



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

State of West Virginia  
**Purchase Order**

Order Date: 01-25-2024

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

<b>Order Number:</b>	CPO 0211 4005 GSD2300000001 8	<b>Procurement Folder:</b>	1031406
<b>Document Name:</b>	HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7	<b>Reason for Modification:</b> Change Order No. 6 - to increase the contract per the attached documentation.	
<b>Document Description:</b>	HVAC WV State Office Building Nos. 5, 6, & 7		
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Melissa Pettrey		
<b>Telephone:</b>	(304) 558-0094		
<b>Email:</b>	melissa.k.pettrey@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-07-19
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-08-28

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000189985			<b>Requestor Name:</b>	Patrick S O'Neill
DSO MECHANICAL LLC 515 THIRD AVE				<b>Requestor Phone:</b>	304-352-5492
SO CHARLESTON WV 25303				<b>Requestor Email:</b>	patrick.s.oneill@wv.gov
US					
<b>Vendor Contact Phone:</b>	3047448479	<b>Extension:</b>	101		
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

**24**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

1-31-24 6c

<b>Total Order Amount:</b>	\$6,820,021.54
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Purchasing Division's File Copy

mcp 01/30/2024

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tara H 1/30/2024</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John S. Gray 2/6/2024</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>Dan Jan 2-6-24</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order

Change Order No. 6 is issued to increase the contract according to all terms, conditions, and specifications contained in the original contract, including all authorized change orders, per the attached documentation.

Effective Date of Change: January 10, 2024

Original Contract Price:	\$6,505,420.00
Change Order No. 2	\$ 44,703.73
Change Order No. 3	\$ 11,656.04
Change Order No. 4	\$ 24,030.38
Change Order No. 5	\$ 143,388.67
Change Order No. 6	\$ 90,822.72
New Contract Total:	\$6,820,021.54

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72151206	0.00000		0.000000	5675100.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

**Extended Description:**

Base Bid

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72151206	0.00000		0.000000	830320.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

**Extended Description:**

Alternate #1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	30161601	0.00000	EA	39.500000	0.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	

**Commodity Line Description:** HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

**Extended Description:**

Unit Price - Acoustical Ceiling Tile

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	30161601	0.00000		0.000000	44703.73
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** Change Order No. 2

**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	30161601	0.00000		0.000000	11656.04
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** Change Order No. 3

**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	30161601	0.00000		0.000000	24030.38
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** Change Order No. 4

**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	30161601	0.00000		0.000000	143388.67
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** Change Order No. 5

**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	30161601	0.00000		0.000000	90822.72
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2022-07-19	2024-08-28				

**Commodity Line Description:** Change Order No. 6

**Extended Description:**



# Document G701<sup>®</sup> – 2017

## Change Order

<b>PROJECT: (Name and address)</b> GSD State Office Bldgs. 5, 6 & 7 HVAC Renovations	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: July 05, 2022	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 006  Date: January 3, 2024
<b>OWNER: (Name and address)</b> WV Dept. of Admin. GSD Bldg. 6 Room B030 1900 Kanawha Blvd. SE Charleston, WV 25302	<b>ARCHITECT: (Name and address)</b> ZMM Inc. 222 Lee Street West Charleston, WV 25302	<b>CONTRACTOR: (Name and address)</b> DSO Mechanical 515 Third Ave. South Charleston, 25303

**THE CONTRACT IS CHANGED AS FOLLOWS:**  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*  
Provide all labor, material, and equipment to complete the work listed below:

DSO CP No. 10: Work related to answered RFI No. 14. Extruders in duct in AHU-5. (Breakdown Attached)  
Cost: \$3,461.50

DSO CP No. 11: Owner request. Extruder removal AHU-5. (Breakdown Attached)  
Cost: \$10,440.21

DSO CP No. 12: Add additional UV protection / switches per answered RFI No. 16. (Breakdown Attached)  
Cost: \$4,901.95

DSO CP No. 13: Owner request. Repair canvas covers on flexible connectors. (Breakdown Attached)  
Cost: \$1,275.55

DSO CP No. 14: Owner request. Install new coils & bypass dampers for MAU-8 & 9. (Breakdown Attached)  
Cost: \$61,036.56

DSO CP No. 15: Owner request. Supply and install S.S. blank off plates on MAU-2, 3, 8, and 9. (Breakdown Attached)  
Cost: \$1,805.25

DSO CP No. 16: Owner request. Install isolation valves (1-2" Valve and 1-6" valve) on existing gas piping. (Breakdown Attached)  
Cost: \$7,901.70

**TOTAL COST: \$90,822.72**


The original Contract Sum was	\$ 6,505,420.00
The net change by previously authorized Change Orders	\$ 223,778.82
The Contract Sum prior to this Change Order was	\$ 6,729,198.82
The Contract Sum will be increased by this Change Order in the amount of	\$ 90,822.72
The new Contract Sum including this Change Order will be	\$ 6,820,021.54

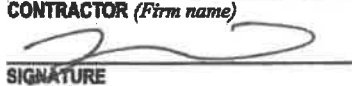
The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be UNCHANGED

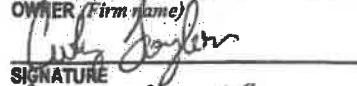
**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

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User Notes: (3B9ADA39)

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ZMM Inc.  
ARCHITECT (Firm name)  
  
SIGNATURE  
Keith L. Gonzales, ZMM / CA  
PRINTED NAME AND TITLE  
January 3, 2024  
DATE

DSO Mechanical  
CONTRACTOR (Firm name)  
  
SIGNATURE  
M. Ke Lagaria - PM  
PRINTED NAME AND TITLE  
01/03/2024  
DATE

WV Dept. of Admin. GSD  
OWNER (Firm name)  
  
SIGNATURE  
Wade Taylor (Procurement Specialist)  
PRINTED NAME AND TITLE  
1/10/24  
DATE

# **DSO** Mechanical LLC

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[milaughlin@dsomech.com](mailto:milaughlin@dsomech.com)

## **COST PROPOSAL No 10**

09/18/2023

To: ZMM Architects and Engineers

Re: GAS 567 HVAC Renovations- Extruders in Duct in AHU-5

Attn: James Lowry

The following cost proposal reflects the work involved with RFI #14. AHU 5 return duct work contains extruders that are heavily cluttered with dust and debris, this is causing lack of return airflow to the air handling unit. In most cases, the 90-degree elbow that contains the extruder will be replaced. All work in occupied areas shall be performed after hours. DSO offers this work to be performed on a time and material basis using the below rates. DSO elects not to offer an not to exceed price due to the unknowns of location of the elbows, such as, are these above hard ceilings, are their obstacles in the path of removal (conduit racks, piping, etc) that does not allow the elbow to be replaced, asbestos that could slow the removal, etc. The below price is for investigative work to formulate a detailed list of the work that needs to be performed.

Time and Material Rates for Removal of Extruders:

Hourly Rate (Field): \$75.25 (X 15% per Contract)

Hourly Rate (Shop): \$68.00 (X 15% per Contract)

Material Mark-Up per Contract: 15%

Proposal for Investigative Work: 2 SM Workers, 2 Days

40 Hours X \$75.25 = \$3,010 X 15%

**Total: \$3,461.50**

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager

# **DSO** Mechanical LLC

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[mclaughlin@dsomech.com](mailto:mclaughlin@dsomech.com)

## **DSO Cost Proposal #11**      12/07/2023

To:     ZMM Architects and Engineers  
Re:     GSD 567 HVAC Renovations – CCD#5 Extruders Removal in AHU-5 Change Request  
Attn:   Keith Gonzales

DSO Mechanical is pleased to provide the below change request for the work perform under CCD #4. The below cost is the time and material for the work performed under the CCD.

### Materials

Shop Materials: \$458.31

Field Materials: \$275.00

Shop Labor: 20 hours X \$68.00= \$1,360

Field Labor: 89 hours X \$75.25 = \$6,697.25

Subtotal: \$8,790.56

Mark-Up at 15% = \$1,318.58

Subtotal with Mark-up: \$10,109.14

Additional Bond and B&O: \$331.07

**Total Change Request: \$10,440.21**

(NTE Amount was \$12,298)

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager

Job Materials List - Used Area

Hours: 20

Project: WV STATE CAPITAL  
 Job Name: CHANGE ORDER  
 Job Description:  
 Account #: 22513  
 Download #: 174

<u>Accessories</u>	<u>Part #</u>	<u>Usage</u>	<u>Cost</u>
CLEATS		24.00 q	14.16
CORNERS		16.00 q	9.44
DUCTMATE 35		43.33 ft	43.33
GASKET		23.10 ft	3.23

<u>Liner</u>	<u>Thickness</u>	<u>Part #</u>	<u>Usage Area</u>	<u>%</u>	<u>Cost</u>
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Total for thickness:  
 Total for Liner:  
 Liner Totals:

<u>Metals</u>	<u>Gauge</u>	<u>Part #</u>	<u>Usage</u>		<u>%</u>	<u>Cost</u>
			<u>Area</u>	<u>Weight</u>		
<b>GALVANIZED</b>						
22.00 Optimized			90.72	127.56	78.00	117.94
Total For Gauge	22.00		90.72	127.56		117.94
24.00 Optimized			207.86	240.28	90.00	270.22
Total For Gauge	24.00		207.86	240.28		270.22
Total For Metal		<b>GALVANIZED</b>	<b>298.58</b>	<b>367.84</b>		<b>388.15</b>
Metals Total:			<b>298.58</b>	<b>367.84</b>		<b>388.15</b>

<u>Shipped Area</u>	<u>Gauge</u>	<u>Standard Duct</u>		<u>Cut Duct</u>		<u>Fitting</u>	
<u>Recap</u>		<u>Weight</u>	<u>%</u>	<u>Weight</u>	<u>%</u>	<u>Weight</u>	<u>%</u>
<b>GALVANIZED</b>							
	24.00	0.00	0.00	0.00	0.00	216.49	100.00
	22.00	0.00	0.00	0.00	0.00	99.47	100.00
Recap Totals:		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>315.96</b>	<b>100.00</b>



# **DSO** Mechanical LLC

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[milaughlin@dsomech.com](mailto:milaughlin@dsomech.com)

09/26/2023 – DSO Cost Proposal #11

To: ZMM Architects and Engineers  
Re: GSD 567 HVAC Renovations- CCD #4- Extruders Removal In AHU-5 Return Duct  
Attn: Keith Gonzales

The following cost is for the removal of extruders from the duct in AHU-5 following the investigative work associated with CCD #4. In some cases, the elbow in which the extruders exist will be replaced or the extruders will be removed on DSO's discretion. The below list is the location and sizing of the extruders. No ACM was discovered during investigation, if ACM is discovered, it shall be the owners responsibility for make safe.

## **Basement**

- 24 x 16 Shortway 90° Elbow
- 24 X 16 Longway 90° Elbow
- 26 X 14 / 26 x 18 Change Shortway 90° Elbow
- 26 x 18 / 20 x 18 Change Longway 90° Elbow
- (3) – 26 x 14 Longway 90° Elbows
- (3) 22 x 12 Shortway 90° Elbows
- 42 x 20 Longway 90° Elbow
- 42 x 22 Longway 90° Elbow

## **1<sup>st</sup> Floor**

- 60 X 14 Longway 90° Elbow
- 21 x 12 Longway 90° Elbow
- 24 x 12 Longway 90° Elbow
- 28 x 12 Shortway 90° Elbow

Hourly Rate (Field): \$75.25 (X 15% per Contract)  
Hourly Rate (Shop): \$68.00 (X 15% per Contract)  
Material Mark-Up per Contract: 15%

**Total Not to Exceed Price: \$12,298**

Sincerely,

***Mike Laughlin***

Mike Laughlin  
Estimator/Project Manager



# **DSO** Mechanical LLC

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[milaughlin@dsomech.com](mailto:milaughlin@dsomech.com)

10/06/2023

To: ZMM Architects and Engineers Cost Proposal #12  
Re: GSD 567 HVAC Reno- UV Light Kill Switches per RFI #16  
Attn: Keith Gonzales

DSO Mechanical is pleased to provide you with the following proposal to install (4) adjustable lever interlock switch kits on the secondary access to the MAU units. (MAU 2,3,8, & 9). See attached electrical contractors scope of work.

Dixon Electrical: \$4,315

OH&P: \$431.50

Additional Bond and B&O: \$155.45

**Total Proposal: \$4,901.95**

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager

10/5/2023

DSO Mechanical  
515 3rd Avenue  
Charleston, WV 25303  
Attn: Mike Laughlin (mlaughlin@dsomech.com)

**HVAC Upgrades to WV State Office Buildings No. 5, 6, & 7**

**RFI #16 – UV Lighting Kill Switch on MAUs**

Mike,

We propose to furnish material and labor regarding the above-mentioned project for the following amount:

**Total        \$ 4,315.00**

Our Price *includes* the following:

1. Furnish and Install Adjustable Lever Interlock Switch Kit on Each Additional MAU Access Door (Total of 4)
2. Furnish and Install Conduit, Wiring, and Misc. Material as Needed for a Complete Install
3. Normal Day Shift Working Hours Included

We appreciate the opportunity to quote this project, please let us know if you have any questions.

Respectfully Submitted,

Chad Sizemore  
Dixon Electrical Systems & Contracting, Inc.  
(304) 523-2712 | [Chad@dixonelectrical.com](mailto:Chad@dixonelectrical.com)

**HVAC Upgrades to WV State Office Buildings No. 5, 6, 7**

RFI #16 - UV Lighting Kill Switch on MAUs

	Material	Labor (Hours)
Push Rod Actuator Interlock Switch Kit	\$ 1,020.00	11.00
Conduit & Wiring	\$ 500.00	9.00
Misc. Material	\$ 100.00	2.00
<b>Total</b>	<b>\$ 1,620.00</b>	<b>22.00</b>

Labor	22.00 Hours @ \$ 88.50	\$ 1,947.00
Material		\$ 1,620.00
Taxes		\$ 184.74
Profit & Overhead		\$ 562.76
<b>Total</b>		<b>\$ 4,314.50</b>

## Steril-Aire Interlock Switches

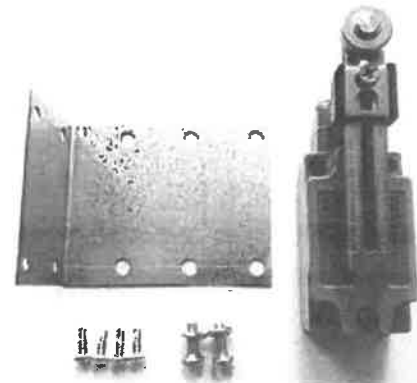
Steril-Aire strongly recommends installing door interlock switches on all doors/access panels accessible to germicidal UV Emitters™, preventing accidental exposure to UVC light. Steril-Aire offers two electro-mechanical limit switches - Adjustable Roller Lever and Push Rod Actuator - to meet workplace safety standards.

### Adjustable Lever Interlock Switch Kit (PN: 90000119) 10A – 300V

The Steril-Aire Adjustable Lever Interlock Switch Kit de-energizes the UV lights, automatically turning off the Emitters when an air handling unit (AHU) access door or panel is opened. This safety interlock switch is classified as a Multiple Limit Switch and includes an adjustable length roller lever drive mechanism.

The Adjustable Roller Interlock Switch Kit features dust-proof, oil-tight and water resistant construction, stainless steel essentials and captive cover screws. The Kit includes a galvanized L bracket, screws and lock washers for quick and easy installation.

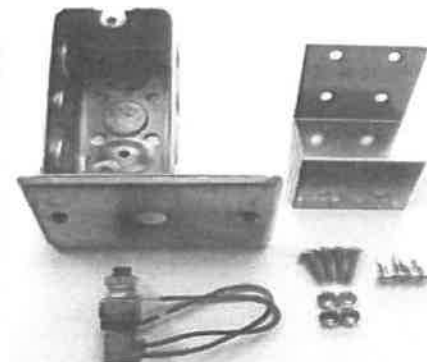
	Adjustable Lever Interlock Switch Kit 90000119
Ratings	<ul style="list-style-type: none"> <li>• 10A at 125 or 300V AC</li> </ul>
Dielectric strength	<ul style="list-style-type: none"> <li>• 2,200V AC, 50/60 Hz for 1 minute between current-carry part and ground</li> </ul>
Operating temperature	<ul style="list-style-type: none"> <li>• +15° to +175° F (-10° to +80° C)</li> </ul>
Humidity	<ul style="list-style-type: none"> <li>• 95% RH max</li> </ul>
Electrical service life	<ul style="list-style-type: none"> <li>• 500,000 operating cycles</li> </ul>
Degree of protection	<ul style="list-style-type: none"> <li>• IEC 529 class IP7</li> <li>• NEMA Type: 3, 4, 13</li> </ul>
Listings	<ul style="list-style-type: none"> <li>• UL; CE; CCC</li> </ul>



### Push Rod Actuator Interlock Switch Kit (PN: 90000120) 16A – 125V; 10A – 250V

The Steril-Aire Push Rod Actuator Interlock Switch de-energizes the UV lights, automatically turning off the Emitters when an access door or panel is opened. This limit switch is classified as a push rod actuator mechanism. This interlock switch comes with a wired, normally open push rod switch, 2"x4" handy box, Z bracket and the required screws and washer nuts for installation.

	Push Rod Actuator Interlock Switch 90000120
Ratings	<ul style="list-style-type: none"> <li>• 16A at 125V AC</li> <li>• 10A at 250V AC</li> </ul>
Dielectric strength	<ul style="list-style-type: none"> <li>• 1,500V AC, 50/60 Hz for 1 minute</li> </ul>
Operating temperature	<ul style="list-style-type: none"> <li>• +32° to +104° F (0° to +40° C)</li> </ul>
Humidity	<ul style="list-style-type: none"> <li>• 95% RH max</li> </ul>
Electrical service life	<ul style="list-style-type: none"> <li>• 6,000+ operating cycles</li> </ul>
Listings	<ul style="list-style-type: none"> <li>• UL; CE</li> </ul>



*The purchaser/installer is solely responsible for the application of these components and ensuring all necessary steps have been taken to assure each application and use meets all performance and applicable safety requirements and/or local, national and/or international safety codes as required by the application. Any person using or applying any products sold by Steril-Aire is responsible for learning the safety requirements for their individual application and applying them, and therefore assumes all risks, and accepts full and complete responsibility, for the selection and suitability of the product for their respective application.*

# **DSO** Mechanical LLC

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[miaughlin@dsomech.com](mailto:miaughlin@dsomech.com)

## CHANGE PROPOSAL No. 13

11/16/2023

To: ZMM Architects and Engineers  
Re: GSD 567 HVAC Reno- MAU Units Canvas Flexible Connectors  
Attn: Keith Gonzales

DSO Mechanical is pleased to provide you with the following proposal to install (4) canvas flexible duct connections on MAU units 2,3,8, & 9.

Labor: 8 hours @ \$75.25 = \$602  
Shop Labor: 4 Hours @ \$68.00 = \$272  
Materials: \$200  
Total: \$1,074

OH&P: \$161.10  
Additional Bond and B&O: \$40.45

**Total Proposal: \$1,275.55**

Please do not hesitate to call with any questions or concerns.

Sincerely,  
*Mike Laughlin*  
Mike Laughlin  
Estimator/Project Manager

# **DSO** Mechanical LLC

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Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[mclaughlin@dsomech.com](mailto:mclaughlin@dsomech.com)

12/11/2023

To: ZMM Architects and Engineers DSO Cost Proposal #14  
Re: GSD 567 HVAC Renovations – MAU 8 9 Face Bypass Dampers and Coils  
Attn: Keith Gonzales

DSO Mechanical is pleased to provide the below cost proposal for the installation of new coils and face bypass dampers in MAU 8 9 at the Capitol. The coils, dampers, and controls shall match the scope of work for MAU 2 3. A new filter rack prior to coil is included in this cost proposal as well.

#### Materials

Trane (with tax): \$20,041.10

Hajoca(with tax): \$8,009.07

Misc (hangers, sheet metal materials, filters, etc): \$620

Field Labor: 120 Hours X \$75.25 = \$9,030

- 20 Hours install of Coil, Damper, Filter Rack per Unit
- 40 Hours Receiving/Piping per Unit

Shop Labor: 4 Hours X \$68.00= \$272

- Fabricating Filter Rack and Delivery to Site

Subtotal: \$37,972.17

Mark-Up at 15% = \$5,695.83

#### Subcontractors

Trane: \$10,500

Thermal Solutions(Insulation): \$3,530

Subtotal: \$14,030

Markup at 10%: \$1,403

Subtotal: \$59,101.00

Additional Bond and B&O: \$1,935.56

**Total Change Request: \$61,036.56**

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager





# Revised Proposal

Proposal is valid for 15 days.

Customer must obtain credit approval and release order to production within 60 days of proposal date.

**PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.**  
**DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED**

**Prepared For:** Mike Laughlin

**Date:** December 08, 2023

**Job Name:**  
WV Bld 5 6 7 HVAC Renovation

**Proposal Number:** G7-5650-1346-1

**Delivery Terms:**  
Freight Allowed and Prepaid - F.O.B. Factory

**Payment Terms:** Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.

**Tag Data - Heating Coils (Qty: 4)**

Item	Tag(s)	Qty	Description	Model Number
A1	MAU-8	2	Heating coil (HTCL)	D5WB27064G0AA164HABA00B
A2	MAU-9	2	Heating coil (HTCL)	D5WB27064G0AA164HABA00B

**Product Data - Heating Coils**  
**All Units**

- Drainable at header
- 5W coil 5/8" full row serpentine
- Heating coil
- Left hand supply - confirm
- Galvanized steel casing (Std)
- 2 rows**
- 27" (686 mm) coil height
- 64" (1626 mm) finned length
- Aluminum fins
- Prima-flo H (Hi efficient) .01"
- 111 fins per foot nominal fin spacing
- .020 (0.508 mm) std copper tubes
- 1st Year Labor Warranty Whole Unit

**Tag Data - B6 Dampers (Qty: 2)**

Item	Tag(s)	Qty
B1	FBD-8, 9	2

**Product Data - B6 Dampers**  
**Item: B1 Qty: 1 Tag(s): FBD-8, 9**  
**Ruskin Face and bypass dampers**

**Equipment**

Total Net Price (Excluding Sales Tax) ..... \$ 18,730.00

---

**Control Installation**

**Total Net Price (Excluding Sales Tax) ..... \$ 10,500.00**

Sincerely,

**Kenneth Young**

**Trane U.S. Inc.**

5001 MacCorkle Avenue SW

Charleston, WV 25309

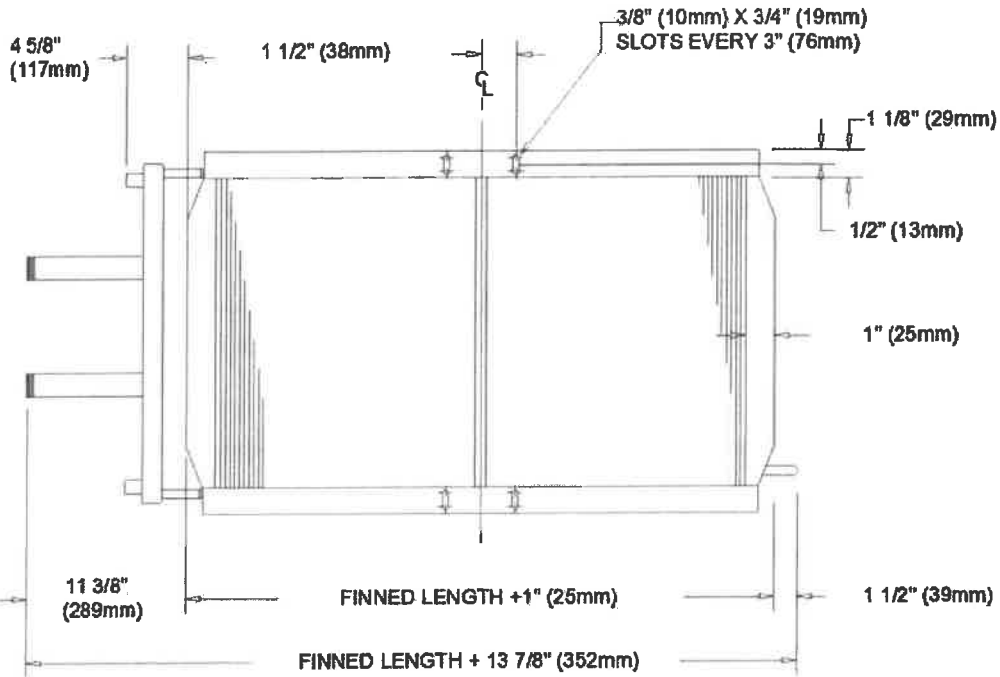
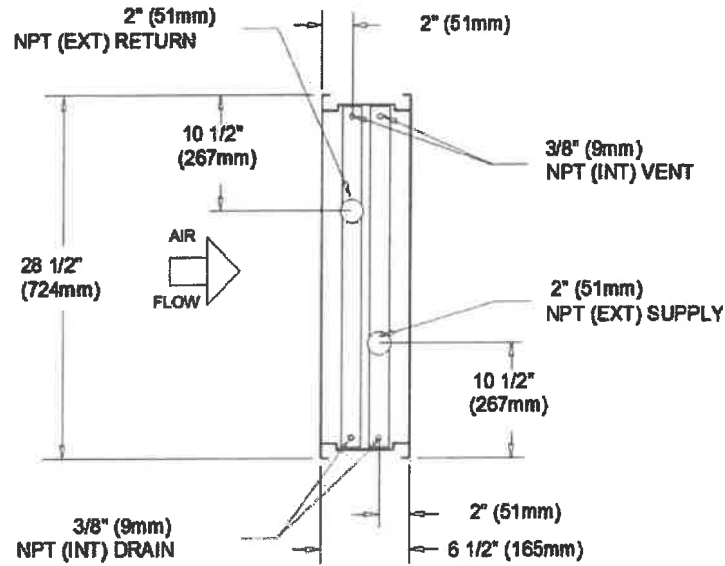
Office Phone: (304) 348-2800

**This proposal is subject to your acceptance of the attached Trane terms and conditions.**



Tag: MAU-8, MAU-9  
Quantity: 2  
Customer:  
Project:  
Name: WV Bldgs 5 6 7 HVAC Renovation

## 27" 5W 2 ROW





**TRANE**

J&S Home, MV Bldg 3 & 7 HVAC Renovation  
Preparing for  
Item Tag: 00112 - 00112  
Quantity: 2

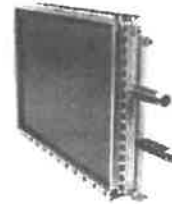
# Heating Coil

## Equipment Details

Coil utilization Shipping coil

## Coil Construction

Model Number	D5WB27064G0BA111EABA00B****
System type	Hot Water 5/8" Shipping Coil, General (5W)
Rows	2
Tube mat/wall thickness	.020 (0.508 mm) copper
Nominal fin spacing	111 fins per foot
Fin material	Aluminum
Fin type	Prima-Flo H
Actual coil face area	12.00
Nominal coil height	27" (686 mm)
Finned length	64" (1626 mm)
Casing option	Galvanized
Turbulators	No
Rigging weight	226.9 lb
Installed weight	295.0 lb
Tube mat/wall thickness	.020 (0.508 mm) copper



## Coil Performance

Capacity		Fluid	
Total capacity	1009.99 MBh	Standard fluid flow rate	67.44 gpm
<b>Air</b>		Entering fluid temp	150.00 F
Coil type	5/8" Shipping Coil, General (5W)	Leaving fluid temp	120.00 F
Actual airflow	13900 cfm	Fluid PD	1.10 ft fluid
Entering dry bulb	-10.00 F	Fluid velocity	2.07 ft/sec
Leaving dry bulb	57.00 F	Fluid type	Water
APD	0.211 in H2O	Volume	4.08 gal
Face velocity	579 ft/min	Fouling factor	0.00025 hr-sq ft-deg F/Btu
		Reynolds number	20659.34 Each
<b>AHRI 410 Classification</b>			
AHRI 410 classification	Outside scope of AHRI		
Data generation date	12/8/2023		
Trane Select Assist update number	2770.00		

Note: Coil is NOT certified by AHRI. Coil is outside the scope of AHRI Standard 410.

## Coil Bank Details

Actual airflow	Total capacity	Fluid PD	Nominal coil height	Rigging weight	Installed weight
6950 cfm	505.00 MBh	1.10 ft fluid	27" (686 mm)	113.5 lb	147.5 lb
6950 cfm	505.00 MBh	1.10 ft fluid	27" (686 mm)	113.5 lb	147.5 lb



Quotation

043 HAJOCA CHARLESTON  
701 W WASHINGTON ST  
CHARLESTON WV 25302-1803  
304-344-2556 Fax 304-343-4517

QUOTE DATE	QUOTE NUMBER
12/07/23	S032586287
QUOTED BY:	PAGE NO.
043 HAJOCA CHARLESTON 701 W WASHINGTON ST CHARLESTON WV 25302-1803 304-344-2556 Fax 304-343-4517	1 of 2

Printed : 11:17:27 07 DEC 2023

QUOTE TO:  
DSO MECHANICAL LLC  
PO BOX 8482  
515 3RD AVENUE  
SOUTH CHARLESTON, WV 25303-0482

SHIP TO:  
DSO MECHANICAL LLC  
SOWV BLG 5/6/7 JOB & BLG 3 & 1 JOB  
PIEDMONT RD CAPITOL COMPLEX  
CHARLESTON, WV 25305  
304-744-8479

QUOTE FOR	CUSTOMER PURCHASE ORDER NUMBER	CUSTOMER RELEASE NUMBER	SALESPERSON	
ML	SOWV BLG 5/6/7	CHANGE ORDER	House	
QUOTE QTY	DWG PART#	DESCRIPTION	NET PPS	EXT PPS
		WC WILL CALL	2% 10TH PROX NET 25TH	01/21/24
				No
6ea	205	3/4X4 STD BRASS NIPPLE LEAD FREE	8.400/ea	50.40
2ea	34391	VIEGA 2918 77462 1-1/2X1-1/2X3/4 PXPXP PROGRESS COP TEE LEAD FREE	37.163/ea	74.33
8ea	1204954	VIEGA 2967ZL 79175 1-1/2X1-1/2 PXFPT PROGRESS BRONZE DI-ELEC UNION LEAD FREE	84.875/ea	679.00
4ea	1303686	B&G 117104LF 11/2 NPT CIRCUIT SETTER	279.380/ea	1117.52
8ea	1074866	VIEGA 2911ZL 79275 1-1/2X1-1/2 PXMPPT PROGRESS BRONZE ADPT LEAD FREE	30.315/ea	242.52
4ea	34388	VIEGA 2918 77457 1-1/2X1-1/2X1-1/2 PXPXP PROGRESS COP TEE LEAD FREE	41.835/ea	167.34
16ea	1074866	VIEGA 2911ZL 79275 1-1/2X1-1/2 PXMPPT PROGRESS BRONZE ADPT LEAD FREE	30.315/ea	485.03
2ea	247561	VIEGA 2915.1 14543 1-1/2X3/4 FTGXP PROGRESS COP RED LEAD FREE	14.688/ea	29.38
4ea	1212600	LEGEND 107-544NL R-670 3/4 MIP BOILER DRAIN VLV LEAD FREE	13.620/ea	54.48
8ea	411486	VIEGA 2918 15448 1-1/2X1-1/2X1/2 PXPXP PROGRESS COP TEE LEAD FREE	45.392/ea	363.14
8ea	5854	5-3X11/2 3000 FS THREADOLET	16.540/ea	132.32
8ea	1862916	RW 5544AB 1-1/2 IPS LF BRASS THRD BALL VALVE	62.010/ea	496.08
8ea	3044	LEGEND 301-506 T-575 1-1/2 MIP ABS DIELEC NIPPLE	12.432/ea	99.45
24ea	1490391	VIEGA 2916 77037 1-1/2X1-1/2 PXP PROGRESS COP 90 ELBOW	32.016/ea	768.38
60ft	2268	11/2X20 L HARD COPPER TUBE	10.399/ft	623.92
4ea	2195876	LEGEND 105-707PNL P-16NL 1-1/2 PXP	55.837/ea	223.35

\*\*\* Continued on Next Page \*\*\*



# **THERMAL SOLUTIONS**

*When safety and service matter*

*December 7, 2023*

*GSD 567 Change Order*

**DSO**

**Attn: Michael Laughlin**

**Project: HVAC Upgrades Buildings 5,6 and 7**

**TSI Proposal No.: 2022-0384**

**Gentlemen:**

We are pleased to provide our proposal for the project referenced:

### **Scope of Work**

Labor and materials required to install insulation for the project referenced. Pricing includes the lines per the provided bid package. Please see second page for provided footages.

***Labor: \$1,910.00***

***Material: \$1,620.00***

***Total Pricing: \$3,530.00***

### **Clarifications**

1. Materials for this quote are based on today's prices. Due to the volatility of pricing, the costs cannot be guaranteed. The price of the Materials will be reviewed and adjusted, if necessary, at the time of award.
2. Proposal is based on a 40-hour work week, no premium time.
3. Payment terms are net 30 days.
4. No Equipment is included in the pricing.
5. No painting of insulation or finish painting has been included.
6. All Access is provided by others.

If you have any questions or need additional information, please do not hesitate to contact me.

Respectfully,

Darin Horn

Estimator



# **THERMALSOLUTIONS**

*When safety and service matter*

*December 7, 2023*

*GSD 567 Change Order*

**DSO**

**Attn: Michael Laughlin**

**Project: HVAC Upgrades Buildings 5,6 and 7**

**TSI Proposal No.: 2022-0384**

**Detailed Scope of Work**

**Base Bid-**

**Mechanical Piping: 1" Thick Insulation**

(6) ¾ x 4" Brass Nipples(2) 1 ½ X ¾ Tees(8) 1 ½ D.E. Unions (4) – 1 ½ balancing valves (4) – 1 ½ tees

(16) – 1 ½ male adapters(2)- 1 ½ x ¾ fitting adaptors(4)- ¾ boiler drain valves(8)- 1 ½ x ½ tees(8)- 1 ½ TOL

(8)- 1 ½ ball valves(24)- 1 ½ 90s(60')- 1 ½ copper(4)- 1 ½ stainers(4)- 1 ½ 45s(4)- ¾ threaded ball valves

(20')- 2 ½ steel pipe(4) – 2 ½ grooved caps with ¾ tap(8)- 2 1/2 x 1 ½ tees grooved(20)- 2 ½ Grooved Couplings

(8)- 1 ½ Grooved coupling

**No additional work has been included.**

# **DSO** Mechanical LLC

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[mjlaughlin@dsomech.com](mailto:mjlaughlin@dsomech.com)

11/21/2023

Cost Proposal No. 15

To: ZMM Engineers and Architects

Re: GSD 567 HVAC Renovations – Stainless Blank- Off Panels

Attn: Keith Gonzales

DSO Mechanical is pleased to provide you with the following proposal to fabricate and install (4) stainless steel- 20 gauge blank off panels under the cooling coils for MAU 2,3,8, & 9. This will take approx. (3) 5x10 sheets of metal along with associated screws, caulking, etc. The panels will have weep holes in the bottom for drainage of the cooling coils.

Shop Fabrication Labor: 8 hours X \$68.00 = \$544

Field Install Labor: 4 hours X \$75.25 = \$301

Materials: \$675.00

Subtotal: \$1,520

OH&P @ 15%: \$228.00

B&O & Additional Bond: \$57.25

**Total Change Request: \$1,805.25**

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager





# Quotation

**043 HAJOCA CHARLESTON  
701 W WASHINGTON ST  
CHARLESTON WV 25302-1803  
304-344-2556 Fax 304-343-4517**

QUOTE DATE	QUOTE NUMBER
12/07/23	S032586287
QUOTED BY:	PAGE NO
043 HAJOCA CHARLESTON 701 W WASHINGTON ST CHARLESTON WV 25302-1803 304-344-2556 Fax 304-343-4517	2 of 2

Printed : 11:17:27 07 DEC 2023

QUOTE TO:  
DSO MECHANICAL LLC  
PO BOX 8482  
515 3RD AVENUE  
SOUTH CHARLESTON, WV 25303-0482

SHIP TO:  
DSO MECHANICAL LLC  
SOWV BLG 5/6/7 JOB & BLG 3 & 1 JOB  
PIEDMONT RD CAPITOL COMPLEX  
CHARLESTON, WV 25305  
304-744-8479

QUOTED FOR	CUSTOMER PURCHASE ORDER NUMBER	CUSTOMER RELEASE NUMBER	SALES PERSON	
ML	SOWV BLG 5/6/7	CHANGE ORDER	House	
QUANTITY	SHIP TO	TERMS	DELIVERY DATE	FREIGHT ALLOWED
	WC WILL CALL	2% 10TH PROX NET 25TH	01/21/24	No
QUANTITY	OUR PART#	DESCRIPTION	UNIT PRICE	EXT. PRICE
		BRONZE PRESS Y-STR W/ 304 SS 20 MESH SCREEN LEAD FREE		
4ea	1492940	VIEGA 2926 77038 1-1/2X1-1/2 PKP PROGRESS COP 45 ELBOW	27.392/ea	109.57
4ea	1997992	RW 5586AB-3/4 BRASS HOSE END BALL VALVE FULL PORT THRD LEAD FREE	20.070/ea	80.28
21ft	681	21/2 A53B STD BLK ERW PE STL PIPE	6.892/ft	144.74
4ea	1944140	GRUVLOK 7074T 21/2 PTD GRVD CAP W/ 1 TAP	61.010/ea	244.04
4ea	1363	1X3/4 BLK MI HEX BUSHING	2.282/ea	9.13
8ea	1105611	GRUVLOK 7045E 21/2X11/2 ORANGE FEM CLAMP-T MECH TEE	48.470/ea	387.76
20ea	1586022	GRUVLOK 74E 21/2 ORANGE SLIDELOK CPLG W/ E GSKT	35.699/ea	713.97
8ea	314832	GRUVLOK 7400E 11/2 300PSI ORANGE RIGIDLITE CPLG W/ E GSKT	23.622/ea	188.98
<b>TAXES NOT INCLUDED</b>				
			<b>Subtotal</b>	<b>7485.11</b>
			<b>Bid Total</b>	<b>7485.11</b>

Prices contained in this quote are the prices in effect at the time of quotation, and are subject to change at any time. We are not responsible for inaccurate quantity descriptions. Quantities should be checked against plans and specifications for accuracy. Special order material is non-cancellable. We are not responsible for delays not within our control.

# **DSO** Mechanical LLC

615 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[mclaughlin@dsomech.com](mailto:mclaughlin@dsomech.com)

11/30/2023

To: ZMM Architects and Engineers

Re: GSD 567 HVAC Renovations – Building 5 Steam Boiler Gas Iso Valve

Attn: Keith Gonzales

## DSO Cost Proposal #16

DSO Mechanical is pleased to provide the below cost proposal for the installation of a 6" and 2" isolation valve in the gas piping main that feeds the steam boilers in Building 5. This allows for isolation of the steam boilers with the hot water boilers remaining in operation.

### Materials

Hajoca(with tax): \$1,718.15

Misc (welding rod, purging of gas line, hangers, etc.): \$420

Field Labor: 60 X \$75.25 = \$4,515

Subtotal: \$6,653.15

Mark-Up at 15% = \$997.97

Additional Bond and B&O: \$250.58

**Total Change Request: \$7,901.70**

Please do not hesitate to call with any questions or concerns.

Sincerely,

*Mike Laughlin*

Mike Laughlin

Estimator/Project Manager



# Quotation

**043 HAJOCA CHARLESTON**  
**701 W WASHINGTON ST**  
**CHARLESTON WV 25302-1803**  
**304-344-2556 Fax 304-343-4517**

QUOTE DATE	QUOTE NUMBER
11/30/23	S032545302
QUOTED BY:	PAGE NO
043 HAJOCA CHARLESTON 701 W WASHINGTON ST CHARLESTON WV 25302-1803 304-344-2556 Fax 304-343-4517	1 of 1

Printed : 13:34:13 30 NOV 2023

QUOTE TO:  
 DSO MECHANICAL LLC  
 PO BOX 8482  
 515 3RD AVENUE  
 SOUTH CHARLESTON, WV 25303-0482

SHIP TO:  
 DSO MECHANICAL LLC  
 SOWV BLG 5/6/7 JOB & BLG 3 & 1 JOB  
 PIEDMONT RD CAPITOL COMPLEX  
 CHARLESTON, WV 25305  
 304-744-8479

QUOTE NO	CUSTOMER PURCHASE ORDER NUMBER	CUSTOMER RELEASE NUMBER	SALESPERSON	
ML	SOWV BLG 5/6/7	CHANGE ORDER	House	
BUYER	SUPP. NA	TERMS	EXPIRATION DATE	PAYMENT ALLOWED
Pat Parziale	WC WILL CALL	2% 10TH PROX NET 25TH	01/14/24	No
QUOTE QTY	OUR PART#	DESCRIPTION	Net Pric	Ext Pric
1ea	1969734	RW 5544AB 2 IPS LF BRASS THRD BALL VALVE	93.170/ea	93.17
2ea	787	2X6 STD BLK STEEL NIPPLE	6.170/ea	12.34
1ea	1346	2 150 BLK MI UNION	21.592/ea	21.59
2ea	66755	6 STD 150 CS WN RF FLG	52.420/ea	104.84
1ea	2050127	RW 5800L 6 CI FLG FP LEVER BALL VLV	1316.412/ea	1316.41
2ea	5940	6 150 1/16 NONASB RING GSMT	3.850/ea	7.70
2ea	3467	5-8 150 FLG BOLT&NUT SET	24.850/ea	49.70
<b>TAXES NOT INCLUDED</b>				
			<b>Subtotal</b>	<b>1605.75</b>
			<b>Bid Total</b>	<b>1605.75</b>

Prices contained in this quote are the prices in effect at the time of quotation, and are subject to change at any time. We are not responsible for inaccurate quantity descriptions. Quantities should be checked against plans and specifications for accuracy. Special order material is non-cancellable. We are not responsible for delays not within our control.

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>05 M. Rethery</u> Date: <u>01/18/2024</u>  Solicitation No. _____  C/O #4	Agency: West Virginia General Services Division  Procurement Officer Submitting Requisition: Cody Taylor  Requisition No. CPO GSD2300000001  PF No.: 1031406
--	--

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

<b>1</b>	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2</b>	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b>	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>6</b>	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b>	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b>	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

MLP  
01/18/2024

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: *Melissa K. Pettrey Senior Buyer*

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**West Virginia Secretary of State — Online Data Services**

**Business and Licensing**

Online Data Services Help

**Business Organization Detail**

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

**DSO MECHANICAL LLC**

Organization Information										
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason		
LLC   Limited Liability Company	12/6/2012		12/6/2012	Domestic	Profit					

Organization Information									
<b>Business Purpose</b>	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)			<b>Capital Stock</b>					
<b>Charter County</b>	Kanawha			<b>Control Number</b>	99Y0B				
<b>Charter State</b>	WV			<b>Excess Acres</b>					
<b>At Will Term</b>	A			<b>Member Managed</b>	MGR				
<b>At Will Term Years</b>	<b>Par Value</b>								
<b>Authorized Shares</b>				<b>Young Entrepreneur</b>	Not Specified				

2013
Date filed

[File Your Current Year Annual Report Online Here](#)

For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, January 30, 2024 — 12:31 PM

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Addresses	
Type	Address
<b>Designated Office Address</b>	515 THIRD AVENUE SOUTH CHARLESTON, WV, 25303
<b>Mailing Address</b>	515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303 USA
Type	Address

Officers	
Type	Name/Address
<b>Manager</b>	CAROLYN A. HOTES 515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303
<b>Organizer</b>	BRYAN K. PROSEK 41 SOUTH HIGH STREET, SUITE 2200 COLUMBUS, OH, 43215 USA
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GENERAL SERVICES DIVISION  
State Capitol  
Charleston, West Virginia 25305

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Cabinet Secretary

John K. McHugh  
Director

**MEMORANDUM**

**To:** Melissa Pettrey, Senior Buyer, State Purchasing Division

**From:** Cody Taylor, Procurement Specialist, General Services Division *Cody Taylor*

**Date:** January 10, 2024

**Ref:** Change Order #6 – CPO 0211 GSD2300000001 – HVAC Upgrades to WV State Office Buildings Nos. 5, 6, & 7

Melissa:

Please accept this memorandum as our explanation and justification for our request for a Change Order (#6) to our contract (CPO 0211 GSD2300000001) with DSO Mechanical LLC for the HVAC Upgrades to WV State Office Buildings Nos. 5, 6, & 7 Project. Per the documentation attached here and to the Header of the wvOasis procurement document, we are requesting an increase of \$90,822.72, to cover the following items:

1. AHU-5 Extruder Removal at Building 5 - \$13,901.71. The Extruders were an antiquated method of turning air inside the ductwork to prevent turbulence. These specific Extruders were restricting airflow severely and needed removed. This specific air handler did not have a return fan, only a supply fan and it could not achieve the air velocity required due to the restrictions of the Extruders. Removal was necessary to make the unit perform better.
2. Addition of UV Protection and Associated Switches at Buildings 5 & 6 - \$4,901.95. The interlock and switches create a safety measure for when the units are being worked on and filters are being changed. Being able to turn off the UV lighting (which is harmful to eyes), will help anyone doing maintenance on the ducts.
3. Repair of Canvas Covers on Flexible Connections at Buildings 5 & 6 - \$1,275.55. This was an omission. The original canvas was torn and degraded creating a lot of bypass air not going into the ductwork. A new Canvas was needed to achieve correct airflow.
4. Install New Coils & Bypass Dampers for MAU-8 & 9 at Building 6 – \$61,036.56. When MUA 8 & 9 were converted from steam to hot water, they did not have a bypass damper installed for freeze protection. This led GSD Maintenance to open the doors so the coils would not freeze, which is an unsafe practice. To fix this issue, new coils, face, bypass dampers, and controls were installed so there would be adequate freeze protection while the doors were shut, and the fans were running. This solved a health and safety issue.



5. Supply and Install S.S. Blank Off Plates on MAU-2, 3, 8, and 9 at Buildings 5 & 6 - \$1,805.25. Blank off plates under the coils had rusted out. The air was bypassing the coils and running underneath the coils. New Blank off plates were required so the units would function correctly. The new Blank off Plates are made of stainless steel and will not rust away.
6. Install Isolation Valves (1-2" Valve and 1-6" Valve) on Existing Gas Piping at Building 5 - \$7,901.70. The valves will allow the agency to isolate steam boilers with hot water for shutdown while keeping other steam boilers in operation. This helps the issue with interrupted services.

Original Contract Award Amount =	\$6,505,420.00
Change Order #2 Increase =	\$44,703.73
Change Order #3 Increase =	\$11,656.04
Change Order #4 Increase =	\$24,030.38
Change Order #5 Increase =	\$143,388.67
Change Order #6 Increase =	\$90,822.72
New Contract Amount =	\$6,820,021.54

Please make this increase effective January 10, 2024. The total amount of increase including this change order is 4.84%.

If you have any questions or need additional information, please contact me via email at [Cody.G.Taylor@wv.gov](mailto:Cody.G.Taylor@wv.gov) or by phone at (304) 352-5531.

Telephone: (304) 558-2317

E.E.O./AFFIRMATIVE ACTION EMPLOYER

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