

VENDOR

\*709005844 02

WILLOW GROVE PA

708 BLAIR MILL ROAD

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

ASPLUNDH TREE EXPERT CO HGWY

215-784-4243

19090

## Request for Quotation

09900166

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ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

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DIVISION OF HIGHWAYS DISTRICT NINE

103 1/2 CHURCH STREET LEWISBURG, WV 24901 304-6

24901 304-647-7457

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## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
- 14. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

#### INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in case of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- **6. BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

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304-647-7457

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

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Description

WORK TO BE DONE CONSISTS OF TRIMMING THE SIDES AND TOPS OF TREES OVER HANGING THE RIGHT-OF-WAY AND BRUSH ENCROACHING ALONG THE ROADSIDE AND/OR SHOULDER.

WORK SHALL BE DONE IN ACCORDANCE WITH RECOGNIZED AND APPPROVED CURRENT METHODS WITH EMPHASIS ON TREE AND BRUSH HEALTH AND SYMMETRY. ALL WORK SHALL BE DONE WITH MINIMUM DAMAGE TO TREES AND BRUSH THAT ARE INTENDED TO REMAIN.

ONLY EQUIPMENT DESIGNED FOR PERFORMANCE OF THE WORK DESCRIBED HEREIN WILL BE ACCEPTABLE FOR OPERATION. THE CONTRACTOR SHALL ENSURE THAT THE EQUIPMENT USED IS IN GOOD REPAIR AND OPERATING CONIDITION AT ALL TIMES AND MEETS ALL SAFETY REQUIREMENTS AS ESTABLISHED FOR THIS TYPE OF WORK. THE POWER SHEARING EQUIPMENT SHALL BE CAPABLE OF CUTTING AT DIFFERENT ANGLES, VERTICAL TO HORIZONTAL FROM 0 TO 90 DEGREES WITH AT LEAST TWO ANGLES AT THE SAME TIME BOTH VERTICAL AND HORIZONTAL. THE MAXIMUM HEIGHT OF VERTICAL CUT SHALL BE 30 FEET FOR THE RIGHT-OF-WAY TRIMMER. THE MAXMUM HORIZONTAL REACH WITH VERTICAL CUT IS 12 FEET. ALL CUTS SHALL BE SMOOTH SAW CUTS. THE SAW BLADES SHALL HAVE AT LEAST TWO SEPARATE RETAINING LOCKING MECHANISMS. THE MAXIMUM DIAMETER CUT WILL NOT BE GREATER THAN 10 INCHES IN DIAMETER PER TREE OR BRUSH LIMB.

THE EQUIPMENT AND PERSONNEL USED TO PERFORM THE WORK SHALL CONFORM TO MEET THE STANDARD AS REQUIRED BY OSHA 29 C.F.R. PARTS 1910.269 AND 1910.333 JOB SKILLS REQUIRED BY OSHA 1910.269 ARE LISTED IN ANNEX B OF ANSI-Z133.1-1994.

THE BOOM SUPPORTING THE SAW BLADES SHALL HAVE A FIBERGLASS ISOLATOR THAT MEETS OSHA REQUIREMENTS FOR INSULATION; TESTED TO 100,000 VOLTS. A COPY OF THE CERTIFICATION SHALL BE MADE AVAILABLE ON REQUEST.

NO EQUIPMENT SHALL BE OPERATED THAT DAMAGES THE PAVEMENT AND MAY ONLY CAUSE NOMINAL RUTTING TO TURF SURFACES.

THE WEST VIRGINIA DIVISION OF HIGHWAYS SHALL PERFORM ALL MAINTENANCE OF TRAFFIC AND DEBRIS CLEANUP.

Description

POWER SHEARING OF TREES AND BRUSH SHALL BE ACCOMPLISHED IN A CONTINUOUS FORWARD MOTION. THE HORIZONTAL GROWTHFROM 0' TO TREE LINE AND THE HEIGHT OF THE CUT SHALL NOT EXCEED30 FEET. THE TOP 7 FEET MAY BE CUT AT ANY ANGLE FROM VERTICAL TO HORIZONTAL AT THE WEST VIRGINIA DIVISION OF HIGHWAYS OPTION. ALL WORK SHALL BE ACCOMPLISHED WITHIN THE WEST VIRGINIA DIVISION OF HIGHWAYS RIGHT-OF-WAY.

PAYMENT SHALL BE PER SHOULDER MILE OR PORTION THERE OF FOR ACTUAL SHEARING FOR INTIAL MOBILIZATION INTO DISTRICT AND/OR FOR SITE MOBILIZATION. A SHOULDER MILE IS DEFINED AS ONE MILE MEASURED ON THE RIGHT HAND SIDE OR TRAVEL DIRECTION OF THE ROADWAY. THE WYDOH WILL MARK THE BEGINNING AND ENDING POINTS OF WORK FOR EACH SITE.

THE INTIAL MOBILIZATION WILL BE PAID PER EACH.
THIS IS TO MOBILIZE INTO THE DISTRICT TO BEGIN
OPERATIONS. THIS WIL BE PAID EACH TIME THE
CONTRACTOR MOBILIZES INTO A DISTRICT.
SUBSEQUENT, MOBILIZATIONS MAY BE PAID PER EACH
OR PER MILE AT THE DIVISION OF HIGHWAYS
DISCRETION.

MOBILIZATION SHALL INCLUDE ALL EQUIPMENT, LABOR, AND MATERIALS NECESSARY TO PERFORM THE WORK IN A SATISFACTORY AND EFFICIENT MANNER. INCLUDING RIGHT-OF-WAY TRIMMER AND SERVICES VEHICLES IF NEEDED.

MOBILIZATION PER SITE WILL BE TO MOVE FROM ONE AREA TO THE NEXT. THIS WILL BE PAID ON A PER MILE BASIS MEASURED FROM THE END OF WORK AT ONE SITE TO THE BEGINNING OF WORK AT THE NEXT SITE.

DAYLIGHT AND TRAFFIC CONDITION PERMITTING HOURS OF WORK WILL BE (5) FIVE DAYS A WEEK, 10 HOURS PER DAY. WORK TO BEGIN WITHIN 15 DAYS OF NOTIFICATION.

THE CONTRACTOR AND THE STATE SHALL AGREE AT THE END OF EACH DAY OF THE AMOUNT OF WORK PERFORMED AND EACH SHALL SIGN A DOCUMENT ATTESTING TO TO THE AMOUNT. A COPY OF THIS SHALL BE PROVIDED WITH THE INVOICE.

#### Description

#### LOCATIONS

FAYETTE COUNTY WV 20 MEADOW BRIDGE-LILLY PARK BEGINNING MP 2.80 ENDING MP 4.00 2 LANES BEGINNING MP 4.80 ENDING MP 9.55 2 LANES

GREENBRIER COUNTY WV 63 CALDWELL - ORGAN CAVE BEGINNING MP 16.98 ENDING MP 17.28 2 LANES BEGINNING MP 18.05 ENDING MP 18.55 2 LANES BEGINNING MP 19.53 ENDING MP 20.51 1 LANE

GREENBRIER COUNTY WV 12 ROCKSTOOL RD BEGINNING MP 2.96 ENDING MP 3.46 2 LANES BEGINNING MP 3.56 ENDING MP 3.86 1 LANE

GREENBRIER COUNTY RENICK - COUNTY LINE BEGINNING MP 25.50 ENDING MP 25.90 2 LANES BEGINNING MP 28.02 ENDING MP 29.14 1 LANE BEGINNING MP 29.29 ENDING MP 29.71 2 LANES BEGINNING MP 29.88 ENDING MP 30.22 2 LANES BEGINNING MP 32.62 ENDING MP 34.22 2 LANES

MONROE COUNTY US 219 WEIKLE RD CR 219/16 BEGINNING MP 12.43 ENDING MP 12.97 2 LANES

MONROE COUNTY US 219 ROCK CAMP - RAINS CORNER BEGINNING MP 14.86 ENDING 15.17 2 LANES BEGINNING MP 15.48 ENDING 15.58 2 LANES BEGINNING MP 15.80 ENDING MP 16.08 2 LANES

MONROE COUNTY US 219 FULLEN RD - SALT SULFUR BEGINNING MP 20.85 ENDING MP 21.06 2 LANES BEGINNING MP 21.48 ENDING MP 21.76 2 LANES

MONROE COUNTY WV 122 US 219 - HANS CREEK BEGINNING MP 0.77 ENDING MP 1.20 2 LANES BEGINNING MP 3.32 ENDING MP 3.68 1 LANE BEGINNING MP 9.74 ENDING MP 9.84 2 LANES BEGINNING MP 9.99 ENDING MP 10.29 1 LANE BEGINNING MP 10.94 ENDING MP 11.84 2 LANES

MONROE COUNTY WV 311 SWEET SPRINGS - VA LINE BEGINNING MP 0.50 ENDING MP 1.20 2 LANES BEGINNING MP 1.60 ENDING MP 2.50 2 LANES

NICHOLAS COUNTY WV 20 GREEN VALLEY -NETTIE BEGINNING MP 0.54 ENDING MP 1.19 2 LANES BEGINNING MP 1.52 ENDING MP 2.29 2 LANES BEGINNING MP 3.23 ENDING MP 6.69 2 LANES BEGINNING MP 7.72 ENDING MP 10.60 2 LANES

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	•	7.0 Each	Mobilization	\$2,474.00	Each
	madrichi unaver	56.21 Miles	Site Mile Mobilization	\$ 126.00	Mile
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RFQ No.	09900166
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## STATE OF WEST VIRGINIA Purchasing Division

#### PURCHASING AFFIDAVIT

#### **VENDOR OWING A DEBT TO THE STATE:**

West Virginia Code §5A-3-10a provides that: 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 the debt owed is an amount greater than one thousand dollars in the aggregate.

#### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require 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 in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

#### **ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

#### LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

#### CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and is in compliance with the requirements as stated.

Vendor's Name:	Asplundh Tree Expert Co.	, Highway Pivision	
Authorized Signatu	in The State of th	Date:	11/28/08
Authorized Oignate			

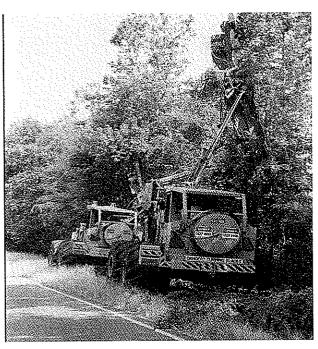
Purchasing Affidavit (Revised 07/01/08)

# THE RIGHT-of-WAY TRIMMER



**Asplundh Highway Division** 

## THE RIGHT-of-WAY TRIMMER



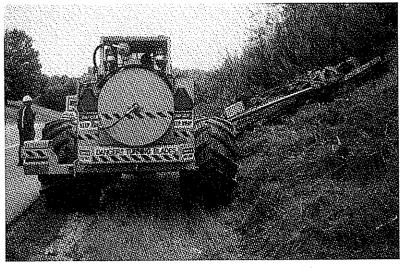
Two Right-of-Way Trimmers in tandem One cutting 18', the other cutting 30'

## CAPABILITIES

- •Low P.S.I. Ground Pressure
- •Rubber Tires (Road speed up to 15 mph)
- •Angle Cut Near horizontal to vertical
- •Variable Cut Two-angle cut
- •Ground-to-Operator Communication
- •Hydro-static Drive for Variable Speed and Control
- •Counter-balanced for Sloping Terrain

## GENERAL SPECIFICATIONS

- •215 HP
- •Gross Weight: 30,000 lbs.
- •Maximum Vertical Cut: 30'
- •Maximum Horizontal Reach
  - to Cut: 12'
- •Low Ground Pressure Tires
- •Length: 24'
  •Width: 12'
- •Height: 10'

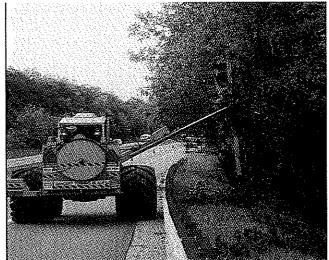


Sloping banks are not a problem

## THE RIGHT-of-WAY TRIMMER

The "Right-of-Way Trimmer" was designed and built to cut roadside brush and trees. A special piece of equipment to control the encroachment of woody plants in the Roadside Safe Recovery Zone.





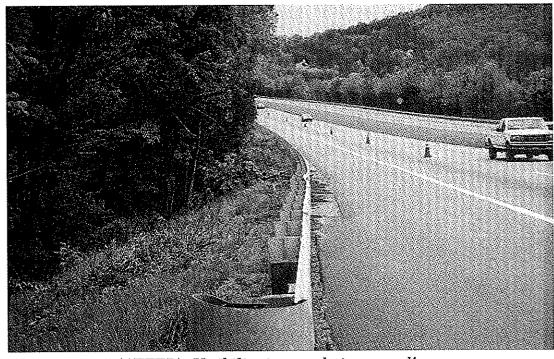
Cutting beyond the guardrail

Controlling encroaching brush on right-of-way





(BEFORE) Encroaching brush reduces visibility



(AFTER) Visibility is greatly improved!

### **SAFETY FEATURES**

- Double locked blades
- •R.O.P.S. approved cab
- •Climate-controlled cab
- •Certified Dielectric Boom
- •Self-cleaning radiators
- •4-Strobe beacon lights
- •Highly visible safety color

#### PROBLEM SOLVED



Cutting alongside power lines is no problem

#### COMPLETE WORK



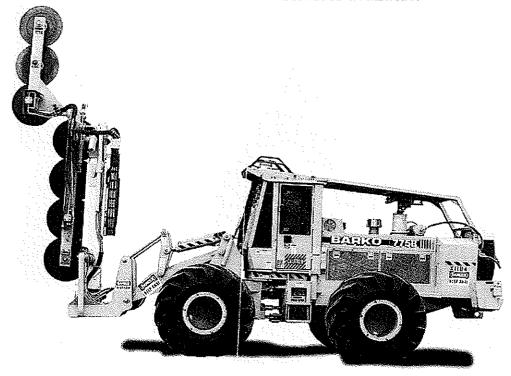
Increased visibility around curves



Forest roads

The Asplundh Highway Division, located in Willow Grove, Pennsylvania specializes in highway vegetation management services. Our areas of expertise include: right-of-way clearing, trimming of roadside brush and trees, brush mowing & mulching, and herbicide applications. These services are being supplied on a nationwide basis.

Our commitment to our clients is to provide quality services, in the shortest time possible, and with a "no hassle" attitude. We strive to be a part of the solution, not a part of the problem. We commit the resources necessary to achieve the schedules agreed upon and to provide our customers with the most cost effective vegetation management services available.



#### FULL SERVICE RIGHT-OF-WAY CONTRACTOR

- •Roadside Hedging
- •Brush Mowing-Mulching
- •Tree Removals
- •Herbicide Applications

### **Asplundh Highway Division**

708 Blair Mill Road, Willow Grove, PA 19090 phone: (215) 784-4285 -- fax: (215) 784-1366