ADDENDUM #1 – August 2, 2018
WEST VIRGINIA PARKWAYS AUTHORITY
PLANS, SPECIFICATIONS, AND CONTRACT DOCUMENTS FOR
CONTRACT NO: TC-1-19
TREE AND BRUSH REMOVAL

Replace the following documents with the attached:

SPECIFICATIONS
Table of Contents: Removed “Prequalification of Bidders” line.
Page 1: Revised Area and Mile Post.
Page 3: Revised “Special Provisions for Notice to Bidders.”
Page 11: Removed “Prequalification of Bidders” paragraph.
Page 33: Revised Section 102.1.
Page 34: Revised Section 102.2.
Page 39: Revised Section 103.10.
Revised page number.
Revised page number.

WEST VIRGINIA PARKWAYS AUTHORITY

[Signature]
Gregory C. Barr
General Manager
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADVERTISEMENT FOR PROPOSALS</td>
<td>1</td>
</tr>
<tr>
<td>LOCATION MAP</td>
<td>2</td>
</tr>
<tr>
<td>NOTICE TO BIDDERS</td>
<td>3</td>
</tr>
<tr>
<td>CONTRACTOR'S PROPOSAL</td>
<td>4</td>
</tr>
<tr>
<td>SCHEDULE OF ITEMS</td>
<td>5</td>
</tr>
<tr>
<td>AFFIDAVIT OF NONCOLLUSION</td>
<td>7</td>
</tr>
<tr>
<td>WV JOBS ACT</td>
<td>8</td>
</tr>
<tr>
<td>DRUG FREE AFFADAVIT</td>
<td>10</td>
</tr>
<tr>
<td>CONTRACTOR LICENSE</td>
<td>11</td>
</tr>
<tr>
<td>CERTIFICATION</td>
<td>12</td>
</tr>
<tr>
<td>ADDENDUM(S)</td>
<td>13</td>
</tr>
<tr>
<td>NON-DISCRIMINATION</td>
<td>14</td>
</tr>
<tr>
<td>COMPLETION DATE</td>
<td>15</td>
</tr>
<tr>
<td>CERTIFICATE OF COMPLIANCE</td>
<td>15</td>
</tr>
<tr>
<td>SIGNATURE SHEET</td>
<td>16</td>
</tr>
<tr>
<td>PROPOSAL GUARANTY BOND</td>
<td>17</td>
</tr>
<tr>
<td>CONTRACT</td>
<td>19</td>
</tr>
<tr>
<td>CONTRACT BOND</td>
<td>23</td>
</tr>
<tr>
<td>FINAL RELEASE OF LIABILITY</td>
<td>26</td>
</tr>
<tr>
<td>SCOPE</td>
<td>27</td>
</tr>
<tr>
<td>SPECIAL PROVISIONS</td>
<td>30</td>
</tr>
</tbody>
</table>

ADDENDUM 1
Sealed proposals will be received by the West Virginia Parkways Authority for:

TREE AND BRUSH REMOVAL CONTRACT TC-1-19
KANAWHA COUNTY

This contract consists of cutting trees and brush in various locations within the parkway authority’s right-of-way.

Please be advised that there have been revisions made to the standard bid documents on page 8. For the bid to be considered, the Contractor must initial and sign this sheet and include as part of the bid package per special provision 102.2.

The general work areas are as listed below with approximate acres of tree and brush removal:

- Area: Mile Post 77.5 to 78.3 NB
- Area: 7.85 Acres

All work under this contract shall be completed by March 30th, 2019.

Proposals will be received at the office of the West Virginia Parkways Authority, Administration Building, Charleston, West Virginia until 3:00 PM August 23, 2018 at which time and place said proposals will be publicly opened and read. If proposals are to be mailed via the U.S. Postal Service regular mail, they must be addressed to the West Virginia Parkways Authority, P.O. Box 1469, Charleston, WV 25325. This mail is picked up by the Authority once a day between 7:00 AM and 8:00 AM. However, Express Mail One Day Service, Federal Express, United Parcel Service (UPS), etc., must be sent to the West Virginia Parkways Authority, 3310 Piedmont Road, Charleston, WV 25306. It shall be the bidder’s responsibility to determine his transmittal method such that his bid will arrive in the Authority’s office prior to the scheduled bid opening. Bids received in the Authority’s office after the scheduled opening will be returned to the bidder unopened.

Prospective bidders must be prequalified in accordance with SECTION 102.1 of the WVDOH Standard Specifications.

Contract Documents without Standard Specifications or other referenced standards can be obtained from HNTB Corporation, 41 Mission Way, Scott Depot, WV 25560, Phone (304) 760-1803, or email js whisky@HNTB.com.

Proposals must be made upon the forms furnished by the Authority in the manner designated in the specifications, and must be enclosed in sealed envelopes bearing the name and address of the bidder and the number of the contract on the outside, and must be accompanied by a CASHIER’S or CERTIFIED CHECK or BID BOND in favor of the West Virginia Parkways Authority, FOR AN AMOUNT EQUAL TO FIVE PERCENT (5%) OF THE AMOUNT OF THE PROPOSAL OR $2,000 WHICHEVER IS THE GREATER, and must be delivered at the place designated above on or before the day and hour named.

Pursuant to Bureau of Employment Programs (BEP) Rule 96 C.S.R.1 Implementation Rule dated June 30, 2000, Contractors requesting plans must furnish their FEIN Number, company name and any name they are doing business as. Firms listed in the BEP Default Directory will not be issued Bidding Documents.

The Authority reserves the right to reject any and all Proposals submitted, and to waive any or all formalities in bidding, as it may deem in its best interest.

The Authority strongly encourages Minority Owned and Women Owned businesses to submit proposals for this contract.

The WVPA is an Equal Opportunity Employer. All firms submitting proposals must certify that they practice Equal Employment Opportunities.

WEST VIRGINIA PARKWAYS AUTHORITY

DATE: July 23, 2018

Gregory C. Barr
General Manager

ADDITIONAL 1
SPECIAL PROVISIONS FOR
NOTICE TO BIDDERS

Prior to the bid date, questions that are technical/engineering or contract administration in nature or involve quantity discrepancies concerning this project should be directed to the Design Engineer, HNTB Corporation by calling (304) 760-1803 or by email at jswhiser@hntb.com.

The following documents are bound with and are also part of the bid form:

- Proposal Form
- Schedule of Items
- Affidavit of Non-Collusion
- Signed WV Jobs Act
- Drug Free Affidavit
- Contractor's License Certification
- Addenda Certification
- Non-Discrimination Requirements
- Signature Sheet
- Proposal Guaranty Bond

TO REPORT BID RIGGING ACTIVITIES CALL:
1-800-424-9071

The U.S. Department of Transportation (DOT) operates the above toll-free "Hotline" Monday through Friday, 8:00 AM to 5:00 PM, Eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "Hotline" to report such activities.

The "Hotline" is part of the DOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the DOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

In Addition:

1. Contractor affirms that in regard to this contract and the bidding process which underlies this contract, neither Contractor nor anyone on its behalf, including affiliate and subsidiary entities of Contractor, has:
   a. Been a party to any collusion among potential or actual bidders or with any state or federal official or employee in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding;
   b. Been a party to any collusion with any other potential or actual bidders, federal or state official or employee as to quantity, quality or price in the contract, or any other terms of the contract.
   c. Been a party to any discussions between or among potential or actual bidders and any federal or state official or employees concerning exchange of money or other thing of value for special consideration in the letting or award of this of contract;
   d. Exchanged money or other thing of value with other potential or actual bidders, federal or state officials or employees for special consideration in the letting or award of this contract;
   e. Otherwise taken any action in restraint of free competitive bidding.

2. Contractor further affirms that neither Contractor nor anyone on its behalf, including affiliate and subsidiary entities of Contractor, has:
   a. Made its bid in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation and that the bid is genuine and is not a sham;
   b. Directly or indirectly colluded, conspired, connived, or agreed with any potential or actual bidder or anyone else to put in a sham bid.
CONTRACTOR LICENSE

TREE AND BRUSH REMOVAL CONTRACT TC-1-19

West Virginia State Code 21-11-2 requires that all persons desiring to perform contractual work in this State must be duly licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor’s license. Application for contractor’s license may be made by contacting The West Virginia Department of Labor, Building 6 Room 749B, 1900 Mercer Blvd. East, Charleston, WV 25305, telephone (304) 558-7890.

West Virginia State Code 21-11-11 requires any prospective bidder to include the contractor’s license number on their bid.

BIDDERS TO COMPLETE:

Contractor’s Name:____________________________________

Contractor’s License No.:_______________________________

The successful bidder will be required to furnish a copy of their contractor’s license prior to issuance of a Purchase Order/Contract.

⚠️

ADDENDUM 1
The definitions for the following terms as they appear in this section are deleted and the following definitions substituted therefore:

CONTRACT TIME – Each calendar date indicated in the Specifications or Special Provisions as the time allowed for the completion of any designated portion or for all of the work under the Contract, including any extensions thereto that may subsequently be authorized.

ENGINEER – The authorized representative(s) of the firm of the General Consultant, HNTB Corporation, or other firm who have been duly appointed by the Authority to prepare Plans and Specifications for the Contract and to monitor the construction work performed in connection therewith.

The headquarters office of HNTB Corporation, for this project is located at 41 Mission Way, Scott Depot, WV 25560, telephone (304) 760-1831.

SPECIFICATIONS – The general term comprising all the directions, provisions and requirements contained in the West Virginia Department of Transportation, “Roads and Bridges Specifications”, 2017, Edition, and their latest Supplemental Specifications, the Authority’s Supplemental Specifications and Special Provisions, and in any Addenda and Change Orders or Supplemental Agreements that may be issued, all of which are necessary for the proper performance of the Contract.

SECTION 102 – BIDDING REQUIREMENTS AND CONDITIONS

102.1 Prequalification of Bidders

This Section is amended as follows:

Prequalification of bidder is not required.

Contract documents are made available to all parties (as stated in the Advertisement for Bids).
102.2 Contents of Proposal Forms

The following documents are bound with and are also a part of the Bid Form:

- Proposal Form
- Schedule of Items
- Non-Collusion Affidavit
- Signed WV Jobs Act
- Drug Free Affidavit
- Contractor’s License Certification
- Addenda Certifications
- Non-Discrimination Requirement
- Signature Sheet
- Proposal Guaranty Bond

102.5 Examination of Plans, Specifications and Site of Work

Add the following paragraphs:

The Bidders are required to visit the Project site to form their own conclusions regarding access requirements, effort required to perform the tasks and other information needed to prepare their bid. Prior to visiting the site, a Bidder shall notify the Authority of the time and date of the Bidder’s visit.

INSTRUCTIONS FOR SITE VISITS

Call the West Virginia Turnpike (304) 926-1900 or 926-1908 and request the “Control” be advised of the following:

1. Name of company and description of vehicle.
2. Purpose to visit construction site between Mile ___ and ___.
3. Will be parked on the Turnpike shoulders.
4. Date and approximate time of visit.

Special Instructions:

1. Park vehicle as far off of the road as possible.
2. Leave flashers on when parked on berm.
3. All persons are required to wear WVPA approved safety vests when out of the vehicle.
4. When leaving, use shoulder to accelerate to speed of traffic.

Any Addenda that may be issued will be sent either by certified mail, overnight mail, facsimile, or some other means by which receipt of same can be accurately documented. The return to the Authority of a prospective Bidder’s receipt of such Addenda will also be prima facie evidence that the Bidder has received and acknowledged
103.10 Preconstruction Conference

Delete this subsection. Substitute the following:

The preconstruction conference will be scheduled at a mutually agreed time as soon as possible after the award of the Contract. It will be held at the WVPA Headquarters at 3310 Piedmont Road. The Contractor, his superintendent or an agent authorized to sign the Contract Documents shall be present at the conference. The Contractor shall present the following items:

1. Contract Bond
2. Insurance Certificate(s)
3. Progress Schedule and Operation Plan
4. List of Material Supplier(s)
5. West Virginia Workers Compensation Certificate
6. List of Subcontractor(s)
7. Quality Control Plan(s)
8. Pollution Control Plan(s)
9. List of Contractor’s Key Personnel
10. Safety Plan
11. West Virginia Jobs Act Action Plan
12. Traffic Certification
13. Superintendent’s Qualifications
14. MOT Subcontractor(s) Superintendent
15. Contract (Signed by the Contractor)
16. West Virginia Ethics Commission- Disclosure of Interested Parties to Contracts

The Contractor shall submit a progress schedule using the Bar Chart, Gant Chart, or Critical Path Method (CPM) format. As a minimum, the schedule shall include:

- The duration of activities.
- The interrelationship of critical activities.
- Submission of design mixes.
- Maintenance of traffic changes.
- Any temporary work necessary to complete project.
- An easily distinguishable critical path.
- Final completion by the date specified in the contract (for fixed date contracts) or by the completion date determined by contract duration and NTP.
NOTICE: CLEARING DEVIATES FROM THE EXISTING WVPA C/A ROW. THE CONTRACTOR SHALL MARK THE AREA TO BE CLEARED IN THE FIELD WHERE CLEARING DEVIATES FROM THE EXISTING WVPA C/A ROW, FOR APPROVAL BY THE ENGINEER PRIOR TO CLEARING OPERATION.

See Note This Sheet
FOR APPROVAL BY THE ENGINEER PRIOR TO CLEARING OPERATION.

CONTRACTOR SHALL MARK THE AREA TO BE CLEARED IN THE FIELD WHERE CLEARING DEVIATES FROM THE EXISTING WVPA C/A ROW. THE NOTE

STA. 1582+00

END PROJECT

NOTE
WHERE CLEARING DEVIATES FROM THE EXISTING WVPA C/A ROW, THE CONTRACTOR SHALL MARK THE AREA TO BE CLEARED IN THE FIELD FOR APPROVAL BY THE ENGINEER PRIOR TO CLEARING OPERATION.