



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

# Request for Quotation

RFQ NUMBER
AGR0757

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
RON PRICE 304-558-0492

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF AGRICULTURE  
 ADMINISTRATIVE SERVICES  
 BUILDING 2, ROOM 106  
 4720 BRENDA LANE  
 CHARLESTON, WV  
 25312 304-558-2221

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/25/2007				

BID OPENING DATE: 02/06/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		905-25		
AERIAL APPLICATION OF BTI  OPEN END  SPECIFICATIONS ARE ATTACHED  PRICE ADJUSTMENTS MAY BE CONSIDERED AT THE TIME OF RENEWAL IN ACCORDANCE WITH THE FOLLOWING:  PRICE ADJUSTMENT PROVISION: THE STATE OF WEST VIRGINIA WILL CONSIDER BIDS THAT CONTAIN PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

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**INSTRUCTIONS TO BIDDERS**

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

**SIGNED BID TO:**

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



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<p><b>VENDOR PREFERENCE CERTIFICATE</b></p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>( ) 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</p> <p>( ) BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I 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</p> <p>( ) BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEAQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE</p>						

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<p>REASON CHECKED:</p> <p>( ) 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;</p> <p>OR</p> <p>( ) 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 BIDDERS' 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.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX &amp; 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) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; 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.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF</p>						

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<p>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.</p> <p>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.</p> <p>BIDDER: -----</p> <p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p>						

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DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:  SEALED BID  BUYER: 41  RFQ. NO.: AGR0757  BID OPENING DATE AND TIME  PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:  ----- CONTACT PERSON (PLEASE PRINT CLEARLY):  -----						

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***** THIS IS THE END OF RFQ AGR0757 ***** TOTAL:						_____

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## PURCHASING CONTINUATION SHEET

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Spending Unit: Agriculture Plant Industries Division		

Vendor:

SECTION 1. PURPOSE

1.1 INTRODUCTION- This Contract is for the aerial application of *Bti* (*Bacillus thuringiensis israelensis*) to streams identified in need of treatment in southern West Virginia for the purpose of black fly control. Future waterways determined to be in need of treatment will be added as identified. The vendor must provide the *Bti* and all associated aspects of application, **including scouting trip(s) to determine hazards prior to the treatment season and to determine if aerial application is feasible for new areas.** The West Virginia Department of Agriculture, Black Fly Control Program Coordinator will provide sites (Section 3.2), dates of application, and amounts of material to be applied. All other aspects of this program are to be included in the contract.

Payments are based on the gallons of concentrate sprayed (*Bti* only, no provisions for dilution water are included).

Part 1: The streams currently identified for treatment include the New River both above and below the Bluestone Dam, the Greenbrier River from Anthony to Hinton, and the lower ten (10) miles of the Bluestone River.

Part 2: A new area on the Guyandotte River between Man and the R. D. Bailey Dam.

1.2 AREA TO BE TREATED -*Bti* application will occur on West Virginia streams identified as in need of treatment. Map A (Section 6) presents the general area of the streams to be treated currently in Mercer, Summers, Greenbrier, Raleigh, Mingo and Logan Counties. Map B (Section 6) presents a more detailed overview of the stream segments to be treated. The State has received permission from the National Park Service to treat within the boundaries of the National Park system.

Exact treatment sites on everything except the Guyandotte River are marked on 7.5 minute topographic maps which are available for review in the offices of the West Virginia Department of Agriculture, Guthrie Complex located at 4720 Brenda Lane, Building 9, Charleston, West Virginia, 25312. Individuals interested in inspecting the maps during regular work hours should contact the Black Fly Control Program Coordinator, at the Department's Guthrie Complex (304) 558-2212. Maps of treatment sites along the Guyandotte River will be generated prior to spray season.

There are currently 18 application sites on the New River, 30 on the Greenbrier River and 13 on the Bluestone River. These sites include those locations within the National Park boundaries. The topographic maps have the locations marked. The exact location and number of application sites may be shifted, added, or deleted based on the stream discharge rate and/or larval concentrations. These determinations will be made by Department personnel.

1.3 BIDDERS QUALIFICATIONS -Bids submitted by Fixed-Based Operators (FBO), or firms that are currently certified as commercial aircraft operators, with office, maintenance facilities, owned or leased aircraft, employees, qualified pilots and mechanics, and have tools, equipment, and spare parts for the make and type of aircraft specified in this proposal will be considered. Applicators must have, or receive prior to application date,



## PURCHASING CONTINUATION SHEET

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Spending Unit: Agriculture Plant Industries Division		

Vendor:

a Licensed Pesticide Application Business license from the West Virginia Department of Agriculture, pursuant to the provisions of the West Virginia Pesticide Use and Application Act. Applicators must qualify under all Federal Aviation Regulations, currently be certified for agricultural aircraft operations, and have at least three (3) years experience. The successful vendor maintains responsibility for the entire contract even if a subcontractor is providing part of the equipment and/or personnel.

1.4 SCOPE OF AGREEMENT -It is the purpose and intent of this contract to provide specifications for: aircraft, *Bti*, equipment, applications, and other operational requirements necessary for a successful program, for securing properly certified and approved aircraft, dispersal systems, service facilities, qualified ground personnel, and FAA certified and qualified pilots familiar with proper aerial application of *Bti* to specified sites on the streams to be treated.

1.5 ESTIMATED TIME SCHEDULE -Vendor must be equipped and ready to initiate *Bti* application within 10 days of written notice to proceed. The treatment period is expected to begin in March or April and to continue through October. Each treatment station is expected to receive approximately 16 applications during the course of the summer. The exact dates of application cannot be provided in advance as they are extremely dependent upon water temperature and stream discharge values. A five (5) day notice will be given to contractors prior to the initial application and forty-eight (48) hours notice will be given prior to each following application. It is anticipated that there will be between 7 and 14 days between most applications. It may not be possible to treat all streams on the same day since treatment timing is a function of larval development. When possible, however, the Program Coordinator or designee will try to schedule all applications the same day. Aircraft are free to be used for other contractor commitments between applications. Table 1-1 shows a summary of the 2006 application program.

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Spending Unit: Agriculture  
Plant Industries Division

Vendor:

Table 1-1. 2006 Black Fly Program Treatment Summary.

Date	Gal. <i>Bti</i> New River	Gal. <i>Bti</i> Greenbrier River	Gal. <i>Bti</i> Bluestone River	Gal <i>Bti</i> Total
March 23	392	300	0	692
April 18	185	0	35	220
May 2	358	390	26	774
May 9	331.5	210	19.5	561
May 11	318	163.5	13	331
May 17	358	45	13	416
May 18	0	229.5	0	229.5
May 24	291	206	635	503.5
June 7	222	141.5	937.5	373.25
July 11	331	86	19.5	436.5
July 13	0	129	0	129
July 19	314	270	0	584
July 25	262	197.5	13	472.5
July 27	230	171.5	13	414.5
August 1	204	90	13	307
August 3	184	73	6.5	263.5
August 8	151	30	13	194
August 9	0	46	0	46
August 10	187.5	120	13	320.5
August 22	212	60	13	285
August 24	184	60	0	244
August 30	136	60	0	196
Sept. 12	229	120	13	362
Sept. 19	260	90	0	350
Sept. 26	202	60	0	262
	3348.5	239.75	5542	9130.25

SECTION 2. REQUIREMENTS OF THE CONTRACTOR

2.1 GENERAL -The contractor is obligated to furnish aircraft, operated and maintained on the ground and in the air with personnel and all needed support equipment to produce each application in accordance with the Contract Agreement. Other sections in these Contract Specifications will give more specific information on equipment required.

2.2 SPRAY MATERIAL

(A) Bacillus thuringiensis israelensis (*Bti*) -The spray material (*Bti*) will be purchased and provided by the contractor. *Bti* formulations must meet a viscosity of 700 or less as measured by a Brookfield Viscometer at 25 °C, 30 RPM using a Number 3 spindle. It will be the applicator's responsibility to insure trouble free operation with the material purchased. Any product presenting operational problems must be immediately replaced. Unless problems are encountered, all *Bti* must be of the same formulation.

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*Bti* may be supplied in drums or bulk tanks. The material must be properly stored to ensure its effectiveness. All *Bti* products used in this program must be new material manufactured after October 1 of the year preceding the current spray season (i.e., for the 2007 spray season, all *Bti* must be manufactured after Oct. 1, 2006).

Documentation of this fact must be provided by the contractor. The contractor assumes full responsibility for the handling, storage, security, transportation of the product and for legal disposal of empty containers. The contractor is responsible for ensuring that adequate material is on hand for each application. The *Bti* will be applied undiluted where possible. During low water periods it may become necessary to dilute the *Bti* with water if properly dispensing small quantities becomes a problem. In such situations, the contractor will supply and transport the water used for mixing. The contractor must have a water source approved by the Department before it may be used. When material is diluted with water, payment will be based on gallons of concentrate (*Bti*) applied.

(B) The only acceptable *Bti* formulation is:

Vectobac-12AS, EPA Registration 275-66

*Bti* vendor:

Vectobac  
Jim Andrews  
Valent BioSciences  
Telephone: (910) 392-7621  
Fax (847) 778-8673

**2.3 APPLICATION TECHNIQUES** -The *Bti* will be sprayed directly into the water from an altitude of 10 to 15 feet above the surface of the water, where possible. It is recognized that on the smaller streams with an extensive canopy this may not always be possible. Application speed on open river sites is generally expected to be between 25 and 50 miles per hour. The objective is to spray back and forth across the stream applying equal swaths to produce a wide band of *Bti* drifting through that portion of the stream. It may be necessary to divide the stream into sections if the helicopter cannot carry enough insecticide to make the proper application across the full width. On the smaller streams the applications will have to be made by flying one or two diagonal passes along the stream or even by making a few short sprays passes parallel to the stream.

The Program Coordinator or designee will specify the volume of material to be applied at each site for each application. The correct volume of *Bti* is dependent upon the flow rate of the stream on the date of application. Excessive flow rate at any site may cause postponement of the application until the water has receded to a lower level, or cancellation of application.

All spraying will be done during daylight hours. Spraying will begin no earlier than 30 minutes after sunrise and end no later than 30 minutes prior to sunset. Acceptable spray conditions (weather) are limited mainly by factors that would affect safe flying or cause deposition of material off target areas.

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2.4 ESTIMATED INSECTICIDE VOLUMES -Are calculated using 50th percentile flows (half the time the flow is greater and half the time the flow is less) for the rivers to be treated for the period of record for the stations used (refer to Tables 2-3 to 2-6).

The actual volumes of *Bti* applied during the past eight years of the black fly program are shown on Table 2-1 and Table 2-2 shows monthly application rates for 2006.

Table 2-1: Annual spray totals, WVDA Black Fly Control Program.

Year	Annual <i>Bti</i> Totals (gal.)*
1998	5137
1999	4824
2000	4917.4
2001	5107.4
2002	5480.7
2003	6313.7
2004	4485
2005	7170.4
2006	9130.25

\*Average annual volume = 5840.65 gallons

Table 2-2: Monthly spray summary, 2006 WVDA Black Fly Control Program.

Month	Total Gallons <i>Bti</i>	Number of Applications
March	692	1
April	220	1
May	2978.5	6
June	373.25	1
July	2036.5	5
August	1856	8
September	974	3
<b>Totals:</b>	<b>9130.25</b>	<b>25</b>

A summary report for the 2006 Black Fly Control Program may be obtained by contacting the Black Fly Control Program Coordinator (See Section 1.2). Site locations and estimated volumes may be altered during the course of the program as needed to achieve the desired control. Volumes of *Bti* needed are calculated using the following formula to obtain an approximate 11 ppm concentration at a given treatment site:

$$\text{water flow (in ft.}^3/\text{ second)} / 200 = \text{Bti required (in gal.)}$$

For instance, the water flow at a given site is 9500 ft.<sup>3</sup>/ second:

$$9500 \text{ ft.}^3/\text{ second} / 200 = 47.5 \text{ gal. Bti}$$

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Table 2-3: Estimated gallons of *Bti* required to treat New River above Bluestone Dam.

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	8	7199	36	1	288
April	8	5940	30	2	480
May	8	4820	24	2	384
June	8	3660	18	3	144
July	8	2810	14	3	336
August	8	2500	12	3	288
September	8	2030	10	3	240
<b>Totals:</b>	<b>8</b>				<b>2160</b>

Table 2-4: Estimated gallons of *Bti* required to treat New River between Bluestone Dam and the confluence of the Greenbrier River.

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	2	9145	46	1	92
April	2	9080	45	2	180
May	2	7170	36	2	144
June	2	4730	27	3	162
July	2	3460	17	3	102
August	2	2901	15	3	90
September	2	2235	11	3	66
<b>Totals:</b>	<b>2</b>				<b>836</b>

Table 2-5: Estimated gallons of *Bti* required to treat New River between the confluence of the Greenbrier River and Sandstone.

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	8	9145	46	1	368
April	8	9080	45	2	720
May	8	7170	36	2	576
June	8	4730	27	3	648
July	8	3460	17	3	408
August	8	2901	15	3	240
September	8	2235	11	3	176
<b>Totals:</b>	<b>8</b>				<b>3136</b>

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Table 2-6: Estimated gallons of *Bti* required to treat Greenbrier River between Anthony and Talcott.

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	43	2180	11	1	473
April	43	2090	10	2	860
May	43	1400	7	2	602
June	43	690	3	3	387
July	43	400	2	3	258
August	43	301	2	3	258
September	43	200	1	3	129
<b>Totals:</b>	<b>43</b>				<b>2967</b>

Table 2-7: Estimated gallons of *Bti* required to treat Greenbrier River between Talcott and mouth.

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	17	2600	13	1	442
April	17	2510	13	2	442
May	17	1690	8	2	272
June	17	766	4	3	204
July	17	440	2	3	102
August	17	323	2	3	102
September	17	206	1	3	51
<b>Totals:</b>	<b>17</b>				<b>1615</b>

Table 2-8: Estimated gallons of *Bti* required to treat Bluestone River (lower 12 miles).

Month	Number of Sites	50% Flow (ft <sup>3</sup> /sec.)	<i>Bti</i> Volume (gal.) per site	Number of Applications per Month	Total <i>Bti</i> (gal.)
March	13	600	3	1	78
April	13	540	3	2	78
May	13	363	2	2	52
June	13	153	0.8	3	31
July	13	99	0.5	3	20
August	13	75	0.4	3	16
September	13	48	0.2	3	10
<b>Totals:</b>	<b>13</b>				<b>285</b>

Table 2-9: Estimated gallons of *Bti* required to treat Guyandotte River.

Stream Gauge	Number of Sites	Median Flow (ft <sup>3</sup> /sec.)	Median gallons <i>Bti</i> needed per site	Number of Applications per Season	Total <i>Bti</i> (gal.) per Season
R.D. Bailey Dam	6	731	3.7	17	377.4
Man	4	858	4.3	17	292.4
Logan	3	1032	5.2	17	265.2
<b>Totals:</b>	<b>13</b>				<b>935</b>

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**2.5 PERSONNEL**

(A) **PROJECT SUPERVISOR** -The applicator shall designate one person to act as the Applicator's Project Supervisor (APS). This person shall be an experienced pilot familiar with the equipment being used, and with authority to act on all matters pertaining to the applicator's performance on the project. The Applicator's Project Supervisor should also be a West Virginia Certified Pesticide Applicator. If the APS is not the Certified Applicator, then the contractor must have a certified applicator present in direct supervision of the application of pesticides in accordance with the West Virginia Pesticide Use and Application Act.

(B) **PILOTS** -The Contractor shall provide pilots that are FAA qualified to operate the aircraft specified in the bid. Every spray pilot must have two (2) growing seasons of *Bti* application experience specifically for the control of black flies within the past 10 years.

All spray pilots must meet or exceed the following experience minimums:

Total All Aircraft	100 Hours
Type of Aircraft to be Used in Contract	500 Hours
Night	10 Hours
Typical Terrain	50 Hours
In Weight Class to be Flown (light, medium, etc.)	100 Hours
Make and Model, Preceding 60 Days	10 Hours

Thirty (30) landings and take-offs at typical altitude with loads similar to an average spray load.

(C) **GROUND SUPPORT** -The contractor must supply adequately trained and qualified personnel in sufficient quantity to drive all necessary support vehicles, operate the equipment used to transfer and mix insecticides, and properly service each aircraft. All personnel provided by the contractor must be able to communicate effectively in English. It is more important for these people to be familiar with the equipment than the territory. Hiring personnel with no prior experience with handling and mixing insecticides is not permitted.

All aircraft under contract must be capable of working independently of any other aircraft, thus requiring ground support personnel for the aircraft. All ground support personnel should be equipped and trained to take proper action in an emergency. These people should observe standard safety precautions in handling the insecticide solution and refueling the aircraft. The contractor is required to replace any ground support person who does not demonstrate the knowledge and capability of performing their duties.

The aircraft shall be equipped with a bullhorn or other public announcement system. This system will be used as necessary to warn people in or beside the river that the aircraft will be applying a pesticide.

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2.6 EQUIPMENT

(A) SPECIALIZED HELICOPTER REQUIREMENTS -One category B ship is required during the high flow periods of high stream flow. During low flow periods other ships may be used, but must be approved by the Department. The following table defines the helicopter categories that may be used for the program.

Minimum Average Spray Category	Horsepower	Loads (Gals.)	Examples
A	260	70	Bell 47C Hiller 12E
B	400	120	Bell 206B Bell/Soloy 47G-3B Hiller/Soloy 12E Hughes 500C

Every aircraft furnished for this contract shall be properly licensed under regulations of the Federal Aviation Administration. All aircraft must be powered by turbine engines. Aircraft shall be clean inside and outside and shall fully comply with FAA directives and specifications and to any pertinent laws and regulations of the State of West Virginia. Helicopters with less than 260 horsepower are unacceptable.

Each aircraft engine shall be in first class operating condition. Engine and airframe logs must be submitted at time of inspection. Each aircraft engine and airframe shall meet the following requirements:

- 1) Each engine must have operated a minimum of 50 flight hours;
- 2) Fifteen (15) of these flight hours must have occurred in the two (2) months prior to the initiation of the spray project;
- 3) No aircraft will be accepted for this project with engine or component time within 100 flight hours of the maximum time before overhaul (TBO) recommended by the manufacturer.

All aircraft used in the project will have space for one (1) passenger in addition to the pilot in the event reconnaissance flights are needed.

In the event that any spray aircraft used in this contract becomes incapacitated and cannot return safely to full operation during any one application day, the contractor must provide a replacement craft of similar capabilities.

Safety regulations prescribed by the FAA, the State of West Virginia, the contractor and the Department will be observed at all times. The pilot will ensure proper loading of the aircraft such that the tanker weight does not exceed the maximum gross weight specified by the manufacturer. A minimum of twenty (20) minutes reserve fuel supply in addition to the amount needed for the round trip is required. Windshields or bubble shall be kept clean.



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**(B) AIRCRAFT SPRAY SYSTEM**

**TANKS** -Leakproof corrosion-resistant tanks with exterior filler openings are to be used. The location and size of tanks shall not impair air-worthiness by overloading or displacing the center of gravity beyond acceptable limits. Filler openings or necks should be large enough to prevent surging during filling. Tanks must be vented to the outside of the fuselage.

**EMERGENCY DUMP SYSTEM** -Each aircraft must be equipped with an emergency jettisonable load dumping system or emergency non-leaking dump valves of adequate capacity and adequately vented to dump the load and so installed to prevent blowback into the fuselage. In no case shall the ratio between load in gallons carried to the area of dump valves in square inches be greater than 7.65 to 1. Exposed valve control linkage must be protected to prevent unintentional opening of the valve in any manner. The control lever must be substantially mounted in the cockpit within easy reach of the pilot when he/she is wearing a shoulder harness properly.

**PUMPING SYSTEM** -The pumping system must be securely attached and capable of maintaining the pressure required to insure the even distribution of the insecticide. All plumbing and pumps should be large enough to handle a minimum flow rate of 40 gallons/minute. All parts should be chemically resistant to the spray materials being used.

**PRESSURE GAUGE** -An accurate spray pressure gauge should be located so that it can be easily read by the pilot.

**SHUTOFF** -To avoid contamination of areas not scheduled for treatment, the entire spray system must be leakproof and have a positive shutoff mechanism capable of eliminating dripping from the boom ports.

**CLEAN SYSTEM** -All aircraft spray systems and tanks must be cleaned of all foreign material and flushed with water prior to the start of this spray operation. During the spray program it may be necessary to flush the spray system with water daily or when the operation is delayed because of bad weather, etc.

**STRAINER** -An in-line strainer is not required, but if the contractor elects to use one it must be no finer than 50-mesh.

**SPRAY BOOM** -Each aircraft shall be equipped with an approved standard wet boom system of the type commonly used for aerial application of liquids. The inside of the boom should be clean. The length of the boom between the last nozzle on each end must not extend beyond the tip of the main rotor.

**NOZZLES/BOOM PORTS** -Nozzles are not required, the application will be made with open ports to reduce fines. The ports should be positioned to angle downward to reduce shearing during application. Each aircraft must be equipped with enough shut-offs, blanks, or plugs to reduce the number of operating ports down to one. The required application rate per minute may range from 40 gallons per minute to as low as 0.5 gallons per minute. It is understood that dilution must occur during low river flows.

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TOTALIZER, FLOW METER/SPRAY TIMER -The applicator must be able to accurately deliver the specified volume of material to each site. This may be accomplished by providing an accurate totalizer, or a combination flow meter and timer, or by limiting the maximum number of sites to two per load. Each aircraft utilizing a totalizer must have the appropriate calibration code for the *Bti* product being used. In addition, each aircraft must be equipped with a digital timer that is activated automatically when the spray switch is operated. The timer must be capable of an accurate measurement of the cumulative spray time in minutes and tenths of minutes or seconds. Hour meters are not acceptable. This will be a definite aid to the pilot in accurately splitting a load between two or more sites and to monitor flow rate during the actual application.

CALIBRATION OF SPRAY SYSTEM -Daily calibration of spray equipment is required. Calibration must occur prior to the initial *Bti* application of the day.

(C) FIELD TRUCKS -A truck equipped for transporting and dispensing insecticide and aircraft fuel is required. Truck and trailer combinations are acceptable when they meet all requirements of the West Virginia Department of Highways. Other arrangements may be determined to be acceptable, but must have prior approval from the Department. The field trucks must be large enough to legally carry the minimum volume of *Bti* needed for that treatment day.

If the *Bti* is delivered in drums, then each truck must be equipped with a drum wrench and the necessary device for pumping from a drum into the bulk tank.

(D) INSECTICIDE STORAGE TANK -All tanks used to transport insecticides must be leak proof and corrosion-resistant. Filler openings and air vents must be adequate to prevent surging during filling. Tanks must be equipped with properly fitting covers or hatch plates and kept closed except when filling or circulating. This is done to reduce or prevent contamination by foreign material. Tanks must be thoroughly cleaned and free of rust, residues and particulate matter such as grit and sand. All tanks will be inspected before being permitted to be filled with insecticide or water. Tanks used for bulk storage of insecticide must have visual calibration markings or a dip stick calibrated at 25 gallons or finer intervals for use as a double check to the meters.

This tank must be equipped with a recirculation system designed to produce a swirling action which will mix and agitate the *Bti*. Inlet lines should direct the material parallel to the curved internal surface of the tank. Large internal tank baffles that restrict the agitation in any portion of the tank must be avoided. Additional mechanical agitation is also acceptable. The return line must be below the surface of the mixture in the tank.

(E) PUMPS -The pump used for circulation, mixing and loading must produce a sufficient flow rate to fill the aircraft it supplies in a maximum of three (3) minutes without producing high pressures. The pump used for drafting the undiluted insecticide from a 30 gallon drum must be capable of repeatedly emptying a drum in less than three (3) minutes.

A second pump, with sufficient flow rate to fill the aircraft it supplies in a maximum of three (3) minutes without producing high pressures, must be supplied to load any water that may be required for dilutions.

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(F) METERS -All meters must be calibrated and inspected by a certified<sup>1</sup> operator no more than 60 days prior to the start of the spraying. Copies of this certification shall be provided to the Program Coordinator prior to the beginning of each spray season for each meter used in the program. Meters must be capable of safely handling the flow rate necessary for loading the aircraft. Meters with lighted digital displays that are difficult to see in direct full sunlight are not acceptable. The meter shall be capable of accurately metering only liquid. The meter must be capable of discriminating liquid from air. The contractor is also responsible for all flight time needed for proper calibration of the aircraft and any needed recalibration check flights.

(G) STORAGE TANK STRAINERS -An in-line strainer must be located prior to the intake of the meter. This strainer may be on either side of the pump. The strainer elements used to screen the insecticides must be 30 to 50-mesh size and fit properly in the strainer housing. Strainer elements of finer than 50-mesh such as 80- or 100-mesh are not permitted.

(H) RADIOS -Communications between the ground and air are the responsibility of the contractor. The contractor must supply the necessary equipment to provide two-way radio contact between the helicopter and the ground support truck. **All aircraft and field trucks must be provided with FCC and FAA approved ground to-air radio communications.** These radios must be in proper working order. The range of this radio equipment must be a minimum of ten miles.

The pilot must be able to transmit and receive on the tower and ground control frequencies used by the airports in the contract area. If it is not possible for the pilot to monitor both a control tower and the ground support truck at the same time, the procedure to switch from one to the other must be simple and require only one hand.

(I) ACCESSORY EQUIPMENT-All accessory equipment including any vehicles necessary for transporting the insecticide from storage or from one operational site to another are the responsibility of the contractor. Accessory equipment supplied by the contractor is defined as any needed insecticide storage tanks, (equipped for agitation or recirculation), pumps, hoses, fire extinguishers, metering devices, and similar equipment necessary for mixing the insecticide and loading the spray aircraft, and any other services, equipment, and materials that may be needed.

2.7 OTHER RESPONSIBILITIES -In addition to equipment and personnel, the vendor must meet the following obligations:

(A) LOADING SITES -The selection of a suitable helispot or airfield is the responsibility of the contractor. The Department recommends that the contractor find several loading sites carefully located to minimize ferry distance. Use of the site must not present problems from a legal aspect, and permission to use the site must be obtained by the contractor. The contractor will be responsible for any damage done to or within the vicinity of the work area which is a direct result of spraying operations. **The contractor must locate and secure permission for all helispots or airfields prior to the start of the project.** The State owns several areas located near the operational area and the program coordinator will cooperate with the contractor in securing permission to use these sites, if they are deemed acceptable by the contractor. The contractor or his representatives must notify the Program Coordinator of the loading sites to be used prior to any spraying operations.

<sup>1</sup> Certified through the WV Department of Labor, Weights and Measures Section: (304) 722-0602.

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During previous years, Pipestem State Park has provided storage for *Bti*. This location has also been used as a loading site. The Army Corps of Engineers has also provided a loading zone immediately below Bluestone Dam. There is a potential loading zone at R.D. Bailey.

If no public restroom facilities are within one tenth of a mile of the loading sites, the contractor shall provide and pay for adequate temporary toilet facilities for personnel during the spray season. Toilets shall be of types approved by the land owner and the State Health Department and be situated only in approved areas. The contractor shall be responsible for operation and sanitary maintenance of the temporary toilets and shall have them removed at the conclusion of the spray season.

The contractor shall provide safe drinking water at all loading sites, if no public drinking water source is available.

(B) MAINTENANCE -The contractor shall provide maintenance on the spray system, the aircraft, the mixing and pumping system, the trucks and the storage tanks. Care should be taken to prevent leakage of spray material at all times. Routine maintenance is to be conducted at times that will not interfere with the spray operation. Only emergency repairs are to be performed during scheduled spray hours.

(C) SECURITY -If guard service for the helicopters and/or facilitating equipment is required or desired by the contractor, the contractor shall provide the necessary personnel. Care should be taken to ensure aircraft storage sites are not located in fog prone areas which might delay the start of the daily spray program.

(D) AIRCRAFT REFUELING -The contractor must provide aircraft fuel at each loading site, if needed. The fuel tank must be equipped with a pump to transfer the fuel through a hose and nozzle for refueling while the engine is running and/or the rotor spinning. Refueling from hand held containers is permitted only in emergency situations and then only during a complete shut down.

(E) NON-SPRAYING FLIGHTS -Flights to and from the project area, as well as any needed reconnaissance flights over the spray areas, are provided by the contractor. The Program Coordinator or designee may be available to ride in the helicopter on a reconnaissance flight to help the pilot become familiar with the spray sites.

(F) PILOT RESPONSIBILITY -When in flight, the pilot is responsible at all times for the safety of the helicopter and personnel. The Department will not require flying in fog, dense smoke, or in any other adverse condition which a prudent pilot would consider unsafe. It is mutually understood and agreed that the successful vendor will not be required to land at any Site which an expert pilot would consider unsafe. During the spraying, the pilot is permitted to take a short break between loads whenever desired. Recommended rest periods are found in the following paragraph. It is recommended that the same pilot/pilots work the same area *throughout* the contract for increased project efficiency.

1) The pilot shall take all necessary precautions to prevent discharge of the *Bti* on people in or along the river. If there are people within the treatment site, the pilot shall employ any/all of the following tactics to prevent human contact with the pesticide:

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- a) Use a public announcement system to warn people of the intent to spray (content of the announcement will be provided by the Program Coordinator) and either allow river users time to move, or;
- b) Move the spray transect slightly upstream or downstream based on anticipated drift, or;
- c) Hover above the site until all boats/rafts have cleared the area, or;
- d) Treat nearby sites, and return to the site after the area has been cleared.

2) The pilot is responsible for the proper loading of the aircraft. Loading will be under his/her direction and will be inspected by him/her before takeoff. The tanker weight will not exceed the maximum gross weight specified by the manufacturer under standard category. The pilot shall compensate for altitude, temperature, landing site conditions, and other adverse flying conditions.

3) The pilot will assure that the aircraft windshields or bubble are kept clean.

(G) FLIGHT DUTY LIMITATIONS -Maximum flight time<sup>2</sup> is limited to eight (8) hours per day. This must be broken into two (2) segments separated by a two (2) hour rest period (A rest period is restricted to meals and relaxation. Other jobs, such as driving a truck or conducting aircraft maintenance will not be counted as part of a rest period). Pilots are to have at least eight (8) consecutive hours off duty prior to the start of each day.

(H) INSPECTION -Department personnel will inspect the contractor's aircraft to determine if the equipment offered meets the Contract Specifications. Performance tests, if necessary, will be conducted at a location mutually agreed upon between Department personnel and the contractor. The contractor shall assume all expenses incident to operation of the aircraft and the pilot's time during these tests. The Department may request this inspection be held thirty (30) days prior to scheduled start of spraying.

(I) FIELD EXPENSE -Costs incurred in the operation and maintenance of all the equipment on the project is the responsibility of the contractor. Expenses incurred by all contract personnel including arrangements for food, lodging and transportation are the responsibility of the contractor.

(J) INDEMNITY CLAUSE -The contractor shall indemnify and save and keep harmless the State of West Virginia and National Park Service/United States of America against all loss, cost, damage, claim, expense or liability whatsoever, because of accident or injury to persons or property of others in connection with the application under this agreement.

(K) EXPERIMENTAL SPRAYING -The Department may request that the successful vendor conduct a small amount of experimental spraying. This will be done to gain knowledge of the dispersal of the *Bti* after application in the various streams. In the event that this is necessary, the contractor will be compensated for any

<sup>2</sup> The flight time is the total time when the aircraft is off the ground. It begins with the first load of the day and ends with the landing from the last load of the day. Moving aircraft to and from the work site before and after spraying is not included.

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such experimental work at the contractual rate. In such cases equitable compensation would be negotiated if extra work or expense is involved.

(L) PERSON FLYING AS NAVIGATOR -In the event the contractor needs Department personnel to accompany the pilot on a flight to act as a navigator for site location or general reconnaissance, the contractor will guarantee a minimum of \$150,000.00 insurance coverage for the Department personnel.

### SECTION 3. OBLIGATIONS OF THE DEPARTMENT

3.1 APPLICATION MONITORING AND SUPERVISION -The treatment operations will be administered by the Department of Agriculture, Plant Industries Division. The Program Coordinator or designee will work with the pilot and the ground crew, acting as a dispatcher and record keeper.

3.2 MAPS -The Program Coordinator or designee will provide USGS 7.5 minute topographic maps with each treatment site marked and labeled. There will be no ground markers at treatment sites.

3.3 PRE-WORK CONFERENCE -Prior to initiation of this spray program, Department representatives will meet with the contractor to discuss details and procedures. The date, time and location of this conference and who should attend will be mutually agreed upon.

3.4 SAFETY -Department personnel are required to conduct themselves in a safe manner especially in the vicinity of the spray aircraft and support equipment.

### SECTION 4. AGREED DAMAGES FOR FAILURE TO PERFORM

4.1 INTRODUCTION -Accurate timing of application of the *Bti* is critical to the success of the program. For this reason delays caused by the contractor could well destroy the effectiveness of this control program. The contractor shall not be liable for assessed damage costs if the failure to meet the terms of the contract arises out of causes beyond the control and with no fault or negligence of the contractor. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the State in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case, the failure to perform must be beyond the control and without the fault or negligence of the part of the contractor. The following items (but not limited to just these items) are considered to be failure to perform acts and subject to monetary compensation.

4.2 LATE ARRIVAL -Verbal notice will be given to the contractor five (5) days in advance of a time and location to have his equipment assembled for the start of the spray program. Following the first application, an advance notice of thirty-six (36) hours will be given to report for subsequent spraying operations. Failure to arrive on the day specified will be assessed against the amount due the contractor at the rate of \$1,500.00 per day. This same assessment applies if the aircraft is on site, but failure to have all the necessary ground support equipment or materials on site make it impossible to spray that day.

4.3 TARDINESS -The contractor will be told in advance the starting time of the spray operation on each day. Contractor personnel should be at the work site prior to the start time and be set up to load the ship and begin

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application. Tardiness on any part of the crew which delays the departure of the first load when conditions are acceptable for spraying can be assessed against the amount due the contractor at the rate of three hundred (\$300.00) dollars per spray day.

4.4 INSECTICIDE SPILLS AND DUMPS -The contractor must provide trucks for transporting the insecticide and will be held liable for any loss of the material between the receipt of delivery by the contractor and its proper dispersal from the aircraft spray system.

4.5 PROCEDURE -In cases where the contractor causes a delay as described in this Section, the incident will be detailed in writing by the Program Coordinator and submitted to the contractor's Project Supervisor. A copy will also be given to the contractor. All approved reports will be subject to the appropriate provisions and assessed costs shall be deducted before final payment is made to the contractor.

#### SECTION 5. AWARDING OF CONTRACT

5.1 BASIS OF PAYMENT -Contractor payment is based on the number of gallons of *Bti* concentrate properly applied to designated sites.

5.2 BIDS -The bid form requires the contractor to develop a price for providing and applying the pesticide on a per gallon basis. This price is then multiplied by the estimated gallons to be applied to produce a Total Bid Price. The award will be made to the lowest bidder who meets all the required specifications of this RFQ.

5.3 LIFE OF CONTRACT -This contract becomes effective on March 1, 2007 and extends for a period of one (1) year or until such "reasonable time" thereafter as is necessary to obtain a new contract or renew the original contract. The "reasonable time" period shall not exceed twelve (12) months. During this "reasonable time" the vendor may terminate this contract for any reason upon giving the Program Coordinator 30 days written notice.

Unless specific provisions are stipulated elsewhere in this contract document, the terms, conditions, and pricing set herein are firm for the life of the contract.

5.4 RENEWAL -This contract may be renewed upon the mutual written consent of the spending Unit and Vendor, submitted in writing to the Black Fly Control Program Coordinator, thirty (30) days prior to the expiration date. Such renewal shall be in accordance with the terms and conditions of the original contract and shall be limited to two (2) successive one (1) year periods.

5.5 CANCELLATION -The Department reserves the right to cancel this contract immediately upon written notice to the vendor if the materials or workmanship are of an inferior quality or do not conform to the specifications of the bid and bid contract herein.

5.6 INSURANCE -Successful vendors shall furnish proof of coverage of commercial General Liability Insurance prior to issuance of a contract. Unless otherwise specified in the bid documents, the minimum amount of insurance coverage required is \$250,000.00. The insurance policy shall list both the WV Department of Agriculture/State of West Virginia and the National Park Service/United States of America as certificate holders.

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5.7 **BONDS** -A Bid Bond of \$5,000.00, payable to the State of West Virginia, shall be submitted with each bid. The successful bidder shall also furnish within 10 days a Performance/Labor/Material Bond for 65% of the amount of the contract. The West Virginia Attorney General's Office requires this bond to be submitted before the contract can be awarded. Bonds may be provided in the form of a certified check, irrevocable letter of credit, or bond furnished by a solvent surety company authorized to do business in the State of West Virginia. A letter of credit submitted in lieu of a Performance/Labor/Material Bond will only be allowed for projects under \$100,000.00. Personal or business checks are not acceptable in lieu of the bid bond or Performance/Labor/Material Bond.

5.8 **OTHER** -The Department requires that the following information be submitted with the bid. This information will be used to evaluate the qualifications of the bidders prior to awarding the contract; lowest bid alone may not serve as the justification for contract award:

(A) Aircraft make and model, FAA registration number, spray system make and tank capacity for each aircraft to be used.

(B) Names of pilots, commercial certificate numbers and limitations, if any, flight hours in command as specified, number of seasons of forest or related spraying experience, FAA medical certificate, class and date of examination, copy of WV Pesticide Application Business license.

The Department also reserves the right to contact references to determine the bidders' reliability and competency prior to awarding the bid.

5.9 **SUBCONTRACTS** -The vendor who is awarded this contract, when performing work under the terms and conditions of this contract, is solely responsible for the satisfactory completion of the work. The prime vendor shall not be allowed to subcontract any work or services under this contract to any other person, company, corporation, firm, organization, or agency without prior written approval of the Department. The prime vendor shall be responsible for ensuring that any sub contractors have all the necessary permits, licenses, qualifications, certifications, and insurance to perform the work. The Department will consider the prime vendor to be the sole point of contact with regard to authorized work under the contract; however, this provision does not prohibit the Department from directly contacting subcontractors.

5.9 **BID FORMAT** -Bids will be computed using the following general format.

The total contract amount to be paid to the successful bidder is dependent on the actual gallons sprayed and the per gallon bid price. The actual amount sprayed may differ substantially from the estimates.

Spray costs for the 2007 black fly control program:

BID PER GALLON APPLIED: \$ \_\_\_\_\_ per gallon

Contractors are advised that the actual flows encountered in the spray program may be considerably less than the 50% estimate used to construct the current bid packages (See Section 2.3).



# PURCHASING CONTINUATION SHEET

Buyer:	Page 24	Req. or P.O. No.:
Spending Unit: Agriculture Plant Industries Division		

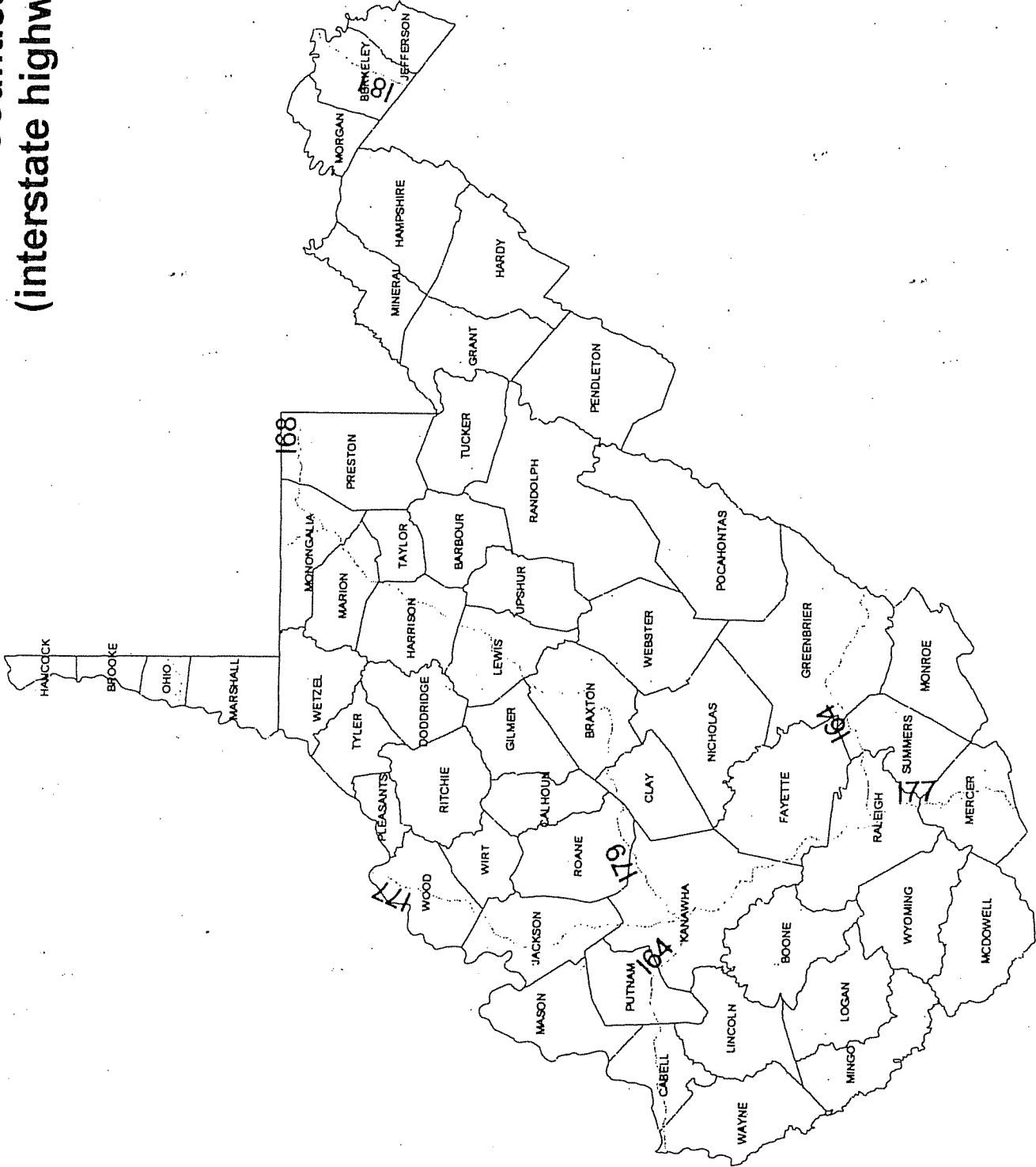
Vendor:

SECTION 6. MAPS

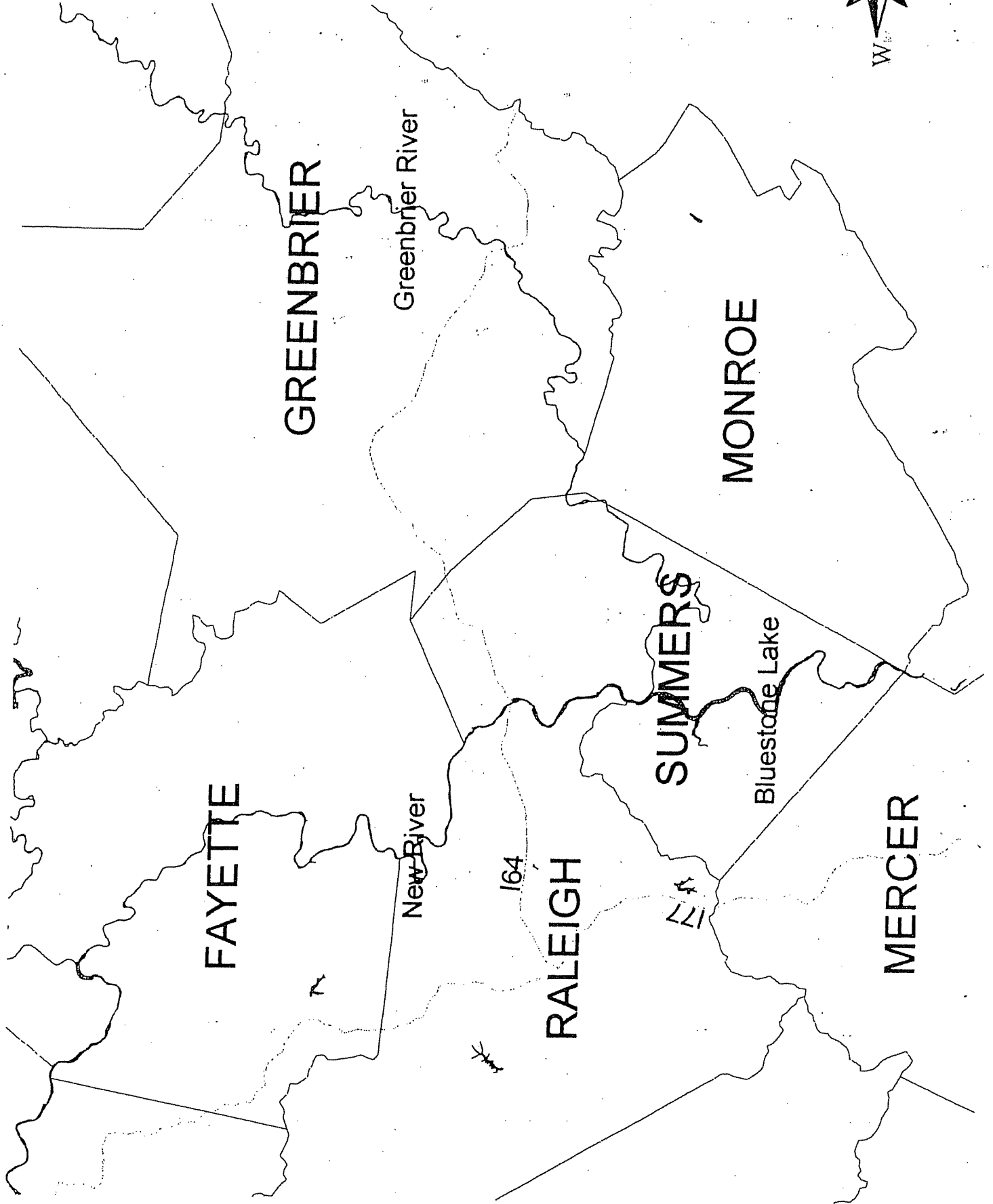
Map 6-1. State Map

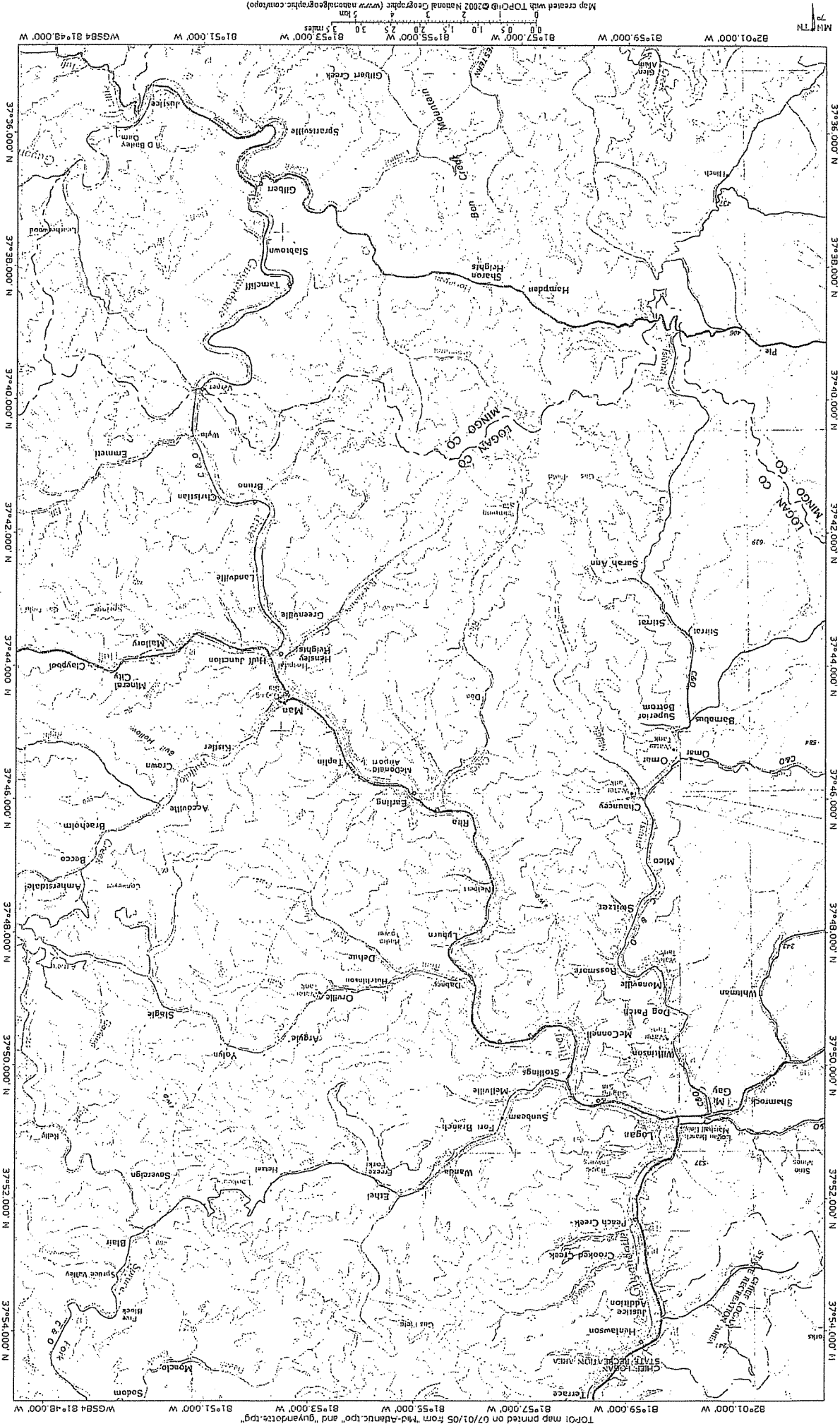
Map 6-2. Stream Map

Table 6-1: Counties of West Virginia  
(interstate highways indicated)



**Table 6-2: Streams in treatment area.**





Map created with TOPIC@2002 National Geographic (www.nationalgeographic.com/topo)

TOPIC map printed on 07/01/05 from 'Mid-Atlantic.tpo' and 'guayandee.tpg'  
81°59.000' W 81°57.000' W 81°55.000' W 81°53.000' W 81°51.000' W 81°49.000' W  
82°01.000' W 81°59.000' W 81°57.000' W 81°55.000' W 81°53.000' W 81°51.000' W 81°49.000' W

37°56.000' N  
37°58.000' N  
37°40.000' N  
37°42.000' N  
37°44.000' N  
37°46.000' N  
37°48.000' N  
37°50.000' N  
37°52.000' N  
37°54.000' N

81°51.000' W  
81°53.000' W  
81°55.000' W  
81°57.000' W  
81°59.000' W  
82°01.000' W

MO TN

# A F F I D A V I T

**West Virginia Code §5A-3-10a states:**

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

**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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "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.

**EXCEPTION:**

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

**LICENSING:**

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

**CONFIDENTIALITY:**

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

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

Vendor's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_