BID FORM - REVISED 3/13/11 TO: Keith Gwinn, Director West Virginia Veterans Home 512 Water Street Barboursville, WV 25504 Dear Mr. Gwinn; The undersigned, having examined the proposed Contract Documents for: MISCELLANEOUS PROJECTS West Virginia Veterans Home Barboursville, West Virginia and having visited the site and the conditions affecting the Work, hereby propose and agree to furnish all labor, materials, equipment and appliances, and to perform operations necessary to complete the Work as required by said proposed Contract Documents, for that portion of the Work identified as "Base Bid", for the stipulated sum of: BASE BID - Including Part 1, Part 2, Part 3, Part 4 and with a contract time not to exceed 95 calendar days. **DOLLARS** The above amount shall be adjusted by the ADDITION OF THE FOLLOWING ITEM if accepted by the Owner: ALTERNATIVE #1 - In Part 2, remove existing VCT flooring in two storage rooms and extend new kitchen flooring system and base to include both storage rooms. HUSAND SIX HUNDRED The undersigned understands and agrees to comply with and be bound by the Instructions to Bidders and the Contract Documents for this Work and that this bid shall remain valid for a period of ninety (90) days from the date of the bid opening. The undersigned stipulates that the Work shall be completed within the aggregate time allowance for the Base Bid and the selected alternatives, commencing not more than 15 days after award of the Contract. The undersigned acknowledges receipt of Addenda numbers:

Enclosed with this bid is Bid security in the amount of not less than 5% of the bidder's proposed "Base Bid" Contract Sum.

By execution below bidder hereby offers to furnish the required Work as herein indicated:

SIGNED:

JANUARY 2011

REV BID FORM - 00310-1

2011 APR 19 PM 1:20

W PURCHASING DIVISION

**MISCELLANEOUS PROJECTS** 

(officer, partner, owner, etc..)

Address

Type of business entity:(corporation, partership, individual, etc..)
Corporation organized under the laws of the State of
Corporate Seal:

Notary Seal

OFFICIAL SEAL
TEGAN EASTERDAY
NOTARY PUBLIC
STATE OF WEST VIRGINIA
900 Lee Street E.
Charleston, WV 23301
My Commission Expires Nov. 4, 2019



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RFQ COPY

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

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TARA LYLE
304-558-2544

WEST VIRGINIA VETERANS HOME

512 WATER STREET BARBOURSVILLE, WV

25504 736-1027

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

#### Request for Quotation

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**BVH382** 

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TARA LYLE

ADDRESS CORRESPONDENCE TO ATTENTION OF 304-558-2544

RFQ COPY TYPE NAME/ADDRESS HERE

WEST VIRGINIA VETERANS HOME

512 WATER STREET BARBOURSVILLE, WV 25504 736-1027

FREIGHTTERMS TERMS OF SALE SHIP VIA F.O.B. DATE PRINTED 03/17/2011 BID OPENING DATE: BID OPENING TIME 01:30PM 04/19/2011 UNIT PRICE AMOUNT ITEM NUMBER LINE QUANTITY UOP DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER. AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATOR FAILURE TO PROVIDE YOUR COMPANY AND PRE-BID. REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE THE FURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER. ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL FORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL FORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET. INQUIRIES: WRITTEN QUESTIONS WILL BE ACCEPTED UNTIL CLOSE OF BUSINESS ON 03/30/2011. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR E-MAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TITLE FEIN ADDRESS CHANGES TO BE NOTED ABOVE



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

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ADDRESS CORRESPONDENCE TO ATTENTION OF TARA LYLE 304-558-2544

WEST VIRGINIA VETERANS HOME

þ 512 WATER STREET BARBOURSVILLE, WV

25504 736-1027

ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA FOB FREIGHT TERMS 03/17/2011 BID OPENING DATE: 04/19/2011 BID OPENING TIME 01:30PM CAT UNIT PRICE LINE QUANTITY UOP ITEM NUMBER AMOUNT TARA LYLE DEPARTMENT OF ADMINISTRATION 2019 Washington Street, CHARLESTON, WV 25305 FAX: 304-558-4115 E-MAIL: TARA.L.LYLE@WV.GOV EXHIBIT 5 WEST VIRGINIA CODE 21-10-5 PROVIDES THAT: ANY SOLICITA-TION 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 ARTI-CLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLAGE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID. NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 95 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED. 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. SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TITLE FFIN



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

## Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF TARA LYLE

WEST VIRGINIA VETERANS HOME

5 512 WATER STREET

BARBOURSVILLE, WV

25504

25504 736-1027

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130 Charleston, WV 25305-0130

#### Request for Quotation

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WEST VIRGINIA VETERANS HOME

512 WATER STREET BARBOURSVILLE, WV 25504 736-1027

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20% OR MORE HIGHER THAN THE BID PRICE FOR	
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State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

## Request for Quotation

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TARA LYLE

ADDRESS CORRESPONDENCE TO ATTENTION OF 304-558-2544

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512 WATER STREET

WEST VIRGINIA VETERANS HOME

BARBOURSVILLE, WV 25504 736-1027

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

#### Request for p Quotation

RFQ NUMBER BVH382

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ADDRESS CORRESPONDENCE TO ATTENTION OF: TARA LYLE 304-558-2544

WEST VIRGINIA VETERANS HOME

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512 WATER STREET BARBOURSVILLE, WV

25504

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

## Request for Quotation BVH382

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ADDRESS CORRESPONDENCE TO ATTENTION OF

TARA LYLE 304-558-2544

WEST VIRGINIA VETERANS HOME

512 WATER STREET Ţ BARBOURSVILLE, WV 25504

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

#### Request for Quotation

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

RFQ COPY TYPE NAME/ADDRESS HERE TARA LYLE 304-558-2544

WEST VIRGINIA VETERANS HOME

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

## Request for Quotation

BVH382

10

2000.00	ADDRESS	ORRESPON	DENCETO	ATTENTIO	N OF :::

TARA LYLE 304-558-2544

WEST VIRGINIA VETERANS HOME

SH-P 512 WATER STREET BARBOURSVILLE, WV

DATE PRINTED TERMS OF SALE		AUHS.	ЛA	į.	O.B.	FREIGHT TERMS			
03/17/2	03/17/2011								
BID OPENING DATE		4/19/2	2011			BTD O	PENTNG	TIME 01	•30PM
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RFQ No. BYH 382

Purchasing Affidavit (Revised 12/15/09)

### 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:**

"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.

#### WITNESS THE FOLLOWING SIGNATURE Vendor's Name: Authorized Signature: State of to-wit: County of day of Taken, subscribed, and sworn to before me this ! 20 ( My Commission expires NOV **NOTARY PUBLIC AFFIX SEAL HERE** OFFICIAL SEAL TEGAN EASTERDAY NOTARY PUBLIC STATE OF WEST VIRGINIA (Mil) Lee Street F Charleston, WV 25301 My Commission Expires Nov. 4, 2019



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

STATE OF WEST VIRCINIA
COUNTY OF POILAND, TO-WIT:
I, The Present of the state as follows:
1. I am an employee of MIRC Company Name)
2. I do hereby attest that MPC Construction Structs, CC (Company Name)
maintains a valid written drug free workplace policy and that such policy is in compliance with <b>West Virginia Code</b> §21-1D-5.
The above statements are sworn to under the penalty of perjury.
MRC CONSTRUCTION SERVICES, LLC (Company Name)
Ву:
Title: PRESIDENT
Date: 4/19/1/
Taken, subscribed and sworn to before me this 19th day of April, 26!
By Commission expires ADV 4, 2019  TEGAN EASTERDAY NOTATY PUBLIC STATE OF WEST VIRGINIA 900 Lee Sheet E Charleston, WV 25301 My Commission Expires Nov. 4, 2019  (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

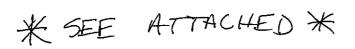
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#### BID BOND PREPARATION INSTRUCTIONS

AGENCY_	(A)
RFO/RFP#	(B)

		7F2 YOUTY 4 Y		id Bond	CC That was the undersioned
(A)	WV State Agency	KNOW AL	-t LMENBY IHE	O)	TS, That we, the undersigned,
	(Stated on Page 1 "Spending Unit")	(C)	OI	<u>(D)</u>	(E)
	Request for Quotation Number (upper	as Principal, and	(F)	tion organizac	and existing under the laws
<b>(2)</b>	right corner of page #1)	-£41 Ctoto of	, a corpora	uith ite princin	al office in the City of
(C)	Your Company Name	of the State of	ac Curety	vitti its princip	firmly bound unto The State
(D)	City, Location of your Company	of West Virginia, as			
(E)	State, Location of your Company	of west virginia, as	Oongee, in the p	avment of whi	ch, well and truly to be made,
(F)	Surety Corporate Name	(a LL)	ally bind oweels	aymem or win	dministrators, executors,
(G)	City, Location of Surety	successors and assign		os, our mons, a	diministrators, executors,
(H)	State, Location of Surety			obligation is s	ich that whereas the Principal
(I)	State of Surety Incorporation				artment of Administration
(J)	City of Surety Incorporation	nas suomined to the	rui diasing occii	on on the Dope	a part hereof to enter into a
(K)	Minimum amount of acceptable bid	contract in writing for		ow and made	a part notcor to outer mito a
	bond is 5% of total bid. You may state	commact in writing it	,	M)	
	"5% of bid" or a specific amount on			(VL)	
α.\	this line in words.  Amount of bond in figures	· · · · · · · · · · · · · · · · · · ·			
(L)	Brief Description of scope of work	NOW THE	REFORE		
(M)			bid shall be rejec	ted or	
(N)	Day of the month  Month	(h) If said	hid shall be acce	nted and the P	rincipal shall enter into a
(O)	Year	contract in accordance	ce with the hid o	r proposal atta	ched hereto and shall furnish
(P)	Name of Corporation	any other honds and	insurance requir	ed by the bid o	or proposal, and shall in all
(Q)	Raised Corporate Seal of Principal	other respects perfor	m the agreement	created by the	acceptance of said bid then
(R) (S)	Signature of President or Vice	this obligation shall	he null and void.	otherwise this	obligation shall remain in full
(3)	President	force and effect. It i	s expressly under	rstood and agr	eed that the liability of the
(T)	Title of person signing	Surety for any and a	ll claims hereund	ler shall, in no	event, exceed the penal
(U)	Raised Corporate Seal of Surety	amount of this obliga			•
(v)	Corporate Name of Surety	The Surety	for value receiv	ed, hereby stip	ulates and agrees that the
(W)	Signature of Attorney in Fact of the	obligations of said S	urety and its bon	d shall be in n	o way impaired or affected by
(,	Surety	any extension of tim	e within which th	he Obligee ma	y accept such bid: and said
NOTE:	Dated, Power of Attorney with Raised	Surety does hereby v			
110 120	Surety Seal must accompany this bid	IN WITNE	SS WHEREOF,	Principal and	Surety have hereunto set their
	bond.	hands and seals, and	such of them as	are corporatio	ns have caused their corporate
	<b>44</b>	seals to be affixed he	ereto and these p	resents to be s	igned by their proper officers,
		this (N) da	y of(	O), 20	<u>(P) .</u>
		Principal Corporate	Seal	*****	(Q)
		• •			(Name of Principal)
		(R	)	Ву	(S)
					(Must be President or
					Vice President)
					(T)
	•				·Title
		(U			
		Surety Corporate Se	al		(V)
					(Name of Surety)
					<b>/44)/</b>
					(W) Attorney-in-Fact
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IMPORTANT - Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised Corporate Seals must be affixed and a Power of Attorney must be attached.



14

•	AgencyREQ.P.O#
BID	BOND
KNOW ALL MEN BY THESE PRESENTS. That we, the u	ndersigned,
^f	, as Principal, and
of ,ae	corporation organized and existing under the laws of the state of
with its principal office in the City of	as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of	(\$) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, o	our heirs, administrators, executors, successors and assigns.
Department of Administration a certain bid or proposal, attached he	s the Principal has submitted to the Purchasing Section of the ereto and made a part hereof, to enter into a contract in writing for
NOW THEREFORE,	
hereto and shall furnish any other bonds and insurance required by agreement created by the acceptance of said bid, then this obligation force and effect. It is expressly understood and agreed that the liatexceed the penal amount of this obligation as herein stated.	bility of the Surety for any and all claims hereunder shall, in no event,
way impaired or affected by any extension of the time within which waive notice of any such extension.	the Obligee may accept such bid, and said curety does never
IN WITNESS WHEREOF, Principal and Surety have here	ounto set their hands and seals, and such of them as are corporations
have caused their corporate seals to be affixed hereunto and these	e presents to be signed by their proper officers, this
day of, 20	
Principal Corporate Seal	(Name of Principal)
	(Mario S.) Interpret
	By(Must be President or
,	Vice President)
	(Title)
Surety Corporate Seal	(Name of Surety)
	Attorney-in-Fact

IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals must be affixed, a power of attorney must be attached.



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

#### Request for Quotation

BVH382

PAGE 1

TARA LYLE
304-558-2544

WEST VIRGINIA VETERANS HOME

512 WATER STREET BARBOURSVILLE, WV

25504 736-1027

FREIGHT TERMS TERMS OF SALE SHIP VIA ... DATE PRINTED. 04/08/2011 BID OPENING TIME 01:30PM BID OPENING DATE: 04/19/2011 ITEM NUMBER UNITABICE AMOUNT LIOP LINE QUANTITY ADDENDUM NO. 1 QUESTIONS AND ANSWERS ARE ATTACHED. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. HOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR FAILURE TO SIGN AND RETURN MAY RESULT IN disqualification of your bid. END OF ADDENDUM NO. 968-20 dool 1 BUILDING CONSTRUCTION TOTAL: IS THE END OF RFQ THIS SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE IIILE ADDRESS CHANGES TO BE NOTED ABOVE

## 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).

#### ADDENDUM #1

The following items add to, clarify or replace information contained in previously published drawings and specifications. The items are in random order, so be certain to read all items and ensure that the appropriate information is distributed to the appropriate subcontractors or suppliers.

- Q1: Plan sheet A-3 calls for two alternates. Bid form calls for one alternate. Please clarify.
- A1: Delete all references to Alternative #2
- Q2: How much floor prep will be needed for the new kitchen floor? The existing conditions of the kitchen flooring are unknown until the sheet vinyl is removed. Will there be an allowance added for this task?
- A2: Preparation for new floor installation to be included in bids. In the event that it becomes apparent that major structural repair of the existing floor is required in the course of construction, any such additional cost will be subject to normal Change Order procedures.
- Q3: Is the kitchen area scale of 1/4" per foot correct? The square footage noted on the drawings indicates a scale of 1/8" equals 1'. Please clarify.
- A3: Existing Plan drawn and noted at 1/8'' = 1'-0'': Kitchen Area Plan drawn and noted at 1/4'' = 1'-0'' (Change noted area of Office to 196 Sq. Ft.)
- O4: Please clarify alternate #1 and #2 referenced on sheet A3
- A4: Delete all references to Alternative #2
- Q5: Is electrical equipment in Storage Area 1 required to be removed and reinstalled for flooring installation or can flooring but run up to the equipment?
- A5: Electrical transformer in Storage Area #1 to remain in place. New flooring to be terminated at the face of the equipment.
- Q6: Should the existing building that demo's be removed down to the existing footings?
- A6: All existing construction and foundations this area to be removed.

#### CLARIFICATIONS:

- Project Part 1 Paving Concrete paving is an acceptable alternative (contractor's option) to the
  asphalt paving indicated and detailed. Concrete paving to be 6" thick on 4" compacted drainage fill
  and is to comply with the note on dwg A-5.
- Project Part 4 Delete note "Insulation and finish optional". No such materials are indicated and none are to be included.

WV Veterans Home - BVH 382 - Addendum #1 - 4/8/11 - Page 2

Project Part 2 – Area and distance measurements provided are based on architect's measurement of the existing space to set the approximate scope of the project. All measurements are to be verified in the field. Contractor is responsible for correct areas/quantities of new flooring materials and installation based on his own measurements.

END OF ADDENDUM #1

Agency	Purchasing Division	
REQ.P.	0# BVH382	

#### **BID BOND**

	of P.O. Box 465	PRESENTS, That we, the undersigned, Scott Depot, WV 25560	, as Principal, and Ohio Farmers Insurance
Company			organized and existing under the laws of the State of
Ohio of West	with its principal offic Virginia, as Obligee, in the pen	ce in the City of Westfield Center nal sum of Five Percent of Total Amount	, as Surety, are held and firmly bound unto the State
BVH3	nent of Administration a certain	-	al has submitted to the Purchasing Section of the dea part hereof, to enter into a contract in writing for a Veterans Home in
agreem force an exceed way imp	and shall furnish any other bonds ant created by the acceptance of d effect. It is expressly underst the penal amount of this obligat The Surety, for the value recei	ted and the Principal shall enter into a co is and insurance required by the bid or p of said bid, then this obligation shall be n tood and agreed that the liability of the S tion as herein stated.  ived, hereby stipulates and agrees that the	ntract in accordance with the bid or proposal attached roposal, and shall in all other respects perform the ull and void, otherwise this obligation shall remain in full urety for any and all claims hereunder shall, in no event, he obligations of said Surety and its bond shall be in no may accept such bid, and said Surety does hereby
	IN WITNESS WHEREOF, Prin	ncipal and Surety have hereunto set their	hands and seals, and such of them as are corporations
		, affirmal horougia and those proposts to	
have ca	day of April		be signed by their proper officers, this
19th	•		MIRC Construction Services, LLC  (Name of Principal)  By (Must be President or Vice President)  PRESIDENT

IMPORTANT - Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals must be affixed, a power of attorney must be attached.

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 05/09/07, FOR ANY PERSON OR PERSONS NAMED BELOW.

General Power of Attorney POWER NO. 4752402 00

Westfield Insurance Co.

# Westfield National Insurance Co. Ohio Farmers Insurance Co.

CERTIFIED COPY

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint

A. L. STANCHINA, C. DAVID THOMAS, RICHARD L. HIGGINBOTHAM, ROSEANN B. DYE, BUNNIE MARIE PERRINE, JEFFERY O'DELL, ROBIN M. HUBBARD-SHERROD, JOINTLY OR SEVERALLY

of CHARLESTON and State of WV 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, recognizances, undertakings, or other instruments or confracts of suretyship.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable 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 each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive 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:

The 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 as binding upon the Company as If signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **Senior Executive** and their corporate seals to be hereto affixed this **09th** .day of **MAY** A.D., **2007**.

Corporate Seals Affixed SEAL S

State of Ohio County of Medina

SEAL

CHARTERED SE

WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

Richard L. Kinnaird, Jr., Senior Executive

On this **09th** day of **MAY**A.D., **2007**, before me personally came **Richard L. Kinnaird, Jr.** to me known, who, being by me duly sworn, did depose and say, that he resides in **Medina, Ohio**; that he Is **Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

State of Ohlo County of Medina

ss.:

SS.

William J. Kahelin, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Chio, this 19th day of April A.D., 2011

SEAL)

SEAL



Frank A. Carrino, Secretary Secretary

**EXHIBIT 10** 

REQUISITION NO. BYH 38Z

#### ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:
NO.1 SEP PECTUED 4/8/11
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 BIDS. VENDO

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF 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.

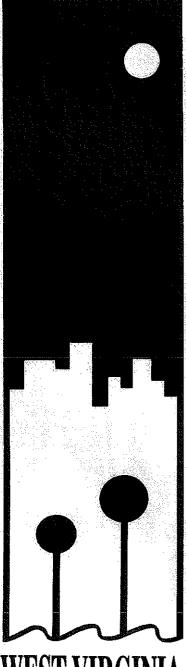
SIGNATURE

MIRE CONSTRUCTION SERVICES, LLC

1/19/11

DATE

REV. 11/96



## WEST VIRGINIA CONTRACTOR LICENSING BOARD

# **CONTRACTOR LICENSE**

Authorized by the

### **West Virginia Contractor Licensing Board**

Number:

WV044284

Classification:

GENERAL BUILDING

MIRC CONSTRUCTION SERVICES LLC DBA MIRC CONSTRUCTION SERVICES LLC PO BOX 465 SCOTT DEPOT, WV 25560

**Date Issued** 

**Expiration Date** 

JUNE 30, 2010 JUNE 30, 2011

Authorized Company Signature

Chair, West Virginia Contractor Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



OP ID: RD



#### **CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

02/01/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s)

C	ertifi	icate holder in lieu of such endor	seme	nt(s).								
	DUCE			304	-357-4520	CONTAC NAME:	CT					
George H. Friedlander Co. PO Box 2466 1566 Kanawha Blvd. E. Charleston, WV 25311				304-345-8724			4 PHONE (A/C, No, Ext): 304-357-4520 FAX (A/C, No): E-MAIL ADDRESS:				304-345-8724	
						PRODUCER CUSTOMER ID # MIRCO01					· 1·	
					INSURER(S) AFFORDING COVERAGE					NAIC#		
INSURED MIRC Construction Services LLC P O Box 1742					INSURER A: Westfield Insurance Companies					24112		
						INSURER B : BrickStreet Insurance						
		Charleston, WV 25301				INSURER C:						
						INSURER D:						
						INSURER E:						
							RF:					
CO	VER	RAGES CER	TIFIC	CATE	NUMBER:				REVISION NUMBER:		<del></del>	
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		J							GENERAL AGGREGATE	\$	2,000,000	
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	X	NON-OWNED AUTOS		İ						\$		
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В	ANY	Y PROPRIETOR/PARTNER/EXECUTIVE	N/A	] :	WC10217823-01		07/08/11	E.L. EACH ACCIDENT	\$	1,000,000		
	(Ma	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	"'^						E.L. DISEASE - EA EMPLOYE	E \$	1,000,000	
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## WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

#### INFORMATION PAGE WC 00 00 01 (A)

**RENEWAL OF POLICY NUMBER: NEW** 

**POLICY NUMBER:** 

WC10217823-01

INSURER: BRICKSTREET MUTUAL INSURANCE COMPANY

1. INSURED:

MIRC CONSTRUCTION SERVICES LLC

**PO BOX 465** 

SCOTT DEPOT, WV 25560

PRODUCER:

FRIEDLANDER COMPANY

PO BOX 2466

CHARLESTON, WV 25329

Insured is a(n) LLC

Other work places and identification numbers are shown in the schedule(s) attached.

- 2. The policy period is from 12/17/2010 to 07/08/2011 12:01 A.M. at the insured's mailing address.
- 3. A. WORKERS COMPENSATION INSURANCE: Part One of the policy applies to the Workers Compensation Law of the state(s) listed here:

**WEST VIRGINIA** 

B. EMPLOYERS LIABILITY INSURANCE: Part Two of the policy applies to work in each state listed in item 3.A. The limits of our liability under Part Two are:

Bodily Injury by Accident:

\$1,000,000

Each Accident

Bodily Injury by Disease:

\$1,000,000

**Policy Limit** 

Bodily Injury by Disease:

\$1,000,000

Each Employee

C. OTHER STATES INSURANCE: Part Three of the policy applies to the states, if any, listed here:

"Part Three of the policy applies to the states, if any, listed here: All states and U.S. territories except, North Dakota, Ohio, Washington, Wyoming, Puerto Rico, and the U.S. Virgin Islands, and states designated in Item 3.A. of the Information Page."

D. This policy includes these endorsements and schedules:

SEE LIST OF ENDORSEMENTS - EXTENSION OF INFORMATION PAGE

4. The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All required information is subject to verification and change by audit to be made in accordance with Part Five of the Policy.

DATE OF ISSUE: 12/18/2010 ISSUING OFFICE: Charleston, WV

PRODUCER: FRIEDLANDER COMPANY