



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

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 740715

Procurement Type: Central Purchase Order

Vendor ID: 000000203417

Legal Name: PROGRESSIVE ELECTRIC INC

Alias/DBA:

Total Bid: \$228,000.00

Response Date: 08/18/2020

Response Time: 8:36

SO Doc Code: CRFQ

SO Dept: 0211

SO Doc ID: GSD2100000002

Published Date: 8/10/20

Close Date: 8/18/20

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 2 Building 4
Electrical Upgrade

Total of Header Attachments: 1

Total of All Attachments: 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Electrical system services				\$228,000.00

Comm Code	Manufacturer	Specification	Model #
72151500			

Extended Description :	Electrical system services
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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: 740715

Doc Description: Building 4 Electrical Upgrade

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2020-07-27	2020-08-14 13:30:00	CRFQ 0211 GSD2100000002	1

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:

PROGRESSIVE ELECTRIC, INC.
 PO Box 3695
 CHARLESTON, WV 25336
 (304) 345-1253

FOR INFORMATION CONTACT THE BUYER

Melissa Pettrey
 (304) 558-0094
 melissa.k.pettrey@wv.gov

Signature X

FEIN # 550585404

DATE 8/18/2020

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

**Request for Quotation
Construction**

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Administration, General Services Division to establish a contract to provide and install new 480/277V 3-phase 4-wire service entrance switchgear, as shown in Exhibits B - G, per the specifications, project plans, and terms and conditions as attached hereto.

BUYER ID	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 112 CALIFORNIA AVENUE, 5TH FLOOR CHARLESTON WV25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 4 112 CALIFORNIA AVE CHARLESTON WV 25305 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Electrical system services		SEE EXHIBIT 'A'		

Comm Code	Manufacturer	Specification	Model #
72151500			

Extended Description :
Electrical system services

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

1. REVIEW DOCUMENTS THOROUGHLY: The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

2. MANDATORY TERMS: The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

3. PREBID MEETING: The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening

A **MANDATORY PRE-BID** meeting will be held at the following place and time:

Monday August 3, 2020 @ 10:00 am
Building 4
112 California Avenue
Charleston, WV 25305

See General Construction Specifications for additional information regarding pre-bid meeting requirements.

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting
Revised 01/09/2020

are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. VENDOR QUESTION DEADLINE: Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: 08/06/2020 @ 3:00 P.M.

Submit Questions to: **Melissa K Pettrey, Senior Buyer**
2019 Washington Street, East
Charleston, WV 25305
Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)
Email: Melissa.K.Pettrey@wv.gov

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

6. BID SUBMISSION: All bids must be submitted electronically through wvOASIS or signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.

The bid delivery address is:
Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID: Building 4 Electrical Upgrade
BUYER: Melissa K. Pettrey, Senior Buyer
SOLICITATION NO.: CRFQ 0211 GSD210000002
BID OPENING DATE: 08/14/2020
BID OPENING TIME: 1:30pm
FAX NUMBER: 304-558-3970

Revised 01/09/2020

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression or Interest or Request for Proposal is not permitted in wvOASIS.

For Request For Proposal ("RFP") Responses Only: In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus N/A convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE: (This only applies to CRFP)

Technical

Cost

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: 08/14/2020 @ 1:30 P.M.

Bid Opening Location: Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, 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.

9. BID FORMATTING: Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

10. ALTERNATE MODEL OR BRAND: Unless the box below is checked, any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the

equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

11. EXCEPTIONS AND CLARIFICATIONS: The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

12. COMMUNICATION LIMITATIONS: In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

13. REGISTRATION: Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

14. UNIT PRICE: Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

15. PREFERENCE: Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and must include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at:

<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

15A. RECIPROCAL PREFERENCE: The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: <http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or

minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

17. WAIVER OF MINOR IRREGULARITIES: The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor’s entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled “confidential,” “proprietary,” “trade secret,” “private,” or labeled with any other claim against public disclosure of the documents, to include any “trade secrets” as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

22. INTERESTED PARTY DISCLOSURE: West Virginia Code § 6D-1-2 requires that the vendor submit to the Purchasing Division a disclosure of interested parties to the contract for all contracts with an actual or estimated value of at least \$1 Million. That disclosure must occur on the form prescribed and approved by the WV Ethics Commission prior to contract award. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

23. WITH THE BID REQUIREMENTS: In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" or "Agencies" means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.

2.4. "Director" means the Director of the West Virginia Department of Administration, Purchasing Division.

2.5. "Purchasing Division" means the West Virginia Department of Administration, Purchasing Division.

2.6. "Award Document" means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.

2.7. "Solicitation" means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.

2.8. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.9. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

Term Contract

Initial Contract Term: Initial Contract Term: This Contract becomes effective on _____ and extends for a period of _____ year(s).

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to _____ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Alternate Renewal Term – This contract may be renewed for _____ successive _____ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within One Hundred and Twenty (120) days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ year(s) thereafter.

One Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

Other: See attached.

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

Open End Contract: Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

Service: The scope of the service to be provided will be more clearly defined in the specifications included herewith.

Combined Service and Goods: The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

One Time Purchase: This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

6. EMERGENCY PURCHASES: The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

7. REQUIRED DOCUMENTS: All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

BID BOND (Construction Only): Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

PERFORMANCE BOND: The apparent successful Vendor shall provide a performance bond in the amount of 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

LABOR/MATERIAL PAYMENT BOND: The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

MAINTENANCE BOND: The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

LICENSE(S) / CERTIFICATIONS / PERMITS: In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

8. INSURANCE: The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below and must include the State as an additional insured on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed in this section.

Vendor must maintain:

Commercial General Liability Insurance in at least an amount of: \$1,000,000.00 per occurrence.

Automobile Liability Insurance in at least an amount of: \$1,000,000.00 per occurrence.

Professional/Malpractice/Errors and Omission Insurance in at least an amount of: _____ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

Commercial Crime and Third Party Fidelity Insurance in an amount of: \$100,000.00 per occurrence.

Cyber Liability Insurance in an amount of: _____ per occurrence.

Builders Risk Insurance in an amount equal to 100% of the amount of the Contract.

Pollution Insurance in an amount of: _____ per occurrence.

Aircraft Liability in an amount of: _____ per occurrence.

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

9. WORKERS' COMPENSATION INSURANCE: The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. [Reserved]

11. LIQUIDATED DAMAGES: This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

_____ for _____

Liquidated Damages Contained in the Specifications

12. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

13. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

14. PAYMENT IN ARREARS: Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

15. PAYMENT METHODS: Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

16. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

17. ADDITIONAL FEES: Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

18. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

19. CANCELLATION: The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-5.2.b.

20. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

21. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

22. COMPLIANCE WITH LAWS: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

23. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

24. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

25. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

26. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

27. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments.

28. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

29. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

30. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/default.html>.

31. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

32. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

SUBCONTRACTOR COMPLIANCE: Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

33. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

34. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

35. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

36. INDEMNIFICATION: The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

37. PURCHASING AFFIDAVIT: In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State, Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

38. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE: This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"), provided that both the Other Government Entity and the Vendor agree. Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

39. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

40. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.requisitions@wv.gov.

41. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Revised 01/09/2020

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

42. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
 - c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
 - d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

43. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a

“substantial labor surplus area”, as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

44. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE: W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the vendor must submit to the Agency a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-award interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

45. PROHIBITION AGAINST USED OR REFURBISHED: Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)

1. CONTRACTOR'S LICENSE: West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor. West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. If an apparent low bidder fails to submit a license number in accordance with this section, the Purchasing Division will promptly request by telephone and electronic mail that the low bidder and the second low bidder provide the license number within one business day of the request. Failure of the bidder to provide the license number within one business day of receiving the request shall result in disqualification of the bid. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: PROGRESSIVE ELECTRIC, LLC
Contractor's License No.: WV- 00005

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a contract award document.

2. DRUG-FREE WORKPLACE AFFIDAVIT: W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit an affidavit that the Vendor has a written plan for a drug-free workplace policy. If the affidavit is not submitted with the bid submission, the Purchasing Division shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the affidavit within one business day of the request. Failure to submit the affidavit within one business day of receiving the request shall result in disqualification of the bid. To comply with this law, Vendor should complete the enclosed drug-free workplace affidavit and submit the same with its bid. Failure to submit the signed and notarized drugfree workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, within one business day of being requested to do so shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

2.1. DRUG-FREE WORKPLACE POLICY: Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article. The awarding public authority shall cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

3. DRUG FREE WORKPLACE REPORT: Pursuant to W. Va. 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. For contracts over \$25,000, the public authority shall be the West Virginia Purchasing Division. For contracts of \$25,000 or less, the public authority shall be the agency issuing the contract. The report shall include:

- (1) Information to show that the education and training service to the requirements of West Virginia Code § 21-1D-5 was provided;
- (2) The name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- (3) The average number of employees in connection with the construction on the public improvement;
- (4) 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 should utilize the attached Certified Drug Free Workplace Report Coversheet when submitting the report required hereunder. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

4. AIA DOCUMENTS: All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein.

4A. PROHIBITION AGAINST GENERAL CONDITIONS: Notwithstanding anything contained in the AIA Documents or the Supplementary Conditions, the State of West Virginia will not pay for general conditions, or winter conditions, or any other condition representing a delay in the contracts. The Vendor is expected to mitigate delay costs to the greatest extent possible and any costs associated with Delays must be specifically and concretely identified. The state will not consider an average daily rate multiplied by the number of days extended to be an acceptable charge.

5. GREEN BUILDINGS MINIMUM ENERGY STANDARDS: In accordance with § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANS/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

6. LOCAL LABOR MARKET HIRING REQUIREMENT: Pursuant to West Virginia Code §21-1C-1 et seq., Employers shall hire at least seventy-five percent of employees for public improvement construction projects from the local labor market, to be rounded off, with at least two employees from outside the local labor market permissible for each employer per project.

Any employer unable to employ the minimum number of employees from the local labor market shall inform the nearest office of Workforce West Virginia of the number of qualified employees needed and provide a job description of the positions to be filled.

If, within three business days following the placing of a job order, Workforce West Virginia is unable to refer any qualified job applicants to the employer or refers less qualified job applicants than the number requested, then Workforce West Virginia shall issue a waiver to the employer stating the unavailability of applicant and shall permit the employer to fill any positions covered by the waiver from outside the local labor market. The waiver shall be in writing and shall be issued within the prescribed three days. A waiver certificate shall be sent to both the employer for its permanent project records and to the public authority.

Any employer who violates this requirement is subject to a civil penalty of \$250 per each employee less than the required threshold of seventy-five percent per day of violation after receipt of a notice of violation.

Any employer that continues to violate any provision of this article more than fourteen calendar days after receipt of a notice of violation is subject to a civil penalty of \$500 per each employee less than the required threshold of seventy-five percent per day of violation.

The following terms used in this section have the meaning shown below.

(1) The term "construction project" means any construction, reconstruction, improvement, enlargement, painting, decorating or repair of any public improvement let to contract in an amount equal to or greater than \$500,000. The term "construction project" does not include temporary or emergency repairs;

(2) The term "employee" means any person hired or permitted to perform hourly work for wages by a person, firm or corporation in the construction industry; The term "employee" does not include:(i) Bona fide employees of a public authority or individuals engaged in making temporary or emergency repairs;(ii) Bona fide independent contractors; or(iii) Salaried supervisory personnel necessary to assure efficient execution of the employee's work;

(3) The term "employer" means any person, firm or corporation employing one or more employees on any public improvement and includes all contractors and subcontractors;

(4) The term "local labor market" means every county in West Virginia and any county outside of West Virginia if any portion of that county is within fifty miles of the border of West Virginia;

(5) The term "public improvement" includes the construction of all buildings, roads, highways, bridges, streets, alleys, sewers, ditches, sewage disposal plants, waterworks, airports and all other structures that may be let to contract by a public authority, excluding improvements funded, in whole or in part, by federal funds.

7. DAVIS-BACON AND RELATED ACT WAGE RATES:

- The work performed under this contract is federally funded in whole, or in part. Pursuant to _____, Vendors are required to pay applicable Davis-Bacon wage rates.
- The work performed under this contract is not subject to Davis-Bacon wage rates.

8. SUBCONTRACTOR LIST SUBMISSION: In accordance with W. Va. Code § 5-22-1, the apparent low bidder on a contract valued at more than \$250,000.00 for the construction, alteration, decoration, painting or improvement of a new or existing building or structure shall submit a list of all subcontractors who will perform more than \$25,000.00 of work on the project including labor and materials. (This section does not apply to any other construction projects, such as highway, mine reclamation, water or sewer projects.) The subcontractor list shall be provided to the Purchasing Division within one business day of the opening of bids for review. If the apparent low bidder fails to submit the subcontractor list, the Purchasing Division shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the subcontractor list within one business day of the request. Failure to submit the subcontractor list within one business day of receiving the request shall result in disqualification of the bid.

If no subcontractors who will perform more than \$25,000.00 of work are to be used to complete the project, the apparent low bidder must make this clear on the subcontractor list, in the bid itself, or in response to the Purchasing Division's request for the subcontractor list.

a. Required Information. The subcontractor list must contain the following information:

- i. Bidder's name
- ii. Name of each subcontractor performing more than \$25,000 of work on the project.
- iii. The license number of each subcontractor, as required by W. Va. Code § 21-11-1 et. seq.
- iv. If applicable, a notation that no subcontractor will be used to perform more than \$25,000.00 of work. (This item iv. is not required if the vendor makes this clear in the bid itself or in documentation following the request for the subcontractor list.)

b. Subcontractor List Submission Form: The subcontractor list may be submitted in any form, including the attached form, as long as the required information noted above is included. If any information is missing from the bidder's subcontractor list submission, it may be obtained from other documents such as bids, emails, letters, etc. that accompany the subcontractor list submission.

c. Substitution of Subcontractor. Written approval must be obtained from the State Spending Unit before any subcontractor substitution is permitted. Substitutions are not permitted unless:

- i. The subcontractor listed in the original bid has filed for bankruptcy;**
- ii. The subcontractor in the original bid has been debarred or suspended; or**
- iii. The contractor certifies in writing that the subcontractor listed in the original bid fails, is unable, or refuses to perform his subcontract.**

Subcontractor List Submission (Construction Contracts Only)


Bidder's Name: PROGRESSIVE ELECTRIC, INC

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.

Attach additional pages if necessary

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.

 V.P.

(Name, Title)
DUANE A. SHUROW, VICE PRESIDENT

(Printed Name and Title)
PO BOX 3675 CHARLESTON WV 25336


(Address)
304-345-1253 / 304-345-1256

(Phone Number) / (Fax Number)
DSHUROW@WEWIREV.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.

PROGRESSIVE ELECTRIC, INC

(Company)
 V.P.

(Authorized Signature) (Representative Name, Title)
DUANE A. SHUROW, VICE PRESIDENT

(Printed Name and Title of Authorized Representative)
8/18/2020

(Date)
304-345-1253 / 304-345-1256

(Phone Number) (Fax Number)

REQUEST FOR QUOTATION
New Electrical Service for Building 4

GENERAL CONSTRUCTION SPECIFICATIONS (No AIA Documents)

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Administration, General Services Division to establish a contract for the following:

To provide and install new 480/277V 3-phase 4-wire service entrance switchgear, as shown in Exhibits B - G.

The Vendor shall furnish all materials, labor, and equipment necessary to complete all Construction Services. The Vendor shall furnish any incidental work, materials, labor, and equipment that are necessary to complete the Construction Services, even if such incidental work is not explicitly included in the Project Plans.

CONDITIONS FOR MANDATORY PRE-BID MEETING

- No more than two (2) representatives of the interested bidder may attend the pre-bid; no more than two (2) interested bidders may be scheduled for each site visit.
- Visiting bidder representative(s) must abide by all safety precautions for safe social distancing, as prescribed by the GSD Project Manager.
- The pre-bid and/or site visit is **NOT** an opportunity to ask or submit technical questions about the project. No verbal representations provided at a site visit are binding in any manner. Interested bidders should submit all technical questions per the instructions in the CRFQ.
- All visitors to Building 4 shall enter through the Visitor Entrance and will be screened prior to gaining admittance into the building. Please allow ample time to ensure that you can be present for the beginning of the pre-bid.

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions and in the Project Plans as defined below.

- 2.1. **“ATC”** means “Automatic Temperature Controls,” which control heating and cooling, as well as ventilation, automatically, based upon thermostats or other devices that register heat and cooling.
- 2.2. **“ATS”** means Automatic Transfer Switch, an electrical switch that switches a load between two sources.
- 2.3. **“Construction Services”** means to provide and install new 480/277V 3-phase 4-wire service entrance switchgear, as shown in Exhibits B - G.

REQUEST FOR QUOTATION
New Electrical Service for Building 4

- 2.4. “kA” means ampere, the base unit for electric current.
- 2.5. “KVA” means Kilovolt Ampere.
- 2.6. “KW” means kilowatt, a measure of power equivalent to one thousand (1,000) watts.
- 2.7. “Pricing Page” means the pages contained in wvOASIS, attached hereto as Exhibit A, or included in the Project Plans upon which Vendor should list its proposed price for the Construction Services.
- 2.8. “Project Plans” means documents developed by an architect, an engineer, the Agency, or another design professional, which are attached hereto as Exhibit B, that provide detailed instructions on how the Construction Services are to be performed. In the event that Project Plans contain drawings or other documents too large to attach in Exhibit B, Vendors can obtain copies in accordance with Section 9 of these Specifications.
- 2.9. “Solicitation” means the official notice of an opportunity to supply the State with Construction Services that is published by the Purchasing Division.
- 2.10. “TVSS” means “Transient Voltage Surge Suppressor,” a guarding mechanism that prevents power system transients, which are generally known by the public as power surges or power spikes.
- 2.11. “V” means volts.
3. **ORDER OF PRECEDENCE:** This General Construction Specifications document will have priority over, and supersede, anything contained in the Project Plans.
4. **QUALIFICATIONS:** Vendor, or Vendor’s staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:
- 4.1. **Experience:** Vendor, or Vendor’s supervisory staff assigned to this project, must have successfully completed at least three (3) projects that involved work similar to that described in these specifications or the Project Plans. Compliance with this experience requirement will be determined prior to contract award by the State through references provided by the Vendor upon request, through knowledge or documentation of the Vendor’s past projects, through confirmation of experience requirements from the architect assisting the State in this project, or some other method that the State determines to be acceptable. Vendor must provide any documentation requested by the State to assist in confirmation of compliance with this provision. References, documentation, or other information to confirm compliance with this experience requirement may be requested

REQUEST FOR QUOTATION
New Electrical Service for Building 4

after bid opening and prior to contract award.

5. **CONTRACT AWARD:** The Contract is intended to provide Agency with a purchase price for the Construction Services. The Contract will be awarded to the lowest qualified responsible bidder meeting the required specifications. If the Pricing Pages contain alternates/add-ons, the Contract will be awarded based on the grand total of the base bid and any alternates/add-ons selected.
6. **SELECTION OF ALTERNATES:** Pursuant to W. Va. Code § 5-22-1(f), any solicitation of bids shall include no more than five alternates. Alternates, if accepted, shall be accepted in the order in which they are listed on the bid form. Any unaccepted alternate contained within a bid shall expire 90 days after the date of the opening of bids for review. Determination of the lowest qualified responsible bidder shall be based on the sum of the base bid and any alternates accepted.
7. **PERFORMANCE:** Vendor shall perform the Construction Services in accordance with this document and the Project Plans.
8. **SUBSTITUTIONS:** Any substitution requests must be submitted in accordance with the official question and answer period described in the INSTRUCTIONS TO VENDORS SUBMITTING BIDS, Paragraph 4. Vendor Question Deadline. Vendors submitting substitution requests should submit product brochures and product specifications during the official question and answer period.
9. **PROJECT PLANS:** The checked box will apply to Project Plans for this solicitation.
 - No Additional Project Plan Documents:** There are no additional Project Plans other than those attached hereto as Exhibit B or any subsequent addenda modifying Exhibit B.
 - Additional Project Plan Documents:** There are additional Project Plan documents other than those attached as Exhibit B. Copies of the additional Project Plan documents not attached as Exhibit B can be obtained by contacting the entity identified below.

10. CONDITIONS OF THE WORK

- 10.1. **Permits:** The Vendor shall procure all necessary permits and licenses to comply with all applicable Federal, State, or Local laws, regulations, and ordinances of any regulating body.
- 10.2. **Existing Conditions:** If discrepancies are discovered between the existing conditions and those noted in the specifications, Vendor must immediately notify the Agency's

REQUEST FOR QUOTATION
New Electrical Service for Building 4

representative. Vendor must also immediately notify the Agency if suspected hazardous materials are encountered.

10.3. Standard Work Hours: The standard hours of work for this Contract will be Monday – Friday 7:00 am to 5:00 pm, excluding holidays recognized by the State of West Virginia. Any work outside of the standard hours of work must be approved in advance at the Agency’s sole discretion. Authorization of work outside of the standard hours of work will not entitle Vendor to additional compensation.

10.4. Project Closeout: Project Closeout shall include the following:

10.4.1. Final Cleanup: Vendor shall perform the final cleanup activities listed below, along with any other final cleanup activities normally associated with the work performed under this Contract, prior to final inspection:

10.4.1.1. Remove all debris.

10.4.1.2. Sweep floor.

10.4.1.3. Area dusting.

10.4.2. Final Inspection: Vendor shall participate in a final inspection with the Agency’s project manager. The purpose of the final inspection will be to identify deficiencies that need to be remedied prior to Agency’s final acceptance of the work. Vendor shall at all times be obligated to perform in accordance with the Contract and must take all actions necessary to ensure that work complies with requirements of Contract prior to final acceptance. Final acceptance does not waive or release Vendor from its obligation to ensure that work complies with the Contract requirements. Vendor shall submit any warranty documents to the Agency project manager at final inspection.

10.5. Payment

10.5.1. Agency shall pay flat fee as shown on the Pricing Page, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

10.5.2. Invoices shall be submitted for payment and must include the following information:

10.5.2.1. Invoice must include, at a minimum, invoice date, FEIN number and complete address of Vendor, and Contract number.

**REQUEST FOR QUOTATION
New Electrical Service for Building 4**

10.5.2.2. Invoices shall be mailed to the following address:

General Services Division
112 California Avenue
Building 4, 5th Floor
Charleston, WV 25305

10.5.2.3. Or emailed to GSDInvoices@wv.gov.

- 11. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount of \$500.00 per calendar day beyond the completion date established by the Notice to Proceed in which they fail to achieve Final Completion of the Construction Services.
- 12. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:
- 12.1.** Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
 - 12.2.** Vendor will be responsible for controlling cards and keys and will pay replacement fee if the cards or keys become lost or stolen.
 - 12.3.** Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
 - 12.4.** Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
 - 12.5.** Vendor shall inform all staff of Agency's security protocol and procedures.

REQUEST FOR QUOTATION
New Electrical Service for Building 4

13. MISCELLANEOUS:

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

Contract Manager:

DUANE SHURLOW

Telephone Number:

304-345-1253

Fax Number:

304-345-1256

Email Address:

DSHURLOW@WEWIREV.COM

REQUEST FOR QUOTATION
New Electrical Service for Building 4

Exhibit A – Pricing Page

BASE BID (Commodity Line 1 in WYOASIS): All-inclusive, lump sum bid. To provide new 480/277V 3-phase 4-wire service entrance switchgear, including all associated work as specified herein:

Lump Sum = Two Hundred Twenty Eight Thousand & 00/100 Dollars
(\$228,000⁰⁰)
(Show amount in both words and numbers)

**REQUEST FOR QUOTATION
New Electrical Service for Building 4**

Exhibit B – Project Plans

1. GENERAL REQUIREMENTS:

1.1. Mandatory Construction Services Requirements: Construction Services must meet or exceed the mandatory requirements listed below. All work to be performed per the specifications included in attached Exhibits:

1.1.1. Vendor shall:

1.1.1.1. Extend existing duct bank through the building 4 foundation wall (see Exhibit C). Provide and install new 480/277 main distribution switchboard, including new pull and distribution sections and new 240 kA per phase TVSS unit. Provide new 300KVA transformer 480 Delta to 208Y to back feed existing 208V switchboard (see Exhibit D for design specifications only).

1.1.1.2. Convert one existing GE 2000A 208-120V/3/60 main distribution panel (Exhibit E) for use as a subpanel. Provide 800A rating plug for existing service main. Disconnect service main from existing underground feeder and ground grid. Remove existing service entrance conductors to existing pad mount transformer. Refeed existing 800A rated main breaker from new 300KVA transformer as noted on attached (Exhibit F). Provide coordination with AEP for removal of their pad mount transformer. Remove existing pad and underground feeder to existing AEP pole located on the east side of the alley behind building 4.

1.1.2. Vendor shall furnish all materials, labor, and equipment necessary to complete all work as indicated by these specifications. The intent is that the completed work consists of new components which meets or exceeds the listed specifications and subject to approval and acceptance by the owner's engineering department. Contractor shall furnish any incidental work, materials, labor, and equipment that are necessary to complete the work, even if such incidental work is not explicitly included in the contract documents.

**REQUEST FOR QUOTATION
New Electrical Service for Building 4**

1.2. Controls:

- 1.2.1.** Vendor shall provide and install new controls that shall be tied into owner's existing Trane Ensemble System for a seamless user interface. Hotlinks/targets to other applications and/or separate web pages will NOT be accepted as a "seamless" interface to the Ensemble System.
- 1.2.2.** Vendor shall provide long term data logging and archiving of data for a minimum of 3 years.
- 1.2.3.** All data, alarms, and graphics shall be available for user interface from both local workstation(s) as well as mobile devices through either a mobile browser and/or mobile app.
- 1.2.4.** ATC Vendor shall provide any necessary controls hardware and/or software upgrades to the existing Ensemble System to meet the spec requirements of this project.
- 1.2.5.** Vendor shall provide the following information to Ensemble:
 - 1.2.5.1.** Voltage and amperage for each phase of the incoming service.
 - 1.2.5.2.** Total KW and power factor for the incoming service.
 - 1.2.5.3.** Alarms for power failure and single phase.
 - 1.2.5.4.** Trending to include peak KW.
- 1.3.** Any equipment or material contracted for prior to receipt of the signed purchase order and written Notice to Proceed letter shall be at the Bidder's risk.
- 1.4.** Vendor shall ensure that all work performed under this contract only be performed by mechanics who have first provided documentation to the Owner of certification and licensure, as follows:
 - 1.4.1.** HVAC/Pipe fitters/Electrician as licensed by the WV Department of Labor and/or The WV State Fire Marshall's Office.
- 1.5.** Any reference to brand/make/model in the attached Exhibits is provided only as a basis for design, and is not intended to limit competition, and should be followed by the words "or equal." All provided and installed materials must meet the minimum specifications as described in the Exhibits.

**REQUEST FOR QUOTATION
New Electrical Service for Building 4**

- 1.6. Vendor must test all installed equipment/systems for proper operation prior to Final Acceptance of the Work.
- 1.7. Vendor must provide Agency with training on use of equipment prior to Final Acceptance.
2. **PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by the Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.
 - 2.1. The Vendor shall provide the Agency Project Manager with an overall draft project schedule within seventy-two (72) hours of Award of the Contract. The proposed project schedule shall indicate (at a minimum) shop drawing submission and approval, construction sequence, areas to be worked, building entrance closures, etc. Vendor shall be expected to attend a pre-construction meeting, within seven (7) calendar days of Award of the Contract; during this meeting, the final project schedule will be coordinated. Where coordination or disruption of office workspaces or occupants may be required, provide at least one week's advance notice prior to conducting work in those areas. Vendor shall adhere to schedule provided and coordinate through the Agency Project Manager.
 - 2.2. Work shall be conducted as a single project. The work schedule shall be reviewed and approved by the Agency Project Manager prior to commencement of the work. The Vendor shall coordinate the schedule around the Agency's work requirements.
3. **TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the Vendor's bid, but such costs will not be paid by the Agency separately.
4. **PROJECT SPECIFIC CONDITIONS OF THE WORK**
 - 4.1. **Limits of Work**
 - 4.1.1. Work areas will be limited to those spaces required for access to the jobsite.
 - 4.1.2. Some interior space may be utilized for temporary (overnight) storage of equipment and tools. Coordinate storage needs with the Agency Project Manager.
 - 4.1.3. Agency facilities shall remain in use during this contract. Contractor shall work with the Building Manager to coordinate the temporary access to work areas and otherwise provide for the Contractor needs to complete work. Contractor shall minimize disruption to building work areas and loading dock access.

REQUEST FOR QUOTATION
New Electrical Service for Building 4

Contractor shall be permitted reasonable use of building utilities including power, water and sanitary sewage disposal as required for conducting the work. Contractor shall coordinate the location of service connections or use of receptacles with the Building Manager to avoid overloading existing circuits.

4.2. Contractor Visitor Badges

Contractor shall provide a list of all personnel working on this project within the Building parameters. This list shall include a copy of a valid driver's license or other legal identification and include date of birth and cell phone number. Workers shall carry valid Contractor Photo ID Badges to be worn when working on the building and/or grounds. Under no circumstances shall a worker be assigned to this project without the validation first being submitted to the General Services Division and approval given.

4.3. Work Restrictions

Access to the building shall be coordinated with the Owner. Contractor shall not leave open doors unattended and shall close doors when not in use.

This is a non-smoking building. Smoking is not permitted within the building or near entrances, operable windows, or outdoor air intakes.

4.4. Parking

Some parking is available on the project site. Parking in non-designated areas is not permitted. Parking is the responsibility of the contractor. With prior approval, contractor's vehicles may be brought on-site for loading & unloading or to provide equipment necessary for conducting the work.

Use of loading dock areas or sidewalk areas for parking is strictly prohibited.

4.5. Codes

All work is to be performed in compliance with applicable Federal and State codes including but not limited to the International Building Code, International Mechanical Code, Life Safety Code, NEC, OSHA, UL, ANSI, ASME and related standards.

4.6. Safety

All applicable local safety and OSHA rules and guidelines shall be met by the Contractor. Work shall be subject to verification and inspection by GSD Safety representatives. Such verification shall not relieve the Contractor from meeting all applicable safety regulations and inspection by other agencies.

Notify Owner if suspected hazardous materials are encountered. Any areas requiring abatement will be provided by the GSD under separate contract.

**REQUEST FOR QUOTATION
New Electrical Service for Building 4**

Contractor to provide barricades around open excavations to protect general public.

4.7. Hot Work Permit

Contractor shall obtain Owner's permission prior to performing any work that requires an open flame, creates sparks, use's equipment that creates combustible temperatures, or performs any work that could result in a fire hazard. Owner will review work area and issue a 'Hot Work Permit' prior to Contractor commencing work. Note that the Contractor must take proper precautions and may be required to provide a Fire Watch as a condition of the permit.

4.8. Workmanship

Contractor shall complete all work in a neat and workmanlike manner. All work shall be done using new materials in a manner that meets commercial quality standards. Work shall be neat, true, plumb, and square, as applicable. Contractor shall verify all dimensions.

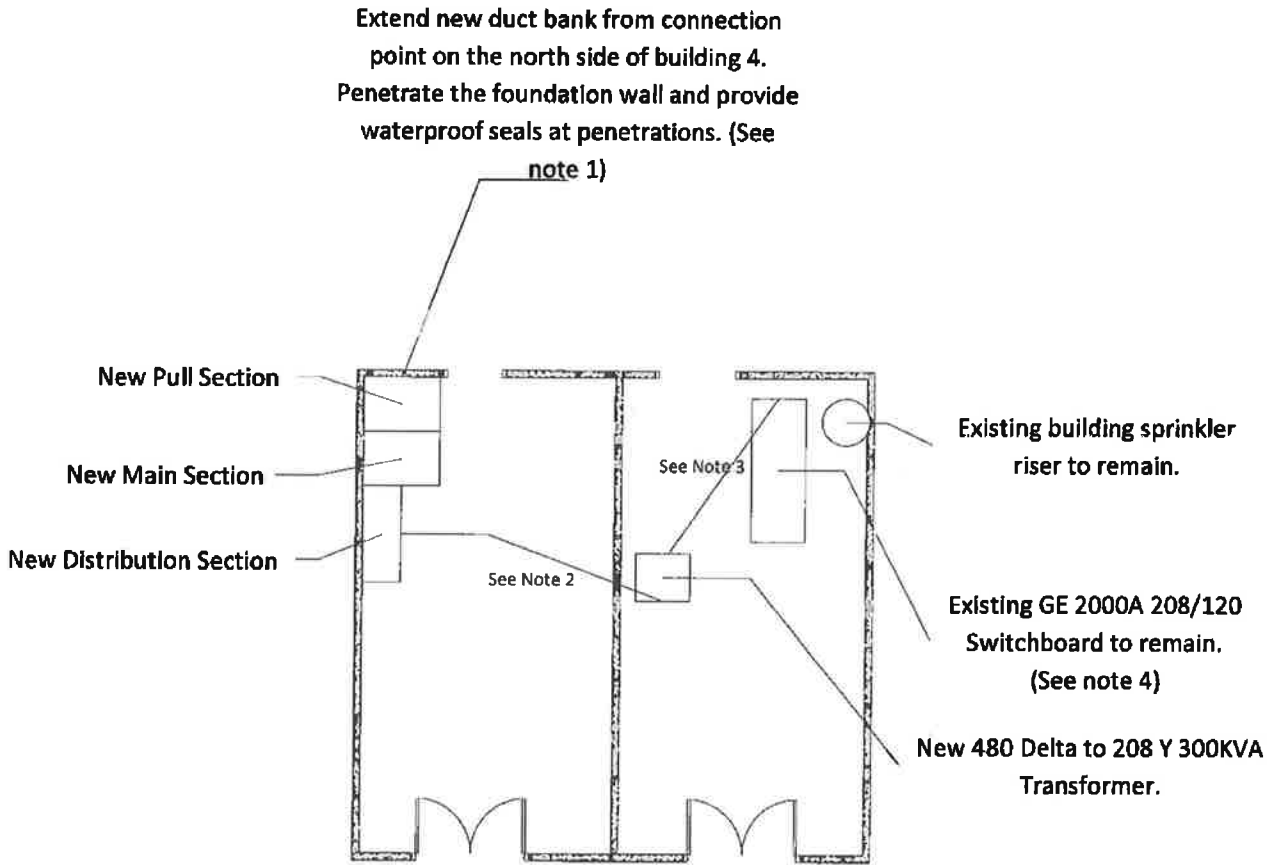
4.9. General Services Division Jobsite Safety Handbook

Prior to beginning any work covered by the Contract, Vendor shall have read, reviewed, and acknowledged in writing the attached Jobsite Safety Handbook (Exhibit H).

4.10. Warranty

A one (1) year warranty on labor is required, and Vendor must provide one (1) year minimum, or manufacturer's warranty on materials, whichever is longer. Vendor will be required to provide the Owner with all warranty documentation prior to Final Acceptance.

Exhibit C - Existing Duct Bank Extension

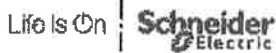


General Notes:

1. Provide six runs of 5-600mcm service entrance from the ATS on the north side of route 60 to the new service main. Provide 90 degree temp rise lugs for connections.
2. Provide two runs of 4-600mcm in one 4" conduit Provide 4" rigid conduit supported from the vault ceiling and walls with drilled anchors. Provide sealed wall penetration. Provide 2' of weathertight flex at transformer connection. Provide 90 degree temp rise lugs for connection to transformer.
3. Provide two runs of 5-600mcm in two 4" EMT conduits to existing GE switchboard. Provide 2' of weathertight flex at transformer connections. Support conduit from vault ceiling with drilled anchors.
4. Provide new 800A rating plug for existing 2000A GE main breaker. Potential point of Contact: Mr. John Oshel, Lead Sales Representative -WV, US Construction and Industrial Markets, ABB Inc. Winfield, WV 25213, Phone 304-610-4751.
5. For new switchboard/transformer (Exhibit D) potential point of contact: Mr. Gary W. Hall, Graybar, Power Distribution Business Development Manager, Charleston, WV, Phone 304-206-3492
6. Extend both 2" conduits through the basement wall and cap one. Extend one 2" conduit to a location adjacent to the existing basement mounted FACP for use by others.

GSD Energy	Building 4 New Electrical Service			
	Electrical Demolition Plan			
	SIZ	FSCM NO	DWG NO	RF
4/9/2020	SCALE	1:1	SHEET	1 OF 1

Exhibit D - Design basis for new Switchgear



Proposal Name: State of WV Building Four New Serv

Quote Name: State of WV Building Four New Serv

Proposal Number: P-200420-1560813

Quote Number: Q-1683567

Quote Date:

Through Addenda Number: 0

Sales Representative: Michael Babich

Conditions of Sale

This Quotation is subject to Coordinated Project Terms. See <https://www.schneider-electric.us/en/download/document/0100PL0043>

Quote is valid for 30 days. Quoted lead times are approximate and subject to change.

Schneider Electric reserves the right to amend, withdraw or otherwise alter this submission without penalty or charge as a result of any event beyond its control arising from or due to the current Covid-19 epidemic or events subsequent to this epidemic / pandemic including changes in laws, regulations, by laws or direction from a competent authority.

Clarifications and Exceptions

Exhibit D - Design basis for new Switchgear

Proposal Name: State of WV Building
Four New Serv
Quote Name: State of WV Building Four
New Serv

Quote Number: Q-1683567

Quote Date:

Seq #	Qty	Product Description
1	1	<p>Designation : MSB Product Details: 1 - Square D Standard Swbd Series 2-QED-2 Switchboard</p> <hr/> <p>Square D Standard Swbd Series 2 Designed and Tested in accordance with: UL 891/NATIONAL ELECTRIC CODE/NEMA PB-2 System Voltage - 480Y/277V 3Ph 4W 60Hz System Ampacity - 2000A Source Description - Single Main Bussing - Silver Plated Copper Neutral Bus - 100% Max Available Fault Current (RMS) - 65kA Enclosure - Type 1 Accessibility: Front Only Equipment Nameplate White Surface/Black Letters, Adhesive (Field Installed) Exterior Paint Color - ANSI 49 Ground Lug provided for each device Copper Ground Bus</p> <p>Dimensions</p> <hr/> <p>3 - 36" Wide Section(s) 3 - 24" Deep Enclosure(s) Dimensions: 108.00" W X 24" Max D X 91.5" H Approximate Weight: 2207.00 lbs / 1001.10 kgs</p> <p>Incoming Requirements</p> <hr/> <p>Suitable for Use As Service Entrance Entry Point: Right of Lineup, Through the Bottom Cable - Unbussed Pull Section</p> <p>Mains</p> <hr/> <p>1 - 2000AS/2000AT 480V 80% Rated 65 kA 3 Pole UL, Fixed Mounted Electronic Trip Circuit Breaker: Type RK Device Designation: MAIN BREAKER Ammeter Trip Unit, Long Time, Short Time, Instantaneous, Ground Fault Nameplate - White Surface / Black Letters, Adhesive (Field Installed)</p> <p>Feeders</p> <hr/> <p>6 - 100AT 480V 80% Rated 3 Pole UL, Group Mounted Thermal Magnetic Prepared Space: Type BJ Device Designation: PREPARED SPACES-100A 6 - 250AT 480V 80% Rated 3 Pole UL, Group Mounted Thermal Magnetic Prepared Space: Type JJ Device Designation: PREPARED SPACES-250A 1 - 600AS/500AT 480V 80% Rated 65 kA 3 Pole UL, Group Mounted Electronic Trip Circuit Breaker: Type LJ Device Designation: TRANSFORMER Standard Trip Unit, Long Time, Instantaneous Common Feeder Features: Nameplate - White Surface / Black Letters, Adhesive (Field Installed) Estimated days to ship, excluding transit: 20 working days after customer release to manufacturer. See Conditions of Sale.</p>
2	1	<p>Designation : Product Details:</p>



Exhibit D - Design basis for new Switchgear

Proposal Name: State of WV Building Four New Serv

Quote Number: Q-1683567

Quote Name: State of WV Building Four New Serv

Addendum: 0

Date:

1 - EX300T3HCU-Transformer Dry Type 300kVA 480D208Y
Transformer Type: DOE 2016 EX or EXN
Transformer Rating: 300kVA
Transformer Phase: Three Phase
Primary Voltage: 480V Delta
Secondary Voltage: 208Y/120V
Transformer Taps: 6 - 2.5% 2+4- Taps
Frequency: 60Hz
Transformer Winding Material: Copper
Sound Level: 49DB
Insulation & Temperature: Class 220 (H), 150
Deg C
Enclosure Material: Standard Painted ANSI 49
Grey
Enclosure Type: Type 1
UL Labeled
1 - 7400FMB-FLOOR MOUNTING BRACKET

#	REV	DESCRIPTION	BY	DATE

SWITCHBOARD GENERAL NOTES - SERIES 2

PRODUCT DESCRIPTION & RATINGS

Power System Data

480Y/277V 3Ph 4W 60Hz / 3 Phase Wye
 Solidly Grounded
 System Short Circuit Current Rating: 65kA RMS
 Incoming Section 2 Cable Through the Top Right of Lineup
 Incoming Through the Bottom of Unbussed Pull Section 3

Bus System Data

2000A Silver Plated Copper Main Bus
 (4) .25x1.50 IN/6x38 mm Cu Bus Bar Per Phase
 (2) .25x4.00 IN/6x102 mm Cu Bus Bar Per Neutral
 (1) .25x.875 IN/6x22 mm Cu Ground Bus

Enclosure Data

Type 1 Free Standing
 Exterior Paint Color: ANSI 49
 Front Accessibility Only Required
 Handling: Rollers & Lifting Assemblies
 Nameplate Mounting Type: Adhesive (Field Installed)
 Equipment Nameplate: White Surface/Black Letters
 Device Nameplate: White Surface / Black Letters

Estimated Shipping Weight

Shipping Split 1 860.00 lbs / 390.10 kgs
 Shipping Split 2 767.00 lbs / 347.91 kgs
 Shipping Split 3 580.00 lbs / 263.09 kgs
 Complete Lineup 2207.00 lbs / 1001.10 kgs

Code Standards

U.L. Deadfront and suitable for use as Service Entrance when not more than six (6) disconnecting means are provided.

Rating Nameplates

ST1- Deadfront - Section Bus 2000A
 ST2- Service Entrance - Section Bus 2000A
 ST3- SWBD enclosure

PRODUCT INFORMATION

Wiring

All wiring to be Machine Tool Wire type

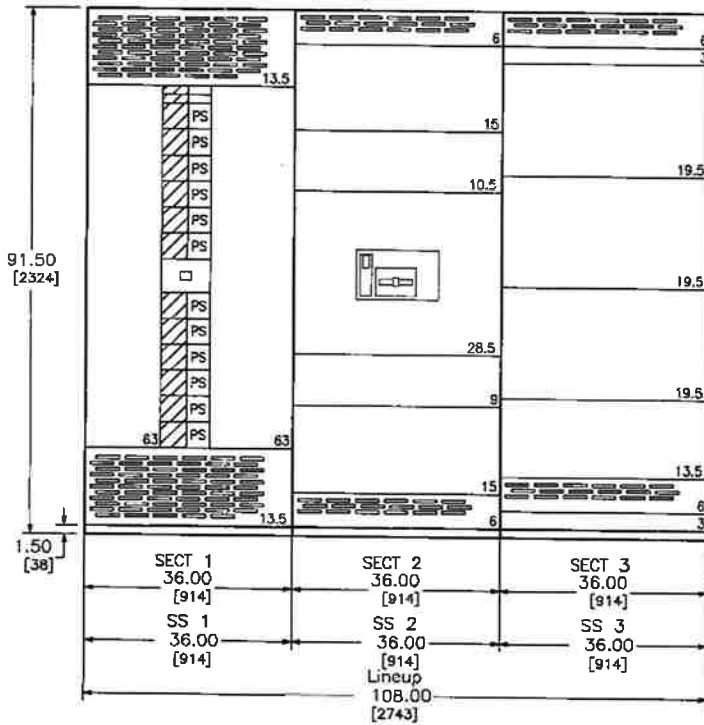
Instruction Bulletins

Reference 80043-055 For Handling, Installation, Anchoring, Inspection And Maintenance Information

Product Accessories/Options

T-bus 19.5 in T-bus 19.5 in No T-bus

Exhibit D - Design basis for new Switchgear

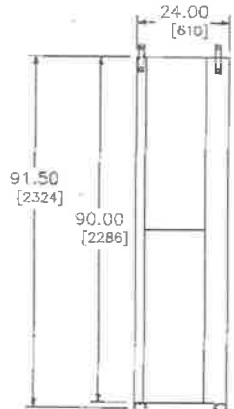


DUAL DIMENSIONS: INCHES
MILLIMETERS

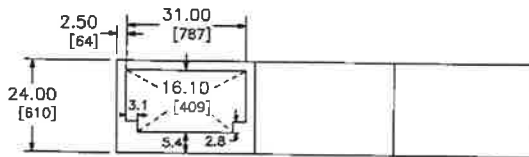
JOB NAME: State of WV Building Four New Serv	EQUIPMENT DESIGNATION: MSB
JOB LOCATION:	EQUIPMENT TYPE: QED-2, Switchboard
DRAWN BY: (02C)	DRAWING TYPE: GENERAL NOTES
ENGR:	SQUARE D
DATE: April 27 2020	by <i>[Signature]</i>
DRAWING STATUS: QUOTE	DWG# FQ-1683567-45006971-01 PG 1 OF 2 REV -

REV	DESCRIPTION	BY	DATE						

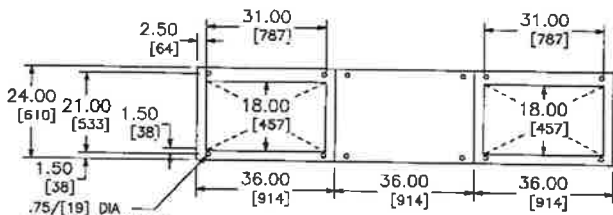
Exhibit D - Design basis for new Switchgear



LEFT SIDE VIEW



TOP VIEW - FRONT



FLOOR PLAN - FRONT

.75/[19] DIA
MTG HOLES OFFSET
3.00/[76] TYP
FROM SIDE

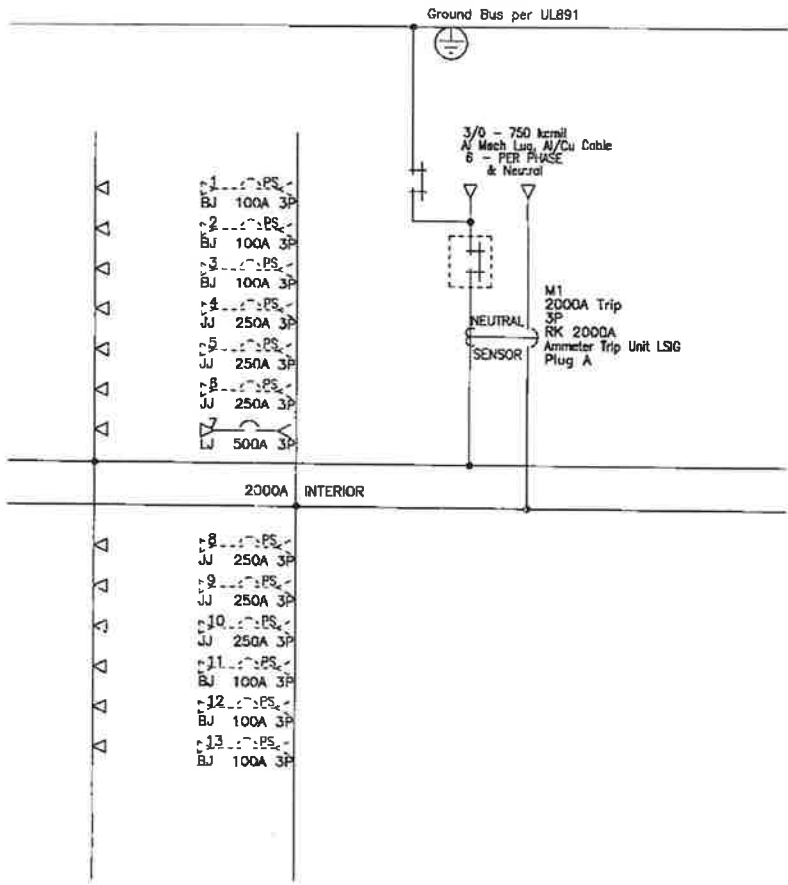
NOTE: ALL DEVICES REQUIRING DRILLING OR INSERTION IN MOUNTING PAD SUCH AS CONDUIT, ANCHORING STUDS, SLEEVE INSERTS, ETC. SHOULD BE INSTALLED BEFORE SETTING EQUIPMENT IN PLACE.

DUAL DIMENSIONS: INCHES
MILLIMETERS

JOB NAME:	State of WV Building Four New Serv	EQUIPMENT DESIGNATION:	MSB
JOB LOCATION:		EQUIPMENT TYPE:	QED-2 Switchboard
DRAWN BY:	(QZC)	DRAWING TYPE:	SIDE, TOP VIEW & FLOOR PLAN
ENCR:			
DATE:	April 27 2020		
DRAWING STATUS:	QUOTE		
		DWG#	FQ-1683567-45006971-01
		PG	2 OF 2
		REV	-

REV	DESCRIPTION	BY	DATE				

Exhibit D - Design basis for new Switchgear



- 1 PS
- BJ 100A 3P
- 2 PS
- BJ 100A 3P
- 3 PS
- BJ 100A 3P
- 4 PS
- JJ 250A 3P
- 5 PS
- JJ 250A 3P
- 8 PS
- JJ 250A 3P
- LJ 500A 3P

- 8 PS
- JJ 250A 3P
- 9 PS
- JJ 250A 3P
- 10 PS
- JJ 250A 3P
- 11 PS
- BJ 100A 3P
- 12 PS
- BJ 100A 3P
- 13 PS
- BJ 100A 3P

SECTION 1

SECTION 2

SECTION 3

JOB NAME:	State of WV Building Four New Serv	EQUIPMENT DESIGNATION:	MSB
JOB LOCATION:		EQUIPMENT TYPE:	GED-2 Switchboard
DRAWN BY:	(GZC)	DRAWING TYPE:	ONE LINE
ENGR:			
DATE:	April 27 2020		
DRAWING STATUS:	QUOTE		

Exhibit D - Design basis for new Switchgear

REV	DESCRIPTION	BY	DATE

POWER STYLE QED-2 SWITCHBOARD SERIES 2

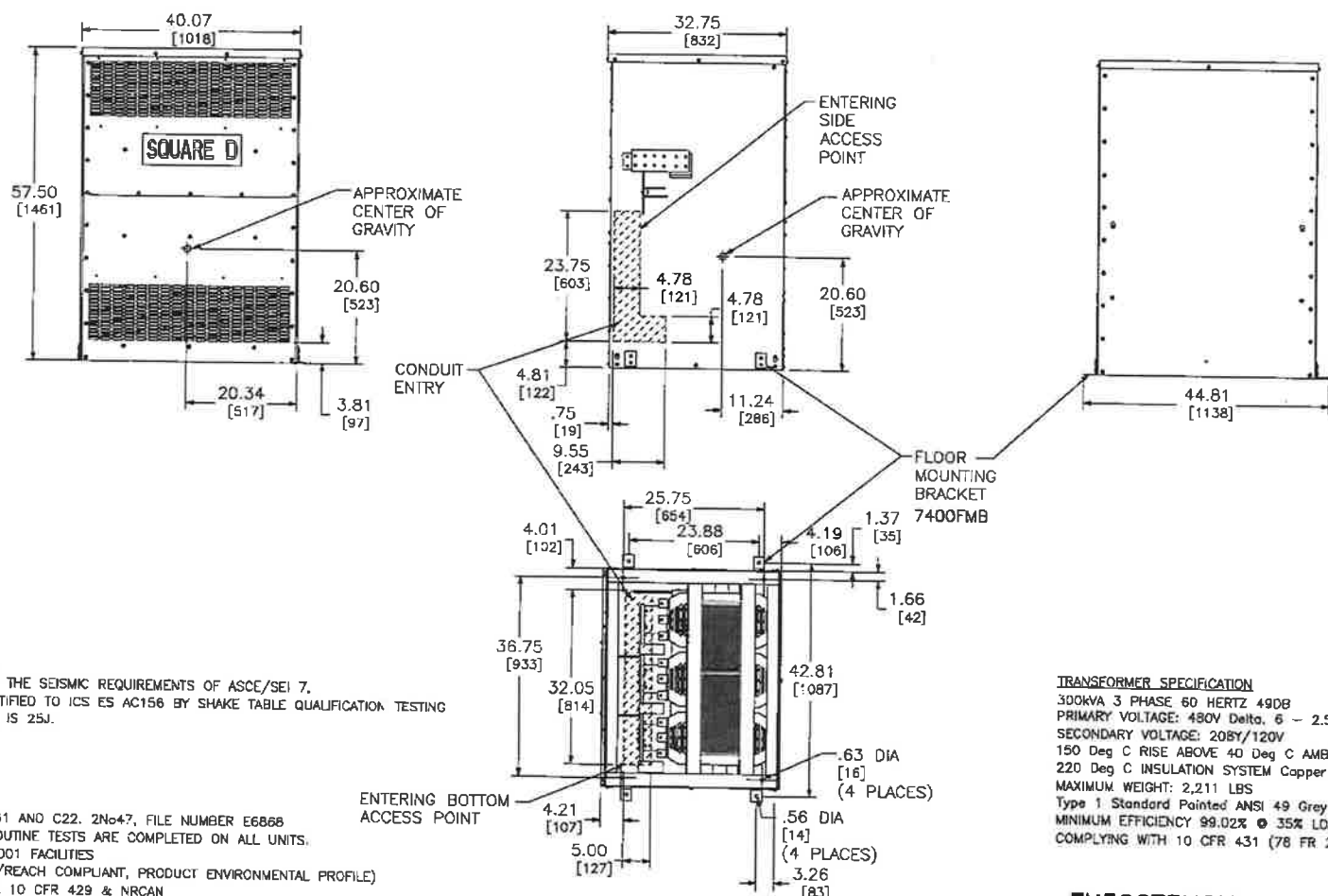
LEGEND	
GF	Ground Fault

SECT NO	CKT NO	IMD /GMD CONFIG	DEVICE/FRAME RATING	TRIP AMP	FUSE/TRIP	#P	DESIGNATION	N/P	LUG/WIRE INFORMATION				ACCESSORIES / NOTES
									QTY	PHASE WIRE RANGE	QTY	NEUT WIRE RANGE	
-	-	-	Equipment Nameplate	-	-	-	MSB	Yes	-	-	-	-	-
1	1	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
1	2	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
1	3	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
1	4	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	5	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	6	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	7	6 in	LJ 800A	500A	S-LI	3P	TRANSFORMER	Yes	2	4/0 - 500kcmil	2	4/0 - 500kcmil	
1	8	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	9	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	10	4.5 in	J (PS)	(250A)	-	3P	Blank Nameplate	Yes	1	3/0 - 350 kcmil	1	3/0 - 350kcmil	
1	11	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
1	12	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
1	13	4.5 in	BI (PS)	(100A)	-	3P	Blank Nameplate	Yes	1	#14 - 1/0 AWG	1	#14 - 1/0 AWG	
2	M1	FIX	RE 2000A Plug A	2000A	A-LSIG	3P	MAIN BREAKER	Yes	6	3/0 - 750 kcmil	6	3/0 - 750 kcmil	GF

NAMEPLATE INFORMATION:	JOB NAME: State of WV Building Four New Serv	EQUIPMENT DESIGNATION: MSB
MOUNTING TYPE: Adhesive (Field Installed)	JOB LOCATION:	EQUIPMENT TYPE: QED-2 Switchboard
EQUIPMENT: White Surface/Black Letters	DRAWN BY: (QZC)	DRAWING TYPE: SCHEDULE
DEVICE: White Surface / Black Letters	ENGR:	
	DATE: April 27 2020	
	DRAWING STATUS: QUOTE	
		DWG# 00-1683567-45006971-01

REV	DESCRIPTION	BY	DATE

Exhibit D - Design basis for new Switchgear



SEISMIC QUALIFICATION
 TO BE COMPLIANT WITH THE SEISMIC REQUIREMENTS OF ASCE/SEI 7.
 THIS UNIT IS SELF CERTIFIED TO ICS ES AC156 BY SHAKE TABLE QUALIFICATION TESTING
 THE ENCLOSURE ABOVE IS 25J.

NOTES:
 cULus LISTED TO UL1561 AND C22. 2No47, FILE NUMBER E6868
 NEMA ST-20 (2014) ROUTINE TESTS ARE COMPLETED ON ALL UNITS.
 MANUFACTURED IN ISO9001 FACILITIES
 GREEN PREMIUM (RoHS/REACH COMPLIANT, PRODUCT ENVIRONMENTAL PROFILE)
 REGISTERED TO DOE VIA 10 CFR 429 & NRCAN
 MINIMUM SIDE AND REAR CLEARANCE 1/2 INCH PER UL1561 ALCOVE TESTING.
 FRONT ACCESS MUST COMPLY WITH NEC WORK SPACE REQUIREMENTS.
 WIRE ACCESS SHOWN SHADED ABOVE. LOCATIONS ARE FRONT SIDES AND FRONT BOTTOM.

TRANSFORMER SPECIFICATION
 300kVA 3 PHASE 60 HERTZ 49DB
 PRIMARY VOLTAGE: 480V Delta, 6 - 2.5% 2+4- Taps
 SECONDARY VOLTAGE: 208Y/120V
 150 Deg C RISE ABOVE 40 Deg C AMBIENT
 220 Deg C INSULATION SYSTEM COPPER WINDING
 MAXIMUM WEIGHT: 2,211 LBS
 Type 1 Standard Painted ANSI 49 Grey
 MINIMUM EFFICIENCY 99.02% @ 35% LOADING 75 Deg C
 COMPLYING WITH 10 CFR 431 (78 FR 23335-APRIL 18, 2013)

EX300T3HCU

DUAL DIMENSIONS: INCHES
 MILLIMETERS

JOB NAME: State of WV Building Four New Serv	EQUIPMENT DESIGNATION:
JOB LOCATION:	EQUIPMENT TYPE: LV DISTRIBUTION TRANSFORMER
DRAWN BY: (Q2C)	DRAWING TYPE: ELEVATION VIEW
ENGR:	
DATE: April 27 2020	
DRAWING STATUS: QUOTE	DWG# FD-1683567-55007211-01

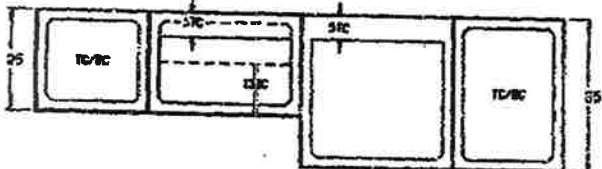
NOT FOR CONSTRUCTION

Exhibit E - Existing GE Switchboard

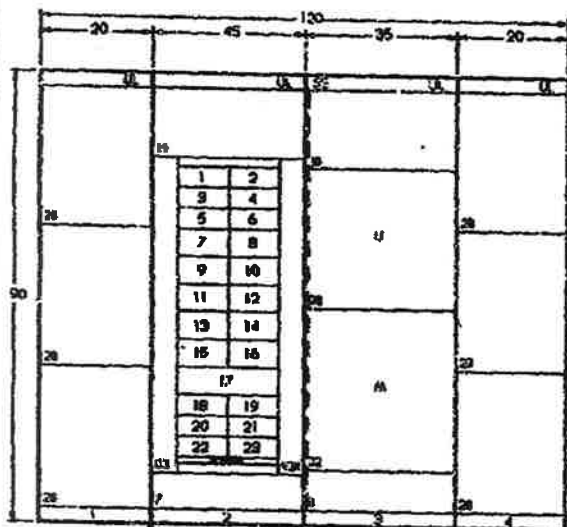


Spectra Series Switchboard

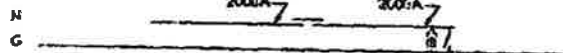
ORDER: **MEB6310339D**
CONT. ON SH. FL. SH. NO.



PLAN VIEW



FRONT VIEW



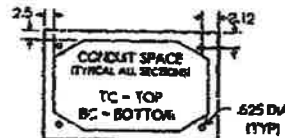
BUSSING DIAGRAM

871 250-601 (NCA)
U - HOLD MESHINGS
PER PHASE & NEUTRAL

ACCESS TO: Front	PHASE: 3PH	POWER CO.:	APPL. LOCAL BUS CR
CLASS: 2	AMPERS: 2000A	IS C/T SPACE: 1 INTO ONLY	CONSTR.:
LABEL: U/L SE	BUS MATERIAL: Alum	E/T TYPE: WINDOW	
VOLTAGE: 208/120V	PLATE: Tin Plate	P/T TYPE:	
BUS BRACING (RMS SYS):	65000A	FOR CE DUG: 73123812 PV/BL/BL/BL	
DEV. MIN. INTERRUPT RATING (RMS SYS):	42000A	FOR FLR CD SPEC: 73123812A SH	

CCT. NO.	DEVICE DESCRIPTION	TRIP OR FUSE CLIP		CIRCUIT IDENTIFICATION	
		AMPS	POLES	IS LABELS	IS NAMEPLATES
1	SP1A	180	3		
2	SP1A	125	3		
3	SP1A	200	3		
4	SP1A	200	3		
5	SP1A	250	3	SPACE AND BUS	
6	SP1A	250	3	SPACE AND BUS	
7	SCDA4	300	3		
8	SCDA4	300	3		
9	SCDA4	300	3		
10	SCDA4	300	3		
11	SC1A5	600	3		
12	SG1A4	400	3	SPACE AND BUS	
13	SG1A4	400	3	SPACE AND BUS	
14	SCDA4	400	3		
15	SCDA4	300	3		
16	SCDA4	300	3		
17	SCDA4	300	3		
18	SP1A	200	3		
19	SP1A	200	3		
20	SP1A	200	3		
21	SP1A	200	3		
22	TEY	100	3		
23	TEY	100	3	SPACE AND BUS	

- NOTES:
 1. Shipping splits between each section, ship each section separately
 2. Main furnished with U programmer.



NO.	DATE	REVISIONS	INITIALS
2	05/25/97		
1	06/25/97		

MATL.:	MANF.:	MSBD:	PLANT:	MERBANE
COST:	JOB NAME:		CUSTOMER:	
PANEL:	ARCHITECTS:		CUST. ORDER NO.:	
SWBD:	ENGINEER:		REC'D NO. 32272/78	
INSP.:	MADE BY: JDC		EDAC ORDER NO. MEB6310339D (ITEM 1)	
CUST.:	REL. BY: JDC		ISSUED: 06/25/97	
			REL. NO.:	
			CONT. ON SH. FL. SH. NO.:	

MEB6310339D

Exhibit F - Refeed of Existing Service Breaker

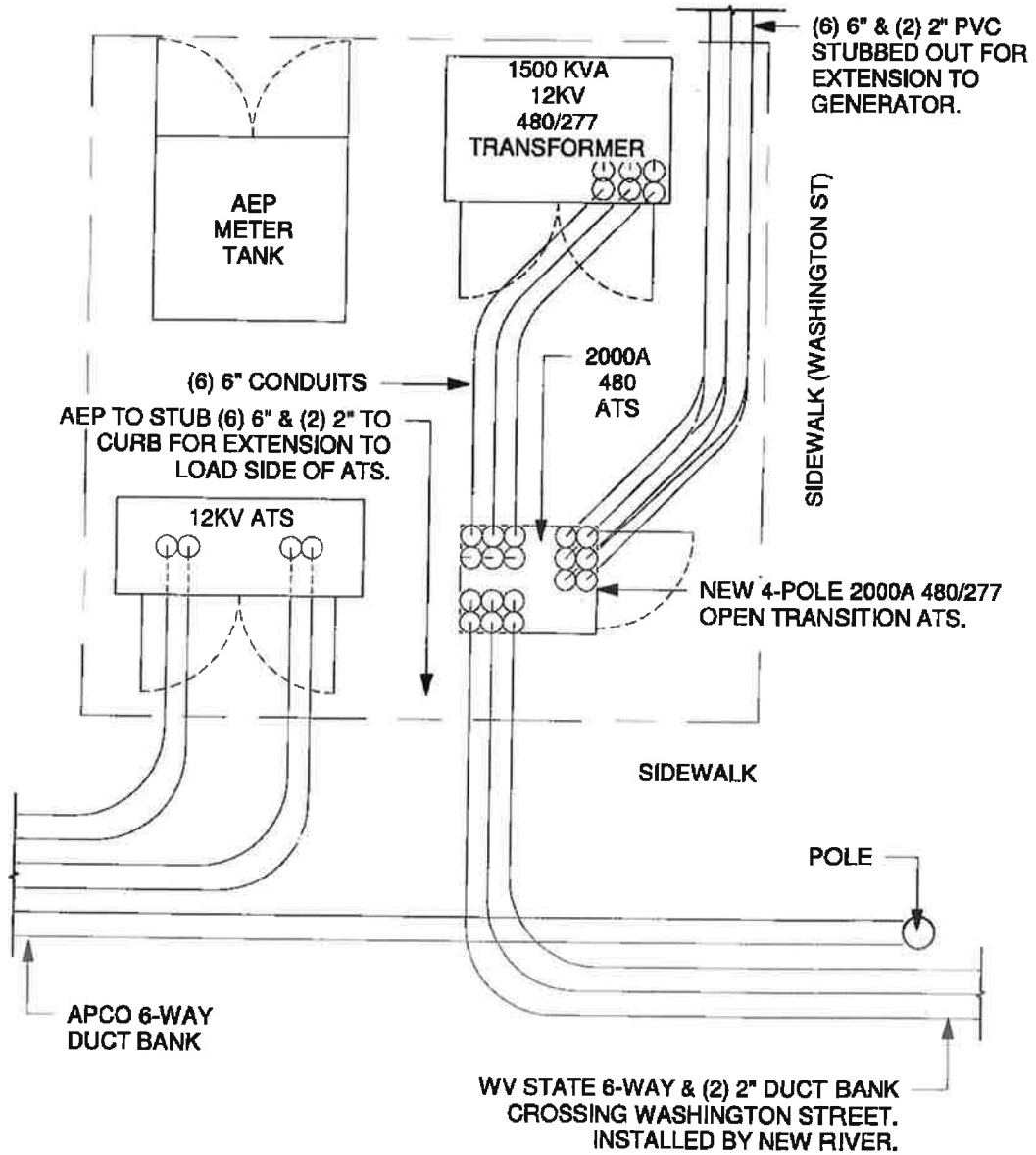
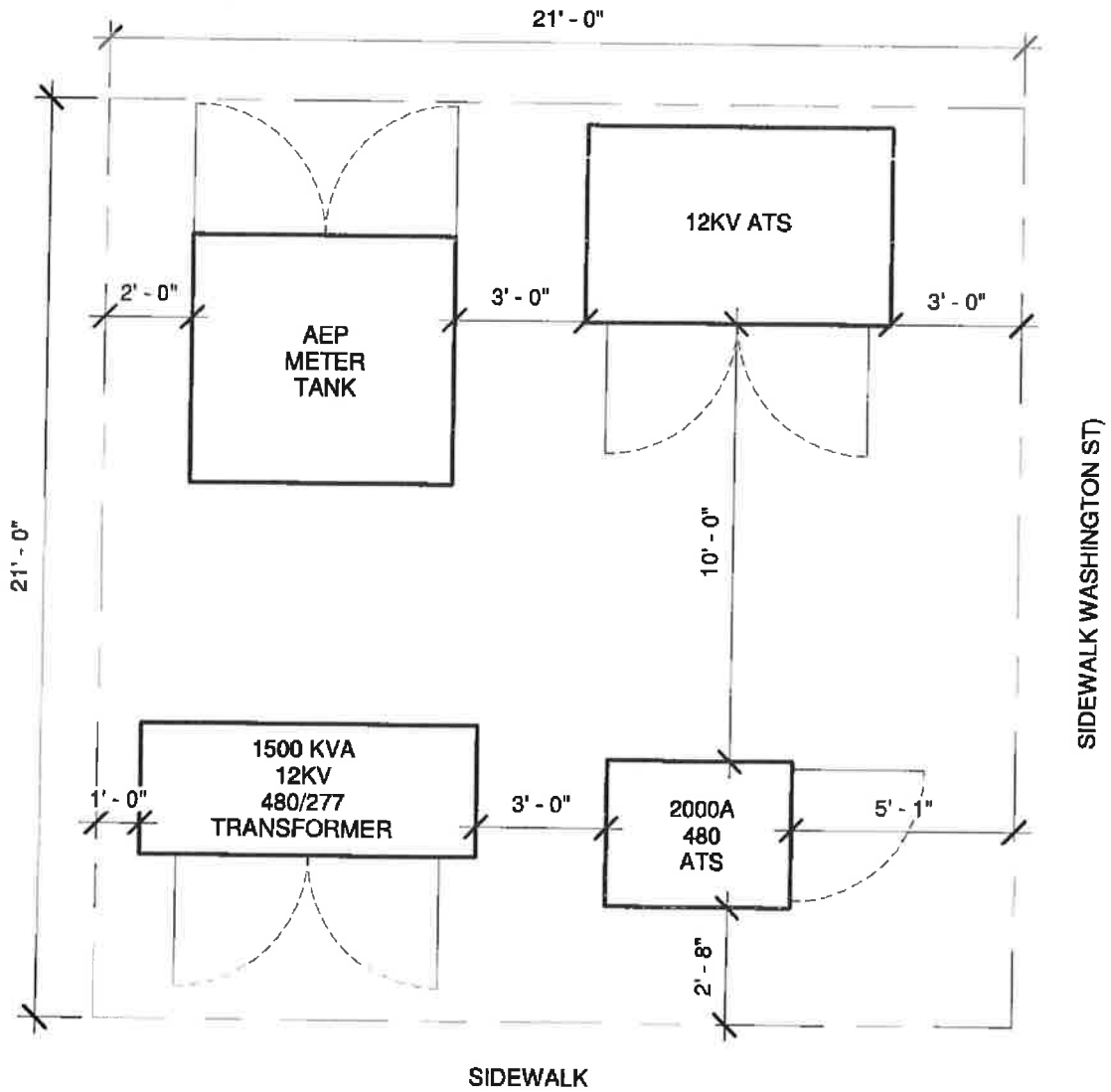
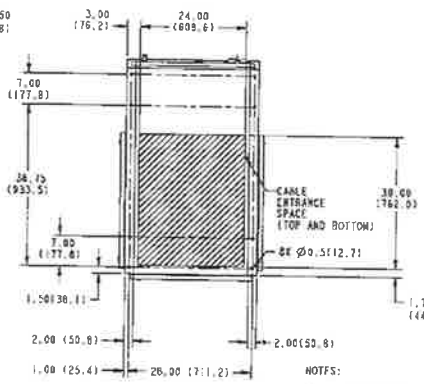
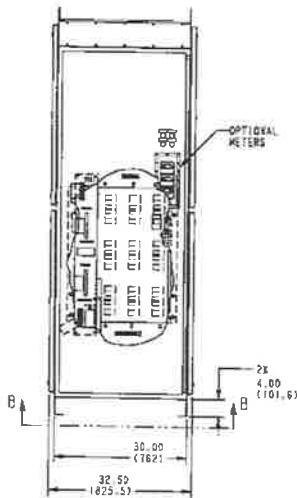
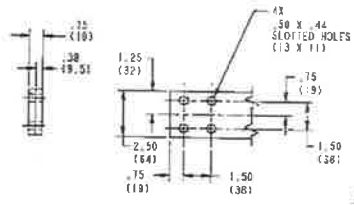
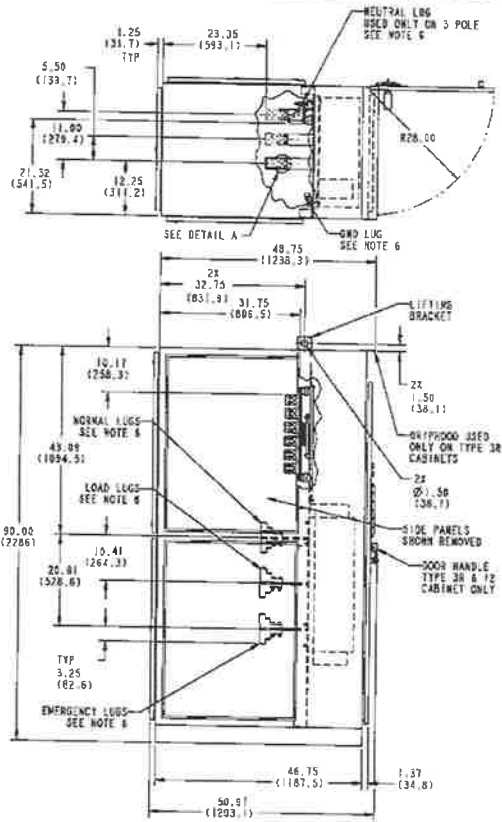


Exhibit F - Refeed of Existing Service Breaker



PROFENGINEER



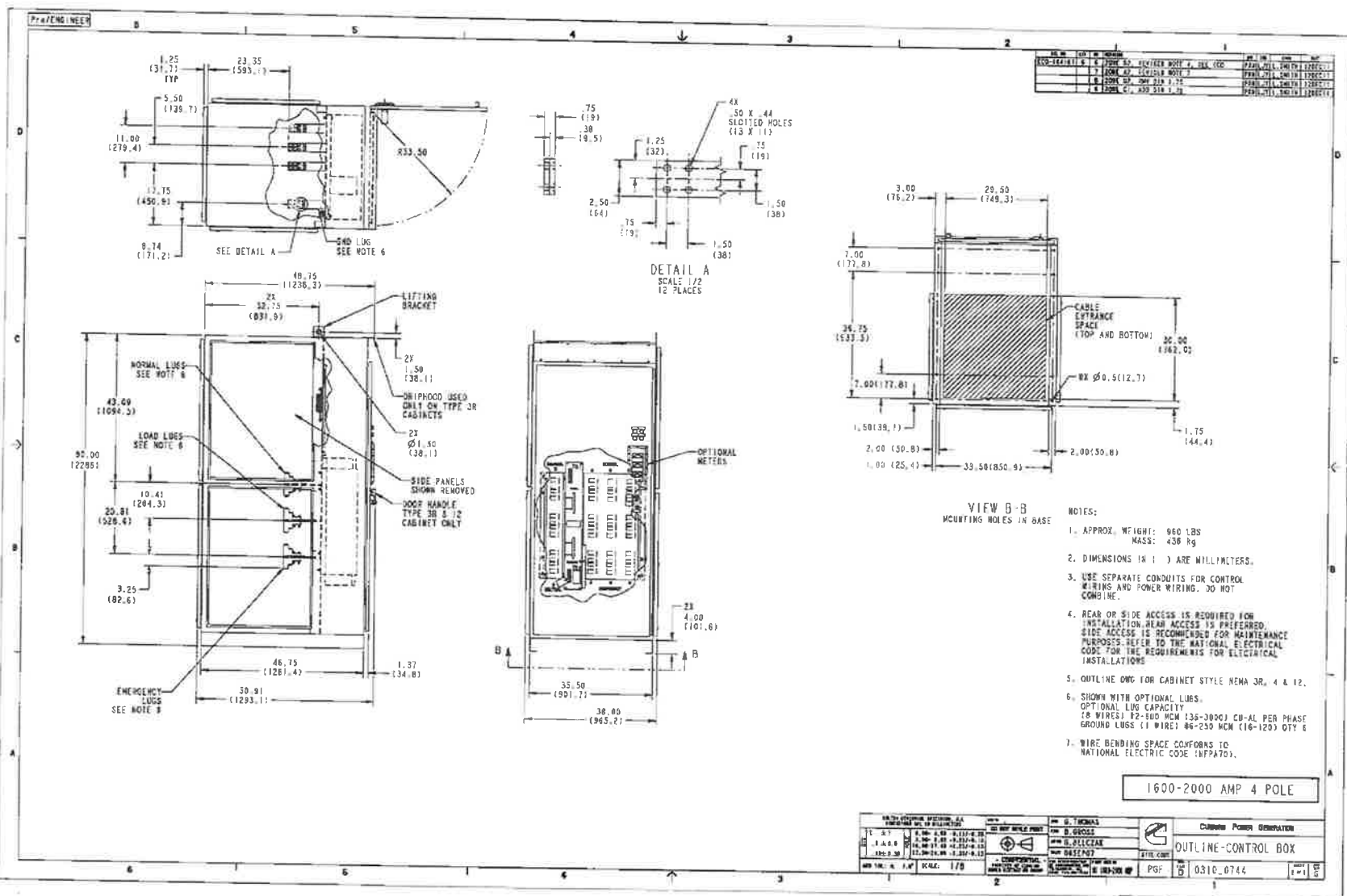
NO.	DESCRIPTION	REV.	DATE	BY	CHK.
1	ISSUED FOR REVIEW				
2	REVISED				
3	REVISED				
4	REVISED				
5	REVISED				
6	REVISED				
7	REVISED				
8	REVISED				
9	REVISED				
10	REVISED				

- NOTES:
- APPROX. WEIGHT: 900 LBS
MASS: 408 kg
 - DIMENSIONS IN 1-1 ARE MILLIMETERS.
 - USE SEPARATE CONDUITS FOR CONTROL WIRING AND POWER WIRING. DO NOT COMBINE.
 - REAR OR SIDE ACCESS IS REQUIRED FOR INSTALLATION. REAR ACCESS IS PREFERRED. SIDE ACCESS IS RECOMMENDED FOR MAINTENANCE PURPOSES. REFER TO THE NATIONAL ELECTRICAL CODE FOR THE REQUIREMENTS FOR ELECTRICAL INSTALLATIONS.
 - OUTLINE DWG FOR CABINET STYLE NEMA 3R, 4 & 12.
 - SHOWN WITH OPTIONAL LUGS.
OPTIONAL LUG CAPACITY
(8 WIRES): 82-500 MCM (35-300) CU-AL PER PHASE
NEUTRAL BAR (24 WIRES) 82-000 MCM (35-300) CU-AL
GROUND LUGS (1 WIRE) 48-250 MCM (15-120)
 - WIRE BENDING SPACE CONFORMS TO NATIONAL ELECTRIC CODE (NFPA70).

1600-2000 AMP 3 POLE

SALES OFFICE 1000 N. 10TH ST. MILWAUKEE, WI 53233 TEL: 414-224-1000 FAX: 414-224-1001	SERVICE CENTER 1000 N. 10TH ST. MILWAUKEE, WI 53233 TEL: 414-224-1000 FAX: 414-224-1001	R. THOMAS D. B. GROSS W. E. BELTZAK M. C. DEBOST	Control Power Corporation OUTLINE CONTROL BOX PGF 0310-0744
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Exhibit G - ATS Cut Sheet



REV	DATE	BY	CHK	APP	DESCRIPTION
1	10/20/03
2	10/20/03
3	10/20/03
4	10/20/03

<table border="1"> <tr> <td>1</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>2</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>3</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>4</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> </table>	1	1.00	1.00	1.00	1.00	2	1.00	1.00	1.00	1.00	3	1.00	1.00	1.00	1.00	4	1.00	1.00	1.00	1.00	<table border="1"> <tr> <td>1</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>2</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>3</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>4</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> </table>	1	1.00	1.00	1.00	1.00	2	1.00	1.00	1.00	1.00	3	1.00	1.00	1.00	1.00	4	1.00	1.00	1.00	1.00	<table border="1"> <tr> <td>1</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>2</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>3</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>4</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> </table>	1	1.00	1.00	1.00	1.00	2	1.00	1.00	1.00	1.00	3	1.00	1.00	1.00	1.00	4	1.00	1.00	1.00	1.00	<table border="1"> <tr> <td>1</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>2</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>3</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> <tr> <td>4</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> <td>1.00</td> </tr> </table>	1	1.00	1.00	1.00	1.00	2	1.00	1.00	1.00	1.00	3	1.00	1.00	1.00	1.00	4	1.00	1.00	1.00	1.00
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Exhibit G - ATS Cut Sheet



State of West Virginia
PURCHASING DIVISION
Construction Bid Submission Review Form

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.

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 solicitation
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 of West Virginia (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 solicitation form (only if stipulated as mandatory).
9. Failure to complete the Disclosure of Interested Parties to Contracts form (if contract has an actual or estimated value of \$1 million or more; does not apply to publicly traded companies listed on national or internal stock exchange)

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 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 §81-5-3) 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: PROGRESSIVE ELECTRIC, INC.

Authorized Signature: [Signature] Date: 8/18/2020

State of WEST VIRGINIA

County of KANAWHA, to-wit:

Taken, subscribed, and sworn to before me this 18 day of August, 2020.

My Commission expires 1/16, 2024.



NOTARY PUBLIC [Signature]



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

I, DUANE A. SHORON, after being first duly sworn, depose and state as follows:

1. I am an employee of PROGRESSIVE ELECTRIC INC.; and,
(Company Name)
2. I do hereby attest that PROGRESSIVE ELECTRIC INC.
(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: DUANE A. SHORON
 Signature: [Signature]
 Title: VICE PRESIDENT
 Company Name: PROGRESSIVE ELECTRIC INC.
 Date: 8/18/2020

STATE OF WEST VIRGINIA,

COUNTY OF KANAWHA, TO-WIT:

Taken, subscribed and sworn to before me this 18 day of August, 2020.

By Commission expires 1/16/2024

(Seal)



[Signature]
(Notary Public)

State of West Virginia
Purchasing Division

CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET

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: _____

Contract Purpose: _____

Agency Requesting Work: _____

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: _____

Vendor Telephone: _____

Vendor Address: _____

Vendor Fax: _____

Vendor E-Mail: _____

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Progressive Electric, Inc.
of Charleston, WV, as Principal, and Nationwide Mutual Insurance Company
of Columbus, OH, a corporation organized and existing under the laws of the State of
OH with its principal office in the City of Columbus, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligees, 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
Bldg. 4 Electrical Upgrades

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 Obligees 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 18th day of August, 2020.

Principal Seal

Progressive Electric, Inc.
(Name of Principal)

By: Duane A. Shuron
(Must be President, Vice President, or
Duly Authorized Agent)

[Signature]
(Title)

Surety Seal

Nationwide Mutual Insurance Company
(Name of Surety)

By: [Signature]

Kimberly L. Miles, Licensed WV Resident Agent 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

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

ANDREW K TEETER, DOUGLAS P TAYLOR, KIMBERLY L MILES, TAMMY SELBE

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

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

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 27th day of February, 2019.

[Handwritten signature of Antonio C. Albanese]

Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

ACKNOWLEDGMENT

STATE OF NEW YORK, COUNTY OF NEW YORK: ss

On this 27th day of February, 2019, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.



Suzanne C. Delio
Notary Public, State of New York
No. 02DE6126649
Qualified in Westchester County
Commission Expires September 16, 2021

[Handwritten signature of Suzanne C. Delio]
Notary Public
My Commission Expires
September 16, 2021

CERTIFICATE

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 18 day of August, 2020.

[Handwritten signature of Laura B. Guy]
Assistant Secretary

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 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 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.

PROGRESSIVE ELECTRIC LLC
Company


Authorized Signature DUANE A. STURSON

8/18/2020
Date

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