standing seam Roof as detailed on drawings and as specified. **Base Bid includes 100 Square feet of repair to copper standing roof seam.** For repair of copper standing roof seam if the actual quantity differs from the quantity included in the Base Bid,

ADD or DEDUCT the following: \$ 26.65 per linear foot.



**References:**

Reference Name: Todd Corey - BBL Carlton, Inc.

Position: Vice President

Address: 600 Kanawha Blvd E, Charleston 25301

Telephone Number: 304-345-1300

Project Name: HIMG Skylight System

Project Description: Install skylight system \*metal skylight structure

Owner: HIMG, Huntington, WV Dennis 304-563-9023

**References:**

Reference Name: Jerie Whitehead - Kanawha Co. Commission

Position: Purchasing Director

Address: PO Box 3226, Charleston 25332

Telephone Number: 304-357-0115

Project Name: Kanawha County Courthouse

Project Description: Replace courthouse tile roof \*historic lead and copper flashing

**References:**

Reference Name: Rob Whittington - GSA

Position: Facility Manager

Address: PO Box 2546, Charleston, WV 25329

Telephone Number: 304-347-3300

Project Name: Robert C Byrd Courthouse

Project Description: Roof replacement \*commercial re-roof, including

Owner: United States Government demo, carpentry and flashing

**END OF BID FORM**

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Tri - State Roofing and Sheet Metal Company  
of PO Box 1231, Charleston WV 25324, as Principal, and Travelers Casualty and Surety  
Company of 119 Virginia Street W. Charleston WV 25302 a corporation organized and existing under the laws of the State of America  
Connecticut with its principal office in the City of Hartford, as Surety, are held and firmly bound unto the State  
of West Virginia, as Oblige, in the penal sum of Five Percent (\$ 5%) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
Project GSD136435, Roof Replacement of the State Capitol Building, Building 1  
according to plans and specifications.

NOW THEREFORE,

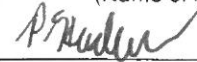
- (a) If said bid shall be rejected, or  
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached  
hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the  
agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in full  
force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event,  
exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Oblige may accept such bid, and said Surety does hereby  
waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations  
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this  
10th day of February, 20 14.

Principal Corporate Seal

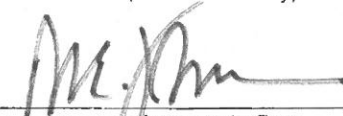
Tri - State Roofing and Sheet Metal Company  
(Name of Principal)

By   
(Must be President or  
Vice President)

Patrick Hayden, Vice President  
(Title)

Surety Corporate Seal

Travelers Casualty and Surety Company of America  
(Name of Surety)

  
Ross E. Johnson Attorney-in-Fact

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





## POWER OF ATTORNEY

Farmington Casualty Company  
Fidelity and Guaranty Insurance Company  
Fidelity and Guaranty Insurance Underwriters, Inc.  
St. Paul Fire and Marine Insurance Company  
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
Travelers Casualty and Surety Company  
Travelers Casualty and Surety Company of America  
United States Fidelity and Guaranty Company

Attorney-In Fact No. 222736

Certificate No. 005649406

**KNOW ALL MEN BY THESE PRESENTS:** That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Ross E. Johnson, Patrick B. Kee, Kathryn K. Arthur, and Beverly A. Holstine

of the City of Charleston, State of West Virginia, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 20th day of September, 2013.

Farmington Casualty Company  
Fidelity and Guaranty Insurance Company  
Fidelity and Guaranty Insurance Underwriters, Inc.  
St. Paul Fire and Marine Insurance Company  
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company  
Travelers Casualty and Surety Company  
Travelers Casualty and Surety Company of America  
United States Fidelity and Guaranty Company



State of Connecticut  
City of Hartford ss.

By: Robert L. Raney  
Robert L. Raney, Senior Vice President

On this the 20th day of September, 2013, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.  
My Commission expires the 30th day of June, 2016.



Marie C. Tetreault  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 10<sup>th</sup> day of February, 20 14.

  
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at [www.travelersbond.com](http://www.travelersbond.com). Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

**ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)**

1. **CONTRACTOR'S LICENSE:** West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor.

West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. Failure to include a contractor's license number on the bid shall result in Vendor's bid being disqualified. Vendors should include a contractor's license number in the space provided below.

**Contractor's Name:** Tri-State Roofing & Sheet Metal Co.

**Contractor's License No.** WV000104

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a purchase order/contract.

2. **DRUG-FREE WORKPLACE AFFIDAVIT:** W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit at the same time an affidavit that the Vendor has a written plan for a drug-free workplace policy. To comply with this law, Vendor must either complete the enclosed drug-free workplace affidavit and submit the same with its bid or complete a similar affidavit that fulfills all of the requirements of the applicable code. Failure to submit the signed and notarized drug-free workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, with the bid shall result in disqualification of Vendor's bid.

**2.1 DRUG-FREE WORKPLACE POLICY:** Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article.

The awarding public authority may cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

3. **DRUG FREE WORKPLACE REPORT:** Pursuant to W. Va. Code § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. For contracts over \$25,000, the public authority shall be the West Virginia Purchasing Division. For contracts of \$25,000 or less, the public authority shall be the agency issuing the contract. The report shall include:

# CONTRACTOR LICENSE

Authorized by the

**West Virginia Contractor Licensing Board**

**Number:**

WV000104

**Classification:**

HEATING, VENTILATING & COOLING  
SPECIALTY  
ROOFING  
CRANE

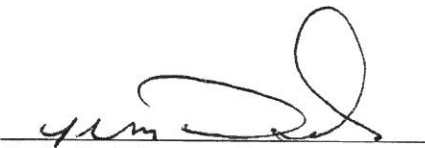
TRI STATE ROOFING & SHEET METAL CO  
DBA TRI STATE ROOFING & SHEET METAL CO  
PO BOX 1231  
CHARLESTON, WV 25324-1231

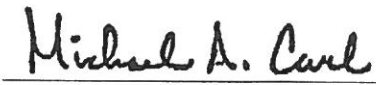
**Date Issued**

AUGUST 01, 2013

**Expiration Date**

AUGUST 01, 2014

  
Authorized Company Signature

  
Chair, West Virginia Contractor  
Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



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

STATE OF WEST VIRGINIA,

COUNTY OF Putnam, TO-WIT:

I, Patrick Haden, after being first duly sworn, depose and state as follows:

1. I am an employee of Tri-State Roofing & Sheet Metal Co; and,  
(Company Name)
2. I do hereby attest that Tri-State Roofing & Sheet Metal Co.  
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D**.

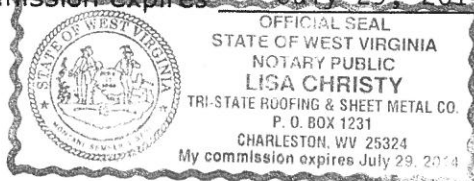
The above statements are sworn to under the penalty of perjury.

By: P. Haden  
Title: Vice President  
Company Name: Tri-State Roofing & Sheet Metal Co.  
Date: February 20, 2014

Taken, subscribed and sworn to before me this 20 day of February, 2014.

By Commission expires July 29, 2014

(Seal)



Lisa Christy  
(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. GSD136435STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**Vendor's Name: Tri-State Roofing & Sheet Metal Co.Authorized Signature: *P. Haden* Date: February 20, 2014State of West VirginiaCounty of Putnam, to-wit:Taken, subscribed, and sworn to before me this 20 day of February, 2014.My Commission expires July 29, 2014.

AFFIX SEAL HERE



NOTARY PUBLIC

*Lisa Christy*

Purchasing Affidavit (Revised 07/01/2012)



**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety, understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Tri-State Roofing & Sheet Metal Co.

(Company)



(Authorized Signature)

Patrick Haden, Vice President

(Representative Name, Title)

(304) 755-8135

(Phone Number)

(304) 755-5275

(Fax Number)

February 20, 2014

(Date)

# ADDENDUM ACKNOWLEDGEMENT FORM

**SOLICITATION NO.:** GSD136435

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

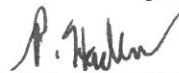
(Check the box next to each addendum received)

|  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

Tri-State Roofing & Sheet Metal Co.

Company



Authorized Signature

February 20, 2014

Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.