



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Centralized Request for Quote
Construction

Proc Folder: 1418316

Doc Description: House Chambers Ductwork Modification Project

Reason for Modification:

Proc Type: Central Purchase Order

Date Issued

Solicitation Closes

Solicitation No

Version

2024-04-26

2024-05-22 13:30

CRFQ 0211 GSD2400000023

1

BID RECEIVING LOCATION

BID CLERK

DEPARTMENT OF ADMINISTRATION

PURCHASING DIVISION

2019 WASHINGTON ST E

CHARLESTON WV 25305

US

RECEIVED

2024 MAY 22 PM 1:21

WV PURCHASING
DIVISION

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

Melissa Pettrey

(304) 558-0094

melissa.k.pettrey@wv.gov

Vendor
Signature X

FEIN#

46-1525016

DATE

05/22/2024

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

ADDITIONAL INFORMATION

Request for Quotation CONSTRUCTION The West Virginia Purchasing Division is soliciting bids on behalf of the General Services Division to establish a contract for fabrication and installation of interconnecting ductwork serving the House Chambers return air fan and the air handler, per the bid requirements, specifications, project plans and terms and conditions as attached hereto.

INVOICE TO	SHIP TO
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DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WW US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 1 1900 KANAWHA BLVD E CHARLESTON WW US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HVAC mechanical construction service				146,150 ⁰⁰

Comm Code	Manufacturer	Specification	Model #
72151201			

Extended Description:
HVAC mechanical construction service

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Mandatory Pre-bid meeting 1:30 PM	2024-05-01
2	Vendor question deadline @ 12:00 PM	2024-05-15

REQUEST FOR QUOTATION
House Chambers Ductwork Modification
CRFQ GSD2400000023

EXHIBIT A - Pricing Page

Name of Bidder: DSO Mechanical LLC

The Bidder, being familiar with and understanding the Bidding Documents and also having examined the site and being familiar with all local conditions affecting the project hereby proposes to furnish all labor, material, equipment, supplies and transportation and to perform all Work in accordance with the Bidding Documents within the time set forth for the sum of:

\$ 146,150 (Base Bid)

one-hundred forty six thousand one-hundred fifty (Base Bid)

(Show amounts in both words and numbers)(Commodity Line 1 in wvOasis)

State of West Virginia
Purchasing Division

CERTIFIED DRUG-FREE WORKPLACE REPORT COVERSHEET

In accordance with **West Virginia Code** § 21-1D-7b, no less than once per year, or upon completion of the project, every contractor shall provide a certified report to the public authority which let the contract. That report must include each of the items identified below in the Required Report Content section.

Instructions: Vendor should complete this coversheet, attach it to the required report, and submit it to the appropriate location as follows: For contracts more than \$25,000, the report should be mailed to the West Virginia Purchasing Division at 2019 Washington Street East, Charleston, WV 25305. For contracts of \$25,000 or less, the vendor should mail the report to the public authority issuing the contract.

Contract Identification:

Contract Number: _____

Contract Purpose: _____

Agency Requesting Work: _____

Required Report Content: The attached report must include each of the items listed below. The vendor should check each box as an indication that the required information has been included in the attached report.

- ☐ Information indicating the education and training service to the requirements of **West Virginia Code** § 21-1D-5 was provided;
- ☒ Name of the laboratory certified by the United States Department of Health and Human Services or its successor that performs the drug tests;
- ☒ Average number of employees in connection with the construction on the public improvement;
- ☐ Drug test results for the following categories including the number of positive tests and the number of negative tests: (A) Pre-employment and new hires; (B) Reasonable suspicion; (C) Post-accident; and (D) Random.

Vendor Contact Information:Vendor Name: Mike LaughlinVendor Telephone: 304-744-8479Vendor Address: 515 Third Ave
South Charleston, WV 25303Vendor Fax: 304-744-8491Vendor E-Mail: mlaughter@dsomech.com

REQUEST FOR QUOTATION
House Chambers Ductwork Modification
CRFQ GSD2400000023

- 11.2. Vendor will be responsible for controlling cards and keys and will pay a replacement fee, if the cards or keys become lost or stolen.
- 11.3. Vendor shall notify the Agency immediately of any lost, stolen, or missing card or key.
- 11.4. Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
- 11.5. Vendor shall inform all staff of Agency's security protocol and procedures.
12. **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor'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. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Mike Laughlin

Telephone Number: 304-744-8479

Fax Number: 304-744-8491

Email Address: mlaughlin@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.

(Printed Name and Title) Mike Laughlin Project Manager

(Address) 515 Third Ave., South Charleston, WV 25303

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

(email address) mlaughter@dsomech.com

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 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 this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; 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.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

DSO Mechanical LLC
(Company)


(Signature of Authorized Representative)

Mike Laughlin Project Manager 05/22/2024

(Printed Name and Title of Authorized Representative) (Date)

304-744-8479 / 304-744-8491

(Phone Number) (Fax Number)

mlaughter@dsomech.com

(Email Address)

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.

Attach additional pages if necessary



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
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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

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: 
 Title: Project Manager
 Company Name: DSO Mechanical LLC
 Date: 05/22/2024

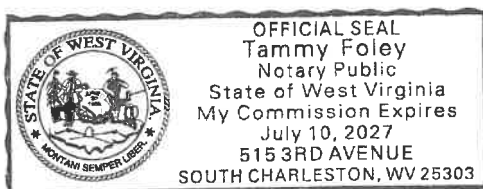
STATE OF WEST VIRGINIA,

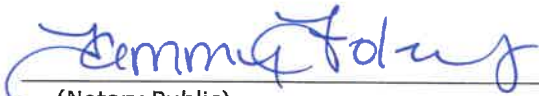
COUNTY OF Kanawha, TO-WIT:

Taken, subscribed and sworn to before me this 22 day of May, 2024.

By Commission expires 7/10/27

(Seal)




 (Notary Public)

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ GSD2400000023

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)

- ☒ Addendum No. 1
- ☐ Addendum No. 2
- ☐ Addendum No. 3
- ☐ Addendum No. 4
- ☐ Addendum No. 5

- ☐ Addendum No. 6
- ☐ Addendum No. 7
- ☐ Addendum No. 8
- ☐ Addendum No. 9
- ☐ 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

05/22/2024

Date

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

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, DSO Mechanical, LLC
of 515 Third Avenue, South Charleston, WV 25303, as Principal, and Nationwide Mutual Insurance
Company of Columbus, Ohio, a corporation organized and existing under the laws of the State of Ohio
with its principal office in the City of Des Moines, IA, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of 5% of the total amount bid (\$) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
CRFQ 0211 GSD2400000023
House Chambers Ductwork Modification Project
Install new duct on roof of building one for outside air intake.

NOW THEREFORE,

(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal
attached hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform
the agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in
full force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no
event, exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

WITNESS, the following signatures and seals of Principal and Surety, executed and sealed by a proper officer of Principal and
Surety, or by Principal individually if Principal is an individual, this 30th day of April, 2024.

Principal Seal

DSO Mechanical, LLC
(Name of Principal)
By [Signature]
(Must be President, Vice President, or
Duly Authorized Agent)
Operations Manager
(Title)

Surety Seal

Nationwide Mutual Insurance Company
(Name of Surety)
[Signature]
Alexandrea R. Grant, Attorney-in-Fact

IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance, must affix its seal, and must attach a power of attorney with its seal affixed.

POWER OF ATTORNEY

Direct Inquiries/Claims to:

THE HARTFORD

BOND, T-11

One Hartford Plaza

Hartford, Connecticut 06155

Bond.Claims@thehartford.com

call: 888-266-3488 or fax: 860-757-5835

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Name: ALTHANS INSURANCE AGENCY INC

Agency Code: 45-456316

- ☒ Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- ☒ Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- ☒ Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- ☐ Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- ☐ Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- ☐ Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- ☐ Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- ☐ Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut, (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of Unlimited :**

Patti N. Skalla of Chagrin Falls OH, James C. Althans, Michael N. Chess, Alexandra R. Grant, Rachel L. Hopkins, Karen L. Meduri of CHAGRIN FALLS, Ohio

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by ☒, and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on May 23, 2016 the Companies have caused these presents to be signed by its Assistant Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



Shelby Wiggins

Shelby Wiggins, Assistant Secretary

Joelle L. LaPierre

Joelle L. LaPierre, Assistant Vice President

STATE OF FLORIDA

COUNTY OF SEMINOLE

ss. Lake Mary

On this 20th day of May, 2021, before me personally came Joelle LaPierre, to me known, who being by me duly sworn, did depose and say: that (s)he resides in Seminole County, State of Florida; that (s)he is the Assistant Vice President of the Companies, the corporations described in and which executed the above instrument; that (s)he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that (s)he signed his/her name thereto by like authority.



Jessica Ciccone

Jessica Ciccone
My Commission HH 122280
Expires June 20, 2025

I, the undersigned, Assistant Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of April 30, 2024

Signed and sealed in Lake Mary, Florida.



Keith D. Dozois

Keith D. Dozois, Assistant Vice President

Some of the Companies names below are not licensed in every state

- ☒ Hartford Fire Insurance Company
☒ Hartford Casualty Insurance Company
☒ Hartford Accident and Indemnity Company
☐ Hartford Underwriters Insurance Company
☐ Twin City Fire Insurance Company
☐ Hartford Insurance Company of Illinois
☐ Hartford Insurance Company of the Midwest
☐ Hartford Insurance Company of the Southeast



(Designated Company(ies) delineated above by X in box)

One Hartford Plaza, Hartford, Connecticut 06155

Date: 1/03/2024

From:

Bond Department
Detroit (35)

Subject: Power Of Attorney – Agency Code: 45-456316

To: ALTHANS INSURANCE AGENCY INC
543 EAST WASHINGTON STREET
CHAGRIN FALLS, OH 44022

POA names as of this date:

Patti N. Skalla of Chagrin Falls OH, James C. Althans, Michael
N. Chess, Alexandria R. Grant, Rachel L. Hopkins, Karen L.
Meduri of CHAGRIN FALLS, Ohio

Unlimited Bond Signing Authority

- ☒ A (Standard) Underwriting Authority
☐ D (None) Underwriting Authority
☐ E (Bulk Reporting) Underwriting Authority

Attached is the following:

- ☒ Original power for producing pre-printed powers
Do not attach a photocopy (Xerox) or a faxed copy to any bond.

The Power of Attorney (POA) form must be sealed prior to being attached to the bond.

Sent under separate cover directly to the Agency:

- ☐ Manually executed power(s) (Wet Powers) to the attention of
☐ Company Seal(s) to the attention of

Additional comments:

Signed Jamie Garofalo

Office of Risk Assessment
50 West Town Street
Third Floor - Suite 300
Columbus, Ohio 43215
(614)644-2658
Fax(614)644-3256
www.insurance.ohio.gov

Ohio Department of Insurance

Mike DeWine - Governor

Judith French - Director

Certificate of Compliance



Issued 03/15/2024

Effective 04/02/2024

Expires 04/01/2025

I, Judith French, hereby certify that I am the Director of Insurance in the State of Ohio and have supervision of insurance business in said State and as such I hereby certify that

HARTFORD FIRE INSURANCE COMPANY

of Connecticut is duly organized under the laws of this State and is authorized to transact the business of insurance under the following section(s) of the Ohio Revised Code:

Section 3929.01 (A)

Accident & Health

Aircraft

Allied Lines

Boiler & Machinery

Burglary & Theft

Commercial Auto - Liability

Commercial Auto - Physical Damage

Earthquake

Fidelity

Fire

Glass

Group Accident & Health

Inland Marine

Multiple Peril - Commercial

Multiple Peril - Farmowners

Multiple Peril - Homeowners

Ocean Marine

Other Liability

Private Passenger Auto - Liability

Private Passenger Auto - Physical Damage

Surety

Workers Compensation

HARTFORD FIRE INSURANCE COMPANY certified in its annual statement to this Department as of December 31, 2022 that it has admitted assets in the amount of \$25,937,774,811, liabilities in the amount of \$14,294,202,031, and surplus of at least \$11,643,572,780.

IN WITNESS WHEREOF, I have hereunto subscribed my name and caused my seal to be affixed at Columbus, Ohio, this day and date.

Judith L. French

Judith French, Director



HARTFORD FIRE INSURANCE COMPANY

Hartford, Connecticut

Financial Statement, December 31, 2023

Statutory Basis

ASSETS

U.S. Government Bonds	\$ 768,944,974
Bonds of Other Governments	173,316,061
State, County and Municipal Bonds	976,353,527
Miscellaneous Bonds	5,785,989,529
Stocks	5,844,871,998
Short Term Investments	32,869,663
	<u>\$ 13,582,345,752</u>
Real Estate	\$ 293,084,389
Cash	52,850,673
Agents' Balances (Under 90 Day)	3,738,965,830
Other Invested Assets	4,778,703,667
Miscellaneous	4,236,467,322
Total Admitted Assets	\$ 26,682,417,633

LIABILITIES

Reserve for Claims	\$
and Claim Expense.....	11,037,286,875
Reserve for Unearned Premiums	2,598,084,769
Reserve for Taxes, License	
and Fees	51,917,642
Miscellaneous Liabilities	1,009,063,683
Total Liabilities	\$ 14,696,352,969
Capital Paid In	\$ 55,320,000
Surplus	<u>11,930,744,664</u>
Surplus as regards Policyholders.....	\$ 11,986,064,664
Total Liabilities, Capital	
and Surplus	\$ 26,682,417,633

STATE OF FLORIDA
SEMINOLE COUNTY
CITY OF LAKE MARY

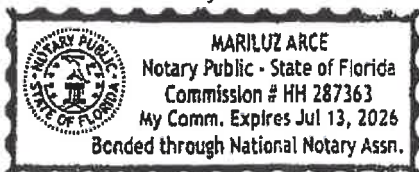
} ss.

Joelle L. LaPierre, Assistant Vice President and Phyllis Clark, Assistant Secretary of the Hartford Fire Insurance Company, being duly sworn, each deposes and say that the foregoing is a true and correct statement of the said company's financial condition as of December 31, 2023.

Subscribed and sworn to before me this
1st day of March, 2024.

Mariluz Arce

Notary Public



Joelle L. LaPierre
Assistant Vice President

Phyllis A. Clark
Assistant Secretary