

**EXHIBIT A - PRICING PAGE**  
Cabwaylingo State Forest-Office Roof Replacement

Name of Vendor:

Shield ROOFING & CONSTRUCTION  
LLC

Address of Vendor:

739 Co Rd 1  
SOUTH POINT, Oh 45680

Phone Number of  
Vendor:

(304)344-7663

WV Contractors License  
No.

WV- 05119

We, the undersigned, having examined the site and being familiar with the local conditions affecting the cost of the work and also being familiar with the general conditions to bidders, and specifications, hereby proposes to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding documents.

**Base Bid**

The Base Bid shall consist of all the work generally described in the bidding documents, and as indicated on the Drawings and specified in the Project Manual.

**Total Base Bid:**

Lump sum for all labor, materials, and equipment as indicated on the Drawings and specified in the Project Manual.

~~\$ 22,100.00~~

**Written in numbers.**

Corrected BID TOTAL: \$22,111.00

**Total Base Bid:**

Lump sum for all labor, materials, and equipment as indicated on the Drawings and specified in the Project Manual.

~~Twenty two thousand, one hundred dollars~~

**Written in words.**

Corrected TOTAL BID: \$22,111.00

West Virginia Division of Natural Resources  
Cabwaylingo State Forest  
Office Roof Replacement  
Exhibit A: Pricing Page

Item	Description	Unit	Unit Cost	Extended Cost
1	Lump sum for all materials and installation per the Specifications	Lump Sum	22,100.-	\$22,100.00
2	Roof Deck Repair (See 3.1.2.1)	Per Square Foot	\$3	\$ 3.00
3	Fascia Repair (See 3.1.2.2)	Per Linear Foot	\$8	\$ 8.00

TOTAL BID (amount the award will be based on)

~~\$22,100.00~~

**CORRECTED TOTAL BID \$22,111.00**

Line items 2 and 3 are for additional square feet of deck and/or framing and linear foot for fascia for any unforeseen damage beyond the original scope of this solicitation. This will be addressed by change order issued by the Division of Natural Resources. Vendor must inspect roof deck and fascia and shall recommend to Agency any necessary replacement. Bid as indicated on pricing page shall include a unit price per square foot for roof deck replacement and a unit price per linear foot for any fascia, should any be necessary. No work shall be performed to replace deck or fascia unless approved by the Agency in writing. The unit price listed on the pricing page shall be used to determine the cost to replace any necessary fascia, deck or framing. Prices must include all materials and labor needed to replace damaged sections.

Shield Roofing & Construction, 

Vendor Name

Authorized Signature

10/29/19

Date

REQUEST FOR QUOTATION  
West Virginia Division of Natural Resources  
Office Roof Cabwaylingo State Forest

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14.5. Vendor shall inform all staff of Agency's security protocol and procedures.

**15. MISCELLANEOUS:**

**15.1. 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:** Jessica Craft

**Telephone Number:** (304) 730-5744

**Fax Number:** 877-298-9294

**Email Address:** jcrafft@shieldroofing.biz

**Subcontractor List Submission (Construction Contracts Only)**

**Bidder's Name:** Shield Roofing & Construction LLC

Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

Subcontractor Name	License Number if Required by W. Va. Code § 21-11-1 et. seq.
N/A	

Attach additional pages if necessary.

**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.

Jessica Craft - Commercial Coordinator  
(Name, Title)

Jessica Craft - Commercial Coordinator  
(Printed Name and Title)

739 Co Rd 1, South Point, Ohio 45680  
(Address)

Ph (304) 730-5744 / FAX - 877-298-9294  
(Phone Number) / (Fax Number)

jcraft@shieldroofing.biz  
(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation 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 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 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.

Shield Roofing & Construction, LLC  
(Company)

Rema Hilal Assistant General Manager  
(Authorized Signature) (Representative Name, Title)

Rema Hilal Assistant General Manager  
(Printed Name and Title of Authorized Representative)

10/29/19  
(Date)

304-710-6225 / 877-298-9294  
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO. ARFQ DNR20\*011

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

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

Addendum Numbers Received:

(Check the box next to each addendum received)

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

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that 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.

Shield ROOFING & Construction LLC  
Company

Authorized Signature: Jessica Craft

Date: 10/28/19

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

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Shield Roofing & Construction LLC

Authorized Signature: Jessica Craft Date: 10/29/2019

State of WV

County of Cabell, to-wit:

Taken, subscribed, and sworn to before me this 29 day of October, 2019

My Commission expires 12 March, 2022

**AFFIX SEAL HERE**



NOTARY PUBLIC Frank Lambertus II

Purchasing Affidavit (Revised 01/19/2018)



BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Shield Roofing & Construction, LLC  
of South Point Ohio, as Principal, and American Southern Insurance  
Company of Reynoldsburg Ohio, a corporation organized and existing under the laws of the State of \_\_\_\_\_  
Kansas, with its principal office in the City of Atlanta, GA, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of One Thousand Forty Five (\$ 1,045.00) for the payment of which,  
~~and No/100~~ 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  
Cabwaylingo State Forest  
4279 Cabwaylingo Park Road  
Dunlow, WV 25511

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 29th day of October, 2019.

Principal Seal

Shield Roofing & Construction, LLC  
(Name of Principal)

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

Assistant General Manager  
(Title)

Surety Seal

American Southern Insurance Company  
(Name of Surety)

[Signature]

Attorney-in-Fact  
David R. Brett

**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.**



# AMERICAN SOUTHERN INSURANCE COMPANY

Home Office: 3715 Northside Parkway, NW  
Suite 4-800  
Atlanta, Georgia 30327

Mailing Address: P. O. Box 723030  
Atlanta, GA 31139-0030

## GENERAL POWER OF ATTORNEY

Know all men by these Presents, that the American Southern Insurance Company had made, constituted and appointed, and by these presents does make, constitute and appoint Stefan E. Tauger of Parker, Colorado; Scott E. Stoltzner of Hoover, Alabama; Arthur S. Johnson of Atlanta, Georgia; Andrew C. Heaner of Atlanta, Georgia; Jeffery L. Booth of Blacklick, Ohio; James E. Feldner of West Lake, Ohio; David R. Brett of Columbia, South Carolina; Melanie J. Stokes of Atlanta, Georgia; Jason S. Centrella of Jacksonville, Florida; Michael J. Brown of Cumming, Georgia; Tamara D. Johnson of Atlanta, Georgia; or Omar G. Guerra of Overland Park, Kansas, EACH as its true and lawful attorney for it and its name, place and stead to execute on behalf of the said company, as surety, bonds, undertakings and contracts of suretyship to be given to all obligees provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount of the sum of \$1,000,000 (one million dollars), including but not limited to consents of surety for the release of retained percentages and/or final estimates on construction contracts or similar authority requested by the Department of Transportation, State of Florida; and the execution of such undertakings, bonds, recognizances and other surety obligations, in pursuance of the presents, shall be as binding upon the Company as if they had been duly signed by the President and attested by the Secretary of the Company in their own proper persons.

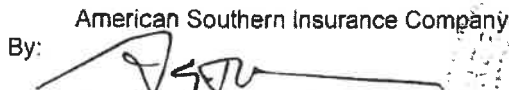
This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted pursuant to due authorization by the Executive Committee of the Board of Directors of the American Southern Insurance Company on the 26th day of May, 1998:

RESOLVED, that the Chairman, President or any Vice President of the Company be, and that each or any of them hereby is, authorized to execute Powers of Attorney qualifying the attorney named in the given Power of Attorney to execute in behalf of the American Southern Insurance Company bonds, undertakings and all contracts of suretyship; and that any Secretary or any Assistant Secretary be, and that each or any of them hereby is, authorized to attest the execution of any such Power of Attorney, and to attach thereto the seal of the Company.

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company when so affixed and in the future, with respect to any bond undertaking or contract of suretyship to which it is attached.

In Witness Whereof, the American Southern Insurance Company has caused its official seal to be hereto affixed, and these presents to be signed by its President and attested by its Secretary this 4<sup>th</sup> day of January, 2019.

Attest:  
  
Melonie A. Coppola, Secretary

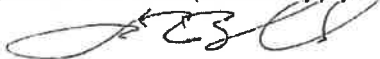
By:   
Scott G. Thompson, President

STATE OF GEORGIA  
SS:  
COUNTY OF FULTON

On this 4<sup>th</sup> day of January, 2019, before me personally came Scott G. Thompson to me known, who being by me duly sworn, did depose and say that he resides in Atlanta, in the County of Fulton, State of Georgia, at 421 Hollydale Court; that he is the President of American Southern Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed, and that he signed his name thereto pursuant to due authorization.

STATE OF GEORGIA  
SS:  
COUNTY OF FULTON

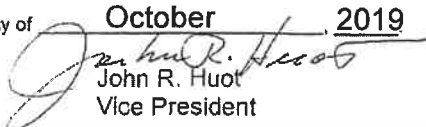


  
Jonathan R. Bell  
Notary Public, State of Georgia  
Qualified in Cherokee County  
Commission Expires March 12, 2021

I, the undersigned, a Vice President of American Southern Insurance Company, a Kansas Corporation, DO HEREBY CERTIFY that the foregoing and attached Power of Attorney remains in full force, and has not been revoked; and, furthermore, that the Resolution of the Executive Committee of the Board of Directors set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Atlanta, Dated the 29<sup>th</sup> day of October, 2019

Power No. 48044

  
John R. Huot  
Vice President

American Southern Insurance Company  
 NAIC Company Code 10235  
 NAIC Group Code 587

Statutory Financial Statement


As of December 31, 2018

ASSETS		LIABILITIES	
Bonds	\$77,915,107	Reserve for Losses and Loss Expense	\$42,926,070
Stocks	17,623,558	Reserve for Unearned Premiums	19,780,761
Cash & Cash Equivalents	4,644,381	Reserve for Expenses, Taxes, Licenses and Fees	5,789,393
Agents Balances	10,649,048	Payable to Parents, Subsidiaries and Affiliates	273,203
Other Assets	5,109,112	Other Liabilities	3,705,270
		Total Liabilities	<u>\$72,474,697</u>
		<b>POLICYHOLDERS'S SUPLUS</b>	
		Capital Stock	3,000,000
		Surplus	40,466,509
		Total Policy holders' Surplus	<u>43,466,509</u>
Total Assets	<u>\$115,941,206</u>	Total Liabilities and Policyholders' Surplus	<u>\$115,941,206</u>

Bonds and stocks are valued in accordance with the basis adopted by the National Association of Insurance Commissioners (NAIC).

CERTIFICATE

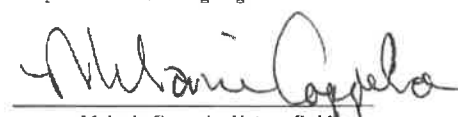
The officers of this reporting entity being duly sworn, each depose and say that they are the described officers of said reporting entity, and that on the reporting period stated above, all of the herein described assets were the absolute property of the said reporting entity, free and clear from any liens or claims thereon, except as herein stated, and that this statement, together with related exhibits, schedules and explanations therein contained, annexed or referred to, is a full and true statement of all the assets and liabilities and of the condition and affairs of the said reporting entity as of the reporting period stated above, and of its income and deductions therefrom for the period ended, and have been completed in accordance with the NAIC Annual Statement Instructions and Accounting Practices and Procedures manual except to the extent that: (1) state law may differ; or, (2) that state rules or regulations require differences in reporting not related to accounting practices and procedures, according to the best of their information, knowledge and belief, respectively.

  
 President

  
 Chief Financial Officer

State of Georgia  
 County of Fulton

On the 27th day of February 2019, before me came the above named officers of the American Southern Insurance Company to me personally known to be the individuals and officers described herein, and acknowledge that they executed the foregoing instrument and affixed the seal of said company thereto by authority of their office.

  
 Melonie Coppola, Notary Public  
 My Commission Expires, May 17, 2022

