



State of West Virginia
Agency Request for Quote

Proc Folder: 1366941			Reason for Modification:
Doc Description: PM Kitchen Equip - Pruntytown Correctional Center and Jail			
Proc Type: Agency Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-02-08	2024-02-23 10:30	ARFQ 0608 DCR2400000081	1

BID RECEIVING LOCATION

WV DIVISION OF ADMINISTRATIVE SERVICES
1124 SMITH STREET
SECOND FLOOR
CHARLESTON WV 25301
US

VENDOR

Vendor Customer Code: 000000 189985
Vendor Name : DSO Mechanical LLC
Address : 515 Third Ave
Street :
City : South Charleston
State : West Virginia **Country :** USA **Zip :** 25303
Principal Contact : Jeffrey Kelley
Vendor Contact Phone: 304-744-8479 **Extension:**

FOR INFORMATION CONTACT THE BUYER

Tina R Withrow
304-558-9093
tina.r.withrow@wv.gov

**Vendor
Signature X**

FEIN# 46-1525016

DATE 02/23/2024

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

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 Pruntytown Correctional Center and Jail located at 2006 Trap Springs Road, Grafton, WV 26354(Taylor County).

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON 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:
4.1.1.8 - REGULAR LABOR RATE

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON 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:
4.1.1.9 - OVERTIME LABOR RATE

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	4.1.1.10 - HOLIDAY LABOR RATE	40.00000	EA	<i>\$140⁰⁰</i>	<i>\$ 5,600⁰⁰</i>

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
4.1.1.10 - HOLIDAY LABOR RATE

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	4.1.1.11 - EMERGENCY LABOR RATE	40.00000	EA	<i>\$140⁰⁰</i>	<i>\$ 5,600⁰⁰</i>

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
4.1.1.11 - EMERGENCY LABOR RATE

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	4.1.2 QUARTERLY PREVENTATIVE MAINTENANCE	4.00000	EA	<i>1,840⁰⁰</i>	<i>7360⁰⁰</i>

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
4.1.2 QUARTERLY PREVENTATIVE MAINTENANCE

INVOICE TO		SHIP TO	
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV US		DIVISION OF CORRECTIONS PRUNTYTOWN FACILITY 2006 TRAP SPRINGS RD GRAFTON WV US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	4.1.4 - PARTS + MARKUP	1.00000	EA	<i>1.25%</i>	<i>6,250⁰⁰</i>

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
4.1.4 - PARTS + MARKUP

INVOICE TO	SHIP TO
------------	---------

DIVISION OF
ADMINISTRATIVE SERVICES
1124 SMITH STREET
SECOND FLOOR
CHARLESTON WW
US

DIVISION OF CORRECTIONS

PRUNTYTOWN FACILITY
2006 TRAP SPRINGS RD
GRAFTON WW
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	8 - FLAT RATE TRAVEL CHARGE	10.00000	EA	\$ 350.00	\$ 3,500.00

Comm Code	Manufacturer	Specification	Model #
72102900			

Extended Description:
8 - FLAT RATE TRAVEL CHARGE

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Question Submittal Deadline	2024-02-15

	Document Phase	Document Description	Page 6
DCR2400000081	Final	PM Kitchen Equip - Pruntytown Correctional Center and Jail	

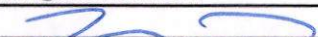
**Exhibit A - Pricing Page
ARFQ 0608 DCR240000081**

Kitchen Equipment Maintenance - Pruntytown Correctional Center and Jail

Labor Quote			Estimated	Unit	Extended
Item #	Description	Unit of Measure	Annual Quantity *	Price	Amount
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	\$1,840.00	\$7,360.00
8	Flat Rate Travel Charge	Each	10	\$350.00	\$3,500.00

Parts Quote		Estimated New		New Equipment,	New Equipment,
Item #	Description	Equipment, Devices, & Parts Markup Percentage Costs**		Devices, & Parts Markup Percentage	Devices, & Parts Markup Extended Amount
4.1.4	Parts	\$ 5,000.00	x	25.00%	\$ 6,250.00
Grand Total					\$ 41,310.00

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	

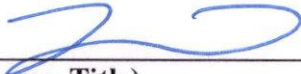
NOTES:

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

REQUEST FOR QUOTATION
ARFQ 0608 DCR2400000081
Kitchen Equipment Maintenance – Pruntytown Correctional Center and
Jail

Contract Manager:	Mike Laughlin
Telephone Number:	304-744-8479
Fax Number:	304-744-8491
Email Address:	milaughlin@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)

02/23/2024
(Date)

304-744-8479 / 304-744-8491
(Phone Number) (Fax Number)

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: ARFQ # DCR240000081

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 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

02/23/2024

Date

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



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.



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

STATE OF WEST VIRGINIA,
COUNTY OF Kanawha, TO-WIT:

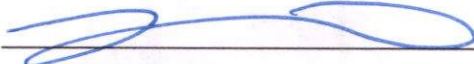
I, Mike Laughlin, after being first duly sworn, depose and state as follows:

- I am an employee of DSO Mechanical LLC; and,
(Company Name)
- I do hereby attest that DSO Mechanical 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: Mike Laughlin

Signature: 

Title: Project Manager

Company Name: DSO Mechanical LLC

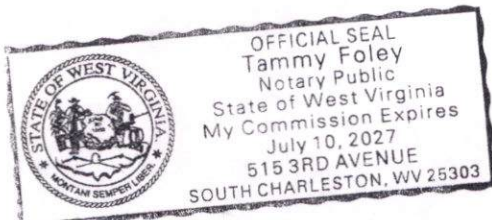
Date: 02/23/2024

Taken, subscribed and sworn to before me this 23 day of February, 2024.

By Commission expires 7/10/27

(Seal)


(Notary Public)



STATE OF WEST VIRGINIA
PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §15A-3-14, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: DSO Mechanical LLC

Authorized Signature:  Date: 02/23/2024

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 23 day of February, 2024.

My Commission expires 7/10, 2027.

AFFIX SEAL HERE

NOTARY PUBLIC



Purchasing Affidavit (Revised 03/09/2019)

