



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 1

List View

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 644624

Procurement Type: Central Master Agreement

Vendor ID: VS0000020367

Legal Name: CIL SERVICE OF SOUTHWEST VIRGINIA INC

Alias/DBA:

Total Bid: \$30,860.00

Response Date: 11/14/2019

Response Time: 10:34

SO Doc Code: CRFQ

SO Dept: 0439

SO Doc ID: EBA2000000013

Published Date: 11/8/19

Close Date: 11/14/19

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum #2 HVAC MAINTENANCE AND REPAIR OPEN

Total of Header Attachments: 1

Total of All Attachments: 1

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	HVAC MAINTENANCE AND REPAIR SERVICES				\$30,860.00

Comm Code	Manufacturer	Specification	Model #
72101511			

Extended Description :	HVAC MAINTENANCE AND REPAIR SERVICES
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Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation

Proc Folder: 644624

Doc Description: Addendum #1 HVAC MAINTENANCE AND REPAIR OPEN END CONTRACT

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-11-06	2019-11-14 13:30:00	CRFQ 0439 EBA2000000013	2

RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

Cii Service of Southwest Virginia
 6318 Peters Creek Rd
 Roanoke Va 24019

FOR INFORMATION CONTACT THE BUYER

Stephanie L Gale
 (304) 558-8801
 stephanie.l.gale@wv.gov

Signature X *Daniel Colver*

FEIN # 47-2210680

DATE 11-14-19

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



SERVICE OF SOUTHWEST VIRGINIA, INC.

COMMERCIAL AIR CONDITIONING & HEATING SERVICE • 24 HOURS SERVICE • (800)-868-0216

6318 Peters Creek Rd. • PO Box 7312 • Roanoke, VA 24019 • (540) 362-3959 • Fax (540) 362-1825

11/14/2019

Re: SWaM Certified Vendor

Cii Service of Southwest Virginia Inc is a SWaM Certified Vendor.

WV Vender #: VS0000020367

SWaM Vendor

WV Contractors: WV056679

Virginia SWaM Certification # 687117

COMMONWEALTH OF VIRGINIA



DEPARTMENT OF SMALL BUSINESS & SUPPLIER DIVERSITY

101 N. 14th Street, 11th Floor
Richmond, VA 23219

CII Service of Southwest Virginia

is a certified Small, Women-owned Business meeting all the eligibility requirements set forth under the Code of Virginia Section 2.2-1600 et seq. and Administrative Code, 7VAC 10-21 et seq.

Certification Number: 687117

Valid Through: January 19, 2020

Accordingly Certified

A handwritten signature in blue ink, appearing to read "Tracey G. Wiley".

Tracey G. Wiley, Director



REQUEST FOR QUOTATION
RFQ EBAr68314c, HVAC Maintenance

EXHIBIT C - PRICING PAGES – REVISED 11/6/2019**

Preventive Maintenance:

(A) Annual Preventive Maintenance Charges (Exhibit A items 1-9)	x	1 Time per Year	=	Total Yearly Charge
\$ 4,550.00	x	1	=	\$ 4,550.00
(B) Semi-Annual Preventive Maintenance Charges (Exhibit A items 10-12)	x	2 Times per Year	=	Total Yearly Charge
\$ 840.00	x	2	=	\$ 1,680.00
(C) Every Other Year Preventive Maintenance Charges (Exhibit A item 13)	x	.5 Times per Year	=	Total Yearly Charge
\$ 560.00	x	.5	=	\$ 280.00
(D) Quarterly Preventive Maintenance Charges (Exhibit A items 14 & 15)	x	3 Times per Year	=	Total Yearly Charge
\$ 350.00	x	3	=	\$ 1,050.00
		Total Yearly Preventive Maintenance Cost (A-D)	=	\$ 7,560.00

Corrective Maintenance:

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ 72.00	x	150	=	\$ 10,800.00
Estimated Parts Cost	x	Multiplier	=	Total Parts Cost
\$10,000.00	x	1.25	=	\$ 12,500.00
		Total Corrective Maintenance Cost (Total Labor + Total Parts)	=	\$ 23,300

Total Bid Cost * **\$ 30,860.00**

* Total Bid Cost is calculated by adding the Total Yearly Preventive Maintenance Cost and the Total Corrective Maintenance Cost.

**This exhibit has been revised to accurately reflect references to items on Exhibit A

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.

Matt Baker

(Name, Title)

Matt Baker

(Printed Name and Title)

6318 Peters Creek Rd. Roanoke, Va 24019

(Address)

540-362-3959 Ext. 1004/ 540-362-1825

(Phone Number) / (Fax Number)

mbaker@ciiservice.com

(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation 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 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 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.

Cii Service of Southwest Virginia Inc

(Company)

Daniel Culver Daniel Culver V.P. of Operations

(Authorized Signature) (Representative Name, Title)

Daniel Culver V.P. of Operations

(Printed Name and Title of Authorized Representative)

11/13/2019

(Date)

540-362-3959

(Phone Number) (Fax Number)

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: Cii of Southwest Virginia

Authorized Signature: Daniel Culver Date: 11/13/2019

State of Virginia

County of Roanoke to-wit:

Taken, subscribed, and sworn to before me this 14th day of November, 2019

My Commission expires 11-30-2021 2019

AFFIX SEAL HERE NOTARY PUBLIC Denny J. Walsh



ADDITIONAL TERMS AND CONDITIONS (Construction Contracts Only)

1. CONTRACTOR'S LICENSE: West Virginia Code § 21-11-2 requires that all persons desiring to perform contracting work in this state be licensed. The West Virginia Contractors Licensing Board is empowered to issue the contractor's license. Applications for a contractor's license may be made by contacting the West Virginia Division of Labor. West Virginia Code § 21-11-11 requires any prospective Vendor to include the contractor's license number on its bid. If an apparent low bidder fails to submit a license number in accordance with this section, the Purchasing Division will promptly request by telephone and electronic mail that the low bidder and the second low bidder provide the license number within one business day of the request. Failure of the bidder to provide the license number within one business day of receiving the request shall result in disqualification of the bid. Vendors should include a contractor's license number in the space provided below.

Contractor's Name: Cii Service of Southwest Virginia, Inc.
Contractor's License No.: WV- 056679

The apparent successful Vendor must furnish a copy of its contractor's license prior to the issuance of a contract award document.

✓ **2. DRUG-FREE WORKPLACE AFFIDAVIT:** W. Va. Code § 21-1D-5 provides that any solicitation for a public improvement contract requires each Vendor that submits a bid for the work to submit an affidavit that the Vendor has a written plan for a drug-free workplace policy. If the affidavit is not submitted with the bid submission, the Purchasing Division shall promptly request by telephone and electronic mail that the low bidder and second low bidder provide the affidavit within one business day of the request. Failure to submit the affidavit within one business day of receiving the request shall result in disqualification of the bid. To comply with this law, Vendor should complete the enclosed drug-free workplace affidavit and submit the same with its bid. Failure to submit the signed and notarized drugfree workplace affidavit or a similar affidavit that fully complies with the requirements of the applicable code, within one business day of being requested to do so shall result in disqualification of Vendor's bid. Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

✓ **2.1. DRUG-FREE WORKPLACE POLICY:** Pursuant to W. Va. Code § 21-1D-4, Vendor and its subcontractors must implement and maintain a written drug-free workplace policy that complies with said article. The awarding public authority shall cancel this contract if: (1) Vendor fails to implement and maintain a written drug-free workplace policy described in the preceding paragraph, (2) Vendor fails to provide information regarding implementation of its drug-free workplace policy at the request of the public authority; or (3) Vendor provides to the public authority false information regarding the contractor's drug-free workplace policy.

Pursuant to W. Va. Code 21-1D-2(b) and (k), this provision does not apply to public improvement contracts the value of which is \$100,000 or less or temporary or emergency repairs.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ 0439 EBA2000000013

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 checked="" 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.

Cii of southwest Virginia Inc

Company

Daniel Culver

Authorized Signature

11/13/19

Date

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

Revised 6/8/2012

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: RFQ EBAr68314c CRFQ 0439 EBA2000000013 HVAC Maintenance and Repair

Contract Purpose: HVAC Maintenance and Repair

Agency Requesting Work: WV Educational Broadcasting Authority

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: Cii Service of Southwest Virginia Inc

Vendor Telephone: 540-362-3959

Vendor Address: 6318 Peters Creek Rd
Roanoke Va 24019

Vendor Fax: 540-362-1825

Vendor E-Mail: dculver@ciiservice.com



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

STATE OF WEST VIRGINIA,
COUNTY OF Roanoke, TO-WIT:

I, Daniel Culver, after being first duly sworn, depose and state as follows:

1. I am an employee of Cii of Southwest Virginia Inc; and,
(Company Name)
2. I do hereby attest that Cii of Southwest Virginia Inc
(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: Daniel Culver

Signature: Daniel Culver

Title: V.P. of Operations

Company Name: Cii of Southwest Virginia Inc

Date: 11/13/2019

Taken, subscribed and sworn to before me this 14th day of November, 2019.

By Commission expires 11-30-2021

(Seal)

Penney V Walsh
(Notary Public)



BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we the undersigned, Cii Service of Southwest Virginia, Inc. of 6318 Peters Creek Rd. Roanoke, VA as Principal and Contractors Bonding and Insurance Company of Peoria, IL a corporation organized and existing under the laws of the State of Illinois with its principal office in the City of Peoria, IL as Surety are held and firmly bound unto the State of West Virginia, as Obligee, in the penal sum of 5% of contract 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 RFQ EBAr68314c, CRFQ 0439 EBA2000000013- HVAC Maintenance and Repair Open End Contract

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 13th day of November 2019

Principal Seal

Cii Service of Southwest Virginia, Inc.
(Name of Principal)

By _____
(Must be President, Vice President, or Duly Authorized Agent)

(Title)
Contractors Bonding and Insurance Company
(Name of Surety)

R.B. Nash Francis, Jr.
Attorney-in-Fact
R.B. Nash Francis, Jr.

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

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Charles D. Brooks, Lisa Vinson, R B Nash Francis Jr., jointly or severally

in the City of Williamsburg, State of Virginia its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 12th day of June, 2018.



RLI Insurance Company
Contractors Bonding and Insurance Company

By: B. W. Davis
Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

On this 12th day of June, 2018, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Gretchen L. Johnigk
Gretchen L. Johnigk Notary Public



CERTIFICATE

I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this 13th day of November, 2019.

RLI Insurance Company
Contractors Bonding and Insurance Company
By: Jean M. Stephenson
Jean M. Stephenson Corporate Secretary