



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 | Clarification Request

Procurement Folder: 1386186

Procurement Type: Central Purchase Order

Vendor ID: 000000200122

Legal Name: SUTTER ROOF & METAL CO INC

Alias/DBA:

Total Bid: \$137,300.00

Response Date: 03/27/2024

Response Time: 9:42

Responded By User ID: sutssrmco

First Name: Cam

Last Name: Shearer

Email: cam@sutterroofing.us

Phone: 304-624-6565

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2400000080

Published Date: 3/26/24

Close Date: 3/28/24

Close Time: 13:30

Status: Closed

Solicitation Description: NEW EPDM ROOF WVDOH D4 HQ HARRISON COUNTY 04240515

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1386186
Solicitation Description: NEW EPDM ROOF WVDOH D4 HQ HARRISON COUNTY 04240515
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2024-03-28 13:30	SR 0803 ESR03272400000005427	1

VENDOR
 000000200122
 SUTTER ROOF & METAL CO INC

Solicitation Number: CRFQ 0803 DOT2400000080
Total Bid: 137300
Response Date: 2024-03-27
Response Time: 09:42:50
Comments:

FOR INFORMATION CONTACT THE BUYER
 Kristine E James
 304-414-7104
 kristy.e.james@wv.gov

Vendor Signature X **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	ROOFING SERVICE	1.00000	LS	137300.000000	137300.00

Comm Code	Manufacturer	Specification	Model #
72152601			

Commodity Line Comments: Metal deck replacement will be \$17.50/sf as needed

Extended Description:

NEW EPDM ROOF CONSTRUCTION

REQUEST FOR QUOTATION
Roof Removal and Replacement

EXHIBIT A – Pricing Page

EPDM Roof Removal/Replacement at:
WVDOH- District 4 HQ
2460 Murphys Run Rd
Bridgeport, WV 26330

VENDOR COMPANY NAME: Sutter Roofing and Metal Co

VENDOR ADDRESS: 2 Stadium Drive, Clarksburg, WV 26301

TELEPHONE: 3046246565

FAX: 3046223637

EMAIL ADDRESS: nathan@sutterroofing.us

CONTRACT TOTAL BID AMOUNT

For the lump sum of: \$ 137,300
(show amount in numbers)

One Hundred Thirty-Seven Thousand Three Hundred Dollars
(show amount in words)

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

SIGNATURE: Nathan A. Harvey **DATE:** 3/26/2024

NAME: Nathan A Harvey (Please Print)

TITLE: Vice President



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

I, Nathan A. Harvey, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Sutter Roofing and Metal Co; and,
(Company Name)
- 2. I do hereby attest that Sutter Roofing and Metal Co
(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: Nathan A. Harvey

Signature: *Nathan A. Harvey*

Title: Vice President

Company Name: Sutter Roofing and Metal Co

Date: 3/26/2024

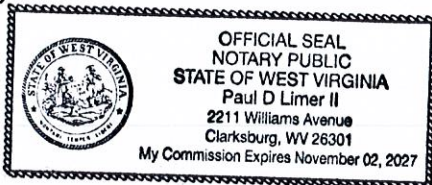
STATE OF WEST VIRGINIA,

COUNTY OF Harrison, TO-WIT:

Taken, subscribed and sworn to before me this 26 day of March, 2024.

By Commission expires 2 November 2027

(Seal)



Paul D Limer II
(Notary Public)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT240000080

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:

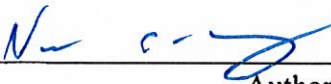
(Check the box next to each addendum received)

- | | |
|--|--|
| <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.

Sutter Roofing and Metal Co

Company



Authorized Signature

3/26/2024

Date

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

Subcontractor List Submission (Construction Contracts Only)

Bidder's Name: Sutter Roofing and Metal Co

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

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) Nathan A. Harvey

(Address) 2 Stadium Drive Clarksburg, WV 26301

(Phone Number) / (Fax Number) 3046246565 3046223637

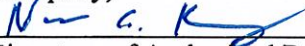
(email address) nathan@sutterroofing.us

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.

Sutter Roofing and Metal Co

(Company)



(Signature of Authorized Representative)

Nathan A. Harvey Vice President 3/26/2024

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

3046246565 3046223637

(Phone Number) (Fax Number)

nathan@sutterroofing.us

(Email Address)

REQUEST FOR QUOTATION
Roof Removal and Replacement

11. 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:

- 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: Nathan A. Harvey

Telephone Number: 3046246565

Fax Number: 3046223637

Email Address: nathan@sutterroofing.us



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV000463

CLASSIFICATION:

SPECIALTY
ROOFING
CRANE

SUTTER ROOFING & METAL COMPANY INC
DBA SUTTER ROOFING & METAL COMPANY INC
PO BOX 2036
CLARKSBURG, WV 26302-2036

DATE ISSUED

AUGUST 05, 2023

EXPIRATION DATE

AUGUST 05, 2024

Authorized Signature

Chair, West Virginia Contractor
Licensing Board



A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.

City of Bridgeport
Tax/License Division.
515 W. Main St.
P.O. Box 1310
Bridgeport, WV 26330-1310
Phone (304) 842-8230 or 842-8229



Opportunity lives here.

MUNICIPAL REGISTRATION

LOCATION OF BUSINESS IF APPLICABLE

Article 705.11 - This license is to be displayed conspicuously at the location of business, and is not transferable or assignable.

SUTTER ROOFING AND
METAL COMPANY, INC.
2 STADIUM DRIVE
CLARKSBURG WV 26302

EXPIRATION DATE 06/30/2024	
DATE ISSUED 07/01/2023	LICENSE NUMBER 048860
LICENSE FOR CONTRACTING	

THIS LICENSE IS ISSUED PURSUANT TO THE PROVISIONS OF THE CITY CODE OF THE CITY OF BRIDGEPORT AND AMENDMENTS THERETO.
AUTHORIZED BY:

Sharon Hinkle
FINANCE DIRECTOR

This license must be kept in a conspicuous place.

FOLD HERE TO DISPLAY

THIS LICENSE IS SUBJECT TO REVOCATION FOR VIOLATION BY THE LICENSEE OF ANY ORDINANCE RELATING TO THE BUSINESS FOR WHICH IT IS ISSUED OR FOR AIDING OR ABETTING IN VIOLATION OR KNOWINGLY PERMITTING OR SUFFERING TO BE VIOLATED, ANY PENAL ORDINANCE.

RECEIPT

CITY OF BRIDGEPORT

Received From: SUTTER ROOFING AND

EFFECTIVE DATE: 07/01/2023
EXPIRATION DATE: 06/30/2024

License Type	Fee
CONTRACTING	15.00



PENALTY 0.00
TOTAL 15.00

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Sutter Roofing & Metal Co. Inc
of 2 Stadium Drive, Clarksburg, WV 26301, as Principal, and Wester Surety Company
of 101 S. Reid Street, Sioux Falls, SD 57103, a corporation organized and existing under the laws of the State of SD
with its principal office in the City of Sioux Falls, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of Total 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
WV Division of Highways Division 4 HQ
2460 Murphys Run Road, Bridgeport, WV 26330

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.

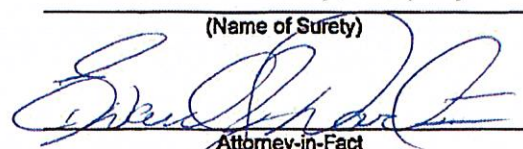
The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby waive notice of any such extension.

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 26th day of MARCH, 2024.

Principal Seal

Sutter Roofing & Metal Co. Inc
(Name of Principal)
By 
(Must be President, Vice President, or Duly Authorized Agent)
Duly Authorized Agent
(Title)

Surety Seal

Western Surety Company
(Name of Surety)

Attorney-in-Fact
Edward J. Wood III

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.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Edward J Wood III, Suzanne M Evangelisti, Austin H Boyd, Individually

of Bradenton, FL, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 23rd day of September, 2023.



WESTERN SURETY COMPANY

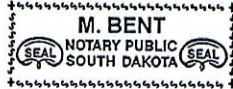
Larry A. Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 23rd day of September, 2023, before me personally came Larry A. Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY 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 pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 26th day of MARCH, 2024.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

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, and 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.

This Power of Attorney is signed by Larry A. Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

“RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.”

Go to www.cnasurety.com > Owner / Oblige Services > Validate Bond Coverage, if you want to verify bond authenticity.