



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header

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Procurement Folder: 1212069

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0603

Vendor ID: VS0000041283

SO Doc ID: ADJ2300000023

Legal Name: Ennis Brothers LLC

Published Date: 4/25/23

Alias/DBA:

Close Date: 4/27/23

Total Bid: \$12,818.00

Close Time: 13:30

Response Date: 04/27/2023

Status: Closed

Response Time: 0:24

Solicitation Description: WVNG Joint Forces Headquarters Lawn Care Services

Responded By User ID: EnnisBrothers

Total of Header Attachments: 3

First Name: justin

Total of All Attachments: 3

Last Name: ennis

Email: ennisbrothersllc@gmail.com

Phone: 3045503131



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1212069
Solicitation Description: WVNG Joint Forces Headquarters Lawn Care Services
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2023-04-27 13:30	SR 0603 ESR04262300000005402	1

VENDOR
 VS0000041283
 Ennis Brothers LLC

Solicitation Number: CRFQ 0603 ADJ2300000023
Total Bid: 12818 **Response Date:** 2023-04-27 **Response Time:** 00:24:09

Comments: IA to Instruction number 15 of the bid, Ennis Brothers LLC is requesting 3.5% vendor preference for the reason: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years. Please find attached form WV-10 (Vendor Preference) and form DD-214.

FOR INFORMATION CONTACT THE BUYER
 David H Pauline
 304-558-0067
 david.h.pauline@wv.gov

Signature X	FEIN#	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	BASE BID - Mowing, Edging, Trimming, and Clearing				4930.00

Comm Code	Manufacturer	Specification	Model #
70111706			

Commodity Line Comments: 29 cuts at One Hundred and Seventy dollars (170.00) per cut

Extended Description:

BASE BID (Per documentation Exhibit C outlined in ORANGE)- Vendor should complete the Exhibit A: Pricing Page by providing an all-inclusive Lump Sum price for each lawn care service listed in Section 4.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	ALTERNATE 1 - Outlined Blue Areas				4930.00

Comm Code	Manufacturer	Specification	Model #
70111706			

Commodity Line Comments: 29 cuts at One Hundred and Seventy dollars (\$170.00) per cut

Extended Description:

ALTERNATE Bid Item NO. 1 (Per documentation Exhibit C outlined in BLUE). Scope of work includes:
 1. Mowing of lawns to include: hill behind the Annex Building all the way to the Child Development Center parking lot. This will be performed on a bi-weekly basis.
 2. Mowing of lawns to include the upper parking lot. This will be performed on a weekly basis.
 3. Trimming around all roadways, parking lots, posts, trees, and shrubs. This will be performed on a weekly basis.
 4. Clearing of all trimmings from all sidewalks, roadways, and parking lots.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	ALTERNATE 2 - Outlined Yellow Areas				2958.00

Comm Code	Manufacturer	Specification	Model #
70111706			

Commodity Line Comments: 29 cuts at One Hundred and Two dollars (\$102.00) per cut

Extended Description:

ALTERNATE Bid Item NO. 2 (Per documentation Exhibit C outlined in the YELLOW areas). Scope of work includes:
 1. Mowing of lawns to include: the Hunter House, the Tackett House, and around the retaining wall behind the Tackett House.
 2. Edging around all sidewalks.
 3. Trimming around all roadways, parking lots, posts, trees, and shrubs.
 4. Clearing of all trimmings from all sidewalks, roadways, parking lots, and ground level windowsills.



Coverage provided by
Erie Insurance Company
100 Erie Insurance Place Erie, PA 16530
erieinsurance.com

ErieSecure Business™ Policy Declarations

New Declarations

Mailing name and address for Insured

ENNIS BROTHERS LLC
85 CROSSWINDS DR
CHARLES TOWN WV 25414-3933



311907134
EE1634

Named Insured's full name
ENNIS BROTHERS LLC

Legal entity
Limited Liability Company

Agent
EE1634 MAIDEN INSURANCE LLC

Policy period **Policy number**
08/09/2022 to 08/09/2023 Q61 0215931

Agent address and phone

MAIDEN INSURANCE LLC
406 N MILDRED ST STE B
RANSON, WV 25438

Policy period begins at 12:01 A.M. standard time on the effective date and ends at 12:01 A.M. standard time on the expiration date. Standard time is determined at the stated address of the Named Insured.

Agency email address
maideninsurance@gmail.com

Agency website
<http://www.maideninsurance.com>

The insurance applies to those premises described below. This is subject to all applicable terms of the policy and attached forms and endorsements.

Policy Discounts

Multi-policy

Premium Summary

Total net premium:	\$923
West Virginia surcharge:	\$5.08
Final premium:	\$928.08

(This is not a bill. Your invoice will follow in a separate mailing.)

State of West Virginia
VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with **West Virginia Code, §5A-3-37**. (Does not apply to construction contracts). **West Virginia Code, §5A-3-37**, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. Application is made for 2.5% vendor preference for the reason checked:

Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia, for four (4) years immediately preceding the date of this certification; **or**,

Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,

Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,

2. Application is made for 2.5% vendor preference for the reason checked:

Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

3. Application is made for 2.5% vendor preference for the reason checked:

Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,

4. Application is made for 5% vendor preference for the reason checked:

Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,

5. Application is made for 3.5% vendor preference who is a veteran for the reason checked:

Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,

~~**6. Application is made for 3.5% vendor preference who is a veteran for the reason checked:**~~

~~Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.~~

7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.

Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

8. Application is made for reciprocal preference.

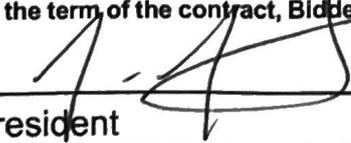
Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: James J. Ennis

Signed: 

Date: 04/26/2023

Title: President

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) ENNIS JAMES JESSUP	2. DEPARTMENT, COMPONENT AND BRANCH AIR FORCE -- REG AF	3. SOCIAL SECURITY NO. [REDACTED]
------------------------------------------------------------	-------------------------------------------------------------------	---------------------------------------------

4.a. GRADE, RATE OR RANK SRA	4.b. PAY GRADE E4	5. DATE OF BIRTH (YYMMDD) [REDACTED]	6. RESERVE OBLIG. TERM. DATE Year 2002 Month JUN Day 14
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7.a. PLACE OF ENTRY INTO ACTIVE DUTY BECKLEY WV	7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) CHARLESTON WV
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8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND 1 OPER SUPPORT SQ/ACC	8.b. STATION WHERE SEPARATED [REDACTED]
-----------------------------------------------------------------------------	---------------------------------------------------

9. COMMAND TO WHICH TRANSFERRED USAFR	10. SGLI COVERAGE <input type="checkbox"/> None Amount: \$ 200,000
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11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 1C151, AIR TRAFFIC CON, 3 YRS & 10 MTHS	12. RECORD OF SERVICE			
		Year(s)	Month(s)	
	Day(s)			
	a. Date Entered AD This Period	1994	Jul	13
	b. Separation Date This Period	1998	Jul	12
	c. Net Active Service This Period	04	00	00
	d. Total Prior Active Service	00	00	00
	e. Total Prior Inactive Service	00	00	29
	f. Foreign Service	00	00	25
g. Sea Service	00	00	00	
h. Effective Date of Pay Grade	1997	Jul	13	

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)
Air Force Training Ribbon, National Defense Service Medal, Air Force Outstanding Unit Award, Air Force Good Conduct Medal, Air Force Longevity Service Award.

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)
BASIC MILITARY TRAINING, 6 WKS, AUG 94. AIR TRAFFIC CON TECH. SCHOOL, 3MTHS 2WKS, DEC94.

15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM	Yes	No	15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT	Yes	No	16. DAYS ACCRUED LEAVE PAID
		X		X		1.0

17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION Yes No

18. REMARKS
Member has completed first full term of service. Subject to Recall to active duty and/or annual screening.
Copy 3 - Department of Veterans Affairs, Data Processing Center (214), 1615 E. Woodward St., Austin TX 78772.
Copy 5 - Louisiana Claims Control Center, UGX/UCFE, PO BOX 94246, Capital Stations, Baton Rouge LA 70804-9246. --- NOTHING FOLLOWS ---

Data herein are subject to computer matching within DoD or with other agencies for verification purposes and determining eligibility or compliance for Federal benefits.

19.a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) [REDACTED]	19.b. NEAREST RELATIVE (Name and address - include Zip Code) [REDACTED]
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20. MEMBER REQUESTS COPY 6 BE SENT TO PA - DIR. OF VET AFFAIRS <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) LAURA L. CARLSON-HUMPHREY, TSQT, USAF NCOIC, RETIREMENTS & SEPARATIONS
21. SIGNATURE OF MEMBER BEING SEPARATED <i>James J. Ennis</i>	

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY	24. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AFI 36-3208	26. SEPARATION CODE MBK	27. REENTRY CODE 1J
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
29. DATES OF TIME LOST DURING THIS PERIOD NONE		30. MEMBER REQUESTS COPY 4 <input checked="" type="checkbox"/> initials