



State of West Virginia
Agency Request for Quote

Proc Folder: 1269554	Reason for Modification: Addendum No. 3:	
Doc Description: Equipment and Systems Maintenance and Repairs Contract KHRJC		
Proc Type: Agency Master Agreement		
Date Issued	Solicitation Closes	Solicitation No
2023-08-21	2023-08-29 10:30	ARFQ 0608 DCR2400000012
		Version 3

BID RECEIVING LOCATION

VENDOR

Vendor Customer Code:
 Vendor Name : Nitro Construction Services
 Address : 4300 First Avenue
 Street :
 City : Nitro
 State : WV Country : USA Zip : 25143
 Principal Contact : Jamie Kuhn
 Vendor Contact Phone: 304-204-1555 Extension: 1536

FOR INFORMATION CONTACT THE BUYER

Mary R Kemper
 304-957-8226
 mary.r.kemper@wv.gov

Vendor Signature X FEIN# 20-8844160 DATE 8/29/2023

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

ADDITIONAL INFORMATION

The West Virginia Division of Administrative Services (DAS) is soliciting bids on behalf of the Division of Corrections and Rehabilitation (DCR) 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 Equipment and Systems Maintenance and Repairs Contract at Kenneth Honey Rubenstein Juvenile Center located at 141 Forestry Camp Rd, Davis, WV 26260 in Tucker County.

INVOICE TO		SHIP TO	
KENNETH HONEY RUBENSTEIN JUVENILE CENTER 141 FORESTRY CAMP RD		KENNETH HONEY RUBENSTEIN JUVENILE CENTER 141 FORESTRY CAMP RD	
DAVIS US	WV	DAVIS US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				23,760. ⁰⁰

Comm Code	Manufacturer	Specification	Model #
72151201			

Extended Description:
Equipment and Systems Maintenance and Repairs Contract

SCHEDULE OF EVENTS

Line	Event	Event Date
1	Non-Mandatory Pre-Bid Meeting at 10:00 AM E.S.T.	2023-08-15
2	Deadline for Questions Due is 2:00 PM E.S.T.	2023-08-22
3	Bid Due By 10:30 AM E.S.T.	2023-08-29

Pre-Bid Sign-In Sheet

Solicitation Number: ARPA 0608 JPR2400000012

Date of Pre-Bid Meeting: 15 August 2023

Location of Prebid Meeting: Kenneth Rubenstein Juvenile Center

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.

<u>Firm Represented:*</u>	<u>Rep Name (Printed):</u>	<u>Firm Address:</u>	<u>Telephone #:</u>	<u>Fax #:</u>	<u>Email:</u>
Ruthraoff Service	Bryan Hilling	419 E Main Street Carnegie PA 15106	(412) 771-7700	(412) 771-7918	BRI: bhilling@ruthraoff .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.

ARFQ 0608 DCR2400000012

Kenneth Honey Rubenstein Juvenile Center

Equipment and Systems Maintenance and Repairs Contract

Addendum No. 3

Clarifications:

- C1: Please see the attached non-mandatory pre-bid sign-in sheet.
- C2: Please note that there will not an Addendum no. 1 published. Addendum no. 1 was actually published as Addendum no. 2.
- C3: The bid date remains the same: 10:30 AM E.S.T. on August 29, 2023.
- C4: The public bid open time has changed: 11:00 AM E.S.T. on August 29, 2023.
- C5: There is no Bid Bond required with this contract.

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

Atro Construction Service

Company



Authorized Signature

8/29/23

Date

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



State of West Virginia
Agency Request for Quote

Table with Proc Folder, Doc Description, Proc Type, Date Issued, Solicitation Closes, Solicitation No, Reason for Modification, and Version.

BID RECEIVING LOCATION

VENDOR

Vendor Customer Code:

Vendor Name: Nitro Construction Services

Address: 4300 First Avenue

Street:

City: Nitro

State: WV

Country: USA

Zip: 25143

Principal Contact: Jamie Kuhn

Vendor Contact Phone: 304-204-1555 Extension: 1536

FOR INFORMATION CONTACT THE BUYER

Mary R Kemper
304-957-8226
mary.r.kemper@wv.gov

Vendor Signature X [Handwritten Signature]

FEIN# 20-8844160

DATE 8/29/2023

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

ADDITIONAL INFORMATION

The West Virginia Division of Administrative Services (DAS) is soliciting bids on behalf of the Division of Corrections and Rehabilitation (DCR) 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 Equipment and Systems Maintenance and Repairs Contract at Kenneth Honey Rubenstein Juvenile Center located at 141 Forestry Camp Rd, Davis, WV 26260 in Tucker County.

INVOICE TO		SHIP TO	
KENNETH HONEY RUBENSTEIN JUVENILE CENTER 141 FORESTRY CAMP RD		KENNETH HONEY RUBENSTEIN JUVENILE CENTER 141 FORESTRY CAMP RD	
DAVIS US	WV	DAVIS US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				23,760.00

Comm Code	Manufacturer	Specification	Model #
72151201			

Extended Description:
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SCHEDULE OF EVENTS

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SOLICITATION NUMBER: ARFQ 0608 DCR2400000012
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

Applicable Addendum Category:

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

Description of Modification to Solicitation:

Correction of Shipping and Invoice address.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

Addendum2
Solicitation Number ARFQ 0608 DCR2400000012
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS
CONTRACT
KENNETH HONEY RUBENSTEIN JUVENILE CENTER

The shipping and invoice address for Kenneth Honey Rubenstein Juvenile Center is:

141 Forestry Camp Rd,
Davis, WV

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: ARFQ 0608 DCR2400000012

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 checked="" 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.

Natro Construction Services
Company


Authorized Signature

8/29/2023
Date

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

Kenneth Honey Rubenstein Juvenile Center

ARFQ 0608 DCR240000012 - Equipment and Systems 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
Equipment and Systems				
Equipment and Systems	Biannual	2	1,800.00	3,600.00

Subtotal A: 3,600.00

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	130.00	2,080.00
Holiday Labor Rate	Hour	8	130.00	1,040.00
Emergency Labor Rate	Hour	8	130.00	1,040.00

Subtotal B: 13,660.00

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	1.30 %	6,500.00

Subtotal C: 6,500.00

OVERALL COST (by adding subtotals A, B, and C) 23,760.00

Bidder/Vendor Information:	
Name:	Nitro Construction Services
Address:	4300 First Avenue Nitro WV 25143
Phone No.:	204-204-1555
Fax No.:	204-204-1350
Email Address:	khuh@nitrocs.com
Authorized Signature:	

NOTES:

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

Handwritten notes or scribbles at the top of the page, possibly including a date or reference number.

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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.

Jamie Kuhn HVAC Service Manager
(Name, Title)
Jamie Kuhn HVAC Service Manager
(Printed Name and Title)
4300 First Ave Nitro, WV 25143
(Address)
304-204-1555 304-204-1350
(Phone Number) / (Fax Number)
jkuhn@nitrocs.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 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 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 Vendor in a contractual relationship; and that to the best of my knowledge, Vendor has properly registered with any State agency that may require registration.

Nitro Construction Services
(Company)
Jamie Kuhn HVAC Service Manager
(Authorized Signature) (Representative Name, Title)
Jamie Kuhn HVAC Service Manager
(Printed Name and Title of Authorized Representative) (Date)
8/29/23
(Date)
304-204-1555 304-204-1350
(Phone Number) (Fax Number)
jkuhn@nitrocs.com
(Email Address)

HAND BOOKS

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Handbook of...

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HAND BOOKS

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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: Detro Construction Services

Authorized Signature: [Signature] Date: 8/29/23

State of West Virginia

County of Putnam, to-wit:

Taken, subscribed, and sworn to before me this 29 day of August, 2023

My Commission expires April 3, 2024

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 03/09/2019)



**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, Jamie Kuhn, after being first duly sworn, depose and state as follows:

1. I am an employee of Nitro Construction Services; and,
(Company Name)
2. I do hereby attest that Nitro Construction Services
(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: Jamie Kuhn

Signature: [Handwritten Signature]

Title: HVAC Service Manager

Company Name: Nitro Construction Services

Date: 8/29/23

Taken, subscribed and sworn to before me this 29 day of August, 2023.

By Commission expires April 3, 2024

(Seal)



[Handwritten Signature]
(Notary Public)

ARFQ 0608 DCR2400000012
REQUEST FOR QUOTATION
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS CONTRACT
KENNETH HONEY RUBENSTEIN JUVENILE CENTER

1.15 CONTRACTOR DEFAULT:

- A. The following shall be considered a Contractor default under this Contract.
- 1) Failure to perform Contract Services in accordance with the requirements contained herein.
 - 2) Failure to comply with other specifications and requirements contained herein.
 - 3) Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
 - 4) Failure to remedy deficient performance upon request.

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. Contractor should list its contract manager and his or her contact information below. The previously specified information must be submitted prior to award of contract.

Contract Manager: Jamie Kuhn
Telephone Number: 304-204-1555
Fax Number: 304-204-1350
Email Address: jkuhn@nitrocs.com

END OF SPECIFICATIONS



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV042601

CLASSIFICATION:

ELECTRICAL
GENERAL BUILDING
HEATING, VENTILATING & COOLING
PIPING
SPECIALTY
LOW VOLTAGE SYSTEMS
SPRINKLER AND FIRE PROTECTION

NITRO CONSTRUCTION SERVICES INC
DBA NITRO MECHANICAL SERVICES
4300 1ST AVE #2
NITRO, WV 25143-1001

DATE ISSUED

JUNE 13, 2023

EXPIRATION DATE

JUNE 13, 2024

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.