



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

Header 1

List View


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

Procurement Folder: 730220

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0313

Vendor ID: 

SO Doc ID: DEP2000000039

Legal Name: GREENMAN PEDERSEN INC


Published Date: 6/18/20

Alias/DBA:

Close Date: 6/30/20



Total Bid: \$227,970.00

Close Time: 13:30

Response Date: 

Status: Closed

Response Time:

Solicitation Description:  

Total of Header Attachments: 1

Total of All Attachments: 1



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 730220

Solicitation Description : Addendum No.01 Mapping Services in Northern West Virginia

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2020-06-30 13:30:00	SR 0313 ESR0630200000008163	1

VENDOR
000000102657 GREENMAN PEDERSEN INC

Solicitation Number: CRFQ 0313 DEP2000000039

Total Bid : \$227,970.00 **Response Date:** 2020-06-30 **Response Time:** 13:19:37

Comments:

FOR INFORMATION CONTACT THE BUYER
 Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@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	Control Surveying	600.00000	HOUR	\$70.000000	\$42,000.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.1.1.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Topographic, Planimetric and Check Surveying	1800.00000	HOUR	\$70.000000	\$126,000.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.1.1.3 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Topographic Mapping - (0-25 Acres)	15.00000	ACRE	\$533.000000	\$7,995.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Topographic Mapping - (25-50 Acres)	30.00000	ACRE	\$400.000000	\$12,000.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Topographic Mapping - (50-100 Acres)	75.00000	ACRE	\$213.000000	\$15,975.00

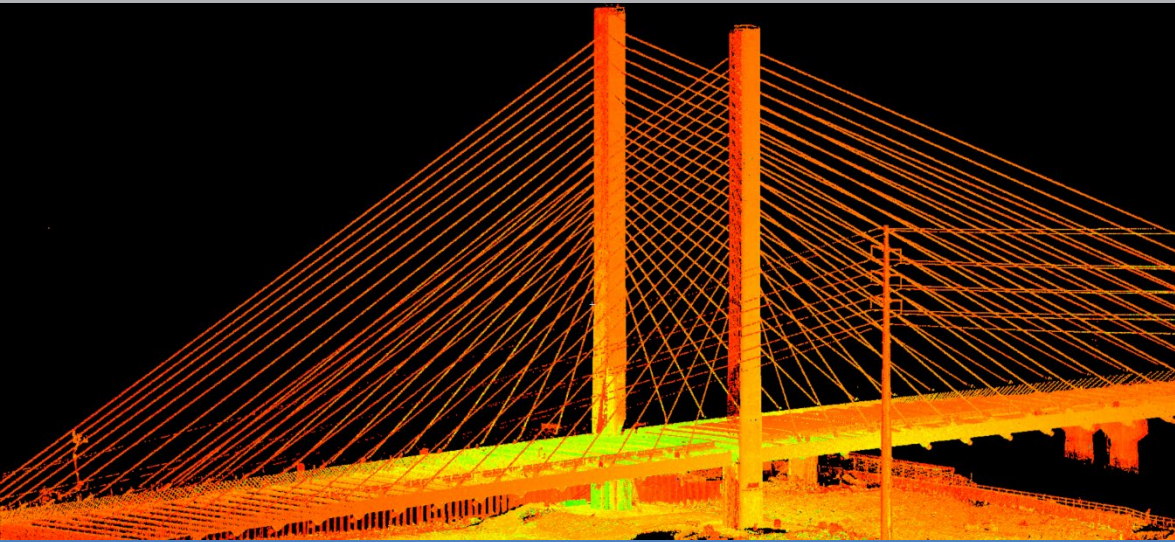
Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.2 & 4.2)

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Topographic Mapping - (Over 100 Acres)	125.00000	ACRE	\$192.000000	\$24,000.00

Comm Code	Manufacturer	Specification	Model #
81151601			

Extended Description : (Spec Item 3.2 & 4.2)



Letter of Interest and Statement of Qualifications

West Virginia Department of Environmental Protection, Office of AML&R RFQ for Northern WV WVDEP Mapping Services

June 30, 2020



Submitted by:



GREENMAN-PEDERSEN, INC.
58 Mission Way, Suite 201
Scott Depot, WV 25560

Submitted to:



WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION
Office of AML&R
601 57th Street SE
Charleston, West Virginia 25304

June 30, 2020

West Virginia Department of Environmental Protection
Office of AML&R
601 57th Street
Charleston, West Virginia 25304

Reference: Mapping Services in Northern West Virginia
CRFQ 0313 DEP2000000039

To Whom It May Concern:

Greenman-Pedersen, Inc. (GPI) is pleased to submit this Request for Quotation and Letter of Qualification to provide the development of detailed topographical mapping from field survey data, aerial photography, light detection and radar (LiDAR) data, or currently utilized and developing technologies at various locations throughout the Northern Counties of West Virginia. We look forward to developing our partnership with the West Virginia Department of Environmental Protection (WVDEP) by providing professional surveying services for this contract.

GPI is a multi-discipline engineering, surveying and mapping firm that has been providing professional services to all levels of government and industry throughout the United States for over 52 years. Currently, GPI ranks 56th in the nation on ENR's Top 500 Engineering firms. GPI provides professional surveying services and support to numerous State DOT's including West Virginia, Maryland, Florida and Massachusetts. Since its founding in 1966, GPI engineers, surveyors and mappers have relied upon the reputation and combined experience of its officers and staff to successfully handle projects ranging in size and complexity, some with individual construction budgets reaching over a billion dollars. With a staff approaching 1500 professionals, 51 offices throughout the United States, and access to specialized services, GPI is positioned to provide the required resources and capacity to complete your specific assignments.

Mr. Jason Smithson, P.S., will be GPI's Project Manager working from our office at 58 Mission Way in Scott Depot, WV. Mr. Smithson will be the single point-of-contact for the management, execution and coordination of this contract. Mr. Smithson has managed numerous contracts in the past for various clients including the WVDEP. His responsibilities have included coordinating survey crews on WVDEP/AML projects throughout West Virginia.

Corporate oversight of this project will be provided by **Mr. Douglass Robb, P.E.**, a Professional Engineer registered in West Virginia and GPI's Regional Operations Manager. Mr. Robb has served in this role on multiple projects throughout the region and is experienced in all facets of engineering, design and construction management. Mr. Robb has a unique understanding of an Owner's perspective having worked for the Delaware Department of Transportation (DelDOT) for nine (9) years reaching the level of DelDOT Bridge Design Engineer. Mr. Robb understands the need to be cost effective with projects so that your program can accomplish more. Mr. Robb will provide corporate financial and administrative support for this contract.

GPI places an emphasis on the quality of our work. For this project, our Vice-President and Director of GPI Survey & Mapping, **Mr. William Orsinger, P.S.** Mr. Orsinger will ensure that qualified individuals are assigned to tasks, quality checks are incorporated throughout the project, and that final work products are verified and reviewed by an independent reviewer prior to submission. This process will ensure that your projects will be completed successfully and on-time.

Our Team will provide Mapping Services requested in this advertisement as a seamless extension of the WVDEP/AML based on our past experiences and proactive project management approach. You will always have 100% access to Mr. Smithson throughout the projects. As a leader in the surveying and mapping industry, we are corporately committed to this contract. We appreciate the opportunity to submit this Request

for Quotation and look forward to providing the WVDEP/AML with the quality of services our clients have come to know. If you have any questions or need additional information, please contact me at 304-549.2940 or at jsmithson@gpinet.com.

Sincerely,
GREENMAN-PEDERSEN, INC.

Jason Smithson, PS
Project Manager
Director of West Virginia Survey Operations



TABLE OF CONTENTS

TABLE OF CONTENTS	1
INTRODUCTION	2
COMPANY OVERVIEW.....	2
PROFESSIONAL QUALIFICATIONS.....	2
SUBCONSULTANTS.....	2
CAPACITY.....	2
Organizational Chart	3
PAST PERFORMANCE.....	3
LOCATION	4
List of Similar Projects Performed	4
COST ACCOUNTING SYSTEM	5
CONSULTANT CONFIDENTIAL QUALIFICATION QUESTIONNAIRE	5
GPI – COMMITTED, COMPETENT, AND QUALIFIED	5



INTRODUCTION

Greenman-Pedersen, Inc. (GPI), has assembled an experienced team to provide surveying services including detailed topographical mapping from field survey data, aerial photography, light detection and radar (LiDAR) data, or currently utilized and developing technologies under the open-end contract for Mapping Services in the Northern Counties of West Virginia. The GPI Team recently hired **Mr. Jason Smithson, P.S.**, to serve as a Project Manager at our local office in Scott Depot, WV and he will be the single point-of-contact for this project.

COMPANY OVERVIEW

GPI is a multi-discipline engineering, surveying and mapping firm that has been providing professional services to all levels of government and industry throughout the United States for over 52 years. Currently, GPI ranks 56th in the nation on ENR's Top 500 Engineering firms. Since its founding in 1966, GPI engineers, surveyors and mappers have relied upon the reputation and combined experience of its officers and staff to successfully handle projects ranging in size and complexity, some with individual construction budgets reaching over a billion dollars. With a staff approaching 1500 professionals, 51 offices throughout the United States, and access to specialized services, GPI is positioned to provide the required resources to complete your specific assignments.

PROFESSIONAL QUALIFICATIONS

Mr. Jason Smithson, P.S., will be GPI's Project Manager working from our office at 58 Mission Way, Scott Depot, WV. Mr. Smithson will be the single point-of-contact for the management and coordination of these contracts. Mr. Smithson has managed numerous contracts in the past for various clients including the WVDEP. His responsibilities have included coordinating survey crews on WVDEP/AML projects throughout West Virginia.

With his knowledge, expertise, and commitment to quality work, GPI will ensure that your needs are met. As project manager, Mr. Smithson will engage the majority of resources from our West Virginia based offices first, from our Regional Office in Columbia, Maryland second, from National Experts as required. We are currently advertising for additional positions throughout West Virginia to build our local presence to meet your needs.

GPI places an emphasis on quality work and the quality work of our subconsultants. For this project, **Mr. William Orsinger, PS** will be our QA/QC manager. Mr. Orsinger has extensive experience and knowledge of project management, surveying and mapping. He will ensure that qualified individuals are assigned to tasks, quality checks are incorporated throughout the project, and that final work products are verified and reviewed by an independent reviewer prior to submission. This process will ensure that your projects will be completed successfully and on-time. Should a project be assigned that is more related to a discipline outside of Mr. Orsinger's expertise, GPI will reassign the QA/QC task to another member of our team that is more versed in that discipline. These projects are not a one size fits all scenario, so GPI will evaluate every project with the diligence needed to succeed.

SUBCONSULTANTS

GPI does not anticipate using any subconsultants for this contract.

CAPACITY

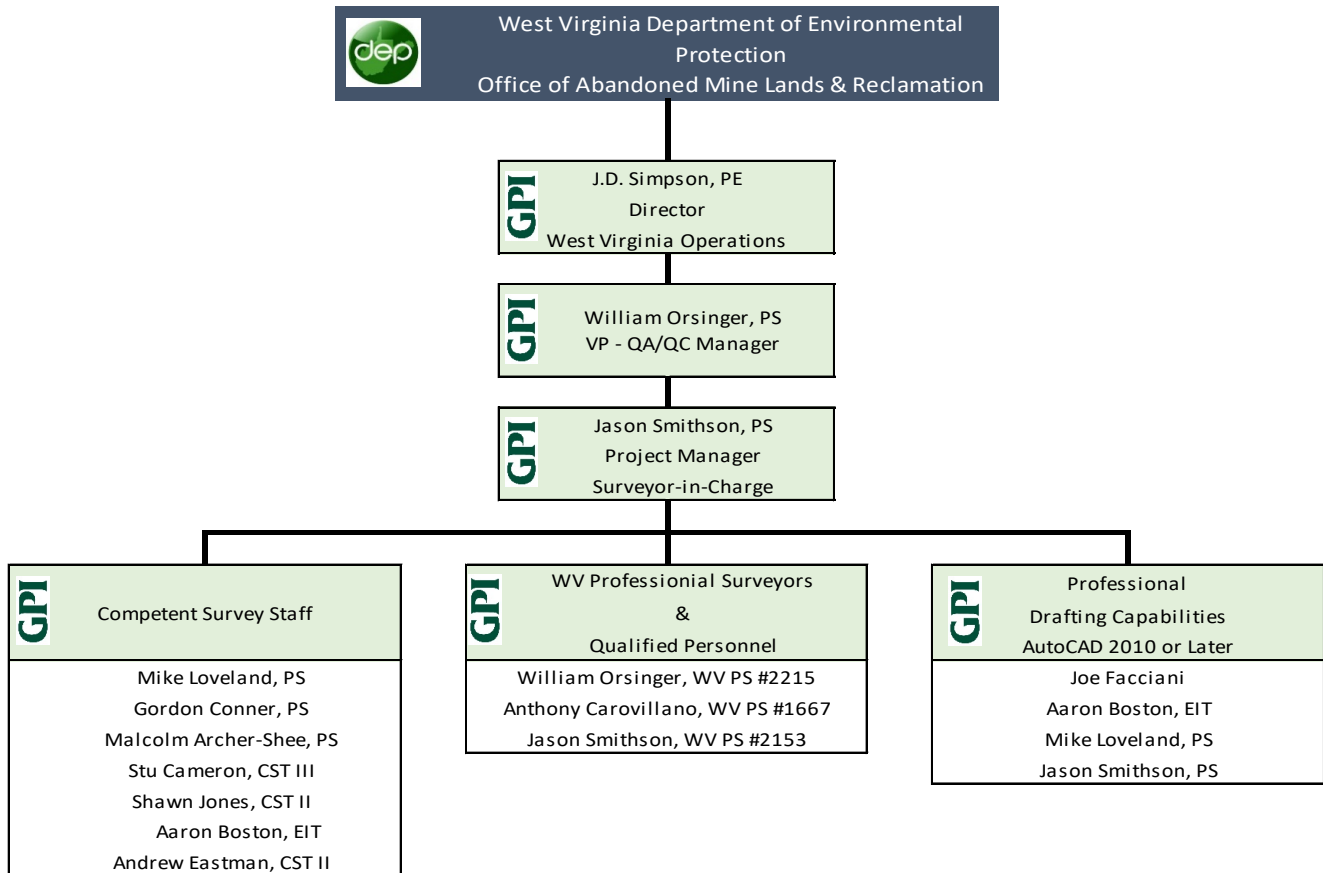
GPI understands the requirements of this advertisement and has sufficient staff to accomplish all required tasks set forth throughout the contract duration. We will be able to immediately assign the proper individual(s) to this project upon receipt of notice-to-proceed. Although we intend on utilizing West Virginia staff on the majority of the projects, we also have the support of additional resources throughout the company. With nearly 1500 employees, staffing is not an issue. It is our intent to utilize Mr. Jason Smithson, Mr. James (J.D.)



Simpson, and Mr. Bill Orsinger at 100% commitment levels for this project. Their current workload can easily accommodate any services the WVDEP/AML requests. In addition, we are advertising for additional positions throughout the state to increase our presence in West Virginia. The services provided by our professional surveyors, survey technicians professional drafting staff, and survey field staff will meet and exceed the requirements of this contract.

ORGANIZATIONAL CHART

Illustrating Professional Surveyors, Competent Field Staff & Survey Crew, Professional Drafting Capabilities, Adequate CADD Capabilities, & Capacity to Process & Complete Projects Within Specified Timeframes



Commitment levels of these individuals will be determined based on the actual project needs. Senior management positions are fully committed to the project. Therefore, Mr. Simpson, Mr. Orsinger and Mr. Smithson are fully committed. If necessary, additional support staff from other offices can be utilized to complete any tasks requested.

PAST PERFORMANCE

GPI is a multi-discipline engineering, surveying and mapping firm that has been providing professional services to all levels of government and industry throughout the United States for over 52 years. Currently, GPI ranks 56th in the nation on ENR's Top 500 Engineering firms. Since its founding in 1966, GPI engineers, surveyors and mappers have relied upon the reputation and combined experience of its officers and staff to successfully handle projects ranging in size and complexity, some with individual construction budgets reaching over a billion dollars. With a staff approaching 1500 professionals, 51 offices throughout the United States, and access to specialized services, GPI is positioned to provide the required resources to complete your specific assignments. Many members of our professional staff hold advanced degrees and a high percentage are professional engineers and surveyors licensed to practice in many states. Descriptions of the



most relevant projects is included in the “Specialized Experience and Technical Competence” Section of this document.

With our quality work and dedication to the engineering, surveying and mapping profession, we routinely receive strong evaluations from our many repeat Clients including the West Virginia Department of Transportation (WVDOT), Maryland State Highway Authority (MSHA), Maryland Department of Transportation (MDOT), Delaware Department of Transportation (DelDOT), New Jersey Department of Transportation (NJDOT) and New York Department of Transportation (NYDOT). These positive evaluations are a testament to our Quality Assurance and Quality Control procedures. The Quality Control Plan fosters the confidence that we are providing services that meet or exceed the “standard of care” in the industry. The Quality Control Plan will be implemented by the Project Manager and treated as a supplement to the Project Scope of Work. Quality control occurs through enforcement of policies, procedures and standards, including checking calculations, drawings, specifications, and shop drawings. Quality control is the responsibility of more than those in charge; everyone can play a role including, project engineers and support staff, to ensure that established procedures are followed. In addition, the Project Manager establishes a project-specific Quality Control Plan that, depending on the size and type of project, includes: a list of deliverables and submission dates;

- a schedule for staff and subconsultant meetings;
- a schedule for peer and in-house technical reviews;
- a list of applicable design codes and standards;
- drafting standards;
- milestones, at which time, reports, drawings and specifications are checked for compliance with the firm’s and/or client’s standards and the agreement with the client;
- project record keeping. The project-specific Quality Control Plan is distributed to all staff at the beginning of the project. Development of designs and plans follow the Plan. Prior to a Client submission, the Quality Assurance Manager will verify that all checks have been performed according to the Quality Control Plan. Deliverables will not be released unless the procedures have been followed. Quality Control and Quality Assurance are procedures that occur throughout the life of the project so that errors and omissions are not found at the last minute but rather at the beginning of the project to avoid delays and cost overruns. This ensures a quality project and repeat Client business.

LOCATION

GPI – West Virginia has three offices throughout the state located in Elkins, Morgantown, and Scott Depot. Our Project Manager, Mr. Jason Smithson is in the Scott Depot office along with Mr. James (J.D.) Simpson and Mr. Aaron Boston. As Project Manager, Mr. Smithson will engage resources from one of our three West Virginia offices and from our Regional Office in Columbia to perform work in a timely manner. We are currently advertising for additional staff positions within the state of West Virginia to continue building our team.

List of Similar Projects Performed

- Crooked Run #5 Drainage, Refuse, & Portals (GPI Staff Experience with Previous Firms)
- Coal Hollow Refuse “A” (GPI Staff Experience with Previous Firms)
- Kanawha County WVU Tech Drainage (GPI Staff Experience with Previous Firms)
- Maybeury (Oakley) Landslide (GPI Staff Experience with Previous Firms)
- Fairmont Five Subsidence (GPI Staff Experience with Previous Firms)
- Northview Bridge Replacement
- Wade Bridge Replacement
- Broad Hollow Bridge
- Indian Creek Bridge Replacement
- Maryland Route 31
- Copps Branch - Westminster
- I-70 at US29



- US1 at Gatewood
- US15 at MD77
- I-695 Baltimore Beltway
- Copps Branch - Westminster
- MD26 at Mt Pleasant
- Cromwell Bridge Rd at I-695
- US40 Quarry North Site 2
- US40 Quarry South Site 11
- US40 Charleston Site 16
- US40 Elkton Site 91
- US40 Perryville Site 120
- US40 Amazon Site 142
- US40 Quarry North Site 2
- US40 Quarry South Site 11
- US40 Charleston Site 16
- US40 Elkton Site 91
- US40 Perryville Site 120
- US40 Amazon Site 142

COST ACCOUNTING SYSTEM

GPI utilizes a computerized Project Management System that allows for accumulating costs to be segregated for each project. Project costs will be tracked, reported and controlled, and percent complete status will be determined, assessed and projected by the GPI Management team. As Project Manager, Mr. Metheny will be responsible for ensuring that project charges are accurate and that the following items are tracked for accuracy:

- Bi-weekly direct labor charges;
- Bi-weekly direct expense charges;
- Original direct labor budget;
- Original direct expense budget;
- Total man-hours expended (to date);
- Total direct labor charges (to date);
- Percent of direct labor budget expended (to date); and
- Percent of the project work completed.

Mr. Metheny will correct any project information that does not reconcile on a bi-weekly basis. Invoicing will include a percent complete, state splits where necessary, current invoice amounts and total invoice amounts.

CONSULTANT CONFIDENTIAL QUALIFICATION QUESTIONNAIRE

GPI has an updated Consultant Confidential Qualification Questionnaire on file with the West Virginia Department of Transportation. Copies can be provided upon request.

GPI – COMMITTED, COMPETENT, AND QUALIFIED

In today's competitive environment, GPI has continued to successfully provide competent and experienced personnel to staff our projects by strategically growing our local staff levels and tapping into our vast regional resources. This approach allows us to provide a strong foundation of local experience, coupled with considerable resources to meet peak demands and specialized service requests. GPI is firmly committed to the WVDEP and we look forward to the opportunity to continue building on our existing relationships and providing exceptional service with our team of highly qualified, dedicated professionals. We are prepared to staff this project upon being selected. We appreciate being considered for this selection.

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.

Greenman-Pedersen, Inc.

 (Name, Title)
 William Orsinger, Prof. LS

 (Printed Name and Title)
 11000 Broken Land Parkway, Suite 500, Columbia, MD 21044

 (Address)
 443-753-5555 / 301-490-2649

 (Phone Number) / (Fax Number)
 borsinger@gpinet.com

 (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.

Greenman-Pedersen, Inc. (GPI)

 (Company)



 (Authorized Signature) (Representative Name, Title)

William Orsinger, Prof. LS

 (Printed Name and Title of Authorized Representative)

6/29/2020

 (Date)

443-753-5555 / 301-490-2649

 (Phone Number) (Fax Number)

REQUEST FOR QUOTATION
[Mapping Services in Northern WV]

- 7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 7.1.4 Failure to remedy deficient performance upon request.
- 7.2 The following remedies shall be available to Agency upon default.
 - 7.2.1 Immediate cancellation of the Contract.
 - 7.2.2 Immediate cancellation of one or more release orders issued under this Contract.
 - 7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

- 8.1 **No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 **Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.
- 8.3 **Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.4 **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: William Orsinger, Prof. LS

Telephone Number: 443-753-5555

Fax Number: 301-490-2649

REQUEST FOR QUOTATION
[Mapping Services in Northern WV]

Email Address: borsinger@gpinet.com

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: _____

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 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.

Greenman-Pedersen, Inc.
Company
[Signature]
Authorized Signature
June 30, 2020
Date

GPI

58 Mission Way, Suite 201
Scott Depot, WV 25560
304.881-5225

Additional offices throughout the U.S.