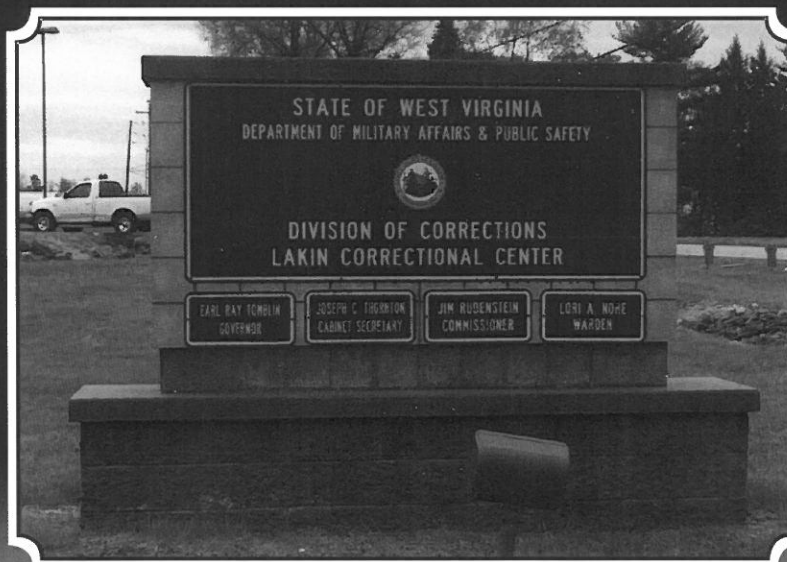
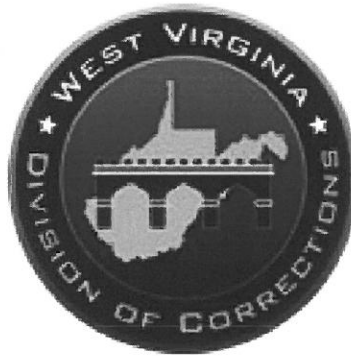


West Virginia Division of Corrections

COR61697

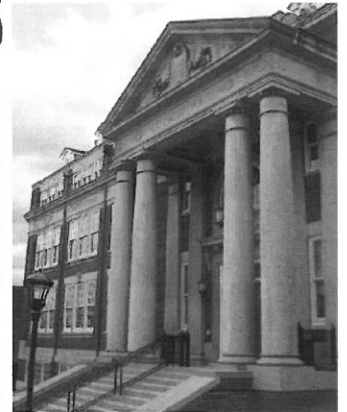
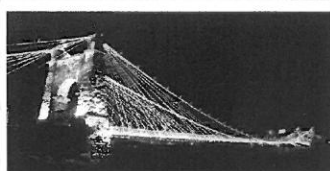
Lightning Protection Issues at Lakin Correctional Center



05/14/14 10:14:03AM
West Virginia Purchasing Division



McKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN





May 12, 2014

Tara Lyle
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

Re: COR61697 - Lightning Protection Issues at Lakin Correctional Center

Dear Ms. Lyle and Members of the Selection Committee;

We are pleased to provide the West Virginia Division of Corrections with our expression of interest to provide professional engineering services to improve existing Lightning Protection Issues at Lakin Correctional Center. As you review this submission, we emphasize the following strengths of McKinley & Associates with respect to your project:

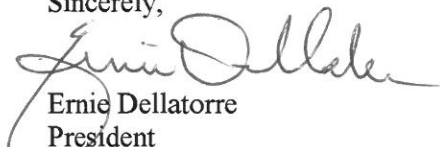
McKinley & Associates has been providing design services since 1981, and now supports a professional staff that includes Engineers, Architects, Construction Administrators, Qualified Commissioning Agents, LEED Accredited Professionals and more. In addition, we recently became a 100% ESOP Company (Employee Stock Ownership Plan), so our employees now own 100% of our corporation!

Your project will be led by **Darren S. Duskey, PE**. He completed his B.S. in **Electrical Engineering** from The Ohio State University (1993) and has also taken additional Graduate courses in Engineering from Marshall University. He is a Registered Professional Engineer in Ohio, Pennsylvania, and West Virginia. Darren has over 20 years of experience in Electrical Design and led many of our electrical studies/projects including but not limited to: Wellsburg Police Station Grounding Study, Steubenville Park Lighting Projects, West Liberty University Stadium Lighting and most recently the Jefferson County Ohio Courthouse Electrical Infrastructure Study and Report.

You will see in the following submittal that we have extensive experience working within governmental facilities included several examples of security and correctional facilities. If your project requires additional staffing than we have outlined within this submittal, we have the ability to dedicate additional resources to accomplish your goals. McKinley & Associates has enjoyed our current clients list for many years. No project is too large or small, which is the main reason we have been able to maintain this relationship with our clients. We listen to your needs and deliver.

Thank you for reviewing our submission and considering McKinley & Associates for your proposed lightning protection project. We are very excited about the possibility of working with you again.

Sincerely,



Ernie Dellatorre
President
McKinley & Associates
edellatorre@mckinleyassoc.com

For your convenience, we have ordered and answered our Expression of Interest by following your criteria listed in "SECTION THREE: PROJECT SPECIFICATIONS - Part 3. Qualifications and Experience".

"Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ...

Your project will be managed by Darren S. Duskey, PE, our lead professional electrical engineer, with assistance from Michael J. Clark Sr., an electrical engineering designer. Construction Administration will be completed by Robert E. Smith.

Darren S. Duskey, PE is an **Electrical Engineer** with over 20 years of experience in the governmental, commercial, institutional, and industrial electrical fields. He is your **Project Manager**, and his responsibilities shall be to manage and provide design and site evaluation on the project. He has extensive knowledge and experience with the National Electrical Code, state building codes, building industry standards and practices, and has demonstrated the ability to design qualitative and economic solutions to a myriad of challenges. Darren has been with our firm since 2002, and since that time he has completed the lightning protection of all of our projects that required it, such as the 1,200,000 SqFt Cabela's Eastern Distribution Center, WV Tech's Maclin Hall Dormitory, and the **LEED Certified** Hilltop Elementary School to name a few. Mr. Duskey's West Virginia PE License Number is 015507.

Michael J. Clark Sr. is an **Electrical Engineering Designer** and a **Certified Journeyman Electrician** with over 20 years of governmental, industrial, commercial and residential experience. He is knowledgeable in all areas of the national electrical code and excels in analyzing and solving problems with various electrical controls and systems. Mr. Clark brings a cross-trained background to our projects, being skilled in both the design and the construction ends which gives him a unique ability to understand all aspects of a project.

Robert E. "Bob" Smith is your **Construction Administrator (CA)**, who has a plethora of experience in contract management, mid to upper level personnel management, advanced information systems integration, training, acquisition, transportation and maintenance, and quality control. In addition, has 23 years of direct supervisory experience, as well as 13 years of documented success as an Air Force Officer. He was the CA on various projects with lightning protection, such as the Cabela's Eastern Distribution Center, Hilltop Elementary School (LEED Certified), Cameron Middle / High School (LEED Registered), and the Weirton Elementary School which is currently under construction.



First and foremost we can state that our large professional staff will devote whatever time is necessary to provide the West Virginia Division of Corrections and the Lakin Correctional Center with a successful project. If our project team is chosen for these projects; they are available to start immediately upon our being selected, and will provide the necessary hours to complete your project on time.

(continued) "Vendors will provide information regarding its employees, such as staff qualifications and experience in completing similar projects ..."

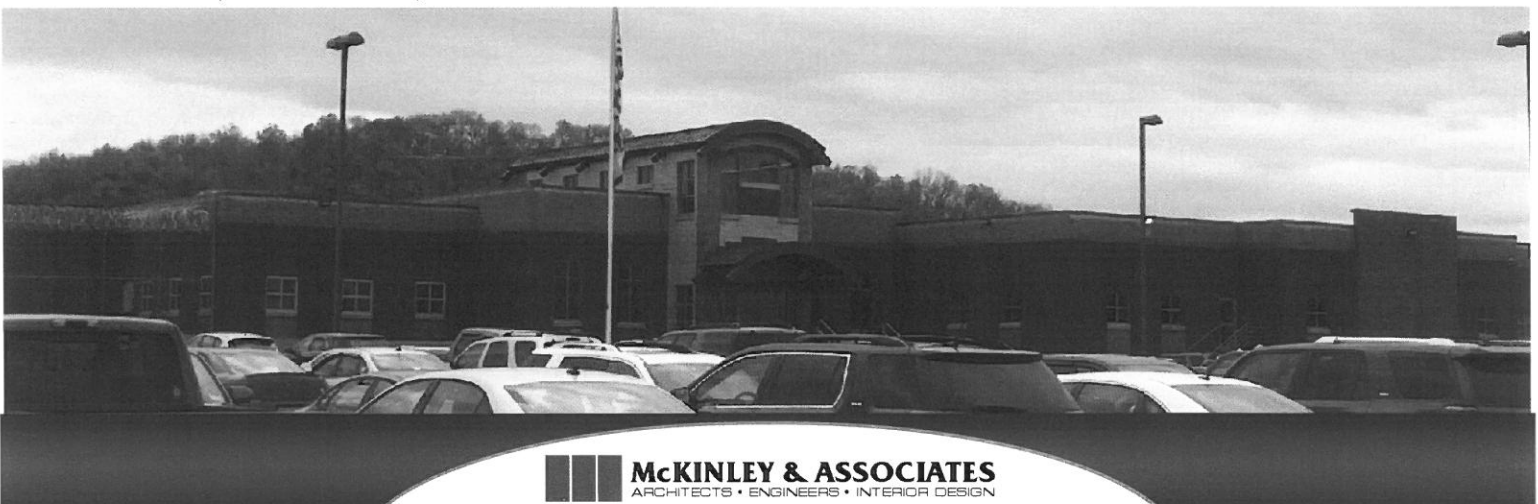
Our approach to design requires a dialog with the owners and the end users of the facility. This helps us to determine the present inadequacies within the grounding and surge suppression systems within this facility. Secondly, we send our team of professionals to complete a building evaluation of all the pertaining elements and existing conditions that will be included within the specific project, as well as documenting any Electrical Code deficiencies that will be addressed during the design. Throughout the design process, we can hold design workshops at the discretion of the owner to get the critical information needed to achieve a design that meets your needs and budget.

Our portfolio includes many projects that involve **electrical, suppression systems, grounding systems, and/or lightning protection systems**. These include renovations and new construction. Our lightning protection projects range from clients from various sectors of business including governmental, health care, commercial/distribution centers, higher ed (including dormitories), PK-12 educational clients, religious/churches, and more.

Our Firm as a whole brings a vast experience in working in **high security facilities**. The West Virginia State Police is one of our clients that we have worked with for close to 20 years on numerous projects throughout the state, and are currently the only Firm to be on our third multi-year open-ended contract with the State Police for all of their design work.

McKinley & Associates is now a 100% ESOP Company (Employee Stock Ownership Plan); from this, our employees now own 100% of our corporation! We believe our strength lies in the quality of the people we employ. Our seasoned staff has an unsurpassed knowledge of the business and the dedication it takes to make each project a success. And we're structured for efficiency; our Engineers, Architects, and technicians are all in-house, creating optimum communication and collaboration, which results in outstanding service to our clients. In addition, McKinley & Associates has 3 licensed Engineers, 8 licensed Architects, 1 licensed Interior Designer, 2 licensed Educational Facilities Planners, 2 licensed LEED Accredited Professionals, and 1 licensed Commissioning Process Provider. With our large staff size, we are able to dedicate more licensed professionals to your project, if needed.

All of our project managers, Engineers and Architects, write their own specifications for a project. By doing so, the specifications are written for - and pertinent to - only your project. Our firm utilizes a state of the art computer system, which allows all professionals to access our central computer server based in the Wheeling office. This system is operated by a full time MIS Director, who is responsible for daily backups and maintains the system integrity as to security and working efficiency. We are always connected to the internet.



... references ...

We feel that the best way to demonstrate our strengths and leadership in electrical design is by referring to our past and present clients. We have an ever-growing list of repeat clients, which include having multiple open-end contracts; many of these are in the governmental sector. We have multiple open-ended contracts with organizations such as the United States Postal Service in the Appalachian Area, the United States Postal Service in the Erie/Pittsburgh District in Pennsylvania, and the West Virginia State Police to name a few. We are able to respond to their needs, and we are certain that we are able to respond to all of your needs as well. So that you don't only have to take our word for it; here is a list of references that we encourage you to call:

*(Lightning Protection on USPS
Morgantown Carrier Annex)*

Mr. Don Mackey

United States Postal Service

27497 Albert Pick Road

Greensboro, NC 27498

304/665-2894

*(Lightning Protection on Weirton
Elementary and Oak Glen Middle)*

Ms. Suzan Smith

Hancock County Schools

104 North Court Street

New Cumberland, WV 26047

304/564-3411

*(Lightning Protection on Colson Hall
and WVU IOT Maclin Hall Dorm)*

Mr. David J. Smith, PE

West Virginia University

160 Jackson's Mill Road

Weston, WV 26452

304/269-5100 x112

*(Lightning Protection on SWVCTC
Williamson Campus renovation)*

Mr. Samuel Litteral

Southern WV Community & Technical College

2900 Dempsey Branch Road

Mount Gay, WV 25637

304/896-7426



(Mason County Detachment)

Colonel C. R. "Jay" Smithers

West Virginia State Police

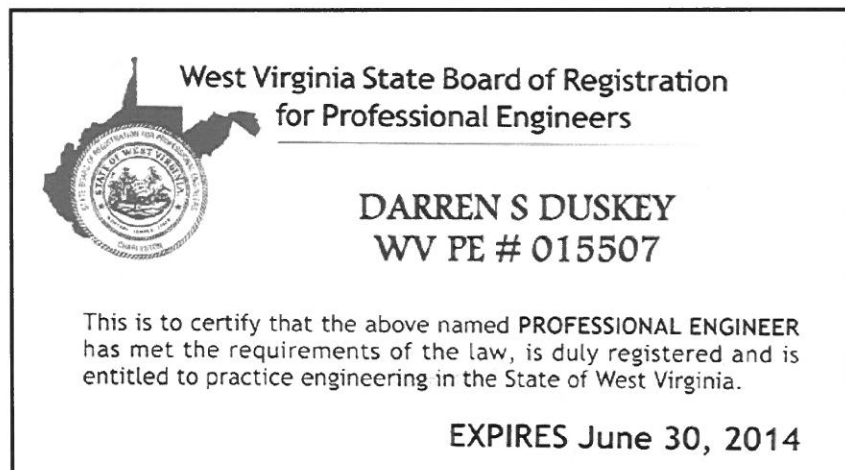
725 Jefferson Road

South Charleston, WV 25309

304/746-2115

... copies of any staff certifications or degrees applicable to this project ...

Darren S. Duskey, PE (*your project manager / Professional Electrical Engineer*) has a B.S. Electrical Engineer from The Ohio State University (1993) and had Graduate courses in Engineering from Marshall University. He is a Registered Professional Engineer in Ohio, Pennsylvania, and West Virginia. Included is a copy of his 2013-14 registration from the West Virginia State Board of Registration for Professional Engineers:



Michael J. Clark, Sr. (*your electrical engineering designer*) has an A-ATS Electrical Trade Technology from Jefferson Community College (2003), as well as an A-ATS Electro-Mechanical Engineering from Eastern Gateway Community College (2012). In addition, he is Certified in SMAW Weld Process & Basic Welding and Applications (2002), has a West Virginia Journeyman License, an Ohio Fire Alarm License, and is OSHA 30 Certified.

Robert E. Smith (*your construction administrator*) has a B.S. Behavioral Science / Human Factors Engineering from the United States Air Force Academy (1983), as well as an M.S. Industrial Engineering from the University of Pittsburgh (1989).

We can also provide more copies of certifications/degrees/licenses of other Professionals if you wish to see them.

In addition, copies of our firm's various licenses are found on the following pages.



CERTIFICATE

*I, Ken Hechler, Secretary of State of the
State of West Virginia, hereby certify that*

by the provisions of Chapter 31, Article 1, Sections 27 and 28 of the West Virginia
Code, the Articles of Incorporation of

McKINLEY & ASSOCIATES, INC.

conform to law and are filed in my office. I therefore declare the organization to
be a Corporation for the purposes set forth in its Articles, with the right of perpetual
existence, and I issue this

CERTIFICATE OF INCORPORATION

to which I have attached a duplicate original of the Articles of Incorporation.

*Given under my hand and the
Great Seal of the State of
West Virginia, on this*

FIFTEENTH day of

DECEMBER 19 89

Ken Hechler

Secretary of State.



**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**MCKINLEY & ASSOCIATES INC
32 20TH ST
WHEELING, WV 26003-3750**

BUSINESS REGISTRATION ACCOUNT NUMBER: **1040-9524**

This certificate is issued on: **06/28/2011**

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.
This certificate shall be permanent until cessation of the business for which the certificate of registration
was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new
certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of
this certificate displayed at every job site within West Virginia.

atl006 v.4
L0539442304

CERTIFICATE OF *Authorization*

STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS

*The West Virginia State Board of Registration for Professional Engineers
having verified the person in responsible charge is registered in
West Virginia as a professional engineer for the noted firm, hereby certifies*

MCKINLEY & ASSOCIATES, INC.

C00366-00

Engineer in Responsible Charge: TIM MIZER - WV PE 013169

*has complied with section §30-13-17 of the West Virginia Code governing
the issuance of a Certificate of Authorization. The Board hereby notifies you of its
certification with issuance of this Certification of Authorization for the period of:*

July 1, 2013 - June 30, 2014

providing for the practice of engineering services in the State of West Virginia.

IF YOU ARE REQUIRED TO REGISTER WITH THE SECRETARY OF STATE'S OFFICE,
PLEASE SUBMIT THIS CERTIFICATE WITH YOUR APPLICATION.



IN TESTIMONY WHEREOF, THE WEST VIRGINIA STATE BOARD OF
REGISTRATION FOR PROFESSIONAL ENGINEERS HAS ISSUED THIS COA
UNDER ITS SEAL, AND SIGNED BY THE PRESIDENT OF SAID BOARD.

A stylized, handwritten signature in black ink.

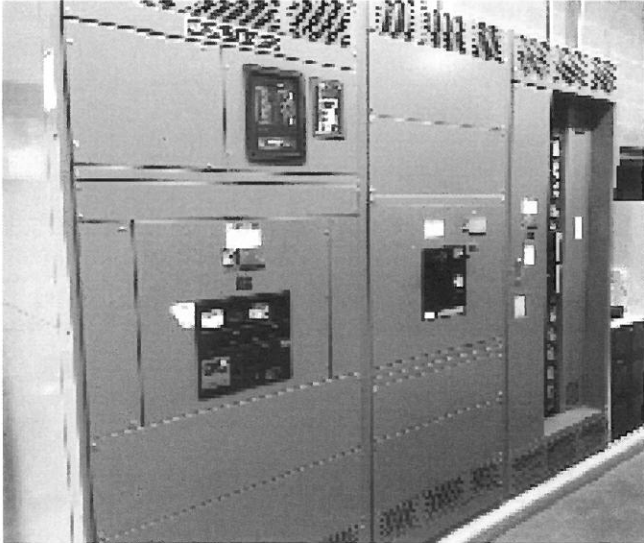
BOARD PRESIDENT



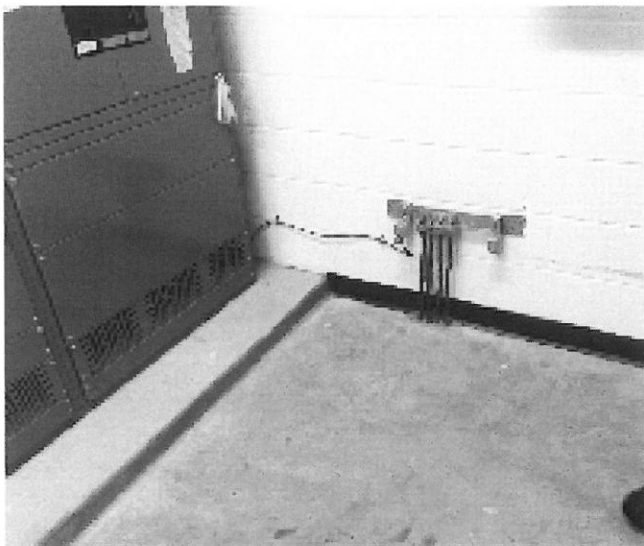
MCKINLEY & ASSOCIATES
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

... proposed staffing plan ...

Our Approach to correcting/improving the lightning protection/grounding of the Lakin Correctional Center would be to first visit your facility and further observe existing conditions



while also speaking with facility personnel to better determine the scope of the issues being experienced. Next we would further review this information along with the grounding reports provided by the Owner, to give a more complete picture. Design would then take place, to provide a comprehensive solution for the grounding issues, lightning protection, and voltage surge protection for the entire facility, including fence areas, buildings, and light poles. The design shall be in accordance with ANSI/NFPA 78 "Safety Code for the Protection of Life and Property Against Lightning", NFPA 780 "Standard for the Installation of Lightning Protection Systems", and shall be designed to require equipment from a manufacturer certified by the Lightning Protection Institute (LPI). Grounding shall be designed to tie multiple areas together to provide a more robust grounding system. Finally, surge protection shall be designed in to provide protection against voltage surge damage to equipment, including electronics, and, at the Owner's discretion, protection against single-phasing for three phase equipment.



Our Construction Administrators (CA) have an extra responsibility than what most firms' CAs have; our CAs are a part of the design process from Day 1 (they are not thrown into the project only when construction starts; they are here from the beginning), so they know the ins-and-outs of the project. Your CA, Bob Smith, has an important role as being the liaison between the Owner, Contractor, and Engineer/Architect. The primary objective of this service is to ensure completion of work the way the client wants it - as scheduled and as budgeted. Mr. Smith will evaluate the quality of the work to verify that it meets the level required by clients; in addition, he will monitor the contractor's progress to ensure that they are following the Construction Documents. He will observe the construction progress, is responsible for all construction meetings and minutes, and will verify pay application and change orders.



Interestingly, our work with the WV State Police as stated above has enabled us to perform work right at your front door. McKinley and Associates performed the building design for the Mason County Detachment. Through this experience we previously gained local knowledge of your area that we feel can benefit your upcoming project.

As you can see, McKinley and Associates has the knowledge and experience to staff your project. In addition to the following project sheets we hold a vast experience within security related facilities, a few of our past projects include:

- Anthony Correctional Center repairs (*currently in design*)
- Moundsville Penitentiary - multiple projects
 - Investigations and Testings
 - Ventilation
 - Egress
 - Law Library / Academic Unit
 - MEP renovations at Guard Towers, Wagon Gates and Gate House
 - New Captain's Office
 - HVAC & Handicap issues
 - Roof replacement
 - Office additions
- Jefferson County OH Regional Jail - Office Renovations
- Ohio County Jail - multiple projects
 - Renovations
 - Lavatories
 - Roof
- Ohio Co. Correctional Facility - separation of male & female recreation facility
- Lincoln HS Youth Detention Center - Renovations, windows, doors, locks

We have also been the design professional for many government facilities that share some of the same nuances of your security, these would include:

- School Security - Policy 6200 and Safe Schools Act
- West Virginia School Safety & Vulnerability Assessments (over 700 Schools)
 - Protected Critical Infrastructure Information (PCII) certification
 - FBI Background Checks / WVSP Background Checks
- Post Office / Federal Facilities
- Courtrooms
- Justice Centers
- Ohio County Courthouse
- Ohio County Courthouse Annex
- Ohio County Justice Center renovations
- Hampshire County Courthouse
- Marshall County Courthouse
- Marshall County Magistrates Building
- Jefferson County OH Courthouse
- Other High Security Projects:
 - Racetrack / Gaming Centers
 - Orrick's Global Operations Center
 - WV State Building #34 in Weirton
 - WV State Office Building in Logan
 - West Virginia State Police projects
 - West Virginia Army National Guard projects
 - West Virginia University Police Building



... Descriptions of past projects completed entailing the location of the project, project manager name and contact information, type of project, and what the project goals and objectives where and how they were met."

Cabela's Eastern Distribution Center

Location: Triadelphia, West Virginia

Contact: Mr. Rick Boccetti

Cabela's

1 Cabela's Drive

Sidney, Nebraska 69160

860/290-6251

Type of Project: Commercial Warehouse

Project Description, Goals, and Objectives: The \$40 million Cabela's Eastern Distribution Center is a commercial warehouse that was built in 2 fast-tracked phases. The building measures 1,200,000 square feet (600,000 SF for each of Phase I and Phase II), making it one of the largest buildings in West Virginia! The Warehouse features 30-FT high-bay ceilings to accommodate large automated storage/retrieval mezzanines and high-tech racking; the building's floor was designed to withstand continuous fork lift traffic. In order to facilitate construction during winter climate,

a precast concrete wall panel system was designed for the building shell, and erected onto steel framing. Security lighting was designed for these areas, with careful attention paid to illumination levels to permit camera operation in the parking lot areas.

This facility is a key link in Cabela's retail expansion plans, serving as their primary distribution center for the East Coast. In addition to keeping their retail stores fully stocked, it also benefits their direct business by reducing delivery times and lowering transportation costs to their catalog and Internet customers in the eastern United States.

We specified a detailed lightning protection system, including air-terminal locations, conductor routing and connections, and bonding and grounding provisions. This included indications for use of raceway, data on how concealment requirements will be met, and calculations required by NFPA 780 for bonding of grounded and isolated metal bodies.



Maclin Hall Dormitory

Location: Montgomery, West Virginia

Contact: Mr. James Darling

West Virginia University's Institute of Technology

405 Fayette Pike

Montgomery, WV 25136

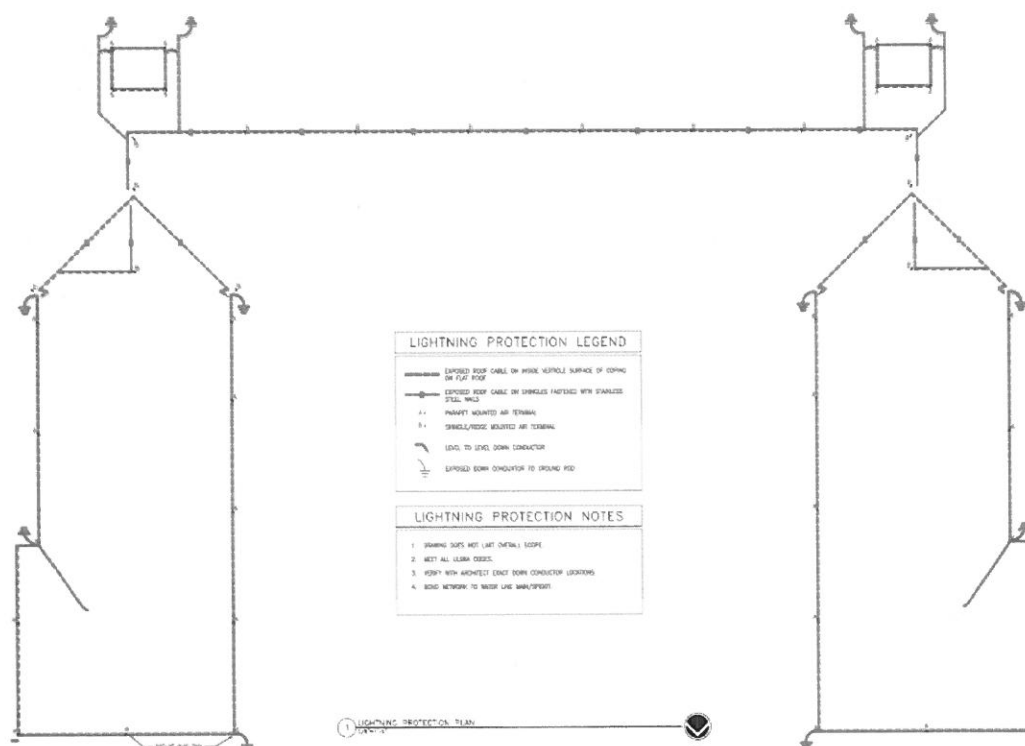
304/442-3104



Type of Project: Hospitality / Higher Education

Project Description, Goals, and Objectives: A comprehensive renovation to the historic Maclin Hall dormitory on the campus of WV Tech in Montgomery, WV. The \$6 million project was designed in less than a month, and included redesigning the shared areas, new finishes, new roof, and restoration of the exterior. We also replaced the entire HVAC, lighting, fire protection, data systems and renovated the shared restrooms. In this 53,900 SF building, we added a theater room, exercise area, laundry room, studies, computer rooms, tv rooms for video games, student commons areas, and lounges. We completely regutted the restrooms and provided new shower facilities. This project had **two fast-tracked** aspects to it; there was a design time of only 1 month, along with a construction time of only 5 months. This project was fast-tracked throughout the summer of 2007, so the building could be occupied by students for the start of the 2007-2008 school year. Even with this extremely short timeline, we were still able to bring the project in under budget. The project has had subsequent phases, and in 2012 we completed a \$240,000 boiler replacement which is used by both Maclin Hall and Conley Hall.

The lightning protection system conforms to the requirements of Underwriters Laboratories standard UL-96A and NFPA standards for lightning protection systems. The equipment manufacturer is a U/L Listed Manufacturer and a fully certified manufacturer member in good standing of the Lightning Protection Institute. The installation was accomplished by an experienced installer from Ace Lightning Protection Inc., who is a Certified Master Installer of the Lightning Protection Institute. All material specified for this work is manufactured by Thompson Lightning Protection.



SWVCTC Williamson Campus

Location: Williamson, West Virginia

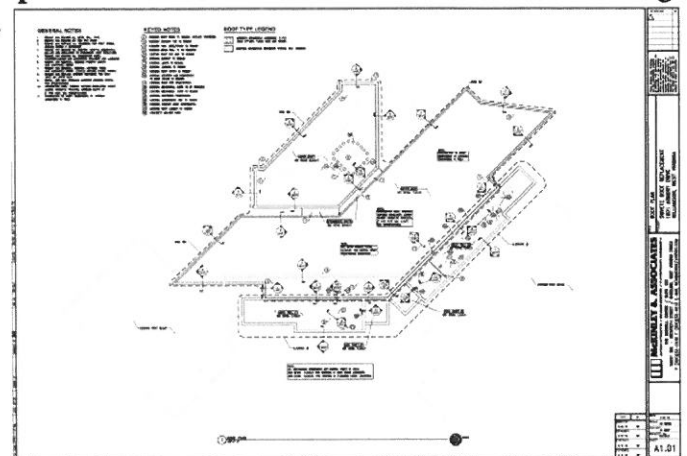
Contact: Mr. Samuel Litteral

Southern WV Community & Technical College
2900 Dempsey Branch Road
Mount Gay, WV 25637
304/896-7426

Type of Project: Higher Education

Project Description, Goals, and Objectives: This \$763,635 Southern WV Community & Technical College project started with an HVAC upgrade. The Owner was also experiencing water penetration in several areas of the facility; due to our findings during the HVAC renovations, it was decided to replace the roof. A new, built up roof system was installed, replacing the worn and over extended ballasted system. Special consideration was given to flashing in areas of unique design. Due to the restrictions from the funding source, the project was designed in a shortened timespan. The 8,664 SF roof replacement project was designed, specified, bid, awarded and constructed in 8 weeks; the Owner had a very tight timeline due to funding restrictions placed by the federal government; this project is an American Recovery & Reinvestment Act of 2009 (ARRA) grant project. This project was successful in part due to our relationship, developed prior to the project's inception, with the roofing consultant. This relationship allowed McKinley & Associates to develop clear and concise estimates for the Owner to determine what product best suited their situation and needs, as well as bring in a viable number on bid day. The roof meet the ARRA Deadline of June 30, 2010.

For Lightning Protection on this re-roofing project; we retained the existing down conductors and had the lightning protection contractor coordinate the re-flashing and preservation of the down conductors with the roofing contractor, and the removal and discarding of the existing roof mounted system. The project will involve a complete new roof mounted lightning protection system, to be in conformance with all nationally recognized codes and all requirements as set forth by the Garland Company. The equipment manufacturer is a U/L Listed Manufacturer and a fully certified manufacturer member in good standing of the Lightning Protection Institute. The installation was accomplished by Robert W. Zafaras, an experienced installer from Ace Lightning Protection Inc., who is a Certified Master Installer/Designer of the Lightning Protection Institute. All material specified for this work is manufactured by Thompson Lightning Protection. The lightning protection contractor removed all existing lightning protection on the roof and properly marked all existing down conductor locations. The lightning protection contractor coordinated the preservation of these down conductors with the roofing contractor. It was the roofing contractor's responsibility to provide the flashings. This project utilizes an SBS modified roof; therefore, special considerations were made for fastening lightning protection equipment to the substrate.

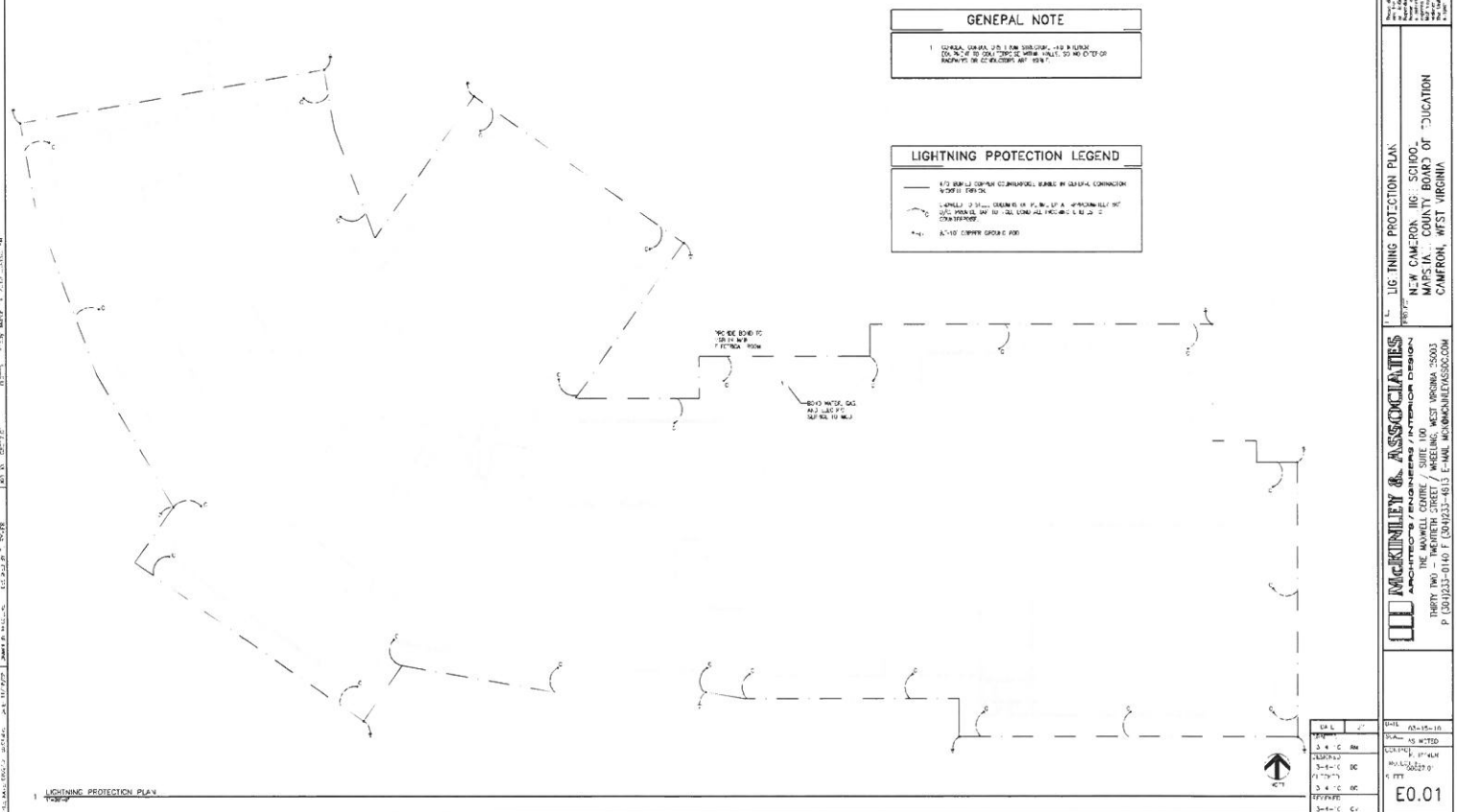


304/686-3336

for the school's complex electronic control systems and equipment.



Lightning protection requirements were evaluated, and, due to its location next to a hillside, it was decided that air terminals on the roof would not be required, but an enhanced grounding system was provided around the perimeter of the school. This was done to provide more effective surge protection, along with the school's Surge Protection equipment, for the school's complex electronic control systems and equipment.



Weirton Elementary Schools

Location: Weirton, West Virginia

Contact: Ms. Suzan Smith

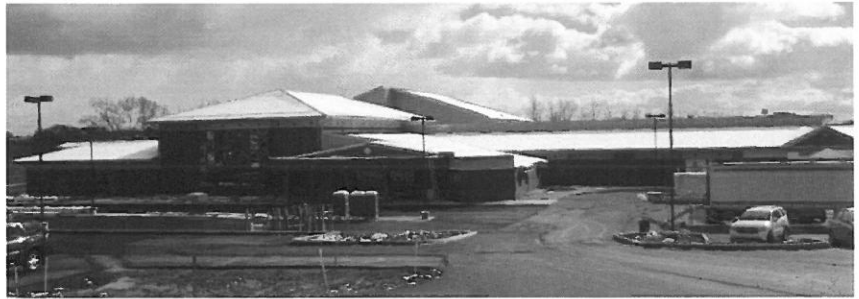
Superintendent

Hancock County Schools

104 North Court Street

New Cumberland, WV 26047

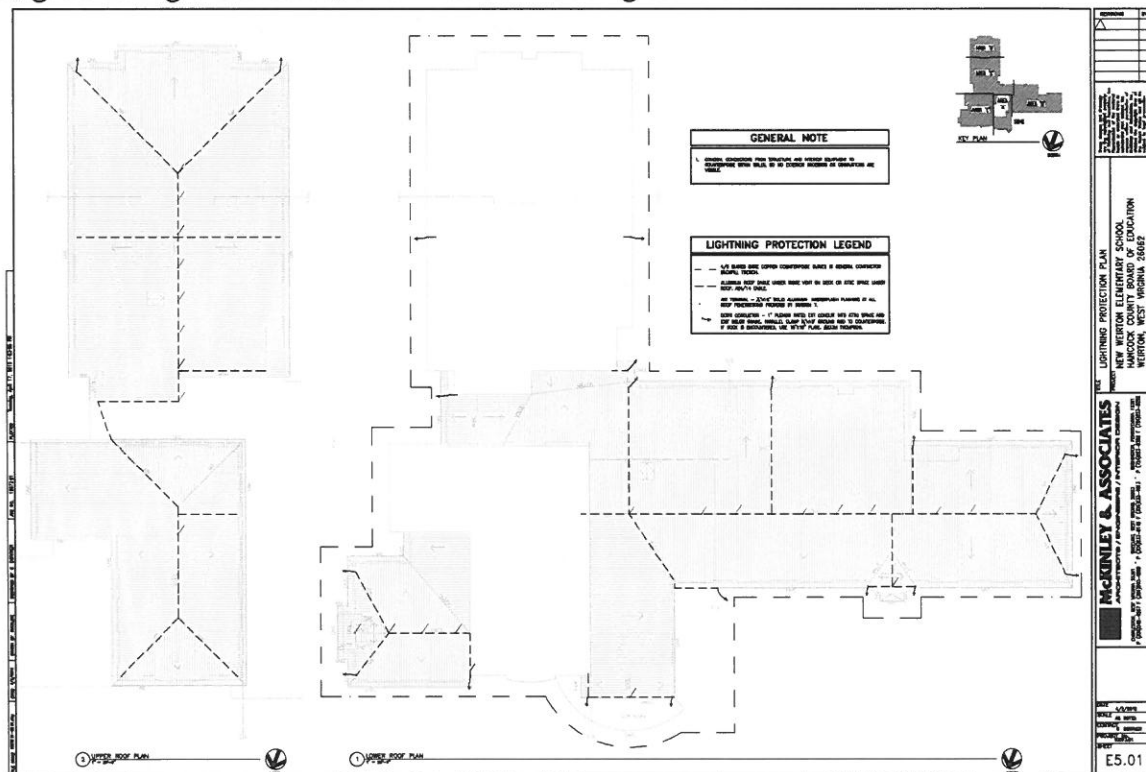
304/564-3411



Type of Project: Educational

Project Description, Goals, and Objectives: Multiple projects are underway for Hancock County Schools, which are a part of a \$56 million Bond Levy that was passed in the November 2010 election. This bond call is a result of the Comprehensive Education Facilities Plan (CEFP) that was developed by McKinley & Associates. One of the major recommendations in the CEFP was to build a new 950 student elementary school; once completed, this school will become the biggest elementary school in the state of West Virginia. This new \$26.5 million Weirton Elementary School for grades PK-4 is currently under construction, and will replace Weirton Heights, Liberty, and Broadview Elementary Schools. We incorporated multiple "green" components into this 105,000+ SF building. These include high efficiency boilers, energy recovery wheel, desiccant wheel, chilled beam system, Variable Frequency Controllers to reduce fan energy, low flow plumbing fixtures, energy monitor on the main electrical gear, dimmable lighting with occupancy sensor control, and T-5 & T-5 HO fluorescent bulbs used as primary light sources throughout school to name a few. Construction will be completed by the start of the 2014-15 school year.

The building's electrical distribution system has tiered surge protection, and there is also DVR equipment furnished with Uninterruptible Power Supply (UPS) backup. **The lightning protection specified for the building is an ANSI/NFPA 78; Class I UL 96A; master labeled system** protecting the entire building and consisting of air terminals on roofs, roof-mounted mechanical equipment, chimneys and stacks, and penthouse roofs; bonding of structure and other metal objects; grounding electrodes; and interconnecting conductors.





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

Solicitation

NUMBER

COR61697

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF

TARA LYLE
304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

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*709060537
McKinley & Associates
1116 Smith Street
Suite 406
Charleston, WV 25301

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DIVISION OF CORRECTIONS

1409 GREENBRIER ST

CHARLESTON, WV
25311

304-558-8045

DATE PRINTED

03/26/2014

BID OPENING DATE:

05/08/2014

BID OPENING TIME

1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** PLEASE NOTE: A MANDATORY PRE-BID MEETING HAS BEEN SCHEDULED FOR 04/30/2014 AT 10:00 AM AT THE LAKIN CORRECTIONAL FACILITY LOCATED AT 11264 OHIO RIVER ROAD WEST COLUMBIA, WV 25287. *****						
0001	1	EA		906-00-00-001		
ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL						
EXPRESSION OF INTEREST (EOI)						
THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, WV DIVISION OF CORRECTIONS, IS SOLICITING EXPRESSIONS OF INTEREST TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE LAKIN CORRECTIONAL FACILITY LOCATED IN WEST COLUMBIA, WV, PER THE ATTACHED SPECIFICATIONS.						
ATTACHMENTS INCLUDE:						
COR61697 EXPRESSION OF INTEREST INSTRUCTIONS TO VENDORS SUBMITTING BIDS GENERAL TERMS AND CONDITIONS CERTIFICATION AND SIGNATURE PAGE PURCHASING AFFIDAVIT						

SIGNATURE

TELEPHONE

(304) 340-4269

DATE

May 12, 2014

TITLE

President

FEIN

55-0696478

ADDRESS CHANGES TO BE NOTED ABOVE

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

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 my knowledge, the bidder has properly registered with any State agency that may require registration.

McKinley & Associates

(Company)



(Authorized Signature)

Ernest Dellatorre, President

(Representative Name, Title)

(304) 340-4267 / (304) 340-4269

(Phone Number)

(Fax Number)

May 12, 2014

(Date)

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 exceeds 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.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: McKinley & Associates

Authorized Signature: [Signature] Date: May 12, 2014

State of West Virginia

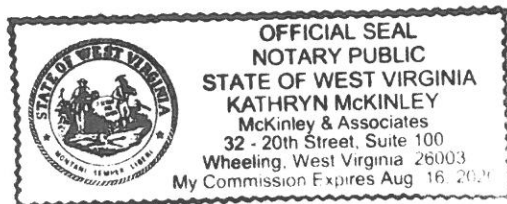
County of Ohio, to-wit:

Taken, subscribed, and sworn to before me this 12 day of May, 2014.

My Commission expires August 16, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC



[Signature]
Purchasing Affidavit (Revised 07/01/2012)



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

Solicitation

NUMBER
COR61697

PAGE
1

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


V E N D O R	RFQ COPY
	TYPE NAME/ADDRESS HERE
	*709060537
	McKinley & Associates
	1116 Smith Street Suite 406 Charleston, WV 25301

S H I P T O	DIVISION OF CORRECTIONS
	1409 GREENBRIER ST
	CHARLESTON, WV 25311
	304-558-8045

DATE PRINTED
05/04/2014

BID OPENING DATE: **05/14/2014** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001				ADDENDUM NO. 1		
				SEE ATTACHED PAGES.		
				END OF ADDENDUM NO. 1		
				EA		
				906-00-00-001		
	1			ARCHITECT/ENGINEERING SERVICES, PROFESSIONAL		
***** THIS IS THE END OF RFQ COR61697 ***** TOTAL: _____						

SIGNATURE 	TELEPHONE (304) 340-4269	DATE May 12, 2014
TITLE President	FEIN 55-0696478	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELLED 'VENDOR'

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: COR61697

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

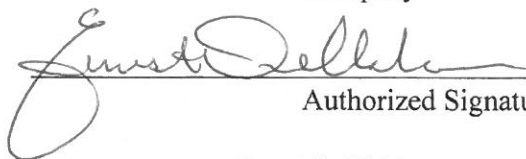
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

McKinley & Associates

Company



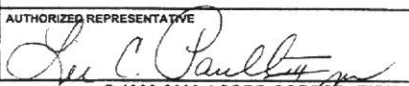
Authorized Signature

May 12, 2014

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

Per your request on page 000016 of the Solicitation, on the following pages you will see copies of our various Insurance Coverages, including General Liability and Automobile Liability (on this page), Professional Liability, and WV Statutory requirement - WV Code §23-4-2 Madolidis (included on Workers Compensation and Employer's Liability Certificate)

ACORD™		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 06/14/2012	
<p>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.</p> <p>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).</p>					
PRODUCER Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123			CONTACT NAME: III, Lee Paul PHONE (A/C, No, Ext): 304.233.3303 FAX (A/C, No): 304.233.7524 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:		
INSURED McKinley & Associates, Inc. The Maxwell Centre 32-20th Street Wheeling, WV 26003			INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		
COVERAGES CERTIFICATE NUMBER: 12/15 Liability REVISION NUMBER:					
<p>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.</p>					
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY) LIMITS
	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		EPP0146335	06/15/2012	06/15/2015
					EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		EPP0146335	06/15/2012	06/15/2015
					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$		EPP0146335	06/15/2012	06/15/2015
					EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N / A			
					WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required) PURCHASE ORDER #DPS0843 ARCHITECTURAL/ENGINEERING SERVICES					
CERTIFICATE HOLDER			CANCELLATION		
STATE OF WEST VIRGINIA DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET EAST P O BOX 50130 CHARLESTON, WV 25305-0130			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 		
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ACORD 25 (2009/09)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/13/2013

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 The James B. Oswald Company 1100 Superior Avenue, Suite 1500 Cleveland OH 44114		CONTACT NAME: Patricia Cholewa PHONE (A/C No. Ext.): 216-839-2807 FAX (A/C No.): 216-839-2815 E-MAIL ADDRESS: PCholewa@oswaldcompanies.com	
INSURED McKinley & Associates, Inc. 32 20th Street #100 Wheeling WV 26003		INSURER(S) AFFORDING COVERAGE INSURER A: Market Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 38970	

COVERAGES

CERTIFICATE NUMBER: 2065447807

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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> GENTL AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> PRO- <input type="checkbox"/> RET- <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPOP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A					WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims Made Retro Date: 9/10/1981	N Y	AE823084	9/10/2013	8/10/2014	Each Claim \$1,000,000 Aggregate \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER**CANCELLATION**

Specimen For Purposes of Evidencing Coverage Only WV 26003	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Patricia A Cholewa</i>

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ACORD 25 (2010/05)

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**McKINLEY & ASSOCIATES**
ARCHITECTS • ENGINEERS • INTERIOR DESIGN

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
04/11/2014

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.

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PRODUCER Paul Associates 1311 Chapline Street P. O. Box 990 Wheeling, WV 26003-0123	CONTACT NAME: PHONE (A/C, No, Ext): 304.233.3303 FAX (A/C, No): 304.233.7524 E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #:
INSURED McKinley & Associates Inc The Maxwell Centre 32-20th Street Wheeling, WV 26003	INSURER(S) AFFORDING COVERAGE INSURER A: Brickstreet Ins NAIC # Brick INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 13/14 WC

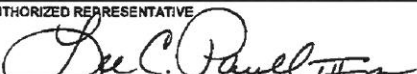
REVISION NUMBER:

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 SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WCB1018014	12/30/2013	12/30/2014	X WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
This policy includes Broad Form/WV Madolidis Coverage

CERTIFICATE HOLDER**CANCELLATION**

Proof of Workers Compensation	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2009/09)

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