



State of West Virginia
Agency Request for Quote

Proc Folder: 1759577			Reason for Modification: Addendum No. 1:
Doc Description: Wastewater Treatment Plant Operator, Maintenance, and Repair			
Proc Type: Agency Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2025-08-24	2025-09-02 10:30	ARFQ 0608 DCR2600000006	2

BID RECEIVING LOCATION

VENDOR

Vendor Customer Code: 000000102616
Vendor Name : KEMRON Environmental Services, Inc.
Address : 108 Craddock Way, Suite 5
Street :
City : Poca
State : WV **Country :** Putnam/US **Zip :** 25159
Principal Contact : Terry L. Wilfong, Jr., LRS
Vendor Contact Phone: 304-755-0999 **Extension:** 6101

FOR INFORMATION CONTACT THE BUYER

Philip K Farley
(304) 549-1050
philip.k.farley@wv.gov

Vendor
Signature X

FEIN# 11-2393978

DATE August 28, 2025

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

ADDITIONAL INFORMATION

The West Virginia Corrections and Rehabilitation (DCR) is soliciting bids to establish an open-ended contract to provide wastewater plant operation, maintenance, and repairs, including inspections, preventative maintenance, corrective maintenance, replacement parts, and installation of new devices and equipment contract at Donald R. Kuhn Juvenile Center (DRKJC). The facility is located at 1 Lory Place Julian, WV 25529 in Boone County.

INVOICE TO

DONALD R KUHN JUVENILE
CENTER
1 LORY PL

JULIAN WV
US

SHIP TO

DONALD R KUHN JUVENILE
CENTER
1 LORY PL

JULIAN WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost	1		\$99,864.50	\$99,864.50

Comm Code	Manufacturer	Specification	Model #
77000000			

Extended Description:

Wastewater Treatment Plant Operator, Maintenance, and Repair

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Mandatory Pre-Bid Meeting at 11:00 AM E.S.T.	2025-08-19
2	Deadline for Questions is 2:00 PM E.S.T.	2025-08-26
3	Bids due by 10:30 AM E.S.T.	2025-09-02

	Document Phase	Document Description	Page 3
DCR2600000006	Final	Wastewater Treatment Plant Operator, Maintenance, and Repair	\$99,864.50

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

	Document Phase	Document Description	Page 4
DCR2600000006	Final	Wastewater Treatment Plant Operator, Maintenance, and Repair	\$99,864.50

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

ARFQ 0608 DCR2600000006
REQUEST FOR QUOTATION
WASTEWATER TREATMENT PLANT OPERATOR, MAINTENANCE, AND REPAIRS
CONTRACT
DONALD R. KUHN JUVENILE CENTER

Addendum No. 1

Questions:

- Q1: Exhibit C: Pricing Page/ 1.04.B Performance Requirements, Preventative Maintenance – Please clarify if costs for expendable materials associated with Preventative Maintenance (bearing lubricant, v-belts, UV lamps, etc.) are to be included in Plant Operation, Preventative Maintenance, Inspections, and Testing or New Equipment, Devices, and Parts Markup Percentage Quote on Exhibit C: Pricing Page.
- A1: Yes
- Q2: 1.04.B.5 Performance Requirements, Preventative Maintenance – Disinfection is required at variable timeframes “from disinfection date”. Can clarification be provided on what constitutes the “disinfection date”?
- A2: As per the requirements stated in the operation and maintenance manual.
- Q3: 1.04.B.4.d Performance Requirements, Preventative Maintenance – 1.04.B.4.d indicates the contractor must wire-brush and paint all rusted metal annually. What are the limitations for this requirement? Ex. Within the perimeter fence, exposed surfaces of the SBR tank, within the control room, etc.
- A3: Area within the perimeter security fence that is installed around the new wastewater treatment plant equipment.
- Q4: Instructions To Vendors Submitting Bids, Item 3 – Prebid Meeting – KEMRON was the only Vendor to attend the August 19 pre-bid meeting. It is stated in the Instructions to Vendors Submitting Bids that “Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor’s bid”. Is this statement is accurate? Will it remain accurate in given one (1) Vendor attended the pre-bid meeting?
- A4: Only the vendors that attended the mandatory pre-bid meeting are permitted to submit a bid on the ARFQ.

Clarifications:

- C1: Please see attached mandatory pre-bid sign-in sheet.
- C2: The bid time and date remain the same: 10:30 AM E.S.T on September 2, 2025

Pre-Bid Sign-In Sheet

Solicitation Number: ARFQ 0608 DCR26X06
 Date of Pre-Bid Meeting: 08-19-2025
 Location of Prebid Meeting: DRKTC

Please Note:

Vendors must sign-in on this sheet to verify attendance at the Pre-Bid meeting.
 Failure to legibly sign in may be grounds for declaring a vendor ineligible to bid.
 For further verification, please also provide a business card if possible.

Firm Represented:*	Rep Name (Printed):	Firm Address:	Telephone #:	Fax #:	Email:
KEMRON Environmental Services, Inc.	Evon Amick	108 Craddock Way, Suite 5, Poca, WV	304-755-0929	304-755-0990	eamick@kemron.com
KEMRON Environmental Services, Inc.	Ronald Mathis III	108 Craddock Way, Suite 5, Poca, WV	304-755-0999	304-755-0990	rmathis@kemron.com

***One Vendor Per Representative** - No one individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

Donald R. Kuhn Juvenile Center

ARFQ 0608 DCR2600000006 - Wastewater Treatment Plant Operation, Maintenance, and Repairs Contract Pricing Page

Plant Operation, Preventative Maintenance, Inspections, and Testing	Plant Operation, Preventative Maintenance, Inspections, and Testing Unit of Measure	Plant Operation, Preventative Maintenance, Inspections, and Testing Maintenance Number of Times Per Year	Plant Operation, Preventative Maintenance, Inspections, and Testing Unit Price Per Each Time	Plant Operation, Preventative Maintenance, Inspections, and Testing Extended Amount
Plant Operation, Preventative Maintenance, Inspections, and Testing	Monthly	12	\$6,639.54	\$79,674.50

Subtotal A: \$79,674.50

Correction Maintenance Hourly Rates	Corrective Maintenance Unit of Measure	Corrective Maintenance Estimated Annual Hours *	Corrective Maintenance Unit Price	Corrective Maintenance Extended Amount
Regular Labor Rate	Hour	100	\$95.00	\$9,500.00
Overtime Labor Rate	Hour	16	\$142.50	\$2,280.00
Holiday Labor Rate	Hour	8	\$142.50	\$1,140.00
Emergency Labor Rate	Hour	8	\$190.00	\$1,520.00

Subtotal B: \$14,440.00

New Equipment, Devices, and Parts Markup Percentage Quote	Estimated New Equipment, Devices, and Parts Markup Percentage Cost **	New Equipment, Devices, and Parts Markup Percentage	New Equipment, Devices, and Parts Markup Percentage Extended Amount
Parts	\$5,000.00	15%	\$5,750.00

Subtotal C: \$5,750.00

OVERALL COST (by adding subtotals A, B, and C) \$99,864.50

Bidder/Vendor Information:

Name:	KEMRON Environmental Services, Inc.
Address:	108 Craddock Way, Suite 5, Poca, WV 25159
West Virginia Contractors License No.:	WV030188
Phone No.:	304-755-0999
Fax No.:	304-755-0990
Email Address:	tyliff@kemron.com
Authorized Signature:	

NOTES:

* Quantities are estimated for bid evaluation purposes only.
 ** Estimated cost for bid evaluation purposes only.

Subcontractor List Submission (Construction Contracts Only)

Bidder's Name: KEMRON Environmental Services, Inc.

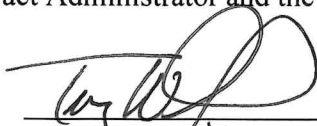
☒ Check this box if no subcontractors will perform more than \$25,000.00 of work to complete the project.

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

Attach additional pages if necessary

Revised 4/29/2024

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.


_____/Regional Manager
(Name, Title)
Terry L. Wilfong, Jr., LRS/Regional Manager

(Printed Name and Title)
108 Craddock Way, Suite 5, Poca, WV 25159

(Address)
304-755-0999/304-755-0990

(Phone Number) / (Fax Number)
tlwilfong@kemron.com

(Email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract 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/Contract 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..

KEMRON Environmental Services, Inc.

(Company)

_____/Terry L. Wilfong, Jr., LRS/Regional Manager
(Authorized Signature) (Representative Name, Title)
Terry L. Wilfong, Jr., LRS/Regional Manager (August 28, 2025)

(Printed Name and Title of Authorized Representative) (Date)
August 28, 2025

(Date)
304-755-0999/304-755-0990

(Phone Number) (Fax Number)
tlwilfong@kemron.com

(Email Address)

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)

☒ Addendum No. 1	☐ Addendum No. 6
☐ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ 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.

KEMRON Environmental Services, Inc.

Company



Authorized Signature

August 28, 2025

Date

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



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

STATE OF WEST VIRGINIA,

COUNTY OF Putnam, **TO-WIT:**

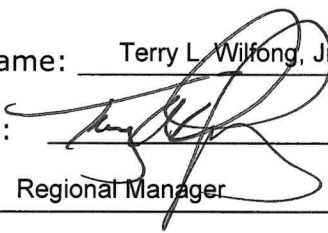
I, Terry L. Wilfong, Jr., LRS, after being first duly sworn, depose and state as follows:

1. I am an employee of KEMRON Environmental Services, Inc.; and,
 (Company Name)
2. I do hereby attest that KEMRON Environmental Services, 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: Terry L. Wilfong, Jr., LRS

Signature: 

Title: Regional Manager

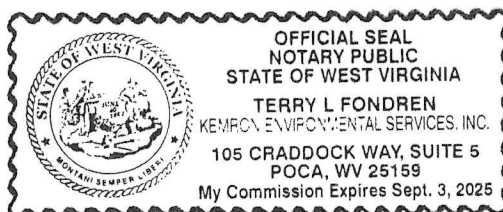
Company Name: KEMRON Environmental Services, Inc.

Date: August 27, 2025

Taken, subscribed and sworn to before me this 27 day of August, 2025.

By Commission expires September 3, 2025

(Seal)




 (Notary Public)

ARFQ 0608 DCR2600000006
REQUEST FOR QUOTATION
WASTEWATER TREATMENT PLANT OPERATION, MAINTENANCE, AND REPAIRS
CONTRACT
DONALD R. KUHN JUVENILE CENTER

- C. Agency reserves the right to inspect the wastewater treatment plant maintenance to ensure that contractor's performance is in compliance with this contract. If the Agency determines that contractor has failed to perform in accordance with this contract, the Agency may demand that the contractor immediately remedy the failure or consider the failure to be at fault. Contractor's failure to remedy the deficient performance, if given the opportunity to do so, shall be considered a default.

1.16 CONTRACT MANAGER:

- A. During its performance of this Contract, Contractor must designate and maintain a primary contract manager responsible for overseeing Contractor'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 contractor should list its contract manager and his or her contact information below. The previous specified information must be submitted prior to the award of contract.

Contract Manager: Terry L. Wilfong, Jr., LRS

Telephone Number: 304-755-0999

Fax Number: 304-755-0990

Email Address: tlwilfong@kemron.com

END OF SPECIFICATIONS

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, KEMRON Environmental Services, Inc.
of Atlanta, GA, as Principal, and Euler Hermes North America Insurance
Company of Baltimore, MD, a corporation organized and existing under the laws of the State of
MD with its principal office in the City of Baltimore, as Surety, are held and firmly bound unto the State
of West Virginia, as Oblige, 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
Donald R. Kuhn Juvenile Center, Wastewater Plant Operation, Maintenance, and Repairs Contract

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 Oblige 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 2nd day of September, 2025.

Principal Seal

KEMRON Environmental Services, Inc.

(Name of Principal)

By

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

John M. Dwyer (Title) President/CEO

Surety Seal



Euler Hermes North America Insurance Company

(Name of Surety)

By:

Sean Hamilton Attorney-in-Fact

Surety Phone No.

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.



Allianz
Trade

EULER HERMES NORTH AMERICA INSURANCE COMPANY
100 International Drive, 22nd Floor • Baltimore, Maryland 21202

The number of persons authorized by this
Power of Attorney is not more than:

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That EULER HERMES NORTH AMERICA INSURANCE COMPANY (EULER HERMES), a corporation organized and existing under the law of the state of Maryland, does hereby nominate, constitute, and appoint the person or persons named below, each individually if more than one is named, its true and lawful attorney-in-fact, for an in its name, place, and stead to execute on behalf of EULER HERMES, as surety, any and all bonds, undertakings, and contracts of suretyship, or other written obligations in the nature thereof including but not limited to proposal bonds, letters of surety, and consents of surety; provided that the liability of EULER HERMES on any such bond, undertaking, consent, or contract of suretyship executed under this authority shall not exceed the limit stated below.

NAME

Sean Hamilton

ADDRESS

**2200 Old Brick Road, Suite A
Glen Allen, VA 23060**

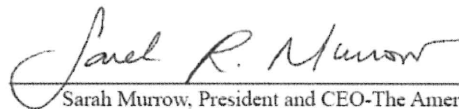
LIMIT OF POWER

Unlimited

This Power of Attorney revokes all previous powers issued on behalf of the attorney(s)-in-fact named above.

IN WITNESS WHEREOF, EULER HERMES has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunder affixed this 1st day of July, 20 25.

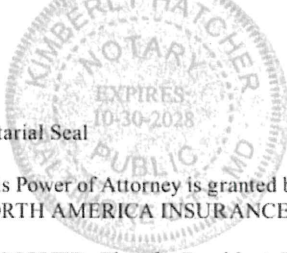


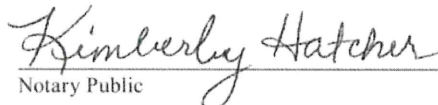

Sarah Murrow, President and CEO-The Americas


Nicholas P. Verna II, Senior Vice President
and Regional Head of Surety and
Guarantee, Americas

State of Maryland, County of Baltimore

On this 1st day of July, 20 25, before me personally appeared Nicholas P. Verna II, to me known, being duly sworn, deposes and says that he resides in Southeastern, PA; that he is Senior Vice President and Regional Head of Surety and Guarantee, Americas of Euler Hermes North America Insurance Company, the Company described herein and which executed the above instrument; that he know the seal of EULER HERMES; that the seal affixed to said instrument is such corporate seal; that it was so affixed by authority of the Board of Directors of EULER HERMES; and that he signed his name thereto by like authority.




Kimberly Hatcher
Notary Public

This Commission Expires October 30, 2028

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of EULER HERMES NORTH AMERICA INSURANCE COMPANY (Company) by unanimous consent on October 1, 2015.

RESOLVED: That the President, Executive Vice President, Senior Vice President, Vice President, Secretary, and Assistant Vice Secretary, be and hereby are authorized from time to time to appoint one or more Attorneys-in-Fact to execute on behalf of the company, as surety, and any and all bonds, undertakings and contracts of suretyship, or other written obligation in the nature thereof; to proscribe their respective duties and all respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and signature of the aforesaid officers and may be affixed by facsimile to any Power of Attorney given for the execution of any bond, undertaking, contract of suretyship, or other written obligations in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as thought manually affixed.

CERTIFICATION

I, Nicholas P. Verna II, Senior Vice President and Regional Head of Surety & Guarantee, Americas of EULER HERMES NORTH AMERICA INSURANCE COMPANY, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of October 1, 2015, have not been revoked and are now in full force and effect.

Signed and sealed this 2nd day of September, 20 25.




Nicholas P. Verna II, Senior Vice President and Regional
Head of Surety and Guarantee, Americas