



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
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Bid Fax: 304-558-3970

The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header

List View

General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#)

Procurement Folder: 205124

SO Doc Code: CRFQ

Procurement Type: Central Purchase Order

SO Dept: 0603

Vendor ID: VS0000009155

SO Doc ID: ADJ1600000021

Legal Name: Enercon Services, Inc.

Published Date: 4/26/16

Alias/DBA: ENERCON

Close Date: 5/4/16

Total Bid: \$145,000.00

Close Time: 13:30

Response Date: 05/03/2016

Status: Closed

Response Time: 11:33

Solicitation Description: ADDENDUM 2 INVASIVE SPECIES SURVEY- CAMP

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 : 205124

Solicitation Description : ADDENDUM 2 INVASIVE SPECIES SURVEY- CAMP DAWSON

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
	2016-05-04 13:30:00	SR 0603 ESR05031600000005312	1

VENDOR
VS0000009155 Enercon Services, Inc. ENERCON

FOR INFORMATION CONTACT THE BUYER
 Crystal Rink
 (304) 558-2402
 crystal.g.rink@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	Invasive Species Survey-Camp Dawson				\$145,000.00

Comm Code	Manufacturer	Specification	Model #
77111507			

Extended Description : Invasive Species Survey Inventory and Assessment, and Update of the Plant Community Mapping Data per the attached specifications.

Invasive Species Inventory and Assessment Camp Dawson Army Training Site

Solicitation No: CRFQADJ1600000021

May 2016



TRI-COUNTY ENGINEERING, LLC

An  **ENERCON** Company

Excellence—Every project. Every day.

PROFESSIONAL ENGINEERS & LAND SURVEYORS



TRI-COUNTY ENGINEERING, LLC

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PROFESSIONAL ENGINEERS & LAND SURVEYORS

Tuesday, May 3, 2016

Bid Clerk
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston WV, 25305

RE: Proposal for Performance of Invasive Species Inventory
Camp Dawson Army Training Site
Kingwood, WV


Tri-County Engineering, LLC (TCE) is pleased to submit our Invasive Species Inventory and Assessment proposal for the Camp Dawson Volkstone and Cantonment Tracts. TCE has been providing environmental and engineering services to clients for since 1979. In 2014, TCE became a subsidiary of the national environmental and engineering firm Enercon Services, Inc. (Enercon) which has significantly enhanced our ability to provide a wide array of services. TCE and Enercon have experienced staff that have successfully conducted ecological restoration and environmental characterizations that would be necessary for the success of this project.

Your primary contact will be with staff from our New Stanton, PA office. We will utilize staff from Enercon's various offices as needed.

We appreciate the opportunity to submit this qualifications package and look forward to working with you on this endeavor. If you have any questions regarding our submission we would be glad to address them. Please contact Patrick Harris at 724-635-0210 ext. 136.

Respectfully,

TRI-COUNTY ENGINEERING, LLC


Patrick Harris
Environmental Scientist



Donald Hixson, P.E., P.L.S.
Office Manager

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1. Profile of Firm

Tri-County Engineering, LLC (TCE), a wholly owned subsidiary of Enercon Services, Inc. (ENERCON), can provide the West Virginia Army National Guard (WVARNG) Camp Dawson Army Training Site's Environmental Division with all of the necessary environmental, survey and design work to complete an Invasive Species Inventory. Our workload is such that we can begin work immediately upon receiving a Notice to Proceed.

TCE has been providing environmental, surveying, design and permitting services to public and private clients since 1979. When TCE joined ENERCON, our resources and professional services were greatly expanded as ENERCON is a nationally established, full service environmental and engineering firm. As leaders in environmental and cultural resource characterization, engineering, and permitting, TCE and ENERCON can perform all of the work needed to conduct invasive and rare plant species surveys and mapping at Camp Dawson.

TCE/ENERCON staff that would be assigned to this project have experience managing a wide variety of projects for municipalities, government agencies, scientific research, private developers, public utilities, law firms and others. In these roles, our personnel have extensive experience in all aspects of the process from habitat assessment, environmental restoration, and surveying. The anticipated services for this project include:

- Habitat evaluation and delineation
- Reporting
- GIS mapping

The results of the above work will be compiled into maps and an invasive species inventory for the property.

2. Proposal Qualifications

A: Project Understanding and Approach

TCE understands the WVARNG has several needs that will be addressed during the completion of this project. First is the objective to survey and assess the invasive species in the 652 acres of the Volkstone and Cantonment tracts. Second, survey and assess all federally and state listed plants and species of special concern. Third, to survey and classify 275 acres of newly developed land. Fourth, to update all plant community data to conform to the National Vegetation Classification System. Fifth to produce digital maps of the plant inventories.

B: Key Personnel

Beth Ullom, P.G. (Project Manager) is the Environmental Lead for Tri-County Engineering, LLC, in New Stanton, Pennsylvania and would serve as the project manager for the Camp Dawson Invasive Species Inventory Project. She possesses unique expertise in geological, geophysical, and environmental disciplines as a result of having a B.A. in Biology from Indiana University, a

B.S. in Geosciences (*cum laude*) from the University of Texas at Dallas, and an M.S. in Geology from Kent State University, where she was selected as an outstanding geology graduate student at the Master's level during the year of her graduation. Ms. Ullom is a registered professional geologist in Kentucky (#2560), Pennsylvania (#PG005148), and Virginia (#002073).

Ms. Ullom possesses diverse and extensive knowledge of environmental compliance issues, and has significant project management experience with staffs of professionals performing a variety of environmental assessment and remediation activities. With technical expertise in environmental site characterization, over the course of a 30 year career she has supervised and reported results of a large number of Phase I through complex Phase II site assessments, geological site characterizations and hydrogeologic site assessments, geotechnical drilling, wetland determination and delineation, and environmental remediation projects, and has served as an expert witness about many of the same issues. She has also performed consulting to a variety of industries and municipal clients throughout her career, and currently provides technical support to oil and gas clients, municipalities, industrial clients, and commercial land development clients of Tri-County Engineering on issues ranging from spill prevention, stormwater discharge, waste disposal, water quality issues and site restoration related to surface water, groundwater and wetlands. She also regularly successfully interfaces with regulatory agencies at the state, federal and local level.

Patrick Harris is an Environmental Scientist with Tri-County Engineering, LLC. He has expertise in plant and wildlife interactions, restoration ecology and ecosystem functioning and GIS. He obtained a B.S. in Wildlife Conservation from Juniata College and an M.S in Plant Biology from Southern Illinois University. Mr. Harris is certified as an Associate Wildlife Biologist by the Wildlife Society.

Mr. Harris has a variety of ecological restoration experience in woodland and grassland systems with an emphasis on the role of wildlife in native communities. He has worked with the American Chestnut Foundation to examine the effects of herbivores and soil chemistry on restoration efforts. He has studied the effects of removing the invasive Tree-of Heaven using natural biocontrol and authored a paper on the results (*Harris et. al 2013*). Mr. Harris also developed and assessed an ongoing tallgrass prairie restoration and is authoring a paper on the effects of prairie restoration dynamics (*Harris and Baer in press*). Additionally, Mr. Harris administered the daily tasks of the Middle Mississippi River wetland Field Station, a 1400 acre multipurpose wetland restoration located along the Mississippi River in southern Illinois. As a consultant he designed and oversaw the implementation of a riparian mitigation. Additionally he routinely conducts wetland and stream delineations, pre and post construction evaluations and produces maps using GIS.

During these projects Mr. Harris has gained experience in all phases of ecological restoration including initial assessment and planning, mapping, site preparation, native species selection and planting, maintenance using prescribed fire, removal of invasive species manually and with herbicide and site monitoring.

Sky Brounce is an Environmental Field Lead, Tri-County Engineering, LLC, New Stanton, Pennsylvania. Mr. Brounce has a Bachelor of Science Degree in Fisheries and Wildlife Biology from California University of Pennsylvania, in California, PA.

He has six years of experience relative to linear and non-linear projects within the energy consulting field (Oil, Gas, Mining, etc.) in Pennsylvania, West Virginia, and Ohio. He has a strong background in wetland/stream delineations, stream biomonitoring/habitat surveys, threatened and endangered species surveys (bats and birds), Chapter 404 permitting, and Geographical Information Systems (GIS), with extensive knowledge of soil identification, as well as plant, reptile, amphibian, bird, and fish identification, with particular emphasis on Mid-Atlantic native and invasive species. Additionally, Mr. Brounce has experience in pipeline/waterline route development and design for oil and gas production/transportation projects.

Emily Leghart is an Environmental Field Lead at Tri-County Engineering, LLC, New Stanton, Pennsylvania. Ms. Leghart earned her Master of Science Degree at Chatham University in Pittsburgh, PA and her Bachelor of Science Degree in Biology with a dual major in Environmental Studies from Warren Wilson College in Asheville, NC.

She has three years of experience relative to linear and non-linear projects within the energy consulting field (Oil, Gas, Mining, etc.) in Pennsylvania, West Virginia, and Ohio. She has a strong background in wetland and stream biology, Section 404 permitting, and an extensive knowledge of soil identification, as well as plant identification, with particular emphasis on Mid-Atlantic native and invasive species.

Ben Delle Donne is currently employed by Tri-County Engineering, LLC as an Environmental Scientist assisting with Wetland Delineations and Stream Characterization. He graduated Cum Laude with a Bachelor of Science degree in Environmental Science from the Boyer School of Science, Mathematics, and Computing at Saint Vincent College in Latrobe, PA, and received both academic and leadership scholarships from the college.

During his studies at Saint Vincent College, Mr. Delle Donne completed relevant classes in the subjects of earth science, soil ecology, lotic and lentic ecosystem ecology, qualitative and quantitative chemical analysis, environmental sampling and analysis, evolutionary biology, and ornithology. He completed and formally presented an independent research project on the terrestrial and aquatic effects of accumulation of solubilized metals associated with abandoned bituminous coal mine spoils in southwest Pennsylvania.

In addition to his experience in academia, Mr. Delle Donne received a certificate of training for completing the Wetland Delineation and Regional Supplement Updates class offered by Swamp School, LLC, and has taken OSHA and pipeline safety courses. He also completed an internship with the Westmoreland Conservation District in Westmoreland County, Pennsylvania and a two-week water chemistry research project at Lake Atitlan, Guatemala.

Heath Garner is an ecologist and environmental professional with 23-years of experience specializing in avian ecology, wetlands, environmental assessments, ecological monitoring, threatened and endangered species surveys, habitat restoration, and conservation planning. Past

experience includes projects dealing with wildlife ecology, plant taxonomy, GPS and GIS mapping, wetland, forest, and grassland ecology, ecological restoration, forestry practice, nuisance animal control, natural resources planning, vegetation management, and public relations.

Lisa Smith is an independent consultant performing ecological and botanical surveys throughout Pennsylvania and adjacent states. She incorporates her background working for the Pennsylvania Natural Heritage Program (1990-2001) in botanical inventory and project management to perform these services. She has been utilized by conservation organizations, engineering firms, private landowners and developers as an ecological and botanical consultant and as a project manager. She holds a Bachelor of Science degree in Biology from Juniata College (1988), a Master of Science degree in Botany from Miami University (1988) and a Master of Science in Secondary Science Education from Duquesne University (1990). A consultant since 2001, Lisa has been recognized as a qualified botanist by Pennsylvania.

Since 1990, when she started her career as a plant ecologist for the Pennsylvania Natural Diversity Inventory, Lisa has performed rare plant surveys for Pennsylvania Natural Heritage Program, energy and residential development companies, government agencies, and private landowners. As the former Director of Land Stewardship for the Western Pennsylvania Conservancy, Lisa was responsible for the management and monitoring of 40,000 acres of land and conservation easements throughout western Pennsylvania, as well as developing and implementing a Land Steward volunteer program to facilitate stewardship on these lands. With this, she oversaw and led planning, budgeting, outreach and education, training and management of volunteers for the land stewardship program, as well as other larger organizational initiatives. She is also using her knowledge of Pennsylvania's native plants and her organization skills as Coordinator of the newly founded Pennsylvania Botany Symposium.

As a consultant, Lisa has served as the lead on several rare plant surveys and ecological inventories. She has recently led a team of five environmental professionals for rare plant and habitat surveys and documentation on a 1700-acre site in southwestern Pennsylvania. She also has experience working with clients and the Pennsylvania Department of Natural Resources on rare plant and habitat avoidance solutions.

Mandy Searle is a Technical Specialist with Enercon Services, Inc. She possesses a B.S. degree in Geosciences (with a geological engineering concentration) from Purdue University, a M.S. in Management from Brandeis University, and a Geographical Information Systems (GIS) certificate from the University of Pittsburgh. She has 17 years of experience in environmental assessment, geological and environmental site characterization, wetland delineation, stormwater management and permitting, and GIS management and design. Ms. Searle has experience managing GIS-related projects including developing figures and construction drawings for stormwater permitting through local and state agencies. She has conducted numerous environmental studies and GIS analyses in support of environmental report preparation. Additionally, Ms. Searle was responsible for developing Erosion and Sediment (E&S) control plans and Storm Water Pollution Prevention Plans (SWPPP) for multiple construction-related projects located in Indiana, Ohio, Pennsylvania, and West Virginia.

C: Anticipated Roles

Key Personnel	Anticipated Role	Previous Experience
Beth Ullom	Project oversight	Supervised and reported results of a large number site assessments, geological site characterizations and hydrogeologic site assessments, geotechnical drilling, wetland determination and delineation, and environmental remediation projects
Patrick Harris	Literature review, invasive species surveying, GIS mapping, reporting	Conducted vegetation surveys, native plant restoration, invasive species control research, riparian mitigation wetland and stream delineation, permitting, GIS mapping
Sky Brounce	Invasive species surveying, GIS mapping, reporting	Habitat mapping and surveys, wetland/stream delineation, biomonitoring, vegetation surveying, GIS/GPS mapping
Emily Leghart	Invasive species surveying, GIS mapping, reporting	Habitat mapping and surveys, wetland/stream delineation, biomonitoring, vegetation surveying, GIS/GPS mapping
Ben Delle Donne	Invasive species surveying, GIS mapping, reporting	Habitat mapping and surveys, vegetation surveying, wetland/stream delineation, GIS/GPS mapping
Heath Garner	Invasive species surveying, threatened and endangered species surveying	Invasive species surveying, ecological monitoring, vegetation mapping
Mandy Searle	GIS mapping	Regular mapped and modeled complex projects in GIS, designed erosion and sediment control plans and storm water pollution and prevention plans
Lisa Smith	Invasive Species Surveying	Threatened and endangered species surveying, ecological inventories, habitat management

3. Scope of Services

The following is our understanding of the Scope of Work:

Task 1: Data Collection

1.1 Literature Review and Planning

TCE will review all previous reports and maps for the project area provided by the State of West Virginia. TCE will also visit the sites and meet with WVARNG personnel to perform site reconnaissance. Additionally, TCE will collect information on appropriate survey methodologies, and conduct desktop reviews of pertinent information including but not limited to, invasive species, threatened and endangered species, cultural resources, and USGS topographic data. This data will be used to inform field assessment methodology in later stages.

1.2 Site Review

Multiple environmental teams will walk the Vollkstone and Cantonment Tracts and, using GPS, will delineate the invaded habitats. These areas will be further classified by presence and percent cover of T&E or invasive species in accordance with the sampling methods and requirements in the USFWS monitoring procedures, National Vegetation Classification System (NVCS) and the National Guard Bureau (NGB) Quality Assurance Plan (QAP). All data collection will be done in a manner that complies with the NGB QAP.

TCE shall also assess the 275.8 acres of newly developed land and reclassify the areas as necessary in accordance with the NVCS.

Task 2: Mapping and Reporting

2.1 Mapping

All data collected in the field shall be mapped in ArcGIS 10.3 in a manner that easily and effectively portrays location and identification of all invasive and rare plant populations and distinct communities as defined in the National Vegetation Classification System. Both aerial and topographic maps can be produced. All GIS data will be provided in a format in accordance with NGB QAP.

2.2 Reporting

TCE shall update all community data to comply with NGB standards. All data, photographs and maps will be compiled and presented in an Invasive Species Inventory and assessment based on feedback and prior reports provided by the WVARNG.

4. Project Schedule

Based on the outcome of the above tasks and in coordination with the State of West Virginia, TCE shall conduct field work, prepare maps, and reports in accordance with the following schedule:

- **June 2016:** TCE shall meet with Camp Dawson Environmental personnel within 15 days of being selected as the consultant to perform the inventory to obtain all pertinent information, and shall submit a plan of work within 30 days of being selected
- **June 15-August 15, 2016:** TCE shall complete all field surveys and data collection
- **September 15, 2016:** TCE shall submit a draft Invasive Species Inventory and Assessment and draft Update of Plant Community Mapping Data to be reviewed by WVARNG personnel
- **November 15, 2016:** TCE shall submit final revised copies of the draft Invasive Species Inventory and Assessment and the Update of Plant Community Mapping Data based on comments from the WVARNG

During this time period of the work performed, TCE shall provide weekly progress reports to the WVARNG and shall maintain close communication within WVARNG.

5. Insurance

TCE maintains insurance at or exceeding the required limits and if selected will provide a certificate of insurance.

**Appendix A:
Acknowledgement of Addenda**

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ADJ160000021

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.

Tri-County Engineering, LLC

Company



Authorized Signature

4/26/16

Date

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

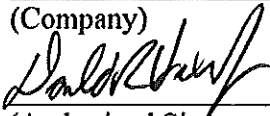
Appendix B:
Certification Signature Page

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.

Tri-County Engineering, LLC

(Company)



(Donald Hixson PE, PLS, Office Manager)

(Authorized Signature) (Representative Name, Title)

Phone: 724-635-0210, Fax: 724-635-0676 4/26/16

(Phone Number) (Fax Number) (Date)

Appendix C:
Vendor Preference Certificate

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 Vendor Preference, if applicable.

1. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

2. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

3. Application is made for 2.5% vendor preference for the reason checked:

- Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

4. Application is made for 5% vendor preference for the reason checked:

- Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

5. Application is made for 3.5% vendor preference who is a veteran for the reason checked:

- Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

6. Application is made for 3.5% vendor preference who is a veteran for the reason checked:

- Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.

- Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Tri-County Engineering, LLC

Signed: [Signature]

Date: 4/26/16

Title: Office Manager

Appendix D:
Bid Form

EXHIBIT A
CRFQ # ADJ1600000021

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO CONDUCT AN INVASIVE SPECIES INVENTORY AND ASSESSMENT AND TO UPDATE PLANT COMMUNITY MAPPING DATA, ON CAMP DAWSON ARMY TRAINING SITE AT KINGWOOD, WV

BID FORM

The undersigned, hereafter called the Bidder, being familiar with and understanding the bidding documents; and being familiar with the required qualifications and the mandatory requirements of the Project with regards to the deliverables and associated timelines, hereby proposes to furnish labor, material, equipment, supplies, and transportation to perform the work as described in the bidding documents

BIDDERS COMPANY NAME: Tri-County Engineering, LLC

VENDOR ADDRESS: 319 Paintersville Road
New Stanton PA, 15639

TELEPHONE: 724-635-0210

FAX NUMBER: 724-635-0676

E-MAIL ADDRESS: tce@tricountyeng.com

CONTRACT TOTAL BID:

(\$ 145,000.00) *******(Contract bid to be written in words and numbers.)
One Hundred Forty Five Thousand Dollars

The contract will be awarded to the Bidder with the lowest contract total bid meeting all of the specifications. Bidder understands that to the extent allowed by the West Virginia Code, the OWNER reserves the right to waive any informality or irregularity in any bid, or bids, and to reject any and all bids in whole or in part; to reject a bid not accompanied by the required bid security or by other data required by the bidding documents; to reject any conditions of the bid by the Bidder that is any way inconsistent with the requirements, terms, and conditions of the bidding documents; or to reject a bid that is in any way incomplete or irregular.

Failure to use this bid form may result in bid disqualification.

SIGNATURE:  DATE: 4/26/16

NAME: Donald Hixson, PE, PLS
(Please Print)

TITLE: Office Manager

Appendix E:
Purchasing Affidavit

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.

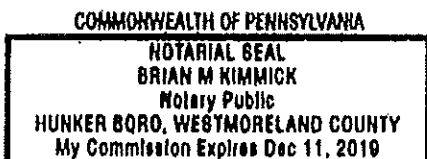
WITNESS THE FOLLOWING SIGNATURE:Vendor's Name: Tri-County EngineeringAuthorized Signature: Donald R. [Signature] Date: 4/26/2016State of PennsylvaniaCounty of Westmoreland, to-wit:Taken, subscribed, and sworn to before me this 26th day of April, 2016.My Commission expires Dec 11, 2019, 20 .

AFFIX SEAL HERE

NOTARY PUBLIC

Brian M. Kimmick

Purchasing Affidavit (Revised 07/01/2012)



Appendix F:
Contract Manager

REQUEST FOR QUOTATION

CRFQ ADJ160000021

**Invasive Species Inventory & Assessment, Update of Plant Community Mapping Data on
Camp Dawson Army Training Site
Kingwood, WV (Preston Co.)**

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: Beth Ullom
Telephone Number: 724-635-0210 ext 108
Fax Number: 724 -635-0676
Email Address: bullom@enercon.com