

State of West Virginia Solicitation Response

Proc Folder:

1310806

Solicitation Description:

ADDENDUM 3-ALL TERRAIN TREE TRIMMER WITH OPERATOR

Proc Type:

Agency Master Agreement

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

VENDOR

VS0000012670

COOKS TREE SERVICES LLC

Solicitation Number: ARFQ 0803 DOT2400000033

Total Bid: 0 Response Date: 2023-10-25 Response Time: 11:03:33

Comments:

FOR INFORMATION CONTACT THE BUYER

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

Vendor Signature X

FEIN#

DATE

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

 Date Printed:
 Oct 25, 2023
 Page: 1
 FORM ID: WV-PRC-SR-001 2020/05

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

Comm Code	Manufacturer	Specification	Model #	
72141702				

Commodity Line Comments: Submitted Spreadsheet in Attachments

Extended Description:

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

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

Comm Code	Manufacturer	Specification	Model #	
78121603				

Commodity Line Comments:

Extended Description:

See Pricing Pages ATT A for actual costs.

Date Printed: Oct 25, 2023 Page: 2 FORM ID: WV-PRC-SR-001 2020/05

All Terrain Tree Trimmer-Jarraff or Equal ATTACHMENT A PRICING PAGE (ATT A)

Vendor Name:	Cooks	Tree	Services	110
		-		

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

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

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

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

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.:ARFQ DOT2400000033

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

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

Addendum Numbers Received: (Check the box next to each addendum received)	ved)
 ✓ Addendum No. 1 ✓ Addendum No. 2 ✓ Addendum No. 3 ✓ Addendum No. 4 ✓ Addendum No. 5 	☐ Addendum No. 6 ☐ Addendum No. 7 ☐ Addendum No. 8 ☐ Addendum No. 9 ☐ Addendum No. 10
I further understand that any verbal represent discussion held between Vendor's representa	t of addenda may be cause for rejection of this bidation made or assumed to be made during any oral tives and any state personnel is not binding. Only the specifications by an official addendum is
Cook's Tree Services LLC Company Management Authorized Signature	
10/25/2023 Date	

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



Vendor Signature X

State of West Virginia Agency Request for Quote

Proc Folder:	1310806			Reason for Modification:
Doc Description:	Ooc Description: ADDENDUM 3-ALL TERRAIN TREE TRIMMER WITH OPERATOR		H OPERATOR	Addendum 3: 1. To Attach Vendor Questions with Agency Answers 2.To attach revised ATT A Pricing Page
Proc Type:	Agency Master Agreen	nent		rage
Date Issued	Solicitation Closes	Solicitation No		Version
2023-10-19	2023-10-25 14:30	ARFQ 0803 DOT2400000033 4		4
BID RECEIVING L	CCATION			
BUDGET & PROCU	JREMENT			
DIVISION OF HIGH	łWAYS			
BLDG 5, RM A-317				
1900 KANAWHA BI	LVDE			
CHARLESTON	WV 25305			
us				
		150		
VENDOR			en e	
Vendor Customer	Code:			
Vendor Name :				
Address :				
Street :				
City:				
State :		Country:	Zip :	
Principal Contact	:			
Vendor Contact P	hone:	Extension	on:	
	N CONTACT THE BUY	ER		
Jerry D Rush				
304-414-6683 jerry.d.rush@wv.go	.,			
jeny.a.rasn@wv.go	V			

FEIN# 82-0811234 All offers subject to all terms and conditions contained in this solicitation

Date Printed: Oct 19, 2023 Page 1 DATE 10-25-2023

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

Megan Cooks Accounts Manager
(Printed Name and Title) 202 Highland Street Gassaway, WU 26624
202 Highland Street Gassaway WU 26624
(Address)
304-678-8119
(Phone Number) / (Fax Number) cootstreeservices Cogyna; Com
cootstreeservices 1/2@ amail. com
(E-mail address)

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

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

Cook's Tree Services LLC
(Company)
Mrs Ca
(Signature of Authorized Representative)
Megan Cook Accounts Manager (Printed Name and Title of Authorized Representative)
(Printed Name and Title of Authorized Representative)
10-25-2023
(Date)
304-678-8119
(Phone Number) (Fax Number)
Revised 8/24/2023

REQUEST FOR QUOTATION All Terrain Tree Trimmer with Operator 6624C037

8. MISCELLANEOUS:

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

Contract Manager	r: Megan	Cook	
Telephone Numbe	r: <u>304-67</u>	8-8119	
Fax Number:			
Email Address:	cooks trees	ervices 11	ceamail con

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

ALL TERRAIN TREE TRIMMER 6624C037 ATT B - Information Form

Vendor Name: Cook's Tree Services LLC

Vendor shall identify source locations (physical 911 address) where Contract Items will be provided from upon contract award.

Bids submitted without ATT B will be disqualified.

Please duplicate this page if listing additional source locations.

Vendor Source Location
202 Highland Street
202 Highland Street Gassaway, LUV 26624
//
Vendor Source Location
Vendor Source Location
Vendor Source Location
Vendor Source Location
Vendor Source Location

WV-10 Approved / Revised 06/08/18

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

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

1.	Application is made for 2.5% vendor preference for the reason checked: Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia, for four (4) years immediately preceding the date of this certification; or,						
	Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; or ,						
	Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or ,						
2. 	Application is made for 2.5% vendor preference for the reason checked: Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or ,						
3.	Application is made for 2.5% vendor preference for the reason checked: Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; or,						
4 .	Application is made for 5% vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,						
5. 	Application is made for 3.5% vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,						
6.	Application is made for 3.5% vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.						
7.	Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules. Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.						
8. 	Application is made for reciprocal preference. Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.						
Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.							
By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.							
Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.							
Bidder: Cook's Tree Services LLC, Megan Cook Date: 10-24-2023 Signed: Title: Accounts Manager							
Date: 1	7-24-2023 Title: Accounts Manager						

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

COOKTRE-01

CAROLHALL

ACORD'

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/24/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

lf th	SUBROGATION IS WAIVED, subjectile certificate does not confer rights to	the	certi	ficate holder in lieu of su	ich end	creement(s)				
PRODUCER NFP Property & Casualty Services, Inc. 138 Baker Street				CONTRACT NAME: PAX NAME: PAX P						
										Neb
					INSURER(S) AFFORDING COVERAGE				NAIC#	
					INSURER A: Western World Insurance Company				13196	
INSURED				INSURER B: LM Insurance Corporation					33600	
Cook's Tree Services LLC 202 Highland St Gassaway, WV 26624					INSURER C:					
					INSURER D:					
					INSURER E:					
					INSURER F:					
CO	VERAGES CER	TIFIC	ATE	NUMBER:				REVISION NUMB		OLIOV PEDIOD
IN	HIS IS TO CERTIFY THAT THE POLICIE IDICATED. NOTWITHSTANDING ANY R ERTIFICATE MAY BE ISSUED OR MAY KCLUSIONS AND CONDITIONS OF SUCH	EQUI PER	REME FAIN	ENT, TERM OR CONDITION THE INSURANCE AFFOR	N OF A DED BY	INY CONTRAI THE POLICI	ES DESCRIB	COCCIMENT ANTIC	RESPECT	
INSR LTR		ADDL	SUBR	POLICY NUMBER		POLICY EFF	POLICY EXP (MM/DD/YYYY)		LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	INDU.	41 VU					EACH OCCURRENCE	8	2,000,000
	CLAIMS-MADE X OCCUR			015855317-00		4/15/2023	4/15/2024	DAMAGE TO RENTED PREMISES (Ea occurre	ence) 8	100,000
	-							MED EXP (Any one per	- i l.	5,000
								PERSONAL & ADV INJ	_ .	2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGAT		2,000,000
	POLICY PEC- LOC							PRODUCTS - COMP/O	P AGG \$	2,000,000
	OTHER:								\$	Included
	AUTOMOBILE LIABILITY							COMBINED SINGLE LI (Ea accident)	MIT \$	
	ANY AUTO	1					•	BODILY INJURY (Per p	person) \$	
	OWNED AUTOS CNLY SCHEDULED AUTOS	l	1					BODILY INJURY (Per a	accident) \$	
	HIRED NON-OWNED AUTOS ONLY		1					PROPERTY DAMAGE (Per accident)		
	AUTOS ONLY AUTOS ONLY			•					s	
	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE							AGGREGATE	5	
	DED RETENTION \$	1							\$	
В	WORKERS COMPENSATION AND EMPLOYERS LIABILITY							X PER STATUTE	OTH- ER	
	AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE	l		WC639S391334		4/15/2023	4/15/2024	E.L. EACH ACCIDENT	<u> </u>	1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE Y (Mandatory in NH)	N/A						E.L. DISEASE - EA EM	PLOYEE \$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below			[E.L. DISEASE - POLIC	Y LIMIT \$	1,000,000
	DECOME WAS ON A STATE OF THE ST									
							1			
1								<u> </u>		
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)										
CF	RTIFICATE HOLDER				CAN	CELLATION				
Certificate for Proof of Coverage					SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.					
					AUTHORIZED REPRESENTATIVE Caral Hall					