



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1310806
Solicitation Description: ADDENDUM 3-ALL TERRAIN TREE TRIMMER WITH OPERATOR
Proc Type: Agency Master Agreement

Solicitation Closes	Solicitation Response	Version
2023-10-25 14:30	SR 0803 ESR10252300000002017	1

VENDOR
 VS0000012670
 COOKS TREE SERVICES LLC

Solicitation Number: ARFQ 0803 DOT2400000033
Total Bid: 0
Response Date: 2023-10-25
Response Time: 11:03:33
Comments:

FOR INFORMATION CONTACT THE BUYER

Jerry D Rush
 304-414-6683
 jerry.d.rush@wv.gov

Vendor Signature X **FEIN#** **DATE**

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	ALL TERRAIN TRIMMER-JARRAFF OR EQUAL	0.00000	HOUR	250.000000	0.00

Comm Code	Manufacturer	Specification	Model #
72141702			

Commodity Line Comments: Submitted Spreadsheet in Attachments

Extended Description:

All Terrain Tree Trimmer - Jarraff or equal, saw head boom with 180 degree rotation, 75 ft max cutting height, 360 degree turntable rotation, four wheel drive. See Pricing Pages ATT A for actual costs.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	ALL TERRAIN TRIMMER-JARRAFF OR EQUAL-MOBILIZATION	0.00000	MILE	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
78121603			

Commodity Line Comments:

Extended Description:

See Pricing Pages ATT A for actual costs.

All Terrain Tree Trimmer-Jarraff or Equal

ATTACHMENT A PRICING PAGE (ATT A)

Vendor Name: Cook's Tree Services LLC

Vendor Instructions: Vendor shall mark with an "X" the counties that correspond with the bid prices on this page. If Vendor has varied pricing per county, Vendor shall complete a separate set of Pricing Pages (ATT A and ATT B if different) for each county pricing set. **Failure to include ATT A and ATT B will result in the disqualification of the affected bid.**

This is a multiple vendor award contract. All qualifying vendor meeting the contract specifications will be awarded with a contract. The low bid vendor per project will be determined at the time of need, as per Section 8 of the contract specifications. Estimated quantities are not available.

- | | | | | | | | | | |
|----------------------------------|----------------------------------|------------------------------------|-------------------------------------|------------------------------------|-----------------------------------|---|-------------------------------------|-------------------------------------|-----------------------------------|
| District 1 | District 2 | District 3 | District 4 | District 5 | District 6 | District 7 | District 8 | District 9 | District 10 |
| <input type="checkbox"/> Boone | <input type="checkbox"/> Cabell | <input type="checkbox"/> Calhoun | <input type="checkbox"/> Doddridge | <input type="checkbox"/> Berkeley | <input type="checkbox"/> Brooke | <input checked="" type="checkbox"/> Barbour | <input type="checkbox"/> Pendleton | <input type="checkbox"/> Fayette | <input type="checkbox"/> McDowell |
| <input type="checkbox"/> Clay | <input type="checkbox"/> Lincoln | <input type="checkbox"/> Jackson | <input type="checkbox"/> Harrison | <input type="checkbox"/> Grant | <input type="checkbox"/> Hancock | <input checked="" type="checkbox"/> Braxton | <input type="checkbox"/> Pocahontas | <input type="checkbox"/> Greenbrier | <input type="checkbox"/> Mercer |
| <input type="checkbox"/> Kanawha | <input type="checkbox"/> Logan | <input type="checkbox"/> Pleasants | <input type="checkbox"/> Marion | <input type="checkbox"/> Hampshire | <input type="checkbox"/> Marshall | <input checked="" type="checkbox"/> Gilmer | <input type="checkbox"/> Randolph | <input type="checkbox"/> Monroe | <input type="checkbox"/> Raleigh |
| <input type="checkbox"/> Mason | <input type="checkbox"/> Mingo | <input type="checkbox"/> Ritchie | <input type="checkbox"/> Monongalia | <input type="checkbox"/> Hardy | <input type="checkbox"/> Ohio | <input checked="" type="checkbox"/> Lewis | <input type="checkbox"/> Tucker | <input type="checkbox"/> Nicholas | <input type="checkbox"/> Wyoming |
| <input type="checkbox"/> Putnam | <input type="checkbox"/> Wayne | <input type="checkbox"/> Roane | <input type="checkbox"/> Preston | <input type="checkbox"/> Jefferson | <input type="checkbox"/> Tyler | <input checked="" type="checkbox"/> Upshur | | <input type="checkbox"/> Summers | |
| | | <input type="checkbox"/> Wirt | <input type="checkbox"/> Taylor | <input type="checkbox"/> Mineral | <input type="checkbox"/> Wetzel | <input checked="" type="checkbox"/> Webster | | | |
| | | <input type="checkbox"/> Wood | | <input type="checkbox"/> Morgan | | | | | |

Contract Item #	Contract Item Description	Lease/Rental With Operator			Mobilization	
		\$/Day up to 10 hours	\$/Week up to 50 Hours	\$/Month up to 217 Hours	First Mile	Additional Mile
TRIMMER						
1	All Terrain Tree Trimmer - Jarraff or equal, saw head boom with 180 degree rotation, 75 ft max cutting height, 360 degree turntable rotation, four wheel drive.	\$2,500	\$12,500	\$54,250		

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ARFQ DOT2400000033

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.


Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:
(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input checked="" type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Cook's Tree Services LLC
Company


Authorized Signature

10/25/2023
Date

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

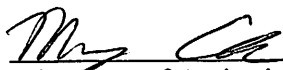
DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Megan Cook Accounts Manager
(Printed Name and Title)
202 Highland Street Cassaway, WV 26624
(Address)
304-678-8119
(Phone Number) / (Fax Number)
cookstreeservicesllc@gmail.com
(E-mail address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; ; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the Vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Cook's Tree Services LLC
(Company)


(Signature of Authorized Representative)

Megan Cook Accounts Manager
(Printed Name and Title of Authorized Representative)

10-25-2023
(Date)

304-678-8119
(Phone Number) (Fax Number)

REQUEST FOR QUOTATION
All Terrain Tree Trimmer with Operator 6624C037

8. MISCELLANEOUS:

- 8.1 No Substitutions:** Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.
- 8.2 Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response. If Vendor's equipment-stock changes during the contract period, equipment presented by the Vendor to the Agency must match the ADO and meet the parameters specified in the equipment description listed on the pricing pages and shall be subject to the terms and conditions of this contract. Final acceptance of changed equipment for project is at the discretion of the WVDOH.
- 8.3 Inspection of Equipment:** The Vendor shall have the right, during normal working hours, to the extent of the WVDOH's authority, to enter upon the premises where the said equipment is located for the purpose of inspecting or providing maintenance to the rental equipment.
- 8.4 Reports:** Vendor shall provide the Agency with quarterly reports, annual summaries, and/or monthly reports as requested by the Agency and/or the West Virginia Purchasing Division showing quantities, total dollar value of the Contract Items purchased, ordered, shipped & invoiced with dates in spreadsheet format as defined by the Agency. Failure to supply such reports may be grounds for cancellation of this Contract.
- 8.5 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract Manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract Manager and his or her contact information below.

Contract Manager: Megan Cook
Telephone Number: 304-678-8119
Fax Number: _____
Email Address: cookstreeservicesllc@gmail.com

Vendor shall inform the Agency in writing of any changes to the information provided above within ten (10) calendar days of such changes. Failure to comply may be grounds for cancellation of this contract.

ALL TERRAIN TREE TRIMMER
6624C037
ATT B - Information Form

Vendor Name: Cook's Tree Services LLC

Vendor shall identify source locations (physical 911 address) where
Contract Items will be provided from upon contract award.
Bids submitted without ATT B will be disqualified.
Please duplicate this page if listing additional source locations.

Vendor Source Location
202 Highland Street
Gassaway, WV 26624
Vendor Source Location
Vendor Source Location
Vendor Source Location
Vendor Source Location

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

- 1. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and 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 resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; or,
 Bidder is a 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; or,
- 2. **Application is made for 2.5% vendor preference for the reason checked:**
 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; or,
- 3. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; or,
- 4. **Application is made for 5% vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
- 5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
- 6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
- 7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.
- 8. **Application is made for reciprocal preference.**
 Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.

Bidder understands if the Secretary of 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; 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.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of 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.

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.

Bidder: Cook's Tree Services LLC, Megan Cook

Signed: 

Date: 10-24-2023

Title: Accounts Manager

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

