

Mar. 20. 2023 10:04AM



GARAGE DOOR  
OPERATORS, INC.

P.O. Box 228, Scott Depot, WV 25560  
304-757-8182 Fax 304-757-8709  
WV Contractor License No. WV003611  
www.garagedooroperators.com

FAXMITTAL

Send to: DEPT OF ADMIN. PURCHASING	From: LYLE HELMICK
Attention JOHN ESTEP	Reference to: CRFQ 0803 DOT00000091
Fax Number 304-558-3970	Job: WVDOH DIST 4 EQUIP SHOP
Date 3/20/23	Phone number: 304-558-2566

Urgent       Reply ASAP       Please Review       For your Information

Total pages, including cover: 8

COMMENTS

BID FOR NEW GARAGE DOORS

- PREVIOUS PAGE
- DESIGNATED CONTACT
- CONTRACT MISC.
- ADDENDUM ACK
- DRUG FREE AFFIDAVIT
- BID BOND

WV PURCHASING DIVISION  
03/20/23 10:05:32

**REQUEST FOR QUOTATION  
Steel Garage Door Installation**

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**EXHIBIT A - Pricing Page**

**INSTALL NEW GARAGE DOORS WITH OPENERS AT:  
WVDOH - District 4 Equipment Shop  
2460 Murphys Run Rd.  
Bridgeport, WV 26330**

**DATE:** 3/20/23

**VENDOR NAME:** Garage Door Operators, Inc.

**AUTHORIZED SIGNATURE:**  \_\_\_\_\_

The aforementioned, hereinafter called Vendor, being familiar with and understanding the bidding documents and also having examined the site and being familiar with all local conditions affecting the project hereby proposes to furnish all labor, materials, equipment, supplies, and transportation and to perform all work in accordance with the bidding documents within the time set forth for the sum of:

**BASE BID:**

For the lump sum of: \$ 93,643.33  
(show amount in numbers)

Ninety three thousand, six hundred forty three dollars & thirty three cents  
(show amount in words)

(In the event of a difference between the written amount and the number amount, the written amount shall govern).

EXCLUSION: Purchase order must be issued by 3/28/23 in order to meet 5/19/23 completion

**CONTRACT AWARD:**

The contract shall be awarded to the vendor that provides the lowest overall lump sum cost.

**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.

(Printed Name and Title) Lyle Helmick, President

(Address) P.O.ox 128, Scott Depot, WV 25560

(Phone Number) / (Fax Number) 304-757-8182, 304-757-8709 fax

(email address) lyle.helmick@gdowv.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Garage Door Operators, Inc.

(Company)

(Signature of Authorized Representative)

Lyle Helmick, President 3/20/23

(Printed Name and Title of Authorized Representative) (Date)

304-757-8182, 304-757-8709 fax

(Phone Number) (Fax Number)

lyle.helmick@gdowv.com

(Email Address)

**REQUEST FOR QUOTATION  
Steel Garage Door Installation**

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**11.1. Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.**

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

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

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

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

**12. MISCELLANEOUS:**

**12.1. 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:** Lyle Helmick

**Telephone Number:** 304-757-8182

**Fax Number:** 304-757-8709

**Email Address:** lyle.helmick@gdowv.com

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ DOT2300000091**

**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 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.

Garage Door Operators, Inc.

\_\_\_\_\_  
Company



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

3/20/23

\_\_\_\_\_  
Date

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

WV-73  
Approved / April 30, 2020



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

I, Lyle Helmick, after being first duly sworn, depose and state as follows:

1. I am an employee of Garage Door Operators, Inc.; and,  
(Company Name)
2. I do hereby attest that Garage Door Operators, Inc.  
(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: Lyle Helmick

Signature: [Handwritten Signature]

Title: President

Company Name: Garage Door Operators, Inc.

Date: 3/20/23

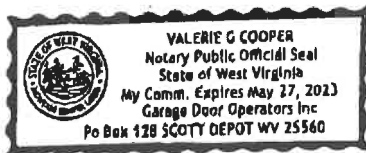
STATE OF WEST VIRGINIA,

COUNTY OF Putnam, TO-WIT:

Taken, subscribed and sworn to before me this 20th day of March, 2023.

By Commission expires May 27, 2023

(Seal)



[Handwritten Signature: Valerie G Cooper]  
(Notary Public)

Agency EE1181

REQ.P.O# \_\_\_\_\_

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Garage Door Operators, Inc.  
of Scott Depot, West Virginia 25560, as Principal, and Erie Ins. Prop. & Cas. Co.  
of Erie, PA, a corporation organized and existing under the laws of the State of \_\_\_\_\_  
with its principal office in the City of PA, as Surety, are held and firmly bound unto the State  
of West Virginia, as Oblgee, in the penal sum of Bid Amount (\$ 95,938 ) 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  
Installation of Garage doors for WVDOH D4 Equip Shop

**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 Oblgee 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 17th day of March, 2023.

Principal Seal

Garage Door Operators, Inc.

(Name of Principal)

By \_\_\_\_\_

(Must be President, Vice President, or  
Duly Authorized Agent)

PRESIDENT

(Title)

Surety Seal

Erie Insurance Property & Casualty Company

(Name of Surety)

Ronald D. ...

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.**



ERIE INSURANCE
PROPERTY & CASUALTY COMPANY
ERIE, PA 16530
LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That ERIE INSURANCE PROPERTY & CASUALTY COMPANY, a corporation duly organized under the laws of the Commonwealth of Pennsylvania, does hereby make, constitute and appoint Philip Garlow, Jarred W. Hurley, Lora Fields, Tony Lucas, Linda Goff, Dan K. Bowen, Harold Payne, Jennifer Hines, Margaret Gunnoe, Jacqueline Fitch, Cody Javins, Ryan Fitzer, Tina White and Lisa Sword individually, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed: any and all bonds and undertakings of suretyship, each in a penalty not to exceed the sum of five hundred thousand dollars (\$500,000.00).

And to bind ERIE INSURANCE PROPERTY & CASUALTY COMPANY thereby as fully and to the same extent as if such bonds and undertakings and other writings obligatory in the nature thereof were signed by the appropriate officer of ERIE INSURANCE PROPERTY & CASUALTY COMPANY and sealed and attested by one other of such officers, and hereby ratifies and confirms all that its said Attorney(s)-in-Fact may do in pursuance hereof.

The Power of Attorney is granted under and by authority of the following Resolutions adopted by the Board of Directors of ERIE INSURANCE PROPERTY & CASUALTY COMPANY on the 2nd day of September, 2016, and said Resolutions have not been amended or repealed:

"RESOLVED, that the Chief Executive Officer, or any Senior Vice President or Vice President shall have power and authority to: (a) Appoint Attorney(s)-in-Fact and to authorize them to execute on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and, (b) Remove any such Attorney-in-Fact at any time and revoke the power and authority given to him or her.

RESOLVED, that Attorney(s)-in-Fact shall have power and authority, subject to the terms and limitations of the Power of Attorney issued to them, to execute and deliver on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof. The corporate seal is not necessary for the validity of any bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

This Limited Power of Attorney is signed and sealed by facsimiles under and by virtue of the following Resolution adopted by the Board of Directors of ERIE INSURANCE PROPERTY & CASUALTY COMPANY on the 2nd day of September, 2016, and said Resolution has not been amended or repealed:

"RESOLVED, that the signature of Timothy G. NeCastro, as Chief Executive Officer of the Company, and the Seal of the Company may be affixed by the following facsimiles on any Limited Power of Attorney for the execution of bonds, undertakings, recognizances, contracts and other writings in the nature thereof, and the signature of Brian W. Bolash, as Secretary of the Company, the Seal of the Company, the signature of Sheila M. Hirsch, as Notary Public, and her notarial seal, may also be affixed by the following facsimiles to any certificate or acknowledgment of any such Limited Power of Attorney, and only under such circumstances shall said facsimiles be valid and binding on the Company."

IN WITNESS WHEREOF, ERIE INSURANCE PROPERTY & CASUALTY COMPANY has caused these presents to be signed by its Chief Executive Officer, and its corporate seal to be hereto affixed this 18th day of October, 2016.



Signature of Timothy G. NeCastro, Chief Executive Officer

COMMONWEALTH OF PENNSYLVANIA } ss.
COUNTY OF ERIE

On this 18th day of October, 2016, before me personally came Timothy G. NeCastro, to me known, who being by me duly sworn, did depose and say: that he is Chief Executive Officer of ERIE INSURANCE PROPERTY & CASUALTY COMPANY, the corporation described in and which executed the above instrument; that he knows the Seal of said corporation; that the Seal affixed to the said instrument is such corporate Seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



Signature of Sheila M. Hirsch, Notary Public, My commission expires June 27, 2024

CERTIFICATE

I, Brian W. Bolash, Secretary of ERIE INSURANCE PROPERTY & CASUALTY COMPANY, do hereby certify that the original LIMITED POWER OF ATTORNEY, of which the foregoing is a full, true and correct copy, is still in full force and effect as of the date below.



Signature of Brian W. Bolash, Secretary

In witness whereof, I have herunto subscribed my name and affixed corporate Seal of the Company by facsimiles pursuant to the action of the Board of Directors of the Company,

this 17th day of March 2023