



**RIDGEVIEW LANDSCAPING**  
**155 Bakers Drive**  
**Morgantown, WV 26505-2501**

March 13, 2014

**FAX TO:** WV State Purchasing Division

**RE:** SEALED BID  
Buyer: Robert P. Kilpatrick  
Solicitation No.: DNR 214045  
Bid Opening Date: Thursday, March 13, 2014  
Bid Opening Time: 1:30 PM EST  
Fax Number: (304)558-3970

Submitted herewith are 10 pages, consisting of the following:

- Pricing Page
- Certification and Signature Page
- Purchasing Affidavit
- Vendor Preference Certificate
- Addendum Acknowledgment Form
- Workers Compensation Policy Sheet
- Certificate of Liability Insurance
- WV Contractors License
- Vendor Registration Notice
- WV Business Registration Certificate

03/13/14 10:37:59AM  
West Virginia Purchasing Division

DNR214045: Tree Removal/Trimming Services at Cathedral State Park				
PRICING PAGE				
Item No.	Description	Quantity	Unit of Measure	Total Amount
1	Removal and Trimming of Trees, per the specifications herein	1	Job	85,880.00
Failure to use this form may result in disqualification			<b>GRAND TOTAL</b>	<b>\$85,880.00</b>
Bidder / Vendor Information				
Name:	RidgeView Landscaping			
Address:	155 Bakers Drive			
	Morgantown, WV 26505-2501			
Phone:	(304)906-6484; (304)599-6745			
Email Address:	cwaliff@frontier.com			
Authorized Signature:	<i>Christopher W. Waliff</i>			

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety, understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

RidgeView Landscaping  
(Company)

Christopher W. Cliff  
(Authorized Signature)

Owner/Operator  
(Representative Name, Title)

(304) 906-6484                      (304) 291-5120  
(Phone Number)                      (Fax Number)

3-13-14  
(Date)

RFQ No. DNR214045

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: RidgeView Landscaping

Authorized Signature: Christopher W. Cluff Date: 3-12-14

State of WEST VIRGINIA

County of MONONGALIA, to-wit:

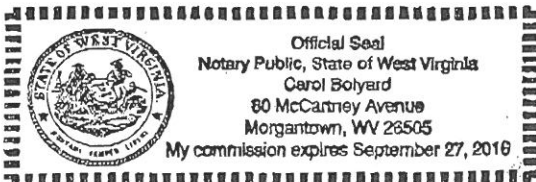
Taken, subscribed, and sworn to before me this 12 day of MARCH, 2014

My Commission expires 9-27, 2016

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

Carol Bolyard  
Purchasing Affidavit (Revised 07/01/2012)



Rev. 07/12

State of West Virginia  
**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 Resident Vendor Preference, if applicable.

1.  **Application is made for 2.5% resident 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% resident 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% resident 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% resident 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% resident 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% resident 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: RidgeView LandscapingSigned: Christopher W. AleffDate: 3-13-14Title: Owner/Operator

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**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DNR214045**

**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.

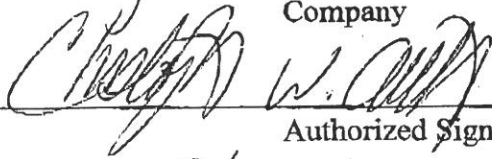
**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**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 checked="" 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.

*Ridgeview ~~Landscaping~~ Landscaping*  
 Company  
  
 Authorized Signature  
 3/10/14  
 Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012

**Important Information**



RIDGEVIEW LANDSCAPING LLC  
153 BAKERS DR  
MORGANTOWN, WV 26505

**Agency**  
1248  
KYLE JOHNSON INS AGENCY  
493 Washington Ave.  
Ste 1  
Clarksburg, WV 26301

**Changes to Your Workers' Compensation Policy  
with AmGUARD Insurance Company**

**Policy Number R2WC588512**

**Policy Period**

From January 18, 2014 to January 18, 2015, 12:01 AM, standard time at the insured's mailing address.

**Party Requesting the Change and Type of Endorsement**

Addition of Notification Endorsement of Pending  
Law Change to TRIPRA - Added Forms effective 01/18/2014  
WC 000114 - NOTICE OF PENDING LAW CHANGE TO TRIPRA

Premium change: n/a

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

**(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)**

Endorsement Effective See Above Policy No. R2WC588512 Endorsement No.  
Insured RIDGEVIEW LANDSCAPING LLC Premium N/A

Insurance Company AmGUARD Insurance Company Countersigned by \_\_\_\_\_

**Thank You Again for Choosing Berkshire Hathaway GUARD Insurance Companies!**

**Call our Customer Service Hotline at 1-800-673-2465, Ext. 1300 with any questions.**

Endorsement  
WC 99 00 13



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/17/2013

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 endorsements.

<b>PRODUCER</b> LEONARD K JOHNSON 493 WASHINGTON AVE SUITE 1 CLARKSBURG WV 26301-2825	<b>CONTACT</b> NAME: PHONE NO. EXT: FAX NO. EXT: E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: NATIONWIDE MUTUAL INSURANCE COMPANY 23787
<b>INSURED</b> CHRIS ALST DBA RIDGEVIEW LANDSCAPING 153 BAKER DR MORGANTOWN WV 26505-2501	<b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b>

**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.

TYPE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECT DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> OCC. <input type="checkbox"/> LOC	ACP GLO 5734496013	04/23/2013	04/23/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE RETENTION \$ 100,000 MED EXP (ANY ONE PERSON) \$ 5,000 PERSONAL & ADJ LIABILITY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOUND \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HYPED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> RENTED AUTOS	ACP BA 5734496013	04/23/2013	04/23/2014	UNINSURED VEHICLE LIMIT (EA OCCUR) \$ 100,000 BODILY INJURY (PER PERSON) \$ BODILY INJURY (PER ACCIDENT) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ EACH OCCURRENCE \$ AGGREGATE \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED. EXTENTIONS				EACH OCCURRENCE \$ AGGREGATE \$ UMBR STAFF (PER ACCIDENT) \$ UMBR STAFF (PER EMPLOYEE) \$ UMBR STAFF (PER EMPLOYEE) \$
	<b>EMPLOYER'S COMPENSATION AND EMPLOYERS LIABILITY</b> ANY EMPLOYER PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Must be in 991) If YES, describe work description of operations below				UMBR STAFF (PER ACCIDENT) \$ UMBR STAFF (PER EMPLOYEE) \$ UMBR STAFF (PER EMPLOYEE) \$

DESCRIPTION OF OPERATIONS / LOCATIONS (VEHICLE? (check ACORD 101), Additional Remarks (30) and (4), if more space is needed)

<b>CERTIFICATE HOLDER</b> SHELLY DUNCAN 2014 LOES FERRY DRIVE MORGANTOWN WV 26508	<b>CANCELLATION</b> 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 KYLE J. DUNCAN
--	--



# CONTRACTOR LICENSE

Authorized by the

## West Virginia Contractor Licensing Board

**Number:**

WV048838

**Classification:**

LANDSCAPING  
FINISHED CARPENTRY  
FOUNDATION SUPPORT SYSTEMS

CHRISTOPHER ALIFF  
DBA RIDGEVIEW LANDSCAPING  
155 BAKERS DRIVE  
MORGANTOWN, WV 26505-2501

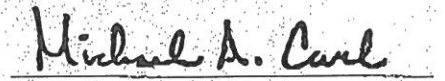
**Date Issued**

**Expiration Date**

OCTOBER 14, 2013

OCTOBER 14, 2014

  
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.

State Of West Virginia  
Purchasing Division - Vendor Registration  
2019 Washington Street, East  
P.O. Box 50130  
Charleston, WV 25305-0130

VENDOR # IS 477897

SOMEHOW ST. MISSED A  
STEP WHEN GIVING US THE  
NO. CALLED AND GOT ACTUAL  
NO.

RIDGEVIEW LANDSCAPING  
CHRISTOPHER W ALIFF  
155 BAKERS DR  
MORGANTOWN WV 26505

Vendor Number \*A18143408  
FEIN 000001765  
Expiration Date 11/01/2013

**VENDOR REGISTRATION RENEWAL NOTICE**

Please return this notice, along with your check or money order in the amount of **\$125.00** payable to the State of West Virginia, to the address above. Changes to the vendor registration information may be made by completing a new Vendor Registration and Disclosure Statement (WV-1), available on our website at:

<http://www.state.wv.us/admin/purchase/forms.html>

For information on the Small, Women-, and Minority-owned business certification in West Virginia, please visit the Purchasing Division's Vendor Registration website at:

<http://www.state.wv.us/admin/purchase/>

**RIDGEVIEW TREE SERVICE & LANDSCAPING 12/12**  
153 BAKERS DR  
MORGANTOWN, WV 26505  
PH. 304-806-6484

Date: 10/22/13

Pay to the Order of State of West Virginia \$ 125.00  
One hundred twenty-five & 00/100 — Dollars

**BR&T** BRANCH BANKING AND TRUST COMPANY  
1-800-BANK BBT BBT.com

Esther Anne Aliff

By signing below and submitting this renewal form, the vendor certifies and acknowledges that the vendor information as noted above is correct and the individual signing below is an authorized agent of the named vendor.

Signature Required: Christopher W. Aliff Date: 10/22/13

**THIS IS A SECOND NOTICE. IF PAYMENT HAS BEEN MADE, PLEASE DISREGARD THIS NOTICE.**

**Purchasing Division Use Only**

Check #: \_\_\_\_\_ Date Processed: \_\_\_\_\_  
Memo #: \_\_\_\_\_ Entered By: \_\_\_\_\_

**WEST VIRGINIA  
STATE TAX DEPARTMENT  
BUSINESS REGISTRATION  
CERTIFICATE**

ISSUED TO:  
**CHRISTOPHER W ALIFF  
DBA RIDGEVIEW LANDSCAPING  
155 BAKERS DR  
MORGANTOWN, WV 26505-2501**

**BUSINESS REGISTRATION ACCOUNT NUMBER: 2260-0050**

This certificate is issued on: **10/11/2011**

*This certificate is issued by  
the West Virginia State Tax Commissioner  
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered  
to conduct business in the State of West Virginia at the location above.*

**This certificate is not transferrable and must be displayed at the location for which issued.**

This certificate shall be permanent until cessation of the business for which the certificate of registration was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new certificate shall be required.

TRAVELING/STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.  
CONTRACTORS, DRILLING OPERATORS, TIMBER/LOGGING OPERATIONS: Must have a copy of this certificate displayed at every job site within West Virginia.