



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 2

List View

General Information Contact Default Values Discount Document Information Clarification Request

Procurement Folder: 1425752

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0313

Vendor ID: 000000182590

SO Doc ID: DEP2400000042

Legal Name: MEAD & HUNT INC

Published Date: 5/23/24

Alias/DBA:

Close Date: 5/28/24

Total Bid: \$27,020.00

Close Time: 13:30

Response Date: 05/28/2024

Status: Closed

Response Time: 10:30

Solicitation Description: Mapping Services in Southern West Virginia

Responded By User ID: 125111116

Total of Header Attachments: 2

Total of All Attachments: 2

First Name: Sandra

Last Name: Lunde

Email: sandra.lunde@meadhunt.c

Phone: 6084430309



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: 1425752
Solicitation Description: Mapping Services in Southern West Virginia
Proc Type: Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2024-05-28 13:30	SR 0313 ESR05282400000007363	1

VENDOR
000000182590
MEAD & HUNT INC

Solicitation Number: CRFQ 0313 DEP2400000042
Total Bid: 27020 Response Date: 2024-05-28 Response Time: 10:30:20
Comments:

FOR INFORMATION CONTACT THE BUYER
Joseph E Hager III
(304) 558-2306
joseph.e.hageriii@wv.gov

Vendor Signature X FEIN# DATE

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	Control Surveying	50.00000	HOUR	59.500000	2975.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:
(Spec Item 3.1.1.2.1)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Topographic, Planimetric and Check Surveying	150.00000	HOUR	59.500000	8925.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:
(Spec Item 3.1.1.3)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Topographic Mapping - (0-25 Acres)	15.00000	ACRE	290.000000	4350.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:
(Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Topographic Mapping - (25-50 Acres)	30.00000	ACRE	114.000000	3420.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:
(Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Topographic Mapping - (50-100 Acres)	75.00000	ACRE	53.000000	3975.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:
(Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Topographic Mapping - (Over 100 Acres)	125.00000	ACRE	27.000000	3375.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Commodity Line Comments:

Extended Description:

(Spec Item 3.2 & 4.2)



Professional Services for

Mapping Services in Southern WV

Solicitation: CRFQ 0313 DEP2400000042

West Virginia Department of Environmental Protection

May 28, 2024

Proposal provided by



May 28, 2024

Joseph E. Hager III
Purchasing Division
2019 Washington Street, East
PO Box 50130
Charleston, WV 25305-0130

Re: DEP2400000042, Mapping Services in Southern West Virginia

Dear Mr. Hager:

Mead & Hunt, Inc. is a national company with a strong local presence in West Virginia that offers a great depth of skills and years of experience as a full-service, full-discipline engineering, architecture, and survey firm.

Mead & Hunt's engineers and surveyors have prepared civil engineering designs, surveying, environmental documents, construction plans, construction specifications, contract documents, and cost estimates for hundreds of projects across the great state of West Virginia. Mead & Hunt's local surveyors have provided cost-effective, quality surveys for the state of West Virginia for many years.

Mead & Hunt has held the mapping contract for Southern West Virginia the last few terms, developing the mapping for 74 important projects.

Mead & Hunt has the capability of providing topographical, design data and construction surveys in accordance with U.S. National Map Standards. To the extent possible, we plan to utilize available aerial photography, aerial topographic maps or enlarged U.S.G.S. topographic maps and the information contained thereon, in lieu of developing maps from field surveys. All survey work will be performed under the direction of a Licensed Land Surveyor, licensed or registered in the State of West Virginia, who will provide certified maps and/or drawings as directed in the specific project Work Directive.

Thank you for the opportunity to bid on this project.

Sincerely,
Mead & Hunt, Inc.



Jamie Bumgarner, PE
Department Manager, Vice President

Table of Contents

Table of Contents	2
Qualification Requirements & Evaluation Factors	3
Solicitation	7

Qualification Requirements & Evaluation Factors

Mead & Hunt is an employee-owned firm with more than 900 professional, technical and support staff in offices nationwide, including an office in Charleston, West Virginia. We have been serving clients in both the public and private sectors since our founding in 1900. Additional information can be obtained by visiting our website at www.meadhunt.com.

- I. Mead & Hunt has the capability of providing topographical, design data and construction surveys in accordance with U.S. National Map Standards. To the extent possible, we plan to utilize available aerial photography, aerial topographic maps or enlarged U.S.G.S. topographic maps and the information contained thereon, in lieu of developing maps from field surveys. All survey work will be performed under the direction of a Licensed Land Surveyor, licensed or registered in the State of West Virginia, who will provide certified maps and/or drawings as directed in the specific project Work Directive.

During all projects that we work on including the performance of this contract, we certainly agree to follow and obey all Federal and State Laws and Regulations, etc.

Mead & Hunt has the following professional capabilities or staff available at the time of the bid:

- Licensed Land Surveyor - Mead & Hunt offers a State of West Virginia Licensed Land Surveyor in our Charleston office.
- Competent Field Staff and Survey Crew - Mead & Hunt offers two (3) competent survey crews in Charleston that have completed the surveying and mapping for hundreds of projects across the State of West Virginia.
- Professional Drafting Capabilities - Mead & Hunt has been providing professional drafting services for over 124 years.
- Adequate Computer Aided Design Capabilities - Wayne McMills leads our Charleston, West Virginia CAD department. Mr. McMills has over 25 years of experience providing computer-aided drafting and design services on projects in West Virginia. We are currently using AutoCAD Civil 3D 2022.
- Capacity to process and complete multiple projects within the designated time frames - Accustomed to working with aggressive, tight design schedules, Mead & Hunt eagerly accepts and embraces the challenge of accelerated projects. This is true of not only the corporate management team, but also of the hard-working employees that make up Mead & Hunt.

1. Based on the technical expertise that is required for this project, we are proposing a survey team that is headed by the following key personnel who have each demonstrated a high-level of technical competence on surveying assignments throughout West Virginia. All key personnel will be available to staff any project that Mead & Hunt is selected to complete.

Role	Name	Registration Number	Years of Experience
Licensed Land Surveyor	Carl J. Bowyer	WV PS [REDACTED]	35
Field Surveyor	Curtis Paxton	-	30
Field Surveyor	Andrew Buchan	-	30
Field Surveyor	Cam Nicholas	WV PS [REDACTED]	15
Mapping/CAD Technician	Wayne McMills	-	25
Mapping/CAD Technician	Randy Hicks	-	15

2. Mead & Hunt has worked on the following AML projects in the last several years:

The **Stephenson (Mills) Subsidence** stabilization project consisted of stabilizing a void from abandoned underground mining beneath the residence located at HC 69, Box 29B in Stephenson, West Virginia. The project area overlies an undocumented underground coal mine. The mine void was determined to be in the Beckley Coal Seam and is located approximately 135 feet below the existing site grade. Damages were reported in the residential structure. Mead & Hunt provided complete development of the topographic mapping for the site.

The **Hughes Creek (Burke-Quinn) Portals** project is located along Hughes Creek in Kanawha County, West Virginia, near the town of Glasgow. This project encompassed two sites. Site 1 (Burke) consisted of nine collapsed or partially collapsed mine portals. Site 2 (Quinn) consisted of three collapsed or partially collapsed mine portals. This project included the installation of wet mine seals and drainage structures for these mine portals. Mead & Hunt provided supplemental topographic mapping for the site.

The **Trace Branch Refuse Pile** project is located along Trace Branch in McDowell County, West Virginia, near the town of Kyle. This project consisted of an abandoned refuse pile and approximately nine collapsed or partially collapsed mine portals. This project included the reclamation of the refuse pile, installation of wet mine seals and drainage conveyances for these mine portals.

The **Danese PSD Waterline Feasibility Study** project was located in Fayette County, West Virginia. The general scope of this assignment was to provide the engineering services necessary to develop a water supply study for the areas mentioned in the Application for Assistance. The objective of the study was to investigate the area's current water supply and determine whether pre-law mining has affected the water supply to this area.

The **Clendenin Skyview Lane Waterline Feasibility Study** project was located in Kanawha County, West Virginia. The general scope of this assignment was to provide the engineering services necessary to develop a water supply study for the areas mentioned in the Application for Assistance. The objective of the study was to investigate the area's current water supply and determine whether pre-law mining has affected the water supply to this area.

The **Lewis County EDA Phase II Waterline Feasibility Study** project was located in Lewis County, West Virginia. The general scope of this assignment was to provide the engineering services necessary to develop a water supply study for the areas mentioned in the Application for Assistance. The objective of the study was to investigate the area's current water supply and determine whether pre-law mining has affected the water supply to this area.

The **Kanawha County RDA Waterline Feasibility Study** project was located in Kanawha County, West Virginia. The general scope of this assignment was to provide the engineering services necessary to develop a water supply study for the areas mentioned in the Application for Assistance. The objective of the study was to investigate the area's current water supply and determine whether pre-law mining has affected the water supply to this area.

The **Birch River PSD Waterline Feasibility Study** project was located in Clay County and Nicholas County, West Virginia. The general scope of this assignment was to provide the engineering services necessary to develop a water supply study for the areas mentioned in the Application for Assistance. The objective of the study was to investigate the area's current water supply and determine whether pre-law mining has affected the water supply to this area.

Additionally, we have completed the survey and mapping for hundreds of projects across the State of West Virginia in the last five years.

3. Mead & Hunt is currently working on one AML design project and are currently working on several projects which require survey and mapping services.
4. Mead & Hunt proposes Curtis Paxton as its Project Manager for this assignment.
5. Mead & Hunt has performed this type of work for over 124years.

II. Mead & Hunt has extensive knowledge and experience in the following areas:

- A. Mead & Hunt has developed Topographic Mapping from field survey as well as from Aerial Photographs on hundreds of projects. Mead & Hunt proposes to use Kucera International, Inc. as a sub-consultant to provide aerial mapping services for this project. Kucera International, Inc. has provided the aerial photography and aerial mapping services for many WVDEP AML projects.
- B. Mead & Hunt has developed Boundary and Property Surveys for hundreds of projects across the State of West Virginia in the last five years.

III. All work prepared under this contract will be performed under the direction and reviewed by a Licensed Land Surveyor. His stamp and signature will be affixed to the cover sheet of all contract documents.

Solicitation Forms



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/16/2023

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 have **ADDITIONAL INSURED** provisions or 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 Holmes Murphy & Associates 2727 Grand Prairie Pkwy Waukegan IA 50263	CONTACT NAME: Allie Darling PHONE (A/C, No, Ext): 612-322-6041 E-MAIL: adarling@holmesmurphy.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Insurance INSURER B: Zurich American Insurance Company INSURER C: American Guarantee & Liability Ins. Co. INSURER D: INSURER E: INSURER F:	FAX (A/C, No): NAIC # 37885 16535 26247
INSURED Mead & Hunt, Inc. 2440 Deming Way Middleton, WI 53562	MEAHUNPC	

COVERAGES**CERTIFICATE NUMBER:** 1488082333**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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Cont Liab Per <input checked="" type="checkbox"/> Policy Form/XCU GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GLO138723201	7/1/2023	7/1/2024	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP138723101	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			AUC095226001	7/1/2023	7/1/2024	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
C	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	WC138723301	7/1/2023	7/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liability			DPR5014507	7/1/2023	7/1/2024	Per Claim: \$10,000,000 Per Aggregate: \$10,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

Master Certificate

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

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.

(Printed Name and Title) Curtis Paxton Surveying and Site Civil Department Manager

(Address) 400 Tracy Way, Suite 200 Charleston, WV 25311


(Phone Number) / (Fax Number) 304-553-8103 Phone / 304-345-6714 Fax

(email address) curtis.paxton@meadhunt.com

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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Mead & Hunt, Inc.

(Company) 

(Signature of Authorized Representative)

James A. Bumgarner, Jr. Vice President 5/28/2024

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

304-345-6712 Phone / 304-345-6712 Fax

(Phone Number) (Fax Number)

jamie.bumgarner@meadhunt.com

(Email Address)

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: CRFQ 0313 DEP2400000042

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.

Mead & Hunt, Inc.

Company



Authorized Signature

5/28/2024

Date

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

REQUEST FOR QUOTATION
[Mapping Services in Southern WV]

7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

7.1.4 Failure to remedy deficient performance upon request.

7.2 The following remedies shall be available to the Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

8.1 **No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 **Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

8.3 **Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: James A. Bumgarner, Jr.

Telephone Number: 681-313-4608

Fax Number: 304-345-6714

Email Address: jamie.bumgarner@meadhunt.com

ABANDONED MINE LANDS (AML) CONTRACTOR INFORMATION FORM

You must complete this form for your AML contracting officer to request an eligibility evaluation from the Office of Surface Mining Reclamation and Enforcement (OSMRE) to determine if you are eligible to receive an AML contract. This requirement can be found under OSMRE's regulations at 30 CFR 874.16. **NOTE:** This form must be signed and **dated within 30 days** of submission to be considered for a current bid.

Part A: General Information

Business Name:	Mead & Hunt, Inc.
Tax ID #:	39-0793822
Address:	400 Tracy Way, Suite 200
City, State, & Zip:	Charleston, WV 25311
Phone Number:	681-313-4608
Email Address:	jamie.bumgarner@meadhunt.com

Part B: Obtain an Organizational Family Tree (OFT) from the Applicant Violator System (AVS)

If you plan to certify the existing AVS information or submit updates under Part C, you must include an OFT. Instructions for downloading an OFT from the AVS can be found at: <https://www.osmre.gov/sites/default/files/2022-02/OMB%201029-0119%20instructions.pdf>. If you require assistance you may contact the AVS Office by phone at: 800-643-9748, or by email at: avshelp@osmre.gov.

Part C: Certifying and updating information in the AVS

Select one of the options, follow the instructions for the selected option, sign, and date below.

I, James A. Bumgarner, Jr., have express authority to certify that:
(Print Name)

- ☒ 1. Our business is listed in the AVS. The information is accurate, complete, and up to date. (If you select this option, you must attach an Entity OFT from the AVS to this form). Do not complete Part D.
- ☐ 2. Our business is in the AVS. The information needs to be updated. (If you select this option, you must attach an Entity OFT from the AVS to this form). Complete Part D to provide the missing or corrected information.
- ☐ 3. Our business is not listed in the AVS. The information needs to be added. Complete Part D to provide the information.

5/28/2024

Date



Signature

Vice President

Title