



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

## Header 1

[List View](#)
[General Information](#) [Contact](#) [Default Values](#) [Discount](#) [Document Information](#)

Procurement Folder: 386219

SO Doc Code: CRFQ

Procurement Type: Central Purchase Order

SO Dept: 0803

Vendor ID:  

SO Doc ID: DOT1800000042

Legal Name: ERB ELECTRIC CO

Published Date: 12/12/17

Alias/DBA:

Close Date: 12/20/17


Total Bid: \$0.00

Close Time: 13:30

Response Date:  

Status: Closed

Response Time: 

Solicitation Description:  

Total of Header Attachments: 1

Total of All Attachments: 1

[Apply Default Values to Commodity Lines](#)
[View Procurement Folder](#)



Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

State of West Virginia  
Solicitation Response

Proc Folder : 386219

Solicitation Description : ADDENDUM\_1: DISTRICT SIX (D-6) BACK-UP GENERATOR

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation Response	Version
	2017-12-20 13:30:00	SR 0803 ESR12191700000002732	1

VENDOR

000000200732  
ERB ELECTRIC CO

Solicitation Number: CRFQ 0803 DOT1800000042

Total Bid : \$0.00      Response Date: 2017-12-19      Response Time: 11:02:13

Comments:

FOR INFORMATION CONTACT THE BUYER

Mark A Atkins  
(304) 558-2307  
mark.a.atkins@wv.gov

Signature on File

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Vendor shall use Exhibit_A Pricing Page for bid pricing	0.00000	LS	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
72151502			

Extended Description :	<div> <div>BACKUP GENERATOR FOR DISTRICT SIX:</div> <div> <div>Note: Vendor shall use Exhibit_A Pricing Page for bid pricing.</div> <div>If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line.</div> <div>Vendor shall enter pricing into the Exhibit_A Pricing Page and must attach with bid.</div> </div> </div>
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**Comments:** Generator delivery + 60 days



State of West Virginia

## **PURCHASING DIVISION**

### **Construction Bid Submission Review Form**

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*This list has been provided for informational purposes only and is not to be construed as a complete list of request for quotation or bidding requirements for any individual construction project. This list does not and cannot include every item, mistake or oversight that could cause a contractor's bid to be disqualified. Rather, this list is intended to draw attention to some of the most common problems that the Purchasing Division encounters in the bidding process for construction projects. All potential bidders must read the request for quotation, all additional documents, and all instructions relating thereto ("Bid Documents") in their entirety to identify the actual request for quotation and bidding requirements. Failure to read the Bid Documents in their entirety and comply with the stated requirements contained therein may result in bid disqualification.*

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#### **Errors That Shall Be Reason for Immediate Bid Disqualification**

1. Failure to attend a mandatory pre-bid meeting
2. Failure to sign the bid
3. Failure to supply a valid bid bond or other surety approved by the State of West Virginia
4. Failure to meet any mandatory requirement of the RFQ
5. Failure to acknowledge receipt of Addenda (only if stipulated as mandatory)
6. Failure to submit bid prior to the bid opening date and time
7. Federal debarment
8. State of West Virginia debarment or suspension

#### **Errors that May Be Reason for Bid Disqualification Before Contract Award**

1. Debt to the State or Political Subdivision (must be cured prior to award)
2. Workers' Compensation or Unemployment Compensation delinquency (must be cured prior to award)
3. Not registered as a vendor with the State (must be cured prior to award)
4. Failure to obtain required bonds and/or insurance
5. Failure to provide the sub-contractor listing within one business day of bid opening or one business day of the request to do so by the Purchasing Division.
6. Failure to supply West Virginia contractor's license number with bid or within one day of Purchasing Division request to do so.
7. Failure to supply a signed drug free workplace affidavit with bid or within one day of Purchasing Division request to do so.
8. Failure to use the provided RFQ form (only if stipulated as mandatory).

CRFQ

## SIGN IN SHEET

Page 1 of     Request for Proposal No. DOT18# 42

PLEASE PRINT

Date: 11/28/17

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>WVUDOT</u>	<u>Building 5</u>	PHONE <u>304-558-9398</u>
Rep: <u>Dusty Smith</u>		TOLL FREE
Email Address: <u>dusty.j.smith@wv.gov</u>		FAX
Company: <u>WVUDOT</u>	<u>MORGANTHAU</u>	PHONE <u>(304) 843-4612</u>
Rep: <u>MEKE MCGHEAL</u>		TOLL FREE
Email Address: <u>MEKE.MCGHEAL@WV.GOV</u>		FAX
Company: <u>Mountain State Electrical</u>		PHONE <u>304-677-3241</u>
Rep: <u>Mark Fatty</u>		TOLL FREE
Email Address: <u>Gupt @ Mountain State Electrical .Com</u>		FAX
Company: <u>Ventus Contracting</u>	<u>72 Distributor Drive</u>	PHONE <u>304-596-2285</u>
Rep: <u>Tony Sizemore</u>	<u>Morgantown, WV 26501</u>	TOLL FREE
Email Address: <u>tony@ventuswv.com</u>		FAX
Company: <u>Mountain State Electrical Contractors</u>	<u>6082 Saltwell Road</u>	PHONE <u>304-841-3499</u>
Rep: <u>Preston Wilson</u>	<u>Bridgeport, WV 26330</u>	TOLL FREE
Email Address: <u>Preston@Mountainstateelectrical.com</u>		FAX

Request for Proposal No. CRFQ  
DOT 18x 42

# SIGN IN SHEET

PLEASE PRINT

Page 2 of       
 Date: 11/28/17

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Stantec</u> Rep: <u>Richard Gaines</u> Email Address: <u>richard.gaines@stantec.com</u>	<u>111 ELKINS STREET Fairmont WV</u> <u>26554</u>	PHONE <u>(304) 816-5190</u> TOLL FREE FAX <u>(304) 367-9403</u>
Company: <u>Erb Electric</u> Rep: <u>Justin Klemm</u> Email Address: <u>JKlemm@erbellectric.com</u>	<u>500 Hall St</u> <u>Bridgeport, OH 43912</u>	PHONE <u>740 312 2514</u> TOLL FREE FAX <u>740 633 5127</u>
Company: <u>Universal Engineering &amp; Construction</u> Rep: <u>Pat Smith</u> Email Address: <u>pat@UECglobal</u>	<u>400 Airport Rd 6C</u> <u>Elkins WV 26241</u>	PHONE <u>304 636-0011</u> TOLL FREE FAX <u>304 621 6030</u>
Company: <u>WV DOT-Maintenance</u> Rep: <u>Bill Murray</u> Email Address: <u>bill.r.murray@wv.gov</u>		PHONE <u>304-558-9741</u> TOLL FREE FAX
Company: <u>WV DOH</u> Rep: <u>Darren P. Wise</u> Email Address: <u>darren.p.wise@wv.gov</u>	<u>1 DOT Drive</u> <u>Moundsville WV 26041</u>	PHONE <u>304-843-4135</u> TOLL FREE FAX

Industrial \* Commercial \* Residential



**Justin Klempa**  
Safety Director  
Estimator / Project Manager

Office: 740-633-5055  
Fax: 740-633-5127  
Cell: 740-312-2514  
jklempa@erbelectric.com

500 Hall St. Bridgeport, Ohio 43912



**Stantec**

Richard L. Gaines, PE  
Senior Associate

Stantec  
111 Elkins Street, Fairmont WV 26554-4021  
phone: (304) 816-5190  
cell: (681) 209-0709 fax: (304) 367-9403  
richard.gaines@stantec.com



**Preston Wilson**  
Estimator

Office: 304-592-2193  
Cell: 304-841-3499  
preston@mountainstateelectrical.com

6082 Saltwell Road  
Bridgeport, WV 26330

Universal Engineering and Contracting

PAT@UEC.GLOBAL  
CELL: (304) 678-8065

PO Box 688  
Elkins, WV 262



**Exhibit\_A Pricing Page**

**CRFQ 0803 DOT1800000042  
DISTRICT SIX (D-6) HEADQUARTERS  
BACK-UP GENERATOR**

**DATE:** December 13, 2017

**NAME OF VENDOR:** Erb Electric Company

**AUTHORIZED SIGNATURE:** 

The aforementioned, hereinafter called Vendor, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the project hereby proposes to furnish all labor, material, equipment, supplies and transportation and to perform all Work in accordance with the Bidding Documents within the time set forth for the sum of:

**BASE BID:**

For the Lump Sum of: \$ 279,847.00  
(Show amount in Numbers)

Two Hundred Seventy-nine Thousand Eight Hundred Forty-seven Dollars  
(Show amount in Words)

(In the event of a difference between the written amount and the number amount, the written amount shall govern.)

**CONTRACT AWARD**

The Contract shall be awarded to the Vendor that provides the overall lowest Lump Sum cost.

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, ERB Electric Co.  
of Bridgeport, OH, as Principal, and International Fidelity Insurance Company  
of Newark, NJ, a corporation organized and existing under the laws of the State of  
NJ with its principal office in the City of Newark, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
District Six (D-6) Back-Up Generator

**NOW THEREFORE,**

(a) If said bid shall be rejected, or  
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal  
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform  
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in  
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no  
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this 14th day of December, 2017.

Principal Seal

ERB Electric Co.

(Name of Principal)

By Tam K...  
(Must be President, Vice President, or  
Duly Authorized Agent)

President  
(Title)

Surety Seal

International Fidelity Insurance Company  
(Name of Surety)

By: Nicholas A. Sparachane  
Nicholas A. Sparachane Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and must attach a power of attorney with its seal affixed.**



# POWER OF ATTORNEY

## INTERNATIONAL FIDELITY INSURANCE COMPANY ALLEGHENY CASUALTY COMPANY

ONE NEWARK CENTER, 20TH FLOOR NEWARK, NEW JERSEY 07102-5207

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and ALLEGHENY CASUALTY COMPANY a corporation organized and existing under the laws of the State of New Jersey, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

SUSAN K BOORD, NICHOLAS A. SPARACHANE

Wheeling, WV.

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of ALLEGHENY CASUALTY COMPANY at a meeting duly held on the 10th day of July, 2015:

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Vice President or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY have each executed and attested these presents on this 31st day of December, 2016.



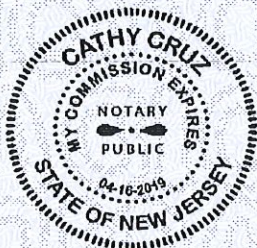
STATE OF NEW JERSEY  
County of Essex

George R. James  
Executive Vice President (International Fidelity Insurance Company) and Vice President (Allegheny Casualty Company)



On this 31st day of December 2016, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.



A NOTARY PUBLIC OF NEW JERSEY  
My Commission Expires April 16, 2019

### CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 14th day of December 2017

MARIA BRANCO, Assistant Secretary



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ 0803 DOT1800000042**

**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.

\_\_\_\_\_  
Erb Electric Company

Company

\_\_\_\_\_  


Authorized Signature

\_\_\_\_\_  
December 13, 2017

Date

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



Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

State of West Virginia  
Request for Quotation  
09 – Construction

Proc Folder: 386219

Doc Description: ADDENDUM\_1: DISTRICT SIX (D-6) BACK-UP GENERATOR

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2017-12-12	2017-12-20 13:30:00	CRFQ 0803 DOT1800000042	2

**BID RECEIVING LOCATION**

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON

WV 25305

US

**VENDOR**

Vendor Name, Address and Telephone Number:

Erb Electric Company  
500 Hall Street  
Bridgeport, Ohio 43912  
(740) 633-5055

**FOR INFORMATION CONTACT THE BUYER**

Mark A Atkins  
(304) 558-2307  
mark.a.atkins@wv.gov

Signature X

FEIN # 55-0420940

DATE Dec. 19, 2017

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

ADDENDUM 1: Is issued for the following:

1. To move the bid opening date from 12/14/2017 to 12/20/2017 at 1:30pm EST.
2. To publish the Agency responses to the questions submitted by Vendors during the Technical Questioning period.
3. To publish the mandatory Pre-Bid attendance sheets.

No other changes made.

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways (WVDOH) to establish a contract for the one-time purchase of a BACKUP GENERATOR for WVDOH District Six (D-6) Headquarters per attached documents.

**MANDATORY PRE-BID MEETING:**

TIME: 10:00am EST

DATE: 11/28/2017

LOCATION:

WVDOH District 6 Headquarters

1 DOT Drive

Moundsville, WV 26041

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS DISTRICT SIX 1 DOT DR MOUNDSVILLE WV26041 US	DIVISION OF HIGHWAYS DISTRICT SIX 1 DOT DR BLDG 1 MOUNDSVILLE WV 26041 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Vendor shall use Exhibit_A Pricing Page for bid pricing	0.00000	LS		

Comm Code	Manufacturer	Specification	Model #
72151502			

**Extended Description :**

BACKUP GENERATOR FOR DISTRICT SIX:

Note: Vendor shall use Exhibit\_A Pricing Page for bid pricing.

If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line.

Vendor shall enter pricing into the Exhibit\_A Pricing Page and must attach with bid.

See section 18 of Instructions to Bidders.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory Pre-Bid Meeting @ 10:00am	2017-11-28
2	Technical Questions due by 2:00pm:	2017-12-05

# SOLICITATION NUMBER: CRFQ 0803 DOT1800000042

## Addendum Number: 1

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The purpose of this addendum is to modify the solicitation identified as CRFQ 0803 DOT1800000042 ("Solicitation") to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- ☒ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☒ Attachment of vendor questions and responses
- ☒ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

### Description of Modification to Solicitation:

1. To move the bid opening date from 12/14/2017 to 12/20/2017 at 1:30pm EST.
2. To publish the Agency responses to the questions submitted by Vendors during the Technical Questioning period.
3. To publish the mandatory Pre-Bid attendance sheets.

No other changes made.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

### Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

Attachment\_A

CRFQ DOT1800000042

ADDENDUM 1

Question 1:

As discussed at the pre-bid meeting we are permitted to perform a power outage on the weekend without having temporary backup generators for the buildings, is this still acceptable?

Answer 1:

A power outage on the weekend, without a backup generator, is acceptable as long as the forecasted temperature will not drop below 32 degrees. A request must be submitted and approved at least 7 weekdays prior to the requested outage day. This will ensure all effected facilities are provided adequate notice to adjust their schedules and prepare or protect any electrical devices from unforeseen electrical surge or save any computer data that employees are working on.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/14/2017

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 have ADDITIONAL INSURED provisions or 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).

<b>PRODUCER</b> Glessner Wharton & Andrews Insurance, LLC 2084 National Road  Wheeling WV 26003		<b>CONTACT NAME:</b> Brenda Snyder <b>PHONE (A/C, No, Ext):</b> (304)243-9071 <b>FAX (A/C, No):</b> (304)243-9073 <b>E-MAIL ADDRESS:</b> brenda@gwainsurance.com	
<b>INSURED</b> ERB Electric Company 500 Hall St  Bridgeport OH 43912		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> The Travelers Indemnity Company <b>INSURER B:</b> Travelers Property Casualty Company of America <b>INSURER C:</b> Travelers Casualty Ins Co of America <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 25658 25674 19046	

## COVERAGES

**CERTIFICATE NUMBER:** CL17121403145

**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<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 checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			DT-CO-5615B846-IND-17	03/31/2017	03/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			DT-810-5615B846-IND-17	03/31/2017	03/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP-2J119678-TIL-17	03/31/2017	03/31/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> 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	DTSUB-5615B84-6-17	03/31/2017	03/31/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> 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
B	Builders' Risk Coverage			QT-660-1B938933-TIL-17	03/31/2017	03/31/2018	Limit \$279,847

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

Project: P CRFQ 0803 DOT 1800000042  
District Six (D-6) Back-Up Generator

## CERTIFICATE HOLDER

State of West Virginia Department of Administration  
Purchasing Division  
2019 Washington St, East  
Charleston WV 25305-0130

## CANCELLATION

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

*BGA*

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# CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV003498

Classification:

ELECTRICAL

ERB ELECTRIC COMPANY INC  
DBA ERB ELECTRIC COMPANY INC  
500 HALL STREET STE 1  
BRIDGEPORT, OH 43912

Date Issued

Expiration Date

SEPTEMBER 06, 2017

SEPTEMBER 06, 2018

*Marianne Knight*

Authorized Company Signature

*Gene Chayon*

Chair, West Virginia Contractor  
Licensing Board

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.



State of West Virginia  
Purchasing Division

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**CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET**

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In accordance with **West Virginia Code** § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified below in the Required Report Content section.

**Instructions:** Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

**Contract Identification:**Contract Number: CRFQ 0803 DOT 180000042Contract Purpose: District Six (D-6) Back-Up GeneratorAgency Requesting Work: State of West Virginia, Department of Administration, Purchasing Division

**Required Report Content:** The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- ☒ Information indicating the education and training service to the requirements of **West Virginia Code** § 21-1D-5 was provided;
- ☒ Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- ☒ Average number of employees in connection with the construction on the public improvement;
- ☒ Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

**Vendor Contact Information:**Vendor Name: Erb Electric CompanyVendor Telephone: (740) 633-5055Vendor Address: 500 Hall Street  
Bridgeport, Ohio 43912Vendor Fax: (740) 633-5127Vendor E-Mail: jklempa@erbelectric.com



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

**STATE OF** OHIO ,  
**COUNTY OF** Belmont , **TO-WIT:**

I, Justin Klempa, after being first duly sworn, depose and state as follows:

1. I am an employee of Erb Electric Company; and,  
(Company Name)
2. I do hereby attest that Erb Electric Company  
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D**.

The above statements are sworn to under the penalty of perjury.

Printed Name: Justin Klempa  
Signature:   
Title: Project Manager / Safety Director  
Company Name: Erb Electric Company  
Date: December 13, 2017

Taken, subscribed and sworn to before me this 13th day of December, 2017.

By Commission expires December 7, 2019

(Seal)



CANDY LEE HAMMOND  
Notary Public, State of Ohio  
My Commission Expires Dec. 7, 2019

  
(Notary Public)

STATE OF WEST VIRGINIA  
Purchasing Division

## PURCHASING AFFIDAVIT

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL OTHER CONTRACTS:** 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Erb Electric Company

Authorized Signature: [Signature] Date: December 13, 2017

State of Ohio

County of Belmont, to-wit:

Taken, subscribed, and sworn to before me this 13 day of December, 2017.

My Commission expires December 7, 2019.



CANDY LEE HAMMOND  
Notary Public, State of Ohio  
My Commission Expires Dec. 7, 2019

NOTARY PUBLIC Candy Hammond



# West Virginia Ethics Commission



## Disclosure of Interested Parties to Contracts

Pursuant to W. Va. Code § 6D-1-2, a state agency may not enter into a contract, or a series of related contracts, that has/have an actual or estimated value of \$100,000 or more until the business entity submits to the contracting state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

*"Business entity"* means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation.

*"Interested party"* or *"Interested parties"* means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

*"State agency"* means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of W. Va. Code § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the contracting state agency prior to contract award and to complete another form within 30 days of contract completion or termination.

*This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: [ethics@wv.gov](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).*

West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

**Contracting Business Entity:** Erb Electric Company **Address:** 500 Hall Street  
Bridgeport, Ohio 43912

**Authorized Agent:** Justin Klempa **Address:** 500 Hall Street, Bridgeport, OH 43912

**Contract Number:** CRFQ 0803 DOT 1800000042 **Contract Description:** District Six (D-6) Back-Up Generator

**Governmental agency awarding contract:** State of West Virginia, Department of Administration, Purchasing Division

☒ **Check here if this is a Supplemental Disclosure**

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

**1. Subcontractors or other entities performing work or service under the Contract**

☐ Check here if none, otherwise list entity/individual names below.

Walters Construction - Excavation

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

☐ Check here if none, otherwise list entity/individual names below.

Tom Knight                      Erb Electric Company  
Marianne Knight              Erb Electric Company

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

☒ Check here if none, otherwise list entity/individual names below.

Signature:  Date Signed: December 13, 2017

**Notary Verification**

State of Ohio, County of Belmont:

I, Justin Klempa, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 13th day of December, 2017.

  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



CANDY LEE HAMMOND  
Notary Public, State of Ohio  
My Commission Expires Dec. 7, 2019

Revised October 7, 2017