

ADDITIONAL INFORMATION

The WV Division of Administrative Services is soliciting bids on behalf of the West Virginia Division of Corrections and Rehabilitation to establish an open-end contract for Kitchen Equipment Maintenance and repairs for the Kenneth "Honey" Rubenstein Juvenile Center located at 141 Forestry Camp Road, Davis, WV 26260 (Tucker County).

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES		KENNETH HONEY RUBENSTEIN JUVENILE CENTER	
1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		141 FORESTRY CAMP RD DAVIS WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	4.1.1.8 - Regular Labor Rate	80.00000	EA	95.00	7,600.00

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
See Attached Specifications

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DIVISION OF ADMINISTRATIVE SERVICES		KENNETH HONEY RUBENSTEIN JUVENILE CENTER	
1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		141 FORESTRY CAMP RD DAVIS WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	4.1.1.9 - Overtime Labor Rate	40.00000	EA	135.00	5,400.00

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
See Attached Specifications

INVOICE TO	SHIP TO
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DIVISION OF
ADMINISTRATIVE SERVICES

1124 SMITH STREET
SECOND FLOOR
CHARLESTON
US

WW

KENNETH HONEY
RUBENSTEIN JUVENILE
CENTER
141 FORESTRY CAMP RD

DAVIS
US

WW

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	4.1.1.10 - Holiday Labor Rate	40.00000	EA	\$ 140 ⁰⁰	\$ 5,600 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
See Attached Specifications

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	4.1.1.11 - Emergency Labor Rate	40.00000	EA	\$ 140 ⁰⁰	\$ 5,600 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	4.1.2 - Quarterly Preventative Maintenance	4.00000	EA	1,945.00	7,780.00

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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	4.1.4 - Parts + Markup	1.00000	EA	1.25%	6.2500

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72102900			

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KENNETH HONEY
RUBENSTEIN JUVENILE
CENTER
141 FORESTRY CAMP RD

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DAVIS
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	8 - Flat Rate Travel Charge	10.00000	EA	*600 ⁰⁰	\$ 6,000 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
See Attached Specifications

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Questions Submittal Due by 2:00pm	2024-01-30

	Document Phase	Document Description	Page 6
DCR2400000077	Final	PM Kitchen - KHR	


**Exhibit A - Pricing Page
ARFQ 0608 DCR240000077**

Kitchen Equipment Maintenance - Kenneth "Honey" Rubenstein Juvenile Center

Labor Quote		Unit of Measure	Estimated Annual Quantity *	Unit Price	Extended Amount
Item #	Description				
4.1.1.8	Regular Labor Rate	Hour	80	\$95.00	\$7,600.00
4.1.1.9	Overtime Labor Rate	Hour	40	\$135.00	\$5,400.00
4.1.1.10	Holiday Labor Rate	Hour	40	\$140.00	\$5,600.00
4.1.1.11	Emergency Labor Rate	Hour	40	\$140.00	\$5,600.00
4.1.2	Quarterly Preventative Maintenance	Each	4	\$1,945.00	\$7,780.00
8	Flat Rate Travel Charge	Each	10	\$600.00	\$6,000.00

Parts Quote Item #	Description	Estimated New Equipment, Devices, & Parts Markup Percentage Costs**		New Equipment, Devices, & Parts Markup Percentage	New Equipment, Devices, & Parts Markup Extended Amount
4.1.4	Parts	\$ 5,000.00	x	25.00%	\$ 6,250.00
Grand Total					\$ 44,230.00

Vendor must complete the Price Page in full as failure to complete the Pricing Page in its entirety will result in Vendor's bid being disqualified. A no bid will result in Vendor's bid being disqualified.

Bidder/Vendor Information:
Name: DSO Mechanical LLC
Address: 515 Third Ave., South Charleston, WV 25303
Phone No.: 304-744-8479
Fax No.: 304-744-8491
Email Address: mlaughlin@dsomech.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: **WV050370**

CLASSIFICATION:

HEATING, VENTILATING & COOLING
PLUMBING

DSO MECHANICAL LLC
DBA DSO MECHANICAL LLC
515 THIRD AVENUE
SOUTH CHARLESTON, WV 25303

DATE ISSUED

EXPIRATION DATE

JANUARY 21, 2024

JANUARY 21, 2025

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.

**REQUEST FOR QUOTATION
ARFQ 0608 DCR240000077**

Kitchen Equipment Maintenance – Kenneth “Honey” Rubenstein Juvenile Center

10. VENDOR DEFAULT:

10.1. The following shall be considered a vendor default under this Contract.

10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.

10.1.2. Failure to comply with other specifications and requirements contained herein.

10.1.3. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

10.1.4. Failure to remedy deficient performance upon request.

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

10.2.1. Cancellation of the Contract.

10.2.2. Cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. **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:	Mike Laughlin			
Telephone Number:	304-744-8479			
Fax Number:	304-744-8491			
Email Address:	mlaughter@dsomech.com			

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.

 *Project Manager*

(Name, Title)
Mike Laughlin Project Manager

(Printed Name and Title)
515 Third Ave., South Charleston, WV 25303

(Address)
304-744-8479 304-744-8491

(Phone Number) / (Fax Number)
mlaughlin@dsomech.com

(E-mail 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.

DSO Mechanical LLC

(Company)
 *Project Manager*

(Authorized Signature) (Representative Name, Title)
Mike Laughlin Project Manager

(Printed Name and Title of Authorized Representative)
02/06/2024

(Date)
304-744-8479 304-744-8491

(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: ARFQ # DCR240000077

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.

DSO Mechanical LLC

Company

Authorized Signature

02/06/2024

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 Kanawha, TO-WIT:**

I, Mike Laughlin, after being first duly sworn, depose and state as follows:

- 1. I am an employee of DSO Mechanical; and,
(Company Name)
- 2. I do hereby attest that DSO Mechanical
(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: Mike Laughlin
 Signature:
 Title: Project Manager
 Company Name: DSO Mechanical LLC
 Date: 02/06/2024

Taken, subscribed and sworn to before me this 06 day of February, 2024.

By Commission expires 7/10/27

(Seal)

(Notary Public)

