



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

State of West Virginia  
 Request for Quotation  
 09 - Construction

Proc Folder: 398318

Doc Description: Addendum 1-Replace existing shingled roof

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2018-04-23	2018-05-09 13:30:00	CRFQ 0803 DOT1800000086	2

**BID RECEIVING LOCATION**

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

**VENDOR**

Vendor Name, Address and Telephone Number:

Reliable Roofing Company  
 PO Box 1908  
 Elkins WV 26241  
 304-636-7188

RECEIVED  
 2018 MAY -2 AM 9:27  
 WV PURCHASING  
 DIVISION

**FOR INFORMATION CONTACT THE BUYER**

Jessica S Chambers  
 (304) 558-0246  
 jessica.s.chambers@wv.gov

Signature:

FEIN # 55-0626943

DATE 04/27/18

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

**Addendum**

Addendum No.01 issued to publish and distribute the attached information to the vendor community.

\*\*\*\*\*  
 The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways to establish a contract for replacement of the existing shingled roof with Ethylene Propylene Diene Monomer (EPDM) roofing system at the West Virginia Division of Highways Tucker County Headquarters located at 9209 Seneca Trail, Parsons, WV., per the terms and conditions and specifications as attached.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS DISTRICT EIGHT - ALL LOCATIONS PO BOX 1516 ELKINS WV26241 US		DIVISION OF HIGHWAYS TUCKER COUNTY HEADQUARTERS 9209 SENECA TRAIL PARSONS WV 26287 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Ethylene Propylene Diene Monomer roofing system	1.00000	LS		\$ 65,860 <sup>00</sup>

Comm Code	Manufacturer	Specification	Model #
30151500			

**Extended Description :**

Replacement of existing shingled roof with Ethylene Propylene Diene Monomer (EPDM) roofing system. 0818-0215

**ADDENDUM ACKNOWLEDGEMENT FORM**

**SOLICITATION NO.:** CRFQ 0803 DOT 18000000026

**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.

Reltable Roofing Company  
Company  
Charles A. Preusch  
Authorized Signature  
Charles A. Preusch, President  
04/26/18  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.  
Revised 6/8/2012

**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. If an apparent low bidder fails to submit a license number in accordance with this section, the Purchasing Division will promptly request by telephone and electronic mail that the low bidder and the second low bidder provide the license number within one business day of the request. Failure of the bidder to provide the license number within one business day of receiving the request shall result in disqualification of the bid. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: Reliable Roofing Company  
Contractor's License No.: WV- WV 000200

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

**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 an affidavit that the Vendor has a written plan for a drug-free workplace policy. If the affidavit is not submitted with the bid submission, the Purchasing Division shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the affidavit within one business day of the request. Failure to submit the affidavit within one business day of receiving the request shall result in disqualification of the bid. To comply with this law, Vendor should complete the enclosed drug-free workplace affidavit and submit the same with its bid. Failure to submit the signed and notarized drugfree workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, within one business day of being requested to do so shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

**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 shall 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.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

**Subcontractor List Submission (Construction Contracts Only)**

**Bidder's Name:** Reliable Roofing Company

Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

Subcontractor Name	License Number if Required by W. Va. Code § 21-11-1 et. seq.

Attach additional pages if necessary

Revised 02/16/2018

**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.

Charles A. Preusch  
(Name, Title)  
Charles A. Preusch, President  
(Printed Name and Title)  
PO Box 1908, Elkins, WV 26241  
(Address)  
304-636-7188 / 304-637-7188  
(Phone Number) / (Fax Number)  
reliableroofingcompany@frontier.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.

Reliable Roofing Company  
(Company)  
Charles A. Preusch pres  
(Authorized Signature) (Representative Name, Title)

Charles A. Preusch President  
(Printed Name and Title of Authorized Representative)

04/27/18  
(Date)

304-636-7188 / 304-637-7188  
(Phone Number) (Fax Number)

REQUEST FOR QUOTATION

Replacement of existing shingled roof with Ethylene Propylene Diene Monomer (EPDM) Roofing system at WVDOH Tucker County Headquarters, 9209 Seneca Trail, Parsons, WV.

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**12. TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the Agency separately.

**13. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

13.1 Vendor must identify principle service personnel which will be issued access cards and /or keys to perform service.

13.2 Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.

13.3 Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.

13.4 Anyone performing under this Contract will be subject to Agency's security protocol and procedures.

13.5 Vendor shall inform all staff of Agency's security protocol and procedures.

**14. MISCELLANEOUS:**

**14.1. Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Charles A. Preusch  
Telephone Number: 304-636-7188  
Fax Number: 304-637-7188  
Email Address: reliableroofingcompany@frontier.com

**REQUEST FOR QUOTATION**  
**Replacement of existing shingled roof with Ethylene Propylene Diene Monomer(EPDM)**  
**Roofing system at WVDOH Tucker County Headquarters, 9209 Seneca Trail, Parsons,**  
**WV.**

**EXHIBIT A - Pricing Page**

Item Number	Quantity	Description	Unit Price	Total
1	Lump Sum	Replacement of existing shingled roof with Ethylene Propylene Diene Monomer (EPDM) roofing system at WVDOH Tucker County Headquarters, 9209 Seneca Trail, Parsons, WV.	\$	\$ 65,860 <sup>00</sup>
<b>Grand Total</b>				\$ 65,860 <sup>00</sup>

<b>VENDOR NAME:</b>	Reliable Roofing Company
<b>VENDOR ADDRESS:</b>	PO Box 1908 ETKINS WV 26241
<b>PHONE NUMBER:</b>	304-636-7188
<b>EMAIL:</b>	reliableroofingcompany@frontier.com
<b>SIGNATURE:</b>	Charles A. Reusch



STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Reliable Roofing Company

Authorized Signature: Charles A. Brusch Date: 04/27/18

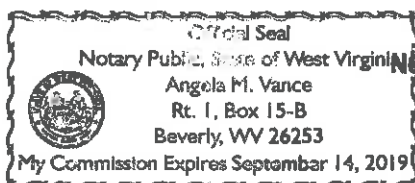
State of WV

County of Randolph to-wit:

Taken, subscribed, and sworn to before me this 27<sup>th</sup> day of April, 2018.

My Commission expires Sept 14, 2019.

AFFIX SEAL HERE



NOTARY PUBLIC

Angela M. Vance

Purchasing Affidavit (Revised 01/19/2018)

West Virginia Ethics Commission  
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Contracting Business Entity: Reliable Roofing Company Address: PO Box 1908  
Elkins WV 26241

Authorized Agent: Charles A Preusch Address: \_\_\_\_\_

Contract Number: \_\_\_\_\_ Contract Description: \_\_\_\_\_

Governmental agency awarding contract: \_\_\_\_\_

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

1. Subcontractors or other entities performing work or service under the Contract  
 Check here if none, otherwise list entity/individual names below.

2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)  
 Check here if none, otherwise list entity/individual names below.

3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)  
 Check here if none, otherwise list entity/individual names below.

Signature: Charles A Preusch Date Signed: 04/27/18

**Notary Verification**

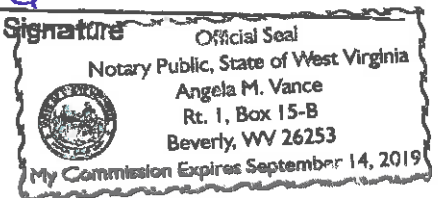
State of WV County of Randolph

I, Charles A. Preusch, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 27th day of April, 2018  
Angela M Vance  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_  
Date submitted to Ethics Commission: \_\_\_\_\_  
Governmental agency submitting Disclosure: \_\_\_\_\_



Revised October 7, 2017



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

STATE OF WEST VIRGINIA,  
COUNTY OF Randolph, TO-WIT:

I, Charles A. Preusch, after being first duly sworn, depose and state as follows:

1. I am an employee of Reliable Roofing Company and,  
(Company Name)
2. I do hereby attest that Reliable Roofing Company  
(Company Name)

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

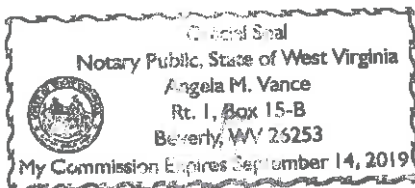
The above statements are sworn to under the penalty of perjury.

Printed Name: Charles A. Preusch  
 Signature: Charles A. Preusch  
 Title: President  
 Company Name: Reliable Roofing Company  
 Date: April 27, 2018

Taken, subscribed and sworn to before me this 27<sup>th</sup> day of April, 2018.  
By Commission expires Sept. 14, 2019

(Seal)

Angela M. Vance  
(Notary Public)



**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Reliable Roofing Company, Inc.  
of Elkins, West Virginia, as Principal, and Western Surety Company  
of Chicago, Illinois, a corporation organized and existing under the laws of the State of Illinois  
with its principal office in the City of Chicago, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of 5% (\$ 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  
Replacement of existing shingled roof with Ethylene Propylene Diene Monomer (EPDM) Roofing system on Tucker  
County Headquarters in Parsons, WV

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 Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this 1st day of May, 2018.

Principal Seal

Reliable Roofing Company Inc.

(Name of Principal)

By Charles G. Treusch  
(Must be President, Vice President, or  
Duly Authorized Agent)

President

(Title)

Western Surety Company

(Name of Surety)

Deanna D. Armentrout  
Attorney-in-Fact Deanna D. Armentrout



**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and must attach a power of attorney with its seal affixed.**

# ACKNOWLEDGMENTS

## Acknowledgment by Principal if Individual or Partnership

1. STATE OF \_\_\_\_\_  
2. County of \_\_\_\_\_ to-wit:  
3. I, \_\_\_\_\_, a Notary Public in and for the  
4. county and state aforesaid, do hereby certify that \_\_\_\_\_  
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.  
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
6. Notary Seal \_\_\_\_\_ 7. \_\_\_\_\_  
(Notary Public)  
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

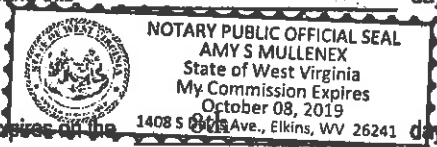
## Acknowledgment by Principal if Corporation

9. STATE OF West Virginia  
10. County of Randolph to-wit:  
11. I, CINDEE J Campbell, a Notary Public in and for the  
12. county and state aforesaid, do hereby certify that Charles A Preusch  
13. who as, President signed the foregoing writing for  
14. Reliable Roofing Company, Inc. a corporation,  
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
15. Given under my hand this 1st day of May 20 18  
17. Cindee J Campbell  
(Notary Public)  
18. My commission expires on the 8th day of April 20 23



## Acknowledgment by Surety

19. STATE OF West Virginia  
20. County of Randolph to-wit:  
21. I, Amy S Mullenex, a Notary Public in and for the  
22. county and state aforesaid, do hereby certify that Deanna D Armentrout  
23. who as, Attorney-in-fact signed the foregoing writing for  
24. Western Surety Company a corporation,  
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
25. Given under my hand this 1st day of May 20 18  
26. Notary Seal \_\_\_\_\_ 27. Amy S Mullenex  
(Notary Public)  
28. My commission expires on the \_\_\_\_\_ day of October 20 19



Sufficiency in Form and Manner  
of Execution Approved

Attorney General

This 1st day of May 2018.

By: \_\_\_\_\_  
(Deputy Attorney General)

# Western Surety Company

## POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 63628567

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint Deanna Dawn Armentrout

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: Reliable Roofing Company, Inc.

Obligee: State of West Virginia Dept of Highways

Amount: \$1,000,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

If Bond No. 63628567 is not issued on or before midnight of July 31st, 2018, all authority conferred in this Power of Attorney shall expire and terminate.

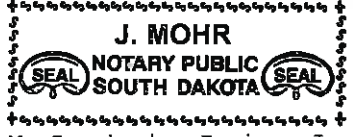
In Witness Whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 2nd day of May, 2018.

STATE OF SOUTH DAKOTA  
COUNTY OF MINNEHAHA



WESTERN SURETY COMPANY  
Paul T. Bruflat  
Paul T. Bruflat, Vice President

On this 2nd day of May, in the year 2018, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



J. Mohr  
Notary Public - South Dakota

My Commission Expires June 23, 2021

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 2nd day of May, 2018.

WESTERN SURETY COMPANY  
Paul T. Bruflat  
Paul T. Bruflat, Vice President

To validate bond authenticity, go to [www.cnasurety.com](http://www.cnasurety.com) > Owner/Obligee Services > Validate Bond Coverage.