

YENDOR BOOK

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

Request for Quotation

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1ICHAEL	AUSTIN			
<u> 304-558-</u>	2402			

***503133712** 304-842-5578 RYAN ENVIRONMENTAL INC RT #4 BOX 260

BRIDGEPORT WV 26330

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 6. BID SUBMISSION: All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

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



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

Request for

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

MICHAEL AUSTIN 304-558-2402

BY ORDER

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED

***503133712** 304-842-5578 RYAN ENVIRONMENTAL INC RT #4 BOX 260

BRIDGEPORT WV 26330

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State of West Virginia Request for Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

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*503133712 304-842-5578 RYAN ENVIRONMENTAL INC RT #4 BOX 260

BRIDGEPORT WV 26330

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MICHAEL AUSTIN 304-558-2402

***503133712** 304-842-5578 RYAN ENVIRONMENTAL INC RT #4 BOX 260

BRIDGEPORT WV 26330 DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

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*503133712

RT #4 BOX 260

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

304-842-5578

Request for Quotation

04800494

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ADDRESS CHANGES TO BE NOTED ABOVE

MICHAEL AUSTIN 304-558-2402

DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED ļ BY ORDER

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TITLE

<u>Vice President</u>

BRIDGEPORT WV 26330

RYAN ENVIRONMENTAL INC

DATE PRINTED TERMS OF SALE SHIP VIA FOB. FREIGHT TERMS 03/25/2008 BID OPENING DATE: 04/23/2008 BID OPENING TIME <u>01:30PM</u> LINE QUANTITY ITEM NUMBER UNIT PRICE AMOUNT ADDENDUM NOS.: NO. 1 NO. 2 NO. 3 NO. 4 NO. 5 I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS. VENDOR MUST CLEARLY 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. INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING. Ryan Énvironmental Inc. 4/23/2008 REV. 11/96 CONTRACTORS LICENSE WEST VIRGENIA STATE CODE 21-11-2 REQUIRES THAT ALL SEE REVERSE SIDE FOR TERMS AND CONDITIONS TELEPHONE 304-842-5578 SIGNATURE 4/23/2008

55-0588938



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

Request for

<u>04800494</u>

MICHAEL AUSTIN 304-558-2402

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DIVISION OF HIGHWAYS VARIOUS LOCALES AS INDICATED BY ORDER

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304-842-5578 ***503133712** RYAN ENVIRONMENTAL INC RT #4 BOX 260 BRIDGEPORT WV 26330

TERMS OF SALE SHIP VIA FREIGHT TERMS DATE PRINTED F.O.B. 03/25/2008 BID OPENING DATE: 04/23/2008 BID OPENING TIME 01:30PM CAT. QUANTITY UOP ITEM NUMBER UNIT PRICE LINE AMOUNT PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE LICENSE. MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV TELEPHONE: (304) 558-7890. 25305. WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID. BIDDER TO COMPLETE: Ryan Environmental, Inc. CONTRACTORS NAME: WV001911 CONTRACTORS LICENSE NO.: THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT APPLICABLE LAW THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT. ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT. SEE REVERSE SIDE FOR TERMS AND CONDITIONS: TELEPHONE 304-842-5578 SIGNATURE 4/23/2008 ADDRESS CHANGES TO BE NOTED ABOVE 55-0588938 Vice



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

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BRIDGEPORT WV 26330

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State of West Virginia Request 101
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ABOVE GROUND FUEL TANK INSTALLATION

West Virginia Department of Highways is seeking contractors to bid on plumbing and electrical work to complete the installation of 10,000 gallon, dual compartment fuel tanks. The attached diagram indicates the bunghole outside diameters on top of tank. The tanks are configured to accept dispensers on opposite sides or both dispensers on one side of the tank. Depending on the site specific location of the tank, the quantity of pipe and conduit will vary slightly. All work must meet the standards of NFPA 30A (Code for Motor Fuel Dispensing Facilities and Repair Garages). The West Virginia State Fire Marshall will provide a post construction inspection.

The following items will be performed by WVDOH and are excluded from the contract: Submit site plan to WV Fire Marshall
Concrete pad installation
Electrical conduit to pad and to the emergency shutoff device
Install pipe bollards around perimeter of concrete pad
Set 10000 gallon tank on pad
Ground tank to ground rods
Install steps on both ends of tank

Electrical and plumbing contract items: (note: The components supplied by WVDOH are incomplete and the contractor will be responsible for purchasing the additional components. All labor and equipment are to be included in the contractors' bid)

1) Beginning at the existing electrical conduit stubbed out of the concrete pad – purchase and install (2) hazardous location round outlet box with 3 sides T with 3/4 inch hubs with hazardous location seal fitting.

2) Purchase and install ¾ inch hazardous location conduit from round outlet box to diesel dispenser, gas dispenser, and Warrick control unit with hazardous location seal fittings (3) at each location. Purchase and install ¾ inch conduit beam clamps place on 4 ft

centers.

3) Install hazardous location seal fitting (2) at diesel and gas dispensers and connect to ¾ inch conduit. From seal fitting to dispensers connect ¾ inch x 4 inch nipple to bottom of dispensers.

4) From each dispenser install 4 inch x 3/4 inch nipple to hazardous location seal fitting to

34 inch conduit to each pump (furnished) located on top of tank.

5) Mount the furnished Warrick control unit at the end of tank where the electrical conduit is stubbed in concrete pad. Contractor supplies the mounting bracket.

6) From already installed round outlet box – install ¾ inch conduit to Warrick control unit. From control unit mount hazardous location ½ inch seal fitting to ½ inch conduit to top of tank to ½ inch T (1/2 inch round outlet box with 3 sides with ½ inch hubs). From ½ inch T hub install ½ inch conduit to leak detection sensors at the diesel and gas tank compartments. Connect 18 gauge shielded wire from each sensor to Warrick control alarm unit.

7) At each pump (located on top of tank) install ½ inch nipple to ½ inch hazardous location seal fitting to ½ inch conduit to solenoid valve (purchase 2 each 1½ inch hubs, 120 volts, 30 watts, min. pressure = 0 psi, max pressure = 101 psi, explosion proof for hazardous location) for feul line. From solenoid valve install 1½ inch black iron pipe to each pump and install 1½ inch black iron pipe from solenoid valve to product line bung on top of tank. Use 12 gauge wire from each solenoid valve to 20 amp breaker at panel box. Purchase and install emergency shut off switch.

8) From product line bung install furnish product line to within 4 inches of tank bottom.

9) From each pump on top of tank purchase and install 1 inch black pipe to 1 inch ball valve located next to each dispenser. From each ball valve connect to fuel filter lid and from the fuel filter lid connect to dispenser hose and then to dispenser nozzle. (lids and hoses furnished)

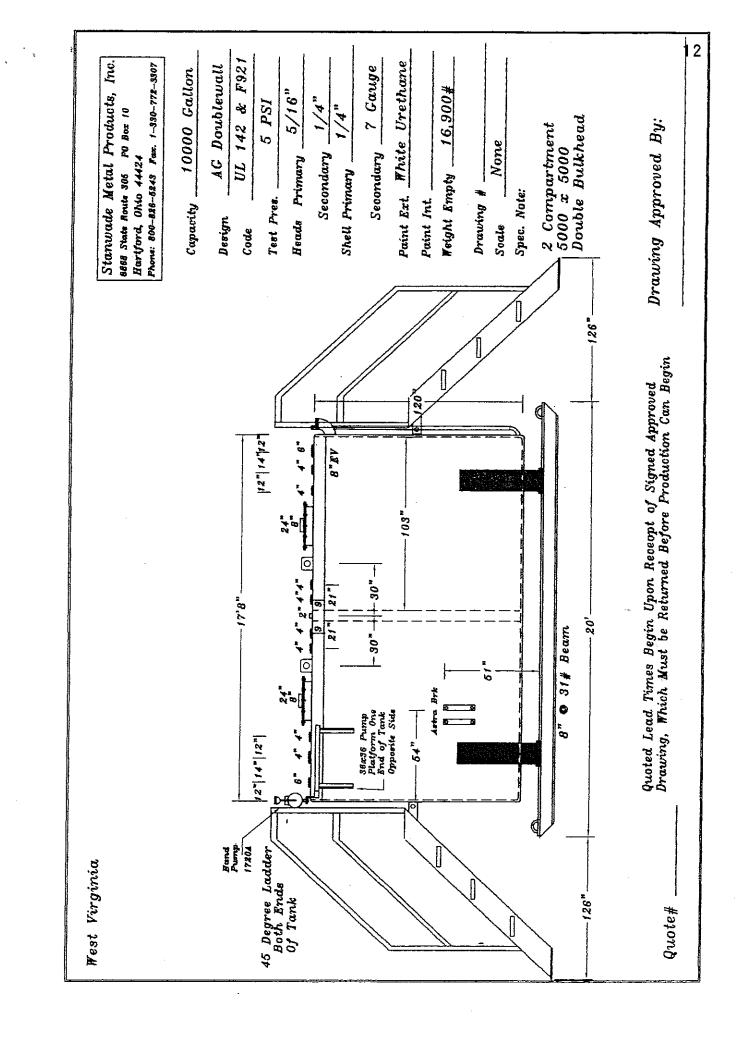
10) At top of tank – purchase and install 3 inch black iron pipe from 7 inch fill bung (reducer furnished) to 4 inch fill pipe inside diesel and gas compartments. Note: all black pipe must be painted yellow for diesel and white for all other pipe. 2 coats each.

11) At top center of tank on diesel compartment – purchase and install 3 inch T to the 5 inch bung using 3 inch close nipple. From T leg to 90 degree 3 inch elbow to vent line (3inch x 22 inch vent line, vent cap furnished). From 3rd leg of T attach the furnished fuel gauge. Repeat procedure beginning at gas compartment bung.

12) Upon completion of installation and inspection by the WV State Fire Marshall, the tanks will be filled and the contractor shall purge both pumps and calibrate both dispenser meters. The contractor shall present the State Fire Marshall inspector a letter indicating that a WV licensed electrician has completed the electrical work and that it meets the National Electrical Code.

13) Contractor shall provide following decals/signs indicating "DIESEL, GAS, NO SMOKING, and EMERGENCY SHUT OFF".

The location of the tank installations for this bid are: WVDOH maintenance facility in Goshen Road Sub-Headquarters, I79 Exit 146; Coopers Rock Sub-Headquarters, I68 Exit 15; Fellowsville Maintenance Facility, Route 50 (Preston Co.); Taylor County Headquarters, Route 250 Pruntytown.



STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: 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 the debt owed is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

Purchasing Affidavit (Revised 06/15/07)

"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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "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 exceed five percent of the total contract amount.

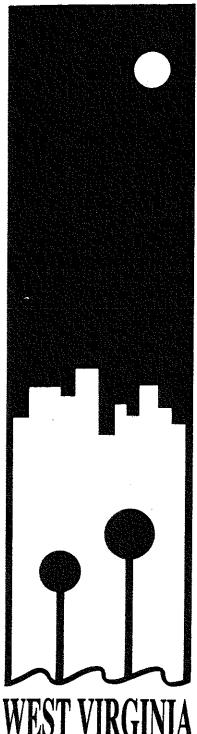
EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit **www.state.wv.us/admin/purchase/privacy** for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name:	Ryan	Environmental,	Inc.		
Authorized Signature: _				Date:	4/23/2008



CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV001911

Classification:

ELECTRICAL GENERAL ENGINEERING SPECIALTY EXCAVATION SEPTIC & SEWER SYSTEMS

> RYAN ENVIRONMENTAL INC ROUTE 4 BOX 260 BRIDGEPORT, WV 26330-0213

Date Issued

Expiration Date

AUGUST 21, 2007

AUGUST 21, 2008

Chair, West Virginia Contractor

Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where 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 cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.

Agency	Department Purchasing	of Administration Division
	D# 04800494	

BID BOND

of Rt. 4		ndersigned, Ryan Environmental, Inc.
	, Box 260 Bridgport, WV 26	330 , as Principal, and American Safety Casualty Insuranc
Company of 100 G	alleria Pkwy. S.E., Suite 700,* ,ac	corporation organized and existing under the laws of the State of
Oklahoma W	ith its principal office in the City of Atlanta,	GA, as Surety, are held and firmly bound unto the State
of West Virginia, as (Obligee, in the penal sum of Five Percent o	f Amount of \$5% NTE \$4,800.00) for the payment of which,
well and truly to be n	nade, we jointly and severally bind ourselves, o	ur heirs, administrators, executors, successors and assigns.
The Conditi	on of the above obligation is such that whereas	the Principal has submitted to the Purchasing Section of the
· · · · · · · · · · · · · · · · · · ·		reto and made a part hereof, to enter into a contract in writing for
		ocations - WVDOH Maintenance Facility Goshen Road,
	dquarters, Fellowsville Maintenance Fac	
,		
	FEARE	
NOW THER	·	
(a) If said b	oid shall be rejected, or	ter into a contract in accordance with the bld or proposal attached
hereto and shall furni	sh any other bonds and insurance required by	the bid or proposal, and shall in all other respects perform the
agreement created by	y the acceptance of said bid, then this obligation	n shall be null and void, otherwise this obligation shall remain in full
force and effect. It is	expressly understood and agreed that the liable ount of this obligation as herein stated.	ility of the Surety for any and all claims hereunder shall, in no event,
exceed the perial ann	Julie of this obligation to herein states.	
The Surety.	for the value received, hereby stipulates and a	grees that the obligations of said Surety and its bond shall be in no
waysimpaired or affect	ted by any extension of the time within which the	he Obligee may accept such bid, and said Surety does hereby
waive notice of any su	uch extension.	
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IN WITNESS have caused their cor 23rd day of Principal Corporate S Surety Corporate Sea	S WHEREOF, Principal and Surety have hereur porate seals to be affixed hereunto and these paper 20 08. eal y executing bonds must be licensed in West over of attorney must be attached.	Ryan Environmental Inc. Ryan Environmental Inc. (Name of Principal) (Must be President or Vice President) (Title) American Safety Casualty Insurance (Name of Surety) By: Atterney in/Fact Nancy Nigro, Attorney-in/Fact

NUMBER



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that American Safety Casualty Insurance Company has made, constituted and appointed, and by these presents does make, constitute and appoints

John P. Follman, Jr., Nancy Nigro, Douglas S. Hansen, Lynn M. Wheelock, Charles R. Croyle of Conshohocken, Pennsylvania

its true and lawful attorney-in-fact, for it and its name, place, and stead to execute on behalf of the said Company, as surety, bonds, undertaking and contracts of suretyship to be given to

ALL OBLIGEES

provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

ONE MILLION(\$1,000,000.00) DOLLARS***

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company on the Eighth day of September, 2003.

RESOLVED, that the President in conjunction with the Secretary or any Assistant Secretary may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the Company, to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any power of attorney previously granted to such persons.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company:

(i) when signed by the President or any Vice-President and attested and sealed (if a seal be required) by any Secretary or Assistant Secretary or (ii) when signed by the President or any Vice-President or Secretary or Assistant Secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or (iii) when duly executed and sealed (if a seal be required) by one or more attorney-in-fact or agents pursuant to and within the limits of the authority evidenced by the power of attorney issued by the Company to such person or persons.

RESOLVED FURTHER, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and affects as though manually affixed.

IN WITNESS WHEREOF, American Safety Casualty Insurance Company has caused its official seal to be hereunto affixed, and these presents to be signed by its President and attested by its Secretary this Bighth day of September, 2003.

Attest

Randolph L Hutto, Secretary

STATE OF GEORGIA

COUNTY OF COBB }

Stephen R. Crim

wn, who, being by me duly sworn, did depose and say that he is the President of

On this Eighth day of September, 2003, before me personally came Stephen R. Crim, to me known, who, being by me duly sworn, did depose and say that he is the President of American Safety Casualty Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; 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.

A BANK POLICE OF GOODS OF GOOD

Ruth A. Bankston, Notary Public

I, the undersigned, Secretary of American Safety Casualty Insurance Company, a Oklahoma corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney, is now in force.

Signed and Sealed at the City of Atlanta, in the State of Georgia.

Dated the 23rd

wof April

2008

Randolph L. Hutto, Secretary