



State of West Virginia  
Agency Request for Quote

**Proc Folder:** 1914899  
**Doc Description:** Kitchen Equipment Maintenance and Repairs Contract  
**Reason for Modification:** Addendum No. 1:  
**Proc Type:** Agency Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2026-03-10	2026-03-17 10:30	ARFQ 0608 DCR2600000096	2

**BID RECEIVING LOCATION**

**VENDOR**

**Vendor Customer Code:**  
**Vendor Name :** Alpha Mechanical Service LLC  
**Address :** 7200  
**Street :** Distribution Drive  
**City :** Louisville  
**State :** KY **Country :** US **Zip :** 40258  
**Principal Contact :** Sarah Wright  
**Vendor Contact Phone:** 888-212-6324 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**

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

**Vendor Signature X** *Robert Haydon* **FEIN#** 51-0456396 **DATE** 3-16-2026

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

**ADDITIONAL INFORMATION**

The West Virginia Division of Corrections and Rehabilitation (DCR) is soliciting bids to establish an open-ended contract to provide preventative maintenance and inspections, corrective maintenance, repairs, replacement parts, and installation of new devices and equipment for the Kitchen Equipment Maintenance and Repairs Contract at Salem Correctional Center and Jail is located at 7 Industrial Blvd, Industrial, WV 26426 and is in Harrison and Doddridge Counties.

INVOICE TO		SHIP TO	
SALEM CORRECTIONAL CENTER 7 INDUSTRIAL BLVD		SALEM CORRECTIONAL CENTER 7 INDUSTRIAL BLVD	
INDUSTRIAL	WV	INDUSTRIAL	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				\$46,240.00

Comm Code	Manufacturer	Specification	Model #
72102900			

**Extended Description:**  
Kitchen Equipment Maintenance and Repairs Contract

SCHEDULE OF EVENTS		
<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Non-Mandatory Pre-Bid Meeting at 10:00 AM E.S.T.	2026-03-06
2	Deadline for Questions Due is 2:00 PM E.S.T.	2026-03-10
3	Bid Due By 10:30 AM E.S.T.	2026-03-17

	Document Phase	Document Description	Page
DCR2600000096	Final	Kitchen Equipment Maintenance and Repairs Contract	3

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

	Document Phase	Document Description	Page
DCR2600000096	Final	Kitchen Equipment Maintenance and Repairs Contract	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

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

**Bidder's Name:** Alpha Mechanical Service LLC

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.
NONE	

Attach additional pages if necessary

Revised 10/1/2025

**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.

Sarah Wright /Contract Administrator

(Printed Name and Title)

7200 Distribution Drive Louisville, KY 40258

(Address)

888-212-6324

(Phone Number) / (Fax Number)

sarah.wright@aamservice.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 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.*

Alpha Mechanical Service LLC

(Company)

*Robert Haydon*

(Signature of Authorized Representative)

Robert M. Haydon/CFO

(Printed Name and Title of Authorized Representative)

March 16, 2026

(Date)

888-212-6324

rob.haydon@aamservice.com

(Phone Number) (Fax Number) (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)*

- |                                                    |                                          |
|----------------------------------------------------|------------------------------------------|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input 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.

Alpha Mechanical Service LLC

Company

Robert Haydon

Authorized Signature

March 16, 2026

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**

I, Robert M. Haydon, after being first duly sworn, depose and state as follows:

1. I am an employee of Alpha Mechanical Service LLC; and,  
(Company Name)
2. I do hereby attest that Alpha Mechanical Service LLC  
(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: Robert M. Haydon

Signature: Robert Haydon

Title: CFO

Company Name: Alpha Mechanical Service LLC

Date: March 16, 2026

STATE OF WEST VIRGINIA, KY

COUNTY OF Jefferson, TO-WIT:

Taken, subscribed and sworn to before me this 16 day of March, 2026.

By Commission expires 01/18/2030

(Seal)

ZACHARY IAN DURBIN
NOTARY PUBLIC
STATE AT LARGE - KENTUCKY
COMMISSION # KYNP43505
MY COMMISSION EXPIRES JANUARY 18, 2030

Zachary Ian Durbin  
(Notary Public)

SALEM CORRECTIONAL CENTER AND JAIL

ARFQ 0608 DCR2600000096 - Kitchen Equipment Maintenance and Repairs Contract Pricing Page

Preventative Maintenance	Preventative Maintenance Unit of Measure	Preventative Maintenance Number of Times Per Year	Preventative Maintenance Unit Price Per Each Time	Preventative Maintenance Extended Amount
<b>Equipment and Systems</b>				
Equipment and Systems	Quarterly	4	1,650.00	6,600.00

<b>Subtotal A:</b>	6,600.00
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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	\$110.00	\$11,000.00
Overtime Labor Rate	Hour	16	\$160.00	\$2,560.00
Holiday Labor Rate	Hour	8	\$130.00	\$1,040.00
Emergency Labor Rate	Hour	8	\$130.00	\$1,040.00

<b>Subtotal B:</b>	\$15,640.00
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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
<b>Parts</b>	\$20,000.00	20%	\$24,000.00

<b>Subtotal C:</b>	\$24,000.00
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<b>OVERALL COST (by adding subtotals A, B, and C)</b>	\$46,240.00
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<b>Bidder/Vendor Information:</b>
Name: Alpha Mechanical Service LLC
West Virginia Contractors License: WV036853
Address: 7200 Distribution Drive
Louisville, KY 40258
Phone No.: 888-212-6324
Email Address: sarah.wright@aamservice.com
Authorized Signature: <i>Robert Haydon</i> CFO

NOTES:

\* Quantities are estimated for bid evaluation purposes only.

\*\* Estimated cost for bid evaluation purposes only.

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Alpha Mechanical Service, LLC  
of 7200 Distribution Drive, Louisville, KY 40258, as Principal, and RLI Insurance Company  
of 9025 N. Lindbergh Drive, Peoria, IL 61615, a corporation organized and existing under the laws of the State of Illinois  
with its principal office in the City of Peoria, IL, as Surety, are held and firmly bound unto the State  
of West Virginia, as Oblige, in the penal sum of Five Percent of the Amount Bid (\$ 5% of the Amount Bid) 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  
Kitchen Equipment Maintenance and Repairs Contract  
Salem Correctional Center and Jail  
7 Industrial Blvd., Industrial, WV 26426, Harrison and Doddridge Counties

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 17th day of March, 2026.

Principal Seal

Alpha Mechanical Service, LLC  
(Name of Principal)

By Robert Haydon  
(Must be President, Vice President, or  
Duly Authorized Agent)

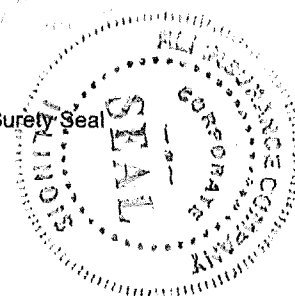
CFO  
(Title)

Surety Seal

RLI Insurance Company  
(Name of Surety)

Tahitia M. Fry  
Attorney-in-Fact  
Surety Phone No. (309) 692-1000

**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.**



# POWER OF ATTORNEY

## RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615  
Phone: 800-645-2402

### Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Tahitia M. Fry

in the City of Kansas City, State of Missouri its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Seventy Five Million Dollars (\$75,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

**RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 2nd day of February, 2026.



**RLI Insurance Company**  
**Contractors Bonding and Insurance Company**

By: Eric Raudins  
Eric Raudins Sr. Vice President

State of Ohio }  
County of Cuyahoga } SS

On this 2nd day of February, 2026, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Jill A. Scott  
Jill A. Scott Notary Public



JILL A. SCOTT  
Notary Public, State of Ohio  
My Commission Expires  
September 22, 2030

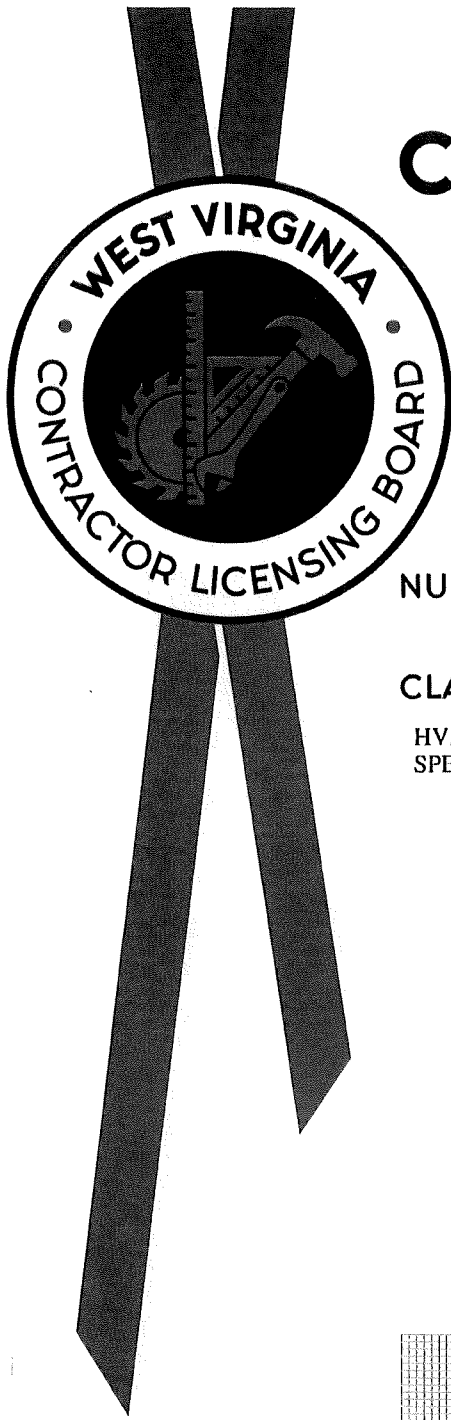
### CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 17th day of March, 2026.

**RLI Insurance Company**  
**Contractors Bonding and Insurance Company**

By: Christina Dean  
Christina Dean Corporate Secretary





# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WV036853

**CLASSIFICATION:**

HVAC  
SPECIALTY

ALPHA MECHANICAL SERVICE LLC  
7200 DISTRIBUTION DR  
LOUISVILLE, KY 40258

**DATE ISSUED**

APRIL 16, 2025

**EXPIRATION DATE**

APRIL 16, 2026

Authorized Signature

Chair, West Virginia Contractor  
Licensing Board



A copy of this license must be readily available for inspection by the Board on every job site where contracting 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 is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.