

# Request for Quotation

SH - P T O

GSD116472

PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF

KRISTA FERRELL 304-558-2596

\*701085036 304-347-8820 OVAL CONSTRUCTION MGT LLC PO BOX 401

CHARLESTON WV 25322

| DEPARTMENT OF ADMINISTRATIO | IN |
|-----------------------------|----|
| GENERAL SERVICES DIVISION   |    |
| JOBSITE                     |    |
| SEE SDECTETCATIONS          |    |

304-558-2317

| DATE PRIN         | TED TEA  | MS OF SALE  | SHIP VIA  | F.O.B.   | FREIGHTTERMS        |
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| 07/14/            |  |   |   |  |                     |
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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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VEZDOR

**\*701085036** 304-347-8820 OVAL CONSTRUCTION MGT LLC PO BOX 401

CHARLESTON WV 25322 DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION **JOBSITE** 

SEE SPECIFICATIONS

304-558-2317

| DATE PRINT        | ED  | TER  | MS OF SALI  |  | SHIP   | VIA   |   | FOB.   |      | 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

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**CHARLESTON WV** 25322

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304-558-2596

**\*701085036** 304-347-8820 **OVAL CONSTRUCTION MGT LLC** PO BOX 401

CHARLESTON WV

DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION JOBSITE SEE SPECIFICATIONS

304-558-2317

DATE PRINTED TERMS OF SALE SHIP VIA FOB FREIGHT TERMS 07/14/2011 **BID OPENING DATE:** 08/18/2011 BID OPENING TIME 01:30PM AMOUNT LINE QUANTITY UOP ITEM NUMBER UNIT PRICE PERSONAL OR BUSINESS CHECKS ARE NOT UNDER \$100,000. 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. REV. 11/00 EXHIBIT 7 DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS PROJECTS IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS. FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASIONABLE. SUCH COST IS UNREASONABLE IF IT IS 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TITLE 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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| DATE.               |                  |  |                 |                   |
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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

25322

### Request for Quotation

**REG NUMBER** GSD116472

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL <u> 304-558-2596</u>

**\*701085036** 304-347-8820 OVAL CONSTRUCTION MGT LLC PO BOX 401

CHARLESTON WV

GENERAL SERVICES DIVISION JOBSITE SEE SPECIFICATIONS

DEPARTMENT OF ADMINISTRATION

304-558-2317

DATE PRINTED TERMS OF SALE SHIP VIA FOB. FREIGHT TERMS 07/14/2011 BID OPENING DATE: BID OPENING TIME 01:30PM 08/18/2011 QUANTITY UOP UNIT PRICE AMOUNT LINE ITEM NUMBER ..SIGNATURE PAUAGEHEUT, UCOMPANY CONSTRUCTION REV. 11/96 CONTRACTORS LICENSE WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS THE WEST VIRGINIA CONTRACTORS STATE MUST BE LICENSED. 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 TELEPHONE: (304) 558-7890. 25305. 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: CHAL CONSTRUCTION MANAGEMENT, LLC WV037157 CONTRACTORS LICENSE NOL: 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 TITLE ADDRESS CHANGES TO BE NOTED ABOVE



VENDOR

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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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION JOBSITE SEE SPECIFICATIONS

304-558-2317

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#### REQUEST FOR QUOTATIONS

# Building 5, 6 & 7 Site Amenities Capitol Complex

Location:

West Virginia State Capitol Complex

1900 Kanawha Blvd., East

Charleston, West Virginia 25305

For:

State of West Virginia General Services Division 1900 Kanawha Blvd; East

Charleston, West Virginia 25305

All inquiries for specification clarification shall be addressed to:

Krista Ferrell, Buyer Supervisor

Purchasing Division P. O. Box 50130

Charleston, West Virginia 25305-0130

Telephone: (304) 558-2596

Fax: (304) 558-4115 Krista.S.Ferrell@wv.gov

The Acquisition and Contract Administration Section of the Purchasing Division "State" for the West Virginia General Services Division is soliciting quotations to provide outdoor amenities at State Capitol Complex located at 1900 Kanawha Blvd, East in Charleston, West Virginia. This document is intended to supplement information provided in the standard "Request for Quotation" and "General Terms and Conditions" issued by the Purchasing Division for this project. Contractors should carefully review all documents.

#### Mandatory Pre-Bid Meeting:

A mandatory pre-bid conference will be held on July 20th, 2011, at 10:00 am. Contractors attending the meeting shall assemble at Room MB-60 in the Capitol Building basement. See Purchasing Division Request for Quotation for additional information.

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

#### Scope of Work:

The work consists of the installation of concrete pads, light poles and furniture in front of Building 5, 6 and 7. Work includes, constructing of concrete pads, installation of light poles, constructing and installing outdoor furniture and surfaces, landscape restoration and other related work for the full completion of the project.

Work shall be conducted as a single project. Work in each area shall be substantially complete prior to beginning the next area. The Contractor shall submit a schedule within 72 hours after the award showing the commencement and completion dates for each proposed area or subsystem. The schedule shall be reviewed and approved by the Owner prior to commencement of the work. The Contractor shall coordinate the schedule around Owner's work requirements.

The Contractor shall furnish all materials, labor, and equipment necessary to complete all work as indicated by these specifications. The project scope is that the completed work consists of a fully completed outdoor seating area. The Contractor shall furnish any incidental work, materials, labor and equipment that are necessary to complete the work, even if such incidental work is not explicitly included in the contract documents.

Any equipment contracted for prior to receipt of the signed purchase order and written Notice to Proceed letter shall be at the Bidder's risk.

#### **Documents:**

This Request for Quotations also incorporates the attached documents:

- 1. The WV Purchasing Division "Request for Quotation" and "General Terms and Conditions".
- 2. Drawings:
  - CS -- Cover Sheet
  - C1.1 Civil Plan
  - C2.1 Civil Detail
  - C3.1 Civil Detail
  - E1.1 Electrical Plan
  - E2.1 Electrical Plan
  - E3.1 Electrical Detail
- 3. Specification Section
  - Concrete Specification
- 4. Bid Form

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

#### Contract Period:

The Contract shall be substantially completed within **Sixty (60)** calendar days from the issuance of the written Notice to Proceed. In accordance with the West Virginia State Code 5A-3-4(8), Contractor agrees that liquidated damages shall be imposed at the rate of \$250.00 per day for failure to complete the project within the contract period. This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other additional remedy to which the State or Agency may have legal cause for action including further damages against the Contractor.

#### Reference Requirement:

The qualified Contractor shall have at least three years experience performing such work on projects of a similar size and type. Bidders shall supply, with their bid, at least three references indicating their capabilities to perform such work. References should include the name, location, ownership and use of the building in addition to the name, address and telephone number of a contact person with the building's owner familiar with the duct cleaning work.

#### **Definitions**:

- A. The Department of Administration, General Services Division, Room MB-60, State Capitol, Charleston, West Virginia shall be hereinafter called the "Owner".
- B. The vendor or service organization contracted by these specifications shall hereinafter be called the "Contractor".
- C. "The Contract", as herein stated, shall mean the agreement between the Owner and the Contractor to provide the services as herein specified.
- D. "Owners Representative", as herein stated, shall be defined as that person so designated by the Director of the General Services Division.
- E. "Architect/Engineer", as stated in these Contract Documents shall refer to the General Services Division.

#### Payment:

The Contractor shall submit two copies (one original and one copy) of current invoices once each month on AIA forms G702 and G703. Invoices shall be signed in blue ink. Deliver invoices to:

General Services Division Attn: Business Manager 1900 Kanawha Blvd. East Building 1, Room MB-68 Charleston, West Virginia 25305

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

Payments shall be made monthly based on the percentage of work completed. A ten percent (10%) retainage will be deducted until substantial completion of the contract. Progress payments shall not be made when the total value of the work performed since the last estimate amounts to less than Five Hundred (\$500.00) dollars.

Submit the proposed invoice to the General Services Division - Projects / Engineering Section for approval of format prior to submission of first invoice. All work shall be inspected and approved prior to payment.

Submit certified payrolls with each payment application.

#### **Supplementary General Conditions:**

- 1. The Contractor shall procure all necessary permits and licenses to comply with all applicable laws, Federal, State, or municipal, along with all regulations, and ordinances of any regulating body.
- 2. The Contractor shall pay any applicable sales, use, or personal property taxes, arising out of this Contract and the transactions contemplated thereby. Any other taxes levied upon this Contract, the transaction, or the equipment, or services delivered pursuant hereto shall be borne by the Contractor. It is clearly understood that the State of West Virginia is exempt from any taxes regarding performance of the scope of work of this Contract.
- Contractor shall be responsible for parts and materials as follows:
  - A. The Contractor shall supply all tools, tool accessories, personal safety equipment, and supplies necessary to execute the responsibilities of this Contract.
  - B. Contractor shall furnish a warranty of twelve (12) months for labor and materials.

#### **Bonds and Insurance:**

Refer to Purchasing Division's 'Request for Quotation' for requirements on bonding; insurance; wage rates; "Foreign made aluminum, glass and steel in Public Works Projects", and other project requirements.

#### **General Requirements:**

#### Submittals:

All submittals for this project shall be reviewed and approved by the General Services Division Architectural/Engineering Section.

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

#### **Project Closeout:**

- 1. Final cleanup shall be completed prior to final acceptance.
- 2. The Contractor shall submit As-Built Drawings and record documents.
- 3. The Contractor shall submit "Affidavit of Payment of Debts and Claims."

#### Final Inspection:

The Final Inspection will be conducted by a Project Manager from the General Services Division, Architectural / Engineering Section.

Work found to be in accordance with the Contract Documents will be accepted as complete for final acceptance. Unacceptable work, or work not in accordance with the Contract Documents shall be removed, replaced, changed or cleaned as required to meet requirements of Contract Documents prior to final acceptance. Final Acceptance does not waive or release Contractor to conform to the Contract Documents.

The date of Substantial Completion shall be determined by the Architect/Engineer conducting the final inspection based on all work being complete for final acceptance or substantially complete to permit beneficial use by the Owner. Final payment shall not be made until all work is finally accepted.

#### **Limits of Work**

Work areas will be limited to those spaces required for access to the Loading Dock doors.

No interior space may be utilized for temporary (overnight) storage of equipment and tools. Coordinate storage needs with the GSD Building Manager and GSD Project Manager.

Owner and Agency facilities shall remain in use during this contract. Contractor shall work with the Building Manager and Protective Services to coordinate the temporary access to work areas and otherwise provide for the Contractor needs to complete work. Contractor shall minimize disruption to Capitol work areas and loading dock access.

#### **Use of Facilities**

Contractor shall be permitted reasonable use of building utilities including power, water and sanitary sewage disposal as required for conducting the work. Coordinate the location of service connections or use of receptacle with the building manager to avoid overloading existing circuits.

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

#### **Contractor Schedule:**

The Contractor shall overall project schedule within seventy-two hours of Notice to Proceed. Where coordination may be required between the occupants of the buildings and the Contractor, provide at least one week's advance notice prior to conducting work in those areas. The Contractor shall adhere to schedule provided and coordinate with through the Project Manager.

#### **Waste Removal**

Contractor to make arrangements for the collection and disposal of Contractor's waste and construction related debris. Debris shall be removed on a daily basis.

#### **Contractor Visitor Badges**

The Capitol Complex is a semi-secure facility. Contractor shall provide a list of all personnel working on this project within the Complex. This list shall include a copy of full name, valid driver's license or other legal identification and include date of birth, company name, address, office phone and cell phone. All proposed workers may be subjected to a criminal history / driver's license background check prior to being permitted to work in state buildings. Workers shall carry valid Contractor Photo ID Badges to be worn when working in the building. Under no circumstances shall a worker be assigned to this project without the validation first being submitted to the General Services Division and approval given.

#### Work Restrictions:

Work shall be generally performed inside the Complex during normal business working hours of 7:00 am to 7:00 pm, Monday through Friday, except state recognized holidays.

This is a non-smoking Campus: Smoking is not permitted within the building or near entrances, operable windows or outdoor air intakes.

The sidewalk areas are necessary to the functioning of Buildings 5, 6 and 7. Expect traffic during work periods. Traffic through the doors cannot be blocked for extended or unscheduled periods of time. Contractor shall secure work area when unattended or after hours.

#### **Parking**

No parking is available on the project site. Parking in non-designated areas is not permitted. A limited number of spaces will be allocated for contractors vehicles near the project site. Parking for Contractor's personnel will be available in the designated contractor's parking area near Laidley Field. Provisions will be made for locating refuse dumpsters if required by the project.

Use of sidewalk areas for parking is strictly prohibited.

Capitol Complex Bldg. 5, 6 and 7 Site Amenities Project No. GSD 116472

With prior approval, contractor's vehicles may be brought on-site for loading & unloading or to provide equipment necessary for conducting the work. Vehicles not necessary for conduct of work shall be removed from site within one-half hour.

#### **Site Access**

The Complex is available from 7:00 am to 7:00 pm. Extended work hours may be acceptable if approved by the Owner. The surrounding buildings are secure locations. Access to the building shall be coordinated with the Owner.

#### Codes:

All work is to be performed in compliance with applicable Federal and State codes including but not limited to the International Building Code, International Mechanical Code, Life Safety Code, NEC, OSHA,UL, ANSI, ASME, West Virginia State Fire Code and related standards.

#### Safety:

Perform all work in compliance with applicable safety regulations. Work shall be subject to verification and inspection by GSD Safety representatives. Such verification shall not relieve the Contractor from meeting all applicable safety regulations and inspection by other agencies.

Notify Owner if suspected hazardous materials are encountered. Any areas requiring abatement will be provided by the GSD under separate contract.

#### **Hot Work Permit:**

Contractor shall obtain Owner's permission prior to performing any work that requires an open flame, creates sparks, use's equipment that creates combustible temperatures, or performs any work that could result in a fire hazard. Owner will review work area and issue a 'Hot Work Permit' prior to Contractor commencing work. Note that the Contractor must take proper precautions and may be required to provide a Fire Watch as a condition of the permit.

#### Workmanship:

Contractor shall complete all work in a neat and workmanlike manner. All work shall be done using new materials in a manner that meets commercial quality standards. Work shall be neat, true, plumb and square, as applicable. Contractor shall verify all dimensions.

#### Warranty:

In addition to individual material warranties, Contractor shall warranty all work for a period of one year from the date of Substantial Completion.

#### SECTION 03300 - CAST-IN-PLACE CONCRETE

#### PART 1 - GENERAL

#### 1.1 SUMMARY

A. This Section specifies cast-in place concrete, including formwork, reinforcement, concrete materials, mixture design, placement procedures, and finishes.

#### 1.2 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Design Mixtures: For each concrete mixture.
- C. Shop Drawings: For steel reinforcement and formwork. Material certificates. Provide Sketch showing control / expansion joint patterns at each segment over five feet in with.

#### 1.3 QUALITY ASSURANCE

- A. Manufacturer Qualifications: A firm experienced in manufacturing ready-mixed concrete products and that complies with ASTM C 94/C 94M requirements for production facilities and equipment.
  - 1. Manufacturer certified according to NRMCA's "Certification of Ready Mixed Concrete Production Facilities."
- B. ACI Publications: Comply with the following unless modified by requirements in the Contract Documents:
  - 1. ACI 301, "Specification for Structural Concrete," Sections 1 through 5.
  - 2. ACI 117, "Specifications for Tolerances for Concrete Construction and Materials."

#### **PART 2 - PRODUCTS**

#### 2.1 FORM-FACING MATERIALS

A. Smooth-Formed Finished Concrete: Form-facing panels that will provide continuous, true, and smooth concrete surfaces. Furnish in largest practicable sizes to minimize number of joints.

#### 2.2 STEEL REINFORCEMENT

- A. Reinforcing Bars: ASTM A 615/A 615M, Grade 60, deformed.
- B. Plain-Steel Welded Wire Reinforcement: ASTM A 185, plain, fabricated from as-drawn steel wire into flat sheets.
- C. Bar Supports: Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcing bars and welded wire reinforcement in place. Manufacture bar supports from steel wire, plastic, or precast concrete according to CRSI's "Manual of Standard Practice."

#### 2.3 CONCRETE MATERIALS

- A. Cementitious Material: Portland Cement: ASTM C 150, Type I
- B. Normal-Weight Aggregates: ASTM C 33, graded, 3/4-inch nominal maximum coarse-aggregate size.
  - 1. Fine Aggregate: Free of materials with deleterious reactivity to alkali in cement.
- C. Water: ASTM C 94/C 94M and potable.
- D. Air-Entraining Admixture: ASTM C 260.
- E. Chemical Admixtures: Provide admixtures certified by manufacturer to be compatible with other admixtures and that will not contribute water-soluble chloride ions exceeding those permitted in hardened concrete. Do not use calcium chloride or admixtures containing calcium chloride.
  - 1. Water-Reducing Admixture: ASTM C 494/C 494M, Type A.
  - 2. Retarding Admixture: ASTM C 494/C 494M, Type B.

#### 2.4 CURING MATERIALS

- A. Evaporation Retarder: Waterborne, monomolecular film forming, manufactured for application to fresh concrete.
- B. Absorptive Cover: AASHTO M 182, Class 2, burlap cloth made from jute or kenaf, weighing approximately 9 oz./sq. yd. when dry.
- C. Moisture-Retaining Cover: ASTM C 171, polyethylene film or white burlap-polyethylene sheet.
- D. Water: Potable.

#### 2.5 RELATED MATERIALS

A. Expansion- and Isolation-Joint-Filler Strips: [ASTM D 1751, asphalt-saturated cellulosic fiber.

#### 2.6 CONCRETE MIXTURES

- A. Prepare design mixtures for each type and strength of concrete, proportioned on the basis of laboratory trial mixture or field test data, or both, according to ACI 301.
- B. Cementitious Materials: Use fly ash, pozzolan, and silica fume as needed to reduce the total amount of portland cement, which would otherwise be used, by not less than 40 percent.
- C. Proportion normal-weight concrete mixture as follows:
  - 1. Minimum Compressive Strength: 4000 psi at 28 days.
  - 2. Maximum Water-Cementitious Materials Ratio: 0.45.
  - 3. Slump Limit: 3 inch, plus or minus 1 inch.
  - 4. Air Content: 7 percent, plus or minus 1.5 percent at point of delivery for 3/4-inch nominal maximum aggregate size.

#### 2.7 FABRICATING REINFORCEMENT

A. Fabricate steel reinforcement according to CRSI's "Manual of Standard Practice."

#### 2.8 CONCRETE MIXING

- A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94/C 94M, and furnish batch ticket information.
  - 1. When air temperature is between 85 and 90 deg F reduce mixing and delivery time from 1-1/2 hours to 75 minutes; when air temperature is above 90 deg F reduce mixing and delivery time to 60 minutes.

#### PART 3 - EXECUTION

#### 3.1 FORMWORK

- A. Design, erect, shore, brace, and maintain formwork according to ACI 301 to support vertical, lateral, static, and dynamic loads, and construction loads that might be applied, until structure can support such loads.
- B. Construct formwork so concrete members and structures are of size, shape, alignment, elevation, and position indicated, within tolerance limits of ACI 117.
- C. Chamfer exterior corners and edges of permanently exposed concrete.

#### 3.2 STEEL REINFORCEMENT

A. General: Comply with CRSI's "Manual of Standard Practice" for placing reinforcement.

#### 3.3 JOINTS

- A. General: Construct joints true to line with faces perpendicular to surface plane of concrete.
- B. Construction Joints: Install so strength and appearance of concrete are not impaired, at locations indicated or as approved by Architect.
- C. Contraction Joints in Slabs-on-Grade: Form weakened-plane contraction joints, sectioning concrete into areas as indicated. Construct contraction joints for a depth equal to at least one-fourth of concrete thickness as follows:
  - 1. Grooved Joints: Form contraction joints after initial floating by grooving and finishing each edge of joint to a radius of 1/8 inch. Repeat grooving of contraction joints after applying surface finishes. Eliminate groover tool marks on concrete surfaces.
  - 2. Sawed Joints (where approved): Form contraction joints with power saws equipped with shatterproof abrasive or diamond-rimmed blades. Cut 1/8-inch wide joints into concrete when cutting action will not tear, abrade, or otherwise damage surface and before concrete develops random contraction cracks.
- D. Isolation Joints in Slabs-on-Grade: After removing formwork, install joint-filler strips at slab junctions with vertical surfaces, such as column pedestals, foundation walls, grade beams, and other locations, as indicated.

#### 3.4 CONCRETE PLACEMENT

- A. Before placing concrete, verify that installation of formwork, reinforcement, and embedded items is complete and that required inspections have been performed.
- B. Deposit concrete continuously in one layer or in horizontal layers of such thickness that no new concrete will be placed on concrete that has hardened enough to cause seams or planes of weakness. If a section cannot be placed continuously, provide construction joints as indicated. Deposit concrete to avoid segregation.
  - 1. Consolidate placed concrete with mechanical vibrating equipment according to ACI 301.
- C. Cold-Weather Placement: Comply with ACI 306.1.
- D. Hot-Weather Placement: Comply with ACI 301.

#### 3.5 FINISHING FORMED SURFACES

- A. Rubbed Finish: Apply the following to smooth-formed finished as-cast concrete where indicated:
  - 1. Smooth-Rubbed Finish: Wet concrete surfaces and apply grout of a consistency of thick paint to coat surfaces and fill small holes. Mix one part portland cement to one and one-half parts fine sand with a 1:1 mixture of bonding admixture and water. Add white portland cement in amounts determined by trial patches so color of dry grout will match adjacent surfaces. Scrub grout into voids and remove excess grout. When grout whitens, rub surface with clean burlap and keep surface damp by fog spray for at least 36 hours.
- B. Related Unformed Surfaces: At tops of walls, horizontal offsets, and similar unformed surfaces adjacent to formed surfaces, strike off smooth and finish with a texture matching adjacent formed surfaces. Continue final surface treatment of formed surfaces uniformly across adjacent unformed surfaces, unless otherwise indicated.

#### 3.6 FINISHING SIDEWALKS AND SLABS

- A. General: Comply with ACI 302.1R recommendations for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.
- B. Trowel Finish: After applying float finish, apply first troweling and consolidate concrete by hand or power-driven trowel. Continue troweling passes and restraighten until surface is free of trowel marks and uniform in texture and appearance. Grind smooth any surface defects that would telegraph through applied coatings or floor coverings.
  - 1. Apply a trowel finish to surfaces.
  - 2. Finish and measure surface so gap at any point between concrete surface and an unleveled, freestanding, 10-foot-long straightedge resting on 2 high spots and placed anywhere on the surface does not exceed 3/16 inch.
- C. Trowel and Fine-Broom Finish: Apply a first trowel finish to sidewalk surfaces. While concrete is still plastic, slightly scarify surface with a fine broom. Comply with flatness and levelness tolerances for trowel finished floor surfaces.
- D. Exposed Aggregate Finish: Provide exposed aggregate finish on sidewalk slabs. Use retarding Admixture (ASTM C 494/C 494M, Type B) for retarding surface cement. Coordinate aggregate color and texture with sample panels with Owner prior to placing walk. Retain approved sample panel as an approved example until concrete work is complete.

#### 3.7 CONCRETE PROTECTING AND CURING

A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 306.1 for cold-weather protection and ACI 301 for hot-weather protection during curing.

- B. Evaporation Retarder: Apply evaporation retarder to unformed concrete surfaces if hot, dry, or windy conditions cause moisture loss approaching 0.2 lb/sq. ft. x h before and during finishing operations. Apply according to manufacturer's written instructions after placing, screeding, and bull floating or darbying concrete, but before float finishing. Evaporation retarder shall not be the sole means of curing.
- C. Cure concrete according to ACI 308.1, by Moisture-Retaining-Cover Curing: Cover concrete surfaces with moisture-retaining cover for curing concrete, placed in widest practicable width, with sides and ends lapped at least 12 inches, and sealed by waterproof tape or adhesive. Cure for not less than seven days. Immediately repair any holes or tears during curing period using cover material and waterproof tape.

#### 3.8 CONCRETE SURFACE REPAIRS

A. Defective Concrete: Remove and replace concrete defective concrete.

#### 3.9 FIELD QUALITY CONTROL

1. Testing and Inspecting: If required, Owner will engage a qualified independent testing and inspecting agency to perform field tests and inspections and prepare test reports.

**END OF SECTION 03300** 

State of West Virginia
Department of Administration

General Services Division GSD116472 Bldg 5, 6 & 7 Site Amenities

### **REQUEST FOR QUOTATIONS #GSD116472**

# **Building 5, 6 & 7 Site Amenities**

# **BID FORM**

| Bidder's Company Name: OUAL CONSTRUCTION HANAGEMENT, LLC   |
|--|
| Bidder's Address: Po Box 401   |
| CHARLESTON, WV 25322   |
| Remittance Address:(if different)  |
| Phone Number: (304) 347. 8820  |
| Fax Number: (304) 347.8821   |
| Email Address: <u>Jeanney &amp; ovalconstruction.</u> com  |
| WV Contractor's License Number: <u> </u>   |
| 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 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   |
| ONE HUNDRED FIFTY MINE THOUSAND DOCCARS  |
| (\$  |

# State of West Virginia Department of Administration

### General Services Division GSD116472 Bldg 5, 6 & 7 Site Amenities

# References

| Reference Name:      | BRIAN GILLESPIE  | <b>.</b>                                |
|----------------------|------------------|---|
| Position:            | PROJ. HANAGER    |   |
| Address:             | CHARLESTON, WU   |   |
| Telephone Number:    | (304) 957.7130   |   |
| Project Name:        |                  | PE ENHANCEMENT                          |
| Project Description: | IL H             | 11                                      |
|                      |                  |   |
|                      |                  |   |
| D. (                 |                  |   |
| Reference Name:      | DOUG HARTLEY     |   |
| Position:            | KET ASSIST. DI   | rector_                                 |
| Address:             | CHARLES TORS, W. | • · · · · · · · · · · · · · · · · · · · |
| Telephone Number:    | (304) 343.384    |   |
| Project Name:        | BUSEARAGE ADI    |   |
| Project Description: | BUS GARAGE AD    |   |
|                      |                  |   |
|                      |                  | •                                       |
|                      |                  |   |
| Reference Name:      | CHRIS KNOX       |   |
| Position:            | CITY ENGINEER    |   |
| Address:             | CHARLESTON, WY   | /                                       |
| Telephone Number:    | (304) 348. 810   | 6                                       |
| Project Name:        | CHARLESTON       | RIVERFEONT Pack                         |
| Project Description: | CANOPY FOUN      | DATIONS & STREETSCAPE                   |

#### BID BOND

|                             | KNOW ALL N   | MEN BY THES   | E PRESENTS, That  | t we, the undersigne  | Oval Construction Mai  | nagement, LLC  |
|-----------------------------|--|---|---|---|--|--|
|                             | of P.O. B  | ox 401  | <u>Charles</u>  | ston, WV 25322  | , as Principal, and Ohio F   | armers Insurance   |
| mpany                       |  | eld Center,   |   | , a corporatio  | organized and existing under t   | ne laws of the State of  |
| Ohio                        | with   | ı its principal of                                  | ffice in the City of ${\color{red} {f V}}$                              | Vestfield Cente   | , as Surety, are held and fin  | nly bound unto the State   |
|                             | Virginia, as O   | bligee, in the pe                                   | enal sum of Five Pe   | rcent of Total Amou   | t Bid(\$ 5%  | for the payment of which,  |
| well and                    | l truly to be ma   | ide, we jointly a                                   | and severally bind o  | urselves, our heirs,  | dministrators, executors, succes   | ssors and assigns.   |
|                             |  |   |   |   | pal has submitted to the Purcha  |  |
|                             |  |   |   | ittached hereto and i   | ade a part hereof, to enter into   | a contract in writing for  |
| West \                      | Virginia Sta   | ite Capitol (                                       | Complex - Chai  | rleston, WV   |  |  |
|                             | NOWTHERE   | FORE,   |   |   |  |  |
| agreeme                     | (b) If said bi<br>and shall furnis<br>ent created by<br>ad effect. It is o | h any other bor<br>the acceptance<br>expressiv unde | pted and the Princip<br>nds and insurance re<br>a of said bid, then the | equired by the bid only<br>his obligation shall be<br>that the liability of the | contract in accordance with the l<br>proposal, and shall in all other in<br>null and void, otherwise this ob<br>Surety for any and all claims he | espects perform the<br>ligation shall remain in full                     |
| way imp                     | The Surety, to<br>paired or affect<br>otice of any su                      | ed by any exter<br>ch extension.                    | nsion of the time wi  | thin which the Oblige   | the obligations of said Surety a<br>e may accept such bid, and said  | Surety does hereby   |
| waive fi                    | IN WITNESS   | WHEREOF, P  | rincipal and Surety   | Have hereunto ser il  | eir hands and seals, and such o  | f them as are corporations   |
|                             |  |   |   |   | eir hands and seals, and such o<br>o be signed by their proper offic   |  |
|                             |  |   |   |   |  |  |
| have ca                     | used their con   | porate seals to<br>August                           | be affixed hereunto   |   | o be signed by their proper office Oval Construction M   | ers, this anagement, LLC   |
| have ca                     | used their coη<br>_day of  | porate seals to<br>August                           | be affixed hereunto   |   | o be signed by their proper office Oval Construction M   | ers, this  |
| have ca                     | used their coη<br>_day of  | porate seals to<br>August                           | be affixed hereunto   |   | Oval Construction M  (Name of  | anagement, LLC   |
| have ca                     | used their coη<br>_day of  | porate seals to<br>August                           | be affixed hereunto   |   | Oval Construction M  | anagement, LLC  Principal)  President or sident                          |
| have ca                     | used their coη<br>_day of  | porate seals to<br>August                           | be affixed hereunto   |   | Oval Construction M  (Name of Must be Vice Pre   | anagement, LLC  Principal)  President or sident                          |
| have ca<br>18th<br>Principa | used their coη<br>_day of  | porate seals to August eal                          | be affixed hereunto   |   | Oval Construction M (Name of (Must be Vice Pre   | anagement, LLC  Principal)  President or sident)  EMBER  e)  nce Company |

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.

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

and State of WV its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, of CHARLESTON place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of

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

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 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 pame of and on behalf of the Company to execute acknowledge and

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 A.D., 2007 .

MSURANC Corporate Seals Affixed State of Ohlo

County of Medina

San Kanana

WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

Richard L. Kinnaird, Jr., Senior Executive

A.D., 2007, before me personally came Richard L. Kinnaird, Jr. to me known, who, being by me duly On this 09th day of MAY 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 size of the said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of sald Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

State of Ohio County of Medina

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, Ohio, this 18th day of A.D., 2011 August

SURANC

EXTIONAL M'S The the same



Frank A. Carrino, Secretary



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

| STATE OF   |
|--|
| COUNTY OF KANAWHA , TO-WIT:  |
| I, <u>JAMES R. CARNEY</u> , <u>JR.</u> , after being first duly sworn, depose and state as follows:  |
| 1. I am an employee of Ovac Construction HanaGEHENT, CCC; and, (Company Name)  |
| 2. I do hereby attest that OUAL COUSTROCTION HAVAGENEWT, CCC (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.  |
| OUAL CONSTRUCTION HADAGEHENT, LLL (Company Name)   |
| Ву:  |
| Title: HANAGILG MEMBER   |
| Date: <u>8/18/11</u>   |
| Taken, subscribed and sworn to before me this 18th day of August 2011.   |
| By Commission expires $\frac{3}{25}\sqrt{25}$  |
| (Seal)  OFFICIAL SEAL STATE OF WEST VIRGINIA NOTARY PUBLIC ERIC COFFEY OVAL CONSTRUCTION   |
| P. O. BOX 401  CHARLESTON, WV 25322  CHARLESTON, WV 25322  My commission expires March 25, 2020  THIS AFEIDAVIT AUST DE 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.  |

|         | GSD116472 |
|---------|-----------|
| RFQ No. |           |

# 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

CHARLESTON, WV 25322 My commission expires March 25, 2020

| Vendor's Name: DUAL CONSTRUCTION MANAGEME  | ANT CCC  |
|--|--|
|  |  |
| Authorized Signature:  | Date: 8/18/11  |
| State of www   |  |
| County of Kanawi-14, to-wit:   |  |
| Taken, subscribed, and sworn to before me this 18th day of                       | 4ugust , 2011.   |
| My Commission expires $3/25$ ,   | 2020.  |
| AFFIX SEAL HERE NOTAE  | RY PUBLIC TO THE STATE OF THE S |
| OFFICIAL SEAL STATE OF WEST VIRGINIA NOTARY PUBLIC ERIC COFFEY OVAL CONSTRUCTION |  |