

ARFQ 0608 DCR2500000032  
REQUEST FOR QUOTATION  
ROOF REPLACEMENT PROJECT  
VICKI V. DOUGLAS JUVENILE CENTER

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EXHIBIT E – PRICING PAGE, REVISION NO. 1

Vendor's Company Name: Apex Business Solutions, LLC

Vendor's Address: 12650 Sunset Ave, S7 Ocean City, MD 21842

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Phone Number: 240-793-5867

Fax Number: 240-209-2367

Email Address: jjfranzetti@gmail.com

WV Contractor's License Number: WV063851

We, the undersigned, hereby propose to furnish all materials, equipment, and labor to complete all work in a workmanlike manner, as described in the Bidding Documents.

BASE BID:

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(\$ 880,750.00 Eight Hundred Eighty Thousand, Seven Hundred Fifty Dollars)  
(Base bid, roof replacement project, must be written in words and numbers.)

UNIT PRICE NO. 1: REPLACEMENT OF METAL DECKING PER SQUARE FOOTAGE  
COST BID (IF ANY):

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(\$ 16.00 Sixteen dollars)  
(Replacement of metal decking per square footage cost bid amount must be written in words and number.)

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UNIT PRICE NO. 2: REPLACEMENT OF INTERNAL ROOF DRAIN PER EACH COST  
BID (IF ANY):

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(\$ 750.00     Seven Hundred Fifty Dollars)  
(Replacement of internal roof drain cost per each bid amount must be written in words and  
number.)

UNIT PRICE NO. 3: REPLACEMENT OF PLYWOOD SHEATHING PER SQUARE FOOT  
COST BID (IF ANY):

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(\$ 7.00     Seven Dollars)  
(Replacement of plywood sheathing per square foot cost bid amount must be written in words  
and number.)

UNIT PRICE NO. 4: REPLACEMENT OF WOOD NAILERS PER LINEAR FOOTAGE  
COST BID (IF ANY):

1. 2" X 4" WOOD NAILERS:

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(\$ 3.50     Three Dollars and 50 Cents)  
(2" X 4" wood nailers per linear cost bid amount must be written in words and number.)

2. 2" X 6" WOOD NAILERS:

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(\$ 4.50     Four Dollars and Fifty Cents)  
(2" X 6" wood nailers per linear cost bid amount must be written in words and number.)

3. 2" X 8" WOOD NAILERS:

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(\$ 7.00     Seven Dollars)  
(2" X 8" wood nailers per linear cost bid amount must be written in words and number.)

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4. 2" X 10" WOOD NAILERS:

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(\$ 9.00 Nine Dollars)  
(2" X 10" wood nailers per linear cost bid amount must be written in words and number.)

UNIT PRICE NO. 5: REPLACEMENT OF EXISTING METAL DECK FLUTE FILL BATT  
INSULATION PER LINEAR FOOTAGE COST BID (IF ANY):

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(\$ 1.00 One Dollar)  
(Replacement of existing metal deck flute fill batt insulation per linear foot cost bid amount must be written in words and number.)

Authorized Signature: Juan Franzetti

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Apex Business Solutions, LLC  
of Ocean City, Maryland, as Principal, and The Cincinnati Insurance Company  
of Cincinnati, Ohio, a corporation organized and existing under the laws of the State of Ohio  
with its principal office in the City of Cincinnati, as Surety, are held and firmly bound unto the State  
of West Virginia, as Oblige, in the penal sum of 5% of total amount bid (\$ 5% of total amount bid ) 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  
Sol # ARFQ 0608 DCR2500000032, Vicki V. Douglas Juvenile Center Roof Replacement Project

## 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 Oblige 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 an individual if Principal is an individual, this 5th day of December, 2024.



Principal Seal

Juan Francisco  
Apex Business Solutions, LLC  
(Name of Principal)

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

owner sole-member  
(Title)

The Cincinnati Insurance Company  
(Name of Surety)

[Signature]  
Gregory M. Allen, Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and must attach a power of attorney with its seal affixed.**



The Cincinnati Insurance Company ■ The Cincinnati Indemnity Company  
The Cincinnati Casualty Company ■ The Cincinnati Specialty Underwriters Insurance Company  
The Cincinnati Life Insurance Company

THE CINCINNATI INSURANCE COMPANY  
FINANCIAL STATEMENT  
DECEMBER 31, 2023

ASSETS

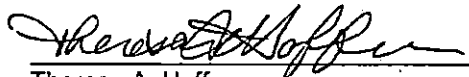
Cash	\$ 525,992,881
Bonds	8,208,013,588
Stocks	7,570,068,513
Agents Balance Receivable	2,420,112,965
All Other Admitted Assets	<u>1,067,747,911</u>
TOTAL ADMITTED ASSETS	<u>\$19,791,935,858</u>

LIABILITIES

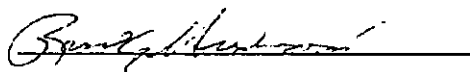
Reserve for Losses and Loss Expense	\$ 7,517,725,810
Reserve for Unearned Premiums	3,678,080,293
All Other Liabilities	1,302,175,756
Capital	\$ 3,586,355
Surplus	7,290,367,644
	<u>7,293,953,999</u>
TOTAL LIABILITIES & EQUITY	<u>\$19,791,935,858</u>

State of Ohio  
County of Butler

Theresa A. Hoffer, Treasurer of The Cincinnati Insurance Company, being duly sworn for herself, deposes and says that she is the above described officer of the said company and that the above Financial Statement as of December 31, 2023 is true and correct to the best of her knowledge and belief.

  
Theresa A. Hoffer  
Senior Vice President, Treasurer

Subscribed and sworn before me this 27<sup>th</sup> day of February 2024.





RACHEL ELLEN UNDERWOOD  
Notary Public  
State of Ohio  
My Comm. Expires  
June 7, 2027



THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

Bruce M. Allen; Karen L. Allen; Kenneth C. Turner and/or Gregory M. Allen

of West Chester, Pennsylvania

its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows:

Any such obligations in the United States, up to

Twenty Million and No/100 Dollars (\$20,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6<sup>th</sup> day of December, 1958, which resolution is still in effect:

"RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company."

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7<sup>th</sup> day of December, 1973.

"RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company."

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 1<sup>st</sup> day of October, 2015.



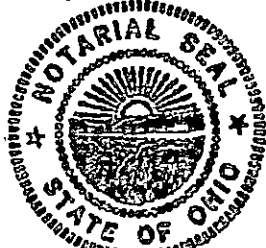
THE CINCINNATI INSURANCE COMPANY

*Stacy A. Jantz*

Vice President

STATE OF OHIO ) ss:  
COUNTY OF BUTLER )

On this 1<sup>st</sup> day of October, 2015, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



*Mark J. Huller*

MARK J. HULLER, Attorney at Law  
NOTARY PUBLIC - STATE OF OHIO  
My commission has no expiration  
date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio.  
this 5th day of December, 2024



*Scott R. Bolan*

Secretary

Bond No.: CINCIPA1-269

(Acknowledgement of Surety Company)

STATE OF Pennsylvania )

) ss.:

COUNTY OF Chester )

On this 5th day of December, 2024, before me personally came Gregory M. Allen to me Known, who being by me duly sworn, did depose and say the he resides in West Chester, PA that he is the Attorney-in-fact of The Cincinnati Insurance Company, the corporation described in and which executed the within instrument; that he Gregory M. Allen knows the seal of said corporation; that seal affixed to said instrument is such corporate seal; that is so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order; and that the liabilities of said company do not exceed its assets as ascertained in the manner provided by the laws of the State of West Virginia, and the said Ryan Merlino further said that she is acquainted with Gregory M. Allen and knows him to be the Attorney-in-fact of said company; that the signature of the said Gregory M. Allen subscribed to the within instrument is in the genuine handwriting of the said Gregory M. Allen and was subscribed thereto by like order of the Board of Directors, and in the presence of him, the said.

NOTARY PUBLIC OF Pennsylvania  
Commission Expires 4/28/2026

Ryan Merlino

Ryan Merlino, Notary Public

Commonwealth of Pennsylvania - Notary Seal  
RYAN MERLINO, Notary Public  
Chester County  
My Commission Expires April 28, 2026  
Commission Number 1419813





State of West Virginia  
Agency Request for Quote

Proc Folder: 1555301

Doc Description: Roof Replacement Project

Reason for Modification:

Proc Type: Agency Purchase Order

Date Issued

Solicitation Closes

Solicitation No

Version

2024-11-04

2024-12-05 10:30

ARFQ 0608 DCR2500000032

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BID RECEIVING LOCATION

VENDOR

Vendor Customer Code:

Vendor Name : Apex Business Solutions, LLC

Address : 12650 Sunset Ave, S7

Street :

City : Ocean City

State : MD

Country : USA

Zip : 21842

Principal Contact : Juan Franzetti

Vendor Contact Phone: 240-207-4696

Extension:

FOR INFORMATION CONTACT THE BUYER

Philip K Farley

(304) 549-1050

philip.k.farley@wv.gov

Vendor  
Signature X

FEIN# 27-1728108

DATE 12/5/2024

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



**ADDITIONAL INFORMATION**

The West Virginia Division of Corrections and Rehabilitation (DCR) is soliciting bids on behalf of Vicki V. Douglas Juvenile Center (VVDJC), to establish a contract for a lump sum amount to replace the existing roof with new and concrete parapet wall restoration. The facility is located at 900 Emmett Rousch Drive Martinsburg, WV 25401 in Berkeley and Jefferson County.

**INVOICE TO**

DIVISION OF CORRECTIONS  
- CENTRAL OFFICE  
1124 SMITH STREET  
SECOND FLOOR  
CHARLESTON WV  
US

**SHIP TO**

VICKI V DOUGLAS JUVENILE  
CENTER  
900 EMMETT ROUSCH DR  
MARTINSBURG WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Base Bid				

Comm Code	Manufacturer	Specification	Model #
72152601			

**Extended Description:**

Roof Replacement Project

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory Pre-Bid Meeting at 10:00 AM E.S.T.	2024-11-14
2	Deadline for Question Due is 2:00 PM E..S.T	2024-11-21
3	Bid Due By 10:30 AM E.S.T.	2024-12-05

	Document Phase	Document Description	Page 3
DCR2500000032	Final	Roof Replacement Project	

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

	Document Phase	Document Description	Page 4
DCR2500000032	Final	Roof Replacement Project	

### **ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**ADDITIONAL TERMS AND CONDITIONS**  
**(Architectural and Engineering Contracts Only)**

1. **PLAN AND DRAWING DISTRIBUTION:** All plans and drawings must be completed and available for distribution at least five business days prior to a scheduled pre-bid meeting for the construction or other work related to the plans and drawings.
2. **PROJECT ADDENDA REQUIREMENTS:** The Architect/Engineer and/or Agency shall be required to abide by the following schedule in issuing construction project addenda. The Architect/Engineer shall prepare any addendum materials for which it is responsible, and a list of all vendors that have obtained drawings and specifications for the project. The Architect/Engineer shall then send a copy of the addendum materials and the list of vendors to the State Agency for which the contract is issued to allow the Agency to make any necessary modifications prior to sending the addendum to all interested vendors and, if necessary, extend the bid opening date. Any addendum should be received by the Division of Corrections and Rehabilitation at least fourteen (14) days prior to the bid opening date.
3. **PRE-BID MEETING RESPONSIBILITIES:** The Architect/Engineer shall be available to attend any pre-bid meeting for the construction or other work resulting from the plans, drawings, or specifications prepared by the Architect/Engineer.
4. **AIA DOCUMENTS:** All construction contracts that will be completed in conjunction with architectural services procured under Chapter 5G of the West Virginia Code will be governed by the attached AIA documents, as amended by the Supplementary Conditions for the State of West Virginia, in addition to the terms and conditions contained herein. The terms and conditions of this document shall prevail over anything contained in the AIA Documents or the Supplementary Conditions.
5. **GREEN BUILDINGS MINIMUM ENERGY STANDARDS:** In accordance with West Virginia Code § 22-29-4, all new building construction projects of public agencies that have not entered the schematic design phase prior to July 1, 2012, or any building construction project receiving state grant funds and appropriations, including public schools, that have not entered the schematic design phase prior to July 1, 2012, shall be designed and constructed complying with the ICC International Energy Conservation Code, adopted by the State Fire Commission, and the ANSI/ASHRAE/IESNA Standard 90.1-2007: Provided, That if any construction project has a commitment of federal funds to pay for a portion of such project, this provision shall only apply to the extent such standards are consistent with the federal standards.

**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.

Juan Franzetti Owner/Sole Member  
(Name, Title)

(Printed Name and Title)  
12650 Sunset Ave, S7 Ocean City, MD 21842

(Address)  
240-207-4696

(Phone Number) / (Fax Number)  
jjfranzetti@gmail.com

(Email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that 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..

Apex Business Solutions, LLC  
(Company)

  
(Authorized Signature) (Representative Name, Title)

Juan Franzetti Owner/Sole Member

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

12/5/2024  
(Date)

240-207-4696  
(Phone Number) (Fax Number)

jjfranzetti@gmail.com  
(Email Address)

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

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

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


**Addendum Numbers Received:**

*(Check the box next to each addendum received)*

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

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Apex Business Solutions, LLC  
Company

  
Authorized Signature

12/5/2024  
Date

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



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

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

1. I am an employee of Apex Business Solutions, LLC; and,  
(Company Name)

2. I do hereby attest that Apex Business Solutions, LLC  
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D**.

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

Printed Name: Juan Franzetti

Signature: 

Title: Owner - Sole Member

Company Name: Apex Business Solutions, LLC

Date: 12/5/2024

STATE OF ~~WEST VIRGINIA~~, MARYLAND

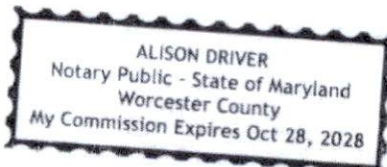
COUNTY OF Worcester, TO-WIT:

Taken, subscribed and sworn to before me this 5th day of December, 2024.

By Commission expires 10/28/2028

(Seal)

  
(Notary Public)





## West Virginia Ethics Commission



### Disclosure of Interested Parties to Contracts

Pursuant to *W. Va. Code* § 6D-1-2, a state agency may not allow a vendor to perform work on a contract, or a series of related contracts, that has/have an actual or estimated value of \$1 million or more until the business entity submits to the state agency a Disclosure of Interested Parties to the applicable contract. In addition, the business entity awarded a contract is obligated to submit a supplemental Disclosure of Interested Parties reflecting any new or differing interested parties to the contract within 30 days following the completion or termination of the applicable contract.

For purposes of complying with these requirements, the following definitions apply:

*"Business entity"* means any entity recognized by law through which business is conducted, including a sole proprietorship, partnership or corporation, but does not include publicly traded companies listed on a national or international stock exchange.

*"Interested party" or "Interested parties"* means:

- (1) A business entity performing work or service pursuant to, or in furtherance of, the applicable contract, including specifically sub-contractors;
- (2) the person(s) who have an ownership interest equal to or greater than 25% in the business entity performing work or service pursuant to, or in furtherance of, the applicable contract. (This subdivision does not apply to a publicly traded company); and
- (3) the person or business entity, if any, that served as a compensated broker or intermediary to actively facilitate the applicable contract or negotiated the terms of the applicable contract with the state agency. (This subdivision does not apply to persons or business entities performing legal services related to the negotiation or drafting of the applicable contract.)

*"State agency"* means a board, commission, office, department or other agency in the executive, judicial or legislative branch of state government, including publicly funded institutions of higher education: Provided, that for purposes of *W. Va. Code* § 6D-1-2, the West Virginia Investment Management Board shall not be deemed a state agency nor subject to the requirements of that provision.

The contracting business entity must complete this form and submit it to the state agency prior to beginning work under a contract and to complete another form within 30 days of contract completion or termination.

*This form was created by the State of West Virginia Ethics Commission, 210 Brooks Street, Suite 300, Charleston, WV 25301-1804. Telephone: (304)558-0664; fax: (304)558-2169; e-mail: [ethics@wv.gov](mailto:ethics@wv.gov); website: [www.ethics.wv.gov](http://www.ethics.wv.gov).*



West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

Name of Contracting Business Entity: Apex Business Solutions, LLC Address: 12650 Sunset Ave, S7

Ocean City, MD 21842

Name of Authorized Agent: \_\_\_\_\_ Address: \_\_\_\_\_

Contract Number: \_\_\_\_\_ Contract Description: \_\_\_\_\_

Governmental agency awarding contract: \_\_\_\_\_

☐ Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (*attach additional pages if necessary*):

**1. Subcontractors or other entities performing work or service under the Contract**

☐ Check here if none, otherwise list entity/individual names below.

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

☐ Check here if none, otherwise list entity/individual names below.

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

☐ Check here if none, otherwise list entity/individual names below.

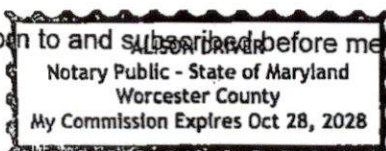
Signature:  Date Signed: 12/5/2024

**Notary Verification**

State of Maryland, County of Worcester:

I, Juan Franzetti, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 5th day of December, 2024.



  
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_

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

**Bidder's Name:** Apex Business Solutions, LLC

X ☐ 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.

Attach additional pages if necessary

Revised 4/29/2024