



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 2

List View

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 323201

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0506

Vendor ID: 000000101126

SO Doc ID: HHR1700000008

Legal Name: ADVANCED TREE & LAWN CARE LLC

Published Date: 5/17/17

Alias/DBA:

Close Date: 5/24/17

Total Bid: \$197,400.00

Close Time: 13:30

Response Date: 05/24/2017

Status: Closed

Response Time: 13:26

Solicitation Description: Addendum #1 - Open-End Contract for Tree Trimming

Total of Header Attachments: 2

Total of All Attachments: 2



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

State of West Virginia
Solicitation Response

Proc Folder : 323201

Solicitation Description : Addendum #1 - Open-End Contract for Tree Trimming Services

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2017-05-24 13:30:00	SR 0506 ESR05241700000005799	1

VENDOR

000000101128

ADVANCED TREE & LAWN CARE LLC

Solicitation Number: CRFQ 0506 HHR17000000008

Total Bid : \$197,400.00

Response Date: 2017-05-24

Response Time: 13:26:29

Comments:

FOR INFORMATION CONTACT THE BUYER

April Battle
(304) 558-0067
april.e.battle@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	Tree Trimming Services - Region I	50.00000	HOUR	\$999.000000	\$49,950.00

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description : Tree Trimming Services - Region I - to be priced per hourly rate.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Tree Trimming Services - Region II	50.00000	HOUR	\$450.000000	\$22,500.00

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description : Tree Trimming Services = Region II - to be priced per hourly rate.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Tree Trimming Services - Region III	50.00000	HOUR	\$1,500.000000	\$75,000.00

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description : Tree Trimming Services - Region III - to be priced per hourly rate.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Tree Trimming Services - Region IV	50.00000	HOUR	\$999.000000	\$49,950.00

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description : Tree Trimming Services - Region IV - to be priced per hourly rate.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ 0506 HHR1700000008

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 LLC
Company
Talib
Authorized Signature
5/24/17
Date

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

SOLICITATION NUMBER: CRFQ 0506 HHR1700000008

Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ 0506 HHR1700000008 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
- ☐ Modified Bid Price Sheet

Description of Modification to Solicitation:

1. Response to vendor questions.

No other changes.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith and is specifically incorporated herein by reference.

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.

EXHIBIT A

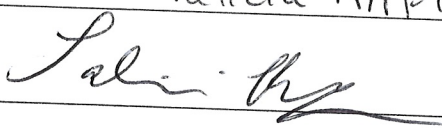
Region 1

TREE TRIMMING AND REMOVAL PRICING PAGE

Hourly rate*	X	Estimated Hours**	=	Total Cost
\$ <u>999⁰⁰</u>	X	50	=	\$ <u>49,950</u>
Grand Total Bid				\$ <u>49,950</u>

Contract will be awarded to the Vendor meeting the required specifications for the lowest overall Total Price by Region.

Vendor Section (Complete all fields):

Vendor Name:	Advanced Tree & Lawn Care LLC	
Physical Address:	101 Southbrooke Drive Hurricane WV 25526	
Remit To Address:	PO Box 876 Hurricane WV 25526	
Telephone:	304-397-6006 , 304-346-0204	
Fax:	304-397-6006	
E-mail:	landscaping@advancedtreeandlawn care.biz	
Vendor Representative:	Talia Riffle	
Signature:		Date: 5/24/17

*Hourly rate shall include all labor, materials, and necessary equipment to complete the work.

**Quantities listed are estimates only. Actual needs of the Agency will be met whether greater than or less than those listed.

EXHIBIT A


Region II

TREE TRIMMING AND REMOVAL PRICING PAGE

Hourly rate*	X	Estimated Hours**	=	Total Cost
\$ <u>450⁰⁰</u>	X	50	=	\$ <u>22,500</u>
Grand Total Bid				\$ <u>22,500</u>

Contract will be awarded to the Vendor meeting the required specifications for the lowest overall Total Price by Region.

Vendor Section (Complete all fields):

Vendor Name:	Advanced Tree & Lawn Care LLC	
Physical Address:	181 Southbrooke Drive Hurricane WV 25526	
Remit To Address:	PO Box 876 Hurricane WV 25526	
Telephone:	304 397-6006, 304 346 0204	
Fax:	304 397-6006	
E-mail:	landscaping@advancedtreeandlawn care.biz	
Vendor Representative:	Talia Riffue	
Signature:		Date: 5/24/17

*Hourly rate shall include all labor, materials, and necessary equipment to complete the work.

**Quantities listed are estimates only. Actual needs of the Agency will be met whether greater than or less than those listed.

EXHIBIT A

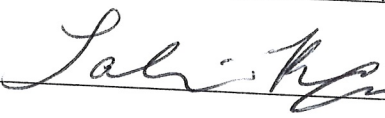
Region III

TREE TRIMMING AND REMOVAL PRICING PAGE

Hourly rate*	X	Estimated Hours**	=	Total Cost
\$ <u>1,500</u>	X	50	=	\$ <u>75,000</u>
Grand Total Bid				\$ <u>75,000</u>

Contract will be awarded to the Vendor meeting the required specifications for the lowest overall Total Price by Region.

Vendor Section (Complete all fields):

Vendor Name:	Advanced Tree + Lawn Care LLC	
Physical Address:	101 Southbrooke Drive Hurricane WV 25526	
Remit To Address:	PO Box 876 Hurricane WV 25526	
Telephone:	304-397-6006, 304-346-0204	
Fax:	304-397-6006	
E-mail:	landscaping@advancedtreeandlawn care.biz	
Vendor Representative:	Talia Riffle	
Signature:		Date: 5/24/17

*Hourly rate shall include all labor, materials, and necessary equipment to complete the work.

**Quantities listed are estimates only. Actual needs of the Agency will be met whether greater than or less than those listed.

EXHIBIT A

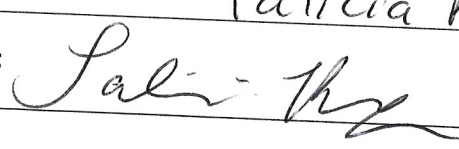
Region IV

TREE TRIMMING AND REMOVAL PRICING PAGE

Hourly rate*	X	Estimated Hours**	=	Total Cost
\$ <u>999⁰⁰</u>	X	50	=	\$ <u>49,950</u>
Grand Total Bid				\$ <u>49,950</u>

Contract will be awarded to the Vendor meeting the required specifications for the lowest overall Total Price by Region.

Vendor Section (Complete all fields):

Vendor Name:	Advanced Tree + Lawn Care LLC	
Physical Address:	101 Southbrooke Drive Hurricane WV 25526	
Remit To Address:	PO Box 876 Hurricane WV 25526	
Telephone:	304-397-6006, 304-346-0204	
Fax:	304-397-6006	
E-mail:	landscaping@advancedtreeandlawn care.biz	
Vendor Representative:	Taliaia Riffle	
Signature:		Date: 5/24/17

*Hourly rate shall include all labor, materials, and necessary equipment to complete the work.

**Quantities listed are estimates only. Actual needs of the Agency will be met whether greater than or less than those listed.



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

State of West Virginia
Request for Quotation
27 - Miscellaneous

Proc Folder: 323201

Doc Description: Addendum #1 - Open-End Contract for Tree Trimming Services

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-17	2017-05-24 13:30:00	CRFQ 0506 HHR1700000008	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 LLC

PO Box 876

Murricane WV 25526

304-397-6006

FOR INFORMATION CONTACT THE BUYER

April Battle

(304) 558-0067

april.e.battle@wv.gov

Signature X

FEIN #

05-0562606

DATE

5-24-17

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

ADDITIONAL INFORMATION:

Addendum #1 is issued to provide the responses to vendor questions.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Tree Trimming Services - Region I	50.00000	HOURL	\$999 ⁰⁰	\$49,950 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region I - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Tree Trimming Services - Region II	50.00000	HOURL	\$450 ⁰⁰	\$22,500 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services = Region II - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OPERATIONS DIAMOND PROJECT 350 CAPITOL ST CHARLESTON WV 25301 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Tree Trimming Services - Region III	50.00000	HOUR	\$1,500 ⁰⁰	\$75,000 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region III - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Tree Trimming Services - Region IV	50.00000	HOUR	\$999 ⁰⁰	\$49,950 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region IV - to be priced per hourly rate.

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Questions Due 3:00 PM	2017-05-10

HHR1700000008	Document Phase Final	Document Description Addendum #1 - Open-End Contract for Tree Trimming Services	Page 4 of 4
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



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

State of West Virginia
Request for Quotation
27 — Miscellaneous

Proc Folder: 323201

Doc Description: OPEN END CONTRACT FOR Tree Trimming Services

Proc Type: Central Master Agreement

See Version 2.4

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-03	2017-05-24 13:30:00	CRFQ 0506 HHR1700000008	1

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 LLC
PO Box 876

Hurricane WV 25526

304-397-6006

FOR INFORMATION CONTACT THE BUYER

April Battle

(304) 558-0067

april.e.battle@wv.gov

Signature X

Salv. Battle

FEIN #

050562606

DATE

5/24/17

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

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Health and Human Resources Operations Division to establish multiple open end contracts to trim and remove trees and grind tree stumps for locations owned by WV DHHR statewide.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Tree Trimming Services - Region I	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region I - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Tree Trimming Services - Region II	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services = Region II - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OPERATIONS DIAMOND PROJECT 350 CAPITOL ST CHARLESTON WV 25301 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Tree Trimming Services - Region III	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region III - to be priced per hourly rate.

INVOICE TO		SHIP TO	
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS ONE DAVIS SQUARE, RM 115 CHARLESTON WV25301 US		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Tree Trimming Services - Region IV	50.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
70111503			

Extended Description :

Tree Trimming Services - Region IV - to be priced per hourly rate.

SCHEDULE OF EVENTS		
Line	Event	Event Date
1	Questions Due 3:00 PM	2017-05-10

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.

Advanced Tree & Lawn Care LLC, Talicia Riffle owner
(Name, Title)

Talicia Riffle, owner
(Printed Name and Title)

PO Box 876 Hurricane WV 25526
(Address)

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

landscaping@advancedtreeandlawn-care.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 & Lawn Care LLC
(Company)

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

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

5/24/17
(Date)

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

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: Advanced Tree & Lawn Care LLC

Authorized Signature: [Signature] Date: 5/24/17

State of WV

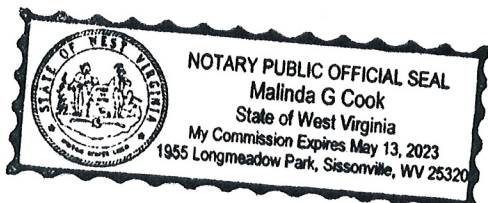
County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 24 day of May, 2017.

My Commission expires May 13 2023, 2023.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]



Purchasing Affidavit (Revised 08/01/2015)

**REQUEST FOR QUOTATION
CRFQ 0506 HHR1700000008
Tree Trimming, Removal and Stump Grinding**

- 11.6. **Codes:** All work is to be performed in compliance with applicable Federal and State codes including but not limited to International Building Code, International Mechanical Code, Life Safety Code, NEC, OSHA, UL, ANSI, ASME and related standards.
- 11.7. **Safety:** All applicable local safety and OSHA rules and guidelines shall be met by the Vendor. Work shall be subject to verification and inspection DHHR Safety representatives. Such verification shall not relieve the Vendor from meeting all applicable safety regulations and inspection by other agencies.
- 11.8. **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 Riffe

Telephone Number: 304-397-6006

Fax Number: 304-397 6006, 304 346 0204

Email Address: landscaping@advancedtreeandlawn.com, btr