# EXHIBIT A

# PRICING PAGE

Total Lump Sum Bid Amount: \$_9,475.00					
Contractor's Name: Elevator Solutions LLC.					
Contractor's Address: 17949 College Road, Hagerstown, Md. 21740					
Phone Number of Contact: 301-791-7979					
Fax Number of Contact: 301-791-7980					
E-mail Address: elevatorsolutions@comcast.net					
Signature: Sharon Block					
Sharon Block Title: President					
Date of Signature: 01/20/14					

### Basis of Award:

The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest total lump sum bid amount shown on the Pricing Page.

01/21/14 10:30:04AM West Virginia Purchasing Division

RFQ No.	BHS14118
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## STATE OF WEST VIRGINIA **Purchasing Division**

# **PURCHASING AFFIDAVIT**

MANDATE: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

#### **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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

# Vendor's Name: Elevator Solutions LLC Authorized Signature: Date: \_01/20/14 State of \_\_Maryland County of Washington , to-wit: Machington Constitution

AFFIX SEAL HERE

My Commission expires

WITNESS THE FOLLOWING SIGNATURE:

**NOTARY PUBLIC** 

# **CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety, understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of myknowledge, the bidder has properly registered with any State agency that may require registration.

<u>Elevator Solu</u>	tions LLC.	
(Company)		
Sharon	Book	
(Authorized Signatu	re)	
Sharon Block,	President	
(Representative Nan	ne, Title)	
301-791-7979	301-791-7980	
(Phone Number)	(Fax Number)	
	,	
01/20/14		
(Date)		_

# REQUEST FOR QUOTATION BHS14118 TKE TAC 50 Control

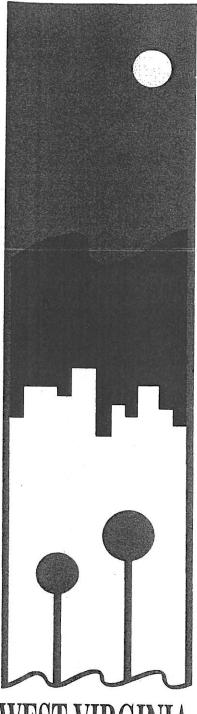
#### 8. VENDOR DEFAULT:

- **8.1** The following shall be considered a vendor default under this Contract.
  - **8.1.1** Failure to perform Contract Services in accordance with the requirements contained herein.
  - **8.1.2** Failure to comply with other specifications and requirements contained herein.
  - **8.1.3** Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
  - **8.1.4** Failure to remedy deficient performance upon request.
  - 8.2 The following remedies shall be available to Agency upon default.
    - **8.2.1** Cancellation of the Contract.
    - **8.2.2** Cancellation of one or more release orders issued under this Contract.
    - **8.2.3** Any other remedies available in law or equity.

#### 9. MISCELLANEOUS:

9.1. Contract Manager: During the performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list it's Contract Manager and his or her contact information below.

Contract Manager: Sharon Block
Telephone Number: 301-791-7979
Fax Number: 301-791-7980
Email Address: elevatorsolutions@comcast.net



# **CONTRACTOR LICENSE**

Authorized by the

West Virginia Contractor Licensing Board

Number:

WV044793

Classification:

SPECIALTY

ELEVATOR SOLUTIONS LLC DBA ELEVATOR SOLUTIONS LLC 17949 COLLEGE RD HAGERSTOWN, MD 21740

**Date Issued** 

**Expiration Date** 

NOVEMBER 10, 2013

NOVEMBER 10, 2014

Authorized Company Signature

Chair, West Virginia Contractor

Licensing Board

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



## CERTIFICATE OF LIABILITY INSURANCE

ELEVA-2 OP ID: JH

DATE (MM/DD/YYYY)

05/07/2013

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

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

PRODUCER Diversified Insurance Industries, Inc. Suite 155 West, 2 Hamill Road Baltimore, MD 21210-1873 Brian D. O'Rourke		Phone: 410-433-3000 Fax: 410-433-3440		FAX (A/C, No): 410-433-3440
				NAIC #
			INSURER A: Hartford Underwriters Ins. *	30104
INSURED	Elevator Solutions, LLC		INSURER B: Travelers Ins. Co. *	39357
	17949 College Road		INSURER C: Injured Workers Ins. Fund	11039
	Hagerstown, MD 21740		INSURER D : Nat'l Union Fire Ins Co*	19445
			INSURER E:	: -, -6
			INSURER F:	, 150 a
COVERA	GES - CERTIFICATI	E NUMBER:	REVISION NUM	IBER:

COVERAGES : REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBI	₹		POLICY EXP	LIMIT		
LIK	GENERAL LIABILITY	INSR WVD	POLICY NUMBER	(MM/DD/YYYY)	(MM/DD/YYYY)	EACH OCCURRENCE	<u> </u>	1,000,00
Α	X COMMERCIAL GENERAL LIABILITY	4	13UENOJ7084	01/31/2013	01/31/2014	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,00
	CLAIMS-MADE X OCCUR					MED EXP (Any one person)	\$	10,000
						PERSONAL & ADV INJURY	\$	1,000.00
٠						GENERAL AGGREGATE	\$	3,000,00
3.	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG	\$	3,000,000
	POLICY X PRO- JECT LOC						\$	
	AUTOMOBILE LIABILITY			· ·	10	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
В	X ANY AUTO		BA3117N61113SEL	03/09/2013	03/09/2014	BODILY INJURY (Per person)	\$ .	5.74.147
	ALLOWNED SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$	,
	X HIRED AUTOS X NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$	
		1					\$	
	X UMBRELLA LIAB X OCCUR		1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1			EACH OCCURRENCE	\$	5,000,000
D	EXCESS LIAB CLAIMS-MADE		EBU059703646	01/31/2013	01/31/2014	AGGREGATE	\$	5,000,000
	DED X RETENTION \$ 10,000						\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		- 1/2			X WC STATU- TORY LIMITS ER		
C	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A	4477686RT95	05/01/2013	05/01/2014	E.L. EACH ACCIDENT	\$	500,000
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	W/A				E.L. DISEASE - EA EMPLOYEE	\$	500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - POLICY LIMIT	\$	500,000
DESC	CRIPTION OF OPERATIONS / LOCATIONS / VEHIC	LES (Attach	ACORD 101, Additional Remarks Schedule	, if more space is	s required)			

CERTIFICATE HOLDER CANCELLATION

CERTIFICATE HOLDER		CANCELLATION
State of West Virginia PO Box 50130	STATE28	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Charleston, WV 25305		AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.

Bidder: Elevator Solutions LLC.

Date:

# State of West Virginia

# **VENDOR PREFERENCE CERTIFICATE**

Certification and application\* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1.	Application is made for 2.5% resident vendor preference for the reason checked:  Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2.	Application is made for 2.5% resident vendor preference for the reason checked:  Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3.	Application is made for 2.5% resident vendor preference for the reason checked:  Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4.	Application is made for 5% resident vendor preference for the reason checked:  Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5.	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:  Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6.	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. _X_	Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.  Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.
requirer against	understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the ments for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency cted from any unpaid balance on the contract or purchase order.
authoriz the requ	nission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and es the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid irred business taxes, provided that such information does not contain the amounts of taxes paid nor any other information by the Tax Commissioner to be confidential.
and acc	benalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true curate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate is during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Title: <u>President</u>

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
POST OFFICE BOX 50130
CHARLESTON, WEST VIRGINIA 25305-0130
1/06/2014

SHARON BLOCK
ELEVATOR SOLUTIONS LLC
17949 COLLEGE RD

HAGERSTOWN MD

21740-1711

THIS IS TO NOTIFY YOU THAT YOUR REQUEST FOR CERTIFICATION AS A SMALL BUSINESS, A WOMEN-OWNED BUSINESS, OR A MINORITY-OWNED BUSINESS, HAS BEEN APPROVED ON THE BASIS OF YOUR REPRESENTATIONS THAT THE VENDOR NAMED ABOVE MEETS THE DEFINITION OF A SMALL BUSINESS, A WOMEN-OWNED BUSINESS, OR A MINORITY-OWNED BUSINESS AS SET FORTH IN THE WEST VIRGINIA CODE OF STATE RULES 148-22-1, ET SEQ. THIS CERTIFICATION BECOMES EFFECTIVE:

1/06/2014

AND SHALL AUTOMATICALLY EXPIRE WITHOUT NOTICE TWO YEARS AFTER THE EFFECTIVE DATE UNLESS REVOKED BY THE PURCHASING DIRECTOR OR UPON EXPIRATION PURSUANT TO CSR 148-22-8. TYPE OF CERTIFICATION:

\*WOMEN-OWNED\*

TO MAINTAIN CERTIFICATION WITHOUT LAPSE, A CERTIFIED BUSINESS SHALL APPLY TO RENEW ITS CERTIFICATION AT LEAST 60 DAYS PRIOR TO THE END OF THE TWO-YEAR CERTIFICATION PERIOD. COMPLETE RENEWAL INSTRUCTIONS, RECERTIFICATION FORMS, AND A LIST OF ALL CERTIFIED BUSINESSES ARE AVAILABLE ONLINE, AT:

HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/VENDORREG.HTML

IF YOU HAVE QUESTIONS, CONTACT THE PURCHASING DIVISION AT 304-558-2306.

SINCERELY YOURS,

VENDOR REGISTRATION

(Rev. August 2013) Department of the Treasury

Internal Revenue Service

## **Request for Taxpayer** Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

	Name (as shown on your income tax return)										
Elevator Solutions LLC.  Business name/disregarded entity name, if different from above											
ge 2.											
Print or type See Specific Instructions on page	Check appropriate box for federal tax classification:	Exe	Exemptions (see instructions):								
SO	☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐	Trust/estate	•								
tion		Exe	Exempt payee code (if any)								
or 1	Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partners)	hip) ▶	<b>)</b>	Exemption from FATCA reporting							
Print or type	☐ Other (see instructions) ▶			coc	e (if a	ny)			-		_
ific P	· · · · · · · · · · · · · · · · · · ·	Requester's	nam	e and a	ddres	s (opt	iona	D			
bec	17949 College Road	State of V	Vest	Virgi	nia						
<b>S</b>	City state and ZID and	lealth an Eastridge	d H	uman althS	Res	our	ces				
Se	Hagerstown, Md. 21740-1711	235 S. Wa	ter	St., N	artir	isbu	ırg,	WV			
	List account number(s) here (optional)										- 445-441
Par		<b>C</b> O	oiol o	ecurity	num	205					
to avo	rour TIN in the appropriate box. The TIN provided must match the name given on the "Name" l d backup withholding. For individuals, this is your social security number (SSN). However, for	a S	Ciais	ecurity	Г					Т	_
	nt alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other				-		-				
	s, it is your employer identification number (EIN). If you do not have a number, see <i>How to get</i> page 3.	а				ш			-		8 6
Note.	f the account is in more than one name, see the chart on page 4 for guidelines on whose	Em	ploy	oyer identification number							
numbe	r to enter.	2	6	_ 3	0	1	2	0	5	4	
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Pari		- W-						- 1	Control of the Contro		
	penalties of perjury, I certify that: number shown on this form is my correct taxpayer identification number (or I am waiting for a	numbar te	a ba	laavaa		م (م					
						1-50-0					
Ser	n not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) vice (IRS) that I am subject to backup withholding as a result of a failure to report all interest or onger subject to backup withholding, and	r dividends	beer s, or	(c) the	ea by IRS h	tne ias n	otifi	rnai ed m	reve le th	at I a	am
3. I ar	a U.S. citizen or other U.S. person (defined below), and										
4. The	FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting	is correct.									
becau interes genera	cation instructions. You must cross out item 2 above if you have been notified by the IRS that be you have failed to report all interest and dividends on your tax return. For real estate transact paid, acquisition or abandonment of secured property, cancellation of debt, contributions to lly, payments other than interest and dividends, you are not required to sign the certification, but tions on page 3.	ctions, item an individu	n 2 d ual re	oes no etireme	t app	ly. F	or n	ortg nt (IF	age	and	
Sign	Signature of C C C		Vert 18		(						
Here	U.S. person ▶ Share Date	e►	1	17	$\perp$	14	_				
Con	withholding tax on foreign	n nartnere' e	hara	of effec	tively	conn	ecte	d inc	ome	and	

#### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when

- 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
  - 2. Certify that you are not subject to backup withholding, or
- 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- · An individual who is a U.S. citizen or U.S. resident alien,
- · A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- · An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.