

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 DNRB11225

ADDRESS CORRESPONDENCE TO ATTENTION OF

FRANK WHITTAKER 304-558-2316

VENDOR

RFQ COPY TYPE NAME/ADDRESS HERE

W. Harley Miller Contractors, Inc. P.O. Box 945 Martinsburg, WV 25402

**DIVISION OF NATURAL RESOURCES** PARKS & RECREATION SECTION

DATE PRI	NTED TER	RMS OF SALE		SHIP VIA	F.O.B.	FREIGHT TERMS
07/06	/2011					
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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 me purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- In the event the vendor/contractor files for bankruptcy protection, the State may deem 12. BANKRUPTCY: 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.h/m 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 director or spending provide all necessary releases to obtain information to enable the 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).



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

FRANK WHITTAKER

304-558-2316

MODZEK

RFQ COPY TYPE NAME/ADDRESS HERE W. Harley Miller Contractors, Inc.

P.O. Box 945 Martinsburg, WV 25402 **DIVISION OF NATURAL RESOURCES** PARKS & RECREATION SECTION

DATE PRIN	TED	TER	MS OF SAL	E	SHIP VIA	FO	В	FREIGHT TERMS
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W. Harley Miller Contractors, Inc. P.O. Box 945 Martinsburg, WV 25402 DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

324 4TH AVENUE SOUTH CHARLESTON, WV 25303-1228 304-558-3397

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 07/06/2011 BID OPENING DATE: 08/10/2011 **BID OPENING TIME** 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT SHIPPING AND HANDLING FOR PLANS & SPECIFICATIONS THAT ARE MAILED. 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 T 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 WORKPLACE AFFIDAVIT WIT THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID. NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 365 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 HERE IN. WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR TUCKER COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT) ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT SEE REVERSE SIDE FOR TERMS AND CONDITIONS GNATURE James W. Daile FLEPHPNE 304-267-8959 DATE 8/10/11 FEIN President 55-0618361 ADDRESS CHANGES TO BE NOTED ABOVE



State of West Virginia
Department of Administration
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W. Harley Miller Contractors, Inc. P.O. Box 945
Martinsburg, WV 25402

DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

324 4TH AVENUE SOUTH CHARLESTON, WV 25303-1228 304-558-3397

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 07/06/2011 BID OPENING DATE: 08/10/2011 **BID OPENING TIME** 01:30PM CAT. NO. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE **AMOUNT** OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED. WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL. ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT: (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 \$250,000. ) 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. FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF (XX) BONDS: THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE 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 THE 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 ACCECPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND. ) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR. SEE REVERSE SIDE FOR TERMS AND CONDITIONS: James W. Dailey,  $I^{\text{FLEPHONE}}$  304-267-8959 GNATURE 8/10/11 FEIN ADDRESS CHANGES TO BE NOTED ABOVE President 55-0618361



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W. Harley Miller Contractors, Inc. P.O. Box 945 Martinsburg, WV 25402 DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

DATE PRINTED 7	TERMS OF SALE	SHIP VIA	FOB.	FREIGHT TERMS
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President	FEIN 55-061	8361		



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State of West Virginia
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2019 Washington Street East
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FRANK WHITTAKER 304-558-2316

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W. Harley Miller Cont

W. Harley Miller Contractors, Inc. P.O. Box 945 Martinsburg, WV 25402 DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

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Department of Administration
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ADDRESSICORRESPONDENCE NO ARRENTION OF

FRANK WHITTAKER
304-558-2316

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DATE PRINTED		TERMS OF SALE		E	SHIP VIA	F.O.B,	FREIGHT TERMS
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	ident	FEI	N.I	5-0618			TO BE NOTED ABOVE



VENDOR

RFQ COPY

P.O. Box 945

TYPE NAME/ADDRESS HERE

Martinsburg, WV 25402

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

W. Harley Miller Contractors, Inc.

# Request for Quotation

DNRB11225

PAGE 10

\*\*\*ADDRESSICORRESPONDENCE TO ATRIENTION TO E

FRANK WHITTAKER 304-558-2316

SH-P

DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

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	REQ. NO.: BID OPENING	DATE	DNRB11225 08/10/2011		
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		<u> </u>	4.7		
	PLEASE PRINT CONCERNING T	OR TYPE NAME OF	PERSON TO	CONTACT	el e
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Preside	n t FEII	N 55-0618361		ADDRESS CHANGES	TO BE NOTED ABOVE
1471 15	TAL DECODOLIDIA T				

#### **DIVISION OF NATURAL RESOURCES**

#### FORM OF PROPOSAL-1

Name of Bidder:	W. Harley MIller Contractors, Inc
Address of Bidder:	
	P.O. Box 945
	Martinsburg, WV 25402
71 - Y - 1 - C	
Phone Number of Bidder:	304-267-8959
Bidder.	001 207 0303
WV Contractors License	
No.	WV005270

We, the undersigned, having examined the site and being familiar with the local conditions affecting the cost of the work and also being familiar with the general conditions to bidders, drawings, and specifications, hereby proposes to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding documents.

#### Base Bid

The Base Bid shall consist of the installation of a new conveyor system, control buildings, and incidental construction as detailed by the contract documents. All pole-mounted lighting and related wiring and circuitry shall be excluded from the Base Bid and included in Additive Alternate No. 1.

Base Bid: Lump sum for all labor, materials, and equipment as stipulated in the Bidding Documents, written in numbers.

Base Bid: Lump sum for all labor, materials, and equipment as stipulated in the Bidding Documents, written in words.

Ona 11.600,000

One million 6ia hentred Homand dollers

#### **DIVISION OF NATURAL RESOURCES**

FORM OF PROPOSAL-2

#### **Additive Alternates**

The following Additive Alternate Bid Items are not to be included in the Base Bid. If the Additive Alternate is selected by the Owner, the work described in the Additive Alternate shall be added to the Contract and the amount indicated for the Additive Alternate shall be added to the Base Bid. The cost for each alternate is the net addition to the Base Bid to add the alternate to the Work. No other adjustments shall be made to the Base Bid or Contract amount.

No.	Description	Amount in Words	Amount in Figures
1	All pole-mounted lighting and related circuitry and wiring.	Sevenhundred to they thousand delles	9750.000

The contract award shall be based on the lowest base bid or the lowest combination of the base bid and alternate bid items, as selected by the Owner. The alternate bid items will be selected in the order indicated in the Form of Proposal.

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 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 the contract, agrees that all work is to be completed within **365** consecutive calendar days following receipt of the Owner's written Notice to Proceed. For each calendar day of delay in achieving completion, the Contractor shall be liable for, and shall pay the Owner liquidated damages in the amount of \$250 per day.

Any work performed or any materials contracted for prior to the receipt of the Owner's written Notice to Proceed, shall be at the Bidder's risk.

PROGRESS PAYMENTS - The CONTRACTOR will make current estimates in writing once each month on AIA Forms G702 and G703 on or before the date set by the OWNER at the time of starting the WORK. The progress payments shall be a true estimate of the materials complete in place and the amount of WORK performed in accordance with the CONTRACT during the preceding month and the value thereof figured at the CONTRACT unit prices or based on the approved schedule of value. Should there be any doubt of the OWNER as to the integrity of any part of the COMPLETED work, the estimates for that portion will not be allowed modified by the CONTRACTOR accordingly. CONTRACTOR shall submit evidence to document the extent of progress payments as required by the OWNER.

#### **DIVISION OF NATURAL RESOURCES**

FORM OF PROPOSAL-3

Progress payments will not be made when the total value of the WORK done since the last estimate amounts to less than Five Hundred Dollars (\$500.00). From the total of the amounts ascertained as payable, an amount equivalent to and in accordance with Article 9 of A201-2007 Supplementary Conditions of the State of West Virginia will be deducted and retained by the OWNER until completion of the entire CONTRACT in an acceptable manner. The balance, less all previous payments, will be certified for payment by the OWNER.

When the WORK under contract has been completed and its acceptance is recommended by the OWNER, the retainage shall be released and paid to the CONTRACTOR.

#### ADDENDUM ACKNOWLEDGEMENT

I hereby acknowledge receipt of the following checked addendum and have made the necessary revisions to my bid or proposal.

	Date
the best of the setter.	7/26/11
•	7/29/11



#### **DIVISION OF NATURAL RESOURCES**

#### FORM OF PROPOSAL-4

I understand that failure to confirm the receipt of the Addendum is cause for rejection of my bid or proposal.

Respectfully submitted:	
Date:	8/10/11
WV Vendor Registration Number:	709051523
By: (signature in ink)	James W. Dailey & James W. Dailey, II
Title:	President
Firm Name:	W. Harley Miller Contractors, Inc.
Firm Address:	P.O. Box 945 Martinsburg, WV 25402

	Agency15 REQ.P.O#
BID	BOND
KNOW ALL MEN BY THESE PRESENTS, That we, the u	ndersigned,
of	, as Principal, and
of , a (	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, or	our heirs, administrators, executors, successors and assigns.
The Condition of the above obligation is such that wherea  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
(a) If said bid shall be rejected, or (b) If said bid shall be accepted and the Principal shall er 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 lial exceed the penal amount of this obligation as herein stated.	oility of the Surety for any and all claims hereunder shall, in no event,
The Surety, for the value received, hereby stipulates and a way impaired or affected by any extension of the time within which waive notice of any such extension.	agrees that the obligations of said Surety and its bond shall be in no the Obligee may accept such bid, and said Surety does hereby
IN WITNESS WHEREOF, Principal and Surety have here	unto 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
day of, 20	
Principal Corporate Seal	(Name of Principal)
	Ву
	(Must be President or Vice President)
	(Title)

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.

Surety Corporate Seal

W. HARLEY MILLER CONTRACTORS, INC.

(Name of Surety)

Attorney-in-Fact

(A)

(C)

(D)

(E)

(F)

(G)

(H)

(I)

(J)

(K)

(L)

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(Q)

(R)

(S)

(T)

(U)

(V)

(W)

NOTE:

WV State Agency

right corner of page #1) Your Company Name

Surety Corporate Name

City, Location of Surety

State, Location of Surety

this line in words.

Day of the month

Name of Corporation

Title of person signing

Corporate Name of Surety

Month

President

Surety

bond.

Year

State of Surety Incorporation

City of Surety Incorporation

Amount of bond in figures

Minimum amount of acceptable bid

Brief Description of scope of work

Raised Corporate Seal of Principal

Signature of President or Vice

Raised Corporate Seal of Surety

Signature of Attorney in Fact of the

Dated, Power of Attorney with Raised

Surety Seal must accompany this bid

bond is 5% of total bid. You may state "5% of bid" or a specific amount on

(Stated on Page 1 "Spending Unit")
Request for Quotation Number (upper

City, Location of your Company

State, Location of your Company

	RFQ/RFP#(B)					
as Principal, and (F)  (H), a corporation of the State of (I) with it	PRESENTS, That we, the undersigned,  (E)  of (G)  organized and existing under the laws ts principal office in the City of held and firmly bound unto The State sum of (K)  nt of which, well and truly to be made,					
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(M)						
(112)						
contract in accordance with the bid or project any other bonds and insurance required by other respects perform the agreement creath this obligation shall be null and void, other force and effect. It is expressly understoom Surety for any and all claims hereunder shamount of this obligation as herein stated.  The Surety for value received, hobligations of said Surety and its bond shamy extension of time within which the Oleman surety does hereby waive notice of any surety does here	and the Principal shall enter into a posal attached hereto and shall furnish with the bid or proposal, and shall in all ted by the acceptance of said bid then be this obligation shall remain in full d and agreed that the liability of the hall, in no event, exceed the penal ereby stipulates and agrees that the hall be in no way impaired or affected by bligee may accept such bid: and said inch extension.  Cipal and Surety have hereunto set their corporations have caused their corporate ints to be signed by their proper officers,					
Principal Corporate Seal (R)	(Q) (Name of Principal)  By (S) (Must be President or Vice President) (T) Title					
(U) Surety Corporate Seal	(V) (Name of Surety)					

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.

Attorney-in-Fact

RFQ No: DNRB11225



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

STATE OF West Virginia
COUNTY OF Berkeley TO-WIT:
I, <u>James W. Dailey</u> , II, after being first duly sworn, depose and state as follows:
<ol> <li>I am an employee of <u>W. Harley Miller Contractors, In</u>;cand, (Company Name)</li> </ol>
2. I do hereby attest that <a href="W. Harley Miller Contractors">W. Harley Miller Contractors</a> , Inc, (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.
W. Harley Miller Contractors, Inc. (Company Name)
By: President Z James W. Dailey, II
Date: 8/10/11
Taken, subscribed and sworn to before me this <u>10</u> day of <u>August</u> , 2011.
By Commission expires Sept. 28, 2016
(Seal) OFFICIAL SEAL NOTARY PUBLIC STATE OF WEST VIRGINIA EMILY D. FLOWERS
THIS AFFIDAMIE MUST BE SUBMITTED WITH THE BID IN ORDER TO
AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.  Rev March 2009 2 2011

RFQ No: DNRB11225

#### 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.

"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 Miller Contractors. Inc. Vendor's Name: Dailev\_ Date:\_ James W. **Authorized Signature** State of West \_\_\_\_, to-wit: County of Berkeley 2011. Taken, subscribed, and sworn to before me this 10 day of August My Commission expires Sept. 28, 2016 **NOTARY PUBLIC AFFIX SEAL HERE** NOTARY PUBLIC STATE OF WEST VIRGINIA EMILY D. FLOWERS 242 FEGAN ROAD BUNKER HILL, WV 25413 My commission expires September 28, 2016 Purchasing Affidavit (Revised 12/15/09)



MOD ZEN

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

### Request for Quotation

DNRB11225

PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

FRANK WHITTAKER 304-558-2316

RFQ COPY TYPE NAME/ADDRESS HERE

W. Harley Miller Contractors, I P.O. Box 945 Martinsburg, WV 25402 DIVISION OF NATURAL RESOURCES PARKS & RECREATION SECTION

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James W. Dailey, 11 304-267-8959 8/10/11	SIGNATURE	$\sim$	n –						0/10/11
President 55-0618361 ADDRESS CHANGES TO BE NOTED ABOVE	L/amb W	Uar		-	James	s W. Dailey	7,71	304-267-8959	8/10/11
	Presi	ident	FE	<sup>IN</sup> 55-	-0618	361		ADDRESS CHANGE	S TO BE NOTED ABOVE



\*709051523

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

W HARLEY MILLER CONTRACTORS IN

304-267-8959

# Request for Quotation

RFQ NUMBER
DNRB11225

PAGE 1

ADDRESS CORRESPONDENCE TO ATTENTION OF

FRANK WHITTAKER 304-558-2316

DIVISION OF NATURAL RESOURCES
PARKS & RECREATION SECTION

PO BOX 945

MARTINSBURG WV 25402

SH PARKS & RECREATION SECTION

324 4TH AVENUE
SOUTH CHARLESTON, WV
25303-1228 304-558-3397

DATE PRINTED

TERMS OF SALE

SHIP VIA

FO.B. FREIGHT TERMS

07/29 BID OPENING DA	/2011					
	00/1//2			BID (	OPENING TIME	01:30PM
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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).

#### **BID BOND**

KNOW ALL MEN BY THE	SE PRESENTS, That we,	, the undersigned, W. Harley Miller Contractors, Inc.
of1193 Hedgesville Road		WV, as Principal, and Developers Surety and Indemnity Company
of Irvine	,California	, a corporation organized and existing under the laws of the State of
lowa with its principal	office in the City of	Irvine, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the	penal sum of Five Perce	ent (5%) of Amount Bid (\$) for the payment of which,
well and truly to be made, we jointly	and severally bind ourse	lves, our heirs, administrators, executors, successors and assigns.
	-	hereas the Principal has submitted to the Purchasing Section of the
Department of Administration a cert	ain bid or proposal, attach	ned hereto and made a part hereof, to enter into a contract in writing for
Sled Run Improvements/Instal	lation of a Conveyor a	nd Site Lighting
Blackwater Falls State Park, T	ucker County, West Vi	rginia (DNRB11225)
NOW THEREFORE,		
(a) If said bid shall be reje	ected, or	hall enter into a contract in accordance with the bid or proposal attached
hereto and shall furnish any other be	onds and insurance require	red by the bid or proposal, and shall in all other respects perform the
agreement created by the acceptant	ce of said bid, then this of	bligation shall be null and void, otherwise this obligation shall remain in full
force and effect. It is expressly unde exceed the penal amount of this obl	erstood and agreed that ti igation as herein stated.	he liability of the Surety for any and all claims hereunder shall, in no event,
exceed the penal different of the	<b>3</b>	
The Surety, for the value re	eceived, hereby stipulates	and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension.		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
17thday ofAugust	2011	
Principal Corporate Seal		W. Harley Miller Contractors, Inc.
		(Name of Principal)
	3	By amb W Dailey 3
		(Must be President or
		Vice President) James W Dailey II
		President
		(Title)
Surety Corporate Seal		Developers Surety and Indemnity Company
,,		(Name of Surety)
		(
		By: Ondo KJ
		Andrew K. Teeter Attorney-in-Fact
		Licensed West Virginia Resident Agent

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

#### POWER OF ATTORNEY FOR DEVELOPERS SURETY AND INDEMNITY COMPANY PO Box 19725, IRVINE, CA 92623 (949) 263-3300

KNOW ALL BY THESE PRESENTS that except as expressly limited, DEVELOPERS SURETY AND INDEMNITY COMPANY, does hereby make, constitute and appoint:

#### \*\*\*Andrew K. Teeter, Douglas P. Taylor, Donna J. Price, Kimberly L. Miles, jointly or severally\*\*\*

as its true and lawful Attorney(s)-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said corporation, as surety, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney(s)-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said corporation could do, but reserving to each of said corporation full power of substitution and revocation, and all of the acts of said Attorney(s)-in-Fact, pursuant to these presents, are hereby ratified and confirmed.

This Power of Attorney is granted and is signed by facsimile under and by authority of the following resolution adopted by the Board of Directors of DEVELOPERS SURETY AND INDEMNITY COMPANY, effective as of January 1st, 2008.

RESOLVED, that a combination of any two of the Chairman of the Board, the President, any Executive Vice-President, Senior Vice-President or Vice-President of the corporation be, and that each of them hereby is, authorized to execute this Power of Attorney, qualifying the attorney(s) named in the Power of Attorney to execute, on behalf of the corporation, bonds, undertakings and contracts of suretyship; and that the Secretary or any Assistant Secretary of the corporation be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney;

RESOLVED, FURTHER, that the signatures of such officers may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures shall be valid and binding upon the corporation when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, DEVELOPERS SURETY AND INDEMNITY COMPANY has caused these presents to be signed by its officers and attested by its Secretary or Assistant Secretary this January 1st, 2008.

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By:	AND WORKER OR PORT TO THE PORT OF THE PORT	
By:Stephen T. Pate, Senior Vice-President	— 10 CT. 1936 COV. 1936 COV.	
State of California County of Orange	The second second	
On August 13th, 2008 before me	Jenny TT Nguyen, Notary Public	
Date	Here Insert Name and Title of the Officer	
personally appeared	Daniel Young and Stephen T. Pate	
	Name(s) of Signer(s)	-



Place Notary Seal Above

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature .

nny TT Nguyen, Notary Public

CERTIFICATE

The undersigned, as Secretary or Assistant Secretary of DEVELOPERS SURETY AND INDEMNITY COMPANY does hereby certify that the foregoing Power of Attorney remains in full force and has not been revoked and, furthermore, that the provisions of the resolution of the Board of Directors of said corporation set forth in the Power of Attorney are in force as of the date of this Certificate.

This Certificate is executed in the City of Irvine, California, this 17th day of August , 201.

Gregg Okura, Assistant Secretary

ID-1438(Rev.11/09)