



Expression of Interest: CEOI ADJ1600000001

**Motor Pool Addition
Tri-State AFRC
Huntington, WV**

Prepared For:

**West Virginia Army National Guard
Construction and Facilities Management Office
1707 Coonskin Drive
Charleston, WV 25311**



Submitted by:

**Capitol Engineering, Inc.
PO Box 2984
Charleston, WV 25330**



Capitol Engineering, Inc.

07/06/16 11:36:17
WV Purchasing Division



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Centralized Expression of Interest
 02 - Architect/Engr

Proc Folder: 220652

Doc Description: MOTOR POOL HUNTINGTON TRI-STATE AFRC EOI DESIGN SERVICES

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2016-06-08	2016-07-06 13:30:00	CEOI 0603 ADJ1600000001	1

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

Vendor Name, Address and Telephone Number:

Capitol Engineering, Inc.
 P.O. Box 2984
 Charleston, WV 25330
 (304) 415-4426

FOR INFORMATION CONTACT THE BUYER

Crystal Rink
 (304) 558-2402
 crystal.g.rink@wv.gov

Signature 

FEIN # 55-0771736

DATE 6 July 2016

Subject to all terms and conditions contained in this solicitation

Capitol Engineering, Inc.

1 July 2016

LTC James W. Dean
West Virginia Army National Guard
Construction and Facilities Management Office
1707 Coonskin Drive
Charleston, WV 25311

RE: Expression of Interest ADJ 1600000001
Motor Pool Addition Design - Huntington Tri-State AFRC

Dear LTC Dean:

We are pleased to offer our services to the West Virginia National Guard (WVARNG) for the Motor Pool Addition at the Tri-State AFRC. Capitol Engineering, Inc. (CEI) has completed more than 50 projects for the WVARNG, a clear demonstration of our specialized military experience for the requested A/E services. I also want to state that we planned, designed, and performed construction administration for eleven new and one existing Military Equipment Parking Areas (motor pools) for the WVARNG over the past fifteen years. In addition, we performed construction monitoring of the third party slip repair at the Tri-State AFRC in 2012 and have firsthand knowledge of the subsurface conditions at the proposed MEP location. I have inserted a picture of the slip since you were not at the CFMO at the time.



1206 Kanawha Blvd. E., Suite 201
Charleston, WV 25301
Phone: (304) 344-0720 Fax: (304) 344-0820

LTC James W. Dean
Expression of Interest ADJ 1600000001
Motor Pool Addition – Tri-State AFRC

1 July 2016

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CEI's past performance on contracts for governmental agencies has always exceeded performance schedules while maintaining quality. Due to our Charleston, West Virginia location we can easily maintain project timelines and interact with your staff whenever needed.

We sincerely appreciate the opportunity to submit this proposal for your consideration. Should you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "R. M. Fuller", with a long horizontal flourish extending to the right.

Robert M. Fuller, PE
Vice President

RMF/smr

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Qualifications and Experience

Introduction

Capitol Engineering, Inc. (CEI) proposes to perform engineering services for the West Virginia National Guard to develop construction documents for the addition of a new Military Parking Area at the Tri-State Armed Forces Reserve Center in Wayne County. We have experience planning, designing, specifying, preparing contract documents, bidding and performing contract administration on many types of military facilities including Readiness Centers, Airfields, Training Areas and Ranges. Our experience and resources give us the ability to handle both complex and routine projects.

Why CEI?

CEI offers the highly specialized experience, attention to minute detail, and the unparalleled level of personal client support provided by a small boutique firm. We are particularly attractive because we have:

- First-hand knowledge of the subsurface conditions at the project site
- Ease of Contracting - Multiple On-going Projects with the WVARNG
- More WVARNG experience than any other consulting firm
- More experience with USACE Standard plans than any other West Virginia firm
- Ten minutes to the C&FMO
- 100% CAD
- Digital Equipment
- Military Experience

Capitol Engineering WVARNG Project Listing

Projects Directly for the WVARNG

Camp Dawson Combat Pistol Qualification Course Modernization	Civil Design/Construction Administration
Coonskin Gas Line to Annex	Construction Documents
LAASF	Civil Design/Construction Administration
FWAATS	Civil Design/Construction Administration
Huntington-Barbour Fencing Project	Construction Documents
J & S Property Condemnation Hearing	Expert Witness Testimony
Tri-State AFRC Slip	Damage Assessment/Construction Monitoring
Camp Dawson Flood Damage Assessment	Damage Assessment/Report
Glen Jean Surveying	Property Line Marking
Child Development Center	Feasibility Study
Morris Farm Underground Mining Verification	Site Investigation
Elkins – Morris Property	Site Evaluation
Buckhannon – Rohr Property	Site Evaluation
Buckhannon – Ross Property	Site Evaluation
Elkins Siting Study 3	Site Evaluation
Elkins Siting Study 2	Site Evaluation
AASF #1 Wash Water Discharge	Civil Design/Construction Administration
Camp Dawson Chalets – Phase II	Contract Documents
Elkins Siting Study	Site Evaluation
Roane-Jackson Siting Study	Site Evaluation
Camp Dawson Range Redesign	Site Investigation/Civil Design/Construction Administration

Ross Property Conceptual Site Layout	Site Evaluation
Camp Dawson Tower	Assessment/Report
Camp Dawson Chalets	Assessment/Report
Mingo-Logan Siting Study	Site Evaluation
Logan County Feasibility Study	Site Evaluation
Qualification Training Range	Initial Design
AASF #1 Emergency Taxiway Repair	Civil Design/Construction Administration
Camp Dawson Fuel Canopies	Site Investigation/Civil Design/Construction Administration
Williamson Armory Improvements	Site Investigation/Civil Design/Construction Administration
Camp Dawson Ranges	Site Investigation/Civil Design/Construction Administration
Camp Dawson Runway	Site Investigation/Civil Design/Construction Administration
Parkersburg AASF Apron Rehabilitation	Site Investigation/Civil Design/Construction Administration
Parkersburg AASF Expansion	Initial Design
Eleanor CHP Railroad Spur	Surveying
AASF#1 Boundary Relocation	Surveying
Eleanor Property Utility Location	Surveying
Eleanor Property Marking	Surveying
Projects With Architects	
Camp Dawson Access Control Point	Site Investigation/Civil Design/Construction Administration
Logan-Mingo Readiness Center	Site Investigation/Civil Design/Construction Administration
Joint Interagency Training and Education Center	Site Investigation/Civil Design/Construction Administration
Parkersburg Readiness Center	Site Investigation/Civil Design

JITEC OPS Generator	Civil Design/Construction Administration
Parkersburg Field Maintenance Office	Site Investigation/Civil Design
Buckhannon Readiness Center	Site Investigation/Civil Design
Morgantown Readiness Center	Site Investigation/Civil Design/Construction Administration
Moorefield Readiness Center	Site Investigation/Civil Design/Construction Administration
Morgantown Property Survey	Surveying
Parkersburg Readiness Center Site Selection	Site Evaluations
Fairmont Readiness Center	Site Investigation/Civil Design/Construction Administration
Jackson County AFRC	Site Investigation/Civil Design/Construction Administration
Elkins AFRC	Site Investigation/Civil Design/Construction Administration
Elkins AFRC Utility Extension	Site Investigation/Civil Design/Construction Administration
CFMO Office	Site Investigation/Civil Design/Construction Administration
Mountaineer Challenge Academy	Site Investigation/Civil Design/Construction Administration
Logan Readiness Center Charrette	Planning
Lewisburg Readiness Center	Site Investigation/Civil Design/Construction Administration
Summersville Readiness Center	Site Investigation/Civil Design/Construction Administration
JISOTF	Initial Planning Study
Glen Jean AFRC	Site Investigation/Civil Design/Construction Administration

Selected Project Summaries

PROJECT EXPERIENCE



Project Title
Tri-State AFRC

Slip Repair

Site Location
Huntington
Wayne County, WV

Client
WVARNG – FMO, Charleston,
WV

Project Description

Capitol Engineering, Inc. performed damage assessment and construction monitoring activities on the third party repair (Columbia Gas Transmission) of a large slip at the Tri-State Armed Forces Reserve Center near Huntington, WV. The slip occurred on property leased by the WVARNG and caused a break in a major gas transmission line. The slip occurred in a valley fill on the back side of the facility. The affected area was approximately four hundred feet across at the top by as much as two hundred feet down the slope. The slip was caused by improper fill techniques when the airport authority had the site leveled prior to construction by the WVARNG.



PROJECT EXPERIENCE



Project Title

Williamson Armory

Wash Pad and Military Parking

Site Location

Williamson
Mingo County, WV

Client

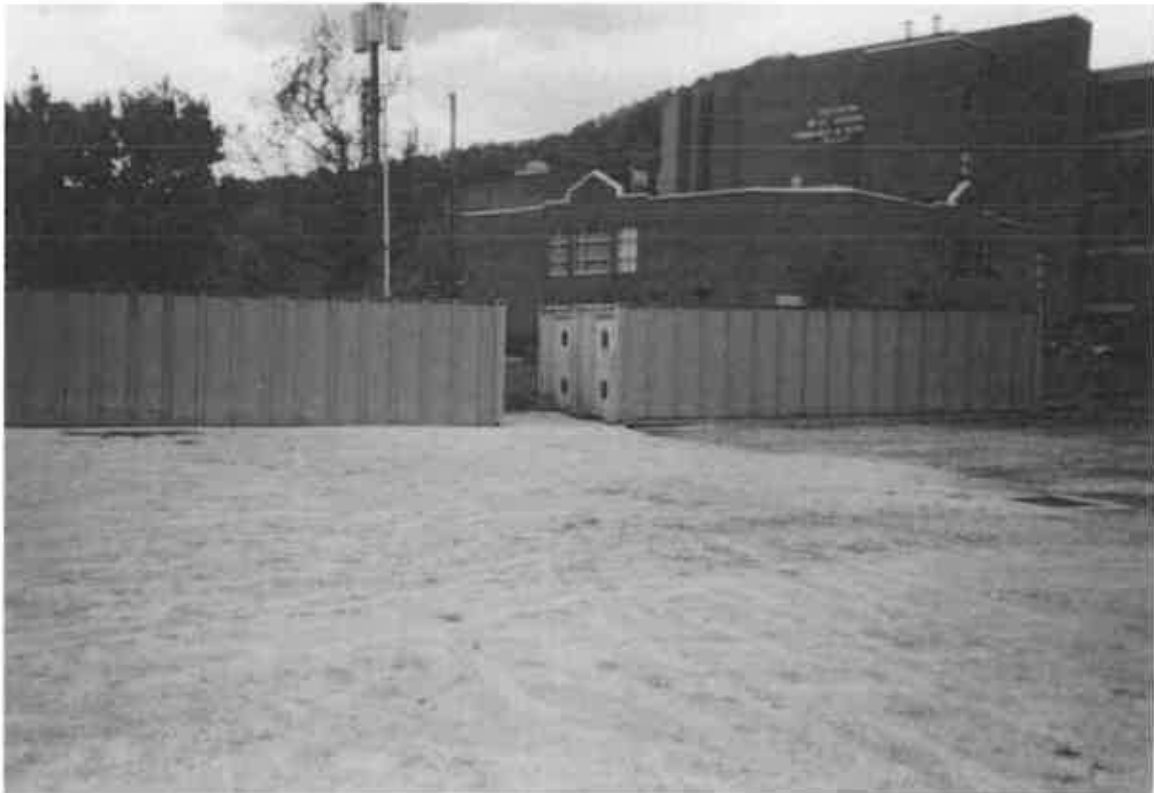
WVARNG – FMO, Charleston, WV

Project Description

Capitol Engineering, Inc. performed site investigation, design and construction administration services for renovations to the existing Motor Pool at the Williamson Armory.

The site investigation services included surveying and mapping, inspection of existing facilities, and environmental permitting.

CEI developed design and construction documents for this project. The most significant upgrades to the facility included new fence and gates as well as a new Vehicle Wash Pad with Oil/Water Separator. The project also included expansion of and a storm water drainage system for the existing Military Equipment Parking area.



PROJECT EXPERIENCE



Project Title

Moorefield Readiness Center
Site and Civil Design

Site Location

Moorefield, Hardy County, WV

Client

Bastian and Harris
Charleston, WV

Project Description

The Moorefield Readiness Center Project includes a Readiness Center and the Hardy County Office of Emergency Management. The complex consists of over 36,000 square feet of heated space, additional unheated storage and approximately 15,000 square yards of rigid and flexible paving. The facility occupies a 40-acre tract between US Route 33 and the Eastern WV Community and Technical College approximately two miles northeast of Moorefield, Hardy County. Capitol Engineering, Inc. (CEI) performed all of the site investigation and site/civil design aspects of the project.

The project includes the following major design elements:

1. Utilities
 - a. Water line extension
 - b. Sanitary sewer extension
2. Access roads and vehicle facilities
 - a. 5,000 SY Concrete paving
 - b. 11,500 SY Asphalt paving
 - c. Vehicle wash facility
 - d. Secure motor pool area
 - e. Helipad
3. General site features
 - a. 300,000 Cubic Yards of Earthwork
 - b. Storm drainage system and detention facility
 - c. Security fencing/Force protection measures
 - d. WV Department of Highways access road



The project included the following site investigation elements:

1. Preliminary engineering, planning, and field reconnaissance
2. Surveying and mapping
3. Geotechnical investigation and laboratory testing
4. Waste area permitting assistance

PROJECT EXPERIENCE



Project Title

Logan-Mingo Readiness Center
Site and Civil Design

Site Location

Holden, Logan County, WV

Client

ZMM, Inc.
Charleston, WV

Project Description

The Logan-Mingo Readiness Center Project includes a Readiness Center, expanded drill hall, and a unit maintenance shop. The complex consists of over 47,000 square feet of heated space, additional unheated storage and approximately 22,000 square yards of rigid and flexible paving. The facility occupies a 22-acre tract at the Wood Products Industrial Park, approximately seven miles southwest of Holden, Logan County. Capitol Engineering, Inc. (CEI) performed all of the site investigation and site/civil design aspects of the project, including construction administration.

The project includes the following major design elements:

1. Utilities
 - a. Water line extension
 - b. Sanitary sewer system, extension
2. Access roads and vehicle facilities
 - a. 1,800 SY Concrete paving
 - b. 6,800 SY Asphalt paving
 - c. 13,000 SY Hardstand paving
 - d. Vehicle wash facility
 - e. Multiple secure motor pool areas
 - f. Multiple POV parking lots
3. General site features
 - a. Earthwork and erosion control
 - b. Deep Dynamic Compaction program
 - c. Storm drainage system and detention facility
 - d. Security fencing/Force protection measures
 - e. Outdoor training area



The project included the following site investigation elements:

1. Preliminary engineering, planning, and field reconnaissance
2. Surveying and mapping
3. Geotechnical investigation and laboratory testing
4. Easement and right-of-way acquisition assistance

PROJECT EXPERIENCE



Project Title

Buckhannon Readiness Center
Site and Civil Design

Site Location

Buckhannon, Upshur County, WV

Client

Omni Associates
Fairmont, WV

Project Description

The Buckhannon Readiness Center Project includes a Readiness Center, and a conference center. The complex consists of over 36,000 square feet of heated space, additional unheated storage and approximately 25,000 square yards of rigid and flexible paving. The facility occupies a 22-acre tract between US Route 33 and the Upshur County Airport approximately two miles west of Buckhannon, Upshur County. Capitol Engineering, Inc. (CEI) performed all of the site investigation and site/civil design aspects of the project, including construction administration.

The project includes the following major design elements:

1. Utilities
 - a. Water line extension
 - b. Sanitary sewer extension
2. Access roads and vehicle facilities
 - a. 5,200 SY Concrete paving
 - b. 20,000 SY Hardstand paving
 - c. Vehicle wash facility
 - d. Secure motor pool area
 - e. POV parking lots
3. General site features
 - a. Earthwork and erosion control
 - b. Storm drainage system and detention facility
 - c. Security fencing/Force protection measures
 - d. Outdoor training area

The project included the following site investigation elements:

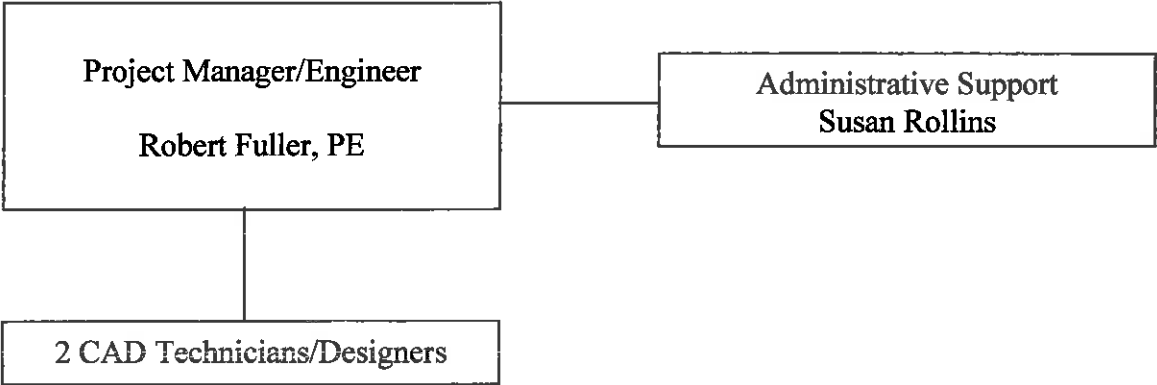
1. Preliminary engineering, planning, and field reconnaissance
2. Surveying and mapping
3. Geotechnical investigation and laboratory testing
4. Borrow area acquisition assistance

Project Management Plan

Project Management Plan

Capitol Engineering, Inc. proposes to use the “project management” organizational structure for this project. The project manager will be the single point of contact for all project related matters. This benefits the client as you deal with one individual who is knowledgeable of all facets of the project and can be responsive in an integrated and comprehensive manner to any change or problem that might arise.

Additionally, due to the limited scope of this project, the project manager will also serve as the project engineer. The proposed staffing plan is shown below. All four personnel have participated in a minimum of thirty projects for the West Virginia Army National Guard. A geotechnical subcontractor is anticipated for this project and will be Terracon (Charleston, WV Office). We have performed many WVARNG projects utilizing Terracon for drilling and geotechnical over the last ten years.



ROBERT M. FULLER, P.E.
Principal, Capitol Engineering, Inc.

QUALIFICATIONS

Project Manager with over twenty-five (25) years of experience with site investigation, planning, design and contract administration services on military, site development and mine reclamation projects. Mr. Fuller has been fully responsible technically, managerially and administratively for the planning, investigation, design and contract document preparation for over one-hundred (100) projects in the State of West Virginia. Mr. Fuller has served as Associate Professor of Civil Engineering Technology at West Virginia University Institute of Technology on a full-time, part-time and adjunct basis.

CERTIFICATIONS

Registered Professional Engineer – WV, PA, OH
OSHA 40-Hour Health and Safety Training
OSHA Supervisor Training

EDUCATIONAL BACKGROUND

M.S. Engineering, Marshall University Graduate College, 1997
B.S. Engineering Technology, West Virginia Institute of Technology, 1989

MILITARY BACKGROUND

Service: US Army Reserve, 1985-1988, Enlisted
WV Army National Guard, 1988-2010, Lieutenant Colonel (Retired)
Key Tours: Operation Enduring Freedom/Operation Iraqi Freedom, 2003-2004, Major, EN, Plans Officer
Operation Iraqi Freedom, 2007-2008, Lieutenant Colonel, EN, Design Engineer

PROFESSIONAL EXPERIENCE

Mr. Fuller was principal or project manager for the following West Virginia Army National Guard Projects completed by Capitol Engineering, Inc.

- Camp Dawson Range Renovations
- Camp Dawson Qualification Training Range
- Joint Interagency Training and Education Center (JITEC)
- Camp Dawson Runway Extension
- Camp Dawson Flood Damage Assessment
- Morgantown Readiness Center
- Moorefield Readiness Center
- Buckhannon Readiness Center
- Jackson County Armed Forces Reserve Center
- Fairmont Armed Forces Reserve Center
- Elkins Armed Forces Reserve Center
- Elkins AFRC Utility Extensions
- AASF #1 Apron Expansion/Rehabilitation and Taxiway Replacement
- Preliminary Design Drawings
- AASF #1 Emergency Taxiway Repair
- JISOTF Initial Planning Study
- Glen Jean Armed Forces Reserve Center
- Summersville Readiness Center
- Lewisburg Readiness Center
- C&FMO Office Expansion

PROFESSIONAL AFFILIATIONS

Society of American Military Engineers
American Society of Civil Engineers
American Institute of Architects
Construction Specifications Institute

Quality Control Plan

Quality Control Plan

Capitol Engineering, Inc. (CEI) proposes to ensure quality on this project using three different techniques.

1. CEI will conduct a planning conference at the Tri-State AFRC at the start of the project to capture both CFMO and using unit needs and expectations for the new Military Equipment Parking area.
2. CEI will interview both the Building Trades Specialist for the AFRC and the Maintenance Supervisor concerning material selection (particularly lighting) to ensure compatibility with existing systems and to determine if any problems exist that may be addressed as part of the new project (within funding limitations).
3. During the 95% document review, CEI will perform an on-site review of the plans with stakeholders to identify any potential conflicts or unfulfilled expectations.

Cost Control Plan

Cost Control Plan

Capitol Engineering, Inc. (CEI) proposes to control costs on this project using four different techniques.

1. Value engineering during design to reduce construction costs. Possible examples for this project include:
 - a. Incorporate locally available materials into the specifications (stone)
 - b. Design storm water drainage system to avoid the shallow sandstone bedrock that occurs under much of the site
 - c. Reduce pavement thickness when subbase is sandstone bedrock
 - d. Utilize existing light poles for new luminaires
 - e. Utilize existing fencing for portions of the new motor pool perimeter
2. Cost estimates will be developed at three stages of the design process: schematic design (35%); construction documents (95%); bid set documents (immediately prior to bidding if significant time has elapsed since the 95% estimate), to ensure the base scope of work will not exceed the project budget.
3. Bid alternates will be used for items of work of lesser importance and all items that exceed the project budget.
4. The last important step in project cost control is to provide an adequate period of time for contractor questions after the pre-bid meeting and for bid preparation after the question period is closed.

References

REFERENCE LIST
Capitol Engineering, Inc.

MG Melvin Burch (RET)
West Virginia Army National Guard
Construction and Facilities Management Office
1707 Coonskin Drive
Charleston, WV 25311
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Robert Doeffinger, PE, Principal
Steve Branner, AIA, President
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304-345-8144 (f)

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Bastian and Harris Architects PLLC
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Charleston, WV 25301
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Charleston, WV 25301
304-342-4267 (p)
304-340-4269 (f)

Richard Forren, AIA, NCARB
Omni Associates - Architects, Inc.
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Fairmont, WV 26554
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304-367-1418 (f)

West Virginia Purchasing Forms

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ADJ160000001

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 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.

Capitol Engineering, Inc.

Company



Authorized Signature

5 July 2016

Date

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

Revised 6/8/2012

STATE 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 exceed 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: Capitol Engineering, Inc.
Authorized Signature: [Handwritten Signature] Date: 6 July 2016

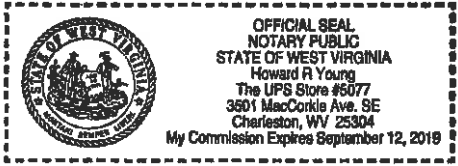
State of West Virginia
County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 9 day of July, 2016.
My Commission expires 9/12, 2019.

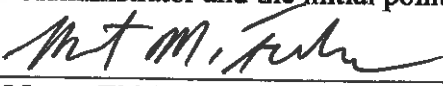
AFFIX SEAL HERE

NOTARY PUBLIC [Handwritten Signature]

Purchasing Affidavit (Revised 07/01/2012)



DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 Vice President

(Name, Title)
Robert M. Fuller, Vice President

(Printed Name and Title)
PO Box 2984 Charleston WV 25330

(Address)
(304) 415-4426


(Phone Number) / (Fax Number)
rfuller@capitolengineering.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Capitol Engineering, Inc

(Company)

 Vice President

(Authorized Signature) (Representative Name, Title)

Robert M. Fuller, Vice President

(Printed Name and Title of Authorized Representative)

5 July 2016

(Date)

(304) 344-0720

(Phone Number) (Fax Number)