



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header 1

List View

## General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 588768

Procurement Type: Central Master Agreement

Vendor ID: 000000205173



Legal Name: DANHILL CONSTRUCTION COMPANY

Alias/DBA:

Total Bid: \$2,537,670.00

Response Date: 06/27/2019



Response Time: 13:02

SO Doc Code: CRFQ

SO Dept: 0307

SO Doc ID: DEV1900000015

Published Date: 6/25/19

Close Date: 6/27/19

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 4 - Extend Bid  
Opening-Single-Family MHU


Total of Header Attachments: 1

Total of All Attachments: 1



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

State of West Virginia  
Solicitation Response

Proc Folder : 588768

Solicitation Description : Addendum No. 4 - Extend Bid Opening-Single-Family MHU

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-06-27 13:30:00	SR      0307   ESR06271900000006067	1

VENDOR

000000205173

DANHILL CONSTRUCTION COMPANY

Solicitation Number:    CRFQ   0307      DEV1900000015

Total Bid :      \$2,537,670.00                      Response Date:    2019-06-27                      Response Time:    13:02:34

Comments:

FOR INFORMATION CONTACT THE BUYER

Linda B Harper  
(304) 558-0468  
linda.b.harper@wv.gov

Signature on File

FEIN #

DATE

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Residential building construction services				\$2,537,670.00

Comm Code	Manufacturer	Specification	Model #
72110000			

Extended Description :	Vendor should enter the total bid amount in the commodity line and upload an attachment of the Exhibit A Pricing Page



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: 588768

Doc Description: Addendum No. 4 - Extend Bid Opening-Single-Family MHU

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-06-25	2019-06-27 13:30:00	CRFQ 0307 DEV1900000015	5

#### 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: Danhill Construction Company  
PO Box 685  
Gauley Bridge, WV 25085  
304-632-1600

#### FOR INFORMATION CONTACT THE BUYER

Linda B Harper  
(304) 558-0468  
linda.b.harper@wv.gov

Signature X

FEIN # 55-0648251

DATE June 27, 2019

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

**ADDITIONAL INFORMATION:**

Addendum No. 4 - to extend the bid opening from 06/26/2019 to 06/27/2019 at 1:30 pm.

INVOICE TO	SHIP TO
PROCUREMENT OFFICER WV DEVELOPMENT OFFICE ADMINISTRATION 1900 KANAWHA BLVD E BLDG 3 SUITE 800  CHARLESTON WV25305-0311  US	WV DEVELOPMENT OFFICE ADMINISTRATION 11900 KANAWHA BLVD E BLDG 3 SUITE 800  CHARLESTON WV 25305-0311  US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Residential building construction services				*See Attached Bid Form*

Comm Code	Manufacturer	Specification	Model #
72110000			

**Extended Description :**

Vendor should enter the total bid amount in the commodity line and upload an attachment of the Exhibit A Pricing Page

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Question Deadline: 4:00 p.m.	2019-06-13

DEV1900000015	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 4 - Extend Bid Opening-Single-Family MHU	<b>Page 3 of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Danhill Construction Company  
of Gauley Bridge, WV, as Principal, and The Ohio Casualty Insurance Company  
of Boston, MA, a corporation organized and existing under the laws of the State of  
NH with its principal office in the City of Boston, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 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  
Single-Family MHU Replacement - CRFQ 0307 DEV1900000015 - According to Plans & Specifications

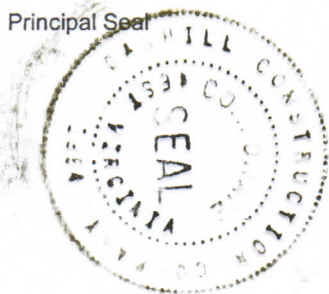
NOW THEREFORE,

(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 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 27th day of June, 2019.

Principal Seal



Danhill Construction Company

(Name of Principal)

By Robert D. Hill  
(Must be President, Vice President, or  
Duly Authorized Agent)

Robert D. Hill President  
(Title)

Surety Seal



The Ohio Casualty Insurance Company

(Name of Surety)

By: Patricia A. Moye  
Patricia A. Moye, WV Resident Agent Attorney-in-Fact

**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.





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

Certificate No: **8201446-973918**

## POWER OF ATTORNEY

**KNOWN ALL PERSONS BY THESE PRESENTS:** That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Gregory T. Gordon, Patricia A. Moye, Kimberly J. Wilkinson

all of the city of Charleston state of Wisconsin each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 21st day of June, 2019.



Liberty Mutual Insurance Company  
The Ohio Casualty Insurance Company  
West American Insurance Company

By:

*David M. Carey*

David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss  
County of MONTGOMERY

On this 21st day of June, 2019 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute 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 have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Upper Merion Twp., Montgomery County  
My Commission Expires March 28, 2021  
Member, Pennsylvania Association of Notaries

By:

*Teresa Pastella*  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

### ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

### ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, 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 27th day of June, 2019.



By:

*Renee C. Llewellyn*

Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.



Exhibit A  
Pricing Page

Manufactured Housing Unit (MHU) Replacement					
Unit Price Items					
Unit Price Items, "Measurement and Payment"					
DESCRIPTION	UNIT OF MEASURE	UNIT PRICE	ESTIMATED QTY	EXTENDED COST	
Fixed Rate 2 Bedroom / 1 Bathroom Single-Wide	Fixed	\$ 96,600. <sup>00</sup>	4	\$ 386,400. <sup>00</sup>	A
Fixed Rate 2 Bedroom / 2 Bathroom Single-Wide	Fixed	\$ 105,225. <sup>00</sup>	1	\$ 105,225. <sup>00</sup>	B
Fixed Rate 3 Bedroom / 2 Bathroom Single-Wide	Fixed	\$ 106,950. <sup>00</sup>	10	\$ 1,069,500. <sup>00</sup>	C
MHU Accessibility Modification (Includes Interior Modifications and Exterior Ramp and Landings)	Fixed	\$ 12,000. <sup>00</sup>	2	\$ 24,000. <sup>00</sup>	D
MHU Accessibility Modification (Includes Exterior Ramp and Landings)	Linear Foot	\$ 60. <sup>00</sup>	400	\$ 24,000. <sup>00</sup>	E
HVAC Installation	Per Unit	\$ 8,625. <sup>00</sup>	15	\$ 129,375. <sup>00</sup>	F
Fixed Rate Structural Elevation (Piers) - Ground level to 40 inches	Fixed	\$ 2,500. <sup>00</sup>	15	\$ 37,500. <sup>00</sup>	G
Fixed Rate Structural Elevation (Piers) - For eight (8) inch blocks above 40 inches from ground level	Per 8 Inch Rise x Num. of Homes	No Bid	56	No Bid	H
Fixed Rate Floodplain Elevation (Piers) - Engineered Design for eight (8) inch blocks above 40 inches from ground level	Per 8 Inch Rise x Num. of Homes	No Bid	36	No Bid	I
Removal of Municipal Waste and Woody and Vegetative Debris	Cubic Yard	\$ 171. <sup>00</sup>	300	\$ 51,300. <sup>00</sup>	J
Testing, Draining, Removal, and Installing New Septic Tanks (As Required)	Per Septic System	\$ 14,352. <sup>00</sup>	10	\$ 143,520. <sup>00</sup>	K
Sealing, Filling In, and/or Capping Underground Wells (As Required)	Per Well	\$ 8,000. <sup>00</sup>	3	\$ 24,000. <sup>00</sup>	L
Drilling and Installation of New Underground Wells (As Required)	Per Foot	\$ 85. <sup>00</sup>	600	\$ 51,000. <sup>00</sup>	M
Inspection, Sampling, Testing, and Documentation of Asbestos Containing Materials of all Structures (Includes previously demolished structures that have remained on site)	Per Structure	\$ 540. <sup>00</sup>	45	\$ 24,300. <sup>00</sup>	N
Removal, Containment, and Transportation of Asbestos Containing Materials to an approved and properly licensed sanitary landfill	Square Foot	\$ 5. <sup>89</sup>	45000	\$ 265,050. <sup>00</sup>	O
Inspection, Sampling, Testing, and Documentation of Hazardous Materials. (As Required)	Per Structure	\$ 600. <sup>00</sup>	45	\$ 27,000. <sup>00</sup>	P
Removal, Containment, and Transportation of Hazardous Materials to an approved and properly licensed sanitary landfill	Per Structure	\$ 2,400. <sup>00</sup>	45	\$ 108,000. <sup>00</sup>	Q
Property Mitigation - Retaining Wall (As Required)	Per 12 Inches x Num. of Homes	No Bid	1080	No Bid	R
Property Mitigation - Property Drainage (As Required)	Linear Foot x Num. of Homes	No Bid	7500	No Bid	S
Removal of External Propane or Fuel Oil Tanks (As Required)	Per Tank	\$ 500. <sup>00</sup>	15	\$ 7,500. <sup>00</sup>	T
Installation of new utility poles and utility boxes (As Required)	Per Pole	\$ 4,000. <sup>00</sup>	15	\$ 60,000. <sup>00</sup>	U

Exhibit A  
Pricing Page

TOTAL BASE BID AMOUNT (A+B+C+D+E+F+G+H+I+J+K+L+M+N+O+P+Q+R+S+T+U) =				\$ 2,537,670. <sup>00</sup>	

TWO MILLION FIVE HUNDRED THIRTY SEVEN THOUSAND SIX HUNDRED  
SEVENTY DOLLARS AND ZERO CENTS.

Mrs. Linda Harper,

Due to the Unit of Measure listed on the Pricing Page (Exhibit A) not being a Unit of Measure recognized by the Construction Industry, Danhill Construction Company was forced to "No Bid" the following line items - Line Item "H", Line Item "I", Line Item "R", and Line Item "S". Insufficient information was provided to responsibly price these line items and the Unit of Measure provided no clarification.

Respectfully,

Danhill Construction Company

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DEV1900000015**

**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 checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" 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.

\_\_\_\_\_  
Danhill Construction Company

\_\_\_\_\_  
Company

\_\_\_\_\_  
*Robert D. Hill*

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
June 27, 2019

\_\_\_\_\_  
Date

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



**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.

Robert D. Hill, President

(Name, Title)

Robert D. Hill, President

(Printed Name and Title)

PO Box 685, Gauley Bridge, WV 25085

(Address)

304-632-1600 304-632-1501

(Phone Number) / (Fax Number)

rdanhill@hotmail.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.

Danhill Construction Company

(Company)

Robert D. Hill

Robert D. Hill, President

(Authorized Signature) (Representative Name, Title)

Robert D. Hill, President

(Printed Name and Title of Authorized Representative)

June 27, 2019

(Date)

304-632-1600 304-632-1501

(Phone Number) (Fax Number)

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 OTHER 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: Danhill Construction Company

Authorized Signature: Robert D. Hill Date: June 27, 2019

State of West Virginia

County of Fayette, to-wit:

Taken, subscribed, and sworn to before me this 27 day of June, 2019

My Commission expires April 17, 2024

**AFFIX SEAL HERE**



Jessica Taylor  
Purchasing Affidavit (Revised 07/07/2017)





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

**STATE OF WEST VIRGINIA,**

**COUNTY OF** Fayette, **TO-WIT:**

I, Robert D. Hill, after being first duly sworn, depose and state as follows:

1. I am an employee of Danhill Construction Company; and,  
(Company Name)
2. I do hereby attest that Danhill Construction 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: Robert D. Hill

Signature: Robert D. Hill

Title: President

Company Name: Danhill Construction Company

Date: June 27, 2019

Taken, subscribed and sworn to before me this 27 day of June, 2019.

By Commission expires April 17, 2024

(Seal)



Jessica Taylor  
(Notary Public)

## **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: Danhill Construction Company

Contractor's License No.: WV- 001196

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.

**REQUEST FOR QUOTATION**  
**Residential Manufactured Housing Unit (MHU)**

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

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

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

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

**13. MISCELLANEOUS:**

**13.1. 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:** Robert D. Hill

**Telephone Number:** 304-632-1600

**Fax Number:** 304-632-1501

**Email Address:** rdanhill@hotmail.com