



**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 the Southern Regional Jail and Correctional Facility located 1200 Airport Road, Beaver, WV 25813 in Raleigh County.

INVOICE TO		SHIP TO	
SOUTHERN REGIONAL JAIL 1200 AIRPORT RD		SOUTHERN REGIONAL JAIL 1200 AIRPORT RD	
BEAVER	WV	BEAVER	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Overall Cost				\$50,920.00

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.	2023-10-06
2	Deadline for Questions Due is 2:00 PM E.S.T.	2023-10-16
3	Bid Due By 10:30 AM E.S.T.	2023-10-23

	Document Phase	Document Description	Page
DCR2400000048	Final	Equipment and Systems Maintenance and Repairs SRJCF	3

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

	Document Phase	Document Description	Page
DCR2400000048	Final	Equipment and Systems Maintenance and Repairs SRJCF	4

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**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.

John Jennings /Account Manager  
(Name, Title)

\_\_\_\_\_  
(Printed Name and Title)

7200 Distribution Drive Louisville KY 40258

(Address)

888-212-6324 or 304-550-5289 Fax: 866-296-8035

(Phone Number) / (Fax Number)

john.jennings@aamservice.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contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise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.

Alpha Mechanical Service LLC  
(Company)

  
(Authorized Signature) (Representative Name, Title)

Robert M. Haydon CFO  
(Printed Name and Title of Authorized Representative) (Date)

October 20, 2023  
(Date)

888-212-6324/866-296-8035  
(Phone Number) (Fax Number)

rob.haydon@aamservice.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 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.

Alpha Mechanical Service LLC

Company

  
\_\_\_\_\_  
Authorized Signature

October 20, 2023

Date

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



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: Alpha Mechanical Service LLC

Authorized Signature:  Date: October 20, 2023

State of KY

County of Jefferson, to-wit:

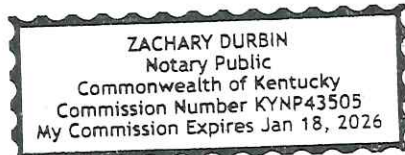
Taken, subscribed, and sworn to before me this 20 day of October, 2023.

My Commission expires 01/18/2026, 20  .

**AFFIX SEAL HERE**

**NOTARY PUBLIC**







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

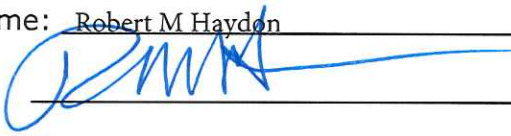
**STATE OF WEST VIRGINIA,**  
**COUNTY OF \_\_\_\_\_, TO-WIT:**

I, Robert M. Haydon, after being first duly sworn, depose and state as follows:

- 1. I am an employee of Alpha Mechanical Service LLC; and,  
(Company Name)
- 2. I do hereby attest that Alpha Mechanical Service 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**.

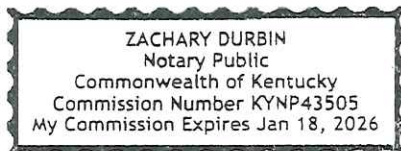
The above statements are sworn to under the penalty of perjury.

Printed Name: Robert M Haydon  
 Signature:   
 Title: CFO  
 Company Name: Alpha Mechanical Service LLC  
 Date: October 20, 2023

Taken, subscribed and sworn to before me this 20 day of October, 2023.

By Commission expires 01/18/2026

(Seal)



  
(Notary Public)



ARFQ 0608 DCR240000048  
REQUEST FOR QUOTATION  
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS CONTRACT  
Southern 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:** John Jennings

**Telephone Number:** 304-550-5289 or 888-212-6324

**Fax Number:** 866-296-8035

**Email Address:** john.jennings@aamservice.com

**END OF SPECIFICATIONS**

**Subcontractor List Submission (Construction Contracts Only)**

**Bidder's Name:** Alpha Mechanical Service 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.
N/A	

Attach additional pages if necessary.

Revised 11/01/2022

ARFQ 0608 DCR240000048  
REQUEST FOR QUOTATION  
EQUIPMENT AND SYSTEMS MAINTENANCE AND REPAIRS CONTRACT  
SOUTHERN REGIONAL JAIL AND CORRECTIONAL FACILITY

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EXHIBIT D – PRICING PAGE

SOUTHERN REGIONAL JAIL AND CORRECTIONAL FACILITY

ARRFQ 0608 DCR240000048 - 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	\$14,000.00	\$28,000.00
<b>Subtotal A:</b>				<b>\$28,000.00</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	\$110.00	\$11,000.00
Overtime Labor Rate	Hour	16	\$150.00	\$2,400.00
Holiday Labor Rate	Hour	8	\$220.00	\$1,760.00
Emergency Labor Rate	Hour	8	\$220.00	\$1,760.00
<b>Subtotal B:</b>				<b>\$16,920.00</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	20%	\$6,000.00
<b>Subtotal C:</b>			<b>\$6,000.00</b>
<b>OVERALL COST (by adding subtotals A, B, and C)</b>			<b>\$50,920.00</b>

**Bidder/Vendor Information:**

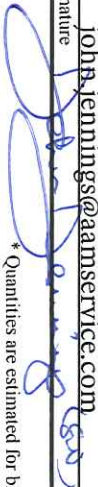
Name: Alpha Mechanical Service LLC

Address: 7200 Distribution Drive Louisville, KY 40258

Phone No.: 888-212-6324 / 304-550-5289

Fax No.: 866-296-8035

Email Address: john.jennings@aamservice.com

Authorized Signature: 

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