



# West Virginia Purchasing Division

2019 Washington Street, East  
Charleston, WV 25305  
Telephone: 304-558-2306  
General Fax: 304-558-6026  
Bid Fax: 304-558-3970

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](http://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](http://WVPurchasing.gov) with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 5 List View

**General Information** | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1540451	SO Doc Code: CRFQ
Procurement Type: Central Master Agreement	SO Dept: 0803
Vendor ID: VS0000046576	SO Doc ID: DOT2500000026
Legal Name: Belief In Justice Allies LLC	Published Date: 11/1/24
Alias/DBA: Signal of West Virginia	Close Date: 11/13/24
Total Bid: \$272,332.80	Close Time: 13:30
Response Date: 11/13/2024	Status: Closed
Response Time: 11:37	Solicitation Description: Open-End contract for Security Guard Services for MCS&T
Responded By User ID: balekna	Total of Header Attachments: 5
First Name: Barbara	Total of All Attachments: 5
Last Name: Alekna	
Email: balekna@teamsignal.com	
Phone: 330-310-1659	



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder:** 1540451  
**Solicitation Description:** Open-End contract for Security Guard Services for MCS&T  
**Proc Type:** Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2024-11-13 13:30	SR 0803 ESR11122400000003472	1

**VENDOR**  
 VS0000046576  
 Belief In Justice Allies LLC

**Solicitation Number:** CRFQ 0803 DOT2500000026  
**Total Bid:** 272332.7999999999883584678173 **Response Date:** 2024-11-13 **Response Time:** 11:37:14  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 John W Estep  
 304-558-2566  
 john.w.estep@wv.gov

**Vendor Signature X** **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Security Guard II	11664.000	HOUR	18.880000	220216.32

Comm Code	Manufacturer	Specification	Model #
92121504			

**Commodity Line Comments:** Please see attached Signal of West Virginia Security Services Proposal for additional details.

**Extended Description:**

Security Guard Services for MCS&T  
7725011

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Security Guard III / Shift Supervisor	2496.0000	HOUR	20.880000	52116.48

Comm Code	Manufacturer	Specification	Model #
92121504			

**Commodity Line Comments:** Please see attached Signal of West Virginia Security Services Proposal for additional details.

**Extended Description:**

Security Guard Services for MCS&T  
7725011





# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Central, Inc.		NAMED INSURED Belief in Justice Allies, LLC	
POLICY NUMBER See Certificate Number: 570107558861			
CARRIER See Certificate Number: 570107558861	NAIC CODE	EFFECTIVE DATE:	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

**ADDITIONAL POLICIES** If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	EXCESS LIABILITY							
D				EMM000014804 \$3mm Excess \$3mm	04/29/2024	03/01/2025	Aggregate	\$3,000,000
							Each Occurrence	\$3,000,000



Secretary of State  
Bldg. 1, Suite 157-K  
1900 Kanawha Blvd. East  
Charleston, WV 25305-0770

**Mac Warner**  
Secretary Of State  
State Of West Virginia

**Phone:** 304-558-6000  
866-767-8683  
**Visit us online:**  
[www.wvsos.com](http://www.wvsos.com)

Thursday, August 8, 2024

**Barbara J. Alekna**  
**Belief in Justice Allies LLC dba Signal of West Virginia**  
**1337 Koons Rd.**  
**North Canton OH 44720**

Congratulations on receiving your license. We have enclosed your certificate. Please note the effective and expiration dates. For your convenience, our office will send you a renewal notice with instructions two months before your expiration date. At that time you may decide whether or not you wish to maintain your license.

Should you have any questions concerning your license, please contact our office and ask to speak with a member of our licensing staff.

Sincerely,

A handwritten signature in cursive script that reads "Mac Warner".

**Mac Warner**  
**Secretary Of State**

# State of West Virginia



## CERTIFICATE OF SECURITY GUARD FIRM

I, Mac Warner, Secretary of State of the  
State of West Virginia, hereby certify that

Barbara J. Alekna

of

Belief in Justice Allies LLC dba  
Signal of West Virginia  
1337 Koons Rd.  
North Canton OH 44720

is hereby licensed to conduct the business and engage in the business of Security Guard Firm in the State of West Virginia, under the provisions of and in compliance with Chapter 30, Article 18 of the West Virginia Code. This Certificate shall be in effect and valid from 08/08/2024 to 08/08/2026 unless suspended or revoked thereto, in accordance with the provisions of the West Virginia Code.

**This license cannot be transferred**



Given under my hand and the Great  
Seal of the State of West Virginia  
on Thursday, August 8, 2024

*Mac Warner*

Mac Warner

West Virginia Secretary Of State

F240808025154

Secretary of State  
Bldg.1, Suite 157-K  
1900 Kanawha Blvd. East  
Charleston, WV 25305-0770

F240808025154

Phone: 304-558-6000  
866-767-8683  
Visit us online:  
[www.wvsos.com](http://www.wvsos.com)



STATE OF WEST VIRGINIA  
State Tax Department, Taxpayer Services Division  
P.O. Box 3784  
Charleston, WV 25337-3784



00010302010000



Matthew R. Irby, State Tax Commissioner

SIGNAL OF WEST VIRGINIA  
1337 KOONS RD  
NORTH CANTON OH 44720-1313

Letter Id: L1553140896  
Issued: 06/04/2024  
Account #: 2465-6680

**RE: Business Registration Certificate**

The West Virginia State Tax Department would like to thank you for registering your business. Enclosed is your Business Registration Certificate. This certificate shall be permanent until cessation of business or until suspended, revoked or cancelled. Changes in name, ownership or location are considered a cessation of business; a new Business Registration Certificate and applicable fees are required. Please review the certificate for accuracy.

This certificate must be prominently displayed at the location for which issued. Engaging in business without conspicuously posting a West Virginia Business Registration Certificate in the place of business is a crime and may subject you to fines per W.Va. Code § 11-9.

When contacting the State Tax Department, refer to the appropriate account number listed on the back of this page. The taxes listed may not be all the taxes for which you are responsible. Account numbers for taxes are printed on the tax returns mailed by the State Tax Department. Failure to timely file tax returns may result in penalties for late filing.

Should the nature of your business activity or business ownership change, your liability for these and other taxes will change accordingly.

To learn more about these taxes and the services offered by the West Virginia State Tax Department, visit our web site at [www.tax.wv.gov](http://www.tax.wv.gov).

Enclosure

atL006 v.19

Save a stamp and your time. You can now view, file and pay taxes at <https://mytaxes.wvtax.gov>

More taxes will be available for online access in the future.

<b>TAX</b>	<b>FILING FREQUENCY</b>	<b>ACCOUNT NUMBER</b>
Business Registration Tax		2465-6680
Combined Sales & Use Tax	Combined Sales & Use Monthly	2465-8801
Pass Through Entity Tax	Partnership Annual	2465-6681
Withholding Tax	Withholding Quarterly	2465-8802

**WEST VIRGINIA  
STATE TAX DEPARTMENT  
BUSINESS REGISTRATION  
CERTIFICATE**

ISSUED TO:  
**BELIEF IN JUSTICE ALLIES, LLC  
DBA SIGNAL OF WEST VIRGINIA  
1337 KOONS RD  
NORTH CANTON, OH 44720-0000**

**BUSINESS REGISTRATION ACCOUNT NUMBER: 2465-6680**

This certificate is issued on: **06/04/2024**

*This certificate is issued by  
the West Virginia State Tax Commissioner  
in accordance with Chapter 11, Article 12, of the West Virginia Code.*

*The person or organization identified on this certificate is registered  
to conduct business in the State of West Virginia at the location above.*

**This certificate is not transferrable and must be displayed at the location for which issued.**

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.  
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.

**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.

(Printed Name and Title) Gregory M. Pencosky, Owner  
(Address) 2600 Middletown Commons 1st Floor, White Hall, WV 16554  
(Phone Number) / (Fax Number) (724) 747-8601  
(email address) gpencosky@teamsignal.com

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; 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; 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.

*By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.*

Belief in Justice LLC DBA Signal of West Virginia

(Company) \_\_\_\_\_  
  
(Signature of Authorized Representative) \_\_\_\_\_  
Gregory M. Pencosky, Owner  
(Printed Name and Title of Authorized Representative) (Date) \_\_\_\_\_  
(724) 747-8601  
(Phone Number) (Fax Number) \_\_\_\_\_  
gpencosky@teamsignal.com  
(Email Address) \_\_\_\_\_



Security Services Proposal  
for:

**The West Virginia Division of  
Highways, Materials Control,  
Soil and Testing**

**Request For Quotation:**

**CRFQ 0803 DOT2500000026**

**Security Guard Services**

Prepared By:

Barb Alekna & Greg Pencosky  
Owners – Signal of West Virginia

Phone: (304) 703-2228

Email: [westvirginia@teamsignal.com](mailto:westvirginia@teamsignal.com)

**TeamSignal.com**

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# Introduction

11/08/2024

John Estep  
2019 Washington Street, East  
Charleston, WV 25305

Mr. Estep and other Purchasing Division Staff,

Thank you for the opportunity to provide you with this proposal for security services for the West Virginia Division of Highways, Materials Control, Soil and Testing.

The vision of Signal, since its founding in 2003, is to provide a full suite of world-class and industry-leading security services for our customers.

We believe we solve the increasing complexity of security needs today through the simplicity, professionalism, value and quality of what we promise, deliver and measure every day. Our motto, "*We're Here,*" speaks to our recognition of the trust, responsibility and accountability placed in us by our clients. We know that our reputation is built and measured not on what we say about ourselves but by the peace of mind we bring to our clients.

By submitting this proposal, Signal will, upon being awarded the contract, commit to providing uniformed security officer services as described in this proposal.

Finally, Signal agrees to the terms and conditions of the contract should it be awarded to us.

Thank you for your time and consideration.

Sincerely,

Greg Pencosky  
Owner – Signal of West Virginia  
(724) 747-8601  
gpencosky@teamsignal.com  
[www.teamSignal.com](http://www.teamSignal.com)

# I. About Signal

## Our Vision

**The vision of Signal:** We believe safety is a basic human right and need. Since 2003, this belief has driven us to provide a full suite of world-class and industry-leading security services for residential, commercial, retail, government, and industrial customers.

**The promise of Signal:** Our promise is to provide customized security services so that people, businesses, and communities can pursue their passions in life openly, freely, and joyfully.

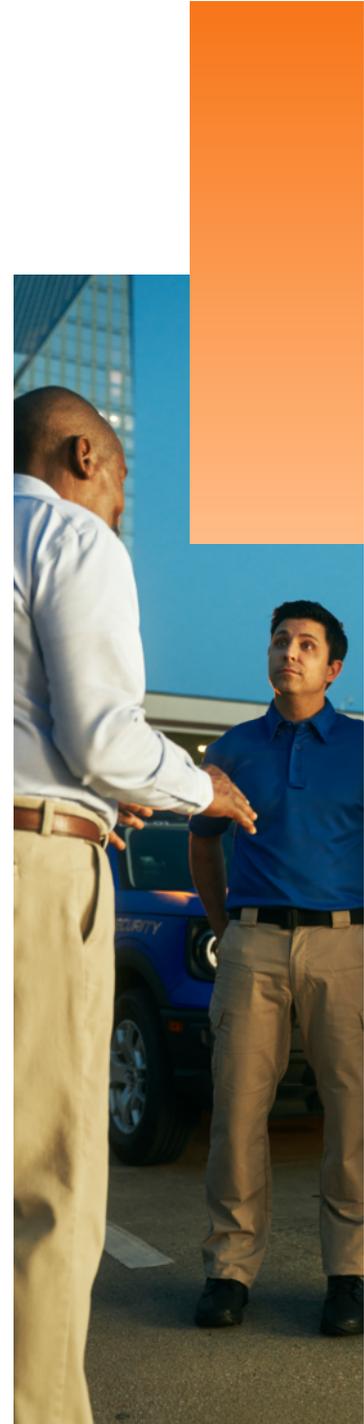
We solve the increasing complexity of security needs today through the value, quality, simplicity, and professionalism of what we promise, deliver, and measure every day. At Signal, our tagline *"We're Here"*, speaks to the consciousness we have developed around the trust, responsibility and accountability placed on us by our clients. We know that our reputation is built and measured not on what we say about ourselves, but by the peace of mind we bring to our clients.

Moreover, the motto *"We're here"* is a reference to the local ownership of each Signal franchise. Operators are invested in the local community and devoted to superior service in the name of Peace of Mind.

This devotion is at the very core of the people who wear our uniform. For every single one of us at Signal, serving is the active ingredient in service. It is both what we do and who we are.

## What We Do

Signal disrupted the security industry with mobile patrol security, our core competency. This model, in which a professional officer pilots a high-visibility patrol vehicle between many properties, delivers more coverage at a lower cost than traditional, dedicated security. We offer world-class service in more traditional security roles, like dedicated officers and concierge service, to meet the unique needs of every client.



Our services and brand experience are built around speed-to-action and transparency. We make it easy for our clients — and in turn, their own — to enjoy an environment where peace of mind is a reality; not just a goal, but a true result, where security makes life easier.

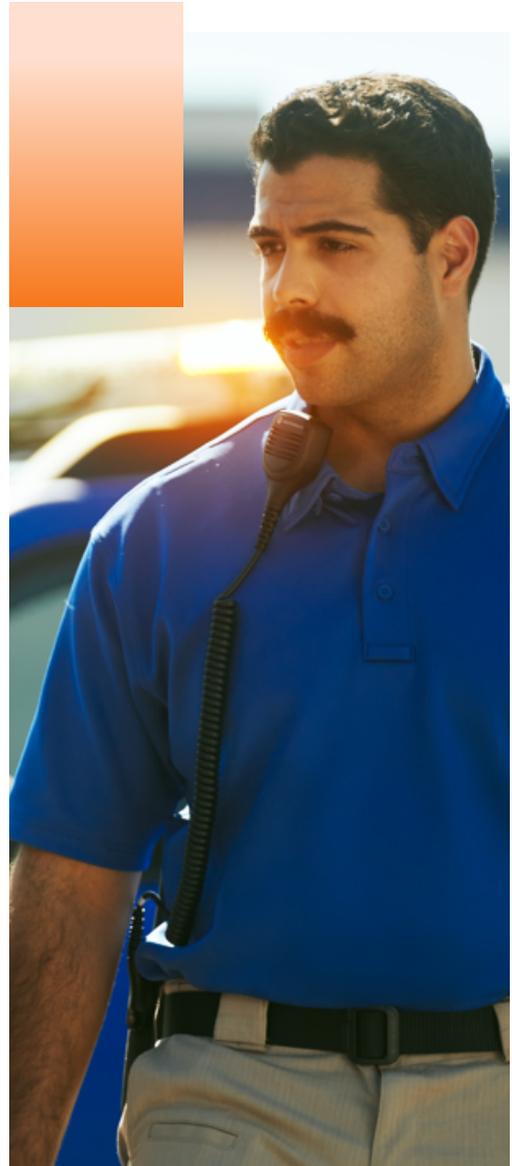
No matter the assignment, Signal brings the same spirit of innovation and transparency. In every case, our mobile technology suite, Edge, enhances the client experience with real-time verification of service, with searchable digital reporting.

At Signal, we call it *"The Courage of Conscious Leadership."* Our goal is clear and straightforward. We understand that we acquire, retain, and manage our customers' trust in us because of the character of our people. We have the competence and skill to do what we say we can do, to communicate seamlessly and continually and to be totally aligned at the level of values that matter to you.

## Why "We're Here"

We are called to serve and provide security because our brand is built on an ethic of humility; on our being the servants of decency; and on our living the essential humanity of the Golden Rule. These aspects mirror within us the ultimate truth that people will never forget how we made them feel.

At Signal, we are relentless in the singular pursuit of peace of mind through security. We navigate every day and every action by that pursuit. It defines our behavior as pioneers and is the brand footprint we are creating as a company of meaning.



## Franchise Responsibility

At Signal, diversity isn't just a buzzword; it's the heart of who we are. Our franchise model is designed to welcome individuals from all walks of life, fostering a rich tapestry of experiences and perspectives. From military veterans to law enforcement professionals and beyond, our diverse network of owners reflects the vibrant communities we serve. At Signal, everyone is valued, respected, and empowered to thrive. Join us in building a future where Peace of Mind knows no boundaries.



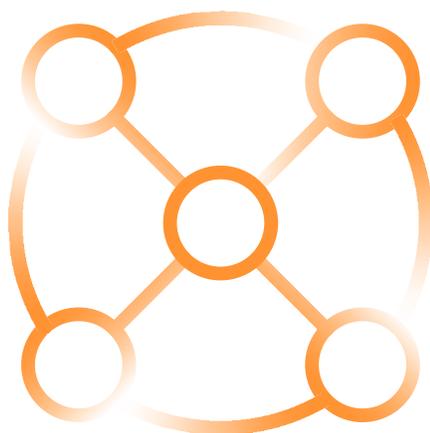
## Our Philanthropy

The mission and values of Signal do not end with our partners and clients. We are moved to give back to those in need through partnerships with local non-profits and with causes that mean something to us and to our communities. We strive to instill this generosity in both our teams and our clients because it is the right thing to do.

# II. Elevating the Security Industry with our Franchise Model

## Local Ownership, National Impact

At Signal, franchising isn't just about business; it's about empowerment. Our franchise model empowers local owners to make a difference in their communities while enjoying the benefits of a national brand.



## Home Office Support

Signal stands by our franchise owners every step of the way, offering comprehensive support in key areas so they can focus on their client's Peace of Mind.

- Hiring & Recruiting
- Risk & Compliance
- Marketing
- Operations
- Training & Human Resources
- Finance & Strategic Investment
- Accounting
- And many more

## II. Our Officers

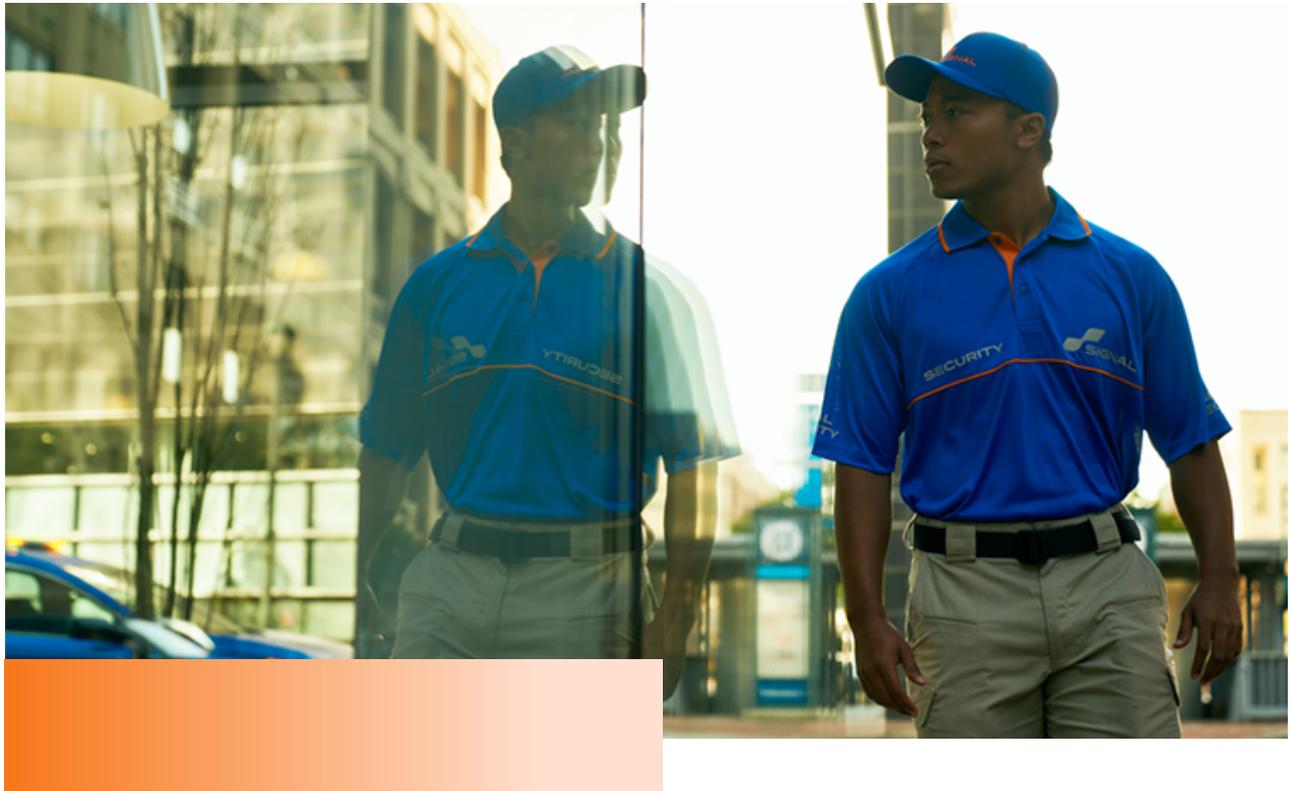
Signal takes pride in providing our clients with first-class security officers. Our vetting processes lead the industry with mandatory drug tests, criminal background screenings, and online competency tests.

### Standards

- All Signal officers are easily identifiable and highly visible. The standard uniform shirt is a tactical-style polo with 3M reflective lettering in at least five locations on the shirt itself. Officers are outfitted with khaki tactical trousers and black shoes or boots. Signal personnel have the option to wear a Signal ballcap and/or climate-appropriate outerwear.

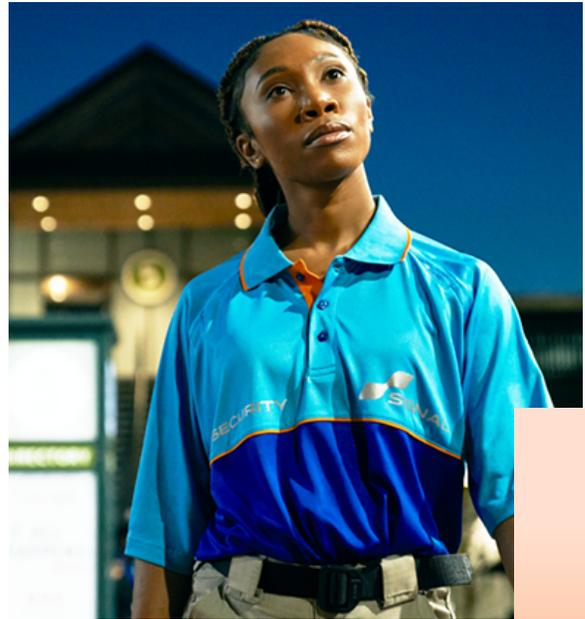
### Accountability

- Signal will outline a specific schedule, including break rotations, that managers and security officers will follow to cover all areas of patrol completely and adequately.
- Signal will have schedules outlined and communicated to all security officers. Management will have secondary options to ensure that all sites and posts are covered by qualified security staff.
- Officers stationed at designated locations will have communication devices that track their movements. This ensures accountability for each security officer, reviewable on any computer.



## Duties

- Officers will report all interactions, including criminal activity, to the necessary management personnel, and appropriate law enforcement agencies.
- Signal officers will enforce all standards for access by following the protocol as assigned by management. Additionally, all traffic of note will be documented in our proprietary reporting software that is searchable and archived indefinitely. This provides easy access to any law enforcement or management personnel in the event of criminal misconduct on property.
- Depending on the contract, officers will perform regular patrols, documenting any criminal activity, as well as any maintenance concerns noted on property.
- Signal officers agree to appear in court, as necessary, to be a witness or informant on any criminal matter related to their duties.
- Signal officers will report any incidents (whether emergency or simply unusual in nature), in compliance with the Standard Operating Procedures - outlined by Signal with recommendations by Management.

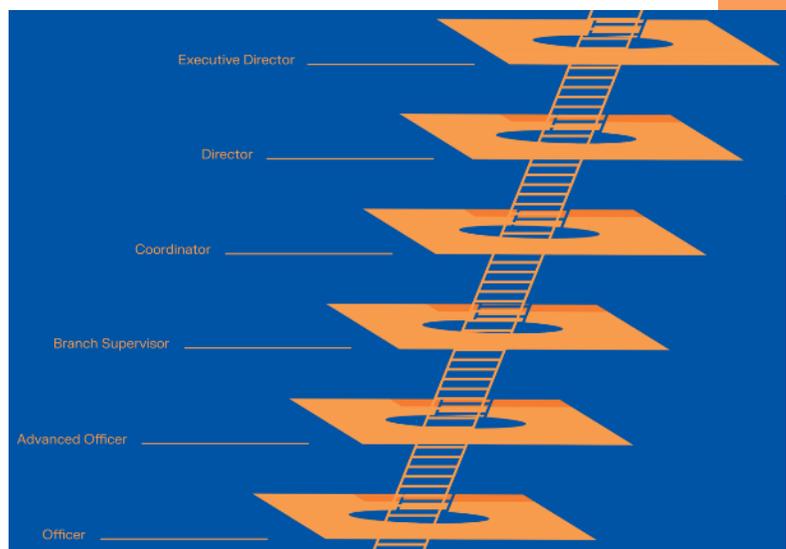


## Supervision

- Signal officers are supervised by a management team who remains on duty during all office hours. Managers are responsible for maintaining uniform and work standards. To accomplish this goal, managers will perform periodic and randomized site inspections, documenting their findings for internal and external use.

## Career Minded

- We invest in our officers. At Signal, we believe in providing our officers with opportunities to build a long-lasting career. They can climb the career ladder in Signal, and for those with entrepreneurial aspirations, we offer the Officer to Owner program. This program allows officers to take their career to the next level by becoming a Franchise Owner themselves.



# III. Our Training

## Signal Performance Institute

Signal provides online training and development courses for all officers, supervisors, and staff. Known as Signal Performance Institute, our customized learning platform delivers appropriate training content for each team member's role and responsibility.

- Customizable for site-specific courses
- Customizable to pull in FEMA or other third-party courses
- Specific to the branch location and can be made specific to site employees

- Web-based with an additional smartphone application
- Tracks logins, engagement, and course completions
- Supported and administered by corporate training department
- Franchise locations have full ability of reporting and assignment of courses to their employees

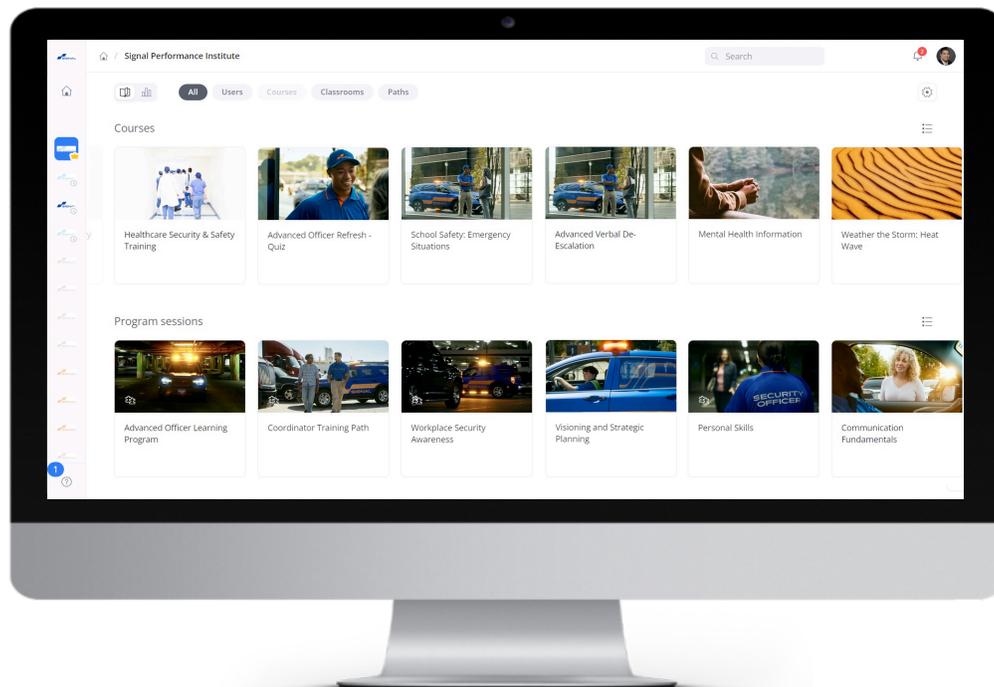


Figure 1: Our curriculum offers interactive, engaging training modules for all Signal staff.

## Selected Courses: First 90 Days

The following courses are highlights from our curriculum assigned to officers in their first three months with Signal. Progressive learning plans continue through the officer's employment.



- Signal Core Values and Officer Behaviors
- Report Writing
- Patrol Basics
- Patrol Runsheets
- Scanning Checkpoints and Tokens
- Noise Complaints
- Crowd Control
- Verbal De-escalation I: Overview
- Verbal De-escalation II: Empathy
- Verbal De-escalation III: The Art of Communication
- Vehicle Maintenance
- Interacting with Persons with Special Needs

As each course is completed, the Officer can engage in role play situations to ensure they've learned the techniques and can perform the teachings developed during the courses. Each Officer is provided a certificate of completion with a duplicate copy kept on file for reference. Signal can verify an Officer's progress at any time through our program. These additional qualifications are also updated in the Officer's profile in our Edge Software, enabling us to constantly track, assess and target progress.

# Advanced Training



## Advanced Officer Courses | 8HR

---

This course is the first step required to getting an officer card. It consists of 4-hours of required Power-to-Arrest training and 4-hours of required Weapons of Mass Destruction training.

## 32 HR Basic Security Officer Training

---

- Crowd Control (4HR)
- Arrest, Search and Seizure (4HR)
- Liability and Legal Aspects (4HR)
- Handling Difficult People (4HR)
- Communication and Its Significance (4HR)
- Public Relations Community & Customer (4HR)
- Reserving the Incident Scene (4HR)
- Observation and Documentation (4HR)

## Pre-Assignment Training

---

- CPR
- AED
- First Aid
- Active Shooter
- Conflict Resolution Training

## Emergency Response Training

---

- General Response Procedures
- Safety and Fire Prevention
- Terrorism, Anti-Terrorism and Weapons of Mass Destruction
- Bomb Threats and Incident
- Civil Disturbances
- Workplace Violence and Active Shooter
- Emergency Communication

*\*Specific hours/qualifications may vary by state*

## IV. Our Technology

### Edge

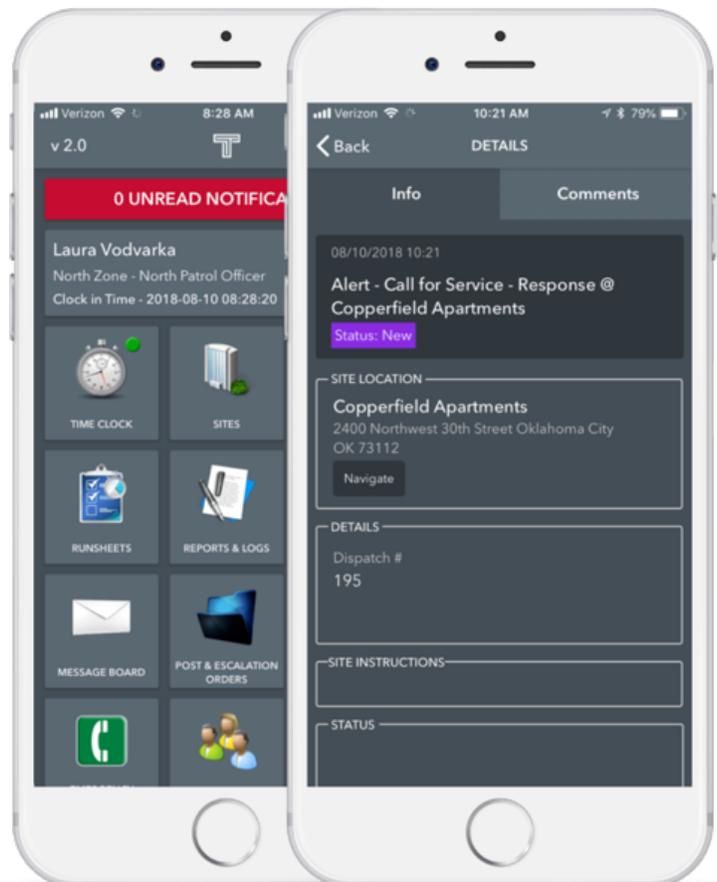
Signal continues to transform the security industry by delivering superior service through technological innovations. "Edge" is Signal's all-in-one security operations platform.

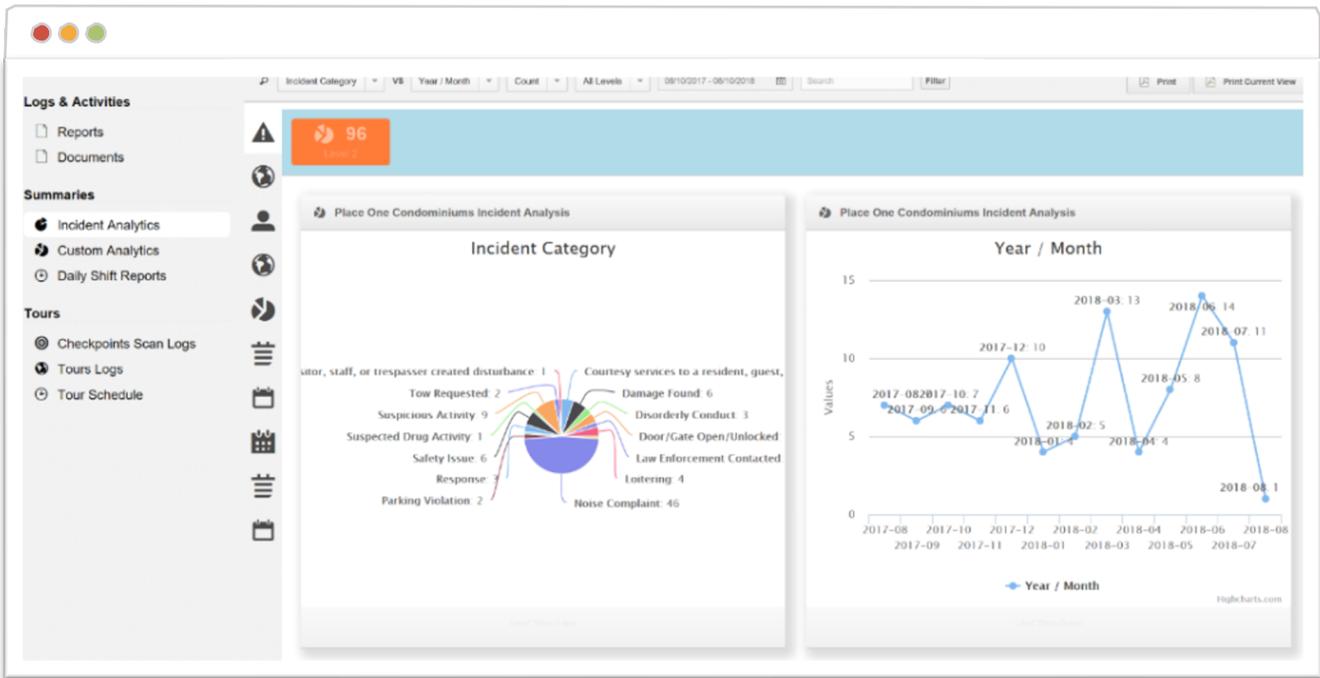
Officers locate patrol routes and post orders using a smartphone, tablet, or laptop. They file reports, which are reviewed by a manager and accessed by clients on-demand — all within a single, integrated tool.



- Supports barcodes, QR codes, NFC, GPS checkpoints – Android, iOS, smartphone, tablet compatible
- Site dedicated emergency contacts, post, and escalation order
- Ensure officer tour compliance with protocols and client requests

- Compliance with mandatory Lone Worker Safety checks.
- Capture comprehensive footage of every intervention and easily accessible GPS data for audit, legal, or investigation purposes.
- Management can access devices remotely to confirm officer status. This helps protect against lawsuits and untrue claims while ensuring total transparency from Signal.
- Real-time notifications facilitate communication between officers and clients. Officers in distress can send real-time alerts and have direct access to emergency contacts.
- Total flexibility: create several geo-zones per site for easy coverage.





## Real-time GPS Tracking in Edge

- Geotagged officer location when a critical report is logged, alerts you to problem areas and ensures accurate field staff supervision.
- Limit liability, exposure, and risk by setting configurable areas for authorized and restricted zones. Real-time mapping and out-of-zone SMS or email notifications increase officer accountability.
- Gain insight into officer behavior with breadcrumb GPS history, including detailed field activities.
- All active accounts, zones, and users are easily accessible.
- Increase officer accountability and client visibility.

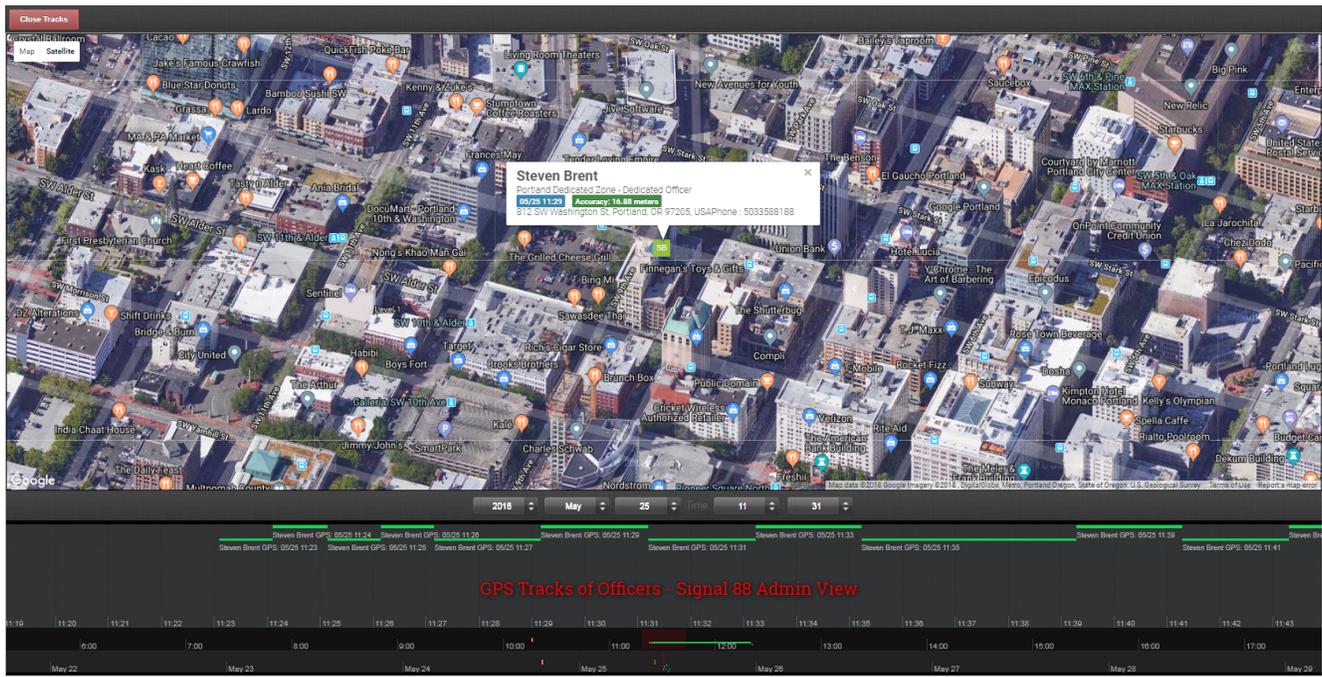


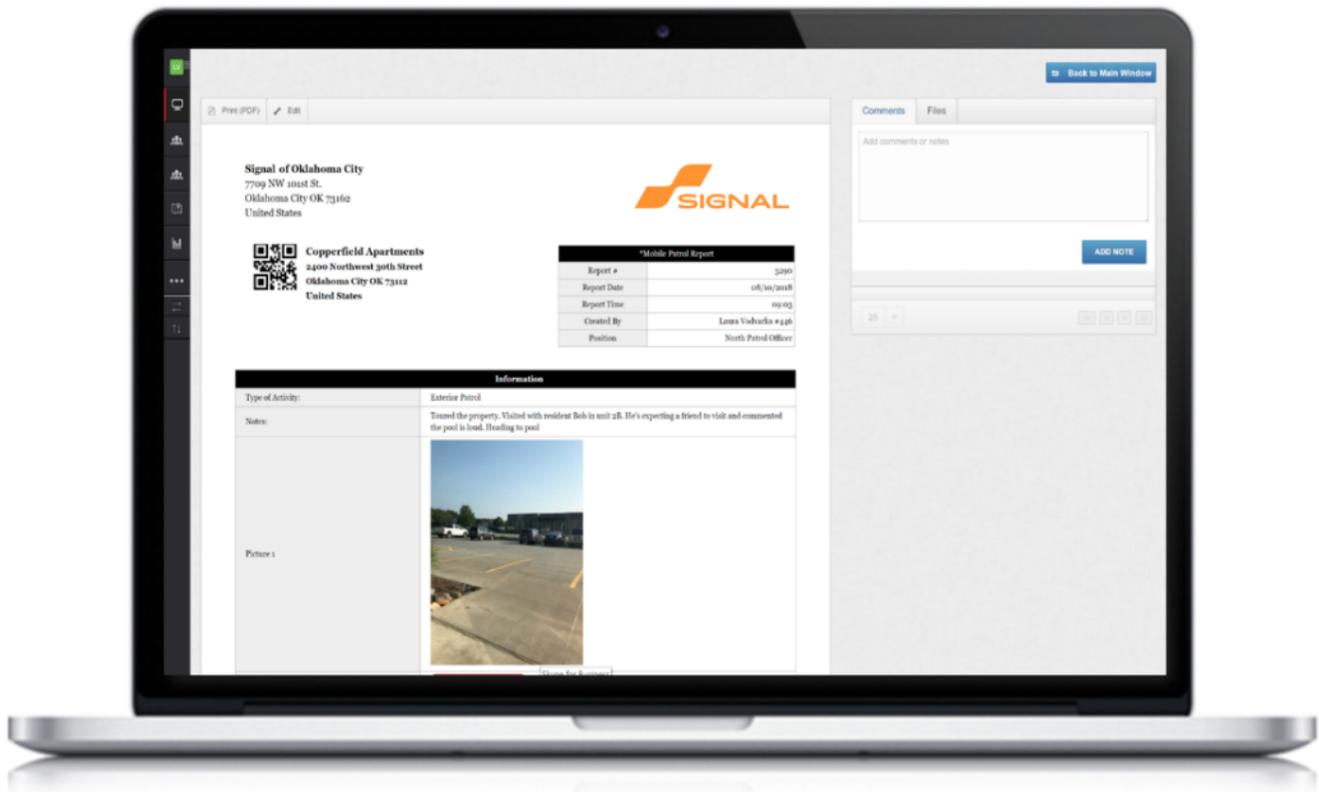
Figure 3: GPS tracks can be overlaid onto a map and reviewed for maximum transparency

# Reports

- Customizable report forms and fields: photos, signatures, diagrams, dropdown menus, and more.
- Detailed incident reporting by site-specific locations.
- Ensure vital information is tracked with mandatory fields.

- Reporting based on incident category and incident level to ensure relevance and efficiency.
- Officers can build and complete reports using any connected device.
- Historical reporting data is always accessible.
- Clients stay up to date with automatic report notifications via email/SMS.
- Extract and analyze report data with customized metric reports available for download.
- Increased transparency and verification of services through the client portal.
- Backed-up and searchable data, no more archiving paper reports.

Figure 4: Digital, searchable reports are accessible from any computer



## Vehicles

Signal's vehicles are central to what we do. As a means of transportation, they must be sturdy, fast, and well-maintained. As a symbol of Peace of Mind, they must be highly visible to project a strong and proactive presence. They are beacons of our mission anytime, anywhere.

- Smartphone or tablet with Edge software
- LED Light Bar
- Dual vision connected dash camera system
- Backup Battery / Surge Protector
- 3M reflective wrap



Each Signal patrol SUV is wrapped with reflective and highly durable 3M graphics for optimal visibility and is equipped with a suite of technology and hardware enhancements to make it an effective tool on the journey to Peace of Mind.



# VII. Strategic Partnerships



To whom it may concern,

At Signal, we're here to provide peace of mind so you can pursue your passion in life, and we've been doing that alongside some of our strategic partnerships. We partner with many clients in a variety of industries, but these partners see Signal as their preferred vendor when it comes to Peace of Mind.



Signal Security looks forward to the opportunity of providing you with peace of mind for years to come.

## VIII. Peace of Mind Partnerships

Outside of our strategic partnership, we have and had the pleasure of providing Peace of Mind to many clients across the different industries. Of the over 8,700 active clients, these are just some to name a few:

5/3rd Bank	Bascianai Foods	Nascar
Aramark	KLOVE Educational Media Foundation	Schuylkill County Municipal Authority
Auto Nation	Magnolia Hotel	United Regional Health Care System
Avon Grove School District	Marriot	Woodmont Country Club
Bama Cold Storage	Milwaukee Tools	World Equestrian Center Ocala

*This information is for internal and prospective client use only and may not be misused or duplicated.*

## IX. Transition/Onboarding Plan

Upon signing the contract, a comprehensive onboarding or transition plan will commence approximately 30 days prior to the set launch date. This typically involves just some of the following steps:

- ✓ **Standard Operating Procedures Meeting:** A meeting will be held to establish standard operating procedures, conduct a full site walkthrough, and define post orders.
- ✓ **Transition and/or Hiring:** Transitioning existing staff and/or hiring new personnel specific to the site requirements may be organized and facilitated during this period.
- ✓ **Operational Integration:** Integration of operational processes, implementation of necessary equipment, and understanding the unique aspects of the property will be ensured.
- ✓ **Launch and Oversight:** The launch of operations will be conducted with close oversight, followed by additional monitoring and support for at least the next 30 days to address any challenges or concerns.
- ✓ **Follow-Up Meetings:** at the least, quarterly follow-up meetings will be scheduled to review performance and analytical reporting to ensure ongoing success and address any evolving needs.

## X. Additional Items

The following will be or may be provide about request.

- **Certificate of Insurance (Exhibit A):** Our Certificate of Insurance is provided to ensure transparency and compliance.
- **W2 Forms: (Exhibit B):** W2 forms are available for your records, ensuring clarity and accountability.
- **Pricing Page (Exhibit C):** The referred pricing page is shown for your records
- **Additional Documents:** Any additional documents required for clarity or compliance may be provided upon request.

## XI. Summary

Signal understands the mission and requirements of the West Virginia Purchasing Division. We understand that our approach must be flexible and responsive to change in requirements and funding. Our management processes, team building approach and staffing methodologies facilitate and optimize our ability to effectively respond to the solicitation.

Signal has the proven experience and existing capability to ensure success. We have substantially high confidence of success after the initial risk analysis was completed by our proposal team. As a team we can offer:

- 1) A wealth of directly relevant experience within all mission capability areas
- 2) Extensive resources located throughout the US
- 3) Long-term strategic partnership with Signal
- 4) The breadth of resources necessary to field a quality security force

Your Signal team will mitigate the risk inherent in teams constructed with companies offering only niche or single capabilities or limited security officer experience. The Signal team offers a complete solution focused on the ever-changing needs of your business.

We look forward to this partnership and becoming part of your team!

# Ready to learn more about being Peace of Mind partners?

## Let's talk.



■ **Signal of West Virginia**

2600 Middletown Commons 1<sup>st</sup> Floor

White Hall, West Virginia 26554

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Email: [westvirginia@teamsignal.com](mailto:westvirginia@teamsignal.com)

Direct: (304) 703-2228





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  
 Public Safety**

<b>Proc Folder:</b> 1540451		<b>Reason for Modification:</b>	
<b>Doc Description:</b> Open-End contract for Security Guard Services for MCS&T		Addendum No_1 Vendor Questions and Responses	
<b>Proc Type:</b> Central Master Agreement			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2024-11-01	2024-11-13 13:30	CRFQ 0803 DOT2500000026	2

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:** VS0000046576  
**Vendor Name :** Signal of West Virginia  
**Address :** 2600  
**Street :** Middletown Commons 1st Floor  
**City :** White Hall  
**State :** West Virginia **Country :** United States **Zip :** 26554  
**Principal Contact :** Gregory Pencosky, Owner  
**Vendor Contact Phone:** 724-747-8601 **Extension:** N/A

**FOR INFORMATION CONTACT THE BUYER**  
 John W Estep  
 304-558-2566  
 john.w.estep@wv.gov

**ADDITIONAL INFORMATION**

ADDENDUM NO\_1

Addendum No\_1 issued to publish and distribute the attached information to the Vendor Community.

REQUEST FOR QUOTATION:

PURPOSE AND SCOPE: The West Virginia Purchasing Division is soliciting bids, on behalf of the West Virginia Division of Highways, Materials Control, Soil and Testing. To establish an open-end master agreement contract to obtain the services of an experienced and qualified security services contractor to recruit, train, and maintain a staff of security guards to provide security service of unarmed guards for the WVDOH Materials Control, Soil and Testing Division located at 190 Dry Branch Drive, Charleston, WV 25306.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS MATERIALS, CONTROL, SOILS, & TESTING 190 DRY BRANCH DR CHARLESTON WV US		DIVISION OF HIGHWAYS MATERIALS, CONTROL, SOILS, & TESTING 190 DRY BRANCH DR CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Security Guard II	11664.00000	HOUR	\$18.88	\$220,216.32

Comm Code	Manufacturer	Specification	Model #
92121504			

**Extended Description:**  
Security Guard Services for MCS&T  
7725011

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS MATERIALS, CONTROL, SOILS, & TESTING 190 DRY BRANCH DR CHARLESTON WV US		DIVISION OF HIGHWAYS MATERIALS, CONTROL, SOILS, & TESTING 190 DRY BRANCH DR CHARLESTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Security Guard III / Shift Supervisor	2496.00000	HOUR	\$20.88	\$52,116.48

Comm Code	Manufacturer	Specification	Model #
92121504			

**Extended Description:**  
Security Guard Services for MCS&T  
7725011

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Tech Questions due by 10:00am	2024-11-01

	Document Phase	Document Description	Page
DOT2500000026	Final	Open-End contract for Security Guard Services for MCS&T	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions