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

Request for Quotation

DNR90092

ADDRESS CORRESPONDENCE TO ATTENTION OF KRISTA FERRELL

RFQ COPY TYPE NAME/ADDRESS HERE 304-558-2596

DIVISION OF NATURAL RESOURCES PROCUREMENT OFFICE CAPITOL COMPLEX BUILDING 3, ROOM 630 CHARLESTON, WV 25305 304-558-3397

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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 may be deemed null and void, and terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia 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.

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

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DIVISION OF NATURAL RESOURCES
PROCUREMENT OFFICE
CAPITOL COMPLEX
BUILDING 3, ROOM 630
CHARLESTON, WV
25305 304-558-3397

DIJOTATION BID OPENING TIME 01:30 PM SID OPENING DATE 1NO GUARRITY 100 CAT TEMMUNISER 100 PPRING TIME 01:30 PM DATE REV. 11/96 VENDOR PREFERENCE CERTIFICATE CERTIFICATION AND APPLICATION* IS HERBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DDES NOT APPLY TO CONSTRUCTION CONTRACTS). A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: () BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION) OR () BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN MEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHI INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR () BIDDER IS A 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	DATE PRINT	TED	TEF	RMS OF SAL	E	SHIP VIA	F	O.B.	FREIGHTTERMS
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Request for Quotation

RFO NUMBER DNR90092

ADDRESS CORRESPONDENCE TO ATTENTION OF:

KRISTA FERRELL 304-558-2596

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DIVISION OF NATURAL RESOURCES PROCUREMENT OFFICE CAPITOL COMPLEX BUILDING 3, ROOM 630 CHARLESTON, WV 25305 304-558-3397

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

Request for

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

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DIVISION OF NATURAL RESOURCES
PROCUREMENT OFFICE
CAPITOL COMPLEX
BUILDING 3, ROOM 630
CHARLESTON, WV
25305 304-558-3397

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

Request for Quotation

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DIVISION OF NATURAL RESOURCES
PROCUREMENT OFFICE
CAPITOL COMPLEX
BUILDING 3, ROOM 630
CHARLESTON, WV
25305
304-558-3397

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STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET

BUYER:	PAGE	Req. or PO
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VENDOR

Spending Unit:

DNR - Wildlife Resources

•	DNR - Wildlife				
Item No:	Quantity	Description		Unit Price	Amount
	,	Special Requirements			
and the second					
		1) Division of Natural Resources may request documenta			
		primary and any subcontractor fisheries experience, inclu	1		
		evaluation of fishes and macroinvertebrates; electrofishing	g; and		
		American Fisheries Society professional certification. It is			
		strongly preferred that this information be submitted with t	1		
		vendor's bid. The agency reserves the right to request thi	is		
		information. Vendors must submit any requested informa	l l		
		48 hours of request. Failure to meet this time frame may	result in		
		disqualification of the vendor's bid.			
		Successful vendor will be required to obtain appropriat	:e		
		scientific collecting permits;			
		Reporting Requirements: Summary of fish, benthic macroinvertebrates, and water quality will be reported to	the		
		WVDNR within 30 days of date of collection. A final report	1		
	1	including statistical analysis will be due to WVDNR by			
		December 31, 2008. Payment will be made at time of acc	entance		
		of final report.			
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BIOLOGICAL MONTIORING OF AQUATIC COMMUNITIES OF CHEAT LAKE, AND CHEAT RIVER DOWNSTREAM OF THE LAKE LYNN HYDRO-STATION

Introduction:

Cheat Lake represents one of West Virginia's premier recreational fishery for largemouth bass. The 700 ha reservoir, built and operated by Allegheny Energy Supply, is located in Monongalia County, West Virginia. The tailwater is primarily located in Pennsylvania, making the Cheat Lake system a multi-state recreational facility managed by both the West Virginia Division of Natural Resources (WVDNR) and Pennsylvania Fish and Boat Commission (PFBC)

The proposed study was developed to insure continuation of high-quality recreational opportunities for anglers from both states through the investigation and biomonitoring of the fisheries resources. The Cheat Lake biological monitoring study is conducted on a tri-annual basis and similar studies have been conduct in 1992, 1997, 1998, 2001, and 2005. Currently, WVDNR monitors the black bass population in the system and is developing a reproducing walleye population. The WVDNR is also an active member of the Cheat River of Promise working group that coordinates acid mine drainage remediation projects in the watershed upstream of Cheat Lake. Improvement to the fisheries resources of Cheat Lake are expected to continue because of improved water quality entering Cheat Lake from the Cheat River.

The study approach is divided into two components. One component will be conducted by contracted services. A second component will be conducted solely by the WVDNR-Wildlife Resources Section. This work plan outlines the contractual component of the biological monitoring study and has been developed cooperatively by the WVDNR and the PFBC. Both agencies have agreed to the proposed biomonitoring study that will provide data directed to managing the aquatic resources of Cheat Lake.

The following tasks comprise the contracted biological monitoring component.

Task 1. Adult and Juvenile Fish Evaluations:

Cheat Lake Tailwater

Fishery surveys will be conducted in the Cheat Lake tailwater (first 1 mile) and in the Cheat River downstream of the tailwater area to ascertain the species composition and abundance. Surveys will be conducted using boat electrofishing, pram electrofishing, and gill netting.

Boat electrofishing surveys will be conducted in the Cheat Lake tailwater at stations T1, T3, and T5 in May and October (Figure 1) during periods of minimum flow (≥ 212 cfs). Minimum low conditions must be coordinated with the Lake Lynn hydro-station. Boat electrofishing will be conducted at night using pulsed DC electrofishing gear (220-V, 2-4 A) with 10-minutes of shocking time at each station. Electrofishing will be conducted parallel to the shoreline and

catch rate (CPUE) will be based on fish per hour. Gill nets surveys will be conducted at stations T2 and T4 in May and October during periods of minimum flow (\geq 212 cfs). Two, 125-ft gill nets (6-ft deep with five equal panels of 19, 25, 38, 51, 64-mm bar length) will be set 1 hour before dark and retrieved 1 hour after daylight. Gill nets will be set at a 45° downstream angle from the shoreline 200 –300 feet apart, and an overnight set will be considered 1-net night.

Pram electrofishing surveys will be conducted to collect juvenile fish in the Cheat Lake tailwater at stations T1, T3, T5, and T6 (Figure 1) during periods of minimum flow (≥ 212 cfs). Pram electrofishing will be conducted using pulsed DC electrofishing gear (220-V, 2-4 A) with 10-minutes of shocking time at each station. Pram electrofishing will be conducted parallel to the shoreline and CPUE will be based on fish per hour. Pram electrofishing surveys will be conducted in May, August, and October.

Cheat River Downstream of Cheat Lake

Boat electrofishing and gill net surveys will be conducted in the Cheat River at stations R1, R2, and R3 in May and October (Figure 2). Boat electrofishing will be conducted at night using pulsed DC electrofishing gear (220-V, 2-4 A) with 10-minutes of shocking time at each station. Two electrofishing runs will be conducted parallel with the shoreline at each station and CPUE will be based on fish per hour. Gill net surveys will also be conducted at stations R1, R2, and R3 in May and October during periods of minimum flow (\geq 212 cfs). Two, 125-ft gill nets (6-ft deep with five equal panels of 19, 25, 38, 51, 64-mm bar length) will be set 1 hour before dark and retrieved 1 hour after daylight. Gill nets will be set at a 45° downstream angle from the shoreline 200 –300 feet apart, and an overnight set will be considered 1-net night.

Analysis of Fisheries Data

Individual length to the nearest millimeter and weights to the nearest gram will be collected for all large fish. Small fish (mainly bluegill and minnow sp. > 100mm) may be grouped into a 10mm size class and weighed cumulatively. Analysis will include summary statistics and comparisons of fish resources with previous biomonitoring studies. Summary statistics should include mean length, mean weight, relative abundance, size range, standing stock, and catch-per-unit-effort (CPUE) based on species, station, gear type, and sampling period. Analysis should also include relative weights for game fish species and differences in CPUE from previous biomonitoring studies based on ANOVA of $Log_{(10)}$ (X+1) transformation. Comparisons of gill net CPUE are not necessary due to high catch variability.

Task 2. Benthic Macroinvertebrate Evaluations:

Benthic macroinvertebrate surveys will be conducted in the Cheat Lake tailwater (first 1 mile) to ascertain abundance and species composition. Surveys will be conducted at stations T1, T7A and T7B (Figure 1) using a surber net with a 500µm mesh size and a sampling area of 0.1 m². Six samples should be collected at each station during periods of minimum flow (≥ 212 cfs) in May and October. Each station should include six replicates evenly distributed from the shore to the middle of the river.

All benthic macroinvertebrate samples should be preserved in the field with either ethanol or formalin. Samples should be identified and enumerated to the lowest practical taxonomic level using a microscope. Analysis will include 15 benthic macroinvertebrate metrics (Table 1) including a Pennsylvania and West Virginia multi-metric for direct comparison to other systems.

PROPOSED BENTHIC
MACROINVERTEBRATE METRICS
Total Individuals
Mean density per m ²
Total Taxa (Lowest practical taxon)
% Sensitive Individuals
% Facultative Individuals
% Tolerant Individuals
Hilsenhoff Biotic Index (HBI)
EPT : Chironomidae ratio
EPT Index
% Mayflies
% Dominant Taxa (Family level)
Simpson's Diversity Index
Shannon-Wiener Diversity Index
Shannon-Weiner Evenness
Multi-metric Scores (WV and PA)

Table 1. Proposed benthic macroinvertebrate metrics for the analysis of biomonitoring in the Cheat Lake Tailwater downstream of Lake Lynn Hydro-station.

Task 3. Water quality analysis and monitoring:

Physical and chemical water quality analysis will be conducted in the Cheat Lake tailwater at station T1, in the Cheat River downstream of the tailwater area at station R2, and in Grassy Run to assess the effects of reservoir discharge (Table 2). Limnological profiles will be conducted in the Cheat Lake tailwater at station T1, and in the Cheat River at station R2 in 1-meter vertical intervals. Physical and chemical water quality analysis and limnological surveys will be conducted monthly throughout the study. A certified water quality laboratory will analyze water samples.

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Minimum Detection Limits
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Table 2. Proposed physical and chemical water quality analysis for biomonitoring in Cheat River downstream of Lake Lynn Hydro-station.

Reporting Requirements:

Summary reports of fish, benthic macroinvertebrate, and water quality will be reported to the WVDNR within 30 days from the date of collection. A final report including statistical analysis will be due by December 31, 2008.

Description of Sampling Effort for Biomonitoring

Cheat River and Lake Lynn Hydro-Station Tailwater		2005		
	C .	G. J. D.	Annual	Total Annual
Task	Gear	Station Names	Sampling	Sites and
Number			Frequency	Stations
1	Night Electrofishing	R1, R2, R3, T1, T3, T5	2	18
1	Gill Nets	R1, R2, R3, T2, T4	2 X 2 nets	20
1	Pram Electrofishing	T1, T3, T5, T6	3	12
2	Surber	T1, 7A, 7B	2 X 6 reps	36
3	Limnological Profiles	T1, R2	6	12
3	Water Chemistry	T1, R1, Grassy Run	6	18

Station name conversion key for comparison with previous biomonitoring studies prior to 2005.

Cheat River		Cheat Tailwater	
Historical Station	New Station Name	Historical Station	New Station Name
Name		Name	
53A	R1	1	<u>T1</u>
53B	R2	2	T2
53C	R3	3	T3
		NA	T4
		5	T5
		7A	Т6
,		8A	T7A
		8B	T7B

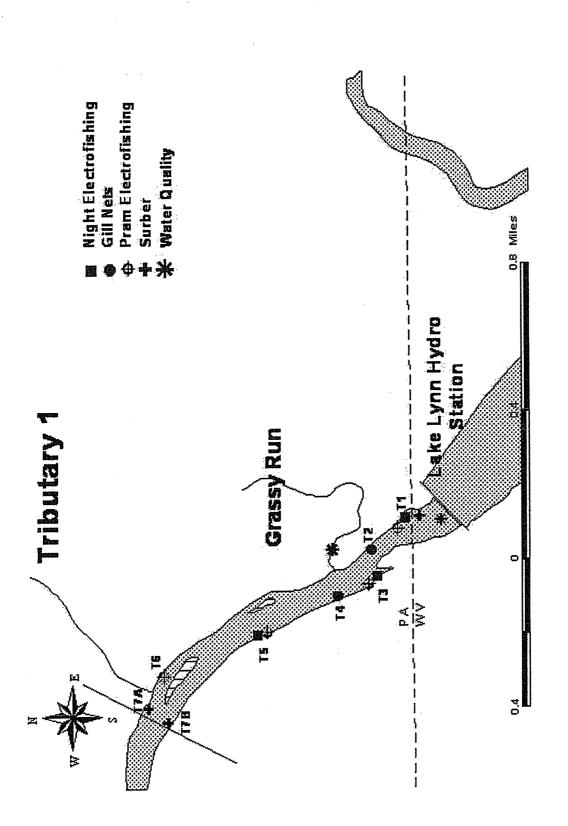


Figure 1. Location of the 2008 bio-monitoring stations for the Cheat River tailwater downstream of the Lake Lynn Hydro-station.

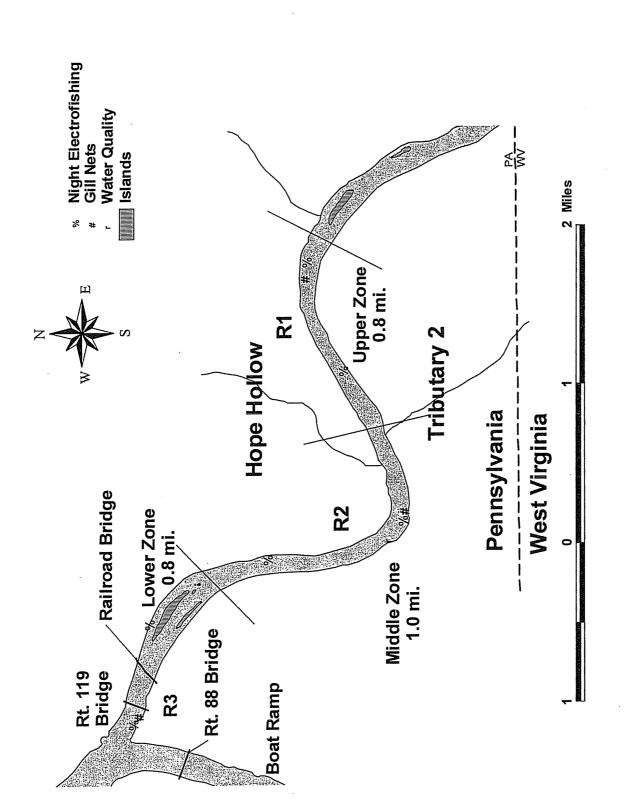


Figure 2. Location of the 2008 biomonitoring stations for the Cheat River downstream of the Lake Lynn Hydro-station

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STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

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 owed 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 exceed 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** 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	

Purchasing Affidavit (Revised 06/15/07)