



State of West Virginia
Agency Request for Quote

Proc Folder: 1290634	Reason for Modification:
Doc Description: Equipment and Systems Maintenance and Repairs Contract RLSJC	
Proc Type: Agency Master Agreement	


Date Issued	Solicitation Closes	Solicitation No	Version
2023-09-11	2023-10-04 10:30	ARFQ 0608 DCR2400000018	1

BID RECEIVING LOCATION

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

Vendor Signature X  FEIN# 46-1525016 DATE 10/04/23

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 Robert L. Shell Juvenile Center located at Two O'Hanlon Pl, Barboursville, WV 25504 in Cabell County.

INVOICE TO		SHIP TO	
ROBERT L SHELL JUVENILE CENTER 2 O HANLON PL		ROBERT L SHELL JUVENILE CENTER 2 O HANLON PL	
BARBOURSVILLE US	WV	BARBOURSVILLE US	WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				22,992

Comm Code	Manufacturer	Specification	Model #
72151201			

Extended Description:
Equipment and Systems 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.	2023-09-20
2	Deadline for Questions Due is 2:00 PM E.S.T.	2023-09-27
3	Bid Due By 10:30 AM E.S.T.	2023-10-04

	Document Phase	Document Description	Page
DCR2400000018	Final	Equipment and Systems Maintenance and Repairs Contract RLSJC	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

	Document Phase	Document Description	Page
DCR2400000018	Final	Equipment and Systems Maintenance and Repairs Contract RLSJC	4

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

ROBERT L. SHELL JUVENILE CENTER

ARFQ 0608 DCR240000018 - EQUIPMENT AND SYSTEM 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	Bi-Annual	2	1,701	3,402

Subtotal A: 3,402


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	9,500
Overtime Labor Rate	Hour	16	120	1,920
Holiday Labor Rate	Hour	8	120	960
Emergency Labor Rate	Hour	8	120	960

Subtotal B: 13,340

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
New Equipment, Devices, and Parts	\$5,000.00	25 %	6,250

Subtotal C: 6,250

OVERALL COST (by adding subtotals A, B, and C) 22,992

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 AVE
SOUTH CHARLESTON, WV 25303

DATE ISSUED

JANUARY 21, 2023

EXPIRATION DATE

JANUARY 21, 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.

Subcontractor List Submission (Construction Contracts Only)

Bidder's Name: DSO Mechanical 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.

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

(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.

DSO Mechanical LLC

(Company)
 Project Manager
(Authorized Signature) (Representative Name, Title)
Mike Laughlin Project Manager 10/04/2023

(Printed Name and Title of Authorized Representative) (Date)
10/04/2023

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

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

(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 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

10/04/2023

Date

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

ARFQ 0608 DCR240000018
REQUEST FOR QUOTATION
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS CONTRACT
ROBERT L. SHELL 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: Bob Harless
Telephone Number: 304-744-8479
Fax Number: 304-744-8491
Email Address: bharless@dsomech.com

END OF SPECIFICATIONS



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

STATE OF WEST VIRGINIA,

COUNTY OF Kanahwa , **TO-WIT:**

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

1. I am an employee of DSO Mechanical LLC ; and,
(Company Name)
2. 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: [Handwritten Signature]

Title: Project Manager

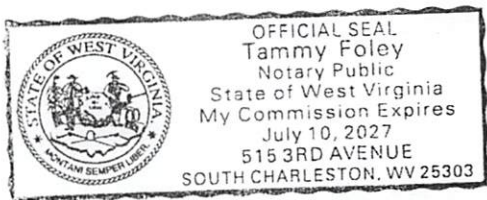
Company Name: DSO Mechanical LLC

Date: 10/04/2023

Taken, subscribed and sworn to before me this 04 day of October , 2024 .

By Commission expires 7/10/27

(Seal)



[Handwritten Signature]
(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: 10/04/2023

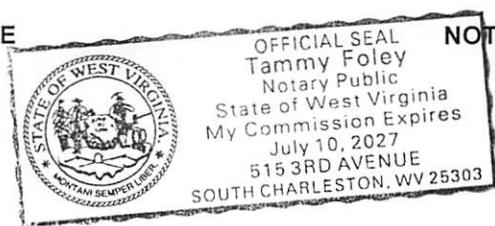
State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 04 day of October, 2023.

My Commission expires 7/10, 2027.

AFFIX SEAL HERE



NOTARY PUBLIC



Purchasing Affidavit (Revised 03/09/2019)