

Solicitation Response(SR) Dept: 0608 ID: ESR0306260000005724 Ver.: 1 Function: New Phase: Final

Modified by batch , 03/06/2026

Header 1



General Information Contact Default Values Discount Document Information Clarification Request

<b>Procurement Folder:</b> 1906508	<b>SO Doc Code:</b> ARFQ
<b>Procurement Type:</b> Agency Master Agreement	<b>SO Dept:</b> 0608
<b>Vendor ID:</b> 000000203565	<b>SO Doc ID:</b> DCR2600000085
<b>Legal Name:</b> TRI STATE ROOFING & SHEET METAL CO OF WEST VIRGINIA	<b>Published Date:</b> 2/15/26
<b>Alias/DBA:</b>	<b>Close Date:</b> 3/6/26
<b>Total Bid:</b> \$57,908.00	<b>Close Time:</b> 10:30
<b>Response Date:</b> 03/06/2026	<b>Status:</b> Closed
<b>Response Time:</b> 9:05	<b>Solicitation Description:</b> Kitchen Equipment Maintenance and Repairs Contract
<b>Responded By User ID:</b> LizOasis	<b>Total of Header Attachments:</b> 1
<b>First Name:</b> Liz	<b>Total of All Attachments:</b> 1
<b>Last Name:</b> Henderson	
<b>Email:</b> Charleston@tri-stateservice.c	
<b>Phone:</b> 304-755-8135	



State of West Virginia  
Agency Request for Quote

<b>Proc Folder:</b> 1906508			<b>Reason for Modification:</b>
<b>Doc Description:</b> Kitchen Equipment Maintenance and Repairs Contract			
<b>Proc Type:</b> Agency Master Agreement			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2026-02-15	2026-03-06 10:30	ARFQ 0608 DCR2600000085	1

**BID RECEIVING LOCATION**

**VENDOR**

**Vendor Customer Code:** 000000203565  
**Vendor Name :** TRI-STATE ROOFING & SHEET METAL CO OF WV  
**Address :** PO BOX 1231 CHARLESTON, WV 25324  
**Street :** 321 HARRIS DR  
**City :** POCA  
**State :** WV **Country :** USA **Zip :** 25159  
**Principal Contact :** SAM CLEAVENGER  
**Vendor Contact Phone:** 304-755-8135 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
Philip K Farley  
(304) 549-1050  
philip.k.farley@wv.gov

**Vendor Signature X**  **FEIN#** 55-0591156 **DATE** 03/05/2026

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 South Central Regional Jail and Correctional Facility (SCRJ&CF) located at 1001 Centre Way, Charleston, WV 25309 in Kanawha County.

INVOICE TO		SHIP TO	
SOUTH CENTRAL REGIONAL JAIL 1001 CENTRE WAY		SOUTH CENTRAL REGIONAL JAIL 1001 CENTRE WAY	
CHARLESTON	WV	CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				\$57,908.00

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.	2026-02-25
2	Deadline for Questions Due is 2:00 PM E.S.T.	2026-02-27
3	Bid Due By 10:30 AM E.S.T.	2026-03-06

	Document Phase	Document Description	Page
DCR2600000085	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
DCR2600000085	Final	Kitchen Equipment Maintenance and Repairs Contract	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

SOUTH CENTRAL REGIONAL JAIL AND CORRECTIONAL FACILITY

ARFQ 0608 DCR260000085 - 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	3800	15,200

<b>Subtotal A:</b>	15,200
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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	125	12,500
Overtime Labor Rate	Hour	16	170	2,720
Holiday Labor Rate	Hour	8	218	1,744
Emergency Labor Rate	Hour	8	218	1,744

<b>Subtotal B:</b>	18,708
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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	120%	24,000

<b>Subtotal C:</b>	24,000
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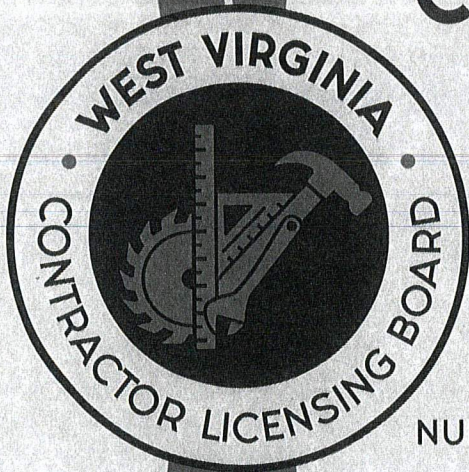
<b>OVERALL COST (by adding subtotals A, B, and C)</b>	57,908
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<b>Bidder/Vendor Information:</b>	000000203565 - WV OASIS VENDOR NUMBER
Name:	TRI-STATE ROOFING & SHEET METAL CO OF WV
West Virginia Contractors License:	WV000104
Address:	PO BOX 1231 CHARLESTON, WV 25324
Phone No.:	304-755-8135
Email Address:	CHARLESTON@TRI-STATESERVICE.COM
Authorized Signature:	

NOTES:

\* Quantities are estimated for bid evaluation purposes only.

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



# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WV000104

**CLASSIFICATION:**

HVAC  
SPECIALTY  
ROOFING  
CRANE

TRI STATE ROOFING & SHEET METAL COMPANY OF WV  
PO BOX 1231  
CHARLESTON, WV 25324-1231

**DATE ISSUED**

**EXPIRATION DATE**

AUGUST 1, 2025

AUGUST 1, 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.



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, BRANDON MERRIMAN, after being first duly sworn, depose and state as follows:

1. I am an employee of Tri-State Roofing & Sheet Metal Co.; and,  
(Company Name)
2. I do hereby attest that Tri-State Roofing & Sheet Metal Co.  
(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: BRANDON MERRIMAN

Signature: 

Title: Vice President

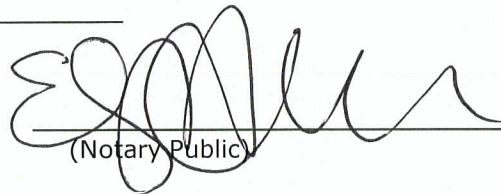
Company Name: Tri-State Roofing & Sheet Metal Co.

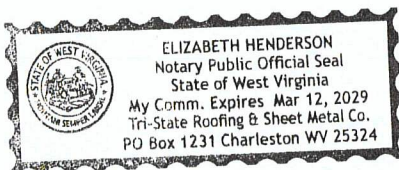
Date: 03/05/2026

Taken, subscribed and sworn to before me this 05 day of MARCH, 2026.

By Commission expires MARCH 12, 2029

(Seal)

  
(Notary Public)









**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Tri-State Roofing & Sheet Metal Company of WV  
of P.O. Box 1231, Charleston, WV 25324, as Principal, and Travelers Casualty and Surety Company  
of America of 119 Virginia Street W, Charleston, WV 25302, a corporation organized and existing under the laws of the State of Connecticut  
with its principal office in the City of Hartford, 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% of 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  
ARFQ 0608 DCR2600000085, Kitchen Equipment Maintenance and Repairs Contract, South Central Regional Jail  
and Correctional Facility.  
according to plans and specifications.

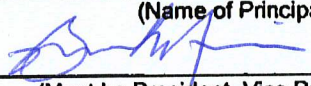
**NOW THEREFORE,**

(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.

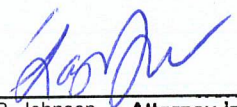
The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no  
way impaired or affected by any extension of the time within which the Oblige may accept such bid, and said Surety does hereby  
waive notice of any such extension.

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 05 day of March, 2026.

Principal Seal

Tri-State Roofing & Sheet Metal Company of WV  
(Name of Principal)  
By   
(Must be President, Vice President, or  
Duly Authorized Agent)  
VP  
(Title)

Surety Seal

Travelers Casualty and Surety Company of America  
(Name of Surety)  
  
Taylor R. Johnson 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.**



**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"); and that the Companies do hereby make, constitute and appoint **TAYLOR R JOHNSON** of **CHARLESTON**, West Virginia, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 21st day of April, 2021.

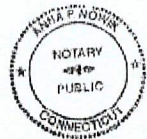


State of Connecticut  
City of Hartford ss.

By:   
Robert L. Raney, Senior Vice President

On this the 21st day of April, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

**IN WITNESS WHEREOF**, I hereunto set my hand and official seal.  
My Commission expires the 30th day of June, 2026



Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 05 day of March, 2026.



Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

**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.

SAM CLEAVENGER, HVAC MANAGER

\_\_\_\_\_  
(Printed Name and Title)

PO BOX 1231 CHARLESTON, WV 25324

\_\_\_\_\_  
(Address)

304-755-8135 OR 304-419-3759/ FAX 304-755-5275

\_\_\_\_\_  
(Phone Number) / (Fax Number)

CHARLESTON@TRI-STATESERVICE.COM

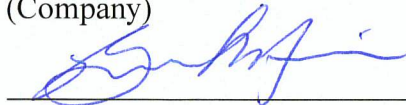
\_\_\_\_\_  
(Email address)

**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.

TRI-STATE ROOFING & SHEET METAL CO OF WV

\_\_\_\_\_  
(Company)



\_\_\_\_\_  
(Signature of Authorized Representative)

BRANDON MERRIMAN, VICE PRESIDENT

\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

03/05/2026

\_\_\_\_\_  
(Date)

304-755-8135/304-755-5275

\_\_\_\_\_  
(Phone Number) (Fax Number) (Email Address)