



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:  
 DEP13838

PAGE:  
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 CHUCK BOWMAN  
 304-558-2157

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ENVIRONMENTAL PROTECTION  
 DEPARTMENT OF  
 OFFICE OF INFORMATION SERVICES  
 601 57TH STREET SE  
 CHARLESTON, WV  
 25304 304-926-0499

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/05/2007				

BID OPENING DATE: 04/19/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		905-10		
<p>LIDAR AND DIGITAL IMAGERY</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION, IS SOLICITING BIDS FROM RESPONSIBLE AND QUALIFIED VENDORS TO PROVIDE THE AGENCY WITH LIDAR AND DIGITAL IMAGERY COLLECTION FOR SEVEN (7) ABANDONED MINE LAND (AML) AREAS NAMED ACCORDING TO THE ATTACHED 7.5 QUADRANGLE MAPS. THE COLLECTION AREAS WILL BE THE RED POLYGONS AREAS IN WHICH THE AML LOCATIONS ARE WITHIN, PLEASE NOTE SOME AREAS MAY HAVE MORE THAN ONE.</p> <p>A CD CONTAINING LIDAR DATA ACCOMPANIES THIS REQUEST FOR QUOTATION. REGISTERED VENDORS VIEWING THIS ADVERTISEMENT ON-LINE MAY VIEW THE DATA IN THE CD ON OUR WEBSITE. UNREGISTERED VENDORS REQUESTING/RECEIVING THIS ADVERTISEMENT NEED TO CONTACT BUYER CHUCK BOWMAN AT 304.558.2157 TO REQUEST THE CD CONTAINING THE LIDAR DATA.</p> <p>THE GOAL OF THE PROJECT IS TO OBTAIN THE FOLLOWING PRODUCTS, BARE EARTH LIDAR TILES, ORTHO TILES, REPORTING, AND DOCUMENTATION FOR ALL PROJECT AREAS. PLEASE ITEMIZE THE PRODUCTS IN THE QUOTE BASED ON EACH PROJECT AREA. THE LIDAR ACQUISITION IS TO BE ACCURATE TO PRODUCE 2-FOOT CONTOURING AND SHOULD MEET ALL ACQUISITION STANDARDS TO ACHIEVE THE REQUIRED ACCURACIES. PRIOR TO ANY TARGET PANEL PLACEMENT, THE WV DEP MUST RECEIVE THE COORDINATE LOCATION OF PROPOSED PANEL.</p> <p>DELIVERABLES ARE TO BE SENT TO DOUG BROWN AT THE PROVIDED ADDRESS. ALL PRODUCTS ARE TO BE DELIVERED IN</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**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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 Purchasing Division  
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04/05/2007				

BID OPENING DATE: 04/19/2007 BID OPENING TIME 01:30PM

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<p>UTM TIME ZONE 17, NAD 83 WITH ELEVATIONS IN FEET, UNLESS WV DEP APPROVES ANY CHANGES. THE ACQUISITION IS TO BE PERFORMED UNDER LEAF-OFF CONDITIONS, AS MUCH AS POSSIBLE, AND MUST BE COMPLETED NO LATER THAN AUGUST 1, 2007. THE WV DEP MUST RECEIVE ALL DELIVERABLES NO LATER THAN OCTOBER 1, 2007.</p> <p>MR. DOUG BROWN            REMOTE SENSING SUPERVISOR            WV DEPARTMENT OF ENVIRONMENTAL PROTECTION            601 57TH STREET, SE            CHARLESTON, WV 25304            304.926.0499 X 1623</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>VENDOR PREFERENCE CERTIFICATE</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-</p>						

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<p>QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</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 HEADQUARTERS 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 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</p>						

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<p>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 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>						

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<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 MAXIMU            5% PREFERENCE FOR BOTH "A" AND "B".            (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION            PURCHASING DIVISION            BUILDING 15            2019 WASHINGTON STREET, EAST            CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF            THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: CB-23</p>						

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	RFQ. NO.:			DEP13838		
	BID OPENING DATE:			04/19/2007		
	BID OPENING TIME:			1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
-----						
CONTACT PERSON (PLEASE PRINT CLEARLY):						
-----						
***** THIS IS THE END OF RFQ DEP13838 ***** TOTAL:						

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**Burnsville:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

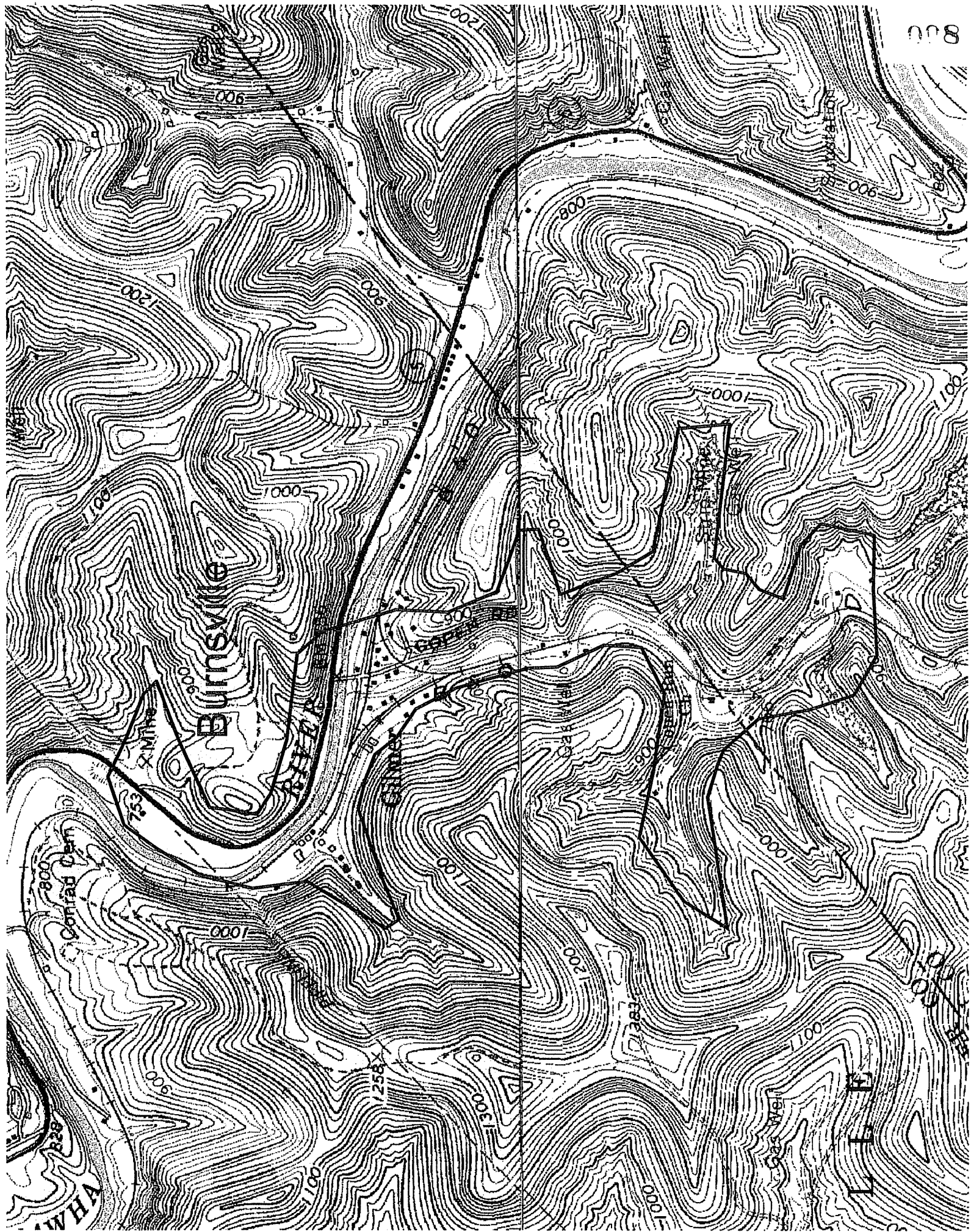
Total Item ..... \$ \_\_\_\_\_

**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Burnsville** ..... \$ \_\_\_\_\_



**Delbarton:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

Total Item ..... \$ \_\_\_\_\_

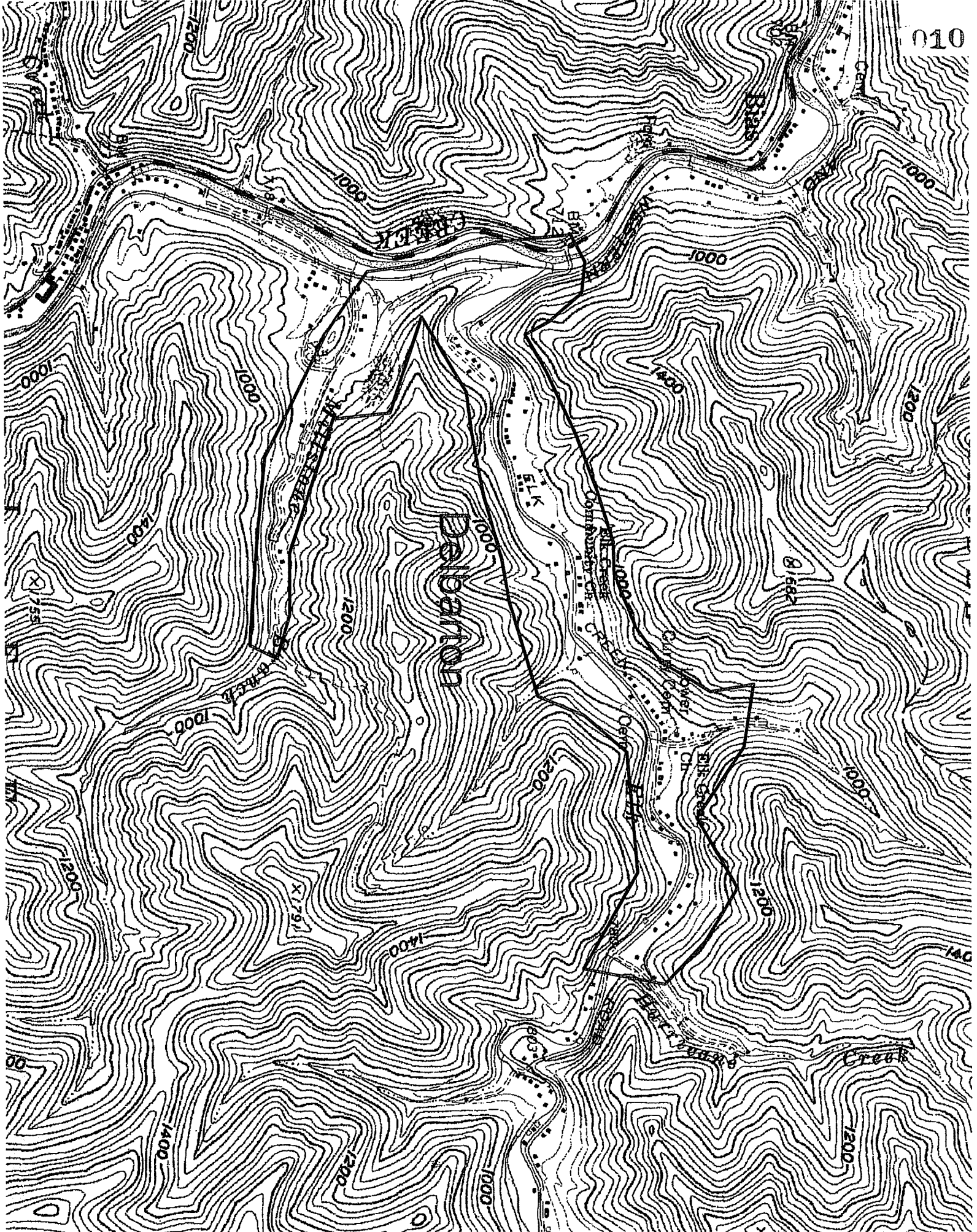
**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Delbarton** ..... \$ \_\_\_\_\_





**Gorman:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

Total Item ..... \$ \_\_\_\_\_

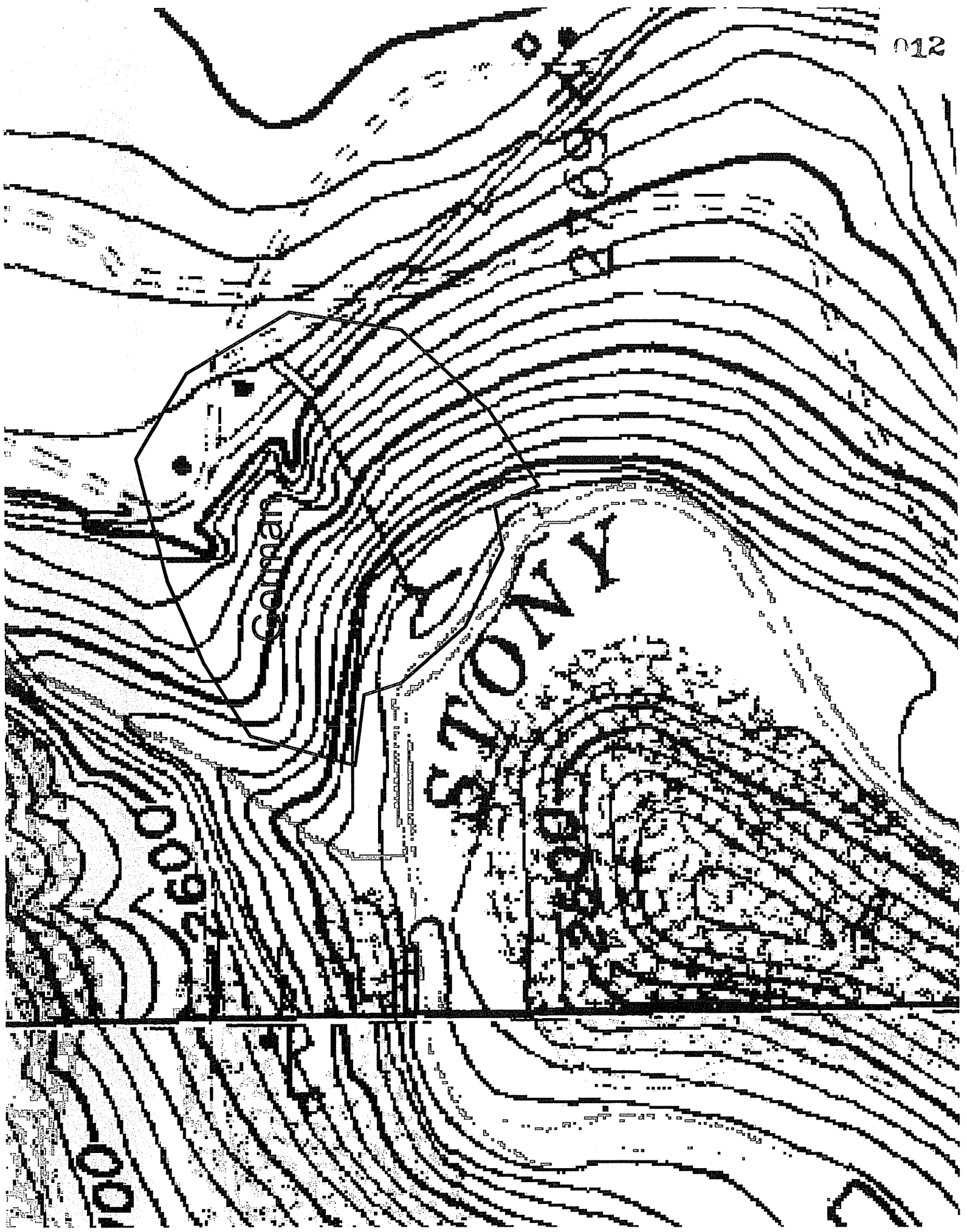
**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Gorman..... \$ \_\_\_\_\_**





Gaman

6000

100

**Holden:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

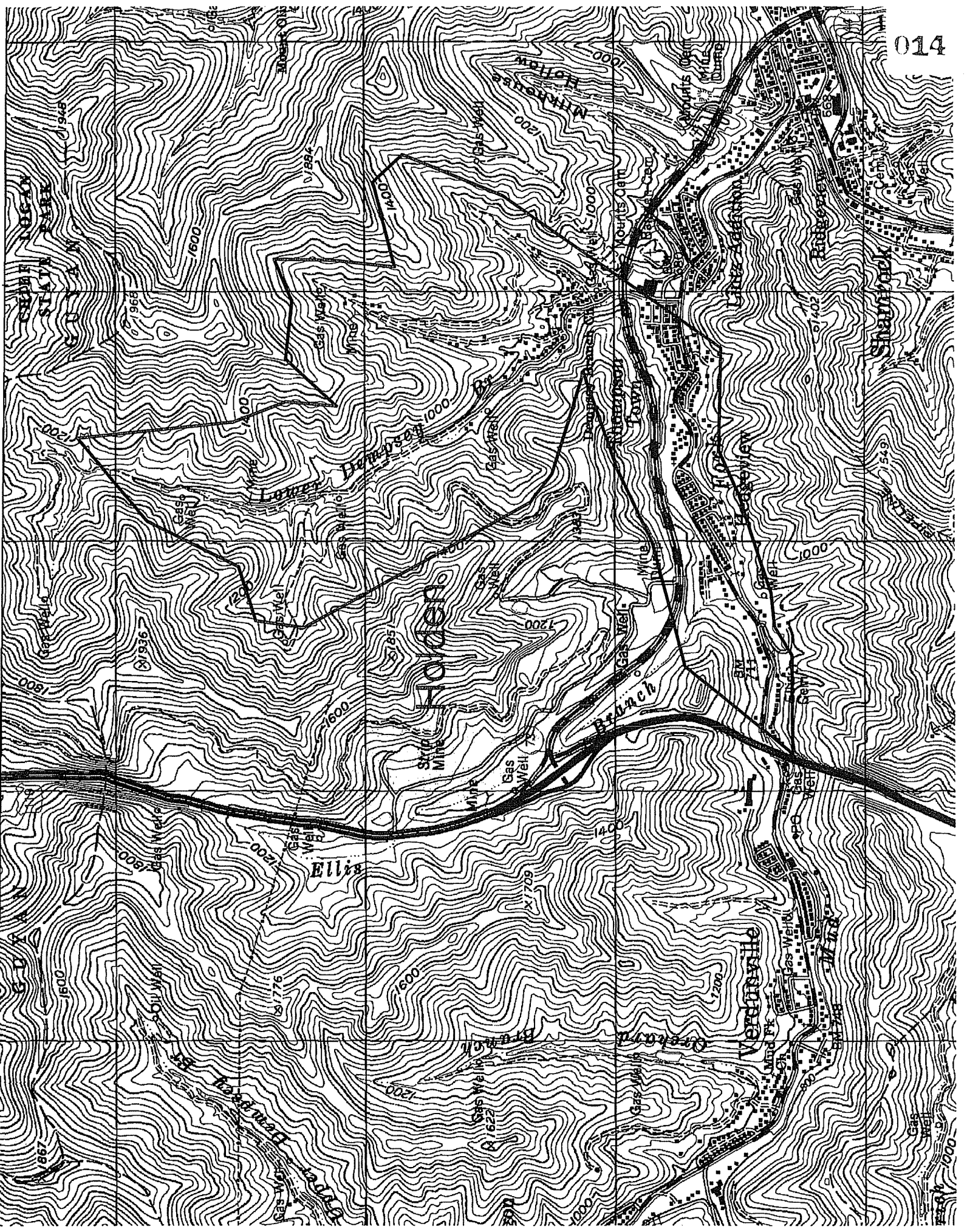
Total Item ..... \$ \_\_\_\_\_

**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Holden** ..... \$ \_\_\_\_\_



**Lake Lynn:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

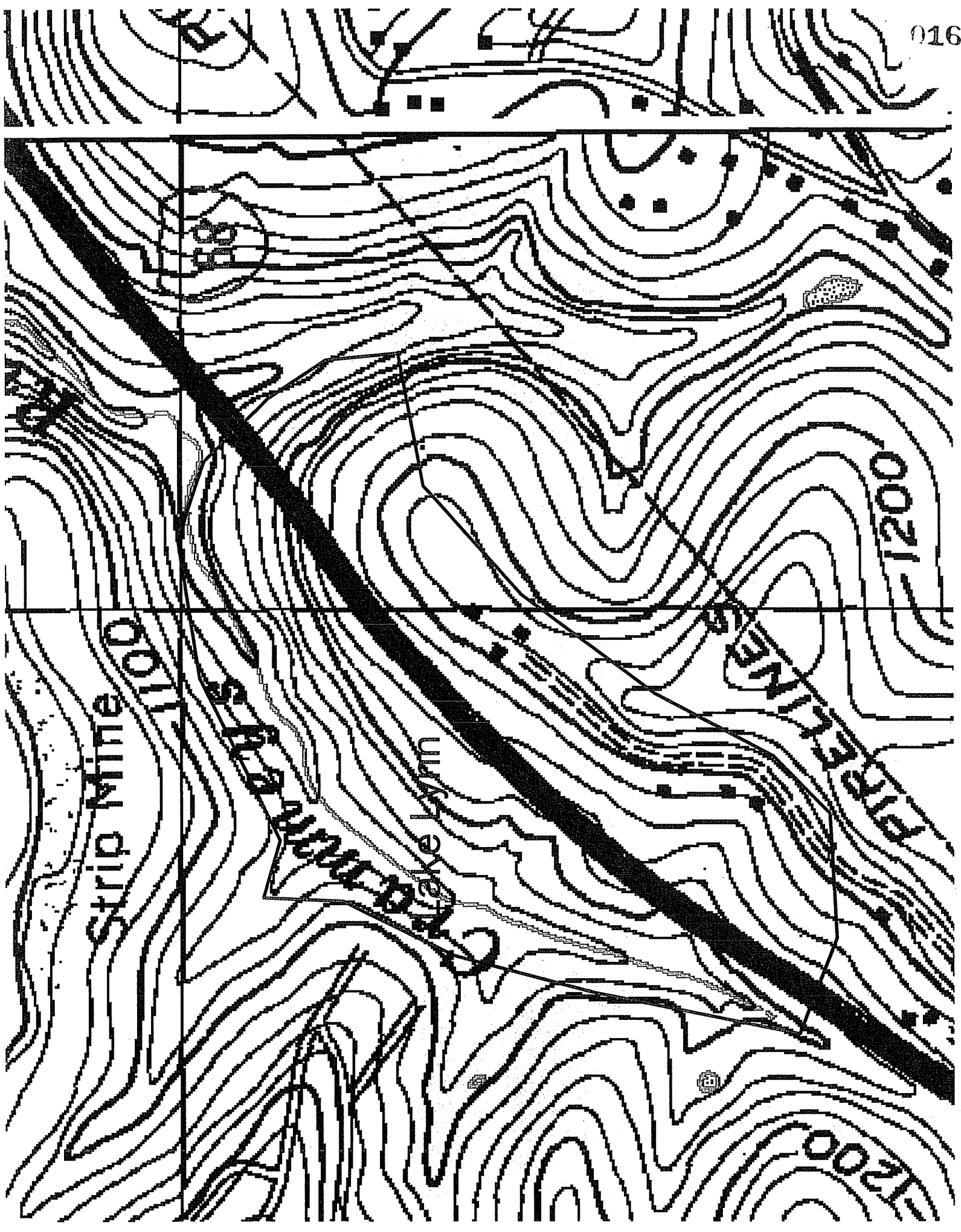
Total Item ..... \$ \_\_\_\_\_

**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Lake Lynn..... \$ \_\_\_\_\_**



**Newburg:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

Total Item ..... \$ \_\_\_\_\_

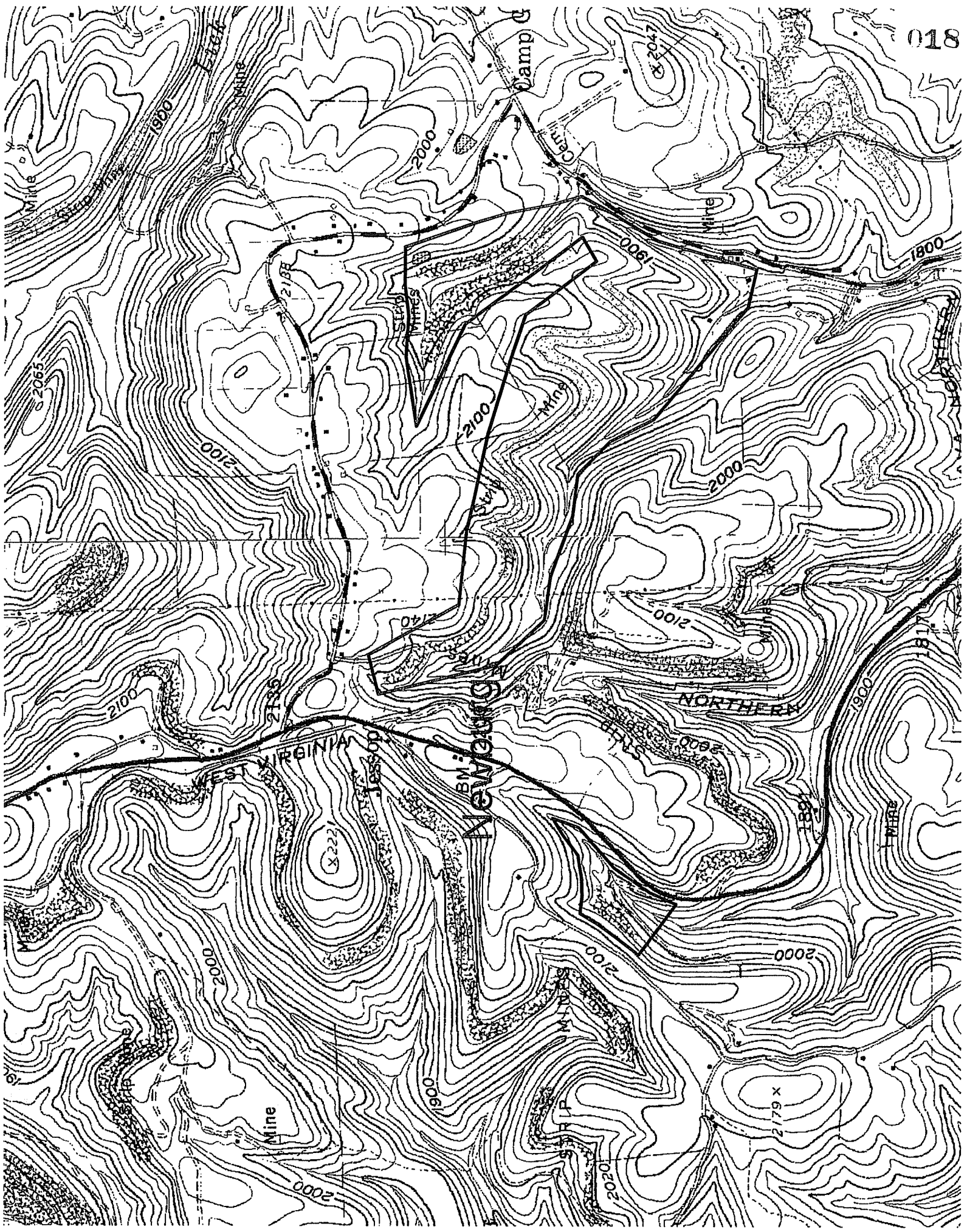
**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Newburg..... \$ \_\_\_\_\_**





**Pocatalico:**

**Item 1 – Project Administration**

- Project Management
- Produce Reference files and Mission plans
- Delivery – Shipping and Media

Total Item ..... \$ \_\_\_\_\_

**Item 2 – Data Collection**

- Aircraft Fee
- LiDAR/Digital Camera Utilization Fee
- Operators

Total Item ..... \$ \_\_\_\_\_

**Item 3 – GPS Mission Base Stations**

- Locate desirable base station monitoring points
- Monitor GPS Units

Total Item ..... \$ \_\_\_\_\_

**Item 4 – Data Processing**

- LiDAR Data
- GPS / IMU Data
- Imagery

Total Item ..... \$ \_\_\_\_\_

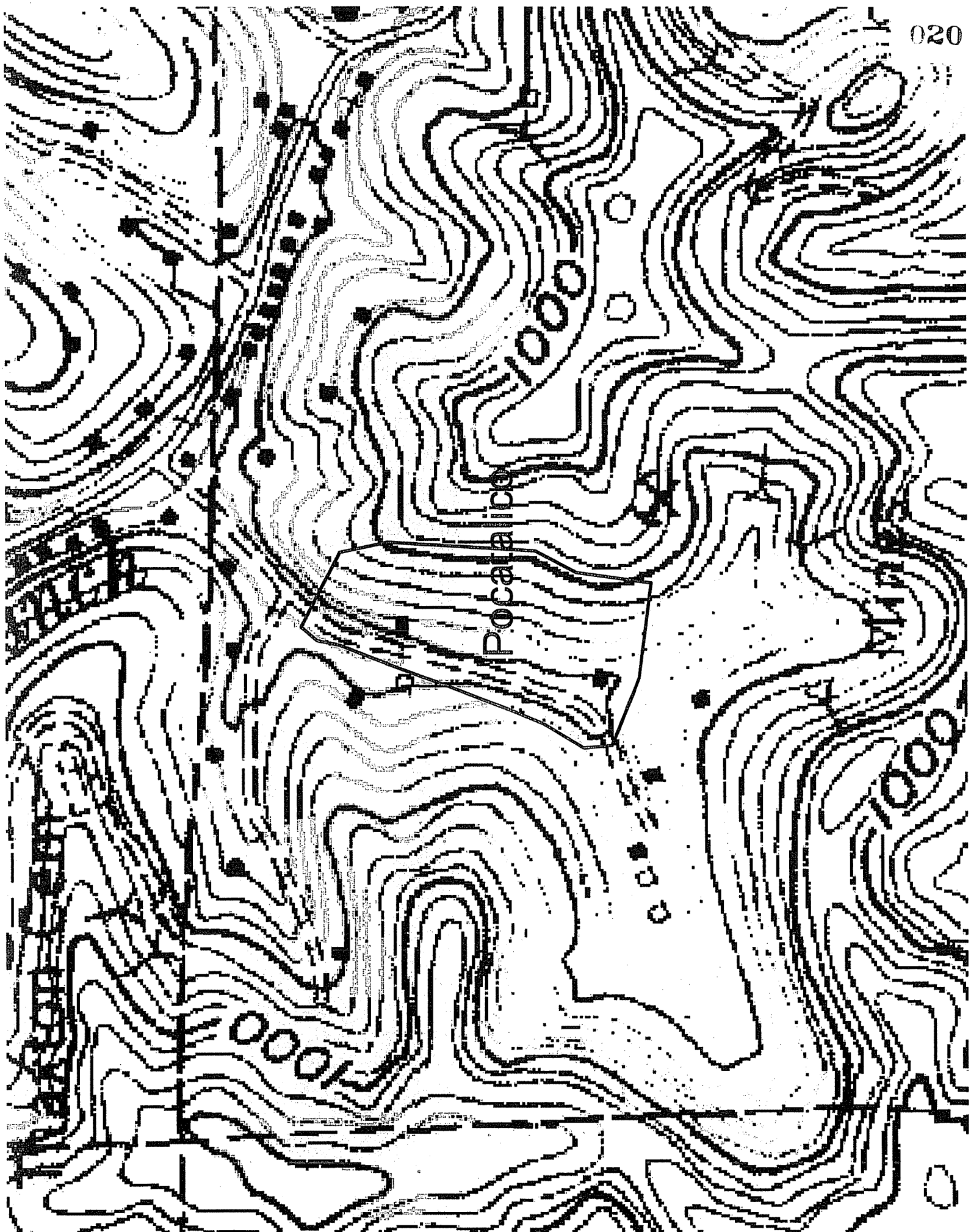
**Item 5 – Product Production**

- Bare Earth LiDAR Tiles
- Ortho Tiles
- Reporting and Documentation

Total Item ..... \$ \_\_\_\_\_

**Total Fee for Pocatalico..... \$ \_\_\_\_\_**





Pocaraico

TOTAL BID FOR ALL SITES

\$ \_\_\_\_\_

Contract to be awarded by total bid for all sites.

Project Coordinator:

Doug Brown

GIS Remote Sensing Supervisor

WV Dept of Environmental Protection

601 – 57<sup>th</sup> Street, SE

Charleston, WV 25304

Telephone: 304-926-0499, ext 1623

Email: [dbrown@wvdep.org](mailto:dbrown@wvdep.org)

# 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: \_\_\_\_\_