



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

BVH394

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF

TARA LYLE  
804-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

N.F. Mansuetto & Sons, Inc.  
116 Wood Street  
Martins Ferry, OH 43935

WEST VIRGINIA VETERANS HOME

512 WATER STREET  
BARBOURSVILLE, WV  
25504 736-1027

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/23/2012				

BID OPENING DATE: 04/10/2012

BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB	910-66			See Bid Form
***** PLEASE NOTE A MANDATORY PRE-BID MEETING IS SCHEDULED FOR 03/15/2012 AT 10:00 AM AT THE WV VETERANS HOME LOCATED AT 512 WATER STREET BARBOURSVILLE, WV 25504. ***** PLEASE NOTE THE DRUG FREE WORKPLACE AFFIDAVIT AND BID BOND ARE REQUIRED WITH BID SUBMISSION. *****						
ROOFING MAINTENANCE, REPAIR, AND INSTALLATION						
REQUEST FOR QUOTATION						
THE WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WV VETERANS HOME, IS SOLICITING BIDS TO PROVIDE ALL LABOR, MATERIAL AND EQUIPMENT NECESSARY TO REPLACE AND INSTALL ROOFS ON SEVERAL BUILDINGS LOCATED AT THE WV VETERANS HOME IN BARBOURSVILLE, WV, PER THE ATTACHED SPECIFICATIONS.						
MANDATORY PRE-BID						
A MANDATORY PRE-BID WILL BE HELD ON 03/15/2012 AT 10:00 AM AT THE WV VETERANS HOME LOCATED AT 512 WATER STREET BARBOURSVILLE, WV 25504. ALL						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	Matthew Mansuetto	TELEPHONE	740-633-7320	DATE	4/24/2012
TITLE	President	FEIN	55-0483513	ADDRESS CHANGES TO BE NOTED ABOVE	

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

RECEIVED

2012 APR 25 AM 10:18

WV PURCHASING  
DIVISION



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

V E N D O R	RFQ COPY
	TYPE NAME/ADDRESS HERE
	N.F. Mansuetto * Sons, Inc.
	116 Wood Street Martins Ferry, OH 43935

S H I P T O	WEST VIRGINIA VETERANS HOME
	512 WATER STREET
	BARBOURSVILLE, WV
	25504 736-1027

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
02/23/2012				

BID OPENING DATE: 04/10/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR DATE.						
REV. 11/96						
EXHIBIT 10						
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 NOS :						
NO. 1		03/15/2012	...			
NO. 2		04/11/2012	...			
NO. 3		04/17/2012	...			
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.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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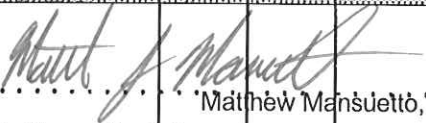
TARA LYLE  
304-558-2544

RFQ COPY  
TYPE NAME/ADDRESS HERE

N.F. Mansuetto & Sons, Inc.  
116 Wood Street  
Martins Ferry, OH 43935

WEST VIRGINIA VETERANS HOME

512 WATER STREET  
BARBOURSVILLE, WV  
25504 736-1027

DATE PRINTED 02/23/2012		TERMS OF SALE		SHIP VIA		F.O.B.		FREIGHT TERMS	
BID OPENING DATE:		04/10/2012		BID OPENING TIME		01:30PM			
LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT			
									
.....Matthew Mansuetto, President.....				SIGNATURE					
N.F. Mansuetto & Sons, Inc. ....				COMPANY					
4/24/2012 .....				DATE					
REV. 11/96									
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 CONTRACTORS LICENSE NUMBER ON THEIR BID.									
BIDDER TO COMPLETE:									
CONTRACTORS NAME: .....				N.F. Mansuetto & Sons, Inc. ....					
CONTRACTORS LICENSE NO : .....				WV005321 .....					
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT									
APPLICABLE LAW									
SEE REVERSE SIDE FOR TERMS AND CONDITIONS									
SIGNATURE				TELEPHONE				DATE	
TITLE		FIRM		ADDRESS CHANGES TO BE NOTED ABOVE					

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



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Martins Ferry, OH 43935

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25504 736-1027

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02/23/2012				

BID OPENING DATE: 04/10/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
BUYER:-----TL/32-----						
REQ. NO.:-----BVH394-----						
BID OPENING DATE:-----04/10/2012-----						
BID OPENING TIME:-----1:30 PM-----						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
-----740-633-7322-----						
PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:						
-----Mark J Speirs-----						
***** THIS IS THE END OF RFQ BVH394 ***** TOTAL:						
						See Bid Form

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	Matthew Mansuetto	TELEPHONE	740-633-7320	DATE	4/24/2012
TITLE	President	FAX	55-0483513	ADDRESS CHANGES TO BE NOTED ABOVE	

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

RFQ # BVH394**ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO  
REMOVE THE EXISTING ROOFS AND INSTALL NEW ROOF SYSTEMS**

**WEST VIRGINIA VETERANS HOME  
512 WATER STREET  
BARBOURSVILLE, WV 25504**

**BID FORM -- revised 4/17/2012**

Bidder's Company Name: N.F. Mansuetto & Sons, Inc.

Bidder's Address: 116 Wood Street

Martins Ferry, OH 43935

Remittance Address: Same as Above

(If different) Same as Above

Phone Number: 740-633-7320

Fax Number: 740-633-7322

Email Address: mansuetto@mansuettoroofing.com

WV Contractor's License Number: WV005321

We, the undersigned, hereby propose to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding Documents.

**TOTAL CONTRACT BID**

Six hundred eleven thousand nine hundred dollars and no cents.

(\$ 611,900.00 ) (Total to be written in words and numbers.)

The Bidder understands that to the extent allowed by the West Virginia Code, 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 conditions 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.

Unforeseen Unit Cost for materials including decking, fascia and wood nailer replacement.

Decking Replacement

\$ 8.50 per square foot 4'x8' 3/4 inch CDX exterior  
plywood or 1" x 8" shiplap SPF sheathing  
which should be by the lineal foot.

Fascia Replacement

\$ 5.75 per lineal foot Sizes up to 2" x 8" stock

Wood Nailer Replacement

\$ 3.75 per lineal foot Sizes up to 2" x 8" stock

Vendor Information:

Vendor Name: N.F. Mansuetto & Sons, Inc.

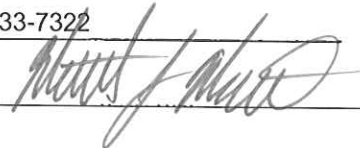
Contact Name: Matthew Mansuetto, President

Address: 116 Wood Street

Martins Ferry, OH 43935

Phone No.: 740-633-7320

Fax No.: 740-633-7322

Authorized Signature: 



**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, N.F. Mansuetto & Sons, Inc.  
of Martins Ferry, Ohio, as Principal, and Fidelity and Deposit Company of Maryland  
of Schaumburg, Illinois, a corporation organized and existing under the laws of the State of Maryland  
with its principal office in the City of Baltimore, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of the Total Amount Bid (\$ 5%) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
Replace and Install Roofs on Several Buildings located at the WV Veterans Home in Barboursville, WV

**NOW THEREFORE,**

(a) If said bid shall be rejected, or  
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached  
hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the  
agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in full  
force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event,  
exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations  
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this  
19th day of April, 2012.

Principal Corporate Seal

N.F. Mansuetto & Sons, Inc.

(Name of Principal)

By *Matt J. Mansuetto*

(Must be President or  
Vice President)

*President*  
(Title)

Surety Corporate Seal

Fidelity and Deposit Company of Maryland

(Name of Surety)

*Nicholas A. Sparachane*  
Attorney-in-Fact  
Nicholas A. Sparachane

**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.**

**Power of Attorney**  
**FIDELITY AND DEPOSIT COMPANY OF MARYLAND**

KNOW ALL MEN BY THESE PRESENTS: That the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, a corporation of the State of Maryland, by DAVID S. HEWETT, Vice President, and ERIC D. BARNES, Assistant Secretary, in pursuance of authority granted by Article VI, Section 2, of the By-Laws of said Company, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, does hereby nominate, constitute and appoint **Nicholas A. SPARACHANE and C. Richard STUMP, both of Wheeling, West Virginia, EACH** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings**, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Company, as fully and amply to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its office in Baltimore, Md., in their own proper persons.

The said Assistant Secretary does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article VI, Section 2, of the By-Laws of said Company, and is now in force.

IN WITNESS WHEREOF, the said Vice-President and Assistant Secretary have hereunto subscribed their names and affixed the Corporate Seal of the said FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 21st day of February, A.D. 1994.

ATTEST:

**FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



*Eric D. Barnes*

*Eric D. Barnes*

*Assistant Secretary*

By:

*David S. Hewett*

*David S. Hewett*

*Vice President*

State of Maryland } ss:  
City of Baltimore }

On this 21st day of February, A.D. 1994, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, came DAVID S. HEWETT, Vice President, and ERIC D. BARNES, Assistant Secretary of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and they each acknowledged the execution of the same, and being by me duly sworn, severally and each for himself depose and saith, that they are the said officers of the Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and that the said Corporate Seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



*Constance A. Dunn*

*Constance A. Dunn*

*Notary Public*

My Commission Expires: July 14, 2011



## EXTRACT FROM BY-LAWS OF FIDELITY AND DEPOSIT COMPANY OF MARYLAND

"Article VI, Section 2. The Chairman of the Board, or the President, or any Executive Vice-President, or any of the Senior Vice-Presidents or Vice-Presidents specially authorized so to do by the Board of Directors or by the Executive Committee, shall have power, by and with the concurrence of the Secretary or any one of the Assistant Secretaries, to appoint Resident Vice-Presidents, Assistant Vice-Presidents and Attorneys-in-Fact as the business of the Company may require, or to authorize any person or persons to execute on behalf of the Company any bonds, undertaking, recognizances, stipulations, policies, contracts, agreements, deeds, and releases and assignments of judgements, decrees, mortgages and instruments in the nature of mortgages,...and to affix the seal of the Company thereto."

### CERTIFICATE

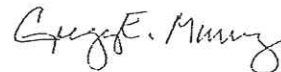
I, the undersigned, Assistant Secretary of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that the Vice-President who executed the said Power of Attorney was one of the additional Vice-Presidents specially authorized by the Board of Directors to appoint any Attorney-in-Fact as provided in Article VI, Section 2, of the By-Laws of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed."

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the said Company,

this 19th day of April, 2012.



*Assistant Secretary*

RFQ No. BVH394

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 exceeds 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: N.F. Mansuetto & Sons, Inc.Authorized Signature: Matthew Mansuetto, President  Date: 4/24/2012State of OhioCounty of Belmont, to-wit:Taken, subscribed, and sworn to before me this 24 day of April, 2012.My Commission expires September 24, 2012.

Jenel A. Duncan  
Notary Public, State of Ohio  
My Commission Expires

NOTARY PUBLIC 



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

STATE OF OHIO

COUNTY OF Belmont, TO-WIT:

I, Matthew Mansuetto, after being first duly sworn, depose and state as follows:

1. I am an employee of N.F. Mansuetto & Sons, Inc.; and,  
(Company Name)
2. I do hereby attest that N.F. Mansuetto & Sons, 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.

N.F. Mansuetto & Sons, Inc.

(Company Name)

By: Matthew Mansuetto

Title: Matthew Mansuetto, President

Date: 4/24/2012

Taken, subscribed and sworn to before me this 24 day of April, 2012.

My commission expires September 24, 2012



Jenel A Duncan  
Notary Public, State of Ohio  
My Commission Expires

Jenel A. Duncan  
(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.**