



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 @ 1

List View

**General Information** | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 1908053

Procurement Type: Central Purchase Order

Vendor ID:

Legal Name: J & R LANDSCAPING & TREE EXPERTS INC

Alias/DBA:

Total Bid: \$43,000.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CRFQ

SO Dept: 0705

SO Doc ID: LOT2600000002

Published Date: 3/24/26

Close Date: 3/31/26

Close Time: 13:30

Status: Closed

Solicitation Description:

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	Repairs, Cleaning, Sealing & Painting of Asphalt				43000.00

Comm Code	Manufacturer	Specification	Model #
30121600			

**Commodity Line Comments:**

**Extended Description:**

See Exhibit A - Pricing page.

Repairs, Cleaning, Sealing and Painting of Asphalt: Pricing to include all materials, labor, equipment, mileage, other incidentals necessary to complete the project.



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: 1908053		Reason for Modification: Addendum No. 1 issued to provide answers to technical questions and to publish pre-bid sign in sheet	
Doc Description: Sealing and Striping of Asphalt Parking Lot at Lottery HQ			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-24	2026-03-31 13:30	CRFQ 0705 LOT2600000002	2

**BID RECEIVING LOCATION**

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

**VENDOR**

Vendor Customer Code: 000000113225  
 Vendor Name : J & R Landscaping and Tree Experts INC  
 Address : 375  
 Street : Timber Ridge Lane  
 City : Keyser  
 State : WV Country : USA Zip : 26726  
 Principal Contact : Jimmy Lucas JR  
 Vendor Contact Phone: 3047886260 Extension:

**FOR INFORMATION CONTACT THE BUYER**  
 Brandon L Barr  
 304-558-2652  
 brandon.l.barr@wv.gov

Vendor Signature X  FEIN# 205083168 DATE 03/30/2026

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

**ADDITIONAL INFORMATION**

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Lottery to establish a contract for Sealing and Striping of Asphalt Parking Lot at Lottery HQ in Charleston, WV per the bid requirements, specifications, terms, and conditions attached to this solicitation.

**INVOICE TO****SHIP TO**

LOTTERY  
PO BOX 2067

LOTTERY  
900 PENNSYLVANIA AVE

CHARLESTON WV  
US

CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Repairs, Cleaning, Sealing & Painting of Asphalt	1	LS	\$43,000	\$43,000

Comm Code	Manufacturer	Specification	Model #
30121600			

**Extended Description:**

See Exhibit A - Pricing page.

Repairs, Cleaning, Sealing and Painting of Asphalt: Pricing to include all materials, labor, equipment, mileage, other incidentals necessary to complete the project.

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Mandatory Pre-bid at 10am ET	2026-03-17
2	Technical questions due by 03/24/2026 at 10am ET	2026-03-24

REQUEST FOR QUOTATION  
West Virginia Lottery Asphalt Sealing

EXHIBIT A – Pricing Page

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY FOR REPAIR, PATCH, CLEAN,  
SEALING AND STRIPING OF ASPHALT PARKING LOT

LOCATED AT: WV Lottery Headquarters, 900 Pennsylvania Ave, Charleston, WV 25302

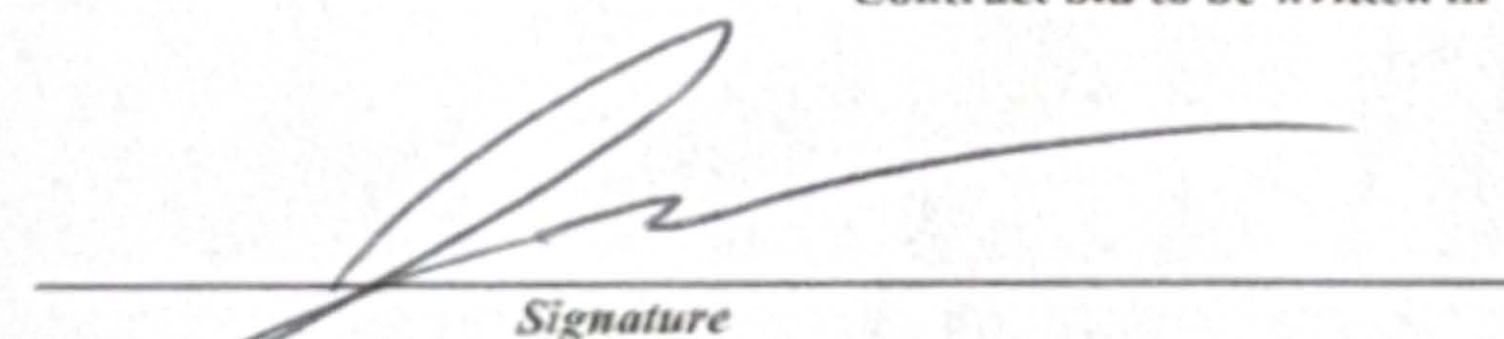
**BID FORM**

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.

Name of Bidder: J+R Landscaping and Tree Experts INC  
Address: 375 Timber Ridge Lane Keyser WV 26726  
Street City State Zip  
Telephone: 304 788 6260  
Fax Number: 304 788 6260  
Email: Jandrexcaiving6260@yahoo.com  
Contractor's License No.: WV031662

CONTRACT GRAND TOTAL IN THE SUM OF:

Forty three thousand (Show amount in words)  
\$ 43,000.00 (Show amount in numbers)  
\*\*Contract bid to be written in words and numbers\*\*

 Signature 03/30/2026 Date

Printed Name: Jimmy E Lucas JR

Title: President

End Of Exhibit A

REQUEST FOR QUOTATION  
West Virginia Lottery Asphalt Sealing

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**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 the 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.

**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.

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: Jimmy E Lucas JR

Telephone Number: 304 788 6260

Fax Number: 304 788 3825

Email Address: Jandrexexcavating6260@yahoo.com

**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) Jimmy E Lucas Jr- President

(Address) 375 Timber Ridge Lane Keyser WV 26726

(Phone Number) / (Fax Number) 3047886260

(email address) Jandrexavating6260@yahoo.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.

J & R Landscaping and Tree Experts INC

(Company)

(Signature of Authorized Representative)

Jimmy E Lucas JR - President 03/30/2026

(Printed Name and Title of Authorized Representative) (Date)

3047886260

(Phone Number) (Fax Number)

Jandrexavating6260@yahoo.com

(Email Address)



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: LOT2600000002**

**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.

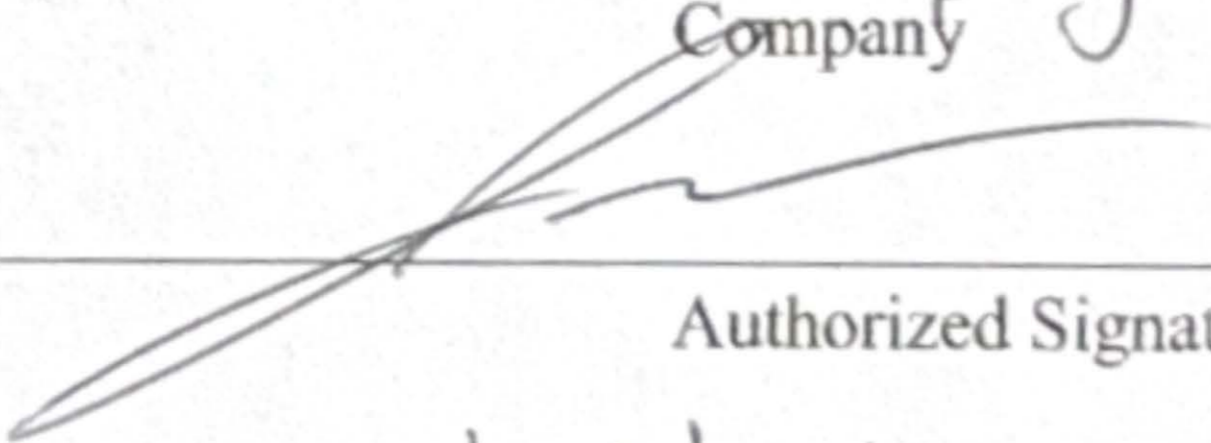
**Addendum Numbers Received:**

(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 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.

J + R Landscaping and Tree Experts  
Company INC

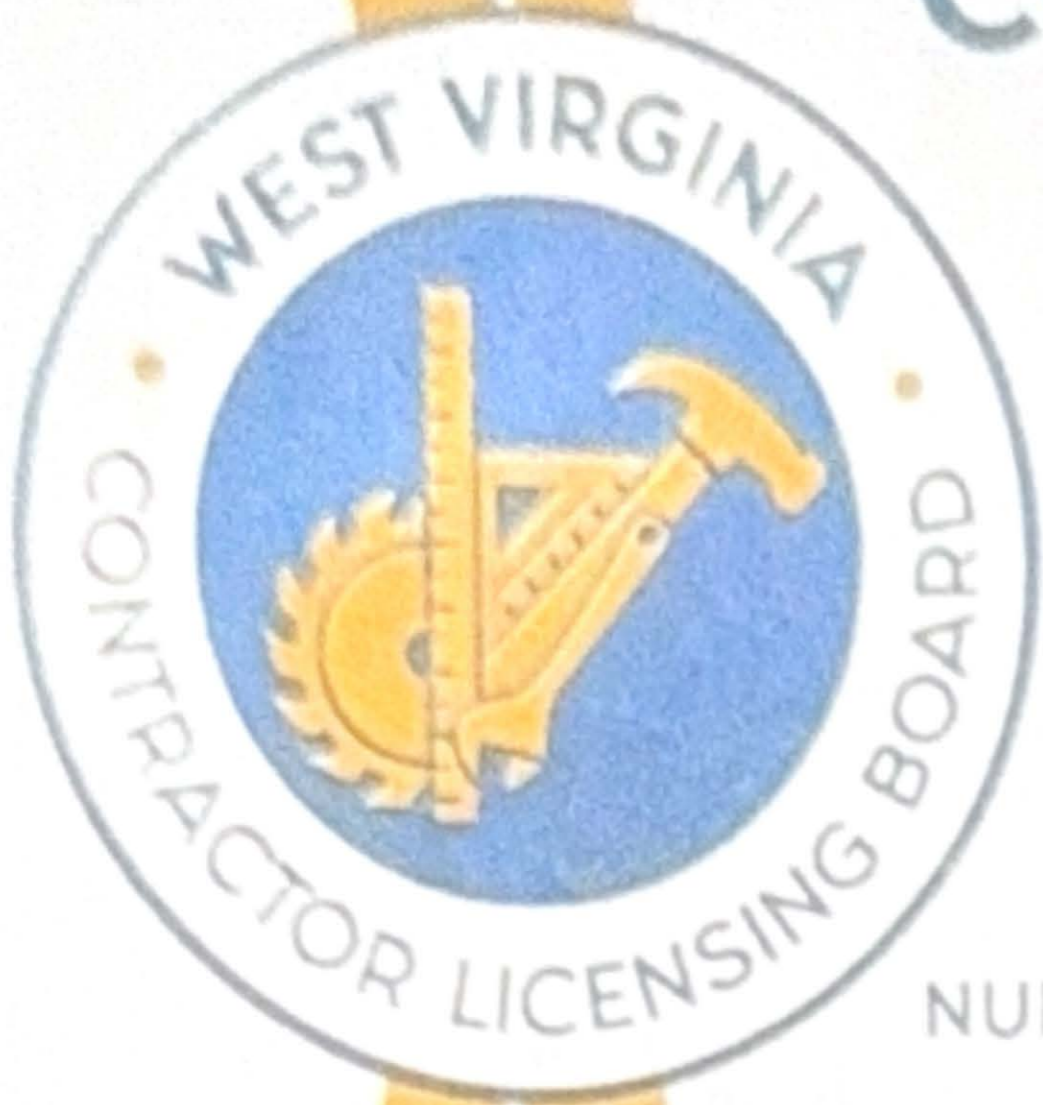
  
Authorized Signature

3/30/26  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
Revised 6/8/2012

# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board



NUMBER: WV031662

## CLASSIFICATION:

EXCAVATION  
SPECIALTY  
LANDSCAPING  
ASPHALT  
DEMOLITION

J & R LANDSCAPING & TREE EXPERTS INC  
375 TIMBER RIDGE LANE  
KEYSER, WV 26726

DATE ISSUED

JANUARY 13, 2026

EXPIRATION DATE

JANUARY 13, 2027



Authorized Signature



Chair, West Virginia Contractor  
Licensing Board



A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, J & R Landscaping and Tree Experts, Inc.  
of Keyser, West Virginia, as Principal, and NGM Insurance Company  
of 55 West Street, Keene, NH 03431, a corporation organized and existing under the laws of the State of Florida  
with its principal office in the City of Keene, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of the Total Bid Amount (\$ 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  
Sealing and Striping of Asphalt Parking Lot at Lottery HQ

NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal  
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform  
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in  
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no  
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this 31st day of March, 2026.

Principal Seal



J & R Landscaping and Tree Experts, Inc.

(Name of Principal)

By

(Must be President, Vice President, or  
Duly Authorized Agent)

President

(Title)

Surety Seal



NGM Insurance Company

(Name of Surety)

John D. Weisbrot

John D. Weisbrot, 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 NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"Article IV, Section 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint John D. Weisbrot, Nancy Nigro, Melissa McDade, Steven Varga \_\_\_\_\_

its true and lawful Attorneys-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed, bonds, undertakings, recognizances, contracts of indemnity, or other writings obligatory in nature of a bond subject to the following limitation:

- 1. No one bond to exceed Five Million Dollars (\$5,000,000)

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

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

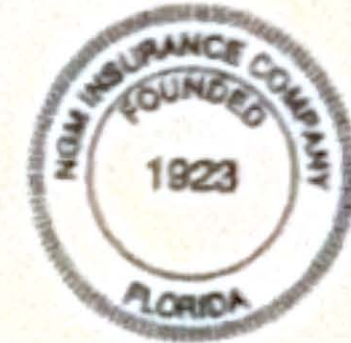
Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such office and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Assistant Secretary and its corporate seal to be hereto affixed this 24th day of August, 2023.

NGM INSURANCE COMPANY By:

[Handwritten signature of Lauren K. Powell]

Lauren K. Powell
Assistant Secretary

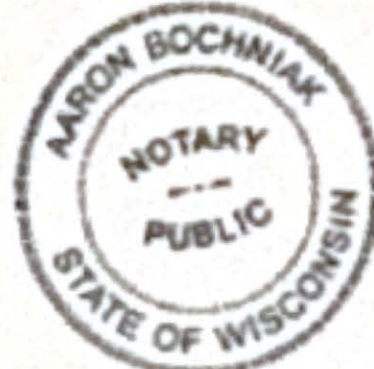


State of Wisconsin,
County of Dane.

On this 24th day of August, 2023, before the subscriber a Notary Public of State of Wisconsin in and for the County of Dane duly commissioned and qualified, came Lauren K. Powell of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and she acknowledged the execution of same, and being by me fully sworn, deposed and said that she is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at Madison, Wisconsin this 24th day of August, 2023.

[Handwritten signature of Notary Public]



I, Andrew Rose, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Madison, Wisconsin this 31st day of March, 2026.

[Handwritten signature of Andrew Rose]
Andrew Rose, Vice President



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.
TO CONFIRM VALIDITY of the attached bond please call 1-603-354-5281.
TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431
Attn: Bond Claim Dept. or call our Bond Claim Dept. at 1-603-358-1437.



I certify that at the Annual Meeting of the Directors of the NGM Insurance Company duly called and held on March 4th, 2025, that the following officers were elected and remain in office:

JANET S. EMBRAY	PRESIDENT
TROY P. VAN BEEK	TREASURER
LAUREN K. POWELL	SECRETARY
THERESA E. BREUNIG-SILBERNAGEL	VICE PRESIDENT
JOSEPH FREITAS	ASSISTANT TREASURER
KARI E. GRASEE	ASSISTANT TREASURER
THERESA K. SZTUCKO	ASSISTANT TREASURER
PETER H. SCHRADER	ASSISTANT TREASURER
CODY C. FAUST	ASSISTANT TREASURER

I further certify that the following statement of the Company is true as taken from the records of said Company as of December 31, 2024.

ADMITTED ASSETS	LIABILITIES
Bonds at Amortized Values ..... \$ 101,894,171	Reserve for Losses ..... 0
Stocks at Market Value ..... \$135,474,580	Reserve for Loss Adjustment Expenses ..... 0
First Mortgage Loans ..... 0	Reserve for Unearned Premiums ..... 0
Real Estate ..... \$2,603,500	Reserve for Other Underwriting Expenses ..... \$42,826,540
Cash in Office and Banks ..... (6,725,952)	Reserve for Taxes, Licenses, and Fees ..... \$3,334,005
Short Term Investments ..... \$1,530,725	Loss Drafts in Transit ..... 0
Agent's Balance (Less than 90 Days) ..... \$199,626,574	Other Liabilities ..... \$41,080,147
Accrued Interest ..... \$726,541	Total Liabilities ..... \$26,164,025
Other Assets ..... \$272,128,778	Policyholders' Surplus ..... \$620,018,225
<b>TOTAL ADMITTED ASSETS ..... \$707,258,917</b>	<b>TOTAL ..... \$707,258,917</b>

Securities as deposited by law, included above = \$5,728,598

I further certify that the following is true and exact excerpt from Article IV, Section 2 of the By-Laws of NGM Insurance Company which is still valid and existing.

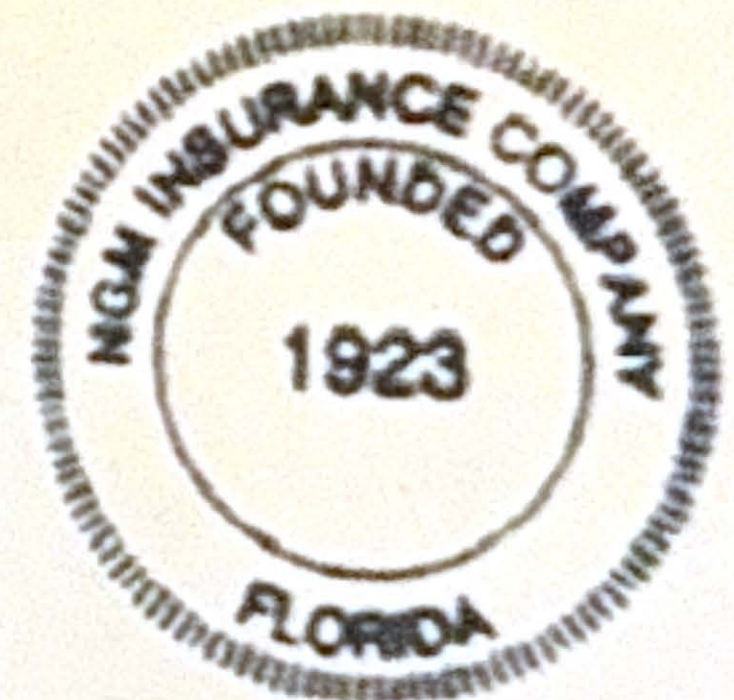
The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

Subscribed and sworn to before me on  
This 26<sup>th</sup> day of March 2025

IN WITNESS THEREOF I hereunto subscribe  
my name and affix the seal of said company  
this 26<sup>th</sup> day of March 2025

*Mary J. Ripp*  
\_\_\_\_\_  
Mary J. Ripp  
Commission Expires February 8, 2027

*Lauren K. Powell*  
\_\_\_\_\_  
Lauren K. Powell  
Secretary





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

STATE OF WEST VIRGINIA,

COUNTY OF Mineal, TO-WIT:

I, Jimmy E Lucas JR, after being first duly sworn, depose and state as follows:

- I am an employee of J & R Landscaping and Tree Experts INC; and,  
(Company Name)
- I do hereby attest that J & R Landscaping and Tree Experts 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: Jimmy E Lucas JR

Signature: [Handwritten Signature]

Title: President

Company Name: J & R Landscaping and Tree Experts INC

Date: 03/31/2026

Taken, subscribed and sworn to before me this 31 day of March, 2026.



NOV 17, 2030

[Handwritten Signature: Shauna R. Cook]  
(Notary Public)

**THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.**