



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.

WV OASIS

Jump to:

Welcome, Lu Anne Cottrill

Procurement | Budgeting | Accounts Receivable | Accounts Payable

Solicitation Response(SR) | Dept: 0803 | ID: ESR03161600000004276 | Ver.: 1 | Function: New | Phase: Final | | Modified by batch , 03/17/2016

Header

List View

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 141803

Procurement Type: Central Purchase Order

Vendor ID:

Legal Name: SMITH LAND SURVEYING INC

Alias/DBA:

Total Bid: \$44,982.00

Response Date:

Response Time:

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT1600000070

Published Date: 3/8/16

Close Date: 3/17/16

Close Time: 13:30

Status: Closed

Solicitation Description:

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 : 141803

Solicitation Description : Addendum 1 LABOR AND TOOLS TO LAY 8 INCH BLOCKS

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
	2016-03-17 13:30:00	SR 0803 ESR03161600000004276	1

VENDOR

000000205829

SMITH LAND SURVEYING INC

FOR INFORMATION CONTACT THE BUYER

Misty Delong
(304) 558-8802
misty.m.delong@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	LABOR AND TOOLS TO LAY 5400 8 INCH BLOCKS	5400.00000	LS	\$8.330000	\$44,982.00

Comm Code	Manufacturer	Specification	Model #
94101801			

Extended Description :	LABOR AND TOOLS TO LAY 5400 8 INCH BLOCKS
------------------------	--



To: Misty Delong, WV Purchasing Division

Land & Energy Development
Solutions from the ground up.

From: Kenny Hall

Date: 3/16/2016

CC: Greg Smith, Greg Rhodes, Sarah Smith, Adam Wilson

Re: Bid Submission for Solicitation: DOT1600000070

SLS Land & Energy Development (SLS) is respectfully submitting the following bid submission in response to Solicitation #: DOT1600000070 titled "Labor and Tools to Lay 5400 8" Block".

Total Bid Amount: \$45,000.00

*SLS is not responsible for any labor or materials that are not covered under the scope of work for solicitation DOT1600000070.

Respectfully,

Kenny Hall



slssurveys.com

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV052039

Classification:

GENERAL BUILDING
HEATING, VENTILATING & COOLING
PLUMBING

SMITH LAND SURVEYING INC
DBA SMITH LAND SURVEYING INC
PO BOX 150
GLENVILLE, WV 26351

Date Issued

MARCH 28, 2015

Expiration Date

MARCH 28, 2016


Authorized Company Signature


Chair, West Virginia Contractor
Licensing Board

WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.

CONTRACTOR LICENSE

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GENERAL BUILDING
HEATING, VENTILATING & COOLING
PLUMBING


SMITH LAND SURVEYING INC
DBA SLS LAND & ENERGY DEVELOPMENT
PO BOX 150
GLENNVILLE, WV 26351

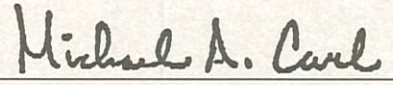
Date Issued

MARCH 28, 2016

Expiration Date

MARCH 28, 2017


Authorized Company Signature


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**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS**

**PAUL A. MATTOX, JR., P. E.
COMMISSIONER**

CONTRACTOR'S CERTIFICATE OF QUALIFICATION

NO. 24477

THIS CERTIFIES THAT SMITH LAND SURVEYING INC. DBA PROFESSIONAL ENERGY CONSULTANT
GLENVILLE, WV

HAS FILED WITH THE DIVISION OF HIGHWAYS A FINANCIAL AND EXPERIENCE
QUESTIONNAIRE AS REQUIRED BY THE COMMISSIONER, AND IS HEREBY AUTHORIZED TO BID AT
ANY DIVISION OF HIGHWAYS LETTING UNTIL THE UNCOMPLETED WORK UNDER CONTRACT IN
TERMS OF ESTIMATED COSTS AT ANY ONE TIME DOES NOT EXCEED IN THE AGGREGATE \$200,000
FOR THE FOLLOWING TYPES OF WORK: ITEM(S) W

THIS CERTIFICATE EXPIRES ON
April 30, 2016

DATED AT CHARLESTON, WV ON
May 7, 2015

WEST VIRGINIA DIVISION OF HIGHWAYS



**DIRECTOR, CONTRACT
ADMINISTRATION DIVISION**

ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)

1. CONTRACTOR'S LICENSE: West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor. West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. Failure to include a contractor's license number on the bid shall result in Vendor's bid being disqualified. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: SLS LAND & ENERGY DEVELOPMENT

Contractor's License No. WV052039

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a Award Document.

2. DRUG-FREE WORKPLACE AFFIDAVIT: W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit at the same time an affidavit that the Vendor has a written plan for a drug-free workplace policy. To comply with this law, Vendor must either complete the enclosed drug-free workplace affidavit and submit the same with its bid or complete a similar affidavit that fulfills all of the requirements of the applicable code. Failure to submit the signed and notarized drug-free workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, with the bid shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

2.1. DRUG-FREE WORKPLACE POLICY: Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article. The awarding public authority shall cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.



**State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5**

STATE OF WEST VIRGINIA,

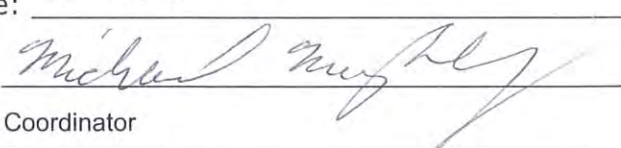
COUNTY OF Gilmer, **TO-WIT:**

I, Mike Murphy, after being first duly sworn, depose and state as follows:

1. I am an employee of SLS Land & Energy Development; and,
(Company Name)
2. I do hereby attest that SLS Land & Energy Development
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D**.

The above statements are sworn to under the penalty of perjury.

Printed Name: Mike Murphy
Signature: 
Title: Safety Coordinator
Company Name: SLS Land & Energy Development
Date: 3/9/16

Taken, subscribed and sworn to before me this 9th day of March, 2016.

By Commission expires June 7th, 2020




(Notary Public)

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

State of West Virginia
Purchasing Division

CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET

In accordance with **West Virginia Code** § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified below in the Required Report Content section.

Instructions: Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

Contract Identification:Contract Number: DOT1600000070Contract Purpose: 5400 8" Block for Maintenance/Wash Bay for Heavy EquipmentAgency Requesting Work: WV DOH

Required Report Content: The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- ☒ Information indicating the education and training service to the requirements of **West Virginia Code** § 21-1D-5 was provided;
- ☒ Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- ☒ Average number of employees in connection with the construction on the public improvement;
- ☒ Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

Vendor Contact Information:Vendor Name: SLS Land & Energy DevelopmentVendor Telephone: 304-462-5634Vendor Address: 12 Vanhorn Dr.Vendor Fax: 304-462-5656P.O. Box 150Vendor E-Mail: mmurphy@slssurveys.comGlenville, WV 26351



**SMITH LAND SURVEYING, INC.
dba SLS LAND & ENERGY DEVELOPMENT**

NON-DOT DRUG & ALCOHOL POLICY

Scope

The purpose of the Smith Land Surveying, Inc. (SLS) Non-DOT Drug & Alcohol Policy is to establish the rules concerning the use of drugs and alcohol along with the disciplinary procedures in the event that rules in the policy are broken. This document applies to all SLS employees and subcontractors that do not operate under the SLS DOT Drug & Alcohol Policy.

4.2 Substance Abuse Policy

SLS has a longstanding commitment to provide a safe and productive work environment. Alcohol and drug abuse pose a threat to the health and safety of employees and to the security of our equipment and facilities. For these reasons, SLS is committed to the elimination of drug and/or alcohol abuse in the workplace. This policy applies to all employees at Smith Land Surveying Inc. Many of SLS' clients require random drug testing on any project site in order to comply with their Safety Requirements. Also, many of our clients and their contractors are subject to drug testing, as Smith Land Surveying Inc. signs a contract with this stipulation. Smith Land Surveying Inc. will adhere or face immediate dismissal.

No employee is allowed to consume, possess, sell, or purchase alcoholic beverages on any property owned by Smith Land Surveying Inc., or in any vehicle owned or leased by Smith Land Surveying Inc. No employee may use, possess, sell, transfer, or purchase any drug or other controlled substance that may alter an individual's mental or physical capacity while working for Smith Land Surveying Inc. Employees should report to work fit for duty and free of any adverse effects of illegal drugs or alcohol. This policy does not prohibit employees from the lawful use and possession of prescribed medications. Employees must, however, consult with their doctors about the medications' effect on their fitness for duty and ability to work safely and promptly disclose any work restrictions to their supervisor. Employees should not, however, disclose underlying medical conditions unless directed to do so.

Smith Land Surveying Inc. will not tolerate employees that are impaired by or under the influence of alcohol or drugs while working.

In cases where the use of alcohol or drugs poses a threat to the safety of other people or property, you must report the violation. Employees who violate our Substance Abuse Policy will be subject to disciplinary action, up to and including termination.

As a part of Smith Land Surveying Inc. policy to ensure a drug and alcohol free workplace, within the limits of applicable federal and state laws, Smith Land Surveying Inc. reserves the right, its sole direction, to test for drugs and alcohol. Some such situations may include, but are not limited to, the following:

- A. In conjunction with an offer of employment with Smith Land Surveying Inc.;
- B. Where there are reasonable grounds for believing an employee is under the influence of alcohol or drugs;
- C. As part of an investigation of any accident in the workplace;
- D. As a follow-up to a rehabilitation program;
- E. As necessary for the safety of employees, customers, or the general public.
- F. At random as decided by SLS;

Employee will be tested at Smith Land Surveying Inc. by management with two individuals present, whom will conduct the test. If the recipient fails, then he or she will be asked to go to Little Kanawha Family Medicine for an official test. All tested employees will be able to receive a copy of the laboratory results that certify the results of the testing done. It is a condition of your employment and continued employment with Smith Land Surveying Inc. that you comply with the Substance Abuse Policy

Work Rules

The following work rules apply to all employees when employees are working, are operating company vehicles, are present on company premises, or are conducting related work off-site, they are prohibited from:

- Using, possessing, buying, selling, manufacturing or dispensing an illegal drug (to include possession of drug paraphernalia).
- Being under the influence of alcohol or an illegal drug as defined in this policy.
- The presence of any detectable amount of any illegal drug or illegal controlled substance in an employee's body while performing company business or while in a company facility is prohibited.
- SLS will not allow any employee to perform their duties while taking prescribed drugs that are adversely affecting the employee's ability to safely and effectively perform their job duties. Employees taking a prescribed medication must carry it in the container labeled by a licensed pharmacist or be prepared to produce it if asked.
- Any illegal drugs or drug paraphernalia will be turned over to an appropriate law enforcement agency and may result in criminal prosecution.

Required Testing

The company retains the right to require the following tests:

- **Pre-employment:** All applicants must pass a drug test before beginning work or receiving an offer of employment. Refusal to submit to testing will result in disqualification of further employment consideration.

- **Reasonable suspicion:** Employees are subject to testing based on observations by a supervisor of apparent workplace use, possession or impairment. SLS Human Resources must be consulted before sending an employee for reasonable suspicion testing.
- **Post-accident:** Employees are subject to testing when they cause or contribute to accidents that seriously damage a company vehicle, machinery, equipment or property and/or result in an injury to themselves or another employee requiring off-site medical attention. In any of these instances, the investigation and subsequent testing must take place within two (2) hours following the accident, if not sooner.
- **Follow-up:** Employees who have tested positive, or otherwise violated this policy, are subject to discipline up to and including discharge. Depending on the circumstances and the employee's work history/record, SLS may offer an employee who violates this policy or tests positive the opportunity to return to work on a last-chance basis pursuant to mutually agreeable terms, which could include follow-up drug testing at times and frequencies for a minimum of one (1) year but not more than two (2) years. If the employee either does not complete his/her rehabilitation program or tests positive after completing the rehabilitation program, he/she will be subject to immediate discharge from employment.
- **Random:** Employees are subject to drug and alcohol testing at random. Random tests will be conducted at the employer's discretion.

Consequences

Applicants who refuse to cooperate in a drug test or who test positive will not be hired.

Employees who refuse to cooperate in required tests or who use, possess, buy, sell, manufacture or dispense an illegal drug in violation of this policy will be terminated.

The first time an employee tests positive for alcohol or illegal drug use under this policy, the result will be discipline up to and including discharge.

Employees will be paid for time spent in alcohol/drug testing and then suspended pending the results of the drug/alcohol test. After the results of the test are received, a date/time will be scheduled to discuss the results of the test; this meeting will include a member of management and SLS Human Resources. Should the results prove to be negative, the employee will receive back pay for the times/days of suspension.

Confidentiality

Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations provided to the medical review officer (MRO) shall be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files.

Inspections

SLS reserves the right to inspect all portions of its premises for drugs, alcohol or other contraband. All employees, contract employees and visitors may be asked to cooperate in inspections of their persons,

work areas and property that might conceal a drug, alcohol or other contraband. Employees who possess such contraband or refuse to cooperate in such inspections are subject to appropriate discipline up to and including discharge.

Crimes Involving Drugs

SLS prohibits all employees from manufacturing, distributing, dispensing, possessing or using an illegal drug in or on company premises or while conducting company business. Employees are also prohibited from misusing legally prescribed or over-the-counter (OTC) drugs. Law enforcement personnel shall be notified, as appropriate, when criminal activity is suspected. Any employee who is convicted of violating criminal drug statutes must notify an appropriate officer or senior official of SLS of that conviction within five days of the conviction. Failure to do so may lead to disciplinary action.

***Failure to follow the information contained in the Non-DOT Drug & Alcohol Policy will result in disciplinary action up to termination.**

Contractor Name: SL5

Enrollment Date:



TEAM ALERT

CONSOL TPA Acknowledgement Form

Third Party Administrator Name: Gilmer County Health Dept. / Carl Nichols, M.D.

_____ is performing work as a contractor for CONSOL Energy. In order to be eligible to perform work for this operator, _____ drug and alcohol testing policy must meet or exceed the requirements below. Please review and the requirements and sign off that this contractor's drug and alcohol policy meets the following criteria:

- ☒ 14-panel Non-DOT Drug Test at the below screening and confirmation levels on all employees.
*** Please note DOT employees are also subject to the NON-DOT testing panel below.**

Substance	Screening Level	Confirmation Level
Amphetamine	500 ng/ML	250 ng/ML
Methamphetamine	500 ng/ML	250 ng/ML
Barbiturates	200 ng/ML	200 ng/ML
Benzodiazepines	200 ng/ML	200 ng/ML
Cannabinoids ("Marijuana, THC metabolites)	50 ng/ML	15 ng/ML
Benzoyllecgonine (Cocaine metabolite)	150 ng/ML	100 ng/ML
Methadone	300 ng/ML	200 ng/ML
Methaqualone	300 ng/ML	200 ng/ML
Opiates	300 ng/ML	300 ng/ML
Expanded Opiates/Synthetic Narcotics (must contain Hydrocodone, Hydromorphone and Oxycodone)	300 ng/ML	300 ng/ML
Phencyclidine	25 ng/ML	25 ng/ML
Propoxyphene	300 ng/ML	200 ng/ML
6-Acetylmorphine	10 ng/ML	10 ng/ML
Ecstasy (MDMA, MDA & MDEA)	500 ng/ML	250 ng/ML

- ☒ Random Testing for ALL employees. - 25% drug and 25% alcohol
*** Please note DOT employees are also subject to the NON-DOT testing percentages.**
- ☒ Pre-employment drug test on all new hires
- ☒ Company is performing Post Accident, Return to Duty, Follow up, and Reasonable Suspicion Testing when applicable.
- ☒ NON-DOT Post-Accident Breath Alcohol test, breath or blood, yielding a 0.02 or greater will be considered a positive result.

Name of company official: Gilmer County Health Dept.

Signature: Carol Beam Date: 02-24-2016

-----OR-----

☐ We have provided this information for our TPA to comply with.

Signature: _____ Date: _____



COLLEGE of AMERICAN
PATHOLOGISTS



The College of American Pathologists certifies
that the laboratory named below

***Laboratory Corporation of America
Dublin, Ohio
Vincent Ricchiuti, PhD***

CAP Number: 1635001

AU-ID: 1182090

CLIA Number: 36D0327333

*has met all applicable standards for accreditation and
is hereby accredited by the College of American Pathologists'
Laboratory Accreditation Program. Reinspection should occur
prior to September 20, 2017 to maintain accreditation.*

Accreditation does not automatically survive a change in director, ownership,
or location and assumes that all interim requirements are met.

Chair, Commission on Laboratory Accreditation

President, College of American Pathologists

CENTERS FOR MEDICARE & MEDICAID SERVICES
CLINICAL LABORATORY IMPROVEMENT AMENDMENTS

CERTIFICATE OF ACCREDITATION

LABORATORY NAME AND ADDRESS
LABORATORY CORPORATION OF AMERICA HOLD
6370 WILCOX ROAD
DUBLIN, OH 43016

CLIA ID NUMBER
36D0327333

EFFECTIVE DATE

06/14/2015

EXPIRATION DATE

06/13/2017

LABORATORY DIRECTOR

NATHAN T SCANZILLO Ph.D.

Pursuant to Section 353 of the Public Health Services Act (42 U.S.C. 263a) as revised by the Clinical Laboratory Improvement Amendments (CLIA), the above named laboratory located at the address shown hereon (and other approved locations) may accept human specimens for the purposes of performing laboratory examinations or procedures.

This certificate shall be valid until the expiration date above, but is subject to revocation, suspension, limitation, or other sanctions for violation of the Act or the regulations promulgated thereunder.



Karen W. Dyer
Karen W. Dyer, Acting Director
Division of Laboratory Services
Survey and Certification Group
Center for Clinical Standards and Quality

212 Certs2_063015

If you currently hold a Certificate of Compliance or Certificate of Accreditation, below is a list of the laboratory specialties/subspecialties you are certified to perform and their effective date:

<u>LAB CERTIFICATION (CODE)</u>	<u>EFFECTIVE DATE</u>	<u>LAB CERTIFICATION (CODE)</u>	<u>EFFECTIVE DATE</u>
BACTERIOLOGY (110)	06/14/1995	ANTIBODY TRANSFUSION (520)	06/14/1995
MYCOBACTERIOLOGY (115)	06/14/1995	ANTIBODY NON-TRANSFUSION (530)	06/14/1995
MYCOLOGY (120)	06/14/1995	ANTIBODY IDENTIFICATION (540)	06/14/1995
PARASITOLOGY (130)	06/14/1995		
VIROLOGY (140)	06/14/1995		
SYPHILIS SEROLOGY (210)	06/14/1995		
GENERAL IMMUNOLOGY (220)	06/14/1995		
ROUTINE CHEMISTRY (310)	06/14/1995		
URINALYSIS (320)	06/14/1995		
ENDOCRINOLOGY (330)	06/14/1995		
TOXICOLOGY (340)	06/14/1995		
HEMATOLOGY (400)	06/14/1995		
ABO & RH GROUP (510)	06/14/1995		

FOR MORE INFORMATION ABOUT CLIA, VISIT OUR WEBSITE AT WWW.CMS.GOV/CLIA
OR CONTACT YOUR LOCAL STATE AGENCY. PLEASE SEE THE REVERSE FOR
YOUR STATE AGENCY'S ADDRESS AND PHONE NUMBER.
PLEASE CONTACT YOUR STATE AGENCY FOR ANY CHANGES TO YOUR CURRENT CERTIFICATE.



WEST VIRGINIA BOARD OF MEDICINE

LICENSE NO. [REDACTED] ISSUED 08/05/1969

THIS IS TO CERTIFY THAT THE LICENSE OF

Carl Edwin Nichols, MD

TO PRACTICE MEDICINE AND SURGERY IN THE
STATE OF WEST VIRGINIA HAS BEEN RENEWED
FOR THE PERIOD OF 07/01/2015 - 6/30/2017

A handwritten signature in cursive script, reading "Robert C. Knittle", is written over a horizontal line.

ROBERT C. KNITTLE, Executive Director



**SMITH LAND SURVEYING, INC.
dba SLS LAND & ENERGY DEVELOPMENT**

Our Drug & Alcohol Policy training is conducted once per year or if changes are made to the policy. An attendance sign in sheet is attached to signify all employees received the training on the policy.

The name of the laboratory used for Drug & Alcohol Policy Testing is **Laboratory Corporation of America**. Attached is the accreditation and accompanying information regarding the lab.

The average number of employees in connection with the construction on the public improvement will be **four (4) laborers and one (1) supervisor**.

Drug Test Results for 2015 are as follows:

- (A) Pre-employment and New Hires – zero (0)
- (B) Reasonable Suspicion – zero (0)
- (C) Post-Accident – zero (0)
- (D) Random – zero (0), Twenty (20) employees sampled.

Our testing procedure for Random Sampling consists of five (5) employees drawn at random per quarter by **The Gilmer County Health Dept.** who acts as the sample collection agency. We also are enrolled in a DOT consortium with **New Era Drug Testing**.



Land & Energy Development
Solutions from the ground up.

SLS Safety Training Sign-In Date: February 5th 2016

Trainer: Mike Murphy

Drug and Alcohol Policy

Deanna McVicker

Deanna McVicker

Brady Stutler

Brady Stutler

Stephen Coleman

James Harper

James Harper

Dave McLaughlin

Dave McLaughlin

Daniel Stump

Daniel Stump

Cynthia Pounds

Cynthia Pounds

Mykiah Holbert

Mykiah Holbert

Jason McVicker

Jason McVicker

Gabriel Carey

Gabriel Carey

Vic Moyers

Larry Jarvis

Larry Jarvis

Michael Murphy

Michael Murphy

Adam Wilson

Adam Wilson

Christopher Rankin

Tim Hicks

Tim Hicks

Chris Moyers

Sean Coleman

Kenny Hall

Kenny Hall

Alan Lupardus

Alan Lupardus

Jesse Shackelford

Trevor Lupardus

Trevor Lupardus

Chris Williamson

Chris Williamson

Earl Nicely

Earl Nicely



sissurveys.com



Land & Energy Development
Solutions from the ground up.

SLS Safety Training Sign-In Date: February 12th 2016

Trainer: Ken Simmons

Drug and Alcohol Policy

Debbie McPherson

Debbie McPherson
Terri Beverage

Terri Beverage

Charlene Dulude

Matt Hilton

Matt Hilton

Leslie Pierce

Todd Pierce

Gary Williston

Gary Williston

Wesley Wane

Stanley Busby

Dean Dulude

Daniel McKee

Geoffrey Shaffer

Earl Thompson

Scott Redden

Scott Redden

Adam Batton

Adam Batton

Amanda Conley

Amanda Conley

Andrew Evick

ANDY EVICK

Keith Moyers

Keith Moyers

Michael Shiflet

Michael Shiflet

Kyle Willham

Kyle Willham

Nathan Spencer

Nathan Spencer

Chris Hankin

Dan Randolph
Todd Dwyer
Sam Lehn

Tom Shackelford



sissurveys.com

P.O. Box 150 12 Vanhorn Drive Glenville, WV 26351
Tel: (304) 462-5634 Fax: (304) 462-5656

56065 Dilles Bottom Road Shadyside, OH 43947
Tel: (470) 671-9911

REQUEST FOR QUOTATION
All Labor for Laying Block for Heavy Maintenance's Mechanic Shop and Wash Bay

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: KENNY HALL
Telephone Number: 304-462-5634
Fax Number: 304-462-5656
Email Address: klhall@slssurveys.com

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ D011600000070

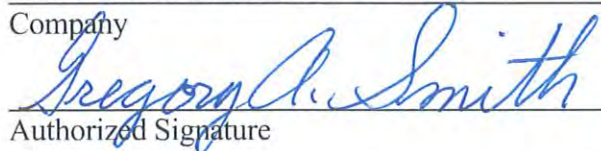
Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

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 <i>TECH. QUESTIONS</i> | <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.

SLS LAND & ENERGY DEVELOPMENT
Company

Authorized Signature

3-15-16
Date

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

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: SLS Land & Energy Development dba Smith Land Surveying, Inc.

Authorized Signature: Gregory A. Smith Date: 3/9/16

State of West Virginia

County of Gilmer, to-wit:

Taken, subscribed, and sworn to before me this 9th day of March, 2016.

My Commission expires June 7th, 2020.

AFFIX SEAL HERE

NOTARY PUBLIC

Debra K. McPherson



Purchasing Affidavit (Revised 08/01/2015)

State of West Virginia



Certificate

*I, Natalie E. Tennant, Secretary of State of the
State of West Virginia, hereby certify that*

SMITH LAND SURVEYING, INC.

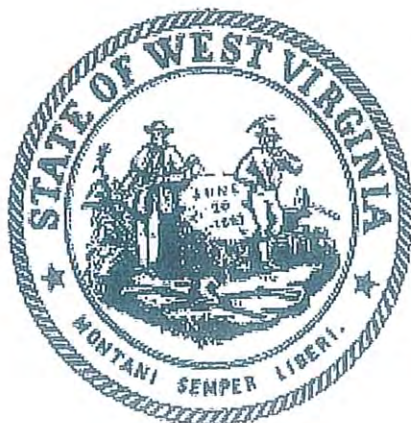
has filed a "Certificate of Registration of Trade Name" in my office according to the provisions
of Chapter 47 of the West Virginia Code and was found to conform to law.

Therefore, I hereby issue this

CERTIFICATE OF REGISTRATION OF TRADE NAME

authorizing it to transact business in West Virginia under the assumed name of

SLS LAND & ENERGY DEVELOPMENT



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
November 2, 2015*

Natalie E. Tennant

Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

SMILA03

OP ID: PS

DATE (MM/DD/YYYY)

03/15/2016

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

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

PRODUCER Jim Lively Insurance PO Box 1633 531 Jones Ave. Oak Hill, WV 25901 Robin Chapman	CONTACT NAME: Customer Service Team PHONE (A/C, No, Ext): 800-678-7842 FAX (A/C, No): 304-465-1490 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Westfield Insurance INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Smith Land Surveying, Inc. P.O. Box 150 Glenville, WV 26351-0150	NAIC # 24112

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

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER			TRA7841510	08/01/2015	08/01/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			TRA7841510	08/01/2015	08/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<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 type="checkbox"/> RETENTION \$			TRA7841510	08/01/2015	08/01/2016	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
	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 type="checkbox"/> N/A					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER**CANCELLATION**

STAWV01 STATE OF WEST VIRGINIA, DEPT. OF ADMINISTRATION, PURCHASING DIVISION 2019 WASHINGTON ST. E. CHARLESTON, WV 25305	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 Robin Chapman
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Bid Bond No. 71764617

Agency _____
REQ.P.O# DOT16000070

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Smith Land Surveying, Inc. DBA SLS Land and Energy Development
of P O Box 150, Glenville, WV 26351, as Principal, and Western Surety Company
of 101 S. Reid St., Ste 300, Sioux Falls, SD 57103, a corporation organized and existing under the laws of the State of South Dakota
with its principal office in the City of Sioux Falls, as Surety, are held and firmly bound unto the State
of West Virginia, as Oblige, in the penal sum of Two Thousand Two Hundred Fifty (\$ 2,250.00) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for

Maintenance of Garage/Wash Bay
DOT 1600000070

1685 Mill Run Road, Parkersburg, WV 26104

NOW THEREFORE,

(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Oblige may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 16th day of March, 20 16.

Principal Seal

Smith Land Surveying, Inc. DBA
SLS Land and Energy Development

(Name of Principal)

By Gregory R. Smith
(Must be President, Vice President, or
Duly Authorized Agent)

President

(Title)

Surety Seal

Western Surety Company

(Name of Surety)

Jessica N. Griffin
Attorney-in-Fact Jessica N. Griffin

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and
must attach a power of attorney with its seal affixed.**

CERTIFICATION AND SIGNATURE PAGE

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.

SLS LAND & ENERGY DEVELOPMENT

(Company)

Gregory A. Smith, President

(Authorized Signature) (Representative Name, Title)

PH. 304-462-5634 FAX 304-462-5656 DATE: 3-15-16

(Phone Number) (Fax Number) (Date)