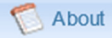




The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at *wvOASIS.gov*. As part of the State of West Virginia's procurement process, and to maintain the transparency of 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 1

List View

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

Procurement Folder: 728643

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0613

Vendor ID: 000000101128

SO Doc ID: VET2000000001

Legal Name: ADVANCED TREE & LAWN CARE LLC

Published Date: 6/1/20

Alias/DBA:

Close Date: 6/5/20

Total Bid: \$0.00

Close Time: 13:30

Response Date: 06/05/2020

Status: Closed

Response Time: 13:20

Solicitation Description: Addendum No. 1 - Lawn maintenance State Veterans

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 728643

**Solicitation Description :** Addendum No. 1 - Lawn maintenance State Veterans Cemetery

**Proc Type :** Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2020-06-05 13:30:00	SR 0613 ESR06052000000007273	1

**VENDOR**

000000101128

ADVANCED TREE & LAWN CARE LLC

**Solicitation Number:** CRFQ 0613 VET2000000001

**Total Bid :** \$0.00

**Response Date:** 2020-06-05

**Response Time:** 13:20:27

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.lyle@wv.gov

**Signature on File**

**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	Lawn Maintenance	0.00000	LS	\$131,000.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
70111706			

**Extended Description :** If submitting an online bid, vendors must complete the attached pricing page, Exhibit A, in its entirety, and attach with their online bid submission. The commodity line total for an online bid must contain the overall total cost amount listed on Exhibit A.

West Virginia Ethics Commission  
**Disclosure of Interested Parties to Contracts**

(Required by W. Va. Code § 6D-1-2)

*Advanced Tree*

Name of Contracting Business Entity: *+ Lawn Care* Address: *101 Southbrooke Dr Hurricane WV*  
*25526*

Name of Authorized Agent: *Talicia Riffle* Address: *101 Southbrooke Dr Hurricane WV*  
*25526*

Contract Number: \_\_\_\_\_ Contract Description: *CRFQ VET2000000001*

Governmental agency awarding contract: \_\_\_\_\_

Check here if this is a Supplemental Disclosure

List the Names of Interested Parties to the contract which are known or reasonably anticipated by the contracting business entity for each category below (attach additional pages if necessary):

**1. Subcontractors or other entities performing work or service under the Contract**

Check here if none, otherwise list entity/individual names below.

**2. Any person or entity who owns 25% or more of contracting entity (not applicable to publicly traded entities)**

Check here if none, otherwise list entity/individual names below.

*Talicia Riffle*

**3. Any person or entity that facilitated, or negotiated the terms of, the applicable contract (excluding legal services related to the negotiation or drafting of the applicable contract)**

Check here if none, otherwise list entity/individual names below.

Signature: *Talicia Riffle*

Date Signed: *6/5/20*

**Notary Verification**

State of *West Virginia*, County of *Putnam*:

I, *Talicia Riffle*, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledge that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this *5th* day of *June*, *2020*

*Kierston Butcher*

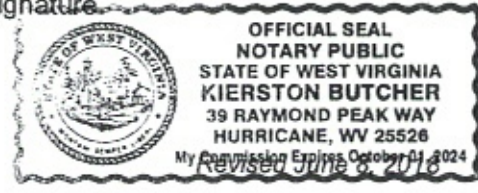
Notary Public's Signature

**To be completed by State Agency:**

Date Received by State Agency: \_\_\_\_\_

Date submitted to Ethics Commission: \_\_\_\_\_

Governmental agency submitting Disclosure: \_\_\_\_\_



REQUEST FOR QUOTATION - CRFQ VET2000000001 - Lawn Maintenance

CRFQ VET20\*1 - EXHIBIT A - PRICING PAGE

Revised - Addendum No. 1 issued 6/01/2020

Item No.	Contracted Service	Unit Price	Quantity	Extended Total
4.1.1	Early spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control – 6 times a year (unit price should include all 6 fertilizations for the year)	57,000	1 ea	57,000
4.1.1.2	Late spring fertilization to include broad leaf weed control, crabgrass weed control and pre-emergent weed control	9,500	1 ea	9,500
4.1.1.3	Early summer fertilization to include broad leaf weed control only	9,500	1 ea	9,500
4.1.1.4	Late summer fertilization to include broad leaf weed control only -	9,500	1 ea	9,500
4.1.1.5	Early fall fertilization to include broad leaf weed control only.	9,500	1 ea	9,500
4.1.1.6	Fall fertilization to include broad leaf weed control and pre-emergent weed control.	9,500	1 ea	9,500
4.1.1.7	Preventative treatment for sub-surface grub activity	9,500	1 ea	9,500
4.1.2	Aeration and seeding for approximately 15,000 acres	17,000	1 ea	17,000
<b>Overall Total Cost:</b>				131,000

**Vendor Name:** Advanced Tree + Lawn Care  
**Contact Name:** Talicia Riffle  
**Email Address:** landscaping@advancedtreeandlawn.com.biz  
**Address:** 101 Southbrooke Dr Hurricane WV 25526  
**Phone:** 304-346-0204 **Fax:** 304-397-6006  
**Signature:** Talicia Riffle  
**Date:** 6/15/20

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ VET2000000001**

**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 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.

Advanced Tree + Lawn Care  
Company  
Sarah Risher  
Authorized Signature  
6/15/20  
Date

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

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Advanced Tree + Lawn Care

Authorized Signature: [Signature] Date: 6/3/20

State of West Virginia

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 3<sup>rd</sup> day of June, 2020.

My Commission expires 10-01, 2024.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature: Kierston Butcher]





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

State of West Virginia  
 Request for Quotation  
 33 - Service - Misc

Proc Folder: 728643

Doc Description: Addendum No. 1 - Lawn maintenance State Veterans Cemetery

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2020-06-01	2020-06-05 13:30:00	CRFQ 0613 VET2000000001	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

*Advanced Tree & Lawn Care*  
*101 Southbrooke Dr*  
*Hurricane WV 25526*  
*304-346-0204*

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X *Tara Lyle* FEIN # *05-0562606* DATE *6/5/20*

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 1 - to provide a revised Exhibit A - Pricing page and to extend the bid opening from 06/02/2020 to 06/05/2020.

See attached pages.

INVOICE TO		SHIP TO	
VETERANS AFFAIRS 130 ACADEMY DR		VETERANS AFFAIRS 130 ACADEMY DR	
DUNBAR	WV25064	DUNBAR	WV 25064
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Lawn Maintenance	0.00000	LS		131,000

Comm Code	Manufacturer	Specification	Model #
70111706			

**Extended Description :**

If submitting an online bid, vendors must complete the attached pricing page, Exhibit A, in its entirety, and attach with their online bid submission. The commodity line total for an online bid must contain the overall total cost amount listed on Exhibit A.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Technical questions due by 3:00 pm	2020-05-22

# SOLICITATION NUMBER: CRFQ VET2000000001

## Addendum Number: 1

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The purpose of this addendum is to modify the solicitation identified as CRFQ VET2000000001 ("Solicitation") to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

### Additional Documentation:

1. To provide a revised Exhibit A – Pricing Page to correct the quantities.
2. To extend the bid opening from 06/02/2020 to 06/05/2020. The bid opening time remains at 1:30 pm.

### Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**CRFQ VET2000000001**  
**ADDENDUM NO. 1 – ATTACHMENT A**

**Clarifications:**

C1: To correct the quantities on Exhibit A – Pricing Page. See attached page.

**Other Information:**

1. The bid opening have moved from 06/02/2020 to 06/05/2020. The bid opening remains at 1:30 pm.



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

State of West Virginia  
 Request for Quotation  
 33 - Service - Misc

Proc Folder: 728643

Doc Description: Addendum No. 1 - Lawn maintenance State Veterans Cemetery

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2020-06-01	2020-06-05 13:30:00	CRFQ 0613 VET2000000001	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

*Advanced Tree and Lawn Care 304-346-0204*  
*101 Southbrooke Dr*  
*Murricane WV 25126*

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yyle@wv.gov

Signature X *Sabri Raza* FEIN # *05-05626006* DATE *6/5/20*

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 1 - to provide a revised Exhibit A - Pricing page and to extend the bid opening from 06/02/2020 to 06/05/2020.

See attached pages.

INVOICE TO		SHIP TO	
VETERANS AFFAIRS 130 ACADEMY DR		VETERANS AFFAIRS 130 ACADEMY DR	
DUNBAR	WV25064	DUNBAR	WV 25064
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Lawn Maintenance	0.00000	LS		131,000

Comm Code	Manufacturer	Specification	Model #
70111706			

**Extended Description :**

If submitting an online bid, vendors must complete the attached pricing page, Exhibit A, in its entirety, and attach with their online bid submission. The commodity line total for an online bid must contain the overall total cost amount listed on Exhibit A.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Technical questions due by 3:00 pm	2020-05-22

VET2000000001	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 1 - Lawn maintenance State Veterans Cemetery	<b>Page 3</b> of 3
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

Referrals -

Advanced Tree and Lawn Care currently holds 3 WV State contracts.

General Services Division - Lawn/Landscape Maintenance

General Services - Snow Removal

DHHR - Tree Services

All have been in contract for many renewal terms.

**10. VENDOR DEFAULT:**

10.1. The following shall be considered a vendor default under this Contract.

10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.

10.1.2. Failure to comply with other specifications and requirements contained herein.

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

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

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

10.2.3. Any other remedies available in law or equity.

**11. MISCELLANEOUS:**

11.1. **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: Talicia Riffie  
Telephone Number: 304-610-2082  
Fax Number: 304-397-6006  
Email Address: landscaping@advancedtreeandlawn.com.biz



**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.

Talicia Riffle owner  
(Name, Title)

Talicia Riffle owner  
(Printed Name and Title)

101 Southbrooke Dr Hurricane WV 28526  
(Address)

304-346-0204, 304-397-6006  
(Phone Number) / (Fax Number)

landscaping@advancedtreeandlawncare.biz  
(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.

Advanced Tree and Lawn Care  
(Company)

Talicia Riffle owner  
(Authorized Signature) (Representative Name, Title)

Talicia Riffle owner  
(Printed Name and Title of Authorized Representative)

6/15/20  
(Date)

304-346-0204, 304-397-6006  
(Phone Number) (Fax Number)