

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** \_\_\_\_\_

**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 checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input checked="" 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 |

RECEIVED

2019 AUG 26 AM 11:43

WV PURCHASING  
DIVISION

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand 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.

Tri-County Electric  
Company

[Signature]  
Authorized Signature

8-23-19  
Date

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

Revised 6/8/2012

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Trevor Robinson, Project Manager  
(Name, Title)

Trevor Robinson, Project Manager  
(Printed Name and Title)

103 Corporate Drive Suite 101 Morgantown, WV 26501  
(Address)

304. 296. 3090 F. 304. 296. 7937  
(Phone Number) / (Fax Number)

T.Robinson@pennline.com  
(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Tri-County Electric  
(Company)

Trevor Robinson Project Manager  
(Authorized Signature) (Representative Name, Title)

Trevor Robinson Project Manager  
(Printed Name and Title of Authorized Representative)

8-26-19  
(Date)

P. 304.296.3090 F. 304.296.7937  
(Phone Number) (Fax Number)

# CONTRACTOR LICENSE

Authorized by the  
**West Virginia Contractor Licensing Board**

**Number:** WV000287

**Classification:**

ELECTRICAL  
GENERAL BUILDING  
GENERAL ENGINEERING  
HEATING, VENTILATING & COOLING  
MULTIFAMILY  
PIPING  
PLUMBING  
RESIDENTIAL  
SPECIALTY

TRI COUNTY ELECTRIC CO INC  
DBA TRI COUNTY ELECTRIC CO INC  
300 SCOTSDALE AVENUE  
SCOTSDALE, PA 15683


**Date Issued**

AUGUST 02, 2019

**Expiration Date**

AUGUST 02, 2020

  
Authorized Company Signature

  
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.

**Subcontractor List Submission (Construction Contracts Only)**

**Bidder's Name:**     Tri-County Electric    

Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

Subcontractor Name	License Number if Required by W. Va. Code § 21-11-1 et. seq.
Mannon Pipeline , LLC	WV056346

Attach additional pages if necessary

State of West Virginia

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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:

the vendor should mail the report to the public authority issuing the contract.

**Contract Identification:**

Contract Number: CRFQ 1400 AGR2000000009

Contract Purpose: Warehouse Electrical Upgrade

Agency Requesting Work: State of West Virginia - Dept. of Agriculture

**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.

6-24-19 MJC  
6-24-19 MJC  
6-24-19 MJC

**Vendor Contact Information:**

Vendor Name: Tri-County Electric

Vendor Telephone: 304.296.3090

Vendor Address: 103 Corporate Drive  
Suite 101

Vendor Fax: 304.296.7937

Morgantown, WV 26501

Vendor E-Mail: TRobinson@ponnline.com



(9) Require a contractor to provide to any employee testing positive for a drug of abuse or alcohol the list of community resources where employees may seek assistance for themselves or their families as identified in paragraph (D), subdivision (12) of this section;

(10) Require that a contractor assist an employee who voluntarily acknowledges that the employee may have a substance abuse problem by providing the list of community resources where employees may seek assistance for themselves or their families as identified in paragraph (D), subdivision (12) of this section;

(11) Require that a contractor establish a written drug-free workplace policy regarding substance abuse and provide a copy of the written policy to each of its employees and to each applicant for employment. The written policy shall contain, at a minimum, all of the following:

(A) A summary of all the elements of the drug-free workplace policy established in accordance with this article;

(B) A statement that it is the contractor's intention to create a drug-free workplace environment;

(C) Identification of an employee who has been designated the contractor's drug-free workplace representative;

(D) Shall list the types of tests an employee may be subject to, which may include, but are not limited to, the following:

(i) Preemployment;

(ii) Post-accident;

(iii) Random; and

(iv) Reasonable cause.

~~✱~~ ~~✱~~ **TRAINING:**  
(12) Require that a contractor provide within six weeks of new employment at least two hours of drug-free workplace employee education for all employees unless that employee has already received such training anytime within a prior two-year period. The employee shall participate in drug-free workplace employee education at least biannually thereafter. The employee education shall include all of the following:

(A) Detailed information about the content of the contractor's specific drug-free workplace policy and an opportunity for employees to ask questions regarding the policy;

(B) The distribution of a hard copy of the written drug-free workplace policy, including collecting an employee-signed acknowledgment receipt from each employee;

(C) Specific explanation of the basics of drugs and alcohol abuse, including, but not limited to, the disease model, signs and symptoms associated with substance abuse, and the effects and dangers of drugs or alcohol in the workplace; and

(D) A list of community resources where employees may seek assistance for themselves or their families.

### ~~#~~ SUPERVISORY TRAINING:

(13) Require that a contractor provide at least two hours of drug-free workplace supervisor training for all supervisory employees and annually thereafter. The supervisor training shall include all of the following:

(A) How to recognize a possible drug or alcohol problem;

(B) How to document behaviors that demonstrate a drug or alcohol problem;

(C) How to confront employees with the problem from observed behaviors;

(D) How to initiate reasonable suspicion and post-accident testing;

(E) How to handle the procedures associated with random testing;

(F) How to make an appropriate referral for assessment and assistance;

(G) How to follow up with employees returning to work after a positive test; and

(H) How to handle drug-free workplace responsibilities in a manner that is consistent with the applicable sections of any pertinent collective bargaining agreements.

Certified United States Department of Health and Human Services Laboratory:

Quest Diagnostics

COMPANY NAME: TRI COUNTY ELECTRIC DOT

Testing Data Year: 2018													
Average Number of Employees in Company Pool for this Reporting Period: 92													
Company Random Testing Percentage: 58%													
<b>DRUG:</b>	Refusal Results												
Type of Test	1) Total # of Test Results	2) Verified Negative Results	3) Verified Positive Results for 1 or More Drugs	4) Positive for Marijuana	5) Positive for Cocaine	6) Positive for PCP	7) Positive for Opiates	8) Positive for Amphetamines	9) Adulterated	10) Substituted	11) Shy Bladder No Medical Explanation	12) Other Refusals to Submit	13) Cancelled Results
Pre-Employment	2	2											
Random	53	53											
Post-Accident	0												
Reasonable Cause	0												
Return-to-Duty	0												
Follow-Up	0												
<b>TOTAL</b>	<b>55</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Disposition</b>													
Not Hired	No Longer Employed			Placed in Non-Covered Position				Rehab		Other			

COMPANY NAME: TRI COUNTY ELECTRIC NON-DOT

Testing Data Year: 2018													
Average Number of Employees in Company Pool for this Reporting Period: 92													
Company Random Testing Percentage: 28%													
<b>DRUG:</b>	Refusal Results												
Type of Test	1) Total # of Test Results	2) Verified Negative Results	3) Verified Positive Results for 1 or More Drugs	4) Positive for Marijuana	5) Positive for Cocaine	6) Positive for PCP	7) Positive for Opiates	8) Positive for Amphetamines	9) Adulterated	10) Substituted	11) Shy Bladder No Medical Explanation	12) Other Refusals to Submit	13) Cancelled Results
Pre-Employment	2	2											
Random	26	26											
Post-Accident	1	1											
Reasonable Cause	0												
Return-to-Duty	0												
Follow-Up	0												
<b>TOTAL</b>	<b>29</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Disposition</b>													
Not Hired	No Longer Employed			Placed in Non-Covered Position				Rehab		Other			

Testing Data Year: 2018													
Average Number of Employees in Company Pool for this Reporting Period: 92													
Company Random Testing Percentage: 28%													
<b>ALCOHOL:</b>	Refusal Results												
Type of Test	1) Total # of Test Results	2) Screening Tests With Results Below .02	3) Screening tests With Results .02 Or Greater	4) Number Of Confirmation Test Results	5) Confirmation Tests With Results .02 Through .0039	6) Confirmation Tests With Results .04 Or Greater	7) "Shy Lung" With No Medical Explanation	8) Other Refusals To Submit To Testing	9) Canceled Results				
Pre-Employment	0												
Random	26	26											
Post-Accident	0												
Reasonable Cause	0												
Return-to-Duty	0												
Follow-Up	0												
<b>TOTAL</b>	<b>26</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Disposition</b>													
Not Hired	No Longer Employed			Placed in Non-Covered Position				Rehab		Other			



**LYTLE** Testing  
Services,  
Inc.

**Certification of Compliance  
Drug and Alcohol Testing Program  
Drug Free Workplace Act**

This is to certify that:

**Tri County Electric Co., Inc.**

(Company or Contractor)

has a Drug and Alcohol Testing Program in compliance with the State of West Virginia requirements to operate as a Drug and Alcohol Free Workplace.

**Lytle Testing Services, Inc.**

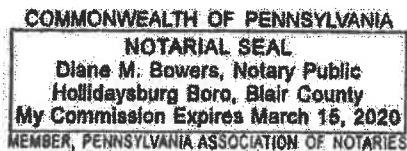
Mandy Croft *Mandy Croft*  
Lytle Print Name/Signature

VP  
Title

8/22/2019  
Date

Diane M. Bowers  
Notary Print Name/Signature

8/22/2019  
Date



**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Tri County Electric  
of Morgantown, West Virginia, as Principal, and Western Surety Company  
of 101 S. Reid St. Suite 300, Sioux Falls, SD 57103, a corporation organized and existing under the laws of the State of South Dakota with its principal office in the City of Sioux Falls, as Surety, are held and firmly bound unto the State of West Virginia, as Obligee, in the penal sum of 5% of bid amount (\$                    ) 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 Ripley warehouse electrical upgrader

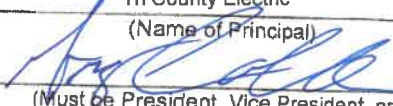
NOW THEREFORE,

- (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 22 day of August, 2019.

Principal Seal

Tri County Electric  
(Name of Principal)  
By   
(Must be President, Vice President, or Duly Authorized Agent)  
Greg Collins, Vice-President  
(Title)

Surety Seal

Western Surety Company  
(Name of Surety)  
  
Attorney-in-Fact  
Bobbie J. Eicher

**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.**

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Yvonne A Clark, Donald Lee De Furio, Bobbie J Eicher, Joseph R Gerst, Danette Stankovich, Individually**

of Scottsdale, PA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 8th day of May, 2018.



WESTERN SURETY COMPANY

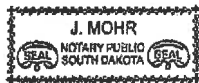
Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 8th day of May, 2018, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 22 day of August, 2019.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

**BID FORM**

**THE PROJECT AND THE PARTIES**

**1.01 FOR:**

A. Project: Ripley Warehouse Electrical Upgrades

B. Miller Engineering Project Number: 18013

4496 Cedar Lakes Dr

Ripley, WV 25271

**1.02 DATE:** 8/26/2019 (BIDDER TO ENTER DATE)

**1.03 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)**

A. Bidder's Full Name Tri-County Electric

1. Address 103 Corporate Drive, Suite 101

2. City, State, Zip Morgantown, WV 26501

**1.04 OFFER**

A. Having examined the Bid Documents prepared by Miller Engineering, Inc. for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of:

B. One Million Two Hundred Twenty Four Thousand

Fifteen dollars

(\$ 1,224,015.00), in lawful money of the United States of America.

1. In the event of a difference between the written bid amount and the number bid amount, the written bid amount shall govern.

**END OF SECTION**