

**West Virginia Division of Natural Resources**  
**Canaan Valley Resort State Park - Rehabilitation and Construction of New and Existing Pedestrian and Bike Trails**  
**EXHIBIT A: PRICING PAGE**

ITEM	DESCRIPTION	Bid Cost	Qty	Total Amount
4.1	Rehabilitation and Construction of New Trails per Specifications	164,000. <sup>00</sup>	1	\$ 164,000. <sup>00</sup>
5.1	Add Alternate Number One (1)	44,300. <sup>00</sup>	1	\$ 44,300. <sup>00</sup>
				\$
				\$
			<b>TOTAL:</b>	<b>\$ 208,300.<sup>00</sup></b>

Wiseman Construction Co., Inc.

Vendor

  
 \_\_\_\_\_  
 Authorized Vendor Signature

October 18, 2018

Date

*\*The contract award shall be based on the lowest base bid or the lowest combination of the base bid and alternate bid items, as selected by the owner.\**



**State of West Virginia  
Request For Quotation  
Construction**

**Procurement Folder : 496977**

**Document Description : Addendum No.3 Bike Path Rehab- Canaan Valley Resort (REBID)**

**Procurement Type : Agency Purchase Order**

Date Issued	Solicitation Closes	Solicitation No		Version	Phase
2018-10-11	2018-10-18 13:30:00	ARFQ 0310	DNR1900000020	4	Draft

SUBMIT RESPONSE TO:		Vendor Name, Address and Telephone	
BID RESPONSE		Wiseman Construction Co., Inc.	
DIVISION OF NATURAL RESOURCES		1616 6th Avenue	
PROPERTY & PROCUREMENT OFFICE		Charleston, WV 25387	
324 4TH AVE		Ph: (304) 344-1200	
SOUTH CHARLESTON	WV 25303-1228	Vendor ID: 709050415	
US			

**FOR INFORMATION CONTACT THE**

Angela W Negley  
(304) 558-3397  
angela.w.negley@wv.gov

Signature X

FEIN # 55-0602314

DATE October 18, 2018

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

**ADDITIONAL INFORMATION:****Addendum**

Addendum No.03 is issued to publish and distribute the attached information to the Vendor Community.

INVOICE TO:	BID TO:
DIVISION OF NATURAL RESOURCES PARKS & RECREATION-PEM SECTION 324 4TH AVE SOUTH CHARLESTON WV25305 US	SUPERINTENDENT DIVISION OF NATURAL RESOURCES CANAAN VALLEY RESORT 134 HEADQUARTERS RD DAVIS WV 26260 US

Line	Commodity Line Description	Qty	Unit Issue	Unit Price	Total Price
1	Rehabilitation and Construction of Bike Path			See attached bid form	

Commodity Code	Manufacturer	Model #	Specification
95111608			

**Extended Description**

Rehabilitation and Construction of the Bike Path located at Canaan Valley Resort.

Line	Event	Event Date
1	Non-Mandatory Pre-Bid 1:30pm	2018-09-27
2	Technical Question Deadline 9:00am	2018-10-02

<b>DNR1900000020</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No.3 Bike Path Rehab- Canaan Valley Resort (REBID)	<b>Page 3</b> of 3
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**ADDITIONAL TERMS AND CONDITIONS**

**See attached document(s) for additional Terms and Conditions**

**SOLICITATION NUMBER:      ARFQ DNR19\*20**  
**Bike Path Rehab- Canaan Valley Resort (REBID)**  
**Addendum Number:      No. 03**

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. Attach vendor questions and responses.

NO OTHER CHANGES.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, 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.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: ARFQ DNR19\*20**

**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.

Wiseman Construction Co., Inc.

\_\_\_\_\_  
Company

  
\_\_\_\_\_  
Authorized Signature

October 18, 2018

\_\_\_\_\_  
Date

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

## **ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)**

**1. CONTRACTOR'S LICENSE:** W. Va. Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor. W. Va. Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. If an apparent low bidder fails to submit a license number in accordance with this section, the Property and Procurement Office will promptly request by telephone and electronic mail that the low bidder and the second low bidder provide the license number within one business day of the request. Failure of the bidder to provide the license number within one business day of receiving the request shall result in disqualification of the bid. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: Wiseman Construction Co., Inc.

Contractor's License No.: WV- WV000836

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a contract award document.

**2. DRUG-FREE WORKPLACE AFFIDAVIT:** W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit an affidavit that the Vendor has a written plan for a drug-free workplace policy. If the affidavit is not submitted with the bid submission, the Property and Procurement Office shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the affidavit within one business day of the request. Failure to submit the affidavit within one business day of receiving the request shall result in disqualification of the bid. To comply with this law, Vendor should complete the enclosed drug-free workplace affidavit and submit the same with its bid. Failure to submit the signed and notarized drugfree workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, within one (1) business day of being requested to do so shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

**2.1. DRUG-FREE WORKPLACE POLICY:** Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article. The awarding public authority shall cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

**Subcontractor List Submission (Construction Contracts Only)**

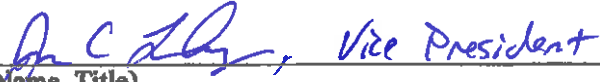
**Bidder's Name:** Wiseman Construction Co., Inc.

Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

Subcontractor Name	License Number if Required by W. Va. Code § 21-11-1 et. seq.
Appalachian Dirt	WV057505



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

  
\_\_\_\_\_  
(Name, Title)  
James C. Linkinoggor, Vice President  
\_\_\_\_\_  
(Printed Name and Title)  
1616 6th Avenue, Charleston, WV 25387  
\_\_\_\_\_  
(Address)  
(304) 344-1200 / (304) 344-1281  
\_\_\_\_\_  
(Phone Number) / (Fax Number)  
jlink@wisemancorp.com  
\_\_\_\_\_  
(email 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 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.

Wiseman Construction Co., Inc.  
\_\_\_\_\_  
(Company)

  
\_\_\_\_\_  
(Authorized Signature) (Representative Name, Title)

John A. Wiseman, President  
\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

October 18, 2018  
\_\_\_\_\_  
(Date)

(304) 344-1200 / (304) 344-1281  
\_\_\_\_\_  
(Phone Number) (Fax Number)

**REQUEST FOR QUOTATION  
WEST VIRGINIA DIVISION OF NATURAL RESOURCES  
CANAAN VALLEY RESORT SP – SERVICES TO REHABILITATE AND  
CONSTRUCTION CURRENT AND NEW BIKE AND PEDESTRIAN TRAILS**

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11.1.4. Failure to remedy deficient performance upon request.

11.2. The following remedies shall be available to Agency upon default.

11.2.1. Immediate cancellation of the Contract.

11.2.2. Immediate cancellation of one or more release orders issued under this Contract.

11.2.3. Any other remedies available in law or equity.

**12. MISCELLANEOUS:**

12.1. **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:** James C. Linkinoggor  
**Telephone Number:** (304) 344-1200  
**Fax Number:** (304) 344-1281  
**Email Address:** jlink@wisemancorp.com

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Wiseman Construction Company, Inc.  
of Charleston, WV, as Principal, and Ohio Farmers Insurance Company  
of Westfield Center, OH, a corporation organized and existing under the laws of the State of  
OH with its principal office in the City of Westfield Center, as Surety, are held and firmly bound unto the State  
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$ 5%) for the payment of which,  
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the  
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for  
WV Division of Natural Resources ARFQ DNR1900000020 Bike Path Rehabilitation Canaan Valley Resort (REBID)

NOW THEREFORE,

- (a) If said bid shall be rejected, or
- (b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal  
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform  
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in  
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no  
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby  
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and  
Surety, or by Principal individually if Principal is an individual, this 11th day of October, 2018.

Principal Seal

Wiseman Construction Company, Inc.

(Name of Principal)

By: *John A. Wiseman*

(Must be President, Vice President, or  
Duly Authorized Agent)

John A. Wiseman, President

(Title)

Surety Seal

Ohio Farmers Insurance Company

(Name of Surety)

By: *Kimberly J. Wilkinson*

Kimberly J. Wilkinson, WV Resident Agent

Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and  
must attach a power of attorney with its seal affixed.**

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 08/16/18, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 4752152 06

General  
Power  
of Attorney

**Westfield Insurance Co.**  
**Westfield National Insurance Co.**  
**Ohio Farmers Insurance Co.**  
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint  
**GREGORY T. GORDON, KIMBERLY J. WILKINSON, PATRICIA A. MOYE, JOINTLY OR SEVERALLY**

of **CHARLESTON** and State of **WV** its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship

**LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.**

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact. may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such Instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 16th day of AUGUST A.D., 2018 .

Corporate  
Seals  
Affixed



WESTFIELD INSURANCE COMPANY  
WESTFIELD NATIONAL INSURANCE COMPANY  
OHIO FARMERS INSURANCE COMPANY

By: *Dennis P. Baus*  
Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio  
County of Medina ss.:

On this 16th day of AUGUST A.D., 2018 , before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial  
Seal  
Affixed



*David A. Kotnik*

David A. Kotnik, Attorney at Law, Notary Public  
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio  
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 11th day of October A.D., 2018



*Frank A. Carrino* Secretary  
Frank A. Carrino, Secretary

STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(l), 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 §81-5-3) 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: Wiseman Construction Co., Inc.

Authorized Signature: *[Signature]* Date: October 18, 2018

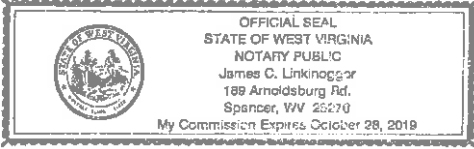
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 18th day of October, 2018.

My Commission expires October 28, 2019.

**AFFIX SEAL HERE**



**NOTARY PUBLIC** *[Signature]*  
*Purchasing Affidavit (Revised 01/19/2018)*

West Virginia Ethics Commission

Disclosure of Interested Parties to Contracts

Contracting business entity: Wiseman Construction Co., Inc.

Address: 1616 6th Avenue, Charleston, WV 25387

Contracting business entity's authorized agent: John A. Wiseman

Address: 1616 6th Avenue, Charleston, WV 25387

Number or title of contract: ARFQ DNR1900000020 - Bike Path Rehabilitation-Canaan Valley Resort (REBID)

Type or description of contract: Rehabilitation and Construction of the Bike Path located at Canaan Valley Resort

Governmental agency awarding contract: WV Division of Natural Resources - Parks & Recreation-PEM Section

Names of each Interested Party to the contract known or reasonably anticipated by the contracting business entity (attach additional pages if necessary):

Complete list of interested parties to be submitted if low bid, prior to award

Signature: [Handwritten Signature] Date Signed: October 18, 2018

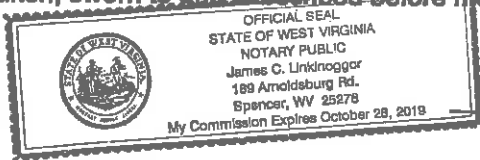
Check here if this is a Supplemental Disclosure.

Verification

State of West Virginia, County of Kanawha

I, John A. Wiseman, the authorized agent of the contracting business entity listed above, being duly sworn, acknowledges that the Disclosure herein is being made under oath and under the penalty of perjury.

Taken, sworn to and subscribed before me this 18th day of October, 2018



[Handwritten Signature] Notary Public's Signature

To be completed by State Agency:

Date Received by State Agency:

Date submitted to Ethics Commission:

Governmental agency submitting Disclosure:



**State of West Virginia  
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT  
West Virginia Code §21-1D-5**

**STATE OF WEST VIRGINIA,  
COUNTY OF Kanawha, TO-WIT:**

I, John A. Wiseman, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Wiseman Construction Co., Inc.; and,  
(Company Name)
- 2. I do hereby attest that Wiseman Construction Co., Inc.  
(Company Name)

maintains a written plan for a drug-free workplace policy and that such plan and policy are in compliance with **West Virginia Code §21-1D.**

The above statements are sworn to under the penalty of perjury.

Printed Name: John A. Wiseman

Signature:

Title: President

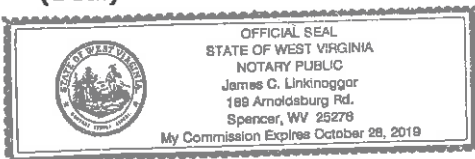
Company Name: Wiseman Construction Co., Inc.

Date: October 18, 2018

Taken, subscribed and sworn to before me this 18th day of October, 2018.

By Commission expires October 28, 2019

(Seal)



(Notary Public)

State of West Virginia  
Purchasing Division

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## CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET

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In accordance with *West Virginia Code* § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified below in the Required Report Content section.

**Instructions:** Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

**Contract Identification:**

Contract Number: ARFQ DNR1900000020

Contract Purpose: Bike Path Rehabilitation-Canaan Valley Resort (REBID)

Agency Requesting Work: WV Division of Natural Resources-Parks & Recreation-PEM Section

**Required Report Content:** The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- Information indicating the education and training service to the requirements of *West Virginia Code* § 21-1D-5 was provided;
- Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- Average number of employees in connection with the construction on the public improvement;
- Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

**Vendor Contact Information:**

Vendor Name: Wiseman Construction Co., Inc.

Vendor Telephone: (304) 344-1200

Vendor Address: 1616 6th Avenue  
Charleston, WV 25387

Vendor Fax: (304) 344-1281

Vendor E-Mail: jlink@wisemancorp.com

Report to be provided if low bid and at completion of contract.





**Wiseman**  
**CONSTRUCTION INC.**

**PROJECT: Bike Path Rehabilitation and Construction at Canaan Valley Resort**

**SOLICITATION NUMBER: ARFQ DNR19\*20**

**OWNER: WV Division of Natural Resources – Parks & Recreation-PEM Section**

**CONTRACTOR/LICENSE NUMBER: Wiseman Construction Co., Inc.  
WV000836**

**QUALIFICATION DOCUMENTS FOR:**

**Zach Adams  
DBA Appalachian Dirt  
63 Loop Road  
Davis, WV 26260  
WV05705**

**CONTRACTOR Qualifications:**

*WV Contractors License #: WV057505*

**3- Qualifications**

Zach Adams has been digging the dirt since 2012 with his company Appalachian Dirt: specializing in sustainable construction of awesome trail. Still a new company in the trail industry, he has spread the trail love in 7 states and 2 countries: including project consultations, system design, mechanized building, trail head infrastructure and bridges, maintenance, and tight hand built single track trail. Appalachian Dirt strives to harness nature's character in rock, wood, and dirt tread to unlock the ultimate flow state in all terrain.

**Additional Qualifications:**

PTBA Conference Attendee	2014 2015 2016 2018
Sub-Contracted to or Worked with PTBA Members:	Valerie Naylor: Trail Specialist, Dirt Artisans, Headwaters Environmental, IMBA Trail Solutions, Linear Active, Allegra Trails
PTBA Certificate of Course Completion	Mechanized Trail Equipment Chain Saw Safety and Certification
US Fish and Wildlife Service Safety Training	Mini-Excavator, Skid-Steerer, ATV/UTV , and Dozer Crawler
US Forest Service	Level B Sawyer Certification
American Red Cross	CPR Certified
SOLO	Wilderness First Aid

**3.1 – 5 Miles of Trail Construction in 2 Years**

Project	Mileage	Start Date	Finish Date
Treasure Mountain (Private Project)	1.2 Miles	September 2016	September 2017
Blackwater View Trail: Phase 2	.8 Miles	October 2016	November 2017
White Oak Holler (Private Project): Phase 1	4 Miles	February 2017	June 2017
Tucker County High School	.8 Miles	March 2017	May 2017
Thomas City Park: Dales Trail	1.5 Miles	May 2017	September 2018
Bike Republic Solden: Olleweite Line  (Sub Contractor)	1.1 Miles	July 2017	August 2017
Mountwood County Park: Pump House Trail	1 Miles	February 2018	March 2018
Deep Creek State Park: IMBA  (Sub Contractor)	.24 Miles	June 2018	June 2018
North Bend State Park: NICA Trail	1.5 miles	September 2018	October 2018
	<b>12.14 Miles</b>	September 2016	October 2018

*Relevant Trail Projects with References (Including Photographic Representation)*

<b>Project</b>	<b>Location</b>	<b>Scope of Work</b>	<b>Project Year</b>	<b>Contact</b>
<b>Mountwood Park: Pump House Trail</b>	<b>Waverly, WV</b>	<b>Design and Build</b>	<b>2018</b>	<b>Jeremy Cross (304)588-0916</b>
<b>Blackwater View Trail</b>	<b>Canaan Valley, WV</b>	<b>Design, Build, and Volunteer Management</b>	<b>2015-2016</b>	<b>Julie Dzaack (304)851-0213</b>
<b>4k Hours Trail</b>	<b>Harrisonburg, VA</b>	<b>Tread Rough In</b>	<b>2016</b>	<b>Thomas Jenkins (540)236-2001</b>
<b>Jakes Rocks MTB Trail</b>	<b>Allegheny National Forest, PA</b>	<b>Machine Sub Contractor</b>	<b>2016</b>	<b>Chad Irely (Dirt Artisans, PTBA Contractor) (859)803-2466</b>
<b>City of Thomas: Riverview Trail and Dales Trail</b>	<b>Thomas, WV</b>	<b>Design/ Build</b>	<b>2015 and 2017/18</b>	<b>Athey Lutz (216)225-1899  Emily Hauger Wilson (717) 503-6332</b>



**\*Photo Representation of "Clean Rough In" Constructed by Appalachian Dirt in 2016  
Additional Photo Representation can be viewed at [AppalachianDirt.com](http://AppalachianDirt.com) and on  
Instagram @AppalachianDirt**











New Historic Thomas  
PO Box 116  
Thomas, WV 26241  
mail@newhistoricthomas.com

September 16, 2018

Re: Letter of recommendation for Zach Adams

To whom it may concern:

We're writing to enthusiastically endorse Zach Adams' (Appalachian Dirt's) trail building and maintenance work. Our organization has worked with Zach on a trail project under my management in Thomas, WV. Zach worked with us from the planning stage and has worked diligently to complete our project to our satisfaction, even when the project turned out to be more difficult a trail building project than first anticipated because of the terrain. He completed a 1.5 miles green beginner-level mountain bike loop in the Thomas Trails System for us this past year. He's also completed trail building projects and trail maintenance for our organization in the past. I highly recommend his work. He is not only an experienced and knowledgeable trail builder, but he cares about the community and its well-being.

Please feel free to reach out with any questions you might have about the quality of Zach's trail work or the projects he's completed for us.

Sincerely,

Alyssa Hanna  
President of the Board



September 10, 2018

To Whom It May Concern:

Zachary Adams (Appalachian Dirt) has worked for Heart of the Highlands Trail System (HoH) since 2013 as a contracted trail crew leader and trail builder. It was my pleasure, as HoH Project Administrator, to directly monitor and supervise his projects during the time through December 2017.

During that time, Zach performed routine trail maintenance, executed numerous trail modifications to improve drainage and tread quality, and completed several new design-build projects. Key among these was the 4000' Blackwater View Trail, crossing both federal and private land, which involved extensive full bench cut along steep grades, a unique wetland boardwalk, logging road to trail conversions, and decking a steel beam river crossing.

Throughout the years, Zach supervised and instructed both paid and volunteer work crews, as well as prepared for effective implementation of those group work days. Additionally, Zach acquired a great understanding of working within the bounds and guidelines of the numerous federal, state and private agencies that Heart of the Highlands partnered with. This all was crucial to our continued success.

Zach was an outstanding individual to work with and has a strong grasp of designing and building trails with great user appeal. He was dependable and always willing to put forth maximum effort. I highly recommend him and his trail building skills.

Sincerely,

Julie Dzaack  
(formerly) Project Administrator, Heart of the Highlands Trail System

178 Cortland Village Road  
Davis, WV 26260  
[J\\_dzaack@hotmail.com](mailto:J_dzaack@hotmail.com)  
304-866-4757(h)  
304-851-0213 (c)

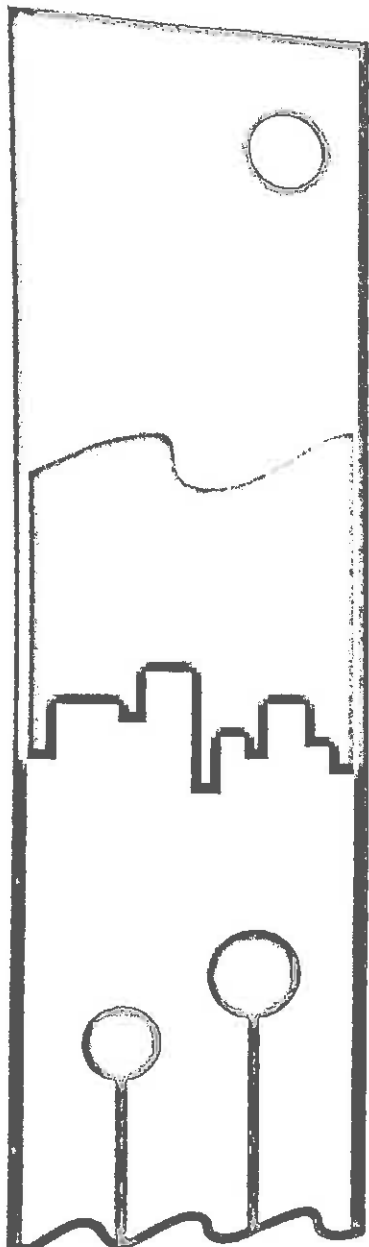
To whom it may concern,

I have worked with Zachary Adams (Appalachian Dirt) on a trail project under my management. He completed Blackwater View Trail in conjunction with Heart of the Highlands for Canaan Valley National Wildlife Refuge in 2016-2018. I highly recommend his work and does a great job on understanding the lay of the land, following instruction, and great attitude.

Sincerely,

Ron Hollis  
Project Leader  
Canaan Valley NWR

If you have any questions call 304-866-3858 Ext. 3019.



**WEST VIRGINIA  
CONTRACTOR  
LICENSING  
BOARD**

# CONTRACTOR LICENSE

Authorized by the  
**West Virginia Contractor Licensing Board**

**Number:** WV057505

**Classification:**  
GENERAL BUILDING  
LANDSCAPING  
FENCING  
DECKS

ZACHARY ADAMS  
DBA APPALACHIAN DIRT  
63 LOOP RD  
DAVIS, WV 26260

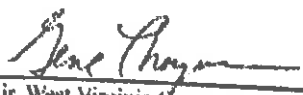
**Date Issued**

JUNE 11, 2018

**Expiration Date**

JUNE 11, 2019

  
Authorized Company Signature

  
Chair, West Virginia Contractor  
Licensing Board

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