



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

State of West Virginia
 Solicitation Response

Proc Folder : 569923

Solicitation Description : PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR 6619C054

Proc Type : Agency Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-05-24 13:30:00	SR 0803 ESR05241900000005433	1

VENDOR

000000200095
 J F ALLEN CO

Solicitation Number: ARFQ 0803 DOT1900000042

Total Bid : \$1.00 Response Date: 2019-05-24 Response Time: 09:19:32

Comments:

FOR INFORMATION CONTACT THE BUYER

Dusty J Smith
 (304) 558-9398
 dusty.j.smith@wv.gov

Signature on File

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	PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR	1.00000	EA	\$1.000000	\$1.00

Comm Code	Manufacturer	Specification	Model #
72141003			

Extended Description :	PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR 6619C054 PER THE ATTACHED PRICING PAGES AND INFORMATION ATTACHMENT FORMS
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**State of West Virginia
Request For Quotation**

Procurement Folder : 569923

Document Description : PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR 6619C054


Procurement Type : Agency Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version	Phase
2019-05-17	2019-05-24 13:30:00	ARFQ 0803 DOT1900000042	4	Final

SUBMIT RESPONSES TO:	VENDOR
FINANCE & ADMINISTRATION DIVISION OF HIGHWAYS BLDG 5, RM A-220 1900 KANAWHA BLVD E CHARLESTON WV 25302 US	Vendor Name, Address and Telephone J.F. ALLEN COMPANY PO BOX 2049 BUCKHANNON, WV 26201 304-472-8890

FOR INFORMATION CONTACT THE

Dusty J Smith
 (304) 558-9398
 dusty.j.smith@wv.gov

Signature X  FEIN # 55-0328627 DATE 05/24/2019

ADDITIONAL INFORMATION:

*****NOTICE*****

MAKE SURE YOU DOWNLOAD ALL INFORMATION

TERMS AND CONDITIONS-SPECIFICATIONS-INFORMATIONAL ATTACHMENTS-PURCHASING AFFIDAVIT-PRICING PAGES-SIGN THE PAGES THAT NEED SIGNED

PLEASE NOTE THAT TO BE AWARDED THIS CONTRACT YOU WILL BE TO A REGISTER VENDOR WITH WV STATE PURCHASING, AND COMPLIANT WITH SEVERAL AGENCIES SUCH AS THE WVSOS, TAX DEPARTMENT, WORKER'S COMPENSATION, AND UNEMPLOYMENT INSURANCE

INVOICE TO		SHIP TO	
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Commodity Line Description	Qty	Unit Issue	Unit Price	Total Price
1	PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR	1.00000	EA		

Commodity Code	Manufacturer	Model #	Specification
72141003			

Extended DescriptionPROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR 6619C054
PER THE ATTACHED PRICING PAGES AND INFORMATION ATTACHMENT FORMS**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	PRE-BID CONFERENCE 1pm	2019-05-06
2	TECHNICAL QUESTION DUE BY 2PM	2019-05-13

DOT1900000042	Document Phase Final	Document Description PROJECT PREP SITE WORK / MAINTENANCE BY THE VENDOR 6619C054	Page 3 of 3
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO. ARFQ DOT1900000042

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:

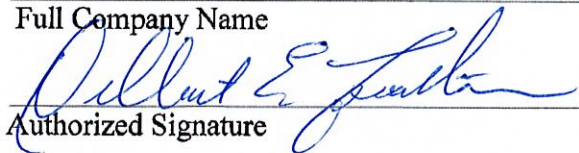
(Check the box next to each addendum received)

- | | |
|--|--|
| <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.

J.F. ALLEN COMPANY

Full Company Name



Authorized Signature

MAY 21, 2019

Date

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

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

West Virginia Division of Highways Maintenance Division

- 1. REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.
- 2. MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.
- 3. BID SUBMISSION:** All bids must be submitted electronically through the West Virginia Vendor Self Service Portal website or signed, sealed in an envelope and delivered by the Vendor to the Agency on or before the date and time of the bid opening. Any bid received by the Agency staff is considered to be in the possession of the Agency and will not be returned for any reason. In the event that a Vendor submits multiple bids in response to the same Solicitation, the bid with the most recent Agency or wvOASIS time stamp shall be the bid considered by the Agency and the Agency shall disregard all other bids by that Vendor for that Solicitation. Any bid received by the Agency after the date and time of the bid opening as specified in the Solicitation shall be disregarded by the Agency.
- 4. ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official addendum issued by the Agency. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.
- 5. BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.
- 6. ALTERNATES:** Any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the Agency at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

7. EXCEPTIONS AND CLARIFICATIONS: The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

8. REGISTRATION: Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee or the fee then assessed by said Division, if applicable.

9. UNIT PRICE: Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

10. PREFERENCE: Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Vendor Preference Certificate form has been attached hereto to allow Vendor to apply for the preference. Vendor's failure to submit the Vendor Preference Certificate form with its bid will result in denial of Vendor Preference.

11. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES: For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

12. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in the West Virginia Vendor Self Service Portal website can be accessed by the Agency staff immediately upon bid opening. The Agency will consider any file that cannot be immediately opened and/or viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening if those documents are required with the bid.

13. NON-RESPONSIBLE: The Agency reserves the right to reject the bid of any vendor when the Agency determines that the vendor submitting the bid does not have the capability to fully perform or lacks the integrity and reliability to assure good-faith performance. A determination of non-responsibility will only extend to the contract for which the vendor has submitted a bid and does not operate as a bar against submitting future bids.

14. ACCEPTANCE/REJECTION: The Agency may accept or reject any bid in whole, or in part when the Agency determines it is in the best interest of the State.

15. TIE BIDS: When tie bids are received and the Agency intends to award the work to only one vendor, the Agency shall break the tie by allowing the tied vendors to make a final offer, flip of a

coin, draw of the cards, or any other impartial method considered prudent by the Agency. If tie bids are received and the Agency intends to award the bid to multiple vendors, the Agency may award the bid to the number of the tied bidders as Agency deems necessary using the procedure set forth in this section to establish the number of tied bidders which will be awarded the bid.

16. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., 5G-1-1 et seq. and the Freedom of Information Act in West Virginia Code §§ 29B-1-1 et seq. Submission of any bid, proposal, or other document to the Agency constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. Labeling any document "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents will not protect that document from public disclosure. All submissions are subject to public disclosure without notice.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

ADDITIONAL INSTRUCTIONS TO VENDORS SUBMITTING BIDS

West Virginia Division of Highways Maintenance Division

17. **A NON-MANDATORY PRE-BID Meeting** will be held at the following location and time. Vendors are not required to attend; however, Vendors are highly encouraged.

West Virginia Division of Culture and History
The Cultural Center
State Theater
State Capitol Complex
1900 Kanawha Boulevard, East
Charleston, WV 25305

May 6, 2019
1:00 PM – 3:00 PM

A sign-in sheet will be provided. All persons in attendance should complete the sign-in sheet by providing the Vendor/Contractor's Company Name, Representative's Name, address, phone number, fax number and email address. An envelope will be provided for the Vendor/Contractor's to place a business card.

Questions/comments submitted by a Vendor prior to or during the Meeting will be discussed at the Meeting, if time permits. Any discussions or answers to questions at the Meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

18. **TECHNICAL QUESTION AND ANSWER PERIOD:** Vendors may submit written Technical Questions to the Buyer, Dusty Smith, via the email address on the face of the Solicitation. Technical Questions **MUST** be submitted prior to the end of the Question and Answer Period. All Technical Questions will be responded to via Addendum through wvOASIS/VSS and will appear in the Purchasing Bulletin through wvOASIS/VSS. It is imperative that all Vendors register with wvOASIS/VSS, provide a valid email address, in order to be advised when an Addendum is issued. **HARD COPY MAILINGS WILL NOT BE SENT TO VENDORS.** Vendors not registered in wvOASIS/VSS can access all Addendums issued by sourcing the Purchasing Bulletin in wvOASIS/VSS through Public Access.

Addendums can answer Technical Questions, revise the Bid Closing Date and/or Time or revise the Technical Question and Answer Period. An Addendum Acknowledgement Form will be sent with each Addendum. Vendors should complete and sign the Addendum Acknowledgement Form and return the Form with their Bid Submission to acknowledge that the Addendum was received.

- **Technical Question and Answer Period shall be:**
Upon release of the Solicitation through May 13, 2019, 2:00 PM

For questions to be addressed via Addendum, questions MUST be received by the Buyer prior to the end of the Period.

19. **BLACK OUT PERIOD:** Once the Solicitation has been released for bidding, all communication with the WV Division of Highways **MUST** cease. Questions may be addressed to the WV Division of Highways panel during the Non-Mandatory Pre-Bid Meeting; however, once the meeting is adjourned, no additional Solicitation communication can be made with any WV Division of Highways employee. All communication must be submitted to the Buyer, Dusty Smith, via email, fax or mail. Once the contracts have been awarded, the Black Out Period will end. Any communication with a WV Division of Highways employee during the Black Out Period shall give cause for cancellation of the Solicitation.
20. **BID SUBMISSION (additional to Section 3.):** A bid that is not submitted electronically through wvOASIS/VSS should contain the information listed below on the face of the envelope or the bid may be rejected by the Agency. **Bid submission will not be accepted via facsimile nor email.**

SEALED BID: Project Preparation Site Work/Maintenance by the Vendor 6619C054
BUYER: Dusty Smith
SOLICITATION NO: ARFQ DOT1900000042
BID OPENING DATE: May 21, 2019
BID OPENING TIME: 1:30 PM (13:30)

21. **BID FORMATTING (additional to Section 5.):** Vendors submitting an electronic bid thru wvOASIS/VSS, should upload the Pricing Pages in Excel Format. All other documents may be uploaded as a PDF. This will expedite the bid evaluation and award process. It is **NOT** required that the Vendor upload the entire Instructions to Vendors, General Terms and Conditions, Contract Specifications nor the Drawing Detail Attachments A through H. For those Vendors submitting paper bids, it is also **NOT** required that the Vendor mail the entire Instructions to Vendors, General Terms and Conditions. Contract Specifications nor the Drawing Detail Attachments A though H.

Vendors SHALL submit/upload their signed bid submission with the following documents:

- Fully completed and signed Certification and Signature Page
- Applicable Information Attachment Forms AA, BB and/or CC
- Pricing Pages

Prior to award, Vendors **SHALL** provide the following documents. Additionally, to expedite the bid evaluation and award process, the WV Division of Highways requests

that the Vendors provide these documents with their bid submission; however, it is not required, but must be provided prior to award:

- Completed Contract Manager Information Page
- Completed, Signed and Notarized Purchasing Affidavit
- Completed, Signed and Notarized Disclosure of Interested Parties to Contracts
- A copy of their current WV Contractor's License
- An Insurance Certificate naming the State as a certificate holder in the amount of \$1,000,000.00.
- Proof of Automobile Liability Insurance in at least an amount of \$1,000,000.00 per occurrence.

- 22. EXCEPTIONS AND CLARIFICATIONS (additional to Section 7.):** Any exceptions and clarifications to any part/document in this Solicitation **SHALL** be submitted during the Technical Question and Answer. Any exceptions and clarifications made to any part/document in this Solicitation upon Bid Submission may result in bid disqualification.
- 23. REGISTRATION (additional to Section 8.):** Vendors awarded a contract for this Solicitation are NOT required to pay the \$125 Vendor Registration Fee, if, this is the only Solicitation bid submission that you will be submitting to the State of West Virginia. However, Vendors are required to register with the Purchasing Division via wvOASIS/Vendor Self-Service (VSS) Portal in order to be awarded a contract. Vendors needing to register with wvOASIS/Vendor Self-Service (VSS) Portal may source the following website for a step-by-step guide: www.transportation.wv.gov/Pages/default.aspx, scroll down to "Bid Opportunities" on the right of the page, click, then choose "Simple Guide to Maintenance contracts" and click. Additionally, VSS also offers a Registration Quick Start Guide along with a Help Desk Toll-Free number and a Chat option.
- 24. PREFERENCE (additional to Section 10.):** There shall be NO Vendor Preference associated with this Solicitation. Vendor Preference may only be requested in Solicitations for the purchase of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects.

GENERAL TERMS AND CONDITIONS:

1. CONTRACTUAL AGREEMENT: Issuance of an Award Document signed by the Agency and approved as to form by legal counsel for the Agency, if required, constitutes acceptance of this Contract made by and between the Agency and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

2. DEFINITIONS: As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

2.1. "Agency" means the West Virginia Department of Transportation, Division of Highways. This Contract is entered into by the Agency pursuant to the provisions of West Virginia Code § 17-4-19 and §17-2A-8.

2.2. "Bid" or "Proposal" means the vendors submitted response to this solicitation.

2.3. "Contract" means the binding agreement that is entered into between the Agency and the Vendor to provide the goods or services requested in the Solicitation. The Contract shall be comprised of the (i) Solicitation and any other document required by the Solicitation (ii) Bid or Proposal (iii) Award Document and (iv) General Terms and Conditions; Instruction to Vendors Submitting Bids, collectively referred to as the "Contract Documents".

2.4. "Award Document" means the document signed by the Agency and approved as to form by legal counsel for the agency, that identifies the Vendor as the contract holder.

2.5. "Solicitation" means the official notice of an opportunity to supply the Agency with goods or services.

2.6. "State" means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.

2.7. "Vendor" or "Vendors" means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

3. CONTRACT TERM; RENEWAL; EXTENSION: The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

Term Contract

Initial Contract Term: This Contract becomes effective on award _____ and extends for a period of one _____ year(s).

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor. Any request for renewal should be submitted in writing to the Agency thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to two successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed 24 months in total. Automatic renewal of this Contract is prohibited.

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued prior to the expiration of this Contract shall be effective for no more than one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and that part of the Contract more fully described in the attached specifications must be completed within _____ days. Upon completion, the vendor agrees that maintenance, monitoring, or warranty services will be provided for _____ successive one-year periods or multiple periods of less than one year provided that the multiple renewal periods do not exceed _____ months in total.

One Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all goods contracted for have been delivered, but in no event will this Contract extend for more than one calendar year.

Other: See attached.

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

5. QUANTITIES: The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

Open End Contract: Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

Service: The scope of the service to be provided will be more clearly defined in the specifications included herewith.

Combined Service and Goods: The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

One Time Purchase: This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor and Agency.

6. PRICING: The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the Agency. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the Agency in the Solicitation to do so, may result in bid disqualification.

7. EMERGENCY PURCHASES: The Agency may purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency and Vendor is unable to provide those goods and services on an immediate or expedited basis in the sole judgment of Agency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, by the Agency, shall not constitute a breach of this Contract and shall not entitle the Vendor to injunctive relief or to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

8. REQUIRED DOCUMENTS: All items checked below must be provided to the Agency by the Vendor as specified below.

BID BOND: All Vendors shall furnish a bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

PERFORMANCE BOND: The apparent successful Vendor shall provide a performance bond in the amount of _____. The performance bond must be received by the Agency prior to Contract award.

LABOR/MATERIAL PAYMENT BOND: The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Agency prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

MAINTENANCE BOND: The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Agency prior to Contract award.

INSURANCE: The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award and shall list the State as a certificate holder:

Commercial General Liability Insurance: In the amount of \$1,000,000.00 _____ or more.

Builders Risk Insurance: In an amount equal to 100% of the amount of the Contract.

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-
-
-
-

The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.

LICENSE(S) / CERTIFICATIONS / PERMITS: In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, award, in a form acceptable to the Agency.

- WEST VIRGINIA CONTRACTOR'S LICENSE
-
-
-
-

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

9. WORKERS' COMPENSATION INSURANCE: The apparent successful Vendor shall comply with laws relating to worker's compensation, shall maintain worker's compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

10. LIQUIDATED DAMAGES: Vendor shall pay liquidated damages in the amount of _____ for _____. This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

11. ACCEPTANCE: Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the Agency that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

12. FUNDING: This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

13. PAYMENT: Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices in arrears.

14. TAXES: The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

15. CANCELLATION: The Agency reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Agency may also cancel any purchase or this contract for any reason or no reason upon 30 days written notice to the Vendor.

16. TIME: Time is of the essence with regard to all matters of time and performance in this Contract.

17. APPLICABLE LAW: This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

18. COMPLIANCE: Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

19. PREVAILING WAGE: To the extent required by applicable law, Vendor shall be responsible for ensuring compliance with prevailing wage requirements and determining when prevailing wage requirements are applicable.

20. ARBITRATION: Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

21. MODIFICATIONS: This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary, no modification of this Contract shall be binding without mutual written consent of the Agency and the Vendor.

22. WAIVER: The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or

remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

23. SUBSEQUENT FORMS: The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

24. ASSIGNMENT: Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency and any other government agency or office that may be required to approve such assignments.

25. WARRANTY: The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

26. STATE EMPLOYEES: State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

27. BANKRUPTCY: In the event the Vendor files for bankruptcy protection, the Agency may deem this Contract null and void, and terminate this Contract without notice.

28. PRIVACY, SECURITY, AND CONFIDENTIALITY: The Vendor agrees that it will not disclose to anyone, directly or indirectly, any 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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in:

<http://www.transportation.wv.gov/Documents/WVDOT-Privacy-Notice.pdf>.

29. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq. Submission of any bid, proposal, or other document to the Agency constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. Labeling any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents will not protect that document from public disclosure. All submissions are subject to public disclosure without notice.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

30. LICENSING: Vendor 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 agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Agency to verify that the Vendor is licensed and in good standing with the above entities.

31. ANTITRUST: In submitting a bid to, signing a contract with, or accepting an Award Document from Agency, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

32. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) 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; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein. Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

33. PURCHASING CARD ACCEPTANCE: The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

34. VENDOR RELATIONSHIP: The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be

exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing. Vendor shall hold harmless the State and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

35. INDEMNIFICATION: To the fullest extent permitted by law, the Vendor agrees to defend, indemnify, and hold harmless the Agency, its officers, agents and employees from and against all suits, claims, damages, liability, losses, and expenses, including but not limited to attorney's fees and costs of investigations, arising out of, pertaining to or resulting from the performance of work for the above identified Project, including all claims, damages, losses or expenses which are attributable to bodily injury, sickness, disease or death, or to damage to or destruction of property, whether caused either wholly or in part by the negligence, actions or omissions of the Vendor, a Subcontractor or anyone directly or indirectly employed by the Vendor or Subcontractor or for anyone whose acts the Vendor or Subcontractor may be liable, except for any liability or damages due to the willful or intentional unlawful acts or the sole negligence of the Agency or its employees.

36. PURCHASING AFFIDAVIT: In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to the award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.

37. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

38. REPORTS: Vendor shall provide the Agency with the following reports identified by a checked box below:

Such reports as the Agency may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Agency via email to the Agency representative specified by Agency.

39. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to

sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry. After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check. Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

40. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
- c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
- d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

41. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL: In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet

the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

42. It is hereby expressly covenanted, agreed and understood by and between the parties hereto, that the Vendor will immediately make payment and refund to the Agency for any and all overpayments made by said Agency to the Vendor on any estimate or estimates, advances ,if applicable ,or partial payments made on this Contract. Agency is given the right and authority to withhold any and all funds in its possession, belonging to, owed by, or which may be owed by it to the Vendor on any agreement or from any other source for the recovery of any overpayment made in connection with this contract. It is further expressly agreed that the statute of limitations will not commence to run against the Agency for such overpayments until the same is discovered and made known to the Agency.

43. In the event of conflicts or discrepancies among the Contract Documents, interpretations will be based on the following priorities in the order listed below with the highest priority being subsection a:

- a. General Terms and Conditions; Instructions to Vendors Submitting Bids,
- b. Solicitation and any documents required by the Solicitation,
- c. Bid or Proposal,
- d. Award Document.

ADDITIONAL GENERAL TERMS AND CONDITIONS

West Virginia Division of Highways Maintenance Division

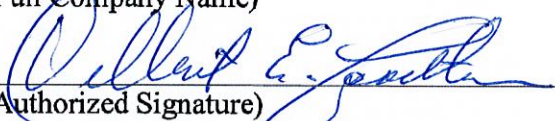
- 44. INSURANCE (additional to Section 8.):** The apparent successful Vendor shall furnish proof of Automobile Liability Insurance in at least an amount of \$1,000,000.00 per occurrence. Workers' Compensation Coverage as required by law, with Employers Liability Coverage included

- 45. ADDITIONAL FEES:** Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of Vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through the West Virginia Vendor Self Service Portal website, 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 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.

J.F. ALLEN COMPANY
(Full Company Name)


(Authorized Signature)
DELBERT E. LEATHERMAN
EXECUTIVE VICE PRESIDENT

(Print or Type Name and Title of Signatory)
304-472-8890
(Phone Number)

304-472-8897
(Fax Number)

dleatherman@jfallenco.com
(Email address)

May 21, 2019
(Date)



**Form pre-approved by DOH legal division on July 12, 2016.
Attorney signature not required.**

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: _____

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.

J.F. ALLEN COMPANY
Full Company Name


Authorized Signature

MAY 21, 2019

Date

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

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Division of Highways is soliciting bids to establish an open-end Project Preparation Site Work/Maintenance Contract for use on roadway maintenance and repair projects throughout the State of West Virginia. This will include all materials, equipment and labor by the Vendors to perform Ditching, Pipe Repair/Replacement and Asphalt Pavement Repair. This contract will supplement the WVDOH District work force for maintenance and repair.

NOTE: This contract will not include guardrail repair/replacement. The WVDOH shall perform all guardrail repair/replacement, as needed, per service, per project.

The WVDOH will not consider price adjustments such as an increase or decrease in price for the potential one-year renewal periods.

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
- 2.1 **“Contract Item” or “Contract Items”** means the list of items identified in Section 3.2.
- 2.2 **“Pricing Pages”** means the schedule of prices attached hereto as Exhibit A and used to evaluate the Solicitation responses.
- 2.3 **“Solicitation”** means the official notice of an opportunity to supply the State with goods or services.
- 2.4 **“WVDOH”** used throughout this Solicitation means the West Virginia Division of Highways.
- 2.5 **“MP” and/or “MCS&T”** used throughout this Solicitation means the Materials Procedures as administered by the WVDOH Materials Control, Soil and Testing Division who perform all procedures necessary with sampling, testing, reporting and inspection of products and materials to maintain a reliable quality assurance system. Reference:
<http://www.transportation.wv.gov/highways/mcst/Pages/default.aspx>
- 2.6 **“Asphalt”, “Hot Mix Asphalt” and “HMA”** used throughout this Solicitation and in any cited sections of the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted latest Standard Specs edition, including any Supplementals, shall mean **“Asphalt”**.

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

- 2.7 “EPA” used throughout this Solicitation means Environmental Protection Agency and the WV Department of Environmental Protection and should reference both the Federal, State and Local levels of government. Please reference www.epa.gov and www.dep.wv.gov.
- 2.8 “OSHA” used throughout this Solicitation means Occupational Safety and Health Administration. Reference: www.osha.gov.
- 2.9 “Contractor” or “Vendor” used throughout this Solicitation and in any cited sections of the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted latest Standard Specs edition, including any Supplementals, are interchangeable.
- 2.10 “Standard Specs” used throughout this Solicitation means the West Virginia Department of Transportation, Division of Highways Standard Specifications, Roads and Bridges, adopted latest Standard Specs edition, including any Supplementals.

3. GENERAL REQUIREMENTS:

- 3.1 The following sections of the Standard Specs, but not limited to, shall apply to the administration of this contract: Sections 101, 102.4, 102.5, 107.1, 107.2, 107.3, 107.12, 107.14, 107.15, 107.16, 107.19, 107.20, 108.3, 108.5, 108.6, 108.7, 108.8, 109.1, 109.2, 109.20, 207.5, 207.6.1, 207.6.2, 207.6.3, 211, 229, 408, 507.2, 507.3, 604 and 636.

A hard copy of the current Standard Specs may be purchased at a cost of \$20.00 (\$15.00 for the 2017 book plus \$5.00 for the Supplemental Latest Edition) using the Attachment A Standard Specifications Order Form and sent to:

West Virginia Division of Highways
Contract Administration
Building 5, Room 722
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305
(Phone) 304-558-2885

A free electronic copy of the Standard Specs may be obtained by sourcing:
<http://www.transportation.wv.gov/highways/contractadmin/specifications/2017StandSpec/Pages/default.aspx>

Prior to the commencement of any work performed by the Vendor on this contract, the WVDOH shall acquire all required permits.

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

3.2 Contract Items and Mandatory Requirements: Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below.

3.2.1 DITCHING: Ditching, Item 1-A, Correcting Deep Ditches, Item 1-B, Restoring Shoulders, Item 1-C and Shoulder Stone Placement, Item 1-D shall be used for trimming, sloping and cleaning to open all inlets and outlets identified on a Delivery Order.

- Ditches shall be inspected for damage prior to the start of work. If damage is discovered, this shall be reported to the WVDOH District Engineer or designee for further instructions.
- Ditches shall be cleared of all obstructions, such as, but not limited to, trees, branches, boulders, to allow the ditch flow-line of water to be led to a suitable place of discharge.
- All debris/obstacles removed from a ditch shall be disposed of by the Vendor in accordance with EPA waste disposal laws and regulations. Debris/obstacles that can be recycled/mulched/crushed may only be used to complete the project if prior approval by the WVDOH District Engineer or designee.

3.2.1.1 Ditching, Item 1-A shall meet the depth and width requirements of the Standard Detail for Shoulder and Ditches, Attachment A or as directed by the Delivery Order and the WVDOH District Engineer or designee and shall be bid per Shoulder Mile.

3.2.1.2 Correcting Deep Ditches, Item 1-B shall meet the Rock Borrow Excavation requirements of the Standard Detail for Correcting Deep Ditches, Attachment B or as directed by the Delivery Order and the WVDOH District Engineer or designee and shall be bid per Ton.

3.2.1.3 Restoring Shoulders, Item 1-C shall meet the requirements of the Standard Detail for Restoring Shoulders for Guardrail, Attachment C or as directed by the Delivery Order and the WVDOH District Engineer or designee and shall be bid per Ton.

3.2.1.4 Shoulder Stone Placement, Item 1-D shall meet the requirements of the Standard Detail for Shoulder Reconstruction, Attachment D or as directed by the Delivery Order and the WVDOH District Engineer or designee and shall be bid per Ton.

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

- All labor, equipment and material to complete Item 1-A, 1-B, 1-C and 1-D shall be included in the unit bid price. Any traffic control required shall be charged per Section 3.2.1.9 of these Contract Specifications.

3.2.1.5 Haul by Vendor for Ditching:

3.2.1.5.1 Haul by the Vendor for Correcting Deep Ditches, Item 1-B, Restoring Shoulders, Item 1-C and Shoulder Stone Placement, Item 1-D is the distance over suitable routes selected by the WVDOH District Engineer or designee using the allowed for haul costs that will provide the lowest total cost to the WVDOH and shall be measured from the Vendor's Base of Operations, which shall be identified on the Information Attachment Form, to the WVDOH's mid-point of the project. The WVDOH shall source the WV Straight Line Diagrams for WV Primary Routes and WV Secondary Routes for these routes. The Diagrams are available in each WVDOH District Office and the WVDOH Central Office. WVDOH will determine the route to be taken due to bridge and/or road restrictions which shall have acceptable load limits for both roads and bridges.

Out-of-state delivery route mileage will be calculated by the WVDOH, the shortest route, by utilizing "Google Earth" or a similar source for routing from the Vendor's Base of Operations to the WV State line at which time, the Diagrams will be sourced to the WVDOH mid-point of the projection location.

Haul by Vendor, Item 2-A and 2-B will only be requested in combination with other awarded items.

3.2.1.6 Waste Haul for Ditching, Item 3-A shall be used for the hauling of/disposal of debris and any material unsuitable for backfill from the project site to a WVDOH approved waste location. This location shall be within proximity to the project site and will be provided on the Delivery Order. The Vendor shall bid an hourly rate per truck/driver.

3.2.1.7 Ditching Mobilization: All operations required to move personnel, equipment, supplies and incidentals to a project site. Only one mobilization for Ditching per day of operation will be paid, unless moves of over five (5) miles between individual project locations are required. In cases where a Vendor is required to move from one roadway to the adjacent roadway of a divided highway, additional mobilization for Ditching will only be paid if the nearest interchange or crossing point that will accommodate the Vendor's equipment is over five (5) miles from the

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

project locations. NOTE: This provision may require roundtrip moves of up to ten (10) miles with no additional mobilization per project payment. An individual ditching location shall be defined as a ditching job where no skips exceeding 1,000 feet are involved, except between the approach slabs of a bridge or parallel pair of bridges.

3.2.1.7.1 Daytime Ditching Mobilization, Item 4-A is a daytime ditching mobilization charge that will be charged per County within a WVDOH District. The Vendor may bid any or all Counties within a WVDOH District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.1.7.2 Nighttime Ditching Mobilization, Item 4-B is a nighttime ditching mobilization charge that will be charged per County within a WVDOH District. The Vendor may bid any or all Counties within a WVDOH District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.1.8 On-Site Ditching Mobilization, Item 5-A shall be non-production moves within a project over 1,000 feet. The Vendor shall bid an hourly cost.

3.2.1.9 Maintaining Traffic for Ditching: While undergoing improvement, the project site shall be kept open to traffic in such condition that both local and through traffic will be adequately and safely accommodated. All improvement operations shall be scheduled by the Contractor to keep traffic delay to a minimum.

Traffic Control may be furnished by the WVDOH; however, when Pilot Truck and Driver, Item 6-A; Traffic Control Devices, Item 6-B; Flagger, Item 6-C and/or Arrow Board, Item 6-D are requested by the WVDOH District Engineer or designee for a project, traffic shall be maintained by the Vendor in accordance with Standard Specs Section 636.

The roadway shall be free of dirt and debris and opened to the traveling public at the end of each shift with no additional cost to the WVDOH.

3.2.1.10 Ditching Acceptance Criteria: It is the expectation of the WVDOH that the Vendor completes each job in the best possible reasonable timeframe while meeting all requirements of the project. A daily visual inspection, by the WVDOH District Engineer or designee, shall be accessed of the Ditching work. Work found not in compliance with the requirements of this contract may be required to be reworked at

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

the Contractor's expense until acceptable by the WVDOH District Engineer or designee.

Upon completion of the project, the WVDOH District Engineer or designee shall approve the project as acceptable and complete.

3.2.1.11 Vendor's Base of Operation for Ditching: The Vendor shall provide the Vendor's Base of Operation on Exhibit AA, Information Attachment Form that will be providing services listed on Exhibit A, Pricing Page.

3.2.2 PIPE REPAIR/REPLACEMENT: All repair/replacement pipe shall be installed to match the existing inlet and outlet invert elevations unless otherwise directed by the WVDOH District Engineer or designee. The minimum and maximum depth of cover shall be as per the manufacturer's recommendation and shall be no less than 12 inches.

The inlet side shall remain; however, the outlet side can be raised to a more-shallow depth installation, at the direction of the WVDOH District Engineer or designee.

The WVDOH shall provide the pipe and needed pipe hardware required per repair/replacement project. The WVDOH shall deliver to the repair/replacement project site.

Prior to the issuance of a Delivery Order for Pipe Repair/Replacement, the WVDOH District Engineer or designee shall have all required Environmental Permits in place.

NOTE: When replacing gravel surfaces, Type F Trench backfill shall be no less than 12 inches below the surface.

Pipe Repair/Replacement shall meet the requirements of the Standard Detail for Repaving Pipe Trenches F, Attachment E or as identified by the Delivery Order and the WVDOH District Engineer or designee and shall be bid per Linear Foot.

3.2.2.1 Pipe size shall be per range tiers of 15" to 60" per F Trench type per the Pricing Page. Bid price shall be per Linear Foot. Item 7-A through 7-I.

3.2.2.2 The Vendor shall bid backfill for F Trench by the cubic yard, Item 8-A

REQUEST FOR QUOTATION
Project Preparation Site Work/Maintenance with Labor by the Vendor

3.2.2.3 All labor, equipment and material, excluding pipe and needed pipe hardware and F Trench backfill, to complete Item 7-A through 7-I shall be included in the unit bid price. Any traffic control required shall be charged per Section 3.2.2.9 of these Contract Specifications.

3.2.2.4 Safe Access and Egress Surcharge. To meet OSHA standards required for trenching, sloping, shoring, use of shielding protections or other types of supports to prevent soil cave-ins, after a depth of 4-foot, the Vendor may add a Surcharge to the project. If the WVDOH District Engineer or designee did not include this Surcharge in their initial estimated cost for the project, the Vendor shall advise the WVDOH District Engineer or designee. The WVDOH District Engineer or designee may agree or disagree with the Vendor's request.

3.2.2.4.1 Depth of 5-foot up to 10-foot, Item 9-A.

3.2.2.4.2 Depth of greater than 10-foot not to exceed 15-foot, Item 9-B.

3.2.2.4.3 Depth of greater than 15-foot not to exceed 20-foot, Item 9-C.

3.2.2.5 Erosion Control will be the responsibility of the WVDOH.

3.2.2.6 Waste Haul for Pipe Repair/Replacement, Item 10-A shall be used for the hauling of/disposal of debris and any material unsuitable for backfill from the project site to a WVDOH approved waste location. This location shall be within proximity to the project site and will be provided on the Delivery Order. The Vendor shall bid an hourly rate per truck/driver.

3.2.2.7 Pipe Repair/Replacement Mobilization: All operations required to move personnel, equipment, supplies and incidentals to a project site. Only one mobilization for Pipe Repair/Replacement per day of operation will be paid, unless moves of over five (5) miles between individual project locations are required. In cases where a Vendor is required to move from one roadway to the adjacent roadway of a divided highway, additional mobilization for Pipe Repair/Replacement will only be paid if the nearest interchange or crossing point that will accommodate the Vendor's equipment is over five (5) miles from the project locations. NOTE: This provision may require roundtrip moves of up to ten (10) miles with no additional mobilization per project payment. An individual Pipe Repair/Replacement location shall be defined as a Pipe

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Repair/Replacement job where no skips exceeding 1,000 feet are involved, except between the approach slabs of a bridge or parallel pair of bridges.

3.2.2.7.1 Daytime Pipe Repair/Replacement Mobilization: Item 11-A is a daytime pipe repair/replacement mobilization charge that will be charged per County within a WVDOH District. The Vendor may bid any or all Counties within a WVDOH District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.2.7.2 Nighttime Pipe Repair/Replacement Mobilization: Item 11-B is a nighttime pipe repair/replacement mobilization charge that will be charged per County within a WVDOH District. The Vendors may bid any or all Counties within a WVDOH District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.2.8 On-Site Pipe Repair/Replacement Mobilization, Item 12-A shall be non-production moves within a project over 1,000 feet. The Vendor shall bid an hourly cost.

3.2.2.9 Maintaining Traffic for Pipe Repair/Replacement: While undergoing improvement, the project site shall be kept open to traffic in such condition that both local and through traffic will be adequately and safely accommodated. All improvement operations shall be scheduled by the Contractor to keep traffic delay to a minimum.

Traffic Control may be furnished by the WVDOH; however, when Pilot Truck and Driver, Item 13-A; Traffic Control Devices, Item 13-B; Flagger, Item 13-C and/or Arrow Board, Item 13-D are requested by the WVDOH District Engineer for a project, traffic shall be maintained by the Vendor in accordance with Standard Specs Section 636.

The cost for Bridging/Plating material used to maintain traffic at the end of a work shift shall be incidental to the project and shall be at no additional cost to the WVDOH.

The roadway shall be free of dirt and debris and opened to the traveling public at the end of each shift with no additional cost to the WVDOH.

3.2.2.10 Pipe Repair/Replacement Acceptance Criteria: It is the expectation of the WVDOH that the Vendor completes each job in the best possible reasonable timeframe while meeting all requirements of the project. A daily visual inspection, by the WVDOH District Engineer or

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designee, shall be accessed of the Pipe Repair/Replacement work. Work found not in compliance with the requirements of this contract may be required to be reworked at the Contractor's expense until acceptable by the WVDOH District Engineer or designee.

Upon completion of the project, the WVDOH District Engineer or designee shall approve the project as acceptable and complete.

3.2.2.11 Vendor's Base of Operation for Pipe Repair/Replacement:

The Vendor shall provide the Vendor's Base of Operation on Exhibit BB, Information Attachment Form that will be providing services listed on Exhibit A, Pricing Page.

- 3.2.3 ASPHALT PAVEMENT REPAIR:** Pot Hole Repair, Item 14-A, Base Failure Repair, Item 14-B or Edge Failure Repair, Item 14-C shall be requested to correct potholes, edge failures, upheavals, settlements, cracking, raveling and base failures to prevent further deterioration, eliminate safety hazards, improve riding quality and restore proper drainage and identified on a Delivery Order.

Repairing an existing pavement shall consist of squaring up the repair area, removing damaged material to a depth, per the Standard Detail, directed by the WVDOH District Engineer or designee, cleaning, hauling and disposing of existing pavement, tacking of existing surfaces and placing and compacting Asphalt Base II in lifts not exceeding two inches to the level of the existing pavement.

There will be no price adjustment to the asphalt used for Asphalt Pavement Repair.

3.2.3.1 Pot Hole Repair, Item 14-A shall include all labor, equipment and material to complete Pot Hole Repair, according to Attachment F. The Vendor shall bid per the density range Unit tiers of per square yard, per mile, identified on the Pricing Page, Items 14-A1, 14-A2, 14-A3 and 14-A4. Any traffic control required shall be charged per Section 3.2.3.8 of the Contract Specifications.

3.2.3.2 Base Failure Repair, Item 14-B shall include all labor, equipment and materials to complete Base Failure Repair, according to Attachment G. The Vendor shall bid per the density range Unit tiers of per square yard, per mile, for asphalt, identified on the Pricing Page, Items 14-B1 through 14-B4. The Vendor shall bid per the density range tiers of per square yard for stone, identified on the Pricing Page, Items 14-B5 through 14-B8. NOTE: Per Attachment G, "Varies*" shall mean for every 3

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inches of asphalt, there shall be 6 inches of stone. Any traffic control required shall be charged per Section 3.2.3.8 of these Contract Specifications.

3.2.3.3 Edge Failure Repair, Item 14-C shall include all labor, equipment and materials to complete Edge Failure Repair according to Attachment H. The Vendor shall bid per the density range Unit tiers of per square yard, per mile, identified on the Pricing Page, Items 14-C1, 14-C2, 14-C3 and 14-C4. Any traffic control required shall be charged per Section 3.2.3.8 of these Contract Specifications.

3.2.3.4 Haul by Vendor for Asphalt Pavement Repair:

3.2.3.4.1 Haul by the Vendor for Asphalt Pavement Repair is the distance over suitable routes selected by the WVDOH District Engineer using the allowed for haul costs that will provide the lowest total cost to the WVDOH and shall be measured from the Vendor's plant location, which shall be identified on the Information Attachment Form, to the WVDOH's mid-point of the project. The WVDOH shall source the WV Straight Line Diagrams for WV Primary Routes and WV Secondary Routes for these routes. The Diagrams are available in each WVDOH District Office and the WVDOH Central Office. WVDOH will determine the route to be taken due to bridge and/or road restrictions which shall have acceptable load limits for both roads and bridges.

Out-of-state delivery route mileage will be calculated by the WVDOH, the shortest route, by utilizing "Google Earth" or a similar source for routing from the Vendor's plant location to the WV State line at which time, the Diagrams will be sourced to the WVDOH mid-point of the projection location.

Haul by Vendor, Item 15-A and 15-B will only be requested in combination with other awarded items.

3.2.3.5 Waste Haul for Asphalt Pavement Repair, Item 16-A shall be used for the hauling of/disposal of debris and any material unsuitable for backfill from the project site to a WVDOH approved waste location. This location shall be within proximity to the project site and will be provided on the Delivery Order. The Vendor shall bid an hourly rate per truck/driver.

3.2.3.6 Mobilization for Asphalt Pavement Repair: All operations required to move personnel, equipment, supplies and incidentals to a

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project site. Only one mobilization for Asphalt Pavement Repair per day of operation will be paid, unless moves of over five (5) miles between individual project locations are required. In cases where a Vendor is required to move from one roadway to the adjacent roadway of a divided highway, additional mobilization for paving will only be paid if the nearest interchange or crossing point that will accommodate the Vendor's equipment is over five (5) miles from the project locations. NOTE: This provision may require roundtrip moves of up to ten (10) miles with no additional mobilization per project payment. An individual Asphalt Pavement Repair location shall be defined as an Asphalt Pavement Repair job where no skips exceeding 1,000 feet are involved, except between the approach slabs of a bridge or parallel pair of bridges.

3.2.3.6.1 Daytime Asphalt Pavement Repair Mobilization: Item 17-A is a daytime asphalt pavement repair mobilization charge that will be charged per County within a WVDOH District. The Vendor may bid any or all Counties within a WVDOH District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.3.6.2 Nighttime Asphalt Pavement Repair Mobilization: Item 17-B is a nighttime asphalt pavement repair mobilization charge that will be charged per County in a District. The Vendor shall bid a lump sum cost for mobilization to a County.

3.2.3.7 On-Site Asphalt Pavement Repair Mobilization, Item 18-A shall be non-production moves within a project over 1,000 feet. The Vendor shall bid an hourly cost.

3.2.3.8 Maintaining Traffic for Asphalt Pavement Repair: While undergoing improvement, the project site shall be kept open to traffic in such condition that both local and through traffic will be adequately and safely accommodated. All improvement operations shall be scheduled by the Contractor to keep traffic delay to a minimum.

Traffic Control may be furnished by the WVDOH; however, when Pilot Truck and Driver, Item 19-A; Traffic Control Devices, Item 19-B; Flagger, Item 19-C and/or Arrow Board, Item 19-D are requested by the WVDOH District Engineer for a project, traffic shall be maintained by the Vendor in accordance with Standard Specs Section 636.

The roadway shall be free of dirt and debris and opened to the traveling public at the end of each shift with no additional cost to the WVDOH.

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3.2.3.9 Asphalt Pavement Repair Acceptance Criteria: It is the expectation of the WVDOH that the Vendor completes each job in the best possible reasonable timeframe while meeting all requirements of the project. A daily visual inspection, by the WVDOH District Engineer or designee, shall be accessed of the Asphalt Pavement Repair work. Work found not in compliance with the requirements of this contract may be required to be reworked at the Contractor's expense until acceptable by the WVDOH District Engineer or designee.

Quality control at the plant and in-the-field shall be the responsibility of the Vendor and shall meet the requirements of MP 401.03.50. Compaction quality control shall be in accordance with MP 401.05.20. Acceptance testing shall be the responsibility of the WVDOH. Quality assurance of the material shall be as set forth in MP 401.02.27 for Marshall Mix designs.

Upon completion of the project, the WVDOH District Engineer or designee shall approve the project as acceptable and complete.

3.2.3.10 Off-Season Plant Opening: If the Vendor is required to open his plant in the off-season to service the needs of the WVDOH, an additional payment will be made. The Vendor will be paid additional day charge for each additional consecutive day that the plant is open after the first day to service the needs of the WVDOH. If the plant produces no material for any use on any calendar day, either during the week or on the weekend, the WVDOH will pay the first day rate for off-season plant opening on the next day of the WVDOH usage. Payment for Item 20-A and 20-B shall be subject to the following conditions:

3.2.3.10.1 Payment for this item can only be authorized and made during the winter months, i.e., between December 15th and March 15th, and then only if the plant would not have otherwise been open. These dates may be revised by the WVDOH District Engineer, if necessary, to meet specific needs in the field. Any such revision of dates will be in writing and shall be attached to the Vendor's invoice at the time payment is requested.

3.2.3.10.2 Payment will always be made at the full contract awarded bid price for the first day of plant opening; however, the amount paid from each additional day of plant opening will be reduced as follows:

- a) Payment for additional day charge will not be made if the plant has produced over 500 tons on that day.

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If between 300 and 500 tons have been produced, payment for additional day charge will be made equal to one-half of the contract awarded bid price for the additional day charge. The quantity produced to make this determination shall include all material produced that day, which includes tonnage bought by the WVDOH, other local governments and all private work.

- b) The WVDOH will only pay its share of the amount determined to be due for additional day charge as described above. For example, if the plant produces 375 tons and the WVDOH takes 150 tons of the total, 40% of the plant's daily production, payment for additional day charge would be calculated as follows: Since the total daily production is between 300 and 500 tons, the Vendor is due 50% of the additional day charge. Because the WVDOH's share of this daily production is 40%, the WVDOH would pay 40% of one-half of the additional day charge, or in this case, 20% of the additional day charges.

3.2.3.10.3 A certified statement shall accompany the invoice stating the total quantity produced on the additional day. If payment does not qualify due to tonnage produced, the next consecutive day of plant operation, if any, will qualify for payment at the additional day rate rather than the first day rate for plant opening.

3.2.3.11 Vendor's Plant Location for Asphalt Pavement Repair: The Vendor shall provide the Vendor's Plant Location/Source on Exhibit CC, Information Attachment Form that will be supplying the materials used on Exhibit A, Pricing Page.

4. CONTRACT AWARD:

4.1 Contract Award: The Contract is intended to provide Agencies with a purchase price on all Contract Items. All qualified responsible Vendors shall be awarded a contract for those Contract Items bid which meet all mandatory requirements of this Contract.

4.2 Pricing Pages and Information Attachment Form:

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- 4.2.1 Pricing Pages:** Vendors should complete the Pricing Pages by providing unit prices per each Contract Item Bid. Vendors may bid any or all WVDOH Districts. Vendors may bid any or all Counties located within a WVDOH District.

Exhibit A, Pricing Page for Ditching, Pipe Repair/Replacement and Asphalt Pavement Repair

Vendors may bid any or all items on the Pricing Pages. Bidding on any one Contract Item may not be conditioned on the acceptance of the bid on any other Contract Item or Items.

The Pricing Pages contains a list of the Contract Items with no guarantee that any Contract Item will be purchased throughout the life of this contract. Estimated quantities are not available.

Vendor should type or electronically enter the information into the Pricing Pages to prevent errors in the evaluation. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: dusty.j.smith@wv.gov.

- 4.2.2 Information Attachment Form:** The Information Attachment Forms shall identify the Vendor's Base of Operations location for Ditching, Base of Operation location for Pipe Repair/Replacement and the Plant Location/Source that will be supplying the asphalt materials for Asphalt Pavement Repair. The Vendor **shall** provide the 911 address or the most recent physical street address, city and state, for the three Base Locations. If the Vendor fails to provide the Location information as requested, the Vendor's bid will be disqualified for that bid submission.

Exhibit AA, Information Attachment Form for Ditching

Exhibit BB, Information Attachment Form for Pipe Repair/Replacement

Exhibit CC, Information Attachment Form for Asphalt Pavement Repair

NOTE:

- If a Vendor will be sourcing multiple Locations for each service, and ALL pricing is the same, ALL Locations can be listed on one Information Attachment Form, per service and one Pricing Page submission is acceptable, per service.
- If a Vendor will be sourcing multiple Locations for each service, at varying prices, additional, separate Information Attachment Forms and Pricing Pages, per service must be submitted.

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- A bid submission SHALL include the Pricing Pages AND corresponding Information Attachment Forms. Any bid submitted without the Information Attachment Forms WILL BE DISQUALIFIED.

- 5. DETERMINING LOW BID PER PROJECT:** To determine the low bid Vendor for an individual project, the WVDOH District Engineer or designee will calculate the lowest overall total cost of the price of all items required per project.

WVDOH reserves the right to request any one or combination of items for which bids are awarded at the lowest overall total as set forth in this section.

It shall be the intent of this contract to award a Delivery Order to one Vendor, per low-bid, per project, whether that project requires one, two or three of the services contained in this contract.

In the instance of a project requiring all three services and the WVDOH not having a contract with one or more Vendors, the WVDOH reserves the right to issue multiple Delivery Orders to various Vendor contracts to complete the project.

6. ORDERING AND PAYMENT:

6.1 Ordering: Vendor shall accept orders through wvOASIS, regular mail, facsimile, e-mail, or any other written forms of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal/website. If Vendor can accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

6.2 Payment: Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia. The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. It is preferred that the Vendor accept the State of West Virginia's Purchasing Card for payment of orders under this Contract; however, if acceptance of the Purchasing Card for payment is not an option by the Vendor, Electronic Funds Transfer for payment is available through the WV State Auditor's Office. The Vendor may visit the WV State Auditor's website (wvsao.gov) for all necessary forms and instructions.

7. PROJECT ACCEPTANCE, DELIVERY AND RETURN:

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- 7.1 Project Acceptance:** Upon receipt of a Delivery Order, the Vendor shall advise the WVDOH, in writing, within five (5) calendar days of their acceptance or refusal of the project work of the Delivery Order. If the Vendor refuses the Delivery Order, the WVDOH shall go to the next low bid Vendor according to Section 5 of the Contract Specifications. Failure on the Vendor's part to acknowledge acceptance of the project work may result in cancellation of the Delivery Order and re-award of the project to the next low bidder.
- 7.2** Prior to the commencement of any work performed by the Vendor on a Delivery Order, the Vendor shall contact Miss Utility of WV via the WV811 app or by dialing 811 at least two business days prior to the Delivery Order project start date to allow the utility to identify and mark their facilities. A reference number will be provided to the Vendor to serve as proof of the contact. The Vendor shall note this reference number on the project's Delivery Order for potential needed justification.
- 7.3 Delivery Time:** Each Delivery Order shall provide the project's tentative start and end date including the daily start and end times based on the Vendor's acceptance of a Delivery Order. If work is not started by the Vendor by the specified starting date or the negotiated starting date, the Delivery Order may be cancelled and issued to the next low bidder.

The WVDOH shall have the option to negotiate, with the Vendor, on the project's tentative start and end date. Work on the project shall be continuous unless approved by the WVDOH District Engineer or designee.

If work is not completed by the completion date as specified on the Delivery Order, liquidated damages may be assessed in accordance with Standard Specs Section 108.7. Vendor shall deliver emergency orders within an agreed upon acceptable timeframe after orders are received. Vendor shall ship all orders in accordance with the dates assigned to each project per the Delivery Order and shall not hold orders until a minimum delivery quantity is met. No Vendor is authorized to ship, nor is the WVDOH authorized to receive materials prior to the issuance of a Delivery Order.

- 7.4 Adverse Weather Conditions:** Unsuitable/adverse/inclement weather conditions may dictate the work schedule. It is preferred that operations be suspended immediately when an inclement weather event begins or if the WVDOH District Engineer or designee determines that an inclement weather event is imminent. If working conditions are dangerous or unsuitable for the WVDOH, the Vendor or the general public, work shall be suspended by the WVDOH District Engineer or designee. If needed, revision to the project's start and end date may be negotiated by the Vendor and the WVDOH District Engineer or designee. After a weather-related suspension of work, the WVDOH District Engineer or designee

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shall determine when work shall commence.

- 7.5 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.
- 7.6 Delivery Payment/Risk of Loss:** Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery.
- 7.7 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either arrange for the return within five (5) days of being notified that items are unacceptable or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.
- 7.8 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

8. ANTI-COLLUSION CLAUSE:

- 8.1** 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:
- 8.1.1.** 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;
 - 8.1.2** 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;

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- 8.1.3 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;
 - 8.1.4 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;
 - 8.1.5 otherwise taken any action in restraint of free competitive bidding.
- 8.2 Contractor further affirms that that neither Contractor nor anyone on its behalf, including affiliate and subsidiary entities of Contractor, has:
 - 8.2.1 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;
 - 8.2.2 directly or indirectly colluded, conspired, connived, or agreed with any potential or actual bidder or anyone else to put in a sham bid;
 - 8.2.3 otherwise taken any action to put in a sham bid.

9. VENDOR DEFAULT:

- 9.1 The following shall be considered a vendor default under this Contract.
 - 9.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.
 - 9.1.2 Failure to comply with other specifications and requirements contained herein.
 - 9.1.3 Failure to comply with any laws, rules and ordinances applicable to the Contract Services provided under this Contract.
 - 9.1.4 Failure to remedy deficient performance upon request.
- 9.2 The following remedies shall be available to Agency upon default.
 - 9.2.1 Immediate cancellation of the Contract.

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9.2.2 Immediate cancellation of one or more Delivery Orders issued under this Contract.

9.2.3 Any other remedies available in law or equity.

10. MISCELLENOUS:

10.1 No Substitutions: The 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.

10.2 Vendor Supply: The Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, the Vendor certifies that it can supply the Contract Items contained in its bid response.

10.3 Reports: The Vendor shall provide quarterly reports and annual summaries to the Agency showing the Contract Items purchased, quantities of Contract Items purchased, and the total dollar value of the Contract Items purchased. The Vendor shall also provide reports, upon request, showing the Contract Items purchased during the term of this Contract, the quantity purchased for each of those Contract Items and the total value of purchases for each of those Contract Items. Failure to supply such reports may be grounds for cancellation of this Contract.

10.4 Contract Manager: During its performance of this Contract, the Vendor must designate and maintain a primary contract manager responsible for overseeing the 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. The Vendor should list its Contract manager and his or her contact information below.

Contract Manager: TYLER BEATY
Telephone Number: 304-472-8890
Fax Number: 304-472-8897
Email Address: tbeaty@jfallenco.com

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (*W. Va. Code §61-5-3*) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: J.F. ALLEN COMPANY

Authorized Signature: *[Signature]* Date: MAY 21, 2019

State of WEST VIRGINIA

County of UPSHUR, to-wit:

Taken, subscribed, and sworn to before me this 21 day of MAY, 2019.

My Commission expires SEPTEMBER 11, 2020.



NOTARY PUBLIC *[Signature]*

EXHIBIT BB, INFORMATION ATTACHMENT FORM
Project Preparation Site work/Maintenance with Labor by the Vendor
Vendor's Storage Sites

PIPE REPAIR/REPLACEMENT

VENDOR NAME J.F. ALLEN COMPANY

Mandatory - Vendor shall complete this form and return with bid submission.

If a Vendor will be sourcing multiple Base of Operations for Pipe Repair/Replacement service and ALL pricing is the same, ALL Locations can be listed on one Exhibit BB, Information Attachment Form and one Exhibit A, Pricing Page is acceptable. If a Vendor will be sourcing multiple Base of Operations, at varying prices, a separate Exhibit BB, Information Attachment Form and Exhibit A, Pricing Page is required.

Vendor's Base of Operation Location:

J.F. ALLEN COMPANY
PO BOX 2049
2133 OLD WESTON ROAD
BUCKHANNON, WV
UPSHUR COUNTY

Vendor's Base of Operation Location:

J.F. ALLEN COMPANY
MCALPIN FACILITY
5856 SALTWELL ROAD
BRIDGEPORT, WV
HARRISON COUNTY

Vendor's Base of Operation Location:

Vendor's Base of Operation Location:

VENDOR NAME: J. F. Allen Company

District 4 - Doddridge County, Harrison County, Marion County,
Monongalia County, Preston County and Taylor County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
	DITCHING		
1-A	Ditching shall meet the requirements of Attachment A	Shoulder Mile	6100
1-B	Correcting Deep Ditches shall meet the requirements of Attachment B	Ton	49.6
1-C	Restoring Shoulders and Shoulder stone shall meet the requirement of Attachment C	Ton	64.45
1-D	Shoulder Stone Placement shall meet the requirements of Attachment D	Ton	48.6
2-A	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, First Ton Mile	Ton Mile	2.5
2-B	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, Each Additional Mile	Ton Mile	0.35
3-A	Ditching Waste Haul by Vendor per truck/driver	Hour	114.45
4-A	Ditching Daytime Mobilization		
4-A1	Ditching Daytime Mobilization - Doddridge County	Lump Sum	4745
4-A2	Ditching Daytime Mobilization - Harrison County	Lump Sum	3955
4-A3	Ditching Daytime Mobilization - Marion County	Lump Sum	4745
4-A4	Ditching Daytime Mobilization - Monongalia County	Lump Sum	7905
4-A5	Ditching Daytime Mobilization - Preston County	Lump Sum	7905
4-A6	Ditching Daytime Mobilization - Taylor County	Lump Sum	4745
4-B	Ditching Nighttime Mobilization		
4-B1	Ditching Nighttime Mobilization - Doddridge County	Lump Sum	15805
4-B2	Ditching Nighttime Mobilization - Harrison County	Lump Sum	15805
4-B3	Ditching Nighttime Mobilization - Marion County	Lump Sum	15805
4-B4	Ditching Nighttime Mobilization - Monongalia County	Lump Sum	15805
4-B5	Ditching Nighttime Mobilization - Preston County	Lump Sum	15805
4-B6	Ditching Nighttime Mobilization - Taylor County	Lump Sum	15805
5-A	Ditching On-Site Mobilization	Hourly	534.4
6-A	Ditching Maintaining Traffic Pilot Truck and Driver	DAY	767.6
6-B	Ditching Maintaining Traffic Traffic Control Devices	UNIT	1.45
6-C	Ditching Maintaining Traffic Flagger	HOUR	58.6
6-D	Ditching Maintaining Traffic Arrow Board	DAY	35.2
	PIPE REPAIR/REPLACEMENT		
	Pipe Repair/Replacement shall meet the requirements of Attachment E		
	per the following range tiers:		
7-A	15" Type F Trench	Linear Foot	164.5
7-B	18" Type F Trench	Linear Foot	164.5
7-C	24" Type F Trench	Linear Foot	164.5
7-D	30" Type F Trench	Linear Foot	164.5
7-E	36" Type F Trench	Linear Foot	328.95
7-F	42" Type F Trench	Linear Foot	328.95
7-G	48" Type F Trench	Linear Foot	328.95
7-H	54" Type F Trench	Linear Foot	367.6
7-I	60" Type F Trench	Linear Foot	440
8-A	Pipe Repair/Replacement backfill for F Trench	Cubic Yard	398.25
9-A	Safe Access and Egress Surcharge depth of 5-foot to 10-foot	Lump Sum	3520
9-B	Safe Access and Egress Surcharge depth of greater than 10-foot not to exceed 15-foot	Lump Sum	N/A
9-C	Safe Access and Egress Surcharge depth of greater than 15-foot not to exceed 20-foot	Lump Sum	N/A
10-A	Pipe Repair/Replacement Waste Haul by Vendor per truck/driver	Hour	114.45
11-A	Pipe Repair/Replacement Daytime Mobilization		
11-A1	Pipe Repair/Replacement Daytime Mobilization - Doddridge County	Lump Sum	4745
11-A2	Pipe Repair/Replacement Daytime Mobilization - Harrison County	Lump Sum	3955
11-A3	Pipe Repair/Replacement Daytime Mobilization - Marion County	Lump Sum	4745

Project Preparation Site Work/Maintenance with Labor by the Vendor

VENDOR NAME: J F. Allen Company

District 4 - Doddridge County, Harrison County, Marion County,
Monongalia County, Preston County and Taylor County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
11-A4	Pipe Repair/Replacement Daytime Mobilization - Monongalia County	Lump Sum	7905
11-A5	Pipe Repair/Replacement Daytime Mobilization - Preston County	Lump Sum	7905
11-A6	Pipe Repair/Replacement Daytime Mobilization - Taylor County	Lump Sum	4745
11-B	Pipe Repair/Replacement Nighttime Mobilization		
11-B1	Pipe Repair/Replacement Nighttime Mobilization - Doddridge County	Lump Sum	15805
11-B2	Pipe Repair/Replacement Nighttime Mobilization - Harrison County	Lump Sum	15805
11-B3	Pipe Repair/Replacement Nighttime Mobilization - Marion County	Lump Sum	15805
11-B4	Pipe Repair/Replacement Nighttime Mobilization - Monongalia County	Lump Sum	15805
11-B5	Pipe Repair/Replacement Nighttime Mobilization - Preston County	Lump Sum	15805
11-B6	Pipe Repair/Replacement Nighttime Mobilization - Taylor County	Lump Sum	15805
12-A	Pipe Repair/Replacement On-Site Mobilization	Hourly	534.4
13-A	Pipe Repair/Replacement Maintaining Traffic Pilot Truck and Driver	DAY	767.6
13-B	Pipe Repair/Replacement Maintaining Traffic Traffic Control Devices	UNIT	1.45
13-C	Pipe Repair/Replacement Maintaining Traffic Flagger	HOUR	58.6
13-D	Pipe Repair/Replacement Maintaining Traffic Arrow Board	DAY	35.2
	ASPHALT PAVEMENT REPAIR		
14-A	Pot Hole Repair shall meet the requirements of Attachment F		
14-A1	Pot Hole Repair 0 to 50 square yards, per mile	Unit	N/A
14-A2	Pot Hole Repair 51 to 250 square yards, per mile	Unit	N/A
14-A3	Pot Hole Repair 251 to 500 square yards, per mile	Unit	N/A
14-A4	Pot Hole Repair greater than 501 square yards, per mile	Unit	N/A
14-B	Base Failure Repair shall meet the requirements of Attachment G		
14-B1	Base Failure Repair 0 to 50 square yards, per mile, asphalt	Unit	N/A
14-B2	Base Failure Repair 51 to 250 square yards, per mile, asphalt	Unit	N/A
14-B3	Base Failure Repair 251 to 500 square yards, per mile, asphalt	Unit	N/A
14-B4	Base Failure Repair greater than 501 square yards, per mile, asphalt	Unit	N/A
14-B5	Base Failure Repair 0 to 50 square yards, stone	Square Yard	N/A
14-B6	Base Failure Repair 51 to 250 square yards, stone	Square Yard	N/A
14-B7	Base Failure Repair 251 to 500 square yards, stone	Square Yard	N/A
14-B8	Base Failure Repair greater than 501 square yards, stone	Square Yard	N/A
14-C	Edge Failure Repair shall meet the requirements of Attachment H		
14-C1	Edge Failure Repair 0 to 50 square yards, per mile	Unit	N/A
14-C2	Edge Failure Repair 51 to 250 square yards, per mile	Unit	N/A
14-C3	Edge Failure Repair 251 to 500 square yards, per mile	Unit	N/A
14-C4	Edge Failure Repair greater than 501 square yards, per mile	Unit	N/A
15-A	Asphalt Pavement Repair Haul by Vendor First Ton Mile	Ton Mile	N/A
15-B	Asphalt Pavement Repair Haul by Vendor Each Additional Mile	Ton Mile	N/A
16-A	Asphalt Pavement Repair Waste Haul by Vendor per truck/driver	Hour	N/A
17-A	Asphalt Pavement Repair Daytime Mobilization		
17-A1	Asphalt Pavement Repair Daytime Mobilization - Doddridge County	Lump Sum	N/A
17-A2	Asphalt Pavement Repair Daytime Mobilization - Harrison County	Lump Sum	N/A
17-A3	Asphalt Pavement Repair Daytime Mobilization - Marion County	Lump Sum	N/A
17-A4	Asphalt Pavement Repair Daytime Mobilization - Monongalia County	Lump Sum	N/A
17-A5	Asphalt Pavement Repair Daytime Mobilization - Preston County	Lump Sum	N/A
17-A6	Asphalt Pavement Repair Daytime Mobilization - Taylor County	Lump Sum	N/A
17-B	Asphalt Pavement Repair Nighttime Mobilization		
17-B1	Asphalt Pavement Repair Nighttime Mobilization - Doddridge County	Lump Sum	N/A
17-B2	Asphalt Pavement Repair Nighttime Mobilization - Harrison County	Lump Sum	N/A

Project Preparation Site Work/Maintenance with Labor by the Vendor

VENDOR NAME: J. F. Allen Company

District 4 - Doddridge County, Harrison County, Marion County,
Monongalia County, Preston County and Taylor County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
17-B3	Asphalt Pavement Repair Nighttime Mobilization - Marion County	Lump Sum	N/A
17-B4	Asphalt Pavement Repair Nighttime Mobilization - Monongalia County	Lump Sum	N/A
17-B5	Asphalt Pavement Repair Nighttime Mobilization - Preston County	Lump Sum	N/A
17-B6	Asphalt Pavement Repair Nighttime Mobilization - Taylor County	Lump Sum	N/A
18-A	Asphalt Pavement Repair On-Site Mobilization	Hourly	N/A
19-A	Asphalt Pavement Repair Maintaining Traffic Pilot Truck and Driver	DAY	N/A
19-B	Asphalt Pavement Repair Maintaining Traffic Traffic Control Devices	UNIT	N/A
19-C	Asphalt Pavement Repair Maintaining Traffic Flagger	HOUR	N/A
19-D	Asphalt Pavement Repair Maintaining Traffic Arrow Board	DAY	N/A
20-A	Asphalt Pavement Repair Off-Season Plant Opening First Day	DAY	N/A
20-B	Asphalt Pavement Repair Off-Season Plant Opening Each Additional Day	DAY	N/A

VENDOR NAME: J. F. Allen Company

District 7 - Barbour County, Braxton County, Gilmer County,
Lewis County, Upshur County and Webster County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
	DITCHING		
1-A	Ditching shall meet the requirements of Attachment A	Shoulder Mile	6100
1-B	Correcting Deep Ditches shall meet the requirements of Attachment B	Ton	49.6
1-C	Restoring Shoulders and Shoulder stone shall meet the requirement of Attachment C	Ton	64.45
1-D	Shoulder Stone Placement shall meet the requirements of Attachment D	Ton	48.6
2-A	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, First Ton Mile	Ton Mile	2.5
2-B	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, Each Additional Mile	Ton Mile	0.35
3-A	Ditching Waste Haul by Vendor per truck/driver	Hour	114.45
4-A	Ditching Daytime Mobilization		
4-A1	Ditching Daytime Mobilization - Barbour County	Lump Sum	4745
4-A2	Ditching Daytime Mobilization - Braxton County	Lump Sum	5930
4-A3	Ditching Daytime Mobilization - Gilmer County	Lump Sum	5930
4-A4	Ditching Daytime Mobilization - Lewis County	Lump Sum	3955
4-A5	Ditching Daytime Mobilization - Upshur County	Lump Sum	3955
4-A6	Ditching Daytime Mobilization - Webster County	Lump Sum	6915
4-B	Ditching Nighttime Mobilization		
4-B1	Ditching Nighttime Mobilization - Barbour County	Lump Sum	15805
4-B2	Ditching Nighttime Mobilization - Braxton County	Lump Sum	15805
4-B3	Ditching Nighttime Mobilization - Gilmer County	Lump Sum	15805
4-B4	Ditching Nighttime Mobilization - Lewis County	Lump Sum	15805
4-B5	Ditching Nighttime Mobilization - Upshur County	Lump Sum	15805
4-B6	Ditching Nighttime Mobilization - Webster County	Lump Sum	15805
5-A	Ditching On-Site Mobilization	Hourly	534.4
6-A	Ditching Maintaining Traffic Pilot Truck and Driver	DAY	767.6
6-B	Ditching Maintaining Traffic Traffic Control Devices	UNIT	1.45
6-C	Ditching Maintaining Traffic Flagger	HOUR	58.6
6-D	Ditching Maintaining Traffic Arrow Board	DAY	35.2
	PIPE REPAIR/REPLACEMENT		
	Pipe Repair/Replacement shall meet the requirements of Attachment E		
	per the following range tiers:		
7-A	15" Type F Trench	Linear Foot	164.5
7-B	18" Type F Trench	Linear Foot	164.5
7-C	24" Type F Trench	Linear Foot	164.5
7-D	30" Type F Trench	Linear Foot	164.5
7-E	36" Type F Trench	Linear Foot	328.95
7-F	42" Type F Trench	Linear Foot	328.95
7-G	48" Type F Trench	Linear Foot	328.95
7-H	54" Type F Trench	Linear Foot	367.6
7-I	60" Type F Trench	Linear Foot	440
8-A	Pipe Repair/Replacement backfill for F Trench	Cubic Yard	398.25
9-A	Safe Access and Egress Surcharge depth of 5-foot to 10-foot	Lump Sum	3520
9-B	Safe Access and Egress Surcharge depth of greater than 10-foot not to exceed 15-foot	Lump Sum	N/A
9-C	Safe Access and Egress Surcharge depth of greater than 15-foot not to exceed 20-foot	Lump Sum	N/A
10-A	Pipe Repair/Replacement Waste Haul by Vendor per truck/driver	Hour	114.45
11-A	Pipe Repair/Replacement Daytime Mobilization		
11-A1	Pipe Repair/Replacement Daytime Mobilization - Barbour County	Lump Sum	4745
11-A2	Pipe Repair/Replacement Daytime Mobilization - Braxton County	Lump Sum	5930
11-A3	Pipe Repair/Replacement Daytime Mobilization - Gilmer County	Lump Sum	5930

VENDOR NAME: J.F. Allen Company

District 7 - Barbour County, Braxton County, Gilmer County,
Lewis County, Upshur County and Webster County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
11-A4	Pipe Repair/Replacement Daytime Mobilization - Lewis County	Lump Sum	3955
11-A5	Pipe Repair/Replacement Daytime Mobilization - Upshur County	Lump Sum	3955
11-A6	Pipe Repair/Replacement Daytime Mobilization - Webster County	Lump Sum	6915
11-B	Pipe Repair/Replacement Nighttime Mobilization		
11-B1	Pipe Repair/Replacement Nighttime Mobilization - Barbour County	Lump Sum	15805
11-B2	Pipe Repair/Replacement Nighttime Mobilization - Braxton County	Lump Sum	15805
11-B3	Pipe Repair/Replacement Nighttime Mobilization - Gilmer County	Lump Sum	15805
11-B4	Pipe Repair/Replacement Nighttime Mobilization - Lewis County	Lump Sum	15805
11-B5	Pipe Repair/Replacement Nighttime Mobilization - Upshur County	Lump Sum	15805
11-B6	Pipe Repair/Replacement Nighttime Mobilization - Webster County	Lump Sum	15805
12-A	Pipe Repair/Replacement On-Site Mobilization	Hourly	534.4
13-A	Pipe Repair/Replacement Maintaining Traffic Pilot Truck and Driver	DAY	767.6
13-B	Pipe Repair/Replacement Maintaining Traffic Traffic Control Devices	UNIT	1.45
13-C	Pipe Repair/Replacement Maintaining Traffic Flagger	HOUR	58.6
13-D	Pipe Repair/Replacement Maintaining Traffic Arrow Board	DAY	35.2
	ASPHALT PAVEMENT REPAIR		
14-A	Pot Hole Repair shall meet the requirements of Attachment F		
14-A1	Pot Hole Repair 0 to 50 square yards, per mile	Unit	N/A
14-A2	Pot Hole Repair 51 to 250 square yards, per mile	Unit	N/A
14-A3	Pot Hole Repair 251 to 500 square yards, per mile	Unit	N/A
14-A4	Pot Hole Repair greater than 501 square yards, per mile	Unit	N/A
14-B	Base Failure Repair shall meet the requirements of Attachment G		
14-B1	Base Failure Repair 0 to 50 square yards, per mile, asphalt	Unit	N/A
14-B2	Base Failure Repair 51 to 250 square yards, per mile, asphalt	Unit	N/A
14-B3	Base Failure Repair 251 to 500 square yards, per mile, asphalt	Unit	N/A
14-B4	Base Failure Repair greater than 501 square yards, per mile, asphalt	Unit	N/A
14-B5	Base Failure Repair 0 to 50 square yards, stone	Square Yard	N/A
14-B6	Base Failure Repair 51 to 250 square yards, stone	Square Yard	N/A
14-B7	Base Failure Repair 251 to 500 square yards, stone	Square Yard	N/A
14-B8	Base Failure Repair greater than 501 square yards, stone	Square Yard	N/A
14-C	Edge Failure Repair shall meet the requirements of Attachment H		
14-C1	Edge Failure Repair 0 to 50 square yards, per mile	Unit	N/A
14-C2	Edge Failure Repair 51 to 250 square yards, per mile	Unit	N/A
14-C3	Edge Failure Repair 251 to 500 square yards, per mile	Unit	N/A
14-C4	Edge Failure Repair greater than 501 square yards, per mile	Unit	N/A
15-A	Asphalt Pavement Repair Haul by Vendor First Ton Mile	Ton Mile	N/A
15-B	Asphalt Pavement Repair Haul by Vendor Each Additional Mile	Ton Mile	N/A
16-A	Asphalt Pavement Repair Waste Haul by Vendor per truck/driver	Hour	N/A
17-A	Asphalt Pavement Repair Daytime Mobilization		
17-A1	Asphalt Pavement Repair Daytime Mobilization - Barbour County	Lump Sum	N/A
17-A2	Asphalt Pavement Repair Daytime Mobilization - Braxton County	Lump Sum	N/A
17-A3	Asphalt Pavement Repair Daytime Mobilization - Gilmer County	Lump Sum	N/A
17-A4	Asphalt Pavement Repair Daytime Mobilization - Lewis County	Lump Sum	N/A
17-A5	Asphalt Pavement Repair Daytime Mobilization - Upshur County	Lump Sum	N/A
17-A6	Asphalt Pavement Repair Daytime Mobilization - Webster County	Lump Sum	N/A
17-B	Asphalt Pavement Repair Nighttime Mobilization		
17-B1	Asphalt Pavement Repair Nighttime Mobilization - Barbour County	Lump Sum	N/A
17-B2	Asphalt Pavement Repair Nighttime Mobilization - Braxton County	Lump Sum	N/A

Project Preparation Site Work/Maintenance with Labor by the Vendor

VENDOR NAME: J F. Allen Company

District 7 - Barbour County, Braxton County, Gilmer County,
Lewis County, Upshur County and Webster County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
17-B3	Asphalt Pavement Repair Nighttime Mobilization - Gilmer County	Lump Sum	N/A
17-B4	Asphalt Pavement Repair Nighttime Mobilization - Lewis County	Lump Sum	N/A
17-B5	Asphalt Pavement Repair Nighttime Mobilization - Upshur County	Lump Sum	N/A
17-B6	Asphalt Pavement Repair Nighttime Mobilization - Webster County	Lump Sum	N/A
18-A	Asphalt Pavement Repair On-Site Mobilization	Hourly	N/A
19-A	Asphalt Pavement Repair Maintaining Traffic Pilot Truck and Driver	DAY	N/A
19-B	Asphalt Pavement Repair Maintaining Traffic Traffic Control Devices	UNIT	N/A
19-C	Asphalt Pavement Repair Maintaining Traffic Flagger	HOUR	N/A
19-D	Asphalt Pavement Repair Maintaining Traffic Arrow Board	DAY	N/A
20-A	Asphalt Pavement Repair Off-Season Plant Opening First Day	DAY	N/A
20-B	Asphalt Pavement Repair Off-Season Plant Opening Each Additional Day	DAY	N/A

VENDOR NAME: J F. Allen Company

District 8 - Pendleton County, Pocahontas County,
Randolph County and Tucker County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
DITCHING			
1-A	Ditching shall meet the requirements of Attachment A	Shoulder Mile	6100
1-B	Correcting Deep Ditches shall meet the requirements of Attachment B	Ton	49.6
1-C	Restoring Shoulders and Shoulder stone shall meet the requirement of Attachment C	Ton	64.45
1-D	Shoulder Stone Placement shall meet the requirements of Attachment D	Ton	48.6
2-A	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, First Ton Mile	Ton Mile	2.5
2-B	Ditching Haul by Vendor for Item 1-B, 1-C and 1-D, Each Additional Mile	Ton Mile	0.35
3-A	Ditching Waste Haul by Vendor per truck/driver	Hour	114.45
4-A	Ditching Daytime Mobilization		
4-A1	Ditching Daytime Mobilization - Pendleton County	Lump Sum	7905
4-A2	Ditching Daytime Mobilization - Pocahontas County	Lump Sum	7905
4-A3	Ditching Daytime Mobilization - Randolph County	Lump Sum	6915
4-A4	Ditching Daytime Mobilization - Tucker County	Lump Sum	6915
4-B	Ditching Nighttime Mobilization		
4-B1	Ditching Nighttime Mobilization - Pendleton County	Lump Sum	15805
4-B2	Ditching Nighttime Mobilization - Pocahontas County	Lump Sum	15805
4-B3	Ditching Nighttime Mobilization - Randolph County	Lump Sum	15805
4-B4	Ditching Nighttime Mobilization - Tucker County	Lump Sum	15805
5-A	Ditching On-Site Mobilization	Hourly	534.4
6-A	Ditching Maintaining Traffic Pilot Truck and Driver	DAY	767.6
6-B	Ditching Maintaining Traffic Traffic Control Devices	UNIT	1.45
6-C	Ditching Maintaining Traffic Flagger	HOUR	58.6
6-D	Ditching Maintaining Traffic Arrow Board	DAY	35.2
PIPE REPAIR/REPLACEMENT			
	Pipe Repair/Replacement shall meet the requirements of Attachment E per the following range tiers:		
7-A	15" Type F Trench	Linear Foot	164.5
7-B	18" Type F Trench	Linear Foot	164.5
7-C	24" Type F Trench	Linear Foot	164.5
7-D	30" Type F Trench	Linear Foot	164.5
7-E	36" Type F Trench	Linear Foot	328.95
7-F	42" Type F Trench	Linear Foot	328.95
7-G	48" Type F Trench	Linear Foot	328.95
7-H	54" Type F Trench	Linear Foot	367.6
7-I	60" Type F Trench	Linear Foot	440
8-A	Pipe Repair/Replacement backfill for F Trench	Cubic Yard	398.25
9-A	Safe Access and Egress Surcharge depth of 5-foot to 10-foot	Lump Sum	3520
9-B	Safe Access and Egress Surcharge depth of greater than 10-foot not to exceed 15-foot	Lump Sum	N/A
9-C	Safe Access and Egress Surcharge depth of greater than 15-foot not to exceed 20-foot	Lump Sum	N/A
10-A	Pipe Repair/Replacement Waste Haul by Vendor per truck/driver	Hour	114.45
11-A	Pipe Repair/Replacement Daytime Mobilization		
11-A1	Pipe Repair/Replacement Daytime Mobilization - Pendleton County	Lump Sum	7905
11-A2	Pipe Repair/Replacement Daytime Mobilization - Pocahontas County	Lump Sum	7905
11-A3	Pipe Repair/Replacement Daytime Mobilization - Randolph County	Lump Sum	6915
11-A4	Pipe Repair/Replacement Daytime Mobilization - Tucker County	Lump Sum	6915
11-B	Pipe Repair/Replacement Nighttime Mobilization		
11-B1	Pipe Repair/Replacement Nighttime Mobilization - Pendleton County	Lump Sum	15805
11-B2	Pipe Repair/Replacement Nighttime Mobilization - Pocahontas County	Lump Sum	15805

VENDOR NAME: J. F. Allen Company

District 8 - Pendleton County, Pocahontas County,
Randolph County and Tucker County

ITEM NUMBER	EXTENDED DESCRIPTION	UNIT OF MEASURE	UNIT COST
11-B3	Pipe Repair/Replacement Nighttime Mobilization - Randolph County	Lump Sum	15805
11-B4	Pipe Repair/Replacement Nighttime Mobilization - Tucker County	Lump Sum	15805
12-A	Pipe Repair/Replacement On-Site Mobilization	Hourly	534.4
13-A	Pipe Repair/Replacement Maintaining Traffic Pilot Truck and Driver	DAY	767.6
13-B	Pipe Repair/Replacement Maintaining Traffic Traffic Control Devices	UNIT	1.45
13-C	Pipe Repair/Replacement Maintaining Traffic Flagger	HOUR	58.6
13-D	Pipe Repair/Replacement Maintaining Traffic Arrow Board	DAY	35.2
	ASPHALT PAVEMENT REPAIR		
14-A	Pot Hole Repair shall meet the requirements of Attachment F		
14-A1	Pot Hole Repair 0 to 50 square yards, per mile	Unit	N/A
14-A2	Pot Hole Repair 51 to 250 square yards, per mile	Unit	N/A
14-A3	Pot Hole Repair 251 to 500 square yards, per mile	Unit	N/A
14-A4	Pot Hole Repair greater than 501 square yards, per mile	Unit	N/A
14-B	Base Failure Repair shall meet the requirements of Attachment G		
14-B1	Base Failure Repair 0 to 50 square yards, per mile, asphalt	Unit	N/A
14-B2	Base Failure Repair 51 to 250 square yards, per mile, asphalt	Unit	N/A
14-B3	Base Failure Repair 251 to 500 square yards, per mile, asphalt	Unit	N/A
14-B4	Base Failure Repair greater than 501 square yards, per mile, asphalt	Unit	N/A
14-B5	Base Failure Repair 0 to 50 square yards, stone	Square Yard	N/A
14-B6	Base Failure Repair 51 to 250 square yards, stone	Square Yard	N/A
14-B7	Base Failure Repair 251 to 500 square yards, stone	Square Yard	N/A
14-B8	Base Failure Repair greater than 501 square yards, stone	Square Yard	N/A
14-C	Edge Failure Repair shall meet the requirements of Attachment H		
14-C1	Edge Failure Repair 0 to 50 square yards, per mile	Unit	N/A
14-C2	Edge Failure Repair 51 to 250 square yards, per mile	Unit	N/A
14-C3	Edge Failure Repair 251 to 500 square yards, per mile	Unit	N/A
14-C4	Edge Failure Repair greater than 501 square yards, per mile	Unit	N/A
15-A	Asphalt Pavement Repair Haul by Vendor First Ton Mile	Ton Mile	N/A
15-B	Asphalt Pavement Repair Haul by Vendor Each Additional Mile	Ton Mile	N/A
16-A	Asphalt Pavement Repair Waste Haul by Vendor per truck/driver	Hour	N/A
17-A	Asphalt Pavement Repair Daytime Mobilization		
17-A1	Asphalt Pavement Repair Daytime Mobilization - Pendleton County	Lump Sum	N/A
17-A2	Asphalt Pavement Repair Daytime Mobilization - Pocahontas County	Lump Sum	N/A
17-A3	Asphalt Pavement Repair Daytime Mobilization - Randolph County	Lump Sum	N/A
17-A4	Asphalt Pavement Repair Daytime Mobilization - Tucker County	Lump Sum	N/A
17-B	Asphalt Pavement Repair Nighttime Mobilization		
17-B1	Asphalt Pavement Repair Nighttime Mobilization - Pendleton County	Lump Sum	N/A
17-B2	Asphalt Pavement Repair Nighttime Mobilization - Pocahontas County	Lump Sum	N/A
17-B3	Asphalt Pavement Repair Nighttime Mobilization - Randolph County	Lump Sum	N/A
17-B4	Asphalt Pavement Repair Nighttime Mobilization - Tucker County	Lump Sum	N/A
18-A	Asphalt Pavement Repair On-Site Mobilization	Hourly	N/A
19-A	Asphalt Pavement Repair Maintaining Traffic Pilot Truck and Driver	DAY	N/A
19-B	Asphalt Pavement Repair Maintaining Traffic Traffic Control Devices	UNIT	N/A
19-C	Asphalt Pavement Repair Maintaining Traffic Flagger	HOUR	N/A
19-D	Asphalt Pavement Repair Maintaining Traffic Arrow Board	DAY	N/A
20-A	Asphalt Pavement Repair Off-Season Plant Opening First Day	DAY	N/A
20-B	Asphalt Pavement Repair Off-Season Plant Opening Each Additional Day	DAY	N/A