



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  
 PTR09024

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

SHIP TO  
 DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM

1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		968-20		
<p>PRE-ENGINEERED METAL AND BRICK CONSTRUCTION ADM.OFFI</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF PUBLIC TRANSIT, IS SOLICITING BIDS FROM RESPONSIBLE VENDORS FOR THE CONSTRUCTION A PRE-ENGINEERED METAL AND BRICK ADMINISTRATIVE OFFICE AND MAINTENANCE FACILITY IN BLUEFIELD WEST VIRGINIA IN ACCORDANCE WITH CONTRACT DOCUMENTS PREPARED BY CHAPMAN TECHNICAL GROUP, INC. 200 6TH AVENUE, ST, ALBANS, WV 25177</p> <p>A MANDATORY PRE-BID CONFERENCE WILL BE HELD ON 03/31/09 AT 10:00 AM AT THE CITY OF BLUEFIELD, CITY BOARD ROOM LOCATED AT 200 ROGERS STREET, BLUEFIELD, WV 24701. FAILURE TO ATTEND THE MANDATORY PER-BID CONFERENCE WILL RESULT IN BID DISQUALIFICATION. AN INDIVIDUAL MAY NOT REPRESENT MORE THAN ONE AT THE PRE BID CONFERENCE.</p> <p>THE BIDDING DOCUMENTS CONSIST OF THE REQUEST FOR QUOTATION, PLANS AND SPECIFICATIONS.</p> <p>THE REQUEST FOR QUOTATION MAY BE OBTAINED BY CONTACTING FRANK WHITTAKER, SENIOR BUYER          WV PURCHASING DIVISION          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305          304-558-2316          FRANK.M.WHITTAKER@WV.GOV</p>						

RECEIVED  
 2009 MAY 12 PM 12:52  
 WV PURCHASING DIVISION

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William M. G...</i>	TELEPHONE 304-487-1266	DATE 05/07/2009
TITLE Owner/Member	FEBV 56-2562758	ADDRESS CHANGES TO BE NOTED ABOVE

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

**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 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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 Virginia 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

---

**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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. 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 Quotation

RFQ NUMBER  
 PTR09024

PAGE  
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Leron, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>PLANS AND SPECIFICATIONS MAY BE OBTAINED BY CONTACTING:            CHAPMAN TECHNICAL GROUP            ENGINEERS AND ARCHITECTS            200 SIXTH AVENUE            ST. ALBANS, WV 25177            304-727-5501</p> <p>THERE IS A \$150.00 NON-REFUNDABLE FEE FOR PLANS AND SPECIFICATIONS. BIDDERS AND MATERIAL SUPPLIERS MAY PROCURE ADDITIONAL SETS AT ACTUAL COST. ONLY COMPLETE SETS WILL BE ISSUED.</p> <p>LIQUIDATED DAMAGES: LIQUIDATED DAMAGES SHALL BE ACCESSED AT A RATE OF \$200.00 PER DAY IF SUBSTANTIAL COMPLETION IS NOT OBTAINED WITH IN 425 CALENDAR DAYS OF THE CONTRACTOR'S PROCEED DATE AND LIQUIDATED DAMAGES SHALL BE ACCESSED AT A RATE OF \$100.00 PER DAY IF FINA COMPLETION IS NOT ACHIEVED WITH IN 60 CALENDAR DAYS OF SUBSTANTIAL COMPLETION.</p> <p>EXHIBIT 5</p> <p>WEST VIRGINIA CODE 21-1D-5 PROVIDES THAT: ANY SOLICITATION FOR A PUBLIC IMPROVEMENT CONSTRUCTION CONTRACT REQUIRES EACH VENDOR THAT SUBMITS A BID FOR THE WORK TO SUBMIT AT THE SAME TIME AN AFFIDAVIT OF COMPLIANCE WITH THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTICLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID.</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *William D. G...* TELEPHONE 304-487-1266 DATE 05/07/2009

TITLE *Dwain Member* FEIN 56-2562758 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:  
 PTR09024

PAGE:  
 3

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

**VENDOR**  
 RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

**SHIP TO**  
 DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WITHIN 425 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR HARRISON COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT ON IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:</p> <p>(XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$1000,000.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *William M. Epps* TELEPHONE: 304-487-1266 DATE: 05/07/2009

TITLE: Owner/Member FEIN: 56-2562758 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:  
 PTR09024

PAGE:  
 4

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

**VENDOR**  
 RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Boc 37  
 Lerona, WV 25971

**SHIP TO**  
 DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UGP	DAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
(XX) BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.						
(XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL B SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK, IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN TH STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCEPABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.						
(XX) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR.						
REV. 11/00						
EXHIBIT 7						
DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS PROJECTS						
IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: <i>William G. Egan</i>	TELEPHONE: 304-487-1266	DATE: 05/07/2009
TITLE: Owner/Member	FEIN: 56-2562758	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  
 PTR09024

PAGE  
 5

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT IS 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p> <p>REV. 3/88</p> <p>EXHIBIT 9</p> <p>NOTICE FOR ISSUANCE &amp; ACKNOWLEDGEMENT OF CONSTRUCTION PROJECT ADDENDA</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William B. Epps</i>	TELEPHONE 304-487-1266	DATE 05/07/2009
TITLE Owner/Member	FERN 56-2662758	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  
 PTR09024

PAGE  
 6

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Leron, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE ARCHITECT/ENGINEER AND/OR AGENCY SHALL BE REQUIRED TO ABIDE BY THE FOLLOWING SCHEDULE IN ISSUING CONSTRUCTION PROJECT ADDENDA FOR STATE AGENCIES:</p> <p>(1) THE ARCHITECT/ENGINEER SHALL PREPARE THE ADDENDUM AND A LIST OF ALL PARTIES THAT HAVE PROCURED DRAWINGS AND SPECIFICATIONS FOR THE PROJECT. THE ADDENDUM AND LIST SHALL BE FORWARDED TO THE BUYER IN THE STATE PURCHASING DIVISION. THE ARCHITECT/ENGINEER SHALL ALSO SEND A COPY OF THE ADDENDUM TO THE STATE AGENCY FOR WHICH THE CONTRACT IS ISSUED.</p> <p>(2) THE BUYER SHALL SEND THE ADDENDUM TO ALL INTERESTED PARTIES AND, IF NECESSARY, EXTEND THE BID OPENING DATE. ANY ADDENDUM SHOULD BE RECEIVED BY THE BUYER WITHIN FOURTEEN (14) DAYS PRIOR TO THE BID OPENING DATE.</p> <p>(3) ALL ADDENDA SHOULD BE FORMALLY ACKNOWLEDGED BY ALL BIDDERS AND SUBMITTED TO THE STATE PURCHASING DIVISION. THE SAME RULES AND REGULATIONS THAT APPLY TO THE ORIGINAL BIDDING DOCUMENT SHALL ALSO APPLY TO AN ADDENDUM DOCUMENT. THE ONLY EXCEPTION MAY BE FOR AN ADDENDUM THAT IS ISSUED FOR THE SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR DATE.</p> <p>REV. 11/96</p> <p>EXHIBIT 10</p> <p>ADDENDUM ACKNOWLEDGEMENT</p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William M. Guy</i>	TELEPHONE 304-487-1266	DATE 05/07/2009
TITLE Owner/Member	FEIN 56-9562158	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  
 PTR09024

PAGE  
 7

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
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. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.						
<i>William J. Epps</i> SIGNATURE						
Improvements Unlimited, LLC COMPANY						
05/07/2009 DATE						
REV. 11/96						
CONTRACTORS LICENSE						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE	<i>William J. Epps</i>			TELEPHONE	304-487-1266	DATE
TITLE	Owner/Member			FEIN	20-2562758	05/07/2009

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  
 PTR09024

PAGE  
 8

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

RFQ COPY

TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY B MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:            CONTRACTORS NAME: ... <i>Improvements Unlimited, LLC</i>            CONTRACTORS LICENSE NO.: ... <i>WV003431</i> .....</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p style="text-align: center;">APPLICABLE LAW</p> <p>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.</p> <p>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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William D. Epps</i>	TELEPHONE <i>304-487-1266</i>	DATE <i>05/07/2009</i>
TITLE <i>Owner/Member</i>	FEB <i>56-2562158</i>	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:  
 PTR09024

PAGE:  
 9

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Leron, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
EFFECT.						
BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						
REV. 1/2005						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER:				44		
REQ. NO.:				PTR09024		
BID OPENING DATE:				04/15/2009		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William M. Epps</i>	TELEPHONE 304-487-1266	DATE 05/07/2009
TITLE Owner/Member	FEIN 56-2562758	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  
 PTR09024

PAGE  
 10

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

RFQ COPY  
 TYPE NAME/ADDRESS HERE  
 Improvements Unlimited, LLC  
 PO Box 37  
 Lerona, WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV 24701 304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/19/2009				

BID OPENING DATE: 04/15/2009 BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>304-487-2176</p> <p>-----</p> <p>PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:</p> <p>-----</p> <p>William G. Erps</p> <p>-----</p> <p>***** THIS IS THE END OF RFQ PTR09024 ***** TOTAL: \$ 4,985,000</p> <p>Four million Nine hundred Eighty five thousand and 00/100</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: <i>William G. Erps</i>	TELEPHONE: 304-487-1266	DATE: 05/07/2009
TITLE: <i>Owner/Member</i>	FAX: 56-2562758	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  
 PTR09024

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

\*709054837      304-487-1266  
 IMPROVEMENTS UNLIMITED LLC  
 PO BOX 37  
 1000 OLD LERONA ROAD  
 LERONA WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701      304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/09/2009				

BID OPENING DATE: 04/23/2009      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 1 *****						
THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED BID CLARIFICATIONS, GEOTECHNICAL REPORT AND TO CHANGE THE BID OPENING DATE AND TIME.						
THE BID OPENING DATE AND TIME IS CHANGED TO: 04/23/09 AT 1:30 PM						
0001	1	EA		968-20		
PRE-ENGINEERED METAL AND BRICK CONSTRUCTION ADM.OFFI						
***** THIS IS THE END OF RFQ PTR09024 *****						TOTAL: \$35,750
<i>Handwritten:</i> BID # 1 Thirty five thousand Seven hundred fifty dollars						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William G. Epps</i>	TELEPHONE <i>304-487-1266</i>	DATE <i>05/07/2009</i>
TITLE <i>Owner/Member</i>	FEIN <i>56-2562758</i>	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  
 PTR09024

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

PROPERTY

\*709054837      304-487-1266  
 IMPROVEMENTS UNLIMITED LLC  
 PO BOX 37  
 1000 OLD LERONA ROAD  
 LERONA WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701      304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/20/2009				

BID OPENING DATE: 05/07/2009      BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 2 *****						
THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED VENDOR QUESTIONS & AGENCY RESPONSES, BID CLARIFICATIONS, ATTACHMENT A, ATTACHMENT B, ATTACHMENT C, ATTACHMENT D, ATTACHMENT E, ATTACHMENT F, ATTACHMENT G, ATTACHMENT H, AND ATTACHMENT K.						
REQUEST FOR SUBSTITUTIONS WILL BE RECEIVED IN WRITING BY FRANK WHITTAKER IN THE PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV. DEADLINE FOR SUBSTITUTION REQUESTS IS 04/28/09 AT 3:00 PM.						
SUBSTITUTION REQUESTS WILL BE APPROVED OR DENIED BY ADDENDUM AFTER THE DEADLINE.						
THE BID OPENING DATE AND TIME HAVE CHANGED TO:						
BID OPENING DATE:      05/07/09 BID OPENING TIME:      1:30 PM						
0001	1	EA		968-20		
PRE-ENGINEERED METAL AND BRICK CONSTRUCTION ADM.OFFI						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William M. Epps</i>	TELEPHONE <i>304-487-1266</i>	DATE <i>05/07/2009</i>
TITLE <i>Owner/Member</i>	FEIN <i>56-2562758</i>	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  
 PTR09024

PAGE  
 2

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

\*709054837      304-487-1266  
 IMPROVEMENTS UNLIMITED LLC  
 PO BOX 37  
 1000 OLD LERONA ROAD  
 LERONA WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV  
 24701      304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/20/2009				

BID OPENING DATE: 05/07/2009      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>***** THIS IS THE END OF RFQ PTR09024 ***** TOTAL: \$132,000</p> <p><i>Att # 2</i></p> <p><i>One hundred thirty two thousand dollars and 00/100</i></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William B. Evers</i>	TELEPHONE <i>304-487-1266</i>	DATE <i>05/07/2009</i>
TITLE <i>Owner/Member</i>	FEIN <i>56-2562758</i>	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  
 PTR09024

PAGE  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF  
 FRANK WHITTAKER  
 304-558-2316

VENDOR

\*709054837      304-487-1266  
 IMPROVEMENTS UNLIMITED LLC  
 PO BOX 37  
 1000 OLD LERONA ROAD  
 LERONA WV 25971

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BLUEFIELD TRANSIT SYSTEM  
 1642 BLUEFIELD AVENUE  
 BLUEFIELD, WV 24701      304-327-8418

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/30/2009				

BID OPENING DATE: 05/12/2009      BID OPENING TIME: 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>***** ADDENDUM NO. 3 *****</p> <p>THIS ADDENDUM IS ISSUED TO PROVIDE THE FOLLOWING:</p> <p>1) THE ATTACHED TECHNICAL QUESTIONS AND CLARIFICATIONS</p> <p>2) THE ATTACHED DRAWINGS SK9 AND SK10</p> <p>3) THE ATTACHED BID FORM # 16</p> <p>4) THE ATTACHED DRAWINGS C1, C3, AND C9</p> <p>THE BID OPENING DATE AND TIME ARE CHANGED TO:</p> <p>BID OPENING DATE: 05/12/09            BID OPENING TIME: 1:30 PM</p>						
0001	1	EA		968-20		
<p>PRE-ENGINEERED METAL AND BRICK CONSTRUCTION ADM.OFFI</p> <p style="text-align: center;"><i>Attch 3</i></p> <p>***** THIS IS THE END OF RFQ PTR09024 ***** TOTAL: <u>25,000</u></p> <p style="text-align: center;"><i>Twenty five thousand dollars</i></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>William G. Espo</i>	TELEPHONE 304-487-1266	DATE 05/07/2009
TITLE <i>Owner/Member</i>	FEIN 56-2562758	ADDRESS CHANGES TO BE NOTED ABOVE

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

Bid Form #15

"Reference Specification Section 02466-Drilled Piers, Paragraph 1.3-Unit Prices: For each Caisson Type indicated, provide a single unit cost per lineal foot to be added to or deducted from the Base Bid. Caisson depth shall be verified and recorded as indicated in Paragraph 1.6.D-Survey Work. Contract amount will be adjusted by change order."

Caisson Mark/Type	Caisson Diameter	Cost per Vertical Lineal Foot-Add or Deduct from Base Bid Numbers / Words	
C1	2'-0"	\$ 24. <sup>00</sup>	dollars
C2	2'-6"	\$ 36. <sup>00</sup>	dollars
C3	3'-0"	\$ 50. <sup>00</sup>	dollars
C4	3'-6"	\$ 70. <sup>00</sup>	dollars
C5	4'-0"	\$ 90. <sup>00</sup>	dollars



Bid Form #16

Add option price for Color 9957 XL Silver Metallic 3 coat system, with aluminum flakes integral to the paint and topcoated with clear Kynar 500/Hylar 5000. The following price is not to be included in Base Bid.

Price: \$ \$25,000 Twenty five thousand dollars.<sup>00</sup>

\_\_\_\_\_ (Amount to be shown in both words and dollar amount.)



MARK	LENGTH
1	29'-0"
2	28'-6"
3	28'-6"
4	27'-6"
5	27'-6"
6	27'-6"
7	27'-6"
8	27'-6"
9	27'-6"
10	27'-0"
11	25'-6"
12	24'-3"
13	24'-3"
14	24'-3"
15	24'-3"
16	24'-3"
17	24'-3"
18	20'-6"
19	20'-6"
20	20'-6"
21	20'-6"
22	16'-6"
23	16'-6"
24	14'-9"
25	14'-9"
26	14'-9"
27	14'-9"

## CAISSON LENGTH SCHEDULE

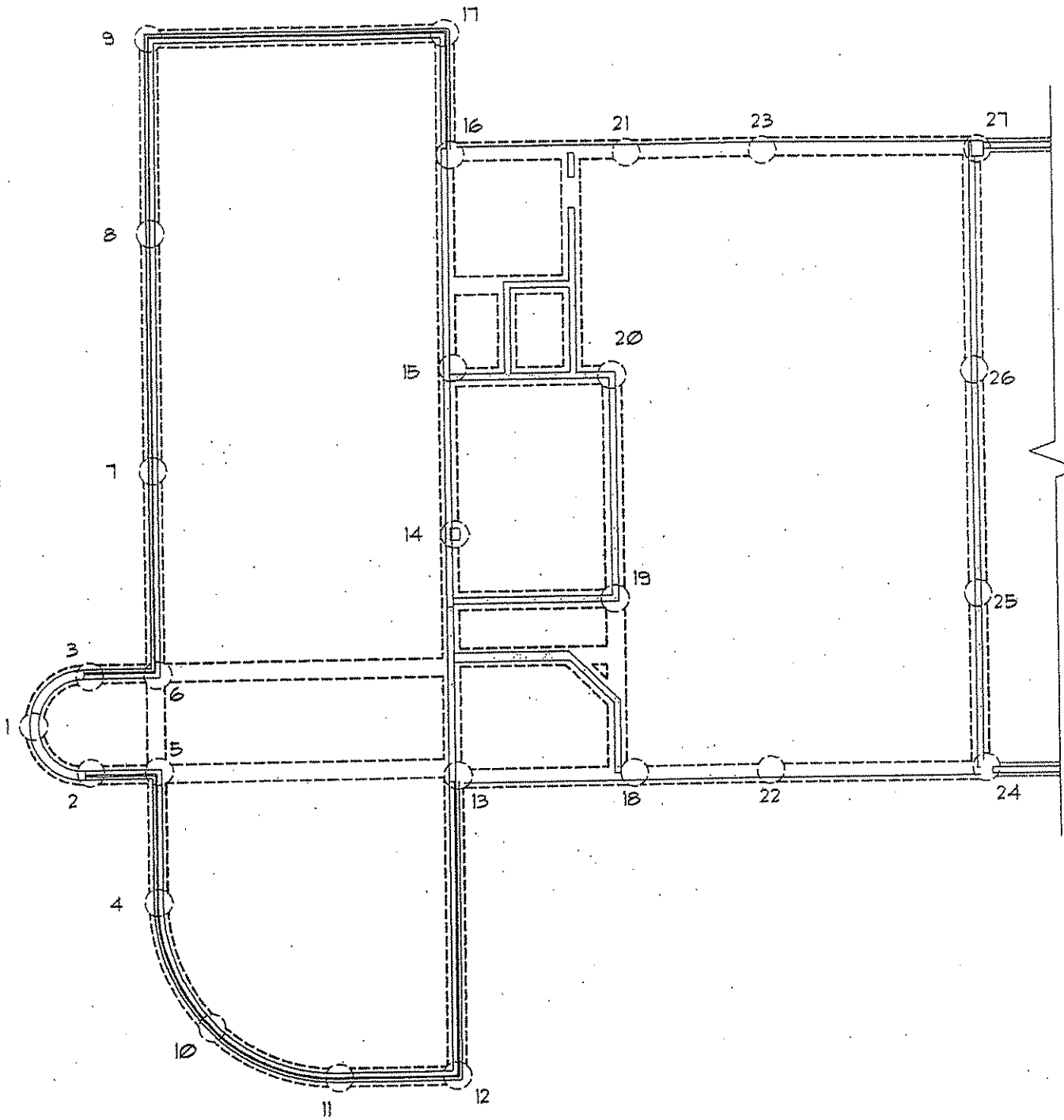
**NOTES:**

1. SEE DRAWING SKI FOR CAISSON LOCATIONS.
2. SEE DRAWINGS S1 AND S1A FOR CAISSON DETAILS AND ADDITIONAL INFORMATION.
3. LENGTHS INDICATED SHALL BE FIELD VERIFIED.
4. SEE SPECIFICATIONS FOR UNIT COSTS.

H:\projects\08\08050\addendum\08050-sk1.dwg. 4/7/2009 11:37:34 AM. dnd75

 <b>Chapman Technical Group</b>	AIRPORT PLANNING / DEVELOPMENT ARCHITECTURE / INTERIOR DESIGN CIVIL ENGINEERING / SITE DEVELOPMENT ENVIRONMENTAL ENGINEERING LANDSCAPE ARCHITECTURE SURVEYING	St. Albans, WV (304) 727-5501  Buckhannon, WV (304) 472-8914  Martinsburg, WV (304) 268-1222  www.chaptech.com	West Virginia Department of Transportation Bluefield Area Transit Administration and Maintenance Facility Bluefield, West Virginia	JOB NUMBER: 08050 SCALE: NTS DATE: APRIL 2009 DRAWN BY: DCH DESIGNED BY: DCH CHECKED BY: DCH
				SHEET NO. <b>SK1</b>
				REVISION 

H:\projects\08\08050\addendum\08050-sk2.dwg, 4/7/2009 11:37:42 AM, dnd75



# FOUNDATION PLAN

SCALE: 1/8"=1'-0"

**Chapman Technical Group**

AIRPORT PLANNING / DEVELOPMENT  
 ARCHITECTURE / INTERIOR DESIGN  
 CIVIL ENGINEERING / SITE DEVELOPMENT  
 ENVIRONMENTAL ENGINEERING  
 LANDSCAPE ARCHITECTURE  
 SURVEYING

St. Albans, WV (304) 727-5501  
 Buckhannon, WV (304) 472-8914  
 Martinsburg, WV (304) 260-1222

[www.chaptech.com](http://www.chaptech.com)

**West Virginia Department of Transportation**  
**Bluefield Area Transit**  
**Administration and Maintenance Facility**  
**Bluefield, West Virginia**

JOB NUMBER:	08050
SCALE:	NTS
DATE:	APRIL 2009
DRAWN BY:	DCH
DESIGNED BY:	DCH
CHECKED BY:	DCH
SHEET NO.	SK2
REVISION	

## REQUIRED BID FORMS

The following certifications must be properly **completed and furnished by the OFFERER as part of the bid**. Failure to submit any of these certifications **shall deem the bid non-responsive**.

**BID**

BF#1

Proposal of Improvements Unlimited, LLC hereinafter called  
Bidder, organized and existing under the laws of the State of West Virginia doing business  
as a limited liability company \*. To the West Virginia  
Division of Public Transit, hereinafter called OWNER.

In compliance with your Advertisement for Bids, Bidder hereby proposed to perform all work for the new construction of a Administrative Office and Bus Maintenance Facility in Bluefield, Mercer County, West Virginia in strict accordance with the Contract Documents, within the time and at the prices stated herein.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party hereto certifies as to his own organization, that this Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

Bidder hereby agrees to commence work under this Contract on or before a date to be specified in the Notice to Proceed and to obtain substantial completion and final completion for the Project as called for in these Contract Documents.

NOTE: Bids include all applicable taxes, permits, and fees.

\* Insert "a corporation," "a partnership," or "an individual" as applicable.

BF#2

**GENERAL CONTRACTOR**

**GENERAL WORK** This price to include all work shown and noted in the Contract Documents. The General Contractor shall be responsible for the coordination, scheduling, and normal administrative activities of the project.

In the event of a difference between the written amount and the number amount, the written amount shall prevail.

The Bidder understands that to the extent allowed by applicable Codes, the Owner reserves the right to waive any informality or irregularity in any Bid or Bids and to reject any or all Bids in whole or in part; to reject a Bid not accompanied by the required bid security or by other data required by the Bidding Documents; to reject any condition of the Bid by the Bidder that is in any way inconsistent with the requirements, terms, and conditions of the Bidding Documents; or to reject a Bid that is in any way incomplete or irregular.

The Bidder, if successful and awarded a Contract, agrees that the work is to be substantially complete 365 days after Notice To Proceed is issued or 15 days after the encumbrance date of the Purchase Order if Notice to Proceed has not been received. The Bidder agrees to achieve Final Completion within 60 consecutive calendar days after the substantial completion. Liquidated damages shall be assessed at a rate of \$200 per day if substantial completion is not obtained within 365 calendar days of the Contractor's proceed date and liquidated damages shall be assessed at \$100 per day if final completion is not achieved within 60 calendar days of substantial completion.

BF#3

**Base Bid** four million nine hundred eighty five thousand dollars.  
(Amount to be shown in both words and numbers \$ 4,985,000.00)

Refer to Section 01230 Part 3.1 (A) and (B) for Schedule of Alternates.

**Deductive Alternate No. 1** thirty five thousand seven hundred fifty dollars  
(Amount to be shown in both words and numbers \$ 35,750)

**Deductive Alternate No. 1.** Delete the fuel farm tanks, pumps, lights, concrete island, and canopy structure, etc. completely. Terminate utility runs to the fuel farm inside the exterior wall of the main building. Delete circuits back to panels and mark "spare". Cap and label utilities and empty conduits for ease in location for future use.

**Deductive Alternate No. 2** one hundred thirty two thousand dollars  
(Amount to be shown in both words and numbers \$ 132,000)

**Deductive Alternate No. 2.** Delete Room 117-Training and Conference in its entirety, including all fixtures and equipment, cabinetry, etc. Wall type 4 shall become an exterior wall as detailed in Wall Section A on Drawing A6A. Delete circuits back to panels and mark "spare". Terminate all utilities and ductwork inside the remaining space in proximity to Column Line E8 and cap and label for future use.

# AIA Document A305™ – 1986

## Contractor's Qualification Statement

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

SUBMITTED TO: Dept. of Administration  
Purchasing Division  
ADDRESS: Building 15, 2019 Washington St. East  
Charleston, WV 25305  
SUBMITTED BY: Improvements Unlimited, LLC  
NAME:

ADDRESS: PO Box 37  
Lerona, WV 25971  
PRINCIPAL OFFICE: 9123 Ingleside Rd.  
Princeton, WV 24740

- Corporation
- Partnership
- Individual
- Joint Venture
- Other Limited Liability Company

NAME OF PROJECT (if applicable): Bluefield Area Transit Administration  
TYPE OF WORK (file separate form for each Classification of Work): Maintenance Facility

- General Construction
- HVAC
- Electrical
- Plumbing
- Other (please specify)

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An Additions and Deletions Report that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

### § 1. ORGANIZATION

§ 1.1 How many years has your organization been in business as a Contractor?

24

§ 1.2 How many years has your organization been in business under its present business name?

24

§ 1.2.1 Under what other or former names has your organization operated?

N/A

§ 1.3 If your organization is a corporation, answer the following:

- § 1.3.1 Date of incorporation:
- § 1.3.2 State of incorporation:
- § 1.3.3 President's name:
- § 1.3.4 Vice-president's name(s)



§ 1.3.5 Secretary's name:  
§ 1.3.6 Treasurer's name:

§ 1.4 If your organization is a partnership, answer the following:

§ 1.4.1 Date of organization:  
§ 1.4.2 Type of partnership (if applicable):  
§ 1.4.3 Name(s) of general partner(s)

§ 1.5 If your organization is individually owned, answer the following:

§ 1.5.1 Date of organization:  
§ 1.5.2 Name of owner:

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

Limited Liability Company  
William G. Erps, Member

§ 2. LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

Electrical  
General Building > WV003431  
Specialty  
Asbestos Abatement AC001473  
Plumbing PL00246

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

General Building Specialty Plumbing  
Electrical Asbestos Abatement

§ 3. EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

Demolition, Heavy Equipment, Electrical, Plumbing, Renovation,  
New Construction

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

No

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

No

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

No

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

No

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

§ 3.4.1 State total worth of work in progress and under contract:

\$ 550,000

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

§ 3.5.1 State average annual amount of construction work performed during the past five years:

\$ 1,000,000

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

#### § 4. REFERENCES

§ 4.1 Trade References:

American Block 304-425-8158  
Citizens Building Supply 304-327-6118  
Country Power Equipment 304-425-8273

§ 4.2 Bank References:

First Community Bank  
Bill Hopkins 304-431-9006

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

Colonial Surety

§ 4.3.2 Name and address of agent:

Anthony Cimasko  
50 Chestnut Ridge Rd.  
Montvale, NJ 07645

#### § 5. FINANCING

§ 5.1 Financial Statement.

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;

Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

Thomas G. Himes, CPA  
600 Rogers St.  
Princeton, WV 24740

Received: October 30, 2008

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?

Yes

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

Yes

§ 6. SIGNATURE

§ 6.1 Dated at this 11 day of May 2009

Name of Organization: Improvements Unlimited

By: William M. Ems

Title: Owner / member

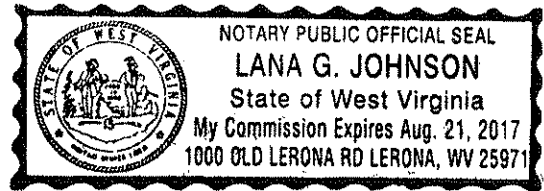
§ 6.2

M being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this 11 day of May 2009

Notary Public: Lana G. Johnson

My Commission Expires: 8-21-17



**Additions and Deletions Report for**  
**AIA® Document A305™ – 1986**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 13:00:33 on 03/09/2009.

PAGE 4

N/A

Subscribed and sworn before me this \_\_\_\_\_ day of 20

**Certification of Document's Authenticity**  
AIA® Document D401™ – 2003

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 13:00:33 on 03/09/2009 under Order No. 1000381958\_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A305™ – 1986 - Contractor's Qualification Statement, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

William D. Guss  
(Signed)

Owner / Member  
(Title)

05/07/2009  
(Dated)



# Improvements Unlimited, LLC

*"You need it done, we can do it!"*

## WORK COMPLETED

Project	Owner	Architect	Contract Amount	Bonding Company	Completion Date	Percent Work Self-Perform
Repair sink hole Bluefield High School	Mercer Co. Board of Ed - Jim Akers		\$240,000.00	Construction Bonds		100%
Repair Mountaineer Machine Shop	Chet May		\$210,000.00		November 2004	100%
Demo Bradshaw & Bartley Schools	McDowell Co. Board of Ed. - Jeff Nash	ZMM Architects	\$749,500.00	Construction Bonds	December 2005	100%
Site Prep War Pre K-8 School	McDowell Co. Board of Ed. - Jeff Nash	Williams Shriver Architects	\$1,063,000.00	Construction Bonds	May 2007	90%
ADA Access & Parking Upgrades Bluefield State College	Bluefield State College - Sheila Johnson	Thompson & Litton Architects	\$2,070,000.00	Colonial Surety	July 2007	100%
ADA Site Accessibility Modifications War Memorial, Kimball	McDowell Co. Museum Commission	Ralph Pederson Architects	\$221,600.00	Colonial Surety	December 2007	100%
Mercer Co. Airport Exterior Renovations	Mercer Co. Airport Authority	Chapman Technical Group	\$145,200.00	Colonial Surety	February 2008	95%
Automart	Billy Pantilli		\$1,000,000.00		January 2009	95%

Mail: PO Box 37 Lerona, WV 25971  
 Physical: 9123 Ingleside Rd. Princeton, WV 24740  
 304-487-1266 or 425-9649  
 Fax: 304-487-2176  
 Email: serps@frontiernet.net



# Improvements Unlimited, LLC

*"You need it done, we can do it!"*

## WORK IN PROGRESS

Project	Owner	Architect	Contract Amount	Bonding Company	Insurance	Percent Complete	Completion Date
Wyoming Co. Courthouse Annex	Wyoming Co. Commission	Silling Associates	\$541,469	Colonial Surety	Nationwide	70%	June 13, 2009

Mail: PO Box 37 Lerona, WV 25971  
Physical: 9123 Ingleside Rd. Princeton, WV 24740  
304-487-1266 or 425-9649  
Fax: 304-487-2176  
Email: [serps@frontiernet.net](mailto:serps@frontiernet.net)



## **Improvements Unlimited, LLC**

*You need it done, we can do it!*

### **Paul West**

Experience:

May 1997 to Present **Improvements Unlimited** Princeton, WV  
CDL License Truck Driver  
Heavy Equipment Operator

Winter 1993 to Winter 1996 **Winterplace Ski Resort** Flat Top, WV  
Grooming Machine Equipment Operator

1990-1993 **Triad Associative Contractors** North Carolina  
Pipeline Equipment Operator

Mail: PO Box 37 Lerona, WV 25971  
Physical: 9123 Ingleside Rd. Princeton, WV 24740  
304-487-1266 or 425-9649  
Fax: 304-487-2176  
Email: serps@frontiernet.net





## **Improvements Unlimited, LLC**

*You need it done, we can do it!*

### **David Yontz**

Experience:

Foreman

March 2002 to Present **Improvements Unlimited, LLC** Princeton, WV

All types of General and Specialty Carpentry

Plumbing

Dry-Wall Finishing

Work Duty Coordinator

February 2000 to February 2002 **Western Michigan Teen Challenge** Muskegon, MI

Responsible for upkeep of Physical Facility, Grounds, Landscaping, Lawn Care, etc.

Lead Salesman

November 1993 to January 1998 **Hughes Supply Company** Martinsburg, WV

Industrial Plumbing for Underground Utilities Sales

Takeoffs

Estimating

Mail: PO Box 37 Lerona, WV 25971

Physical: 9123 Ingleside Rd. Princeton, WV 24740

304-487-1266 or 425-9649

Fax: 304-487-2176

Email: [serps@frontiernet.net](mailto:serps@frontiernet.net)



## **Improvements Unlimited, LLC**

*"You need it done, we can do it!"*

### **Chad Johnson**

Experience:

May 2000 to Present **Improvements Unlimited, LLC** Princeton, WV

All types of General and Specialty Carpentry

Dry-Wall Finishing

Concrete Finishing

Mail: PO Box 37 Lerona, WV 25971

Physical: 9123 Ingleside Rd. Princeton, WV 24740

304-487-1266 or 425-9649

Fax: 304-487-2176

Email: [serps@frontiernet.net](mailto:serps@frontiernet.net)

**Colonial Surety Company**  
Administrative Office  
50 Chestnut Ridge Road  
Montvale, NJ 07645  
201-573-8788

**BID BOND**

KNOW ALL PERSONS BY THESE PRESENTS,

that we, **Improvements Unlimited, LLC, Princeton, WV**  
as Principal, and the COLONIAL SURETY COMPANY, a corporation under the laws of the  
Commonwealth of Pennsylvania, as Surety, are held and firmly bound unto

**Department of Administration, Charleston, WV**

as Obligee, in the sum of

**5% of amount bid not to exceed \$251700**

for the payment, whereof in lawful money of the United States, we bind ourselves, our heirs,  
administrators, executors or successors, jointly and severally, firmly by these presents.

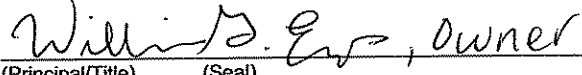
WHEREAS, the Principal has submitted the accompanying bid for  
**Bluefield Area Transit - New construction - Building Admin. & Maint Facility**

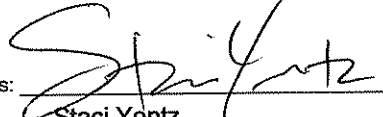
NOW, THEREFORE, if the said contract be awarded to the Principal and the Principal shall, within  
such time as may be specified, enter into the contract in writing, then this obligation shall be void:  
otherwise to remain in full force and effect. Provided, however, that if said contract is not awarded  
within 60 days of the date of bid opening, this bond shall be void and of no force and effect.

Signed and sealed this 12th day of May 2009.

Witness:   
Staci Yontz

**Improvements Unlimited, LLC**

  
(Principal/Title) (Seal) owner

Witness:   
Staci Yontz

**COLONIAL SURETY COMPANY**

  
Anthony J. Cimasko (Attorney-in-fact) (Seal)

**COLONIAL SURETY COMPANY**

Duncannon, Pennsylvania  
Administrative Office: 50 Chestnut Ridge Road, Montvale, New Jersey 07645

**GENERAL POWER OF ATTORNEY**

Know all Men by These Presents, That COLONIAL SURETY COMPANY, a corporation duly organized and existing under the laws of the Commonwealth of Pennsylvania and having an administrative office in Montvale, Bergen County, NJ does by these presents make, constitute and appoint

Princeton WV Anthony J. Cimasko its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver.

**Any and All Bonds**

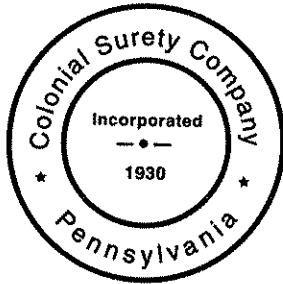
and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of the Colonial Surety Company at a meeting held on the 25th day of July, 1950.

"Be it Resolved, that the President, any Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

"Section 1. Attorney-in-Fact. Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"In Witness Whereof, Colonial Surety Company has caused these presents to be signed by its \_\_\_\_\_ President and its corporate seal to be hereto affixed the 8th day of September \_\_\_\_\_, A.D., 2006.

State of New Jersey }  
County of Bergen } SS.:



COLONIAL SURETY COMPANY

By Wayne Nunziata  
Wayne Nunziata, President

On this 8th day of September \_\_\_\_\_, in the year 2006, before me  
Theresa Simmons, a notary public, personally appeared  
Wayne Nunziata, personally known to me to be the person who  
executed the within instrument as President, on behalf of the corporation therein named and  
acknowledged to me that the corporation executed it.



THERESA SIMMONS  
A Notary Public of New Jersey  
My Commission Expires September 2, 2010

Theresa Simmons  
Theresa Simmons Notary Public

I, the undersigned Secretary of Colonial Surety Company, hereby certify that the above and foregoing is a full, true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in force and effect.

And I do hereby further certify that the Certification of this Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Board of Directors of the Colonial Surety Company at a meeting duly called and held on the 30th of January 1968, and that said resolution has not been amended or repealed:

RESOLVED, that the signature of the Secretary or any Assistant Secretary of this Corporation, and the seal of Corporation, may be affixed or printed by facsimile to any certificate to a Power of Attorney of this Corporation, and that such printed facsimile signature and seal shall be valid and binding upon this Corporation."

GIVEN under my hand and the seal of said Company, at Montvale, New Jersey this 12th day of May, 2009.

For verification of the authenticity of this Power of Attorney you may call (201) 573-8788 and ask for the Power of Attorney clerk. Please refer to the above named individual(s) and details of the bond to which the power is attached.

Frederick S. Gallo  
Frederick S. Gallo, Secretary

State of West Virginia  
County of Mercer

AND NOW, this 12th day of May, in the calendar year of 2009, before me, a duly appointed and commissioned notary public, came the identified subscriber to the within instrument or instruments, and/or the demonstrated attorney-in-fact for said signatory and subscriber on said instrument or instruments, **Anthony J. Cimasko, attorney-in-fact of Colonial Surety Company**, an insurance company duly organized and existing under the laws of the Commonwealth of Pennsylvania and which is authorized to conduct business in this State, and that as such being authorized to do so, acknowledged that the within instrument or instruments were executed as the authorized act of his disclosed principal for the purposes therein contained, and declared to be a person executing said instrument or instruments as attorney-in-fact and with full capacity and competency, at the request of and on behalf of Colonial Surety Company therein named and acknowledged to me that the aforesaid Colonial Surety Company had authorized the execution by the aforesaid attorney-in-fact of said instrument or instruments with the intent to be legally bound as required by common and statutory law.

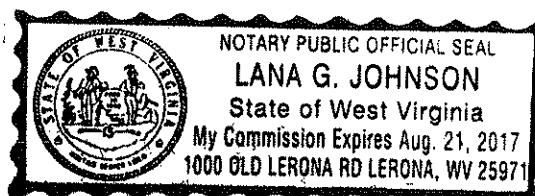
IN WITNESS WHEREOF, I hereunto set my hand and official seal.

A Notary Public of West Virginia  
My Commission Expires on 8-21-07

Notary Public in and for the

County of Mercer  
State of West Virginia

Lana G. Johnson  
NOTARY PUBLIC



BID FORM #  
BF6

## CONTRACTORS LICENSE

WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR, CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.

WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTOR'S LICENSE NUMBER ON THEIR BID.

**BIDDER TO COMPLETE AND SUBMIT WITH BID:**

CONTRACTOR'S NAME: Improvements Unlimited, LLC

CONTRACTOR'S LICENSE NO: WV003431

THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT.

**BID FORM #7**

**BUY AMERICA CERTIFICATION**

***Bidder or offerer to complete correct certification.***

**Certificate of Compliance with Section 165(a)**

The bidder or offerer hereby certifies that it will comply with the requirements of section 165(a) of the Surface Transportation Act of 1982, as amended, and the applicable regulations in 49 CFR part 661.

05/07/2009  
Date  
William G. Epps  
Authorized Signature  
Improvements Unlimited, LLC  
Company Name  
William G. Epps  
Name  
Owner / Member  
Title

**Certificate for Non-Compliance with Section 165(a)**

The bidder or offerer hereby certifies that it cannot comply with the requirements of section 165(a) of the Surface Transportation Assistance Act of 1982, as amended, but it may qualify for an exception to the requirement pursuant to section 165(b)(2) or (b)(4) of the Surface Transportation Act of 1982, as amended, and the regulations in 49 CFR 661.7.

\_\_\_\_\_  
Date  
\_\_\_\_\_  
Authorized Signature  
\_\_\_\_\_  
Company Name  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Title

**BID FORM # 8**

**VENDOR'S CERTIFICATION OF  
UNDERSTANDING AND ACCEPTANCE**

The Contractor hereby certifies that all Technical Specifications and Contract Terms and Conditions have been carefully reviewed, are fully understood and shall be adhered to in performance and completion of any contract resulting from this bid.

05/07/2009  
Date

Willie E. Epp  
Authorized Signature

Owner/Member  
Title

Improvements Unlimited, LLC  
Company Name

**SPECIFICATION COMPLIANCE**

**NOTE: Please check if what is offered is in exact compliance with specifications. Any discrepancies must be listed as an attachment to the bid proposal. Exact dimensions and/or descriptions must be provided as a part of the Contractor's bid proposal when submitted.**

- Bid proposal submitted meets and/or exceeds all specification requirements.
- Bid proposal submitted contains deviations from specification requirements. Detailed descriptions of these deviations have been provided with this bid proposal.



**BID FORM #9**

**CERTIFICATION OF PRIMARY PARTICIPANT REGARDING  
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The Primary Participant (applicant for an FTA grant or cooperative agreement, or potential contractor for a major third party contract),

Improvements Unlimited, LLC (COMPANY NAME) certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(If the primary participant (applicant for an FTA grant, or cooperative agreement, or potential third party contractor) is unable to certify to any of the statements in this certification, the participant shall attach an explanation to this certification.)

THE PRIMARY PARTICIPANT (APPLICANT FOR AN FTA GRANT OR COOPERATIVE AGREEMENT, OR POTENTIAL CONTRACTOR FOR A MAJOR THIRD PARTY CONTRACT),

William G. Erps, CERTIFIES OR AFFIRMS THE TRUTHFULNESS AND ACCURACY OF THE CONTENTS OF THE STATEMENTS SUBMITTED ON OR WITH THIS CERTIFICATION AND UNDERSTANDS THAT THE PROVISIONS OF 31 U.S.C. SECTIONS 3801 ET SEQ. ARE APPLICABLE THERETO.

William G. Erps, Member/Owner  
Signature and Title of Authorized Official

PO#PTR09024

Virginia Dept. of Transportation

Spending Unit: West

Division of Public Transit

**BID FORM #10**

**CERTIFICATION OF RESTRICTIONS ON LOBBYING**

The undersigned (Vendor, Contractor) certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. [as amended by "Government Wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq.)]
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Vendor, Improvements Unlimited, LLC, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Vendor understands and agrees that the provisions of 31 U.S.C. § 3801, et seq., apply to this certification and disclosure, if any.

05/09/2009  
Date

William D. Eys  
Authorized Signature

Owner / Member  
Title

**BID FORM #11**

**ADDENDUM ACKNOWLEDGMENT**

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

**Addendum No.'s:**

No. 1 04/09/2009 Received

No. 2 04/20/2009 Received

No. 3 04/30/2009 Received

No. 4 \_\_\_\_\_

No. 5 \_\_\_\_\_

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

William D. Epps  
Signature

Improvements Unlimited, LLC  
Company

05/07/2009  
Date

BID FORM # 12

WEST VIRGINIA  
 DIVISION OF PUBLIC TRANSIT  
 DISADVANTAGED BUSINESS ENTERPRISE  
 UTILIZATION AFFIRMATIVE ACTION CERTIFICATE

It is the intention of this organization to affirmatively seek out and consider disadvantaged business enterprises to participate in this contract as subcontractor and/or Suppliers of materials and services.

CONTRACTOR'S PLAN FOR DBE PARTICIPATION

NAME OF DBE Sub-Contractor	LINE #	ITEM #	DESCRIPTION OF WORK TO BE PERFORMED OR MATERIAL OR SERVICE TO BE SUPPLIED	QUANTITY	UNIT	UNIT PRICE	TOTAL DOLLAR AMOUNT
HARRIS EXCAVATING			CLEAR AND GRUB SITE	APPROX. 85,000	SR		\$ 85,000.00
HARRIS EXCAVATING			REMOVAL 4 EX-15R ASPHALT	1 1/2	LY		\$ 14,500.00
HARRIS EXCAVATING			CONCRETE SLABS, SHEET, ETC.	---	---	---	---
HARRIS EXCAVATING			EXCAVATE BUILDING SITE	APPROX 1,300	CY		\$ 85,250.00
HARRIS EXCAVATING			HAIL AND PILE SURCHARGE	APPROX. 6,500	CY		\$ 44,000
HARRIS EXCAVATING			REMOVE SURCHARGE TO ACCEPTED LEVEL.	APPROX. 3,771	CY		\$ 36,000
HARRIS EXCAVATING			HAIL EXCESS SURCHARGE	APPROX. 3,771	CY		\$ 52,000
<b>TOTAL</b>							<b>\$ 280,250</b>

CONTRACTOR'S DBE GOAL: PERCENT 5 % OF BID AMOUNT \$ 4,985,000

- DBE for the purpose of the certificate means a disadvantaged business as defined by Special Provisions in the Proposal.
- If material is to be supplied the figure in this column shall not exceed 60% of the actual cost unless the material is manufactured by a DBE in which case 100% of the cost can be recorded.
- The total DBE participation as a percentage of the total contract bid amount.
- If the material is not supplied by a regular dealer as defined in 49 CFR 26.55(e)(2)(ii), the figure in this column shall include only a reasonable and customary fee or commission for providing a bonafide service.
- The Contractor shall submit written and signed documentation of commitment to use a DBE subcontractor whose participation the contractor submits to meet a contract goal.
- The Contractor shall submit written and signed confirmation from the DBE that is participating in the contract as provided in the prime contractor's commitment.

Authorized Signature [Signature] Title President

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:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, 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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

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

Vendor's Name: Improvements Unlimited, LLC  
Authorized Signature: William G. Evans Date: 05/07/2009



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

**STATE OF WEST VIRGINIA,**

**COUNTY OF     Mercer    , TO-WIT:**

I,     Staci Yontz    , after being first duly sworn, depose and state as follows:

- 1. I am an employee of     Improvements Unlimited, LLC    ; and,  
(Company Name)
- 2. I do hereby attest that     Improvements Unlimited, LLC      
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

    Improvements Unlimited, LLC      
(Company Name)

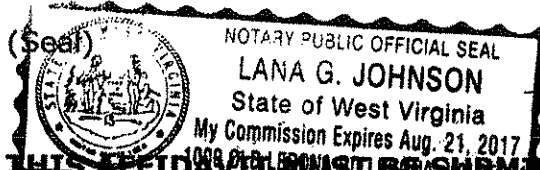
By:     Staci Yontz    

Title:     Office Manager    

Date:     05/07/2009    

Taken, subscribed and sworn to before me this     7     day of     May     2009.

By Commission expires     8-21-17    



    Lana G. Johnson      
(Notary Public)

**THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.**