



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

State of West Virginia  
 Centralized Request for Quote

<b>Proc Folder:</b> 1120252		<b>Reason for Modification:</b>	
<b>Doc Description:</b> St. Albans Armory- Roof Replacement		Addendum No. 1	
<b>Proc Type:</b> Central Purchase Order			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2022-10-28	2022-11-10 13:30	CRFQ 0603 ADJ2300000011	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

11/10/22 12:54:18  
 WV Purchasing Division

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** HARRIS BROTHERS ROOFING

**Address :** 1533 HANSFORD STREET

**Street :**

**City :** CHARLESTON

**State :** WV **Country :** US **Zip :** 25311

**Principal Contact :** ERIC IHNAT

**Vendor Contact Phone:** 304-343-5566 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 David H Pauline  
 304-558-0067  
 david.h.pauline@wv.gov

**Vendor Signature X**  **FEIN#** 55-0365966 **DATE** 11/10/22

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

**ADDITIONAL INFORMATION**

Addendum No. 1

To publish Pre-Bid sign-in sheets, see attached

To respond to vendor technical questions, see attached

To move bid opening date and time to November 10, 2022, at 1:30 pm est.

No other changes

**INVOICE TO****SHIP TO**ADJUTANT GENERALS  
OFFICE  
1707 COONSKIN DRST ALBANS ARMORY  
  
5 ARMORY DRCHARLESTON WV  
USSAINT ALBANS WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Roof Replacement at St. Albans Armory	1		\$1,227,000.00	\$1,277,000.00

**Comm Code****Manufacturer****Specification****Model #**

72152601

VERSICO

**Extended Description:**

Contract Item#1- Labor, materials and all associated costs to remove and dispose of old roof, and to install a new EPDM roofing system or equal.

**INVOICE TO****SHIP TO**ADJUTANT GENERALS  
OFFICE  
1707 COONSKIN DRST ALBANS ARMORY  
  
5 ARMORY DRCHARLESTON WV  
USSAINT ALBANS WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Decking Repair/Replacement (if necessary)	1		\$30.00 S.F.	

**Comm Code****Manufacturer****Specification****Model #**

72152601

**Extended Description:**

Contract Item#2- Decking Repair/Replacement (Only If Needed) provide pricing on a Price Per Square Foot Installed basis.

INVOICE TO		SHIP TO	
ADJUTANT GENERALS OFFICE 1707 COONSKIN DR		ST ALBANS ARMORY 5 ARMORY DR	
CHARLESTON US	WV	SAINT ALBANS US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Wood Blocking Replacement (if necessary)	1		\$15.00 L.F.	

Comm Code	Manufacturer	Specification	Model #
72152601			

**Extended Description:**  
Contract Item#3- Wood Blocking Replacement (Only If Needed) provide pricing on a Price Per Lineal Foot Installed basis.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory Pre-bid Meeting at 10:00 am est.	2022-10-25
2	Vendor Technical Questions Due by Noon est.	2022-10-27

	Document Phase	Document Description	Page
ADJ2300000011	Draft	St. Albans Armory- Roof Replacement	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION – CRFQ ADJ23\*11  
St. Albans National Guard Armory- Roof Replacement

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11.4. Anyone performing under this Contract will be subject to Agency’s security protocol and procedures.

11.5. Vendor shall inform all staff of Agency’s security protocol and procedures.

**12. MISCELLANEOUS:**

**12.1. 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:** Eric Ihnat

**Telephone Number:** 304-343-5566

**Fax Number:** 304-343-5568

**Email Address:** eric.harrisbrothers@outlook.com

- a. **Liquidated Damages:** Contractor shall pay liquidated damages in the amount of \$1,500.00 per day of delay, plus a one-time fixed cost of \$1,250.00 for Staff Judge Advocate review for work not completed after contract completion date. 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.

**EXHIBIT A – Pricing Page**

EXHIBIT A  
**RFQ # ADJ2300000011**

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO REPLACE EPDM ADHERED  
ROOFING SYSTEM, AT  
ST. ALBANS NATIONAL GUARD ARMORY  
5 ARMORY ROAD, ST. ALBANS, WV 25177

**BID FORM**

The undersigned, hereafter called the Bidder, being familiar with and understanding the bidding documents;  
and being familiar with the site and all local conditions affecting the Project, hereby proposes to furnish labor,  
material, equipment, supplies, and transportation to perform the work as described in the bidding documents

BIDDERS COMPANY NAME: Harris Brothers Roofing & Mechanical

VENDOR ADDRESS: 1533 Hansford Street  
Charleston, WV 25311

TELEPHONE: 304-343-5566

FAX NUMBER: 304-343-5568

E-MAIL ADDRESS: eric.harrisbrothers@outlook.com

WV CONTRACTOR'S  
LICENSE NO. WV 000232

**CONTRACT OVERALL TOTAL COST:**

ONE MILLION TWO HUNDRED TWENTY SEVEN THOUSAND DOLLARS

(\$ 1,227,000.00 ) \*\*\* (Contract bid to be written in words and numbers.)

**DECKING REPAIR/REPLACEMENT PRICE PER SQUARE FOOT INSTALLED** (ONLY If needed to  
replace due to damage):

THIRTY DOLLARS

(\$ 30.00 per sq/ft installed) \*\*\* (Unit cost to be written in words and numbers.)

**WOOD BLOCKING, PRICE PER LINEAL FOOT INSTALLED** (ONLY If needed to replace due to damage):

FIFTEEN DOLLARS

(\$ 15.00 per ln/ft installed) \*\*\* (Unit cost to be written in words and numbers.)

Failure to use this bid form may result in bid disqualification.

SIGNATURE:  DATE: 11/10/22

NAME: ERIC IHNAT  
(Please Print)

TITLE: VICE PRESIDENT



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

I, ERIC IHNAT, after being first duly sworn, depose and state as follows:

1. I am an employee of HARRIS BROTHERS ROOFING; and,  
(Company Name)
2. I do hereby attest that HARRIS BROTHERS ROOFING  
(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: ERIC IHNAT  
 Signature:   
 Title: VICE PRESIDENT  
 Company Name: HARRIS BROTHERS ROOFING  
 Date: 11/10/22

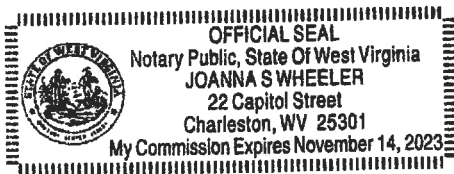
STATE OF WEST VIRGINIA,

COUNTY OF Kanawha, TO-WIT:

Taken, subscribed and sworn to before me this 10 day of Oct, 2022.

By Commission expires Nov. 14, 2023

(Seal)



(Notary Public)



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO ADJ230000011**

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

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

**Addendum Numbers Received:**

(Check the box next to each addendum received)

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

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

**HARRIS BROTHERS ROOFING & MECHANICAL**

Company



Authorized Signature

**NOVEMBER 10, 2022**

Date

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

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Harris Brothers Roofing Company, Inc.  
of Charleston, WV, as Principal, and Travelers Casualty and Surety Company of America  
of Hartford, CT, a corporation organized and existing under the laws of the State of  
CT with its principal office in the City of Hartford, as Surety, are held and firmly bound unto the State  
of West Virginia, as Oblige, 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  
St. Albans Armory Roof Replacement CRFQ 0603 ADJ2300000011 Adjutant General - According to Plans and  
Specifications

**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 Oblige 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 10th day of November, 2022.

Principal Seal

Harris Brothers Roofing Company, Inc.  
(Name of Principal)

By [Signature]  
(Must be President, Vice President, or  
Duly Authorized Agent)

VICE PRESIDENT  
(Title)

Surety Seal

Travelers Casualty and Surety Company of America  
(Name of Surety)

By [Signature]  
Kimberly J. Wilkinson, 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.**



**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint Gregory T Gordon, Patricia A Moye, Jeremy B. Stanley, Terri L. Dodrill, and Kimberly J Wilkinson of **Charleston, West Virginia** their true and lawful Attorney (s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st day of April, 2021**.

State of Connecticut  
City of Hartford ss.



By:   
Robert L. Raney, Senior Vice President

On this the **21st day of April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

**IN WITNESS WHEREOF**, I hereunto set my hand and official seal.  
My Commission expires the **30th day of June, 2026**



  
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 10th day of November, 2022



  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**