



**ENERGY
SOLUTIONS**

**RESEARCH &
TRAINING**

Community Housing Partners
www.CommunityHousingPartners.org

550 Industrial Drive, Christiansburg, VA 24073 | (540) 260-9081, fax: (540) 260-9084



Training Services Agreement Between

**CHP Energy Solutions Research and Training
and**

The State of WV- Office of Economic Opportunity

CHP Energy Solutions agrees to provide five (5) RRP Refresher courses with a maximum of twelve (12) students in each. Two (2) of these classes will be offered in August and three (3) classes in September. Location of training will be in Ghent, WV. Any change in location(s) and/or date must be mutually agreed upon by both parties.

Prior to the training session, The State of WV OEO (the agency) will arrange the space for the training to occur. The agency is responsible for registering all students in the course through CHP Energy Solutions' Learning Management System (LMS) located here <https://lms.chplearning.org/app/register> prior to the students attending the training.

The WV Office of Economic Opportunity agrees to reimburse and pay CHP Energy Solutions for the five (5) trainings as outlined in this agreement. This cost covers CHP Energy Solutions' staff time for preparation, instruction, travel, lodging, per diem, binders/handouts, and trainer during the training and other costs directly related to the training as well as technical assistance provided before and after the training sessions.

Any changes to this agreement must be made in writing and agreed to by both parties.

Proposal for Costs for five (5) trainings of up to twelve (12) students each:

CHP Energy Solutions will provide trainer(s) during each of the trainings for up to twelve (12) trainees each at a cost of \$3,108.00 per training.

The agency will also be responsible for coordination and cost of any conference or meeting space required for training.

05/22/14 09:34:13AM
West Virginia Purchasing Division

Tentative class Schedule:

August Day 1: - 8:00am – 12:00pm - 1st 4 hour Lead Renovator Re-Certification Training

August Day 1: - 12:00pm- 12:45pm Lunch

August Day 1: - 1:00pm -5:00pm – 2nd 4 hour Lead Renovator Re-Certification Training

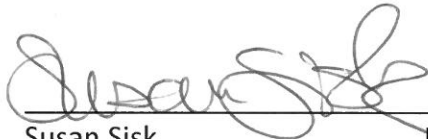
September Day 1: - 8:00am – 12:00pm – 3rd 4 hour Lead Renovator Re-certification Training

September Day 1: - 12:00pm – 12:45pm pm Lunch

September Day 1: - 1:00pm – 5:00pm – 4th 4 hour Lead Renovator Re-Certification Training

September Day 2: - 8:00am – 12:00pm – 5th 4 hour Lead Renovator Re-Certification Training

If you require any further clarification or information please don't hesitate to contact Phil Hull at the office or by cell. The office phone is (540) 260-9081 EXT 4012; my cell phone is (540) 239-0917.



Susan Sisk
Chief Administrative Officer

Date

State of West Virginia
Office of Economic Opportunity
Authorized Representative

Date

Attachment A - Pricing Page

RFQ - GOE032014

Lead Renovator Re-certification Training

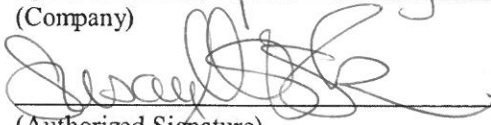
Section	Description	Unit of Measure	Unit Cost	Quantity	Price
3.1.2 (Class #1)	Lead Renovator Re-certification Training (12 students each class)	Class	\$3,108	5	\$ 15,540.00
GRAND TOTAL					\$ 15,540.00
*Bid will be awarded to the overall bid meeting specifications and the lowest grand total bid					
*Vendor is not allowed to add lines for shipping or traveling costs.					
*Grand Total price is all inclusive and must contain all costs associated.					

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.

Community Housing Partners

(Company)



(Authorized Signature)

Susan M Sisk, Chief Administrative Officer

(Representative Name, Title)

540-382-2002 ; 540-382-1935

(Phone Number)

(Fax Number)

5/21/14

(Date)

RFQ No. GOE032014

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.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: CHP Energy Solutions

Authorized Signature: [Signature] Date: 5/21/14

State of Virginia

County of Montgomery, to-wit:

Taken, subscribed, and sworn to before me this 21st day of May, 2014.

My Commission expires 11-30, 2016.

AFFIX SEAL HERE

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 07/01/2012)

