

TITLE

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

Request for

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AGR1025

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

*709060601 304-422-5512 FOAMCOAT ROOFING & COATINGS IN PO BOX 149

DAVISVILLE WV 26142 DEPARTMENT OF AGRICULTURE INWOOD FARMERS' MARKET

178 PILGRIM STREET INWOOD, WV 25428

304-229-5011

ADDRESS CHANGES TO BE NOTED ABOVE

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

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 4. 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.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and 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.
- 14. 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.
- 15. 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, and the West Virginia Insurance Commission. 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.
- 16. 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 material, 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.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 4. 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
- 5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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***70.9060601** 304-422-5512 FOAMCOAT ROOFING & COATINGS IN PO BOX 149

DAVISVILLE WV 26142 DEPARTMENT OF AGRICULTURE INWOOD FARMERS' MARKET

178 PILGRIM STREET INWOOD, WV 25428

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

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DEPARTMENT OF AGRICULTURE INWOOD FARMERS' MARKET

178 PILGRIM STREET INWOOD, WV 25428

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DAVISVILLE WV 26142 DEPARTMENT OF AGRICULTURE INWOOD FARMERS' MARKET

178 PILGRIM STREET INWOOD, WV 25428

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

Request for

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RFQ NUMBER AGR1025

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

*709060601 304-422-5512 FOAMCOAT ROOFING & COATINGS IN PO BOX 149

DAVISVILLE WV 26142 DEPARTMENT OF AGRICULTURE INWOOD FARMERS' MARKET

178 PILGRIM STREET INWOOD, WV 25428

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REQUEST FOR QUOTATION WEST VIRGINIA DEPARTMENT OF AGRICULTURE ADMINISTRATIVE SERVICES DIVISION, BUILDING & GROUNDS INWOOD FARMERS' MARKET ROOF RECOAT

Exhibit 2: BID SHEET

\$ 31,400.00

Option 1

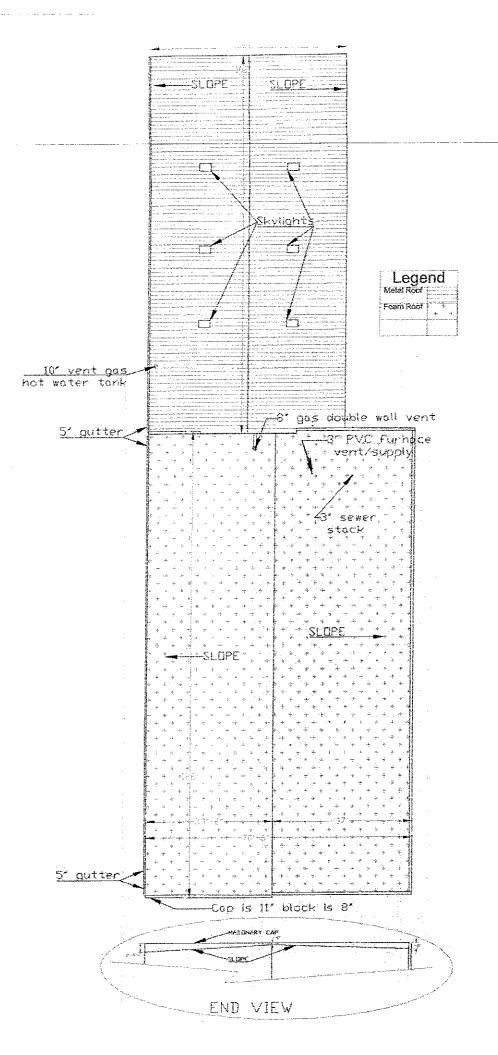
Recoat of foamed section only. Approximately 9,000 square feet.

Option 2

\$ 32,900.00

Recoat of foamed section (Approximately 9,000 square feet) and the Metal roof ridge cap and

vent hole.



ERIE INSURANCE PROPERTY & CASUALTY COMPANY BID BOND

	FE 1205
Know All Men by These Fresents,	Bond No E.E. 1.2.0.5
That we, FOAMCOAT ROOFING & COATII (hereinafter called the Principal) as Principal, and the ERIE IN Erie, Pennsylvania, a corporation duly organized under the	SURANCE PROPERTY & CASUALTY COMPANY, of
called the Surety), as Surety, are held and firmly bound unt	to. STATE OF WV - DEPT OF
ADMINISTRATION. hereinafter called the Obligee in the	e full and just sum of
good and lawful money of the United States of America and truly to be made, the said Principal and Surety bind the administrators, successors and assigns, jointly and several	a, to the payments of which sum of money well nemselves, their and each of their heirs, executors,
Signed, sealed and dated this 3 R D	.day of
THE CONDITION OF THIS OBLIGATION IS SUCH: THE	hat, if the Obligee shall make any award within 30
days to the Principal for ROOF . RECOATING AT . I	INWOOD FARMER'S MARKET
INWOOD, WV 25428 according to the terms of the proposal or bid made by duly make and enter into a contract with the Obligee or bid and award and shall give bond for the faithful papproved by the Obligee; or if the Principal shall, in case which the Obligee may suffer by reason of such failure this obligation shall be null and void; otherwise it shall be a	y the Principal therefor, and the Principal shall in accordance with the terms of said proposal performance thereof with the Surety or Sureties of failure so to do, pay the Obligee the damages e, not exceeding the penalty of this bond, then
In Testimony Whereof, the Principal and Surety have cause	sed these presents to be duly signed and sealed.
Witness: Mille Gratta Witness: Carla Dobbins	Principal. COATINGS, INC By: LUC C. W. L. C.



ERIE INSURANCE PROPERTY & CASUALTY COMPANY ERIE, PA 16530

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That ERIE INSURANCE PROPERTY & CASUALTY COMPANY, a corporation duly organized under the laws of the Commonwealth of Pennsylvania, does hereby make, constitute and appoint

Jeffrey L. Hood, Carla J. Cadier, Steven P. Thompson,

Randall E. Kerns, Michael W. Mason, Lisa McGuire, Dorinda Talerico, Khristine D. Mills, Emily Bolliger, Donna S. Butler and Sharon D. Boyles individually, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed: any and all bonds and undertakings of suretyship,

------ each in a penalty not to exceed the sum of one million dollars (\$1,000,000.00).

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

The Power of Attorney is granted under and by authority of the following Resolution adopted by the Board of Directors of ERIE INSURANCE PROPERTY & CASUALTY COMPANY on the 11th day of March, 2008, and said Resolution has not been amended or repealed:

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

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

This Power of Attorney is signed and sealed by facsimiles under and by virtue of the following Resolution adopted by the Board of Directors of ERIE INSURANCE PROPERTY & CASUALTY COMPANY on the 18th day of September, 2008, at which a quorum was present and said Resolution has not been amended or repealed:

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

IN WITNESS WHEREOF, ERIE INSURANCE PROPERTY & CASUALTY COMPANY has caused these presents to be signed by its President and Chief Executive Officer, and its corporate seal to be hereto affixed this 18th day of September, 2008.

STATE OF PENNSYLVANIA Ss. COUNTY OF ERIE

On this 18th day of September, 2008, before me personally came Terrence W. Cavanaugh, to me known, who being by me duly sworn, did depose and say: that he is President and Chief Executive Officer of ERIE INSURANCE PROPERTY & CASUALTY COMPANY, the corporation described in and which executed the above instrument; that he knows the Seal of said corporation; that the Seal affixed to the said instrument is such corporate Seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

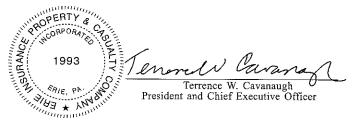
CERTIFICATE

I, James J. Tanous, Secretary of ERIE INSURANCE PROP-ERTY & CASUALTY COMPANY, do hereby certify that the original POWER OF ATTORNEY, of which the foregoing is a full, true and correct copy, is still in full force and effect as of the date below.

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

this 3RD

day of AUGUST 20 1.0









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

STATE OF West Virginia
COUNTY OF Wood TO-WIT:
I, <u>Joyce L WILFONC</u> , after being first duly sworn, depose and state as follows:
1. I am an employee of FormCoat Roofing and Coatings, Inc. ; and, (Company Name)
2. I do hereby attest that FoamCoat Roofing and Coatings, Inc. (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.
FoamCoat Roofing and Coatings, Inc.
By: Title: President Date: 8/4/2010
Taken, subscribed and sworn to before me this <u>4th</u> day of <u>August</u> .
NOTARY PUBLIC, STATE OF WEST VIRGINIA TONI L. BURNS 2401 MORNINGSIDE AVE. PARKERSBURG, WV 26101 MY COMMISSION EXPIRES APRIL 8, 2012 (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.

Rev March 2009

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

WITNESS THE FOLLOWING SIGNATURE

OFFICIAL SEAL

NOTARY PUBLIC, STATE OF WEST VIRGINIA

TONI L. BURNS

2401 MORNINGSIDE AVE.

PARKERSBURG, WV 26101

MY COMMISSION EXPIRES APPIL 8. 2012

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

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

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: FramBost Roofing and	Patines TNC-	
Authorized Signature:	Date: 8/4/10	
State of WV	8	
County of Wool , to-wit:		
Taken, subscribed, and sworn to before me this 444 day of	August, 2010.	
My Commission expires Affill 8th 2012	<u> 20 ′ </u>	
AFFIX SEAL HERE NOTAI	RY PUBLIC Mi L. BUKUN	