



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 02

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 944842

Procurement Type: Central Purchase Order

Vendor ID: VS0000014990

Legal Name: VERTEX ROOFING CONTRACTORS INC

Alias/DBA:

Total Bid: \$62,262.00

Response Date: 04/18/2022

Response Time: 10:40

Responded By User ID: neckley03

First Name: Nicole

Last Name: Eckley

Email: nicole@vertexroofinc.com

Phone: 703-794-2121

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2200000144

Published Date: 4/9/22

Close Date: 4/19/22

Close Time: 13:30

Status: Closed

Solicitation Description: ADDENDUM NO 2 -05220135 - ROOF SEALER D5 MAIN OFF.

Total of Header Attachments: 2

Total of All Attachments: 2

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	SEALING OF MAIN OFFICE BUILDING ROOF	1.00000	EA	62262.000000	62262.00

Comm Code	Manufacturer	Specification	Model #
25174100			

Commodity Line Comments:

Extended Description:

CLEANING DRYING AND SEALING OF MAIN OFFICE BUILDING ROOF APPROX 7100 SQ FT WITH GASCO SF-2000 SEALER OR EQUIVALENT AS SPECIFIED IN EXHIBIT B

EXHIBIT A - Pricing Page

05220135 - Roof Sealer for Main Office Building

Item Number	Quantity	Unit of Measure	Description	Unit Price	Total
001	1	EA	Cleaning, Drying, and Sealing of Main Office Building Rook, approx. 7,100 sp ft. with Gasco SF-2000 Sealer or Equivalent as specified in Exhibit B	62,262.00	62,262.00
				GRAND TOTAL	62,262.00

VENDOR NAME	Vertex Roofing Contractors Inc.
VENDOR ADDRESS	12050 Cadet Ct Manassas VA 20109
PHONE #	703-794-2121
EMAIL	jon@vertexroofinc.com & nicole@vertexroofinc.com
SIGNATURE	



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

**State of West Virginia
 Centralized Request for Quote
 Construction**

Proc Folder: 944842
Doc Description: ADDENDUM NO_2 -05220135 - ROOF SEALER D5 MAIN OFF. BUILDING
Reason for Modification: Addendum No_2
 Pre bid sign in sheets
Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2022-04-08	2022-04-19 13:30	CRFQ 0803 DOT2200000144	3

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

VENDOR
Vendor Customer Code: VS0000014990
Vendor Name : Vertex Roofing Contractors Inc.
Address : 12050
Street : Cadet Ct
City : Manassas
State : VA **Country :** USA **Zip :** 20109
Principal Contact : Jonathan Zimmer
Vendor Contact Phone: 703-794-2121 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 John W Estep
 304-558-2566
 john.w.estep@wv.gov

Vendor Signature X  **FEIN#** 45-3744003 **DATE** 04/18/2022

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

ADDITIONAL INFORMATION

ADDENDUM NO_2

Addendum No_2 issued to publish and distribute the attached information to the vendor community.

REQUEST FOR QUOTATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways to establish a contract for the following:
 Cleaning, Drying, and Sealing of Main Office Building Roof, approximately 7,100 sq ft., with Gasco SF-2000 Seam Sealer or Equal as specified in Exhibit B The Vendor shall furnish all materials, labor, and equipment necessary to complete all Construction Services. The Vendor shall furnish any incidental work, materials, labor, and equipment that are necessary to complete the Construction Services, even if such incidental work is not explicitly included in the Project Plans. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS DISTRICT FIVE PO BOX 99 BURLINGTON WV US		DIVISION OF HIGHWAYS DISTRICT FIVE 2120 NORTHWEST TURNPIKE BURLINGTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	SEALING OF MAIN OFFICE BUILDING ROOF	1.00000	EA	62262.00	62,262.00

Comm Code	Manufacturer	Specification	Model #
25174100			

Extended Description:

CLEANING DRYING AND SEALING OF MAIN OFFICE BUILDING ROOF APPROX 7100 SQ FT WITH GASCO SF-2000 SEALER OR EQUIVALENT AS SPECIFIED IN EXHIBIT B

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Pre-Bid District 5 HQ @ 1:00pm	2022-04-05
2	Tech Questions due by @ 10:00am	2022-04-11

	Document Phase	Document Description	Page
DOT2200000144	Final	ADDENDUM NO_2 -05220135 - ROOF SEALER D5 MAIN OFF. BUILDING	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

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: Vertex Roofing Contractors Inc.

Authorized Signature: Jonathan Zimmer

Date: 4-15-2022

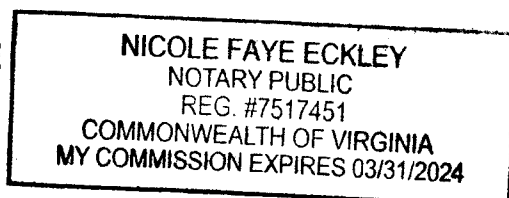
State of Virginia

County of Prince William, to-wit:

Taken, subscribed, and sworn to before me this 15 day of April, 2022.

My Commission expires March 31, 2022.

AFFIX SEAL HERE



NOTARY PUBLIC

**REQUEST FOR QUOTATION
05220135-Roof Coating for Main Office Building**

- a) Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
- b) Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
- c) Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
- d) Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
- e) Vendor shall inform all staff of Agency's security protocol and procedures.

12) MISCELLANEOUS:

- a) **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: Nicole Eckley

Telephone Number: 703-794-2121

Fax Number: N/A

Email Address: nicole@vertexroofinc.com

EXHIBIT A – Pricing Page

West Virginia Ethics Commission
Disclosure of Interested Parties to Contracts

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Vertex Roofing Contractors Inc. Address: 12050 Cadet Ct

Manassas VA 20109

Name of Authorized Agent: Jonathan Zimmer Address: 12050 Cadet Ct Manassas VA 20109

Contract Number: 05220135 Contract Description: Roof Coating Main Office Building

Governmental agency awarding contract: DIVISION OF HIGHWAYS - WV

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:  Jonathan Zimmer


Date Signed: 4/15/2022

Notary Verification

State of Virginia, County of Prince William:

I, Jonathan Zimmer, 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 15 day of April 2022.

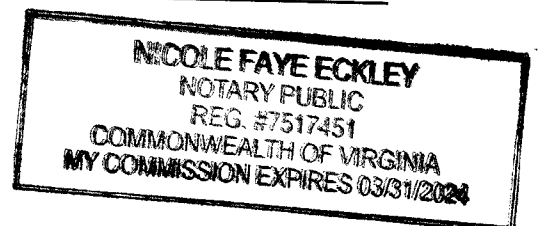
 Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency: _____

Date submitted to Ethics Commission: _____

Governmental agency submitting Disclosure: _____



Revised June 8, 2018

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Vertex Roofing Contractors, Inc.
of Manassas, VA, as Principal, and Selective Insurance Company of
America of Branchville, NJ, a corporation organized and existing under the laws of the State of
NJ with its principal office in the City of NJ, 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
Roof Coating for Main Office building, District 5 HQ 2120 NWTPKE Burlington, WV 26710

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 19th day of April, 2022.

Principal Seal

Vertex Roofing Contractors, Inc.
(Name of Principal)

By: [Signature]
(Must be President, Vice President, or
Duly Authorized Agent)
Jonathan Zimmer
(Title)

Surety Seal



Selective Insurance Company of America
(Name of Surety)

By: [Signature]
Ericka Y. Turner 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.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT2200000144

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 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.

Vertex Roofing Contractors Inc.

Company


Jonathan Zimmer

Authorized Signature

04/15/2022

Date

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

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)
Nicole Eckley Vice President

(Printed Name and Title)
10244 John S Mosby Hwy Upperville V a20184

(Address)
703-794-2121


(Phone Number) / (Fax Number)
nicole@vertexroofinc.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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Vertex Roofing Contractors Inc.
(Company)



President

(Authorized Signature) (Representative Name, Title)
Jonathan Zimmer President

(Printed Name and Title of Authorized Representative)
04/15/2022

(Date)
703-794-2121

(Phone Number) (Fax Number)