



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](#) | [Clarification Request](#)

Procurement Folder: 1064400

Procurement Type: Central Master Agreement

Vendor ID: 000000192144

Legal Name: ALPHA MECHANICAL SERVICE INC

Alias/DBA:

Total Bid: \$36,300.00

Response Date: 07/14/2022

Response Time: 10:55

Responded By User ID: SarahW

First Name: Sarah

Last Name: Wright

Email: sarah.wright@aamservic

Phone: 502-968-0121

SO Doc Code: CRFQ

SO Dept: 0439

SO Doc ID: EBA2200000008

Published Date: 7/14/22

Close Date: 7/14/22

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No. 1 - EBAr71045  
HVAC MAINTENANCE

Total of Header Attachments: 1

Total of All Attachments: 1



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

State of West Virginia  
Solicitation Response

<b>Proc Folder:</b> 1064400		
<b>Solicitation Description:</b> Addendum No. 1 - EBAr71045 HVAC MAINTENANCE		
<b>Proc Type:</b> Central Master Agreement		
Solicitation Closes	Solicitation Response	Version
2022-07-14 13:30	SR 0439 ESR07142200000000209	1

VENDOR
000000192144 ALPHA MECHANICAL SERVICE INC

<b>Solicitation Number:</b>	CRFQ 0439 EBA2200000008		
<b>Total Bid:</b>	36300	<b>Response Date:</b>	2022-07-14
		<b>Response Time:</b>	10:55:35
<b>Comments:</b>	none		

<b>FOR INFORMATION CONTACT THE BUYER</b> Toby L Welch (304) 558-8802 toby.l.welch@wv.gov		
<b>Vendor Signature X</b>	<b>FEIN#</b>	<b>DATE</b>

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	HVAC MAINTENANCE				36300.00

Comm Code	Manufacturer	Specification	Model #
72101511			

**Commodity Line Comments:** NONE

**Extended Description:**

HVAC Maintenance and Repairs at various sites per Exhibit B:  
Vendors must fill out Exhibit C - pricing page- in its entirety and submit with their bids.  
Vendors should enter their total bid amount from Exhibit C-pricing page- into the Contract Amount section.



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

<b>Proc Folder:</b> 1064400			<b>Reason for Modification:</b> Addendum No. 1 - To publish a copy of the pre-bid sign in sheet
<b>Doc Description:</b> Addendum No. 1 - EBA71045 HVAC MAINTENANCE			
<b>Proc Type:</b> Central Master Agreement			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2022-07-14	2022-07-14 13:30	CRFQ 0439 EBA2200000008	2

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Alpha Mechanical Service, Inc.

**Address :** 7200

**Street :** Distribution Drive

**City :** Louisville

**State :** KY

**Country :** US

**Zip :** 40258

**Principal Contact :** Sarah Wright

**Vendor Contact Phone:** 888-212-6324

**Extension:**

**FOR INFORMATION CONTACT THE BUYER**

Toby L Welch  
(304) 558-8802  
toby.l.welch@wv.gov

Vendor  
Signature X

**FEIN#** 51-0456396

**DATE** 7/14/2022

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

**ADDITIONAL INFORMATION**

Addendum No. 1 is issued for the following reasons:

1) To publish a copy of the pre-bid sign-in sheet

--no other changes--

**\*\*A vendor submitting a bid electronically must include a copy of the bid bond with their submission and will be required to submit the original bond within two (2) business days of bid opening date\*\***

**INVOICE TO****SHIP TO**

EDUCATIONAL  
BROADCASTING  
124 INDUSTRIAL PARK RD

EDUCATIONAL  
BROADCASTING  
600 CAPITOL ST

BEAVER WV  
US

CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HVAC MAINTENANCE				\$36,300.00

Comm Code	Manufacturer	Specification	Model #
72101511			

**Extended Description:**

HVAC Maintenance and Repairs at various sites per Exhibit B:

Vendors must fill out Exhibit C - pricing page- in its entirety and submit with their bids.

Vendors should enter their total bid amount from Exhibit C-pricing page- into the Contract Amount section.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory pre-bid @ 1:30 * vendors must sign in	2022-06-29
2	Questions are due by 4:00 p.m.	2022-07-07

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ EBA22\*08**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

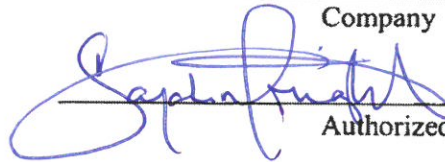
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Alpha Mechanical Service, Inc.

Company

\_\_\_\_\_  


Authorized Signature

\_\_\_\_\_  
July 14, 2022

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
Revised 6/8/2012

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

**Bidder's Name:**    Alpha Mechanical Service, Inc.

☒ 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



**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.

(Name, Title) John Jennings (CW)  
(Printed Name and Title) John Jennings, Regional Account Executive  
(Address) 7200 Distribution Drive Louisville, KY 40258  
(Phone Number) / (Fax Number) 304-550-5289/866-296-8035  
(email address) john.jennings@aamservice.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 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.

Alpha Mechanical Service, Inc.  
(Company) [Signature]  
(Authorized Signature) (Representative Name, Title)  
Robert M. Haydon CFO 7/13/2022  
(Printed Name and Title of Authorized Representative) (Date)  
888-212-6324  
(Phone Number) (Fax Number)  
rob.haydon@aamservice.com  
(Email Address)



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

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

1. I am an employee of Alpha Mechanical Service, Inc.; and,  
(Company Name)
2. I do hereby attest that Alpha Mechanical Service, 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: Robert M. Haydon

Signature: \_\_\_\_\_

Title: CFO

Company Name: Alpha Mechanical Service, Inc.

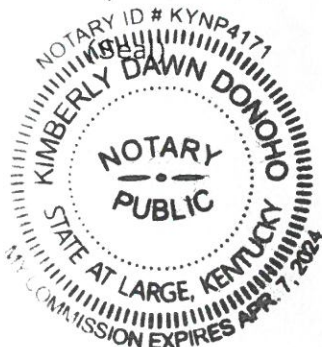
Date: July 13, 2022

STATE OF ~~WEST VIRGINIA~~ KY

COUNTY OF Jefferson, TO-WIT:

Taken, subscribed and sworn to before me this 13 day of July, 2022.

By Commission expires 4/7/2024



Kimberly Dawn Donoho  
 (Notary Public) KYNP4171

REQUEST FOR QUOTATION  
RFQ EBAr71045, HVAC Maintenance

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**EXHIBIT C - PRICING PAGES**

**Preventive Maintenance:**

(A) Annual Preventive Maintenance Charges (Exhibit A items 1-9)	x	1 Time per Year	=	Total Yearly Charge
\$ <u>3,200.00</u>	x	1	=	\$ <u>3,200.00</u>
(B) Semi-Annual Preventive Maintenance Charges (Exhibit A items 10-12)	x	2 Times per Year	=	Total Yearly Charge
\$ <u>1,000.00</u>	x	2	=	\$ <u>2,000.00</u>
(C) Every Other Year Preventive Maintenance Charges (Exhibit A item 13)	x	.5 Times per Year	=	Total Yearly Charge
\$ <u>1,200.00</u>	x	.5	=	\$ <u>600.00</u>
(D) Quarterly Preventive Maintenance Charges (Exhibit A items 14 & 15)	x	3 Times per Year	=	Total Yearly Charge
\$ _____	x	3	=	\$ <u>3,000.00</u>
Total Yearly Preventive Maintenance Cost (A-D)			=	\$ <u>8,800.00</u>

**Corrective Maintenance:**

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ <u>100.00</u>	x	150	=	\$ <u>15,000.00</u>
Estimated Parts Cost	x	Multiplier	=	Total Parts Cost
\$10,000.00	x	<u>1.25</u>	=	\$ <u>12,500.00</u>
Total Corrective Maintenance Cost (Total Labor + Total Parts)			=	\$ <u>27,500.00</u>

**Total Bid Cost \***      \$36,300.00

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



Agency West Virginia Purchasing Division  
 REQ.P.O# CRFQ 0439 EBA220000008

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Alpha Mechanical Service, Inc.  
 of Louisville, KY, as Principal, and RLI 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, as Surety, are held and firmly bound unto the State  
 of West Virginia, as Obligor, in the penal sum of Five Percent of Amount Bid (\$ 5% of 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  
Educational Broadcasting - HVAC Maintenance

**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 Obligor 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 14th day of July, 20 22.

Principal Seal

Alpha Mechanical Service, Inc.  
 7200 Distribution Drive, Louisville, KY 40258

(Name of Principal)

By

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

CFO

(Title)

RLI Insurance Company  
 9025 N. Lindbergh Drive, Peoria, IL 61615

(Name of Surety)

Tahitia M. Fry Attorney-in-Fact

Surety Phone: (309) 692-1000

**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.

Surety Seal

# 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:

Patrick T. Pribyl, Debra J. Scarborough, Mary T. Flanigan, Christy M. Braile, Jeffrey C. Carey, Charissa D. Lecuyer, C. Stephens Griggs, Tahitia M. Fry, Evan D. Sizemore, Charles R. Teter III, Rebecca S. Leal, Kellie A. Meyer, Veronica Lawver, Lauren Scott, Hillary D. Shepard, Erin C. Lavin, jointly or severally

in the City of Kansas City, State of Missouri 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 7th day of April, 2022.



**RLI Insurance Company  
Contractors Bonding and Insurance Company**

By:

Barton W. Davis

Vice President

State of Illinois

County of Peoria

} SS

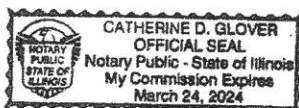
On this 7th day of April, 2022, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company and/or Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By:

Catherine D. Glover

Catherine D. Glover

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 14th day of July, 2022.

**RLI Insurance Company  
Contractors Bonding and Insurance Company**

By:

Jeffrey D. Dick

Corporate Secretary



# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WY036853

CLASSIFICATION:  
HEATING, VENTILATING & COOLING

ALPHA MECHANICAL SERVICE INC  
DBA ALPHA MECHANICAL SERVICE INC  
1200 DISTRIBUTION DR  
LOUISVILLE, KY 40258

DATE ISSUED

APRIL 16, 2022

EXPIRATION DATE

APRIL 16, 2023

Authorized Signature

Chair, West Virginia Contractor  
Licensing Board



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.