



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 3

List View

General Information

Contact

Default Values


Discount

Document Information

Clarification Request

Procurement Folder: 1386085


Procurement Type: Central Purchase Order

Vendor ID: VS0000014990 


Legal Name: VERTEX ROOFING CONTRACTORS INC

Alias/DBA:

Total Bid: \$372,345.00

Response Date: 03/27/2024 

Response Time: 22:39

Responded By User ID: neckley02 

First Name: Nicole

Last Name: Eckley

Email: nicole@vertexroofinc.com

Phone: 7037942121

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2400000078

Published Date: 3/26/24

Close Date: 3/28/24

Close Time: 13:30

Status: Closed

Solicitation Description: NEW ROOFS WVDH MONONGALIA COUNTY
04240513

Total of Header Attachments: 3

Total of All Attachments: 3

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	ROOFING SERVICE	1.00000	LS	372345.000000	372345.00

Comm Code	Manufacturer	Specification	Model #
72152601			

Commodity Line Comments:

Extended Description:

NEW ROOF CONSTRUCTION ON 6 BUILDINGS

REQUEST FOR QUOTATION
Roof Replacements

GENERAL CONSTRUCTION SPECIFICATIONS (No AIA Documents)

- 1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of WV Division of Highways to establish a contract for the following:

Replace existing roofs with new metal roof on six different structures (shop building, office building, spreader rack #1, spreader rack #2, brine production building, and gas house) located at 1510 Grafton Rd, Morgantown, WV 26508. Old shingles should not be removed and will serve as the foundation for the new roofs.

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.

- 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 “Construction Services”** means replacement of new roof consisting of 26 gauge or better steel as more fully described in the Project Plans.
- 2.2 “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.
- 2.3 “Solicitation”** means the official notice of an opportunity to supply the State with Construction Services that is published by the Purchasing Division.
- 2.4 “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.
- 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:

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- 4.1. Experience:** Vendor, or Vendor's supervisory staff assigned to this project, must have successfully completed at least five (5) projects that involved work like 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 after bid opening and prior to contract award.
- 4.2. Licensing:** Vendor must have valid Contractor's License
- 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 & Exhibit C or any subsequent addenda modifying Exhibit B & Exhibit C.

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- 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 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 6:30am – 5:00pm 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. All construction debris, shall become the responsibility of the contractor to dispose of in accordance with all state and federal laws. **All construction material must be kept in an orderly fashion daily.**

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.

REQUEST FOR QUOTATION
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11. 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:

- 11.1. Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
- 11.2. Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
- 11.3. Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
- 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: Nicole Eckley

Telephone Number: 703-794-2121

Fax Number: N/A

Email Address: nicole@vertexroofinc.com

**REQUEST FOR QUOTATION
Roof Replacements**

EXHIBIT A – Pricing Page

Replace multiple roofs at:
**WVDOH-District 4 Monongalia County
1510 Grafton Rd
Morgantown, WV 26508**

VENDOR COMPANY NAME: Vertex Roofing Contractors Inc.

VENDOR ADDRESS: 12050 Cadet Ct Manassas Va 20109

TELEPHONE: 703-794-2121

FAX: N/A


EMAIL ADDRESS: nicole@vertexroofinc.com

CONTRACT TOTAL BID AMOUNT

For the lump sum of: \$ 372,345.00
(show amount in numbers)

Three Hundred Seventy Two Thousand Three Hundred Forty Five Dollars
(show amount in words)

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

SIGNATURE:  **DATE:** 03/27/2024

NAME: Jonathan Zimmer (Please Print)

TITLE: President

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EXHIBIT B – PROJECT PLANS

1. GENERAL REQUIREMENTS:

- A. Mandatory Contract Item Requirements:** Contract Item must meet or exceed the mandatory requirements listed below.

The specifications of this RFQ and/or any WVDOH Standards referenced in and/or attached to this RFQ may include references to specific recognized “industry standard” specifications which are issued by third parties, such as the American Society for Testing and Materials (ASTM) and the American Association of State and Highway Transportation Officials (AASHTO). Such specifications are protected by strict copyright restrictions and cannot be published as part of this RFQ. The ability to access such specifications shall be considered a mandatory requirement for participation in the RSQ process as a Vendor or as a supplier to the Vendor, as applicable.

- I. Product Requirements:** All products and procedures shall be in accordance with the specifications herein. The contractor shall be responsible for verifying accurate dimensions. Definitive measurements can be taken at the site during the pre-bid meeting. Construction materials may be kept on site but must be stored in a manner that does not impede normal operations at the facility.

A. Roofing Requirements and Execution:

1. **Underlayment:** A coated woven synthetic roofing underlayment should be installed over the existing shingled roof as a vapor barrier. The fabric should be equal to or better than Titanium UDL 25.
2. **Wood Purlins:** New wood purlins should be installed as a base for the metal roof. Purlins should be 1-inch by 3-inch nominal size and spaced 24 inches on center.
3. **Metal Roof Panels:** Install new metal roof panels according to the manufacturer’s recommendations. Metal roofs shall consist of R-panel type metal roof panels, 26-gauge or better. All panels shall be Coco Brown or similar dark brown color.
4. **Protrusion Booting:** Install new temperature specific booting (cold/hot) for all roof protrusions. Roof protrusion booting shall be installed and sealed in a way to prevent leaks.

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5. **Trim:** Install new 26-gauge metal drip edge, ridge cap, rake, and eaves. Any rotten fascia boards should be replaced, and fascia trim should be installed. Trim color shall match roof panels.
6. **Gutters:** Install new 6-inch seamless gutters behind the drip edge along each eave. Gutters shall be metal and have a minimum thickness of 0.032 inch and be installed on a slope so that water drains toward the downspout. Gutter color shall match roof panels. Gutters will not be needed on either of the two Spreader Rack structures. Gutter color shall match roof panels.
7. **Downspouts:** Downspouts should be 4-inch by 4-inch and run from the gutter opening to the pavement, then elbow out to the parking lot. Downspouts shall be placed approximately every 50 feet or less, depending on building constraints. Downspouts will not be needed on either of the two Spreader Rack structures. Downspouts should be the same color as the gutters.
8. **Snow/Ice Guards:** Metal snow/ice guards shall be installed across the entire width of the finished metal roof to prevent an “avalanche”. Snow/ice guards should be placed and fastened according to the manufacturer’s specifications. Snow/ice guards will not be needed on either of the two Spreader Rack structures.
9. **Cleanup:** The vendor shall perform a daily cleanup of the area surrounding the construction site, removing, and disposing of all construction debris or otherwise deleterious materials.

WARRANTY: Successful bidder will provide a 2-year warranty on all parts and labor in addition to any manufacturer’s warranty.

INVOICING:

The Vendor must send invoice to:
WV DIVISION OF HIGHWAYS
ATTN: BRYAN HENRY
P.O. BOX 4220
CLARKSBURG, WV 26301
EMAIL: W.BRYAN.HENRY@WV.GOV

COMPLETION: Project must be completed and invoiced by May 31st, 2024.



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
 Construction

Proc Folder: 1386085		Reason for Modification:	
Doc Description: NEW ROOFS WVDOH MONONGALIA COUNTY 04240513		ADDENDUM NO_2 Vendor Questions and Responses	
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-03-26	2024-03-28 13:30	CRFQ 0803 DOT2400000078	3


BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code: VS0000014990
Vendor Name : Vertex Roofing Contractors Inc
Address : 12050
Street : Cadet Ct
City : Manassas
State : VA **Country :** USA **Zip :** 20109
Principal Contact : Jonathan Zimmer
Vendor Contact Phone: 703-794-2121 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 Kristine E James
 304-414-7104
 kristy.e.james@wv.gov

Vendor Signature X  **FEIN#** 45-3744003 **DATE** 03/27/2024

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

SOLICITATION NUMBER: CRFQ DOT2400000078

Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as CRFQ DOT2400000078 (“Solicitation”) to reflect the change(s) identified and described below.

Applicable Addendum Category:

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

Additional Documentation:

Bid Opening remains 03/28/2024 at 1:30pm

Terms and Conditions:

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

SOLICITATION: CRFQ DOT2400000078

04240513, NEW ROOFS WVDOH MONONGALIA COUNTY

QUESTION #1; Can you add a unit cost for A. Roofing Requirements and Execution #5. "Any rotten fascia boards should be replaced and fascia trim should be installed" (unit cost to replace rotten fascia boards per liner foot)

ANSWER: No, we are confident there is no damage to repair. Bidders can ignore that requirement.

QUESTION #2; Is the Englert Series 1100 Panel system an acceptable alternate to the R-panel? See attached product specification.

ANSWER: No

QUESTION#3; The requirement is a 1"x3" wood sub purlin. The owner may want to consider using a 1"x4" or even a 2"x4" instead. 1"x3" are typically a low grade (low quality) lumber and very prone splitting when many fasteners are installed.

ANSWER: 1"x4" or 2"x4" can be used in place of the 1"x3" wood purlins.

QUESTION#4; The requirement states "Any rotten fascia board should be replaced". There is no way to tell if there is any rotten fascia board prior to construction. Please remove this requirement or make it a per linear foot line item on the bid form.

ANSWER: We are confident there is no damage to repair. Bidders can ignore that requirement.

QUESTION #5; At the pre-bid meeting it was said that only the downspout elbows directly below the gutters were to be replaced and the rest of the existing downspouting was to remain in place. Please clarify this.

ANSWER: The office building and shop building should receive new gutters and new downspout elbows directly below the gutters. The existing downspouts, from the elbow down, should be reused on those buildings. The gas house building, and brine production building will require all new gutters and downspouting.

QUESTION#6; Is the roof area between the office building and the shop building part of this project?

ANSWER: Yes.

QUESTION#7; If the roof bump out on the south side of the shop building part of this project?

ANSWER: Yes.

QUESTION#8; Are the steep slopes on the north sides of the sheds to be roofed?

ANSWER: Yes.

QUESTION#9; Are the ridgelines of any of the building to receive any type of vents or vented ridge cap?

ANSWER: All buildings shall receive a vented ridge cap.

QUESTION#10; Are the ridgelines and eaves of the building to receive foam closures?

ANSWER: No.

QUESTION#11; Are there any local permits or taxes that apply to this project?

ANSWER: No

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT2400000078

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 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.

Vertex Roofing Contractors Inc

Company



Authorized Signature

03/27/2024

Date

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

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Vertex Roofing Contractors, Inc.
of 12050 Cadet Court Manassas VA 20109, as Principal, and Old Republic Surety Company
of P O Box 1635 Milwaukee WI 53201, a corporation organized and existing under the laws of the State of WI
with its principal office in the City of Milwaukee, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligea, 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
New Roofs WVDOH Monongalia County

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 Obligea 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 28th day of March, 2024.

Principal Seal

Vertex Roofing Contractors, Inc.
(Name of Principal)

By Jonathan Zimmer
(Must be President, Vice President, or
Duly Authorized Agent)

President
(Title)

Surety Seal



Old Republic Surety Company
(Name of Surety)

Benjamin L. Mathews
Benjamin L. Mathews, 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.



OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint: **CATHERINE MATHEWS, ANTHONY PUNG, BENJAMIN L. MATHEWS of COLUMBIA, MD**

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 18th day of August, 2022

Karen J. Haffner
Assistant Secretary



OLD REPUBLIC SURETY COMPANY

Alan Pavlic
President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 18th day of August, 2022, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



Kathryn R. Pearson
Notary Public

My Commission Expires: September 28, 2026
(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



60-0060

Signed and sealed at the City of Brookfield, WI this 28th day of March, 2024

Karen J. Haffner
Assistant Secretary

ORSO 22262 (3-06)

CONSTRUCTION UNDERWRITERS LLC

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: DOT2400000078

Contract Purpose: New Roofs WVDOH D4 Monongalia County

Agency Requesting Work: DOT

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: Vertex Roofing Contractors Inc. Vendor Telephone: 703-794-2121

Vendor Address: 12050 Cadet CT Vendor Fax: N/A
Manassas VA 20109 Vendor E-Mail: jon@vertexroofinc.com



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

I, Jonathan Zimmer, after being first duly sworn, depose and state as follows:

1. I am an employee of Vertex Roofing Contractors Inc.; and,
(Company Name)
2. I do hereby attest that Vertex Roofing Contractors 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: Jonathan Zimmer

Signature: _____

Title: President

Company Name: Vertex Roofing Contractors Inc..

Date: 03/27/2024

NE

STATE OF WEST-VIRGINIA,

COUNTY OF Prince William, TO-WIT:

Taken, subscribed and sworn to before me this 27 day of March, 2024.

By Commission expires March 31, 2024

(Seal)



[Signature]
(Notary Public)