



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

Request for Quotation

RFQ NUMBER
 DEV9054

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 RON PRICE
 304-558-0492

AUCTION ROOM

RFQ COPY
 TYPE NAME/ADDRESS HERE

Building Performance Engineering
 Post Office Box 348
 Boone, North Carolina 28607

SHIP TO

WV DEVELOPMENT OFFICE
 ADMINISTRATION
 BUILDING 6, ROOM 645
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0311 304-558-0350

| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
|--------------|---------------|----------|--------|---------------|
| 12/23/2008 | | | | |

BID OPENING DATE: 01/10/2009 BID OPENING TIME 01:30PM

| LINE | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
|--|----------|-----|----------|-------------|------------|--------|
| 001 | 1 | LS | | 952-90 | | |
| WORKSHOPS THE WEST VIRGINIA DEVELOPMENT OFFICE IS CONTRACTING FOR A QUALIFIED VENDOR TO PRESENT WORKSHOPS ON ENERGY EFFICIENT CONSTRUCTION AND RETROFIT PRACTICES WITH AN EMPHASIS ON THE 2006 INTERNATIONAL ENERGY CONSERVATION CODE. PLEASE QUOTE LUMP SUM TO PROVIDE THE FOLLOWING WORKSHOPS: BECKLEY \$ 5,999.00... LEWISBURG \$ 5,999.00... CLARKSBURG \$ 5,999.00... MARTINSBURG \$ 5,999.00... WELCH \$ 5,999.00... GRAND TOTAL \$ 29,995.00... | | | | | | |
| NOTICE | | | | | | |
| A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 | | | | | | |

RECEIVED
 2009 JAN 13 AM 11:04
 WV PURCHASING DIVISION

| | | | |
|---|---------------------------|-----------------------------------|--|
| SEE REVERSE SIDE FOR TERMS AND CONDITIONS | | | |
| SIGNATURE <i>[Signature]</i> | TELEPHONE 828-265-4888 | DATE 1-12-09 | |
| TITLE Office Manager | FEIN 56-1898859 | ADDRESS CHANGES TO BE NOTED ABOVE | |

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

Request for Quotation

| |
|------------|
| RFQ NUMBER |
| DEV9054 |

| |
|------|
| PAGE |
| 2 |

| |
|--|
| ADDRESS CORRESPONDENCE TO ATTENTION OF |
| RON PRICE |
| 304-558-0492 |

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

WV DEVELOPMENT OFFICE
 ADMINISTRATION
 BUILDING 6, ROOM 645
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0311 304-558-0350

| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
|--------------|---------------|----------|--------|---------------|
| 12/23/2008 | | | | |

BID OPENING DATE: 01/10/2009 BID OPENING TIME 01:30PM

| LINE | QUANTITY | UOP | CAT NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
|--|----------|-----|---------|-------------|------------|--------|
| <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: RP-41</p> <p>RFQ. NO.: DEV9054</p> <p>BID OPENING DATE: 1/10/09</p> <p>BID OPENING TIME: 1:30PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>----- 828-264-2333 -----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p>----- Laura Johnston -----</p> <p>***** THIS IS THE END OF RFQ DEV9054 ***** TOTAL: <u>29,995.00</u></p> | | | | | | |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

| | | |
|------------------------|------------------------|-----------------------------------|
| SIGNATURE <i>Rouph</i> | TELEPHONE 828-265-4888 | DATE 1/12/09 |
| TITLE Office Manager | FEIN 56-1898859 | ADDRESS CHANGES TO BE NOTED ABOVE |

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Request for quotes

What: The West Virginia Division of Energy seeks a trainer to present workshops on energy efficient construction and retrofit practices with an emphasis on the 2006 International Energy Conservation Code.

Who: Workshops will be presented to contractors, home builders, building code officials, local government officials, architects, realtors, homeowners and other interested parties.

When: The training will be in spring 2009, no later than April 15.

Where: Five daylong workshops will be held in and targeted to West Virginia stakeholders from Climate Zone 5 in Fayette and Raleigh counties (1 workshop in Beckley); Greenbrier County (Lewisburg); and Harrison County (Clarksburg); and Climate Zone 4 in Jefferson and Berkeley counties (1 workshop in Martinsburg); and McDowell County (Welch). All but Harrison County have adopted the 2003 International Energy Conservation Code. Harrison County was selected as a workshop location because it has the most municipalities with the code.

Each vendor submitting a proposal should document similar past work including resumes of key personnel.

The successful bidder will present West Virginia-specific information on advanced building practices – commercial and residential – geared toward making West Virginia's existing and new buildings more energy efficient. Successful bidders will be able to coordinate logistics such as securing meeting venues (with assistance from the energy division on specific sites) with lunch and two breaks; to provide electronic and paper registration, promotional brochures and handouts; to contact co-sponsors for additional publicity and recruitment (with assistance from the energy division); to promote the event to targeted stakeholders; to handle continuing educational credits for the targeted groups as appropriate; and to provide certificate of completion and evaluation surveys to participants. The successful bidder may charge a reasonable fee to participants and is responsible for the actual payment to venues for space rental and food.

Buildings constructed in compliance with energy and building codes are safer, have a higher resale value and lower insurance rates than those built out of compliance. A higher quality building has a greater resale value. The West Virginia Division of Energy is a strong supporter of better building codes and energy efficient construction.

State of West Virginia VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. Application is made for 2.5% resident vendor preference for the reason checked:

____ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

____ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,

____ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. Application is made for 2.5% resident vendor preference for the reason checked:

____ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. Application is made for 2.5% resident vendor preference for the reason checked:

____ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. Application is made for 5% resident vendor preference for the reason checked:

____ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:

____ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:

____ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Building Performance Engineering Signed: [Signature]

Date: 1/12/09 Title: Office Manager

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

RFQ No. DEV 9054

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

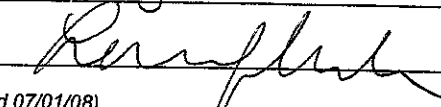
Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, 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 is in compliance with the requirements as stated.

Vendor's Name: Building Performance Engineering

Authorized Signature:  Date: 1/12/09

RESUME
JEFFREY S. TILLER, PE

Education

M.S. Industrial and Systems Engineering, Georgia Institute of Technology; 1980
B.E. in Engineering Economic Systems, Georgia Institute of Technology; 1974

Licenses/Honors

Mechanical Engineering License in Georgia and North Carolina
Awarded Sustainable Energy Leadership Award in 2005 by NC State Energy Office
City of Atlanta: September 17, 1993 was named "Jeff Tiller Day" in Atlanta, Georgia
Georgia Institute of Technology—graduated with High Honors in 1974

Employment Experience

Appalachian State University, Boone, NC; 1994 to Present
Coordinator of Construction Technology and Building Science

Southface – North Carolina; 1993 to Present
President and Project Director

Southface Energy Institute; 1980 to 1993
Founder and former President

Georgia Institute of Technology; 1975 to 1980
Assistant Research Engineer

Key Publications

Home Energy Projects. Georgia Governor's Office of Energy Resources, 1986; and South Carolina Department of Natural Resources, Energy and Agriculture, 1987.

Energy Design and Construction, A Manual for Energy Efficient and Passive Solar Homes. Prepared for the South Carolina Governor's Division of Energy, Agriculture and Natural Resources, 1988.

Builder's Guide to Energy Efficient Homes in North Carolina. Prepared for the North Carolina Department of Economic and Community Development, Energy Division, 1992; revised 2005.

North Carolina Planbook for Affordable, Passive Solar Homes. Prepared for the North Carolina State Energy Office. June, 2005.

North Carolina State Energy Plan. Prepared for the North Carolina State Energy Office. 2002; revised 2005.

Presentations and Workshops – Have provided hundreds of workshops and presentations on high performance buildings around the U.S. and in Japan.

Other Teaching Experience – Have taught building science and other graduate and undergraduate classes concerning construction in Appalachian State University's Department of Technology since 1994.

Design and Construction Projects – Have designed over 100 residential and commercial HVAC systems, as well as complete residences.