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Ashland, VA 23005-8137
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November 18, 2021

**University of Mary Washington
RFP 22-1291
Access Control System Integrator Services & Support**

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Sincerely,

**Jeff Lancaster
Security Sales Manager
Office - (804) 550-2822 x140
Mobile - (804) 212-6300**

**Architectural Products of Virginia (APV)
10223 Sycamore Drive
Ashland, VA 23005-8137**

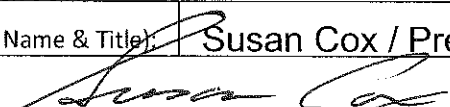
SEALED REQUEST FOR PROPOSAL (RFP)

| | | | |
|----------------------------|---|--------------|-----------------------|
| ISSUE DATE: | October 20, 2021 | | |
| RFP NUMBER & TITLE: | RFP 22-1291; Access Control System Integrator Services & Support | | |
| PROPOSAL DUE DATE & TIME: | November 17, 2021 by 2:00 PM NOTE: Proposals received after the due date and time cannot be accepted. | | |
| PROPOSAL DELIVERY ADDRESS: | University of Mary Washington Procurement Services / Reference RFP 22-1291 Eagle Village Executive Offices, Suite 480 1125 Jefferson Davis Highway, Fredericksburg, VA 22401 | | |
| WORK LOCATION: | <input checked="" type="checkbox"/> All Campuses <input type="checkbox"/> Fredericksburg <input type="checkbox"/> Stafford <input type="checkbox"/> Dahlgren | | |
| COMMODITY CODE(S): | 99022: Card Access Security Services | | |
| PRE-PROPOSAL CONFERENCE: | <input type="checkbox"/> Optional <input checked="" type="checkbox"/> Mandatory <input type="checkbox"/> N/A | DATE & TIME: | 11/3/2021 at 10:00 AM |
| PRE-PROPOSAL LOCATION: | TBD – On-campus location will be determined based on the number of participants that RSVP | | |
| CONTRACT OFFICER: | Lindsay Fare PHONE: 540-654-1057 | EMAIL: | lfare@umw.edu |
| PERIOD OF CONTRACT: | February 1, 2022 through 5 years with five (5) one-year renewal options | | |

In compliance with this Sealed Request for Proposal (RFP) and to all the conditions imposed therein, and hereby incorporated by reference, the undersigned firm offers and agrees to furnish the goods/services in accordance with attached signed proposal or as mutually agreed upon by subsequent negotiation. The undersigned firm hereby certifies that all information provided in response to this RFP is true, correct and complete.

By signing this proposal, you are certifying that you are an authorized representative of the offering firm and that the firm's principals or legal counsel have reviewed the Request for Proposal General Terms and Conditions and any Special Terms and Conditions. Any exceptions to the General or Special Terms and Conditions must be clearly identified in your proposal. No exceptions can be taken to those General or Special Terms and Conditions that are mandated by law. If no exceptions are identified in your proposal, it is understood that the provisions will become a part of any final agreement.

THIS FORM MUST BE COMPLETED AND RETURNED WITH PROPOSAL

| | | | |
|------------------------------------|---|------------------|---------------------|
| Name of Offering Firm: | Architectural Products of Virginia (APV) | | |
| Address of Offering Firm: | 10223 Sycamore Dr., Ashland, VA 23005-8137 | | |
| DSBSD Certification No.: | 10872 | Expiration Date: | July 25, 2023 |
| eVA ID: | VA10052857 | Tax ID: | 54-0918642 |
| Email: | scox@apva.com | Telephone: | (804) 550-2822 x119 |
| Website: | apva.com | Fax: | (804) 496-5973 |
| Submitted By (Print Name & Title): | Susan Cox / President | | |
| Signature (In Ink): |  | Date: | 11/17/2021 |

ADDENDUM
November 1, 2021

ADDENDUM NO. 1 TO ALL OFFERORS:

Reference – Request for Proposals: RFP 22-1291: Access Control System Integrator Services & Support
Date Issued: October 20, 2021
For Delivery to: University of Mary Washington, Commonwealth of Virginia
Proposal Due Date: Wednesday, November 17, 2021 at 2:00 PM EST

This addendum consists of one (1) page.

Pre-Proposal Conference Location:

University of Mary Washington
Hurley Convergence Center, Room 210
1301 College Avenue
Fredericksburg, VA 22401

Page 2; Section II; Pre-Proposal Conference; a:

a. No attendee will be permitted access to the conference after **10:00 AM**.

END OF ADDENDUM NO. 1

Lindsay Fare
Contract Officer
Procurement Services
University of Mary Washington
Phone: 540-654-1057

RFP 22-1291 Addendum No. 1 (and all addenda) should be acknowledged and included in the RFP submittal package.

NAME OF OFFERING FIRM: Architectural Products of Virginia (APV)

NAME OF OFFEROR REPRESENTATIVE: Susan Cox

OFFEROR SIGNATURE: 

DATE: 11/17/2021

ADDENDUM
November 15, 2021

ADDENDUM NO. 2 TO ALL OFFERORS:

Reference – Request for Proposals: RFP 22-1291: Access Control System Integrator Services & Support
Date Issued: October 20, 2021
For Delivery to: University of Mary Washington, Commonwealth of Virginia
Original Proposal Due Date & Time: Wednesday, November 17, 2021 by 2:00 PM EST

This addendum consists of four (4) pages.

NEW Proposal Due Date & Time: Monday, November 22, 2021 by 2:00 PM EST
**If you have already shipped your proposal, you can retract it and resubmit a new proposal.*

D. Delivery Schedule: Proposals that are hand delivered shall be accepted during the following dates and times. If an earlier date and time is preferred, the Offeror shall contact the Contract Officer via email at lfare@umw.edu to schedule delivery.

| Date | Time |
|-------------------|---------------------------------------|
| November 18, 2021 | Any time between 10:00 AM and 2:00 PM |
| November 22, 2021 | Any time between 10:00 AM and 2:00 PM |

Questions from Offerors:

1. Will the vendor be required to keep equipment in stock?

The contracted vendor should have the readers in stock, but we are not requiring them to keep stock of other equipment with a value over \$800.00. Anything under that price point should be in stock. It would be helpful to know lead times when equipment is needed due to the current supply chain issues.

2. Are there any other systems being used on campus, or is the entire campus using AMAG?

The entire campus is using the AMAG system.

3. Do you see the potential to move away from AMAG?

The budget for the next 5-10 years would probably not support a move from AMAG.

4. What is the current key system?

The current key system is card swipes.

5. In regards to response times, how are calls initiated?

The University works directly with the integrator.

6. Is there any sort of frequency that you expect a service technician on campus?

It would be best if a technician could come out about 8 hours a month.

7. **What type of warranty are you looking for as far as labor is concerned?**
We are looking for at least a one-year warranty.
8. **Do we have records of when equipment was installed?**
We have records of when equipment was replaced. For the key systems, we can always look those up by serial number if needed.
9. **What version of AMAG are we currently running?**
We are currently running 9.2 on the main campus. Dahlgren is running version 8.
10. **Are you currently experiencing any issues with the system?**
The original installation took place about 20 years ago. The issue we run into from time to time is that it is difficult to get replacement parts.
11. **What systems does AMAG currently integrate to at the University?**
Banner currently integrates to AMAG and AMAG to key systems.
12. **Are Dahlgren and the Main Campus connected?**
They are run on the same network but they are two completely different systems.
13. **Do you require integrators to be ASSA ABLOY certified?**
If the integrator is installing the hardware, then they should be certified.
14. **If a vendor has suggested technology, can they bring this on campus?**
Any hardware or software being suggested should be brought on campus to be tested.
15. **Is this RFP intended to be a single award or multiple award?**
The intention is that this will be a single award.
16. **At the pre-bid it was said that you are using Medeco and Corbin for hardware. Is the bidder of this RFP going to be the one that provides and installs these? If so, what certifications are you expecting? Who is responsible for the keying of these? If bidder is not the one providing these, who is?**
Medeco will supply and key all new construction. Corbin are primary, but we do have Sargent and other hardware. You will be required to install these only if the access control hardware has it integrated into the lock but keying will be done in house. Certifications would be required for all the hardware we currently have on campus. Example would be Aperio wireless locks in Jepson and IN locks that are installed in Virginia. All keying will be completed by our locksmith shop.
17. **In Section VII; Statement of Needs, it states that the contractor must provide an adequate number of spare parts to minimize downtime. What particular parts are we to make sure we have and what quantities are you expecting us to have on hand of these? Is there a threshold for what parts may cost that we must keep on hand? Is there a place on campus that these should be kept or are they to be kept at the contractor's shop? Do you have manufacture and part numbers for these? Say things under \$500.00?**
Currently we maintain attic stocks for most parts. What we are looking for in this situation is items that will fail and need to be replaced in an urgent manner. For example, if a reader fails in a critical location it needs to be replaced quickly. Most of the time we will have the part, but if we do not have it we will

need a short period of time. We do not expect the company awarded the contract to Maintain a stock 8DBC 2150 for example.

- 18. For the Parts and Supplies portion of Attachment A on the bid, what items or manufactures would you like us to list and give the investment for? Do you have a list that we can use of these so we are all on the same page?**

The following would be a good guide:

AM 820/830/840-CG S820 Proximity Reader

Aperio IN 100 series locks

Aperio Hubs AH-30

Corbin Russwin IN 220

Corbin Russwin IN 120

- 19. With the current supply chain issues that are going on, how do we incorporate price increase from the manufacturers to us into the agreement? Many of our various manufactures have already had two or more increases already. They have already said to expect more due to the longevity of the anticipated issues with shipping, chip sets and availability.**

Yes, we have been informed that we will be paying surcharges. In the event that this is the case, we would need something from the manufacturer so we know it is valid.

- 20. Out of the original install of 20 years ago, how many boards would you say there are that are not currently compatible and will need replaced throughout the campuses? As the contractor for this RFP, are we the responsible party to obtain the new boards and install them? Who makes the decision to replace and with which boards?**

Probably 11 of the original AMAG 2 and 4 DBC. We are hoping to come up with funding to replace them at one time, but for now they will need to be replaced as they fail.

- 21. At the pre-bid it was stated that Dahlgren campus is still on version 8 of AMAG. Are you going to migrate that to the most current version and when do you expect that will be needed to take place?**

We had planned on doing the summer after COVID hit. It is currently on hold until we get approval for funding. We are hoping next summer, but with the Director of Safety currently vacant any answer I give would be speculation.

- 22. Are there any of the various AMAG Symmetry modules that are available that UMW does not use at this time? If so, what are they?**

We have a vanilla install. There are no extra modules like video etc. We do have integration with Banner that passes access groups and time codes.

- 23. If our bid is accepted, when will the contract go into effect for the first year?**

Our current contract expires on April 5, 2022. We plan to award in the January/February timeframe with a contract start date of April 5, 2022.

- 24. Is there a list of all of the attendees that were at the pre-bid that can be sent out or published?**

The list of attendees will be attached to the official addenda that will be posted by Friday, November 12th.

- 25. Is the AMAG SSA up to date and or do I need to include annual pricing in my bid package?**

The AMAG SSA is current. The next date will be 10/1/2022. This will need to be included yearly.

26. If I submit a bid do I include a (1) one-year pricing proposal and UMW will decide each additional year to renew with "said" integrator?

A one-year pricing proposal will be fine.

27. Who services the emergency phones on campus? Should it be included in the project or is that handled by life safety/ fire company?

Currently this is serviced by the University.

28. During the pre-bid someone did ask the question about the parts and supplies section of the pricing schedule Attachment A: what did you want to see there? Spare parts minus discount?

We would like to see the expected cost. We do realize with the current circumstances these prices are changing as some companies are adding surcharges.

29. Could you clarify the University's request to provide a cost for a "test" system? Exactly what do you want included in the test system?

For the test system, we would envision a setup with a single server that would emulate each piece of the Access system including an Aperio setup, IN120/220 locks with DSR, and other AMAG pieces.

Ideally it would be something sort of mobile to also be able to show off as required for what we have in place.

END OF ADDENDUM NO. 2

Lindsay Fare

Contract Officer

Procurement Services

University of Mary Washington

Phone: 540-654-1057

RFP 22-1291 Addendum No. 2 (and all addenda) should be acknowledged and included in the RFP submittal package.

NAME OF OFFERING FIRM:

Architectural Products of Virginia

NAME OF OFFEROR REPRESENTATIVE:

Susan Cox

OFFEROR SIGNATURE:

Susan Cox

DATE:

11/17/2021

APV HISTORY AND EXPERTISE

Established in 1972, APV is family-owned door and door hardware distributor. With factory direct relationships, APV is an authorized distributor for product lines including AMAG and Key Systems. Additionally, APV is a Certified Channel Partner (Distributor) and a Certified Integration Partner with Assa Abloy products. As a result, APV provides the total package for access control including the software, electronics, doors, door frames, door hardware, auto operators, and electronic key cabinets.

The APV staff is factory trained and certified for several major vendors for access control systems and security products. For more than a decade, APV has represented AMAG as a dealer in the state of Virginia. With a focus on the education market, APV technicians have installed access control systems for institutions including George Mason University, Liberty University, Northern Virginia Community College, Reynolds Community College, Blue Ridge Community College, Norfolk State University, the University of Virginia, and the University of Mary Washington. Since 2010, APV has provided AMAG and Key Systems products to UMW on Contract #10-02.

With our extensive experience, APV specializes in the installation of access control products using the latest technology in locking hardware and card reader technology. APV technicians will perform all work in accordance with parameters set forth by the UMW staff. We are accustomed to successfully completing large projects with time sensitive deadlines. The APV staff will provide installation of materials in a competent manner to minimize the interruption of educational services and business operations provided by UMW.

APV will deliver in stock product in accordance with delivery expectations of the end user. Delivery time on any non-stock products will be detailed to the end user prior to order placement.

Quoted prices shall include all additional costs/fees associated with product procurement (such as, but not limited to, freight/shipping cost, crating fee, eVA transaction fee, processing fee, etc.).

EVALUATION CRITERIA

| CRITERIA | APV VALUE |
|-------------|---|
| Suitability | APV is a security integration company with the experience and technical expertise to provide enterprise level access control plus security products and systems. Few security integrators can provide or install the full range of door and door hardware products. Door and hardware companies that are also legitimate security integrators are also rare. APV technicians are factory trained and certified for the AMAG access control system and Assa Abloy door hardware products. With over fifteen years of experience, APV is a leading dealer for Key Systems products. |

APV HISTORY AND EXPERTISE

| | |
|----------------------------|--|
| | <p>APV provides the total solution at every door: doors, frames, hardware, auto operators, electronic access control, key control, intercoms, and video surveillance.</p> <p>With over a decade of experience with UMW, APV has significant experience with the AMAG, the key management system as well as the integration with Banner software and the IDMS system.</p> |
| Pricing | See Attachment A (Note: APV is a distributor for Assa Abloy products) |
| Capability | See Access control examples listed below |
| Plan & methodology | APV is a multigenerational family-owned business. With easy access to all the UMW campuses, APV is conveniently based adjacent to I-95 in Ashland, Virginia. Unlike large national firms, our clients have direct access to our company leaders (owners). We believe in a personal touch with our clients. Our Access Control Manager, Jeff Lancaster, and our Operations Manager, Eddie Saunders, provide the day-to-day points of contact for all questions. |
| Small business contracting | APV and subcontractors are 100% SWAM. |

ACCESS CONTROL INSTALLATION EXAMPLES

| Name | Number of Access Control Doors | Year |
|---|--------------------------------|------|
| Blue Ridge Community College | 30 | 2021 |
| UMW Virginia Hall | | 2021 |
| Reynolds Community College – Culinary School | 30 | 2020 |
| Richmond Public Schools - Cardinal | 21 | 2020 |
| Richmond Public Schools – River City | 43 | 2020 |
| Norfolk State – Spartan Suites | 195 | 2020 |
| Mecklenburg County School – Chase City & Lacrosse | 79 | 2020 |
| Brunswick Court House | 62 | 2020 |
| Liberty University – Misc Projects | 75 | 2020 |
| Appomattox Public Schools | 25 | 2020 |

APV HISTORY AND EXPERTISE

| | | |
|--|----------------|------|
| NVCC – Replaced Access Control Enclosures – All 6 Campuses | 106 Enclosures | 2019 |
| NVCC – Install Traka Cabinets on Several Campuses | 15 Cabinets | 2019 |
| University Of Mary Washington – Jepson Science Center | 60 | 2019 |

APV CERTIFICATION NUMBERS:

1. CLASS A CONTRACTOR LICENSE #2701039798
2. SWaM BUSINESS CERTIFICATION #10872
3. STATE (VASCUPP) CONTRACT- University of Virginia UVA1986989
4. STATE (VASCUPP) CONTRACT- George Mason University GMU-1735-21
5. STATE (VASCUPP) CONTRACT- James Madison University UCPJMU4804
6. DCJS LICENSE #11-4467

ATTACHMENT A – PRICING SCHEDULE

PRICING SCHEDULE BREAKDOWN

UMW RFP 22-1291

| PERSONNEL | NORMAL WORKING HOURS | OVERTIME | HOLIDAY |
|---|-----------------------------|-----------------|----------------|
| Technicians | \$ 95.00 | \$ 142.50 | \$ 190.00 |
| Technician Assistants | \$ 80.00 | \$ 120.00 | \$ 160.00 |
| Locksmith or Hardware Specialist | \$ 85.00 | \$ 127.50 | \$ 170.00 |
| Automatic Door Technician | \$ 95.00 | \$ 142.50 | \$ 190.00 |
| On-line Remote Technical Support | \$ 95.00 | \$ 142.50 | \$ 190.00 |
| 1. All Services will be billed by the hour with a one (1) hour minimum. 2. Service call surcharges, travel charges and dispatch fees will not apply to the University of Mary Washington. If another public entity cooperatively uses this contract, they will work directly with APV to determine the service call surcharges as well as any travel charges or dispatch fees for their service area | | | |

| Manufacturer | Item(s) | % Discount from MSRP |
|---------------------|---|-----------------------------|
| Adams Rite | All parts and accessories | 56% |
| AMAG Technologies | Software/Control Boards/IP Locks/Readers | 5% |
| Avigilon | All parts and accessories | 20% |
| Command Access | All parts and accessories | 45% |
| Corbin Russwin | Complete locks, closers, and exit devices | 59% |
| Corbin Russwin | All parts and accessories | 42% |
| HES | All parts and accessories | 56% |
| Key Systems, Inc | All parts and accessories | 25% |
| McKinney | Commercial 5 Knuckle Hinges | 60% |
| McKinney | Balance of items | 42% |
| Norton | Auto Operators (Series 5700 and 6300) | 50% |
| Persona Campus | All parts and accessories | 35% |
| RS2 Technologies | Professional Services | 10% |
| RS2 Technologies | Software/Control Boards/IP Locks/Readers | 35% |
| RS2 Technologies | 3rd Party Products | 25% |

ATTACHMENT A – PRICING SCHEDULE
PRICING SCHEDULE BREAKDOWN
UMW RFP 22-1291

| | | |
|-------------------|--|------------|
| Sargent | Complete locks, closers, and exit devices | 59% |
| Sargent | All parts and accessories | 42% |
| Securitron | All parts and accessories | 56% |

Shipping costs are included with our discounted price schedule. No additional shipping fees will be charged.

SPECIAL SURCHARGES IMPOSED BY A MANUFACTURER

Based on supply chain issues, some manufacturers have elected to add a surcharge to their orders without an adjustment to the MSRP price. Unfortunately, these surcharges from a manufacturers are not predictable and could change on short notice.

Hopefully, these surcharges are just a temporary. Until these surcharges are removed, we would need to cover these surcharges on items quoted to UMW. On any APV quote, we will justify if a surcharge from a manufacturer applies.



10223 Sycamore Drive, Ashland, VA 23005
phone: 804 550 2822 web: www.apva.com

Budget

021Q8076
Nov 17, 2021

To: University of Mary Washington

Eagle Village Executive Offices, Suite 4
Fredericksburg, VA 22401

Ship: UMW - RFP 22-1291

Lindsay Fare
Eagle Village Executive Offices, Suite 4
Fredericksburg, VA 22401

Attn: Lindsay Fare
lfare@umw.edu
540-654-1057

Quoted by: Jeff Lancaster
jlancaster@apva.com
804 550 2822 x140

We are pleased to quote the following:

RFP 22-1291; Access Control System Integrator Services & Support

This quote provides a budget estimate subject to negotiation.

| | | | |
|----|---|-------------|-------------|
| 1 | Required - Annual Warranty Key Systems, Inc.(Estimated) | \$10,000.00 | \$10,000.00 |
| 1 | Required - Annual AMAG SSA (Estimated) | \$9,000.00 | \$9,000.00 |
| 1 | End-to-end full line item inspection, including battery replacement. (Estimated). The buildings recently renovated are included in this estimate. | \$28,000.00 | \$28,000.00 |
| 96 | Eight hours per month of on-site technical support (Addendum #2 Question 6) | \$95.00 | \$9,120.00 |

Unlimited 24x7x365 toll-free telephone, email, or fax contact to support center, including holidays, for the duration of the contract.

Remote assistance in support of specific projects will be included in the quoted project prices.

User training will be included with all system upgrades in conjunction with the project pricing.

APV labor warranty is one (1) year from the time of installation.

Stock Items (Addendum #2 Question 18)

| | | | |
|---|--|----------|----------|
| 1 | 820-CG - Symmetry 820 Prox Wallswitch Reader - (Gray) Supports HID prox, 5" range (Door #041b) | \$230.00 | \$230.00 |
| 1 | APERIO LOCKSETS - ML20134 | \$860.00 | \$860.00 |



10223 Sycamore Drive, Ashland, VA 23005
phone: 804 550 2822 web: www.apva.com

Budget

021Q8076
Nov 17, 2021

| | | | |
|---|-----------------------|------------|------------|
| 1 | Aperio Hubs AH-30 | \$250.00 | \$250.00 |
| 1 | Corbin Russwin IN 120 | \$1,200.00 | \$1,200.00 |
| 1 | Corbin Russwin IN 220 | \$1,300.00 | \$1,300.00 |

Unless SPECIFICALLY LISTED on the quote, the items below are to be provided by others:

1. Electrical power (120vac) available at all panel, server & power supply locations.
2. Secured staging area for equipment during installation.
3. Network connections, IP addresses, subnets & gateways.
4. Servers, workstations & PoE network switches.
5. Electrified door hardware.
6. Wire pathways, conduit, raceways, electrical boxes & other electrical fittings.
7. Core drilling, floor-to-floor penetrations & roof penetrations.
8. Patching & painting.
9. Lift & special equipment fees.
10. Permit fees required by the local jurisdiction.
11. Fire alarm system interface (connection) points.
12. Connection points and traveling cables associated with elevator interface.

Please contact me if I can be of further assistance.

| | |
|-----------------|--------------------|
| SubTotal | \$59,960.00 |
| Tax | \$0.00 |
| Shipping | \$0.00 |
| Total | \$59,960.00 |

ATTACHMENT B – REFERENCES

Provide at LEAST 3 references of current or recent past clients, preferably from higher education.

| Reference #1 | |
|-------------------|---|
| Agency Name | Northern Virginia Community College |
| Contact Name | Kym Bridgers |
| Email | kbridgers@nvcc.edu |
| Phone # | (703) 323-3854 |
| # Years w/ Agency | 10+ |
| Solution Provided | Access Control Systems Installation and Service |

| Reference #2 | |
|-------------------|---|
| Agency Name | George Mason University |
| Contact Name | Danny Anthes |
| Email | dantes1@gmu.edu |
| Phone # | (703) 993-2627 |
| # Years w/ Agency | 15+ |
| Solution Provided | Access Control Support - Recently Renewed VASCUPP GMU-1735-21 |

| Reference #3 | |
|-------------------|--|
| Agency Name | Richmond Public Schools |
| Contact Name | David Burcham |
| Email | dburcham@rvaschools.net |
| Phone # | (804) 840-2047 |
| # Years w/ Agency | 10+ |
| Solution Provided | Access Control and Camera System Installations |

ATTACHMENT C – SMALL BUSINESS SUBCONTRACTING PLAN

MUST BE COMPLETED AND RETURNED WITH PROPOSAL PACKAGE

All small businesses must be certified by the Commonwealth of Virginia, Department of Small Business and Supplier Diversity (DSBSD) by the due date of the solicitation to participate in the SWaM program. Certification applications are available through DSBSD online at <http://sbsd.virginia.gov>.

DEFINITIONS:

"Micro Business" means a business that is a certified Small Business under the SWaM Program and has no more than twenty-five (25) employees and no more than \$3million in average annual revenue over the three-year period prior to their certification.

"Small business" means a business independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business. *Note: DSBSD-certified women- and minority-owned businesses shall also be considered small businesses when they have received DSBSD small business certification. (Code of Virginia, § 2.2-4310)*

"Woman-owned business" means a business that is at least 51% owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women. *(Code of Virginia, § 2.2-4310)*

"Minority-owned business" means a business that is at least 51% owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals. *(Code of Virginia, § 2.2-4310)*

Bidder Name: Architectural Products of Virginia (APV)

Preparer Name: Jeff Lancaster **Date:** 11/15/21

INSTRUCTIONS:

- A. If you are certified by the Department of Small Business and Supplier Diversity (DSBSD) as a small business, complete only Section A of this form. This shall not exclude DSBSD-certified women-owned and minority-owned businesses when they have received DSBSD small business certification.
- B. If you are not a DSBSD-certified small business, complete Section B of this form. For the bid to be considered and the bidder to be declared responsive, the bidder shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business in Section B.

ATTACHMENT C (CONT'D)

Section A

If you are certified by the Department of Small Business and Supplier Diversity (DSBSD), are you certified as a:

Check All That Apply: ☐ Micro Business ☒ Small Business ☒ Woman-Owned Business ☐ Minority-Owned Business

DSBSD Certification No.: #10872

Expiration Date: July 25, 2023

Section B

Populate the table below to show your plans for utilization of DSBSD-certified small businesses in the performance of this contract. This shall not exclude DSBSD-certified women-owned and minority-owned businesses that have received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

Plans for Utilization of DSBSD-Certified Small Businesses for this Procurement

| Small Business Name, Address & DSBSD Cert No. | Indicate if also: Micro (O), Women (W), or Minority (M) Certified | Contact Person, Telephone & Email | Type of Goods and/or Services | Planned Involvement During Initial Period of the Contract (%) | Planned Contract Dollars During Initial Period of the Contract (\$) |
|---|---|---|--------------------------------|---|---|
| Cornerstone Electrical #678029 | | Mike Petty (804) 798-0062 mpetty@cei-va.com | Electrical Contractor | TBD | TBD |
| Vision Restoration #678029 | (O) | Mike Runion (540) 336-3232 | General Construction | TBD | TBD |
| Commonwealth Wiring Solutions #679235 | | Taylor Chandler (804) 763-6550 | Wiring and System Installation | TBD | TBD |
| | | | | | |
| Total Planned Subcontracting Spend (\$) | | | | | |

COMMONWEALTH OF VIRGINIA



DEPARTMENT OF SMALL BUSINESS & SUPPLIER DIVERSITY

101 N. 14th Street, 11th Floor
Richmond, VA 23219

ARCHITECTURAL PRODUCTS OF VIRGINIA, INC.

is a certified Small, Women Owned
Business meeting all the requirements set forth under the Code of Virginia Section 2.2-16.1 et seq.
and Administrative Code 7VAC 13-20 et seq.

Certification Number: 10872

Valid Through: Jul 25, 2023

Accordingly Certified

A handwritten signature in blue ink, reading "Tracey G. Wiley".

Tracey G. Wiley, Director





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|--|--|
| PRODUCER Cornerstone Insurance Llc 8052 Elm Drive, Suite C Mechanicsville VA 23111 | CONTACT NAME: Rachael Alexander PHONE (A/C, No. Ext): 804-746-0950 FAX (A/C, No): (804)746-0951 E-MAIL ADDRESS: ralexander@cornerstoneinsuranceva.com |
| INSURED Architectural Products Of Va 10223 Sycamore Dr Ashland VA 23005-8137 | INSURER(S) AFFORDING COVERAGE INSURER A : Erie Insurance Exchange INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : |

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|--|----------|---------------|-------------------------|-------------------------|--|
| A | GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC | Y | | Q39-0750262 | 03/07/2021 | 03/07/2022 | EACH OCCURRENCE \$ 1000000 |
| | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1000000 | | | | | | |
| | MED EXP (Any one person) \$ 10000 | | | | | | |
| | PERSONAL & ADV INJURY \$ 1000000 | | | | | | |
| | GENERAL AGGREGATE \$ 2000000 | | | | | | |
| | | | | | | | PRODUCTS - COMP/OP AGG \$ 2000000 |
| | | | | | | | \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | Q03-0740011 | 03/07/2021 | 03/07/2022 | COMBINED SINGLE LIMIT (Ea accident) \$ 1000000 |
| | BODILY INJURY (Per person) \$ | | | | | | |
| | BODILY INJURY (Per accident) \$ | | | | | | |
| | PROPERTY DAMAGE (Per accident) \$ | | | | | | |
| | \$ | | | | | | |
| | | | | | | | \$ |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0 | | | Q27-0770038 | 03/07/2021 | 03/07/2022 | EACH OCCURRENCE \$ 5000000 |
| | AGGREGATE \$ 5000000 | | | | | | |
| | \$ | | | | | | |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y / N <input checked="" type="checkbox"/> N | N / A | Q87-0800496 | 03/08/2021 | 03/08/2022 | <input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER |
| | E.L. EACH ACCIDENT \$ 1000000 | | | | | | |
| | E.L. DISEASE - EA EMPLOYEE \$ 1000000 | | | | | | |
| | E.L. DISEASE - POLICY LIMIT \$ 1000000 | | | | | | |
| A | Builders Risk | | | Q39-0750262 | 03/30/2021 | 03/07/2022 | Builders Risk \$92737 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The Commonwealth of Virginia is named as additional insured with respects to General Liability as required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

| | |
|--|---|
| University of Mary Washington 1301 College Ave Fredericksburg VA 22401 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Rachael Alexander</i> |
|--|---|