



Berkeley County Council

400 W. STEPHEN STREET, SUITE 201
MARTINSBURG, WV 25401
PHONE: (304) 264-1923



THE COUNCIL

DOUGLAS E. COPENHAVER, JR.
JIM WHITACRE
ELAINE C. MAUCK, M.A.
JAMES R. BARNHART
DAN DULYEA

ALAN J. DAVIS
COUNTY ADMINISTRATOR

www.berkeleywv.org

DATE: June 4, 2020

TO: County Council

FROM: Alan J. Davis – County Administrator *AD*

RE: Dunn Building (Church Street) Parking Lot Repaving & Striping Bid Recommendation

On Thursday, May 21, 2020, bids for the repaving and restriping of the parking lot located to the rear of the Dunn Building along Church Street were opened and read into public record. There were four (4) bids received prior to the closing date/time. I have attached a summary table of the bids that were received.

The bids were reviewed by Mr. Jack Laing, Facilities Director; Mrs. Tracie McCormick, Procurement Coordinator; and me. It was determined that all bids were in compliance with the corresponding Request-For-Proposal issued on April 28, 2020.

Therefore, we would like to recommend that the repaving and restriping of the parking lot located to the rear of the Dunn Building (adjacent to Church Street) be awarded to Pittsnogle Paving, LLC., of Martinsburg WV, that submitted the lowest responsible bid of \$25,835. If approved, the funding for this project would come from encumbered FY2019-20 coal severance funds.

Thank you for your consideration of this recommendation. If there are any questions, please feel free to contact me.

Attachment

Church Street Parking Lot Paving
Thursday, May 21, 2020
BID RESULTS

BID #	Company	Contact	Address	City, State, Zip	E-mail	Price	Notes
1	Pittsnogle's Paving	Philip Pittsnogle	266 Adrian Drive	Martinsburg, WV 25403	pittsnoglespavings@yahoo.com	\$25,835.00	
2	Espina Paving, Inc	Kraig Bolte	15441 Farm Creek Drive	Woodbridge, VA 22191	kbolte@espinapaving.com	\$45,443.00	
3	Jefferson Asphalt	James Thomas	175 John J Thomas Way	Charles Town, WV 25414	mthomas@jeffersonasphalt.net	\$33,760.00	
4	Finley Asphalt & Concrete	Sebastian Roman	7861 David Williams Way	Bristow, VA 20136	Sebastian@finleyasphalt.com	\$54,309.96	

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**ATTACHMENT A
PRICE PROPOSAL**

INSTRUCTIONS

This sheet must be placed on the very top of your price proposal. The County Council will utilize this sheet for purposes of reading the proposal into the public record.

Berkeley County
Council 400 West
Stephen Street Suite 201
Martinsburg, WV, 25401

Bid Title: Church Street Parking Lot Upgrade

Bid Due Date & Time: Wednesday, May 20, 2020, no later than 4:00 PM

Bid Opening Date & Time: Thursday, May 21, 2020 @ 10:15 AM

We have received all documents related to the above referenced project. We have examined all documents and have had the opportunity to examine the site area where work is to be performed. We hereby propose to furnish all labor, materials, equipment and incidentals and to perform all operations necessary and required for the successful completion of the project.

Lump Sum Price for Parking Lot Upgrade contained in Request for Proposal including all addendums and attachments:

\$ Twenty - Five thousand eight hundred and thirty - five and no cents. -[#]25,835.00

Contractor Name & Address: Pittsnogle's Paving, LLC
266 Adrian Drive Martinsburg, WV 25403

By:  5/11/2020
(Authorized Signature) (Date)

Title: Owner

**ATTACHMENT B
NON-COLLUSION CERTIFICATE**

I HEREBY CERTIFY I am the Owner _____
(Title)
and the duly authorized representative of the firm of Pittsnagle's Paving, LLC _____

whose address is 266 Adrian Drive Martinsburg, WV 25403 _____

AND THAT NEITHER I nor, to the best of my knowledge, information and belief, the above firm nor any of its other representatives I here represent have:

- (a) Agreed, conspired, connived or colluded to produce a deceptive show of competition in the compilation of the bid or offer being submitted herewith;
 - (b) Not in any manner, directly or indirectly, entered into any agreement, participated in any collusion to fix the bid price or price proposal of the bidder or offeror herein or any competitor, or competitive bidding in connection with the Contract for which the within bid or offer is submitted; and that no member of the County Council of Berkeley County, West Virginia, administrative or supervisory personnel or other employees of Berkeley County have any interest in the bidding company except as follows: (complete if applicable)
- _____
- _____
- _____

I solemnly affirm under the penalties of perjury that the contents of the foregoing paper are true to the best of my knowledge, information, and belief.


Signature

5/11/2020
Date

Philip S. Pittsnagle
Printed or Typed Name

Pittsnogles Paving LLC
 266 Adrian Dr
 Martinsburg WV 25403

Estimate

Date	Estimate #
5/11/2020	1145

Name / Address
Berkeley County Council 400 West Stephen Street Suite 201 Martinsburg, Wv 25401

Description	Qty	Cost	Project
			Total
Church Street Parking Lot Upgrade. Mill the existing pavement at the entrance to tie the new asphalt into. Remove the stone, concrete curb and gutter, and debris in the center island. Install 3-4 inches of crusher run stone and compact. Sawcut and remove asphalt approximately 10 ft x 17 ft for a dumpster pad. Install 3-4 inches of stone for the concrete pad. Install steel 2 ft on center for pad. Install 6 inches of concrete for dumpster pad. Remove the vegetation, dirt, and debris in the existing paved parking lot. Lay 2 inches of Base asphalt over the compacted stone in the island area. Lay an asphalt scratch and level course over the low areas in the existing paved parking lot and compact. Overlay the Base asphalt and the existing pavement with 2 inches compressed Wearing asphalt. Restripe the parking lot. Price is subject to change with the price of materials. A deposit of 50% is due when the work begins and the balance is due on completion.		25,835.00	25,835.00
		Subtotal	\$25,835.00
		Sales Tax (6.0%)	\$0.00
		Total	\$25,835.00

Phone #
304-262-4133

CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV051326

Classification:
ASPHALT

PITTSNOGLES PAVING LLC
DBA PITTSNOGLES PAVING LLC
266 ADRIAN DR
MARTINSBURG, WV 25403

Date Issued

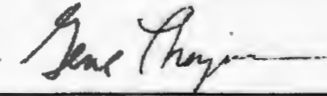
SEPTEMBER 05, 2019

Expiration Date

SEPTEMBER 05, 2020



Authorized Company Signature



Chair, West Virginia Contractor
Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

**WEST VIRGINIA
STATE TAX DEPARTMENT
BUSINESS REGISTRATION
CERTIFICATE**

ISSUED TO:
**PITTSNOGLES PAVING LLC
266 ADRIAN DR
MARTINSBURG, WV 25403-1082**

BUSINESS REGISTRATION ACCOUNT NUMBER: 2288-5615

This certificate is issued on: 07/24/2013

*This certificate is issued by
the West Virginia State Tax Commissioner
in accordance with Chapter 11, Article 12, of the West Virginia Code*

*The person or organization identified on this certificate is registered
to conduct business in the State of West Virginia at the location above.*

This certificate is not transferrable and must be displayed at the location for which issued.
This certificate shall be permanent until cessation of the business for which the certificate of registration
was granted or until it is suspended, revoked or cancelled by the Tax Commissioner.

Change in name or change of location shall be considered a cessation of the business and a new
certificate shall be required.

TRAVELING STREET VENDORS: Must carry a copy of this certificate in every vehicle operated by them.
CONTRACTORS, DRILLING OPERATORS, TIMBER LOGGING OPERATIONS: Must have a copy of
this certificate displayed at every job site within West Virginia.

**CITY OF MARTINSBURG, WV
BUSINESS LICENSE**

Business Name: PITTSNOGLES PAVING LLC

License #: 37402-67360

Business Location: 266 ADRIAN DR
MARTINSBURG WV 25403

License Year: 2019-2020

Business Type:
CONTRACTORS LICENSE

Expiration Date: 06/30/2020

License Amount: \$15.00

PITTSNOGLES PAVING LLC
266 ADRIAN DR
MARTINSBURG WV 25403

NON-TRANSFERABLE

POST THIS IN A CONSPICUOUS PLACE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/23/2019

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(ies) 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 this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Hill Group of West Virginia LLC 3801 MacCorkle Avenue SE Suite 50 Charleston WV 25304		CONTACT NAME: Teresa Hylton PHONE (A/C, No): (304) 926-7400 FAX (A/C, No): (304) 926-7433 EMAIL: teresa.hylton@hillgroup.com ADDRESS:	
INSURED Pittanogle Paving LLC 266 Adrian Dr Martinsburg WV 25403		INSURER(S) AFFORDING COVERAGE INSURER A: Westfield Insurance Company MAC # 24112 INSURER B: Brickstreet Insurance 12372 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2019 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	CWP4964470	10/24/2019	10/24/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
<input type="checkbox"/> UMBRELLA LIMB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIMB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in PA) If yes, describe under DESCRIPTION OF OPERATIONS below	WCB1019986	08/12/2019	08/12/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Evidence of Insurance	CANCELLATION 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

**Request for Taxpayer
 Identification Number and Certification**

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Pittsnogles Paving LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) > _____
 Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
 Other (see instructions) > _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
 (Apply to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
266 Adrian DR

6 City, state, and ZIP code
Martinsburg WV 25403

7 List account number(s) here (optional)

8 Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
Or									
Employer identification number									
4	6	-	3	2	2	1	9	2	9

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here: Signature of U.S. person > *M. Hillen* Date > *5/1/20*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

**Pittsnogles Paving LLC
266 Adrian Dr
Martinsburg WV 25403
304-262-4133**

Local Representative:

Phil Pittsnogle 266 Adrian Drive Martinsburg,Wv 25403

Office -304-262-4133 Cell – 304-262-4133 Fax- 304-262-4133

Client List:

Berkeley County School Board, Don Mitchell Cell- 304-676-4805

728 South Raleigh Street Martinsburg, Wv

Mechlenberg Heights HOA , John Michael Cell – 304-671-8268

388 Spring Warbler Way Shepherdstown , Wv 25443

Heffle Motor Company, Rich Heffle Cell – 304-268-7172 Office – 304-267-7172

993 Hedgesville Road Martinsburg,Wv 25403

Pittsnogles Paving LLC
266 Adrian Dr
Martinsburg WV 25403
304-262-4133

I, Philip S. Pittsnogle, owner of Pittsnogle's Paving, LLC certify that we as a company only employ
US citizens to work for our company.



Philip S. Pittsnogle, Owner