

## HVAC Preventive Maintenance Proposal

*Prepared for:*



### **South Central Regional Jail and Correctional Facility**

1001 Centre Way,  
Charleston, WV 25309

Attention: Philip Fraley

10/16/2023

SUBMITTED BY:

**Josh Sterling**

Business Development

Cell: 606.471.4370

E-mail: [Jsterling@dkemcor.com](mailto:Jsterling@dkemcor.com)

10/16/2023

**Philip Fraley**  
**South Central Regional Jail and Correctional Facility**  
1001 Centre Way,  
Charleston, WV 25309

DeBra-Kuempel Inc. appreciates the opportunity to provide this HVAC Preventive Maintenance Proposal for the identified equipment at your 1001 Centre Way, location.

A properly planned and executed Preventive Maintenance program will reduce costly emergency repairs and unscheduled equipment down time, ultimately extending the useful life span of your equipment and improving the ability to forecast maintenance and repair costs. We are proposing **Semi-Annual** preventive maintenance visits for this equipment.

A successful Preventive Maintenance program relies on documentation of equipment condition and status, used as a baseline to allow for prediction of component failure. We have included information on our Service Edge® service order management system. This program tracks customer assets and their history for each piece of identified equipment under our preventive maintenance agreements. By having this information readily available, a history of equipment performance can be established. On subsequent inspections any deviance can be noted and dealt with accordingly. This proactive approach allows potential problems to be recognized and corrected before major damage can occur.

We at DeBra-Kuempel Inc. look forward to working with you and your staff in performing this maintenance program. If any adjustments need to be made to the asset list or scope of work, please contact me and the program can be altered appropriately.

#### Conditions

- ◆ This proposal is based upon all preventive maintenance work being performed during the normal working hours of 7:30 a.m. and 4:00 p.m., Monday through Friday, excluding holidays.
- ◆ This proposal is presented based upon the equipment identified by the enclosed Asset List. If upon initial inspection, a substantial amount of additional assets are uncovered, additional charges may apply.
- ◆ All invoices are payable upon receipt.
- ◆ Invoices paid with a credit card will incur a 3% surcharge.
- ◆ Service charges at the rate of 1½% per month will be charged on all past due accounts.
- ◆ This quotation is subject to revision if not accepted within thirty (30) days.
- ◆ To signify your acceptance please sign the enclosed agreement and return to my attention.

Thank you for this opportunity to be of service. If you should have any questions or if I can be of further assistance, please don't hesitate to contact me directly.

Sincerely,

*Josh Sterling*

South Central Regional Jail and Correctional Facility  
10/16/2023

**Building Relationships, Building Solutions**

## ASSET LIST

Identifier	Equipment	Manufacturer	Model #	Serial #	Location
1	Hydronic Boiler	Raypack	H30290	811290071	A-Pod
1	Hydronic Boiler	Raypack	901613	1409386159	B-Pod
1	Hydronic Boiler	Bryant	HED250WFDG	72910	C-Pod
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9259894	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9269264	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9269262	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9259891	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9259892	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9259893	Roof
1	Package Rooftop Unit Gas 15 Ton	York	ZR180N3252AZZ10001B	NOL9269263	Roof
1	Package Rooftop Unit Gas 10 Ton	York	ZR120N20P2AZZ40001B	NOL9263433	Roof
1	Package Rooftop Unit Gas 10 Ton	York	ZR120N20P2AZZ40001B	NOL9263435	Roof
1	Package Rooftop Unit Gas 10 Ton	York	ZR120N20P2AZZ40001B	NOL926332	Roof
1	Package Rooftop Unit Gas 7.5 Ton	York	ZR090N15P2AZZ40002	NOL9263430	Roof
1	Package Rooftop Unit Gas 7.5 Ton	York	ZR090N15P2AZZ40002	NOL9263429	Roof
1	Package Rooftop Unit Gas 7.5 Ton	York	ZR090N15P2AZZ40002	NOL9263431	Roof
1	Package Rooftop Unit Gas 5 Ton	York	Z706N3252AZZ10011C	NOK9232204	Roof
1	Package Rooftop Unit Gas 4 Ton	York	ZJ048N06P2AZZ10006C	NOK9232202	Roof
1	Package Rooftop Unit Gas 4 Ton	York	ZJ048N06P2AZZ10006C	NOK9232203	Roof
1	Package Rooftop Unit Gas 4 Ton	York	ZJ048N06P2AZZ10006C	NOK9232201	Roof
1	Package Rooftop Unit Gas 3 Ton	York	ZJ036D06P2AZZ10005C	NOK9232199	Roof
1	Package Rooftop Unit Gas 3 Ton	York	ZJ036D06P2AZZ10005C	NOK9232200	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2696	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2695	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1739	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2694	Roof

**ASSET LIST**

Identifier	Equipment	Manufacturer	Model #	Serial #	Location
1	Exhaust Fan	***	TAUBNT3O15	92LO2693	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2692	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2692	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1742	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1741	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO2740	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1743	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1697	Roof
1	Exhaust Fan	***	TAUBNT3O15	92LO1759	Roof
1	Exhaust Fan	***	TAUBNT3O15	93FO2750	Roof
1	Gas Water Heater	Lochinvar	CGN40D100A118	1943116779244	A-Pod
1	Gas Water Heater	Lochinvar	CGN40D100A118	1943167797655	A-Pod
1	Gas Water Heater	Ao Smith	BTR-400A118	2213128927115	B-Pod
1	Gas Water Heater	Ao Smith	BTR-365A118	2126125002657	B-Pod
1	Gas Water Heater	Ao Smith	BTR-365A118	2301132289386	C-Pod
1	Gas Water Heater	Lochinvar	0099-01-02030-005	109003	C-Pod
1	Gas Water Heater	PVI	750L300A-TP	F021691	Laundry Room
1	Gas Water Heater	PVI	750L300A-TP	F021692	Laundry Room
1	Gas Water Heater	Lochinvar	SNA400-125	H12C20226564	Locker Room

**Site Survey**



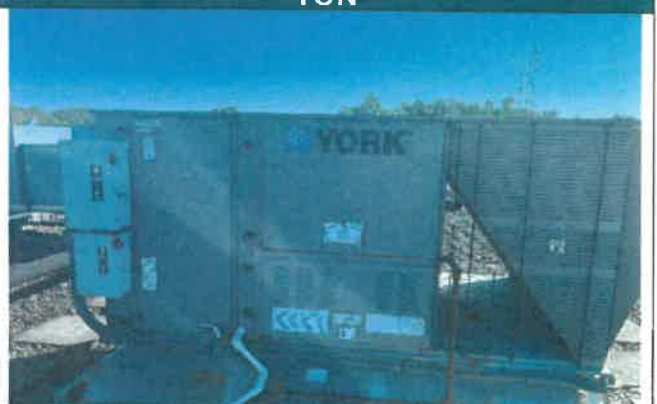
**EXAMPLE OF HYDRONIC BOILER**



**EXAMPLE RTU | PACKAGE UNIT GAS 15  
TON**



**EXAMPLE RTU | PACKAGE UNIT GAS 10  
TON**

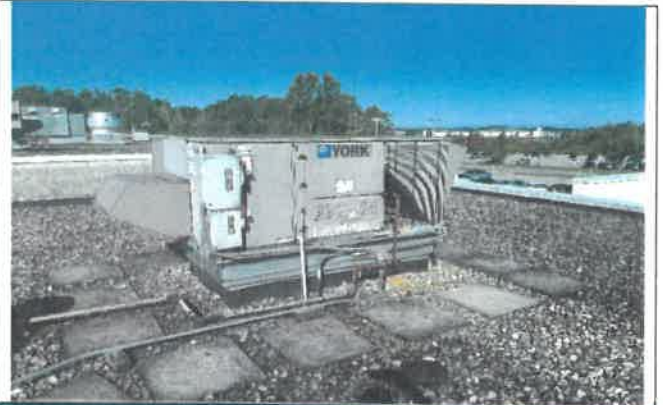


**EXAMPLE RTU | PACKAGE UNIT GAS 7.5  
TON**

**Site Survey**



**EXAMPLE RTU | PACKAGE UNIT GAS 5 TON**



**EXAMPLE RTU | PACKAGE UNIT GAS 4 TON**



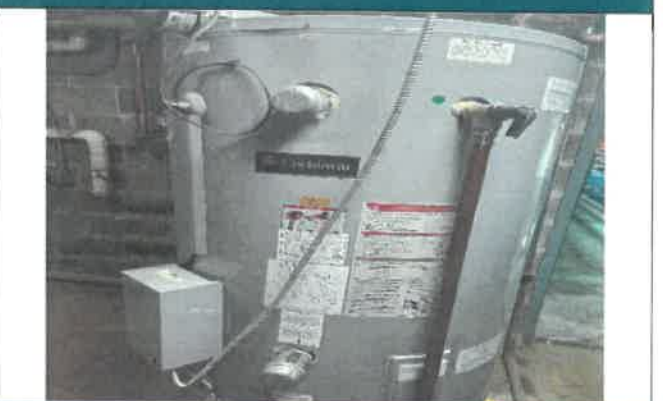
**EXAMPLE RTU | PACKAGE UNIT GAS 3 TON**



**EXAMPLE EXHAUST FAN**



**EXAMPLE GAS WATER HEATER**



**EXAMPLE GAS WATER HEATER**

### PLANNED TASKS

<b>(3) High Efficiency Condensing Boilers (Generic)</b>	Winter Visit	Spring Visit	Summer Visit	Fall Visit
Read and log flame signal meter, read for both pilot and main flames				X
Check flame failure detection system	*			X
Check firing rate control				X
Check condensate drain tubes	*			X
Clean foam pre-filter, if applicable	*			X
Inspect permanent canister filter and blow out as necessary	*			X
Measure carbon monoxide and oxygen levels and temperature in flue products through combustion analysis				X
Check operation of pilot and/or main fuel valves	*			X
Perform leakage test on pilot and main gas valves				X
Test purge timing according to manufacturer's instructions				X
Remove jacket panel and check for any signs of corrosion and leaks	*			X
Test proper operation of high limit and operation temperature controls	*			X
Check operation of low water fuel cutoff	*			X
Test safety relief valve	*			X
Check flue piping	*			X
Check wire connections	*			X
Inspect gas piping	*			X
Remove all debris and dirt from the air inlet filter using a non-corrosive soap and water				X
Inspect the fuel train, burner and control panel to be sure components are free of debris and are properly attached to the boiler				X
Examine the venting system (air intake and exhaust piping)	*			X
Check all joints and pipe connections for tightness	*			X
Check piping for corrosion or deterioration	*			X
Check that the condensate drain system is functioning	*			X
Perform combustion analysis and adjust if necessary				X
Clean the low water cut-out probe on the water outlet pipe				X
Remove and inspect burner motor. Clean as necessary				X
Vacuum any visible debris inside the burner				X
Make recommendations of any necessary adjustments	*			X
Make recommendations of any required repairs	*			X

\*If winter visit required

**PLANNED TASKS**

<b>( 13 ) Package Unit – DX Cooling and Gas Heat (6 Tons to 15 Tons)</b>	<i>Winter Visit</i>	<i>Spring Visit</i>	<i>Summer Visit</i>	<i>Fall Visit</i>
Check and align blower pulley and sheaves, if applicable		X		X
Check and lubricate motor and blower bearings		X		X
Inspect blower wheel		X		X
Check and adjust blower belt, replace annually, if applicable		X		X
Inspect electrical connections		X		X
Inspect contactor and motor starters		X		X
Replace air filters		X		X
Inspect evaporator coil		X		
Check condensate pan and drain, clean annually		X		
Tighten electrical connections		X		
Inspect condenser coil, clean annually		X		
Check refrigerant charge		X		
Check and record suction and head pressure		X		
Check and record superheat		X		
Check and record subcooling		X		
Check and record temperature drop across evaporator		X		
Check and record compressor amp rating and draw		X		
Check and record condenser fan amp rating and draw		X		
Check and record evaporator fan amp rating and draw		X		
Check compressor oil level, if applicable		X		
Check economizer operation, if applicable		X		X
Pull and clean burner				X
Check gas pressure				X
Check heat exchanger				X
Check operation of flame safety				X
Check operation and lubricate ventor fan				X
Check and clean pilot				X
Inspect flue				X
Check temperature rise across heat exchanger				X
Make recommendations of any required repairs		X		X



### PLANNED TASKS

<b>(6) Package Unit – DX Cooling and Gas Heat (5 Tons and Less)</b>	Winter Visit	Spring Visit	Summer Visit	Fall Visit
Check and align blower pulley and sheaves, if applicable		X		X
Check and lubricate motor and blower bearings		X		X
Inspect blower wheel		X		X
Check and adjust blower belt, replace annually, if applicable		X		X
Inspect electrical connections		X		X
Inspect contactor and motor starters		X		X
Replace air filters		X		X
Inspect evaporator coil		X		
Check condensate pan and drain, clean annually		X		
Tighten electrical connections		X		
Inspect condenser coil, clean annually		X		
Check and record temperature drop across evaporator		X		
Check and record compressor amp rating and draw		X		
Check and record condenser fan amp rating and draw		X		
Check and record evaporator fan amp rating and draw		X		
Check compressor oil level, if applicable		X		
Check economizer operation, if applicable		X		X
Pull and clean burner				X
Check gas pressure				X
Check heat exchanger				X
Check operation of flame safety				X
Check operation and lubricate ventor fan				X
Check and clean pilot				X
Inspect flue				X
Check temperature rise across heat exchanger				X
Make recommendations of any required repairs		X		X

<b>(14) Exhaust Fan – Roof</b>	Winter Visit	Spring Visit	Summer Visit	Fall Visit
Inspect blower wheel		X		X
Check motor bearings, lubricate if required		X		X
Check shaft bearings, lubricate if required		X		X
Inspect belt, change annually where applicable		X		X
Inspect fan housing		X		X
Check motor starter contacts		X		X
Check and record motor amperages		X		X
Make recommendations of any required repairs		X		X

**PLANNED TASKS**

<b>( 9 ) Domestic Water Heater - Gas</b>	<i>Winter Visit</i>	<i>Spring Visit</i>	<i>Summer Visit</i>	<i>Fall Visit</i>
Pull and clean burner		X		
Check relief valve		X		X
Flush out bottom of tank		X		
Inspect pilot assembly		X		
Clean spark igniter		X		
Check flame safeties		X		X
Check calibration of operating controls		X		X
Check and tighten all electrical connections		X		X
Make recommendations of any required repairs		X		X

## SOLUTION OVERVIEW

**Some benefits South Central Regional Jail and Correctional Facility will receive by implementing a Preventive Maintenance program with DeBra-Kuempel include:**

- ◆ Optimum comfort levels
- ◆ Reduced downtime of equipment
- ◆ Reduced premature equipment failures
- ◆ Extended equipment life

**Additionally, South Central Regional Jail and Correctional Facility will receive:**

- ◆ Assigned lead and backup technicians
- ◆ Customer specific priority response time (24/7/365)
- ◆ Reduced labor rate
- ◆ Service Edge® online reporting w/ Customer portal to review asset history

**To Summarize, South Central Regional Jail and Correctional Facility will receive:**

- ◆ Semi-Annual preventive maintenance visits
- ◆ Pleated filters are included and replaced on a Semi-Annual schedule
- ◆ Condenser coil cleaning is included and performed (1) time per year
- ◆ Replacement belts are included and changed annually

EXHIBIT D

SOUTH CENTRAL REGIONAL JAIL AND CORRECTIONAL FACILITY

ARFQ 0608 DCR240000047 - Equipment and Systems Maintenance and Repairs Contract Pricing Page

Preventative Maintenance Equipment and Systems	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	Biannual	2	\$5,844.00	\$11,688.00
<b>Subtotal A:</b>				<b>\$11,688.00</b>

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	\$118.80	\$11,880.00
Overtime Labor Rate	Hour	16	\$118.80	\$1,900.80
Holiday Labor Rate	Hour	8	\$118.80	\$950.40
Emergency Labor Rate	Hour	8	\$178.80	\$1,430.40
<b>Subtotal B:</b>				<b>\$16,161.60</b>

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	15 %	\$5,750.00
<b>Subtotal C:</b>			<b>\$33,599.60</b>
<b>OVERALL COST (by adding subtotals A, B, and C)</b>			<b>\$33,599.60</b>

**Bidder/Vendor Information:**

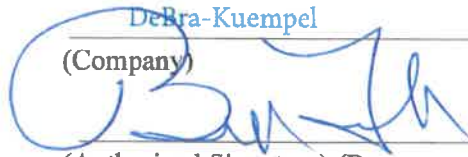
Name: DeBra-Kuempel  
 Address: 2102 13th Street Ashland, Kentucky 41101  
 Phone No.: 606-471-4370  
 Fax No.:  
 Email Address: jsterling@dkemcor.com  
 Authorized Signature

**NOTES:**  
 \* Quantities are estimated for bid evaluation purposes only.  
 \*\* Estimated cost for bid evaluation purposes only.

**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.

Tim Hayes Sr - Account Manager  
(Name, Title)  
2102 13th Street Ashland, Kentucky 41101  
(Printed Name and Title)  
606-471-4370  
(Address)  
thayessr@dkemcor.com  
(Phone Number) / (Fax Number)  
(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.

DeBra-Kuempel  
(Company)  
Bill Flaughner Vice-President  
(Authorized Signature) (Representative Name, Title)

Bill Flaughner - Vice President Service  
(Printed Name and Title of Authorized Representative) (Date)  
10-16-2023  
(Date)  
606-471-4370  
(Phone Number) (Fax Number)  
bflaughner@dkemcor.com  
(Email Address)

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: DeBra-Kuempel

Authorized Signature: [Signature] Date: 10/16/2023

State of Ohio

County of Hamilton, to-wit:

Taken, subscribed, and sworn to before me this 16 day of Oct, 2023

My Commission expires Dec 25, 2026

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

[Signature]  
Purchasing Affidavit (Revised 03/09/2019)



MICHELLE L COMBS  
Notary Public  
State of Ohio  
My Comm. Expires  
December 25, 2026



**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, Bill Flaughner, after being first duly sworn, depose and state as follows:

1. I am an employee of DeBra-Kuempel; and,  
(Company Name)
2. I do hereby attest that DeBra-Kuempel  
(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: Bill Flaughner

Signature: [Handwritten Signature]

Title: Vice President Service

Company Name: DeBra-Kuempel

Date: 10-16-2023

Taken, subscribed and sworn to before me this 16 day of Oct, 2023.

By Commission expires Dec 25, 2026

(Seal)



MICHELLE L COMBS  
Notary Public  
State of Ohio  
My Comm. Expires  
December 25, 2026

[Handwritten Signature]  
(Notary Public)

ARFQ 0608 DCR2400000047  
REQUEST FOR QUOTATION  
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS CONTRACT  
South Central Regional Jail and Correctional Facility

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**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:** Tim Hayes  
**Telephone Number:** 606-471-9616  
**Fax Number:** \_\_\_\_\_  
**Email Address:** thayessr@dkemcor.com

**END OF SPECIFICATIONS**