



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

Request for Quotation

RFQ NUMBER
BVH352

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT
304-558-2544

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

WEST VIRGINIA VETERANS HOME

512 WATER STREET
BARBOURSVILLE, WV
25504 736-1027

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
10/11/2009				

BID OPENING DATE: **11/17/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		910-66		
ROOFING MAINTENANCE, REPAIR, AND INSTALLATION						
CONTRACT TO REPLACE THE ROOF AND OTHER RELATED ITEMS AT THE BARBOURSVILLE VETERANS HOME, BARBOURSVILLE, WV, PER THE SPECIFICATIONS.						
SPECIFICATIONS AND DRAWINGS MAY BE OBTAINED BY CONTACTING ARCHITECTURAL PLANNING & DESIGN AT 304-521-2929						
MANDATORY PRE-BID						
A MANDATORY PRE-BID WILL BE HELD ON 11/4/2009 AT 10:00 AM AT THE BARBOURSVILLE VETERANS HOME, AS ABOVE. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT IN DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.						
AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATORY PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER'S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUD						

SIGNATURE			TELEPHONE		DATE
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**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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<p>THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>EXHIBIT 5</p> <p>WEST VIRGINIA CODE 21-1D-5 PROVIDES THAT: ANY SOLICITATION FOR A PUBLIC IMPROVEMENT CONSTRUCTION CONTRACT REQUIRES EACH VENDOR THAT SUBMITS A BID FOR THE WORK TO SUBMIT AT THE SAME TIME AN AFFIDAVIT OF COMPLIANCE WITH THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTICLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID.</p> <p>NOTICE TO PROCEED: THIS CONTRACT IS TO BE PERFORMED WITHIN 30 CALENDAR DAYS AFTER THE NOTICE TO PROCEED IS RECEIVED. UNLESS OTHERWISE SPECIFIED, THE FULLY EXECUTED PURCHASE ORDER WILL BE CONSIDERED NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p>						

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<p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR CABEL COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT OF THIS CONTRACT:</p> <p>(XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$250,000.</p> <p>() BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.</p> <p>(XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/MATERIAL BOND FOR 100% OF THE AMOUNT OF THE CONTRACT. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK, IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A</p>						

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				<p>SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCEPTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.</p> <p>(XX) MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR.</p> <p>REV. 11/00</p> <p>EXHIBIT 7</p> <p>DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS PROJECTS</p> <p>IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT I</p>		

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<p>20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p> <p>REV. 3/88</p> <p>EXHIBIT 9</p> <p>NOTICE FOR ISSUANCE & ACKNOWLEDGEMENT OF CONSTRUCTION PROJECT ADDENDA</p> <p>THE ARCHITECT/ENGINEER AND/OR AGENCY SHALL BE REQUIRED TO ABIDE BY THE FOLLOWING SCHEDULE IN ISSUING CONSTRUCTION PROJECT ADDENDA FOR STATE AGENCIES:</p> <p>(1) THE ARCHITECT/ENGINEER SHALL PREPARE THE ADDENDUM AND A LIST OF ALL PARTIES THAT HAVE PROCURED DRAWINGS AND SPECIFICATIONS FOR THE PROJECT. THE ADDENDUM AND LIST SHALL BE FORWARDED TO THE BUYER IN THE STATE PURCHASING DIVISION. THE ARCHITECT/ENGINEER SHALL ALSO SEND A COPY OF THE ADDENDUM TO THE STATE AGENCY FOR</p>						

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<p>WHICH THE CONTRACT IS ISSUED.</p> <p>(2) THE BUYER SHALL SEND THE ADDENDUM TO ALL INTERESTED PARTIES AND, IF NECESSARY, EXTEND THE BID OPENING DATE. ANY ADDENDUM SHOULD BE RECEIVED BY THE BUYER WITHIN FOURTEEN (14) DAYS PRIOR TO THE BID OPENING DATE.</p> <p>(3) ALL ADDENDA SHOULD BE FORMALLY ACKNOWLEDGED BY ALL BIDDERS AND SUBMITTED TO THE STATE PURCHASING DIVISION. THE SAME RULES AND REGULATIONS THAT APPLY TO THE ORIGINAL BIDDING DOCUMENT SHALL ALSO APPLY TO AN ADDENDUM DOCUMENT. THE ONLY EXCEPTION MAY BE FOR AN ADDENDUM THAT IS ISSUED FOR THE SOLE PURPOSE OF CHANGING A BID OPENING TIME AND/OR DATE.</p> <p>REV. 11/96</p> <p>EXHIBIT 10</p> <p>ADDENDUM ACKNOWLEDGEMENT</p> <p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p> <p>ADDENDUM NOS.:</p> <p>NO. 1</p> <p>NO. 2</p> <p>NO. 3</p>						

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	NO. 4				
	NO. 5				
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS.</p> <p>VENDOR MUST CLEARLY 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.</p> <p>.....SIGNATURE</p> <p>.....COMPANY</p> <p>.....DATE</p> <p>REV. 11/96</p> <p>CONTRACTORS LICENSE</p> <p>WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.</p> <p>WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY</p>						

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<p>PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.</p> <p>BIDDER TO COMPLETE:</p> <p>CONTRACTORS NAME:</p> <p>CONTRACTORS LICENSE NO.:</p> <p>THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT</p> <p>APPLICABLE LAW</p> <p>THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</p> <p>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>REV. 5/2009</p> <p style="text-align: center;">NOTICE</p>						

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<p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT (32)-----</p> <p>REQ. NO.: BVH352-----</p> <p>BID OPENING DATE: 11/17/2009-----</p> <p>BID OPENING TIME: 1:30 PM-----</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p>-----</p> <p>PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:</p> <p>-----</p>						

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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

Re-Roof Building "D"
WEST VIRGINIA VETERANS HOME

512 Water Street
Barboursville, West Virginia

October, 2009

ARCHITECTURAL PLANNING & DESIGN

Robert J. Summerfeldt, A.I.A., Registered Architect
1102 W. Memorial Blvd., Suite 107
Huntington, West Virginia 25701
(304) 521-2929

RE-ROOF BUILDING D

WV VETERANS HOME

PROJECT DIRECTORY

OWNER:

Keith Gwinn, Director
West Virginia Veterans Home
512 Water Street
Barboursville, WV 25504
(304) 736-1027

ARCHITECT:

Architectural Planning & Design
Robert J. Summerfeldt, A.I.A.
1102 W. Memorial Blvd., Suite 107
Huntington, WV 25701
(304) 521-2929

RE-ROOF BUILDING D

WV VETERANS HOME

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RE-ROOF BUILDING D

BARBOURSVILLE VETERANS HOME

INVITATION TO BID

The West Virginia Veterans Home, Barboursville, West Virginia invites proposals to provide all Work, including labor, material, equipment, supplies and transportation for:

Re-roof Building D
West Virginia Veterans Home
512 Water Street
Barboursville, West Virginia

All Bids must be submitted in accordance with the Bidding Documents issued by the Architect and the Request for Quotations issued by the West Virginia Veterans Home, Barboursville, WV. Bidding Documents shall be obtained from the Architect:

Architectural Planning and Design
1102 W. Memorial Blvd., Suite 107
Huntington, West Virginia 25701

Pursuant to Chapter 21, Article 11 of the "West Virginia Contractor Licensing Act" of 1991, all Contractors doing business in West Virginia must be licensed to perform work in the State; the Contractor's W.V. License Number must be affixed to all submitted construction bids and fully executed and binding construction Contracts, Purchase Orders or Agreements.

A \$50.00 deposit is required for each set. Only complete sets will be issued. Bidders are limited to two sets each.

Deposits will be refunded to Bidding Document holders who submit a bid and return the Bidding Documents, in good condition, to the Architect within ten (10) days following the Bid Opening.

A Mandatory Prebid Meeting is scheduled for:

TIME:

DATE:

PLACE: WEST VIRGINIA VETERANS HOME, BARBOURSVILLE, WV

All Bidders MUST attend the Prebid Meeting to familiarize themselves with the Project location, site conditions and other relevant information. Should any bidder fail to attend, its Bid will be disqualified.

Sealed Bids shall be received until, 2009 in accordance with the West Virginia Division of Purchasing Instructions to Bidders.

Bidding Documents may be examined at the following offices:

F. W. Dodge
McGraw-Hill Information System Co.
405 Capitol Street, Suite 509
Charleston, W. V. 25301

Architectural Planning and Design
1102 W. Memorial Blvd., Ste 107
Huntington, WV 25701

Bids may only be withdrawn per the West Virginia Purchasing Procedures.

OCTOBER, 2009

INVITATION TO BID - 00020-1

RE-ROOF BUILDING D

BARBOURSVILLE VETERANS HOME

The successful Bidder will be required to furnish satisfactory Performance, Labor and Material Payment and Maintenance Bonds in the amount of the Contract price.

The Division of Purchasing reserves the right to reject any or all bids and to waive any informalities in the bidding process.

END OF INVITATION TO BID

BID BOND PREPARATION INSTRUCTIONS

AGENCY _____ (A)
RFQ/RFP# _____ (B)

Bid Bond

- (A) WV State Agency
(Stated on Page 1 "Spending Unit")
Request for Quotation Number (upper
right corner of page #1)
- (C) Your Company Name
- (D) City, Location of your Company
- (E) State, Location of your Company
- (F) Surety Corporate Name
- (G) City, Location of Surety
- (H) State, Location of Surety
- (I) State of Surety Incorporation
- (J) City of Surety Incorporation
- (K) Minimum amount of acceptable bid
bond is 5% of total bid. You may state
"5% of bid" or a specific amount on
this line in words.
- (L) Amount of bond in figures
- (M) Brief Description of scope of work
- (N) Day of the month
- (O) Month
- (P) Year
- (Q) Name of Corporation
- (R) Raised Corporate Seal of Principal
- (S) Signature of President or Vice
President
- (T) Title of person signing
- (U) Raised Corporate Seal of Surety
- (V) Corporate Name of Surety
- (W) Signature of Attorney in Fact of the
Surety

NOTE: Dated, Power of Attorney with Raised
Surety Seal must accompany this bid
bond.

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned,
_____ (C) of _____ (D), _____ (E),
as Principal, and _____ (F) of _____ (G),
_____ (H), a corporation organized and existing under the laws
of the State of _____ (I) with its principal office in the City of
_____ (J), as Surety, are held and firmly bound unto The State
of West Virginia, as Obligee, in the penal sum of _____ (K)
(\$ _____ (L)) 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 _____ (M)

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 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 time within which the Obligee may accept such bid: and said
Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their
hands and seals, and such of them as are corporations have caused their corporate
seals to be affixed hereto and these presents to be signed by their proper officers,
this _____ (N) day of _____ (O), 20 _____ (P).

Principal Corporate Seal

(R)

(Name of Principal)
By _____ (S)
(Must be President or
Vice President)

(T)
Title

(U)
Surety Corporate Seal

(V)
(Name of Surety)

(W)
Attorney-in-Fact

IMPORTANT – Surety executing bonds must be licensed in West Virginia to
transact surety insurance. Raised Corporate Seals must be affixed and a Power of
Attorney must be attached.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, _____
of _____, _____, as Principal, and _____
of _____, _____, a corporation organized and existing under the laws of the State of _____
with its principal office in the City of _____, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of _____ (\$ _____) 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

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.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this
_____ day of _____, 20____.

Principal Corporate Seal

(Name of Principal)

By _____
(Must be President or
Vice President)

(Title)

Surety Corporate Seal

(Name of Surety)

Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals
must be affixed, a power of attorney must be attached.**

LABOR AND MATERIAL PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS:

That _____
(Contractor name, complete address including ZIP Code and legal title)

as Principal, hereinafter called Contractor, and _____
(Surety name and complete address including ZIP Code)

_____ a corporation organized and existing under
the laws of the State of _____, with its principal office in the City of _____

as Surety, hereinafter called Surety, are held firmly bound unto _____
(Owner name, complete address including ZIP Code and legal title)

as Oblige, hereinafter called Owner, for the use and benefit of claimants as herein below defined in the amount of
_____ Dollars (_____),

for the payment whereof Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally,
firmly by these presents.

WHEREAS, Contractor has by written agreement dated _____
_____ entered into a contract with Owner for

_____ in accordance with drawings and specifications prepared by _____

which contract is by reference made a part hereof, and is hereinafter referred to as the CONTRACT.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if Contractor shall, well and truly perform the contract, and shall pay off,
satisfy and discharge all claims of subcontractors, labors, materialmen and all persons furnishing material or doing work pursuant to the
CONTRACT and shall save Owner and its property harmless from any and all liability over and above the contract price thereof, between the Owner
and the Contractor, for all of such labor and material, and shall fully pay off and discharge and secure the release of any and all mechanics liens
which may be placed upon said property by any such subcontractor, laborer or materialmen, then this obligation shall be null and void. Otherwise, it
shall remain in full force and effect.

Signed and sealed this * _____ day of _____ 20 _____

Principal Raised Corporate Seal (MUST BE AFFIXED)

(Contractor Name) (Seal)

BY: _____ (Seal)
(Must be President, Vice President, Owner, Partner, Manager or Member)

(Title)

Surety Raised Corporate Seal (MUST BE AFFIXED)

(Surety)

BY: _____ (Seal)

NOTE: Raised Corporate Seals are mandatory.
Please attach Power of Attorney.

NOTE: Applicable sections of attached acknowledgments
must be completed and returned as part of the bond.

*Power of Attorney must be certified on this date or later.

ACKNOWLEDGMENT PREPARATION INSTRUCTIONS

1. IF PRINCIPAL IS AN INDIVIDUAL OR PARTNERSHIP, HAVE NOTARY COMPLETE LINES (1) THROUGH (8).
2. IF PRINCIPAL IS A CORPORATION, HAVE NOTARY COMPLETE LINES (9) THROUGH (18).
3. SURETY MUST HAVE NOTARY COMPLETE LINES (19) THROUGH (28).
4. **Notaries must:**

ACKNOWLEDGMENT BY PRINCIPAL, IF INDIVIDUAL OR PARTNERSHIP

1. Enter name of State.
2. Enter name of County.
3. Enter name of Notary Public witnessing transactions.
4. Enter name of principal covered by bond if individual or partnership. (Must be Owner or General Partner of Sole Proprietorship or Partnership)
5. Notary enters date bond was witnessed. Must be the same as or later than signature date.
6. Affix Notary Seal.
7. Notary affixes his/her signature.
8. Notary enters commission expiration date.

ACKNOWLEDGMENT BY PRINCIPAL IF CORPORATION

9. Enter name of State.
10. Enter name of County.
11. Enter name of Notary Public witnessing transactions.
12. Enter name of Corporate Officer signing bond.
13. Enter Title of Corporate Officer signing bond. (Must be President or Vice President of Corporation; Manager or Managing Member of Limited Liability Company)
14. Enter name of Company or Corporation.
15. Notary enters date bond was witnessed. Must be the same as or later than signature date.
16. Affix notary Seal.
17. Notary affixes his/her signature.
18. Notary enters commission expiration date.

ACKNOWLEDGMENT BY SURETY

19. Enter name of State.
20. Enter name of County.
21. Enter name of Notary Public witnessing transactions.
22. Enter name of person having power of attorney to bind Surety Company.
23. Enter Title of person binding Surety Company.
24. Enter name of Insurance Company (Surety).
25. Notary enters date bond was witnessed. Must be the same as or later than signature date.
26. Affix Notary Seal.
27. Notary affixes his/her signature.
28. Notary enters commission expiration date.

POWER OF ATTORNEY INSTRUCTIONS

Power of attorney for surety must be attached showing that it was in full force and effect on signature date indicated on the face of the bond. A raised corporate seal must also be affixed to the Power of Attorney form.

- a. Name of attorney in fact must be listed.
- b. Power of Attorney may not exceed imposed limitations.
- c. Certificate date, the signature date of bond must be entered.
- d. Signature of authorizing official must be affixed. (Signature may be facsimile).
- e. **Raised seal must be affixed.**

ACKNOWLEDGMENTS

Acknowledgment by Principal if individual or Partnership

1. STATE OF _____
2. County of _____ to-wit:
3. I, _____, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that _____
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this _____ day of _____ 20 _____
6. Notary Seal 7: _____
(Notary Public)
8. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Principal if Corporation

9. STATE OF _____
10. County of _____ to-wit:
11. I, _____, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that _____
13. who as, _____ signed the foregoing writing for
14. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this _____ day of _____ 20 _____
16. Notary Seal 17: _____
(Notary Public)
18. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Surety

19. STATE OF _____
20. County of _____ to-wit:
21. I, _____, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that _____
23. who as, _____ signed the foregoing writing for
24. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this _____ day of _____ 20 _____
26. Notary Seal 27: _____
(Notary Public)
28. My commission expires on the _____ day of _____ 20 _____

Sufficiency in Form and Manner
of Execution Approved

Attorney General

This _____ day of _____ 20 _____

By: _____
(Deputy Attorney General)

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That _____
(Contractor name, complete address including ZIP Code and legal title)

as Principal, hereinafter called Contractor, and _____
(Surety name and complete address including ZIP Code)

_____ a corporation organized and existing under
the laws of the State of _____, with its principal office in the City of _____

as Surety, hereinafter called Surety, are held firmly bound unto _____
(Owner name, complete address including ZIP Code and legal title)

as Oblige, hereinafter called Owner, in the amount of _____
Dollars (_____), for the payment whereof Contractor and Surety bind themselves, their heirs, executors,
administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated _____
_____ entered into a contract with Owner for _____

in accordance with drawings and specifications prepared by _____

which contract is by reference made a part hereof, and is hereinafter referred to as the CONTRACT.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if Contractor shall, for a period of two (2) years from and after the date
of completion and acceptance of same by Owner, replace any and all defects arising in the Work, whether resulting from defective materials or
defective workmanship, after such period this obligation shall be null and void; otherwise it will remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the Owner.

Whenever Contractor shall be, and declared by Owner to be in default under the CONTRACT, the Owner having performed Owner's obligations
thereunder, the Surety may promptly remedy the default, or shall promptly:

1. Complete the CONTRACT in accordance with its terms and conditions, and
2. Shall save the Owner harmless from any claims, judgments, or liens arising from the Surety's failure to either remedy the default or to
complete the CONTRACT in accordance with its terms and conditions in a timely manner.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the successors of
Owner.

Signed and sealed this * _____ day of _____ 20 _____ .

Principal Raised Corporate Seal (MUST BE AFFIXED)

(Contractor Name)

BY: _____ (Seal)
(Must be President, Vice President, Owner, Partner, Manager or Member)

(Title)

Surety Raised Corporate Seal (MUST BE AFFIXED)

(Surety)

BY: _____ (Seal)

NOTE: Raised Corporate Seals are mandatory.
Please attach Power of Attorney.

NOTE: Applicable sections of attached acknowledgments
must be completed and returned as part of the bond.

*Power of Attorney must be certified on this date or later.

ACKNOWLEDGMENT PREPARATION INSTRUCTIONS

1. IF PRINCIPAL IS AN INDIVIDUAL OR PARTNERSHIP, HAVE NOTARY COMPLETE LINES (1) THROUGH (8).
2. IF PRINCIPAL IS A CORPORATION, HAVE NOTARY COMPLETE LINES (9) through (18).
3. SURETY MUST HAVE NOTARY COMPLETE LINES (19) through (28).
4. **Notaries must:**

ACKNOWLEDGMENT BY PRINCIPAL, IF INDIVIDUAL OR PARTNERSHIP

1. Enter name of State.
2. Enter name of County.
3. Enter name of Notary Public witnessing transactions.
4. Enter name of principal covered by bond if individual or partnership. (Must be Owner or General Partner of Sole Proprietorship or Partnership)
5. Notary enters date bond was witnessed. Must be the same as or later than signature date.
6. Affix Notary Seal.
7. Notary affixes his/her signature.
8. Notary enters commission expiration date.

ACKNOWLEDGMENT BY PRINCIPAL IF CORPORATION

9. Enter name of State.
10. Enter name of County.
11. Enter name of Notary Public witnessing transactions.
12. Enter name of Corporate Officer signing bond.
13. Enter Title of Corporate Officer signing bond. (Must be President or Vice President of Corporation; Manager or Managing Member of Limited Liability Company)
14. Enter name of Company or Corporation.
15. Notary enters date bond was witnessed. Must be the same as or later than signature date.
16. Affix notary Seal.
17. Notary affixes his/her signature.
18. Notary enters commission expiration date.

ACKNOWLEDGMENT BY SURETY

19. Enter name of State.
20. Enter name of County.
21. Enter name of Notary Public witnessing transactions.
22. Enter name of person having power of attorney to bind Surety Company.
23. Enter Title of person binding Surety Company.
24. Enter name of Insurance Company (Surety).
25. Notary enters date bond was witnessed. Must be the same as or later than signature date.
26. Affix Notary Seal.
27. Notary affixes his/her signature.
28. Notary enters commission expiration date.

POWER OF ATTORNEY INSTRUCTIONS

Power of attorney for surety must be attached showing that it was in full force and effect on signature date indicated on the face of the bond. A raised corporate seal must also be affixed to the Power of Attorney form.

- a. Name of attorney in fact must be listed.
- b. Power of Attorney may not exceed imposed limitations.
- c. Certificate date, the signature date of bond must be entered.
- d. Signature of authorizing official must be affixed. (Signature may be facsimile).
- e. **Raised seal must be affixed.**

ACKNOWLEDGMENTS

Acknowledgment by Principal if individual or Partnership

1. STATE OF _____
2. County of _____ to-wit: _____
3. I, _____, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that _____
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this _____ day of _____ 20 _____
6. Notary Seal
7. _____
(Notary Public)
8. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Principal if Corporation

9. STATE OF _____
10. County of _____ to-wit: _____
11. I, _____, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that _____
13. who as, _____ signed the foregoing writing for
14. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this _____ day of _____ 20 _____
16. Notary Seal
17. _____
(Notary Public)
18. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Surety

19. STATE OF _____
20. County of _____ to-wit: _____
21. I, _____, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that _____
23. who as, _____ signed the foregoing writing for
24. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this _____ day of _____ 20 _____
26. Notary Seal
27. _____
(Notary Public)
28. My commission expires on the _____ day of _____ 20 _____

Sufficiency in Form and Manner
of Execution Approved

Attorney General

This _____ day of _____ 20 _____.

By: _____
(Deputy Attorney General)

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

That _____
(Contractor name, complete address including ZIP Code and legal title)

as Principal, hereinafter called Contractor, and _____
(Surety name and complete address including ZIP Code)

_____ a corporation organized and existing under
the laws of the State of _____, with its principal office in the City of _____

as Surety, hereinafter called Surety, are held firmly bound unto _____
(Owner name, complete address including ZIP Code and legal title)

as Obligee, hereinafter called Owner, in the amount of _____

Dollars (_____), for the payment whereof Contractor and Surety bind themselves, their heirs, executors,
administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has by written agreement dated _____
_____ entered into a contract with Owner for _____

in accordance with drawings and specifications prepared by _____

which contract is by reference made a part hereof, and is hereinafter referred to as the CONTRACT.
NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if Contractor shall, promptly and faithfully Perform and CONTRACT,
then this obligation shall be null and void, otherwise it shall remain in full force and effect.
The Surety hereby waives notice of any alteration or extension of time made by the Owner.
Whenever Contractor shall be, and declared by Owner to be in default under the CONTRACT, the Owner having performed Owner's obligations
thereunder, the Surety may promptly remedy the default, or shall promptly:

1. Complete the CONTRACT in accordance with its terms and conditions, and
2. Shall save the Owner harmless from any claims, judgments, or liens arising from the Surety's failure to either remedy the default or to
complete the CONTRACT in accordance with its terms and conditions in a timely manner.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the successors of
Owner.

Signed and sealed this * _____ day of _____ 20 _____

Principal Raised Corporate Seal (MUST BE AFFIXED) _____ (Seal)
(Contractor Name)

BY: _____ (Seal)
(Must be President, Vice President, Owner, Partner, Manager or Member)

(Title)

Surety Raised Corporate Seal (MUST BE AFFIXED) _____
(Surety)

BY: _____ (Seal)

NOTE: Raised Corporate Seals are mandatory.
Please attach Power of Attorney.

NOTE: Applicable sections of attached acknowledgments must be
completed and returned as part of the bond.

*Power of Attorney must be certified on this date or later.

ACKNOWLEDGMENT PREPARATION INSTRUCTIONS

1. IF PRINCIPAL IS AN INDIVIDUAL OR PARTNERSHIP, HAVE NOTARY COMPLETE LINES (1) THROUGH (8).
2. IF PRINCIPAL IS A CORPORATION, HAVE NOTARY COMPLETE LINES (9) through (18).
3. SURETY MUST HAVE NOTARY COMPLETE LINES (19) through (28).
4. **Notaries must:**

ACKNOWLEDGMENT BY PRINCIPAL, IF INDIVIDUAL OR PARTNERSHIP

1. Enter name of State.
2. Enter name of County.
3. Enter name of Notary Public witnessing transactions.
4. Enter name of principal covered by bond if individual or partnership. (Must be Owner or General Partner of Sole Proprietorship or Partnership)
5. Notary enters date bond was witnessed. Must be the same as or later than signature date.
6. Affix Notary Seal.
7. Notary affixes his/her signature.
8. Notary enters commission expiration date.

ACKNOWLEDGMENT BY PRINCIPAL IF CORPORATION

9. Enter name of State.
10. Enter name of County.
11. Enter name of Notary Public witnessing transactions.
12. Enter name of Corporate Officer signing bond.
13. Enter Title of Corporate Officer signing bond. (Must be President or Vice President of Corporation; Manager or Managing Member of Limited Liability Company)
14. Enter name of Company or Corporation.
15. Notary enters date bond was witnessed. Must be the same as or later than signature date.
16. Affix notary Seal.
17. Notary affixes his/her signature.
18. Notary enters commission expiration date.

ACKNOWLEDGMENT BY SURETY

19. Enter name of State.
20. Enter name of County.
21. Enter name of Notary Public witnessing transactions.
22. Enter name of person having power of attorney to bind Surety Company.
23. Enter Title of person binding Surety Company.
24. Enter name of Insurance Company (Surety).
25. Notary enters date bond was witnessed. Must be the same as or later than signature date.
26. Affix Notary Seal.
27. Notary affixes his/her signature.
28. Notary enters commission expiration date.

POWER OF ATTORNEY INSTRUCTIONS

Power of attorney for surety must be attached showing that it was in full force and effect on signature date indicated on the face of the bond. A raised corporate seal must also be affixed to the Power of Attorney form.

- a. Name of attorney in fact must be listed.
- b. Power of Attorney may not exceed imposed limitations.
- c. Certificate date, the signature date of bond must be entered.
- d. Signature of authorizing official must be affixed. (Signature may be facsimile).
- e. **Raised seal must be affixed.**

ACKNOWLEDGMENTS

Acknowledgment by Principal if individual or Partnership

1. STATE OF _____
2. County of _____ to-wit:
3. I, _____, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that _____
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this _____ day of _____ 20 _____
6. Notary Seal
7. _____
(Notary Public)
8. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Principal if Corporation

9. STATE OF _____
10. County of _____ to-wit:
11. I, _____, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that _____
13. who as, _____ signed the foregoing writing for
14. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this _____ day of _____ 20 _____
16. Notary Seal
17. _____
(Notary Public)
18. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Surety

19. STATE OF _____
20. County of _____ to-wit:
21. I, _____, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that _____
23. who as, _____ signed the foregoing writing for
24. _____ a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this _____ day of _____ 20 _____
26. Notary Seal
27. _____
(Notary Public)
28. My commission expires on the _____ day of _____ 20 _____

Sufficiency in Form and Manner
of Execution Approved

Attorney General

This _____ day of _____ 20 _____.

By: _____
(Deputy Attorney General)

RE-ROOF BUILDING D

WV VETERANS HOME

BID FORM

Date _____

Time _____

Proposal by: _____

TO:

Keith Gwinn, Director
West Virginia Veterans Home
512 Water Street
Barboursville, WV 25504

Dear Mr. Gwinn;

The undersigned, having examined the proposed Contract Documents for:

RE-ROOF BUILDING D
West Virginia Veterans Home
Barboursville, West Virginia

and having visited the site and the conditions affecting the Work, hereby propose and agree to furnish all labor, materials, equipment and appliances, and to perform operations necessary to complete the Work as required by said proposed Contract Documents, for that portion of the Work identified as "Base Bid", for the stipulated sum of:

BASE BID - Re-roof Building "D" with a contract time not to exceed 35 calendar days.

(\$) _____ DOLLARS

The above amount INCLUDES the following two ALLOWANCE AMOUNTS:

1. The sum of \$4,000.00 for removal and replacement in kind of tapered EPS foam insulation to match existing where existing material is found to be in unsatisfactory condition.
2. The sum of \$1,000.00 for removal and replacement in kind of wood fiberboard on parapet walls to match existing where existing material is found to be in unsatisfactory condition.

The undersigned understands and agrees to comply with and be bound by the Instructions to Bidders and the Contract Documents for this Work and that this bid shall remain valid for a period of ninety (90) days from the date of the bid opening.

The undersigned stipulates that the Work shall be completed within the aggregate time allowance for the Base Bid and the selected alternatives, commencing not more than 15 days after award of the Contract.

The undersigned acknowledges receipt of Addenda numbers:

Enclosed with this bid is Bid security in the amount of not less than 5% of the bidder's proposed "Base Bid" Contract Sum.

RE-ROOF BUILDING D

WV VETERANS HOME

SECTION 01010

SUMMARY & SEQUENCE OF THE WORK

PART 1 * GENERAL

1.1 DESCRIPTION

A. Work Included -

1. Re-roof and repair roof areas on Building D at the West Virginia Veterans home, Barboursville, WV. The Work includes but is not limited to the following:

- a. Temporary removal of the existing roof ballast
- b. Removal of the existing .060" EPDM membrane roofing
- c. Removal of the existing drain fittings and piping, exterior scupper boxes and associated materials
- d. Patching and/or modification of existing openings for new drains
- e. Installation of new .060" EPDM membrane roofing, drains, scupper boxes, etc., and redistribution of roof ballast.

B. Coordination

1. Work of the Contractor will be coordinated and scheduled with the Owner. Provide the Owner with ten days notice of any activity which would significantly disrupt the tenant's operations, and 24 hours notice of minor events such as brief utility outages.

2. Contractor shall coordinate his activities with the work and schedule of others.

3. Meetings for coordination and review of the work shall be held prior to the commencement of work and weekly or more frequently as needed during the execution of the work. These meetings shall include the Contractor, Architect, Owner's representative, subcontractors and/or suppliers as may be necessary or appropriate.

C. Sequence of the Work will be as determined and amended in consultation with the Owner and Architect at project meetings.

END OF SECTION

RE-ROOF BUILDING D

WV VETERANS HOME

SECTION 01045

CUTTING & PATCHING

PART 1 * GENERAL

1.1 DESCRIPTION

- A. Work Included: General requirements pertaining to cutting, including fitting and patching of the work required to;
 - 1. Make the several parts fit properly.
 - 2. Uncover work to provide for installing, inspecting, or both of ill-timed work.
 - 3. Remove and replace work not conforming to the requirements of the Contract Documents.
 - 4. Remove and replace defective work.
- B. Related Work: Uncovering and/or removal of work for testing.

1.2 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workman who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and methods needed for proper performance of the work of this section.

1.3 SUBMITTALS

- A. Well in advance of the time required, submit to the Architect written requests for:
 - 1. Written permission to cut or alter structural components.
 - 2. Requests for Change Orders or Construction Change Directives covering changes in materials, methods and/or scheduling of cutting and patching. Include cost estimates with request where applicable.
- B. Notify Architect of:
 - 1. Unanticipated conditions.
 - 2. Three work days advance notice of work to be uncovered to provide for the Architect's observation.

PART 2 * PRODUCTS

2.4 MATERIALS AND METHODS

- A. For replacement of materials removed, comply with pertinent Sections of these Specifications, or match existing as applicable.

PART 3 * EXECUTION

3.3 VERIFICATION OF CONDITIONS

- A. Inspect existing conditions, including elements subject to movement or damage during cutting or patching.

RE-ROOF BUILDING D

WV VETERANS HOME

- B. After uncovering the work, inspect conditions affecting installation of new work.
- C. If uncovered conditions are not as anticipated, notify Architect and secure needed directions.
- D. Do not proceed until unsatisfactory conditions are corrected.

3.4 PREPARATION

- A. Provide protection such as shoring, bracing and support to maintain structural integrity of the work.

3.5 INSTALLATION

- A. Control and properly dispose of dust and debris from cutting operations and protect adjacent areas from damage.
- B. Properly install patching materials, fit, adjust and finish to comply with the specified tolerances and finishes.

END OF SECTION

RE-ROOF BUILDING D

WV VETERANS HOME

SECTION 01340

SUBMITTALS AND SUBSTITUTIONS

PART 1 * GENERAL

1.1 DESCRIPTION

A. Work Included

1. Submittals required by the contract documents.
2. Procedures for gaining approval of substitutions.

B. Related Work: Additional requirements for submittals to the Architect or approving agencies may be contained in other Sections of this Specification.

1.2 QUALITY ASSURANCE

A. Checking and coordination of submittals.

1. Prior to each submittal, carefully review and coordinate all aspects of each item being submitted, including arithmetic.
2. Verify that each item conforms in all respects the specified requirements.
3. By affixing the Contractor's stamp and/or signature, the Contractor certifies that this coordination has been performed.
4. Items submitted without the Contractor's stamp and/or signature will be returned without action.

1.3 SUBMITTALS

A. All items submitted to the Architect will be accompanied by a cover letter of transmittal bearing the following information;

1. Name, address, etc. of Contractor, project name and date.
2. Listing and description of the transmitted items and/or documents and the number of copies of each attached or enclosed.
3. Applicable drawing, detail number or Specification Section reference.
4. Purpose of the information (i.e. shop drawing submittal for approval, requested cost estimate, etc.) and any pertinent comments.
5. Signature of the transmitting party.

PART 2 * PRODUCTS

2.1 GENERAL

A. Submittals required include but are not limited to:

1. List of suppliers and sub-contractors.
2. Insurance Certificates.
3. Schedule of Values for payments.
4. Progress payment requests on A.I.A. form G-702/G-703 in triplicate.
5. Notification of the Architect by means of drawings, details and/or written communication of items in the project where actual installation varies from the contract drawings/specifications.
6. Requested proposals for changes in the contract cost or time to be provided in a timely manner.
7. **Shop drawings/ product data submittals are required for all materials, systems and equipment installed in the project.** Submit not less than four (4) copies well in advance of the time the item is needed on the project. The Architect will retain as many as three copies depending on the nature of the item.

- a. Product data and shop drawings are to accurately and completely describe items to be included or installed in the construction. They shall completely describe the product or system and its relationship to its surroundings.
 - Product data may be manufacturer's literature or technical information describing the product and its characteristics, including color, pattern, texture, strength, history of use, applicability, fastening, composition and/or other pertinent information.
 - Shop drawings shall be drawn to scale, large enough to fully describe the entire assembly, delineate all pertinent details and shall show fit and clearances to adjacent construction, including work by others and shall define colors, textures and or patterns as applicable.

RE-ROOF BUILDING D

WV VETERANS HOME

- b. The Architect shall review and return shop drawings and product data to the Contractor with reasonable promptness, and shall indicate in what respects he and/or his consultants may take exception to the information submitted and/or what selections have been made. The Architect may, with notification of the Contractor, hold submittals so that they may be coordinated with others on the basis of fit, finish, color texture or other factors.
 - c. The Contractor shall correct the shop drawings and resubmit them as required until there are no exceptions taken.
8. Samples as specified in various Sections of this Specification.
- a. Unless precise colors and/or patterns are specifically called out in the Contract Documents, submit manufacturer's full range of accurate color and pattern charts and/or physical samples to the Architect for selection.
 - b. Upon request, provide larger samples of selected items to verify exact selection.
- B. See the General Conditions, Supplementary Conditions and other Sections of this Specifications for additional requirements and procedures for Project closeout.
- C. Substitutions
1. The Contract price is based on the standards of quality and physical compatibility of the components described in the Contract Documents. Changes from that standard must, of necessity, be considered carefully.
 - a. Products specified only by means of a performance standard, standard specification reference (i.e. Federal or ASTM spec number) or other non-proprietary means do not require a substitution request. Furnish products by any manufacturer that meets the specified requirements. Such products are subject to approval during the shop drawing submittal process based on manufacturer's certification and/or testing.
 - b. For products specified by description of a particular product or system "or equal" or "or equivalent" with additional manufacturers listed;
 - The specified product is believed to provide the required functional, aesthetic and dimensional characteristics in that application.
 - The listed manufacturers are believed to supply products which are the equivalent of the specified product.
 - The Contractor may submit the specified product or the product of one of the listed manufacturers which he believes to be equivalent or equal.
 - Names of additional acceptable manufacturers and/or products may be published in Addenda.
 - *All such products are subject to approval during the normal shop drawing/product data approval process.*
 - Submission of the specified product does not necessarily ensure automatic approval.
 - c. In the case of an item specified by name, model number, etc., with no "or equal" statement and/or no additional acceptable manufacturer listed, submit the specified item. Substitutions will be considered only if, after award of the Contract, a specified or approved item becomes or is found to be unavailable through no fault of the Contractor. Submit a Request for Substitution.
 2. A Request for Substitution shall be submitted in not less than three (3) copies and shall include all data required for a shop drawing/product data submittal. In addition, it shall include a detailed cost analysis of the originally specified item and the proposed item. In the event the substitution will require redesign of a portion of the project, the Contractor shall reimburse the Architect and/or his consultants for time and expenses involved in the redesign and coordination of that portion of the project. Such cost shall be accounted for in the substitution cost analysis.

END OF SECTION

RE-ROOF BUILDING D

WV VETERANS HOME

SECTION 01500

TEMPORARY FACILITIES

PART 1 * GENERAL

1.1 DESCRIPTION

A. Work Included:

1. Temporary utilities, such as water, electricity, heat, and telephone.
2. Temporary road for site access.
3. Field office for the contractor's operations as required.
4. Sanitary facilities.
5. Temporary enclosures and structures.
6. Temporary fencing and barricades.
7. Material storage and trash removal
8. Project sign.

B. Related Work

1. Permanent installation and connection of various services are specified elsewhere.

1.2 QUALITY ASSURANCE

- A. All work under this Section shall comply with all applicable local, State and federal laws, codes and regulations.

1.4 PRODUCT HANDLING

- A. Maintain temporary facilities in proper and safe condition throughout the progress of the work.

PART 2 * PRODUCTS

2.1 GENERAL

A. Utilities

1. Water: The owner will provide domestic cold water for construction purposes at a designated location insofar as possible. Temporary piping or hoses (if any) from this point shall be provided by the Contractor.
2. Electricity: The owner will provide electricity for construction puposes at a designated location insofar as possible. Temporary wiring and/or extension cords (if any) from this point shall be provided by the Contractor
3. Heat: The contractor shall provide and pay for his own heating appliances and fuel as required for proper conduct of his operations.
4. Telephone: The contractor shall provide and pay for his own temporary field telephone service as required for the duration of the work.

B. Not used.

C. Field Office

RE-ROOF BUILDING D

WV VETERANS HOME

1. If desired or required by the Contractor and at a location agreeable with the owner, the Contractor is to provide his own temporary field office facility and sheds, large enough to accommodate his office, supplies and storage.

D. Sanitary facilities

1. Contractor is to provide his own temporary toilet facilities.

E. Temporary enclosures and structures.

1. Provide and maintain for the duration of the construction all scaffolds, tarpaulins, canopies, steps, platforms, bridges and other temporary construction necessary for proper completion of the Work in compliance with safety and other pertinent regulations.

F. Temporary fencing and barricades: Not required except for safety or security purposes.

G. Material storage and trash removal:

1. Contractor is to arrange with Owner for temporary on-site storage for project materials.
2. Contractor shall arrange and pay for his own disposal of trash, rubbish construction debris and unsuitable materials. Burning or burying anything on site is not permitted.

H. Project Sign: Not Required.

PART 3 * EXECUTION

3.10 MAINTENANCE

- A. Maintain temporary facilities as long as needed for safe and proper completion of the Work.

3.11 REMOVAL

- A. Remove temporary facilities as rapidly as processes of the Work will permit, or as directed by the Architect.

END OF SECTION

RE-ROOF BUILDING D

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**SECTION 01640
PRODUCT HANDLING**

PART 1 * GENERAL**1.1 DESCRIPTION**

- A. Work Included
 1. General requirements for delivery, storage and handling preparatory to, during and after installation procedures.
- B. Related Work
 1. Additional procedures may be prescribed in other Sections of these Specifications.

1.2 QUALITY ASSURANCE

- A. Except as otherwise noted or subsequently approved, all materials, products, and systems are to be handled, installed, operated, maintained, finished, adjusted and conveyed to the Owner in strict accordance with the respective manufacturer's printed instructions which are hereby made a part of these Specifications. All completed and functional installations shall be to the complete satisfaction of the Architect and Owner.
- B. Packaging
 1. Deliver products to the site in manufacturer's original, unopened containers with labels intact and legible.
 2. Except for investigation of suspected shipping damage, maintain packaging with seals unbroken until time of use.
 3. Promptly remove damaged material and unsuitable items from the site and promptly replace with materials meeting the specified requirements at no additional cost to the Owner.
 4. The Architect may reject materials and products not bearing satisfactory identification labeling as to manufacturer, grade, quality or other information.

1.4 PRODUCT HANDLING

- A. Store materials off the ground, under cover with adequate ventilation and within the correct temperature, humidity and/or moisture content ranges, or as specified by the manufacturer.
- B. Protect materials from damage and/or deleterious effects from any source.

PART 2 * PRODUCTS

Not Applicable

PART 3 * EXECUTION**3.8 PROTECTION**

- A. Protect finished surfaces including jambs and heads of passageway openings, soffits, etc., through which equipment and materials are handled.
- B. Provide protection of finished floor surfaces in traffic areas prior to allowing equipment or materials to be moved over such surfaces.
- C. Maintain finished surfaces clean, unmarred and suitably protected until accepted by the Owner.
- D. In the event of damage, promptly make repairs to the satisfaction of the Architect and at no additional cost to the Owner.

END OF SECTION

RE-ROOF BUILDING D

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SECTION 06002

CARPENTRY

PART 1 * GENERAL

1.1 DESCRIPTION

A. Work included: Miscellaneous carpentry.

B. Related Work

1. Section 07350 - Single-Ply Membrane Roofing
2. Section 07600 - Flashing and Sheet Metal

1.2 QUALITY ASSURANCE

A. Use Adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and methods needed for proper performance of the work of this section.

B. Codes and Standards

1. Comply with requirements for various UL listed fire-rated assemblies.
2. BOCA Building Code

1.4 PRODUCT HANDLING

A. Comply with Section 01640

PART 2 * PRODUCTS

2.2 ACCEPTABLE PRODUCTS

A. Framing lumber, furring and blocking to be SPF, Hem-Fir or other commercially available species, Construction Grade or better.

B. Treated wood shall be pressure treated with preservatives to resist rot and insect infestation per AWPA standards.

C. Plywood in thickness as indicated to be B-C or better, interior grade with exterior glue, pressure-treated where indicated.

D. Trim to be in species and profiles similar to existing.

E. Nails, screws, bolts and other fasteners of a size and pattern appropriate to the use, except that aluminum, stainless steel or hot-dip galvanized nails are required for exterior work exposed to the weather or in wet areas.

F. Framing accessories such as joist hangers, bridging, post bases, corner brace straps, etc., all of heavy gauge galvanized steel as manufactured by Simpson, Teco or equal.

PART 3 * EXECUTION

OCTOBER 2009

CARPENTRY - 06002-1

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3.4 PREPARATION

- A. Select members to be used so that knots and other defects will not interfere with fastenings and connections.
- B. Cut out and discard defects which will render a piece unsuitable for its intended function.
- C. Lumber may be rejected before or after installation for excessive warp, twist, bow, crook, mildew, fungus, or mold as well as for improper cutting, fitting, fastening or installation.

3.5 INSTALLATION

- A. Produce joints which are tight, true and well fastened.
- B. Set horizontal members with crown up.
- C. Do not cut, notch or bore members for pipes, ducts, conduit, wiring or other reasons except as shown on the Drawings or approved in advance.
- D. Install blocking where shown, noted and required to support items of finish, accessories, the work of other trades and to cut off concealed horizontal and vertical draft openings.
- E. Use common wire nails except where otherwise shown or noted. Size nails such that the nail point will penetrate at least one-half the nail length into the substrate. Nail without splitting, pre-boring where necessary.
- F. Bore holes for bolts 1/16" larger than bolt diameter and use washers under all heads and nuts bearing on wood.
- G. For lag screws and wood screws, drill holes the same diameter as the thread root, then enlarge holes to the shank diameter for the length of the shank. Install with a washer under the head where it bears on wood.
- H. Fasten trim and items of finish carpentry with finish nails with heads set and puttied flush, joints filled and all trim lightly sanded and suitable for painting.

END OF SECTION

RE-ROOF BUILDING D

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SECTION 07530

SINGLE PLY MEMBRANE ROOFING SYSTEMS

PART I * GENERAL

1.1 DESCRIPTION

A. Work Included - Ballasted single ply EPDM membrane roofing systems.

B. Related Work

1 Section 06002 - Carpentry

2. Section 07600- Flashing and Sheet Metal

1.2 QUALITY ASSURANCE

A Use Adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and methods needed for proper performance of the work of this section.

1.3 SUBMITTALS

A. Comply with Section 01340

B. Materials list of items proposed to be provided under this section.

C. Manufacturer's specifications and other data needed to prove compliance with the specified requirements.

D. Shop Drawings detailing all joint and termination conditions and conditions of interface with other materials.

E. Manufacturer's written installation procedures, which when approved will become the basis for accepting or rejecting actual installation procedures used on the work.

F. Roofing subcontractor to be approved in writing by the manufacturer of the approved system.

1.4 PRODUCT HANDLING

A. Comply with Section 01640

1.5 WARRANTY

A. Upon completion of the work of this section and as a condition of its acceptance, pay the costs for and secure and deliver to the Architect the manufacturer's standard fifteen-year, non-prorated warranty/guarantee covering all labor and material of this section with no dollar limitation. Maximum wind speed coverage shall be peak gusts of 72 mph measured 10 meters above grade.

1. Prior to bidding, verify that the work of this section, if completed in accordance with the drawings and these specifications, will qualify for and be acceptable to the issue of the stipulated warranty/guaranty.

2. Should the indicated construction not be acceptable for the stipulated warranty/guaranty, advise the Architect of the required changes.

PART 2 PRODUCTS

2.1 ACCEPTABLE MANUFACTURERS

A. Carlisle Tire and Rubber Company

B. Firestone

C. Goodyear

D. Additional manufacturers if approved in advance by the architect

RE-ROOF BUILDING D

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2.2 PRODUCTS

A. Ballasted Membrane - .060" thick EPDM non-reinforced membrane as manufactured by Carlisle Tire and Rubber Co., with all related and compatible flashings, sealants, adhesives, fasteners, accessories and associated materials, or equal.

B. Insulation

1. The existing tapered EPS foam insulation has been tested in four (4) locations and found to be in satisfactory condition and without excessive moisture content. Contractor is to quote an allowance with his bid to cover the cost of removing and replacing existing insulation in kind in the event that some is found to be unsatisfactory.

2. Rigid polyisocyanurate insulation for installation in new membrane system over the existing EPS insulation is to be provided by or approved by the membrane system manufacturer pursuant to the stipulated warranty/guarantee, minimum R-value of 9. Verify all existing conditions in the field. Provide tapered insulation units as shown and noted, or where required for detail conditions.

3. Wood fiber board is currently installed on the inside face of the parapet walls. Contractor is to quote an allowance with his bid to cover the cost of removing and replacing existing material in kind in the event that some is found to be unsatisfactory.

C. Fastening systems, splicing systems and/or adhesives shall be provided by or approved by the membrane system manufacturer pursuant to the stipulated warranty/guaranty.

D. Rubber flashing materials - Furnish and install cured and/or uncured rubber membrane materials as shown, noted and detailed or as required for a proper installation pursuant to the required warranty.

E. Provide other materials not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

F. Confirm that existing ballast is satisfactory and compliant with membrane manufacturer's requirements in size and quantity pursuant to the stipulated warranty, and replace as necessary. Comply with ANSI/SPRI RP-4 guidelines 11/19/2002 for coverage rates. Distribute existing and/or new ballast per requirements.

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this section will be performed. Correct conditions detrimental to timely and proper completion of the work. Do not proceed until unsatisfactory conditions are corrected.

3.2 INSTALLATION

A. Install roofing strictly as per manufacturer's instructions.

B. Upon completion, clean the work area and remove all scrap and excess materials from the site. Allow convenient access for inspection of work and repair or replace defective work as directed by the Architect. Minor scratches and abrasions may be touched up. Damaged material that may affect the integrity of the roofing must be replaced. Leave drains and other openings clear and clean of debris.

C. Provide walks or runways of compatible materials to protect roofing if there is to be continued construction work.

END OF SECTION

RE~ROOF BUILDING D

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SECTION 07600
FLASHING AND SHEET METAL

PART I - GENERAL SUMMARY

A Provide flashing and sheet metal not specifically described in other Sections of these Specifications but required to prevent penetration of water through the exterior shell of the building.

B. Related work:

1. Section 07530 - Single Ply Membrane Roofing Systems
2. Section 06001 - Carpentry

1 2 SUBMITTALS

A. Comply with pertinent provisions of Section 01340.

B. Submit the following Product Data and Shop Drawings

1. Materials list of items proposed to be provided under this Section;
2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
3. Shop Drawings in sufficient detail to show fabrication, installation, anchorage, and interface of the work of this Section with the work of adjacent trades;
4. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work

1 3 QUALITY ASSURANCE

A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

B. In addition to complying with pertinent codes and regulations, comply with pertinent recommendations contained in current edition of "Architectural Sheet Metal Manual published by the Sheet Metal and Air-conditioning Contractors National Association (SMACNA).

C. Standard commercial items may be used for flashing, trim, reglets, and similar purposes provided such items meet or exceed the quality standards specified.

1 4 DELIVERY, STORAGE, AND HANDLING

A. Comply with pertinent provisions of Section 01640.

PART 2- PRODUCTS**2.1 MATERIALS**

A. Where sheet metal is required, and no material or gage is indicated on the drawings, provide the highest quality and gage commensurate with the referenced standards.

B. Metals

1. Aluminum - .040" or .032" sheet stock aluminum as detailed , Fed Spec QQ-A-250D, alloy 3003-H14 or ASTM B209.
2. Stainless Steel – 26 gauge 302/304 dead soft, Fed Spec QQ-S-766 fully annealed or ASTM A167.

C. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

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PART 3-EXECUTION

3.1 SURFACE CONDITIONS

A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.2 WORKMANSHIP

A. General:

1. Form sheet metal accurately and to the dimensions and shapes required, finishing molded and broken surfaces with true, sharp, and straight lines and angles.
2. Where intercepting other members, coping to an accurate fit and sealing securely.
3. Unless otherwise specifically permitted by the Architect, turn exposed edges back 1/2".
4. Where shown and noted, provide fabricated items with watertight joints.

B. Form, fabricate, and install sheet metal so as to adequately provide for expansion and contraction in the finished Work.

C. Weatherproofing:

1. Where lap seams occur, lap according to pitch, but in no case less than 3".
2. Make flat and lap seams in the direction of flow.

D. Joints and nailing

1. Join parts with rivets or sheet metal screws where necessary for strength and stiffness.
Fasteners for aluminum members to be aluminum or stainless steel. For fastening aluminum facings to wood, cadmium-plated steel fasteners may be used.
2. Provide suitable watertight expansion joints for runs of more than 40', except where closer spacing is indicated on the Drawings or required for proper installation.
3. Whenever possible, secure metal by means of clips or cleats, without fastening through the exterior metal.
4. In general, space nails, rivets, and screws not more than 8" apart and, where exposed to the weather, use corrosion resistant fasteners compatible with the materials being joined.
5. For concealed nailing into wood, use barbed roofing nails 1-1/4" long by 11 gage.

END OF SECTION

RE-ROOF BUILDING D

WV VETERANS HOME

SECTION 07920

SEALANTS AND CAULKING

PART 1 - GENERAL

1.1 DESCRIPTION

A. Work Included:

1. Throughout the Work, seal and caulk joints where shown on the Drawings and elsewhere as required to provide a positive barrier against passage of moisture and passage of air.

1.2 QUALITY ASSURANCE

- A. Use adequate numbers of skilled workmen who are thoroughly trained and experienced in the necessary crafts and who are completely familiar with the specified requirements and the methods needed for proper performance of the work of this Section.

1.3 SUBMITTALS

- A. Comply with pertinent provisions of the General Provisions.

B. Product data:

1. Materials list of items proposed to be provided under this Section;
2. Manufacturer's specifications and other data needed to prove compliance with the specified requirements;
3. Manufacturer's recommended installation procedures which, when approved by the Architect, will become the basis for accepting or rejecting actual installation procedures used on the Work.

- C. Samples: Upon request of the Architect, submit samples of each sealant, each backing material, each primer, and each bond breaker proposed to be used.

1.4 PRODUCTS

- A. Comply with pertinent provisions of the General Provisions.

- B. Do not retain at the job site material which has exceeded the shelf life recommended by its manufacturer.

PART 2 PRODUCTS

2.2 ACCEPTABLE PRODUCTS

- A. Provide the following sealants, or equals approved in advance by the Architect, where called for on the Drawings or otherwise required for a complete and proper installation.

1. Sealant Type A (at joints subjected to horizontal traffic)

- a. Self-leveling, complying with ASTM C920, grade P, class 25;

2. Sealant Type B (at joints subject to extreme movement):

RE-ROOF BUILDING D

WV VETERANS HOME

- a. Non-sag, complying with ASTM C920-79, type S, grade NS, class 25, use NT, M, A, and O;
- B. For other services, provide products especially formulated for the proposed use and approved in advance by the Architect.
- C. Acceptable Manufacturers
 - 1. Vulkem
 - 2. Sonneborne
 - 3. Dow-Corning
 - 4. GE
 - 5. Pecora
 - 6. Tremco
- D. Colors:
 - 1. Colors for each sealant installation will be selected by the Architect from standard colors normally available from the specified manufacturer.
 - 2. Should such standard color not be available from an approved substitute manufacturer except at additional charge, provide such colors at no additional cost to the Owner.
 - 3. In concealed installations, and in partially or fully exposed installations where so approved by the Architect use standard gray or black sealant.
- E. Use only those primers which have been tested for durability on the surfaces to be sealed and are specifically recommended for this installation by the manufacturer of the sealant used.
- F. Use only those backup materials which are non-absorbent, non-staining, and specifically recommended for this installation by the manufacturer of the sealant used.
- G. For masking around joints, provide an appropriate masking tape which will effectively prevent application of sealant on surfaces not scheduled to receive it, and which is removable without damage to substrate.
- H. Provide other materials, not specifically described but required for a complete and proper installation, as selected by the Contractor subject to the approval of the Architect.

PART 3 EXECUTION

3.3 VERIFICATION OF CONDITIONS

- A. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the Work. Do not proceed until unsatisfactory conditions are corrected.

3.4 PREPARATION

- A. Concrete and ceramic tile surfaces:
 - 1. Install only on surfaces which are dry, sound, and well brushed, wiping free from dust.

RE-ROOF BUILDING D

WV VETERANS HOME

2. At open joints, remove dust by mechanically blown compressed air if so required.
3. To remove oil and grease, use sandblasting or wire brushing.
4. Where surfaces have been treated, remove the surface treatment by sandblasting or wire brushing.
5. Remove laitance and mortar from joint cavities.

B. Steel surfaces:

1. Steel surfaces in contact with sealant:
 - a. Sandblast as required to achieve acceptable surface for bond.
 - b. If sandblasting is not practical, or would damage adjacent finish, scrape the metal or wire brush to remove mill scale and rust.
 - c. Use solvent to remove oil and grease, wiping the surfaces with clean white rags only.
2. Remove protective coatings on steel by sandblasting or by using a solvent which leaves no residue.

C. Aluminum surfaces:

1. Aluminum surfaces in contact with sealant:
 - a. Remove temporary protective coatings, dirt, oil, and grease.
 - b. When masking tape is used for protective cover, remove the tape just prior to applying the sealant.
2. Use only such solvents to remove protective coatings as are recommended for that purpose by the manufacturer of the aluminum work, and which are non-staining.

3.5 INSTALLATION

A. Backup Material:

1. When using backup of tube or rod stock, avoid lengthwise stretching of material. Do not twist or braid hose or rod backup stock.
2. Do not, under any circumstance, use a screwdriver or similar tool for this purpose.
3. Using the approved tool, smoothly and uniformly place the backup material to the depth indicated on the Drawings or otherwise required, compressing the backup material 25% to 50% and securing a positive fit.

B. Priming:

1. Use only the primer approved by the Architect for the particular installation, applying in strict accordance with the manufacturer's recommendations as approved by the Architect.

C. Bond-Breaker Installation:

1. Provide an approved bond-breaker where recommended by the manufacturer of the sealant, and where directed by the Architect, adhering strictly to the manufacturers' installation recommendations.

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D. Installation of Sealants:

1. Prior to start of installation in each joint, verify the joint type according to details on the Drawings, or as otherwise directed by the Architect, and verify that the required proportion of width of joint to depth of joint has been secured.
2. Equipment
 - a. Apply sealant under pressure with power-actuated hand gun or manually-operated hand gun, or by other appropriate means.
 - b. Use guns with nozzle of proper size, and providing sufficient pressure to completely fill the joints as designed.
3. Thoroughly and completely mask joints where the appearance of primer or sealant on adjacent surfaces would be objectionable.
4. Install the sealant in strict accordance with the manufacturer's recommendations, thoroughly filling joints to the recommended depth.
5. Tool joints to the profile shown on the Drawings, or as otherwise required if such profiles are not shown on the Drawings.
 - a. Provide uniformly smooth joints with slightly concave surface.
 - b. Do not use tooling agent unless specifically so recommended in writing by the manufacturer of the sealant.
 - c. Cleaning up:
 1. Remove masking tape immediately after joints have been tooled.
 2. Clean adjacent surfaces free from sealant as the installation progresses, using solvent or cleaning agent recommended by the manufacturer of the sealant used.
 3. Upon completion of the work of this Section, promptly remove from the job site all debris, empty containers, and surplus material derived from this portion of the Work.

END OF SECTION

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

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

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: _____

Authorized Signature: _____ Date: _____



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

STATE OF _____

COUNTY OF _____, TO-WIT:

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

- 1. I am an employee of _____; and,
(Company Name)
- 2. I do hereby attest that _____
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

(Company Name)

By: _____

Title: _____

Date: _____

Taken, subscribed and sworn to before me this _____ day of _____.

By Commission expires _____

(Seal)

(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.