



Contractor's License #: 2701-012418A

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**VIRGINIA MILITARY INSTITUTE  
Request for Qualifications**

**Project #V211-19-074-03**

**On-Demand Construction, Renovation and Repair Services  
Rolling Enrollment  
Project Values \$50k - \$500k**

**COPY**

**Mailed to VMI Procurement Services due on 20 January 2021 at 2:00pm**

**ATTENTION: MAJ Lynn Carmack, VMI Procurement Services**

**Virginia Military Institute**  
Lexington, Virginia 24450-0304

REQUEST FOR QUALIFICATIONS

RFP# V211-19-074-03

Issue Date: 18 December 2020

Title: On-Demand Construction, Renovation and Repair Services  
SET-ASIDE FOR SBSO Certified SWaM VENDORS ONLY

Due Date: 20 January 2021 at 2:00 PM EST (mailed to VMI Procurement Services)

Commodity Code: 91200 – Construction Services, General

Issuing Agency: Virginia Military Institute  
Procurement Services  
314 Smith Hall  
Lexington, VA 24450

Period of Contract: Date of Award through 31 December 2021 (Annually Renewable Thereafter for two (2)) successive one-year renewals). Contractors not initially awarded a contract through this solicitation may submit proposals annually after public solicitation following the prescribed method for submission found herein.

**Proposals should be mailed directly to the Issuing Agency shown above. Due to COVID 19 protocols, we are not available to accept hand-delivered proposals.**

**IDENTIFICATION OF BID ENVELOPE:** The signed bid should be returned in a separate envelope or package, sealed and identified as instructed in Section IX, paragraph H. The envelope should be addressed as directed in the heading of this Page of the solicitation. No other correspondence or other bids should be placed in the envelope.

All Inquiries for Information Should Be Directed To: MAJ Lynn Carmack, VMI Procurement Services at [carmacklw@vmi.edu](mailto:carmacklw@vmi.edu). The Understanding of Requirement Form (Attachment A) must be used for questions concerning specifications or statement of needs.

In Compliance With This Request For Proposal And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Goods/Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiation.

Name and Address Of Firm:

Suburban Remodeling Corp., d/b/a SRC, Inc.

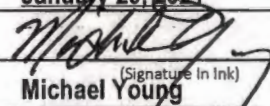
5711 Greendale Road

Richmond, VA Zip Code: 23228

EVA Vendor ID or DUNS number DUNS# 01-004-3735

E-mail: bids@src-inc.net

Date: January 20, 2021

By: 

Name: Michael Young

Title: Project Manager / Estimator

Phone: ( 804 ) 355-6454

Fax: ( 804 ) 266-6444

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

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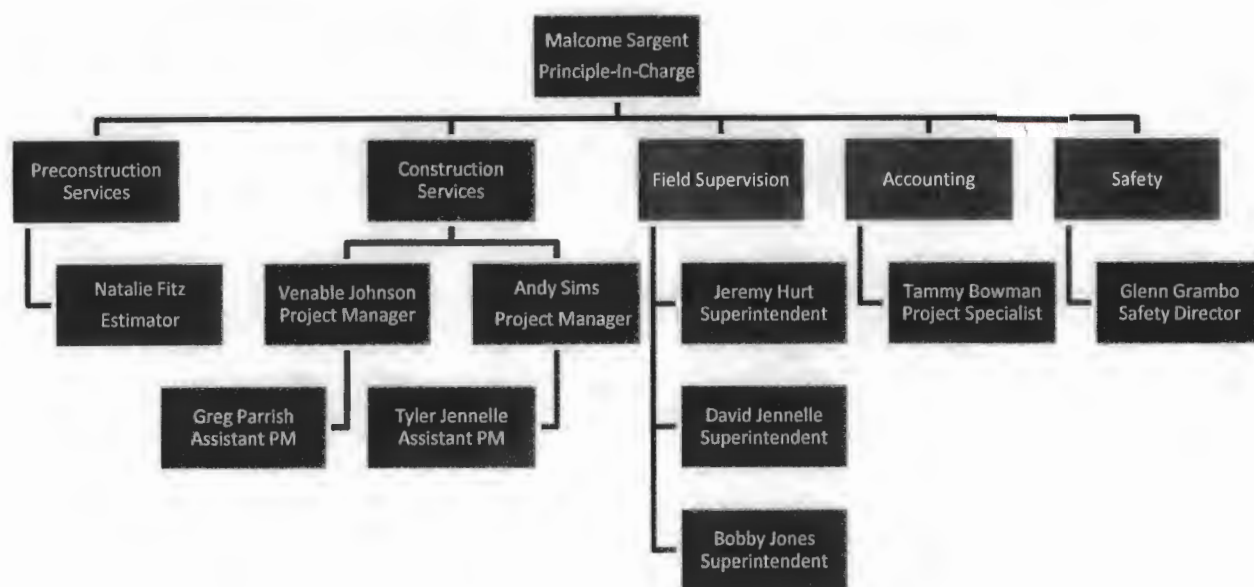
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# Qualifications and Experience

## 1.a Organizational Chart

Provide an organizational chart indicating which individuals or positions would have knowledge of an agreement with the Institute, and the degree to which each person would be responsible to an Institute account, including names of project managers and construction superintendents. Include proof of required trade certifications.

The organization chart is depicted in such a way as to clearly convey the reporting structure and functional relationships between the CM team's participants.



## 1.b General Construction Experience

**Describe the offerors general experience in providing construction of the nature the Institute seeks.**

SRC has provided construction services for various Educational Institutions and has longstanding contracts with Virginia Commonwealth University, The University of Virginia, Virginia Polytechnic Institute, and Virginia State University.

More information is provided in sections 1.c Client List and 4. References (Attachment D) per IFB requirements.

## 1.c Client List

Provide a list of all the offeror's clients comparable to the Institute's indicating length of contract and the nature of each project. The institute may contact and/or visit any of these clients.

Client	Length of Contract	Project Types
VCU FMD University Renovations, VCU Health System, VCU Construction & Inspection, VCU School of Dentistry	Ongoing, over 45 years	New Construction, Renovations
Virginia State University	Ongoing, over 20 years	New Construction, Renovations
UVA Facilities Management, University of Virginia Health Systems	Ongoing, over 14 years	New Construction, Renovations
Virginia Polytechnic Institute	Ongoing, over 6 years	New Construction, Renovations

For further information please refer to Attachment D at the end of this document.

## 1.d Clients Lost

**Provide a list of all clients lost within the last three years which includes: a) contact name and telephone number, b) length of contract and c) reason for the loss.**

Not Applicable



# **Plan for Providing Services**

## **2.a Construction Methodology**

**Provide a complete and detailed description of the offeror's methodology and plan for providing services described herein.**

### **Overview**

Successful Construction Management demands a detailed and diligent approach, proactively managed by professionals that have the experience, skills, technical support and leadership that each project demands. SRC's Superintendents are on site to supervise and work closely with our subcontractors whenever any work is being performed. They coordinate all work, deliveries, and testing/inspections. Together with the Project Managers they direct compliance with applicable codes and regulations, contract documents, and best practices. Through transparent communication and team coordination we ensure that the Owner, Architectural/Engineering Group, and Construction Management team work as a team in constant collaboration.

### **Communication/Coordination**

SRC posts RFIs, submittals, drawing revisions, daily reports, and other relevant documents to a secure website for access and use of authorized Project Stakeholders. Toolbox Talks, biweekly Project Stakeholder meetings, and daily coordination meetings are also conducted and documented.

### **Command and Control**

Daily clean up ensures a safer site that will not have an adverse effect on the surrounding property and communities. Employee parking, eating, and tobacco use areas are designated and enforced. SRC strictly enforces a sexual harassment policy, and professional behavior in general.

### **Safety**

SRC places the utmost importance on safety. We had zero lost-time accidents last year. We explicitly encourage every employee from the president of the company to every laborer on the job to speak out whenever an unsafe condition is identified. Our Project Managers and Superintendents are OSHA 30 trained and certified. We review our safety manual yearly and update as needed to stay abreast of emerging trends in construction methods and the potential hazards they present.





At a high level, our safety plan is built around these principles:

**Planning** that involves proper sequencing and adequate allotment of time to leave room for operations to be carried out safely and in a workmanlike manner.

**Training** that includes addressing specific issues related to the project such as equipment certification, rigging, excavation, and scaffold safety.

**Requiring** that the subcontractors we partner with have safety plans developed with our help and oversight.

**Promoting** a zero-tolerance policy toward unsafe behavior and conditions by:

- Reviewing safety plans of every contractor on site including safe work permitting (Hot Work Permits, Confined Space, and Excavation Permits) and Job Hazard Analysis for tasks that apply.
- Holding weekly Tool Box safety talks and recording minutes for documentation.
- Maintaining a Material Safety Data Sheet repository for all hazardous and potentially dangerous materials. SRC monitors the delivery of materials to the site to ensure that trades comply.
- Monthly documented spot-checks and inspections by our safety expert to assess potential hazards and recommend corrective courses of action.
- All SRC employees and subcontractors are subject to SRC's Substance Abuse Policy. SRC requires initial drug screening as well as regular random testing.

**Establishing** emergency procedures are established for work on SRC projects.

Emergency medical facilities are set up and those facilities' emergency numbers are located inside the office trailer.

SRC also strictly enforces use of **Personal Protective Equipment**:

- Eye protection: ANSI Z87 eye protection shall be worn at all times (including prescription eyewear). All grinding, saw cutting, and work involving flying particles shall require the use of double eye protection.
- Head protection: Hardhats are always required (including welding), except when in break areas or equipment cabs. Hard Hat Welding Hood Variances may only be obtained from the safety manager.
- Hand protection: Gloves are required to be worn for all tasks with the potential for causing hand injuries. These include, but are not limited to welding, cutting, handling sheet metal, concrete work, chemical work, woodwork, etc.
- Fall protection: 100% Fall Protection is required on unguarded areas 6' or higher.

## **Quality Assurance**

SRC is committed to quality. Our objective is to safely deliver 100 percent complete construction projects that meet all contract and customer expectations the first time, every time. Our commitment to quality means:

Every SRC employee is responsible for fully implementing and complying with all provisions of the SRC quality system.

Our quality standards meet or exceed all applicable regulations, codes, industry standards, and manufacturer specifications as well as with our customers' contract and individual requirements.

We stand behind our work. We inspect every work task to assure conformance to the project requirements. Should problems be found, we correct them.



We are always improving. All employees receive regular training to make systematic improvements to remove quality risks and enhance quality performance.

We conduct our work with dignity and respect for the customer, our subcontractor and supplier partners, and ourselves.

## 2.b Construction Commitment

**Describe the offeror's commitment to the Institute in terms of resources, personnel, investment, etc.**

SRC approaches each project as being unique. Although many projects will be similar in nature, each project will have its own set of requirements and particulars. In order to understand these, SRC thoroughly studies the plans and specifications, and then begins to dialog with the owners and the owner's project management in order to gain the through understanding required to complete the project successfully. This is the point in the project where the team needs to identify major issues and roadblocks that need to be dealt with. Once that understanding and those determinations are made, SRC matches what we think will be the best subcontractors with the particular project and begins integrating their thoughts and comments about the project into our planning. While these dialogs are continuing, SRC is simultaneously building the cost proposal and the schedule so that the project can be completed on time and within the owner's budget.

## 2.c Subcontractor List

**Provide a list of the subcontractors the offeror would use to provide subcontracting.**

As with our clients, SRC has long standing relationships with many of the subcontractors who perform on our jobs regularly. We are committed to bringing quality construction practices on every job that we build. Below is a list of some of the subcontractors that we know and trust, and who may be subcontracted in our work with the Institute.

Rhico	Demolition
David Everett, Inc.	Concrete
Extreme Design	Concrete/Masonry
John W. Boyles, Inc.	Concrete
Contract Solution	Concrete/Masonry
James River Exteriors	Masonry
Southern Brick Contractors, Inc.	Masonry
Virginia Steel Specialties, LLC	Steel
Architectural Outfitters	Casework
Virginia Millwork	Casework
Kinzie Woodwork, LLC	Casework
Atlantic Construction Services (ACS)	Drywall
Benchmark Contracting, LLC	Drywall
Coppertree Construction	Drywall
N. W. Martin & Bros., Inc.	Roofing
Roof Systems of VA	Roofing
Architectural Hardware of Virginia	Doors
Dominion Door & Hardware	Doors
Trimble Company of VA	Doors
Hodgman's, Inc.	Flooring
Old Virginia Tile, Inc.	Flooring
Walker's Carpets & Interiors	Flooring
W. W. Nash & Sons, Inc.	Painting
Atlantic Constructors, Inc.	HVAC, Plumbing
G. J. Hopkins	MEP
JRC Mechanical	HVAC, Plumbing
TLI Construction Services	HVAC, Plumbing
C & C Electrical Service, Inc.	Electrical
Davis & Green Electrical	Electrical
Kegley Electric	Electrical
Shively Electric Company, Inc.	Electrical
Varney, Inc.	MEP

## **2.d Prices, Terms, Warranties and Benefits**

**Provide representation that the prices, terms, warranties and benefits specified in the proposal are comparable to or better than the equivalent terms being offered by the offeror to any present customer.**

SRC will provide prices, terms, warranties, etc that meet or exceed the requirements as set forth in the project specifications.

## 2.e Bonds

**Comment on your willingness to furnish Commonwealth of Virginia Standard Performance and Labor and Material Payment Bonds for some projects when requested by the Institute.**

Commonwealth of Virginia Standard Performance and Labor and Material Payment Bonds will be furnished upon request of the Institute.

A copy of our surety letter is included in the attachments at the end of this document.



# **Small, Women-owned and Minority-owned Business (SWaM)**

## **3. SWaM**

**This solicitation is SET-ASIDE for certified Small, Woman-owned, and/or Minority-owned businesses. Only those businesses certified by the Virginia Department of Small Business and Supplier Diversity are eligible to respond to this solicitation.**

SRC is a certified Small Business. Contractor's License can be viewed in the attachments at the end of this document.



# References

## 4. Attachment D

**Four (4) recent references, either educational or governmental, for whom you have provided the type services described herein. Include the date(s) the services were furnished, the client name, address and the name and phone number of the individual the Institute has your permission to contact.**

(See Attachment D at the end of this document.)

# **Financial Stability**

## **5. 2019 and 2020 Financial Statements**

**Submit a copy of the offeror's most recent financial statements or other evidence of financial stability.**

The 2019 (audited) and 2020 (unaudited) financial statements can be found in the attachments at the end of this document.

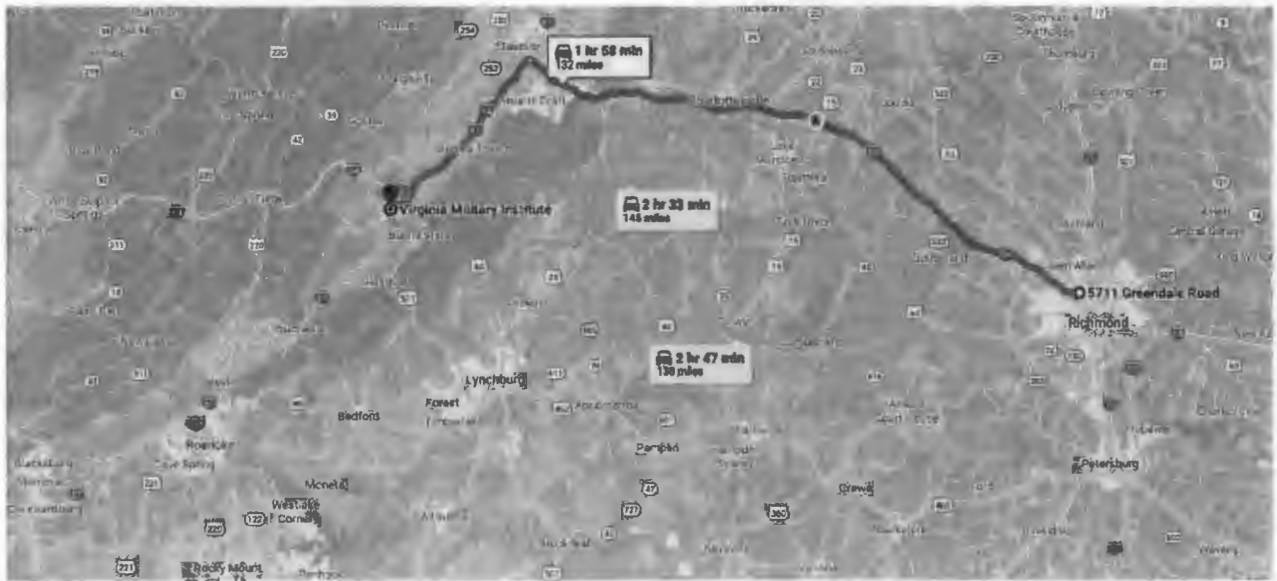
# Geographic Location

## 6. SRC Main Office Location

Provide information regarding the locations of company offices relative to this proposal.

SRC's main office location is located at:  
5711 Greendale Rd  
Richmond, VA 23228

In addition to our main office in Richmond, we also have employees throughout southwest Virginia who are available for this work per 1.a Organizational Chart.



# Attachments

In the following pages you will find:

- Surety Letter
- Contractor's License
- SWaM Certification
- Financial Statements
- Attachments B through E



**McGriff | Insurance  
Services**

2108 W Laburnum Avenue, Suite 300 (23227)

P.O.Box 17370

Richmond, VA 23226

Office (804) 678-5000

Fax (888) 751-3010

August 5, 2019

RE: Surety Capabilities for SRC, Inc. -Richmond, VA

To Whom It May Concern:

SRC, Inc. is a valued client of McGriff Insurance Services, Inc. We consider SRC, Inc. one of our outstanding and most valued clients in whom we have the highest confidence. The company maintains a surety program of \$25,000,000 per project and \$35,000,000 of aggregate capacity.

The bonding company for this contractor is the Cincinnati Insurance Company. Cincinnati Insurance is listed on the U.S. Treasury Department's list of acceptable sureties. This company is licensed to transact business in all fifty states, and is rated "A+" (Superior) by A. M. Best.

If a contract is awarded to SRC, Inc., we are prepared to issue the payment and performance bonds, if required in the contract. Our commitment to issue the bonds will be contingent upon acceptable review of the contract documents, bond forms, confirmation of project financing and normal financial underwriting at the time of the bond request. We assume no liability to anyone, if for any reason we do not execute such bonds.

If you should require any additional information regarding this company's surety bonding program, please feel free to contact me directly.

Sincerely,

Christopher Brandon Pulliam

**Vice President - McGriff Insurance Services, Inc.**

**Attorney in Fact - Cincinnati Insurance Company**

# COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON  
08-31-2022

NUMBER  
2701012418

BOARD FOR CONTRACTORS  
CLASS A CONTRACTOR  
\*CLASSIFICATIONS\* CBC H/H RBC



SUBURBAN REMODELING CORP  
SRC INC  
5711 GREENDALE ROAD  
HENRICO, VA 23228

DPOR

*Shirley B. Vandusen*  
Mary Bracy-Vandusen, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/2017)

(DETACH HERE)



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

CLASS A BOARD FOR CONTRACTORS  
CONTRACTOR

\*CLASSIFICATIONS\* CBC H/H RBC

NUMBER 2701012418 EXPIRES 08-31-2022

SUBURBAN REMODELING CORP  
SRC INC  
5711 GREENDALE ROAD  
HENRICO, VA 23228



Status can be verified at <http://www.dpor.virginia.gov>

DPOR-PC (02/2017)



## Directory Listing

Certification Type

NIGP

NAICS

City

ZIP Code

All

contains

670055



Match found 1

Sort by: SWaM cert

Show entries: 5

Applied Filters

Reset Filters



### Suburban Remodeling Corp

DBA: SRC, Inc.  
Valerie Carpenter  
5711 Greendale Road  
Richmond, VA 23228  
Phone: (804) 355-6454  
Fax: (804) 266-6444  
valerie@src-inc.net  
(mailto:valerie@src-inc.net)

Certification Number: 670055

SWaM Certification Type:

Small Start Date: 08-16-2017

SWaM Expiration Date: 08-16-2022

NIGP/Description:

238900 General Contractor

Pcard: N



**SRC, INC.**

**Incorporated in Virginia on January 11, 1971**

**FINANCIAL STATEMENTS  
AND SUPPLEMENTAL INFORMATION**

***As of and for the Year Ended December 31, 2019***

***And Independent Accountant's Review Report***

## CONFLICT OF INTEREST STATEMENT

Ensure that the solicitation is thoroughly read and completed. Complete, sign and return the information requested below with your proposal. FAILURE TO FURNISH THIS DATA MAY RESULT IN REJECTING YOUR PROPOSAL.

NAME: Suburban Remodeling Corp., d/b/a SRC, Inc.

ADDRESS: 5711 Greendale Road

CITY/STATE: Richmond, VA 23228

TELEPHONE NUMBER: 804-355-6454

FEDERAL ID NUMBER (FIN): 54-0899262

THE ABOVE FIRM IS A: (CHECK, AS APPLICABLE)

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> SMALL BUSINESS | <input type="checkbox"/> INDIVIDUAL BUSINESS    |
| <input type="checkbox"/> WOMAN-OWNED BUSINESS      | <input type="checkbox"/> SOLE PROPRIETORSHIP    |
| <input type="checkbox"/> MINORITY-OWNED BUSINESS   | <input type="checkbox"/> PARTNERSHIP            |
| <input type="checkbox"/> SHELTERED WORKSHOP        | <input checked="" type="checkbox"/> CORPORATION |

RELATIONSHIP WITH THE COLLEGE OF VIRGINIA:

IS ANY MEMBER OF THE FIRM AN EMPLOYEE OF THE COMMONWEALTH OF VIRGINIA WHO HAS A PERSONAL INTEREST IN THIS CONTRACT PURSUANT TO THE CODE OF VIRGINIA, SECTION 2.1-639.1-639.24? ☐ YES ☒ NO

IF YES, EXPLAIN:

  
SIGNATURE OF OFFEROR

January 20, 2021  
DATE

Please tell us how you received this solicitation:

- ☐ It was mailed to you directly.
- ☐ You requested a copy through the Virginia Business Opportunities.
- ☐ You obtained a copy from the Virginia Department of Minority Business Enterprise.
- ☒ Other (please specify) Received email Notification "eVA Leads Summary"

## CONTRACTOR DATA SHEET

QUALIFICATIONS OF OFFEROR: Offerors must have the capability and capacity in all respects to fully satisfy the contractual requirement.

Indicate the length of time you have been in business providing this type of service. Fifty (50) Years  
 \_\_\_\_\_ Months

Provide a list of current references, either college, Educational Institutions, and/or other companies that your firm is servicing. Include the length of service, dollar volume, year contract was entered into, and the name and address of the person the State has your permission to contact. Such listing shall be comprehensive of your firm's customer base and can be formatted as follows:

CURRENT ACCOUNTS:

Account Name, Address & Phone #	Length of Service	\$ Volume/Year
<u>VCU University Renovations Phone# (804) 827-7493</u>		
<u>700 West Grace St., Suite 3600</u>		
<u>Richmond, VA 23220</u>	<u>45 years (ongoing)</u>	
<u>Virginia State University Phone# (804) 524-5719</u>		
<u>2916 Myster Macklin St., Suite 30a</u>		
<u>Virginia State University, VA 23806</u>	<u>20 years (ongoing)</u>	
<u>UVA Facilities Management Phone# (434) 982-4611</u>		
<u>One Morton Drive, Suite 301</u>		
<u>Charlottesville, VA 22903</u>	<u>14 years (ongoing)</u>	

LOST ACCOUNTS:

Account Name, Address & Phone #	Length of Service	\$ Volume/Year
<u>N/A</u>		

## ATTACHMENT D

RFP# V211-19-074-03

## REFERENCES

Please list at least four references for whom you have performed each applicable category of service specified herein and within the past five years.

CLIENT: Virginia Polytechnic Institute and State University - Facilities and Operations

ADDRESS: 150 Kent Street, Blacksburg, VA 24061

## CONTACT

PERSON/PHONE#: Erich Roether, P.E. / 540-231-6022

APPROXIMATE DOLLAR VOLUME PER YEAR: Varies, On Prequalified Vendor List

PROJECTS/DATES/DESCRIPTION: Litton Reeves Auditorium/4.15.20-7.20.20/replace concrete slab and other repairs/finishes in the auditorium

Payne Hall Wellness Kitchen/5.29.19-9.23.19/Renovation of a classroom area including all new finishes, MEP, storefront, and more.

WEM Wired Cafe and Leaf and Ladle (2 Projects)/5.18.20-8.7.20/Renovation of (2) restaurant kiosk type areas including casework, tile work, finishes, specialty signage, and more.

CLIENT: Virginia Commonwealth University Facilities Management

ADDRESS: 700 W. Grace St., Suite 2200 Richmond, VA 23284

## CONTACT

PERSON/PHONE#: Matt Magruder (Director of Construction Management) / 804-400-8994 // Larry Walters (Director of University Renovations & Maintenance Reserve)

APPROXIMATE DOLLAR VOLUME PER YEAR: Over the past 5 years, SRC has performed 25-50+ projects each year with a total value averaging \$1.25 million per year. This includes contract sizes from \$10,000 to \$500,000. In addition to these projects awarded through the prequalified on-demand list, SRC has performed multiple large projects over \$500,000 and up to \$15 million.

PROJECTS/DATES/DESCRIPTION: \_\_\_\_\_

Exterior and interior renovations and improvements as well as containment and service repair work

CLIENT: University of Virginia Facilities Management

ADDRESS: 1450 Leake Drive PO Box 400726 Charlottesville, VA 22904

## CONTACT

PERSON/PHONE#: Martin E. Best, Jr., VCO, VCCO / 434-246-3541

APPROXIMATE DOLLAR VOLUME PER YEAR: Varies, On Prequalified Vendor List

PROJECTS/DATES/DESCRIPTION: UVA Old Cabell Hall MEP Renovation and Upgrades / 5-27-17 to 1-24-18

Medical Research Building #4 Elevator Upgrade/Replacement/Refurbishment including new motor, drives, hoist and finishes

Scott Stadium West Parking Garage / 5-27-17 to 7-24-17 / \$250k renovation including structural repair, masonry, replacement of control joints and all new sealants and caulking

Please use a separate sheet of paper for additional references.

## ATTACHMENT D

RFP# V211-19-074-03

## REFERENCES

Please list at least four references for whom you have performed each applicable category of service specified herein and within the past five years.

CLIENT: Virginia State University, Physical Plant Building

ADDRESS: 2916 Myster Macklin Street PO Box 9414, Suite 30a Virginia State University, VA 23806

CONTACT  
PERSON/PHONE#: Jonathan A Taylor / 804-504-7500

APPROXIMATE DOLLAR VOLUME PER YEAR: Varies. On Prequalified Vendor List

PROJECTS/DATES/DESCRIPTION: Storum Hall Exterior Improvements / 5-29-19 to 2-28-20

Vawter Hall Exterior Improvements / 1-29-20 to 10-21-20

CLIENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT  
PERSON/PHONE#: \_\_\_\_\_

APPROXIMATE DOLLAR VOLUME PER YEAR: \_\_\_\_\_

PROJECTS/DATES/DESCRIPTION: \_\_\_\_\_

CLIENT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT  
PERSON/PHONE#: \_\_\_\_\_

APPROXIMATE DOLLAR VOLUME PER YEAR: \_\_\_\_\_

PROJECTS/DATES/DESCRIPTION: \_\_\_\_\_

Please use a separate sheet of paper for additional references.



## Small Business Certification

## Definitions

**Small Business:** "Small business " means an independently owned and operated business which, together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. Note: This shall not exclude SBSD-certified women- and minority-owned businesses when they have received SBSD small business certification.

**Women-Owned Business:** Women-owned business means a business concern that is at least 51% owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, 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 citizens of the United States or non-citizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or non-citizens who are in full compliance with the United States immigration law.

**Minority-Owned Business:** Minority-owned business means a business concern that is at least 51% owned by one or more minority individuals 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 and both the management and daily business operations are controlled by one or more minority individuals.

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

Offeror Name: Suburban Remodeling Corp., d/b/a SRC, Inc.

Preparer Name: Malcome Sargent

Date: January 20, 2021

## Instructions

- A. Businesses certified by the Department of Small Business and Supplier Diversity (SBSD) as a small business must complete Section A of this form.

## Section A

CERTIFICATION TYPE (check only one below):

- ☒ Small Business
- ☐ Small and Women-owned Business
- ☐ Small and Minority-owned Business

Certification number: 670055 Certification Date: 8/16/2017

Expiration Date: 3/16/2022

NOTE: It is your responsibility to ensure that your certification is renewed and does not lapse. Should your certification expire, you will no longer be eligible to receive awards under this contract.