



# West Virginia Purchasing Division

2019 Washington Street, East  
Charleston, WV 25305  
Telephone: 304-558-2306  
General Fax: 304-558-6026  
Bid Fax: 304-558-3970

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

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 188928

Procurement Type: Central Master Agreement

Vendor ID: 000000182590

Legal Name: MEAD & HUNT INC

Alias/DBA:

Total Bid: \$160,600.00

Response Date: 06/21/2016

Response Time: 13:24

SO Doc Code: CRFQ

SO Dept: 0313

SO Doc ID: DEP1600000054

Published Date: 6/15/16

Close Date: 6/21/16

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 01-Mapping Services in Northern WV

Total of Header Attachments: 0

Total of All Attachments: 0



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 188928

**Solicitation Description :** Addendum No. 01-Mapping Services in Northern WV

**Proc Type :** Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
	2016-06-21 13:30:00	SR 0313 ESR06211600000006214	1

VENDOR
000000182590 MEAD & HUNT INC

**FOR INFORMATION CONTACT THE BUYER**  
 Beth Collins  
 (304) 558-2157  
 beth.a.collins@wv.gov

**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	600.00000	HOUR	\$62.500000	\$37,500.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.1.1.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Topographic, Planimetric and Check Surveying	1800.00000	HOUR	\$62.500000	\$112,500.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.1.1.3 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Topographic Mapping - (0-25 Acres)	15.00000	ACRE	\$160.000000	\$2,400.00

Comm Code	Manufacturer	Specification	Model #
81151601			

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	\$90.000000	\$2,700.00

Comm Code	Manufacturer	Specification	Model #
81151601			

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	\$40.000000	\$3,000.00

Comm Code	Manufacturer	Specification	Model #
81151601			

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	\$20.000000	\$2,500.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.2 & 4.2)

Professional Services for

## **Mapping Services in Northern WV**

Solicitation: DEP1600000054

West Virginia Department of Environmental Protection

June 21, 2016

Proposal provided by

**Mead  
& Hunt**

**West Virginia Department of Environmental Protection**  
**Mapping Services in Northern West Virginia**  
**DEP160000054**

June 21, 2016

Beth Collins  
Purchasing Division  
2019 Washington Street, East  
PO Box 50130  
Charleston, WV 25305-0130

Re: DEP160000054, Mapping Services in Northern West Virginia

Dear Ms. Collins:

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 for the past three years, developing the mapping for 33 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



Mead & Hunt, Inc. All Rights Reserved

**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 500 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](http://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 two (2) State of West Virginia Licensed Land Surveyors in our Charleston office.
- Competent Field Staff and Survey Crew - Mead & Hunt offers two (2) 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 115 years.
- Adequate Computer Aided Design Capabilities - Wayne McMills leads our Charleston, West Virginia CAD department. Mr. McMills has over 16 years of experience providing computer-aided drafting and design services on projects in West Virginia. We are currently using AutoCAD Civil 3D 2015.
- 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 #1058	28
Licensed Land Surveyor	Richard E. Plymale, Jr.	WV PS #1912	26
Field Surveyor	Curtis Paxton	-	20
Field Surveyor	Andrew Buchan	-	22
Mapping/CAD Technician	Wayne McMills	-	16
Mapping/CAD Technician	Stephen Blood	-	5

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 Carl Bowyer, P.S. as its Project Manager for this assignment.
5. Mead & Hunt has performed this type of work for over 115 years.

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 Blue Mountain as a sub-consultant to provide aerial mapping services for this project.
- 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**

**Solicitation Forms**

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 for four (4) years immediately preceding the date of this certification; 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 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who 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 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 employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this 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.

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) reject the bid; 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.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), 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: Mead & Hunt, Inc.

Signed: Jana Bugund

Date: 6-21-16

Title: Vice President

**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.

James A. Bumgarner, Jr., Vice President  
(Name, Title)  
James A. Bumgarner, Jr., Vice President  
(Printed Name and Title)  
400 Tracy Way, Suite 200, Charleston WV 25311  
(Address)  
304-345-6712 / 304-345-6714  
(Phone Number) / (Fax Number)  
jamie.bumgarner@meadhunt.com  
(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation 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 for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Mead & Hunt, Inc.  
(Company)  
James A. Bumgarner, Jr., Vice President  
(Authorized Signature) (Representative Name, Title)  
James A. Bumgarner, Jr.  
(Printed Name and Title of Authorized Representative)  
6-21-16  
(Date)  
304-345-6712 / 304-345-6714  
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**Vendor's Name: Mead & Hunt, Inc.Authorized Signature: *Janet Hughes* Date: 6-21-16State of WEST VIRGINIACounty of KANAWHA, to-wit:Taken, subscribed, and sworn to before me this 21<sup>ST</sup> day of JUNE, 2016.My Commission expires 5-13-2021, 20    .

NOTARY PUBLIC

*Janet Hughes*

Purchasing Affidavit (Revised 07/01/2012)





ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:

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

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

Addendum Numbers Received:  
(Check the box next to each addendum received)

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

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

Mead & Hunt, Inc.  
Company

Jan A. Bougma  
Authorized Signature

6-21-16  
Date

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