

12/01/22 10:34:27
WV Purchasing Division



WESTERN BRANCH DIESEL

Bid/Proposal for
West Virginia Department of Agriculture
Preventative Vehicle Maintenance & Repair
Solicitation No. CRFQ 1400 AGR2300000010
Proposal#: WBD 078-22

State of West Virginia
Department of Administration,
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
ATTN: Crystal G. Husted

VENDOR NAME:
BUYER: Crystal Husted
SOLICITATION NO.: CRFQ AGR2300000010
BID OPENING DATE: December 8, 2022
BID OPENING TIME: 1:30 PM ET
FAX NUMBER: 304-558-3970

Submitted by:
Western Branch Diesel, LLC
3100 Maccorkle AVE. SW
South Charleston, WV 25303

Point of Contact:
Paul Amalfitano
Western Branch Diesel, LLC
Government Sales Manager
M 443 425-7647
pamalfitano@wbdiesel.com
pamalfitano@johnsontowers.com

November 22, 2022

Western Branch Diesel
DUNS: 003247194
Preventative Vehicle Maintenance & Repair
Solicitation No. CRFQ 1400 AGR2300000010
Proposal #: WBD 078-22
Phone: 443 425-7647
pamalfitano@wbdiesel.com



November 22, 2022

Western Branch Diesel, LLC
3100 Maccorkle AVE. SW
South Charleston, WV 25303

Bid Clerk
State of West Virginia
Department of Administration,
Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130
ATTN: Crystal G. Husted

Bid/Proposal for
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Solicitation No. CRFQ 1400 AGR2300000010
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Western Branch Diesel was founded December 17, 1946 accumulating decades of experience providing dedicated service to local businesses as well as government entities. The company services diesel engines, transmissions, and related components, parts, and accessories for On-Highway and Off-Highway equipment to include, medium and heavy-duty trucks (Freightliner), buses and coaches, fire and emergency vehicles. Western Branch Diesel, LLC is an Authorized distributor of products, parts and service manufactured, and sold by MTU, Detroit Diesel and Allison Transmission as well as Autocar, Freightliner Custom Chassis, Cummins, and Volvo Penta Industrial Engines.

- Western Branch Diesel, LLC - Dun & Bradstreet (DUNS)#: 003247194
- Western Branch Diesel, LLC - EIN: 54-0641602

Reference: Solicitation No. CRFQ 1400 AGR AGR2300000010 Subject: Preventative Vehicle Maintenance & Repair

Acknowledgement of Solicitation & Amendments: Western Branch Diesel, LLC (WBD) acknowledges the tasks and specifications in accordance with the Solicitation No. CRFQ 1400 AGR AGR2300000010 Subject: Preventative Vehicle Maintenance & Repair with the issue date 2022-11-14; WBD acknowledges that it is the intent of the Western Virginia Department of Agriculture to establish an open end contract for Truck Maintenance and Repair per the terms and conditions and specifications identified respective the Referenced Solicitation in support of Agency Trucks (Exhibit B). WBD Acknowledges and will comply with all stated and implied tasks per the Solicitation No. CRFQ 1400 AGR AGR2300000010 which includes the preventive maintenance requirements listed in Exhibit A. Addendums: at time of submission no addendums were posted.

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Authorized Distributor: Area of Responsibility includes West Virginia

Western Branch Diesel, in consortium with multiple companies, is included in the Corporate infrastructure of Indel Power Group which is recognized as an Authorized distributor of products, parts, and service manufactured, sold, and warranted by Rolls-Royce Power System. As a Rolls-Royce Authorized Distributor, Western Branch Diesel is uniquely capable of providing genuine parts and service in support of as a Freightliner Custom Chassis Dealer. Extracts of applicable Sales and Service agreements will be provided upon request.

As a designated distributor, Western Branch Diesel has access to the IT Business portal and the Central Data Base, allowing direct access to the products, parts, special tools as well as the technical manuals required to complete any repair or maintenance requirement. NOTE: electronic publications are on-site and available to technicians in a manner that promotes quick referencing.

Technician Qualifications: Western Branch Diesel, South Charleston Branch employs numerous technicians possessing the qualifications, experience, and the skill sets necessary to execute any maintenance and repair requirement in compliance with **paragraphs. 3.1 Experience; 3.2 Training of the referenced Solicitation No. CRFQ 1400 AGR AGR2300000010**. Additionally, the Indel Power Group consists of multiple companies to include Johnson Truck Center which is one of the leading Freightliner truck suppliers in the Mid-Atlantic regions, whose technicians can be readily accessed to augment maintenance and repair requirements in support of the WV Department of Agriculture. Individual Training Certifications and/or resume's will be provided upon request.

Related Contracts Executed: Western Branch Diesel, LLC possesses years of past performance offering services in support of various businesses and government entities to include the following:

- a. Fairfax County, VA: 6 + years of service providing OEM Providing engines, transmissions, and related parts. Point of Contact: Guyler "Ryan" Justus, County Department of Procurement & Material Management; phone number 703 324-2719; email Guyler.justus@fairfaxcounty.gov
- b. Prince William County, VA; 6+ years of providing Mechanical Maintenance and Services for Heavy Truck; Point of Contact: Mohammad Siddiqi, County Procurement Services; phone number 703 792-6794; email msiddiqi@pwcgov.org.
- c. Arlington County, VA; Western Branch Diesel has numerous years of service and sourcing parts with the County and has recently acquire a 5-year award for OEM parts and service. designated POC, Arlene Palmer, ampalmer@arlingtonva.us, 703 228-3554

PRICE/COST: Western Branch Diesel, LLC is proud to submit a quote in support of the Department of Agriculture Truck Maintenance requirements IAW Solicitation No. CRFQ 1400 AGR AGR2300000010, Preventative Vehicle Maintenance & Repair; **See enclosed Pricing Page (Exhibit C).**

Warranty: The manufacture limited Warranty, "Standard Limited Warranty" (documentation to be provide with invoice as directed).

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Preventative Vehicle Maintenance & Repair
Solicitation No. CRFQ 1400 AGR2300000010
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Phone: 443 425-7647
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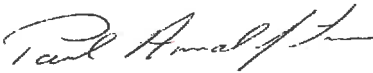
Insurance: Western Branch Diesel maintains the insurance requirements IAW para. 8 & 9. of Solicitation No. CRFQ 1400 AGR AGR2300000010; Preventative Vehicle Maintenance & Repair. Enclosed is a Certificate of Insurance compliant with the stated requirements.

Enclosed with this Submission IAW Solicitation No. CRFQ 1400 AGR AGR2300000010:

1. Completed Document Description Form
2. Exhibit C- Pricing Page
3. Exhibit A – Preventative Maintenance
4. Exhibit B – Agency Trucks
5. Designated Contact / Certification and Signature
6. Endel Power Group – Delegation of Signature Authority
7. Certificate of Insurance
8. Addendum Acknowledgement Form
9. Contract Manager Designation

Offer includes oversight and management of stated requirements. Western Branch Diesel, LLC will communicate to the designated POC for WV, Department of Agriculture as necessary to address any matters related to this submission.

Western Branch Diesel, LLC primary point of contact (POC) is the undersigned. The alternate POC is Paul Coon, Fleet Sale Manager for South Charleston Branch: Office: +1 304 744-1511; Mobile: +1 304 767-9829, pcoon@wbdiesel.com.



Paul Amalfitano
Western Branch Diesel, LLC
Government Sales Manager
M 443 425-7647
pamalfitano@wbdiesel.com



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
 Service - Misc

Proc Folder: 1125499			Reason for Modification:
Doc Description: PREVENTATIVE VEHICLE MAINTENANCE & REPAIR			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2022-11-14	2022-12-08 13:30	CRFQ 1400 AGR2300000010	1

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name : Western Branch Diesel

Address:

Street: 3100 Macorkle Ave SW

City: South Charleston

State: WV Country: United States Zip: 25303

Principal Contact : Paul Amalfitano

Vendor Contact Phone: 443 425-7647 Extension:

FOR INFORMATION CONTACT THE BUYER
 Crystal G Hustead
 (304) 558-2402
 crystal.g.hustead@wv.gov

Vendor Signature X *P. A. [Signature]* FEIN# 54-0641602 DATE 11/18/2022

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

ADDITIONAL INFORMATION

THE STATE OF WEST VIRGINIA PURCHASING DIVISION FOR THE AGENCY, WEST VIRGINIA DEPARTMENT OF AGRICULTURE, IS SOLICITING BIDS TO ESTABLISH AN OPEN-END CONTRACT FOR TRUCK MAINTENANCE AND REPAIR PER THE ATTACHED DOCUMENTS.

*****QUESTIONS REGARDING THE SOLICITATION MUST BE SUBMITTED IN WRITING TO CRYSTAL.G.HUSTEAD@WV.GOV PRIOR TO THE QUESTION PERIOD DEADLINE CONTAINED IN THE INSTRUCTIONS TO VENDORS SUBMITTING BIDS*****

INV(ICE TO**ISHIPTO.**

AGRICULTURE
DEPARTMENT OF
ADMINISTRATIVE SERVICES

AGRICULTURE
DEPARTMENT OF
FOOD DISTRIBUTION
PROGRAM

1900 KANAWHA BLVD E
CHARLESTON WV
US

4496 CEDAR LAKES RD
RIPLEY WV
US

Line	Comm Ln Desc	Qty	Unit issue	Unit Price	Total Price
1	Preventative Vehicle Maintenance & Repair				

Comm Code	Manufacturer	Specification	Model#
78181500			

Extended Description:

Pricing to be included on Exhibit C Pricing Page

SCHEDULE OF EVENTS

Line	Event	Event Date
1	VENDOR QUESTION DEADLINE	2022-11-18

**REQUEST FOR QUOTATION
CRFQ AGR2300000010
TRUCK MAINTENANCE AND REPAIR**

EXHIBIT C- PRICING PAGES

Preventive Maintenance:

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ <u>135.00</u>	x	100	=	<u>\$13,500.00</u>

Estimated Parts Cost	x	Multiplier	=	Total Parts Cost
\$5,000.00	x	<u>1.28</u>	=	<u>\$6,400.00</u>

Corrective Maintenance:

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ <u>155.00</u>	x	200	=	<u>\$ 31,000.00</u>

Estimated Parts Cost	x	Multiplier	=	Total Parts Cost
\$10,000.00	x	<u>1.28</u>	=	<u>\$12,800.00</u>

Total Cost * **\$63,700.00**

*Total Cost is calculated by adding all, Total Labor Cost, and all Total Parts Cost together to get the total cost.

**REQUEST FOR QUOTATION
CRFQ AGR2300000010
TRUCK MAINTENANCE AND REPAIR**

EXHIBIT A - PREVENTIVE MAINTENANCE

Preventive Maintenance Activities Include Only the Services Listed Below:

- 1. Oil Change:** Oil and oil filter are to be change every 10,000 Miles
- 2. Fuel Filter Change:** Fuel filter is to be change every 10,000 Miles
- 3. Truck Inspection:** Truck is to be inspected every 10,000 Miles or up on request. Inspection should include but is not limited to. Check all lights, all flued levels, clutch for proper operation, steering shaft, U joints, shackle hanger, bushings, air or flued leaks of any kind, air filter, transmission, and 5th wheel assembly.
- 4.** Truck maintenance and repair to be performed by a technician with a minimum of 5 years' experience repairing and maintaining industrial truck equipment
- 5. As Needed:** Report any repairs needed to the facility manager for approval. No repairs are to be performed without proper approval.
- 6. As Needed:** Before replacing a major part or component, verify the component or part is not in fact under warranty.
- 7.** Vendor is responsible for procuring all necessary parts needed to perform truck maintenance. Vendor must have the ability to obtain parts or maintain a pre-existing inventory of parts so repairs can be made in a timely manner to minimize downtime.

**REQUEST FOR QUOTATION
CRFQ AGR2300000010
TRUCK MAINTENANCE AND REPAIR**

EXHIBIT B - AGENCY TRUCKS

**WVDA Food Distribution Warehouse
4496 Cedar Lakes Drive
Ripley, WV 25271**

Trucks

	Truck Make	Year	Truck#	VN#
1.	Freightliner	2004	NI7381	1FUJA6CK44LN17381
2.	Freightliner	2004	NI7382	1FUJA6CK64LN17382
3.	Freightliner	2004	N17383	1FUJA6CK84LN17383
4.	Freightliner	2004	NI7384	1FVACXDC24HN17384
5.	Freightliner	2013	FD5280	1FUJGEDRXDSFD5280
6.	Freightliner	2016	HF5314	1FUJGEBG5GLHF5314
7.	Freightliner	2017	JG4758	1FVHGEBGXHLJG4758
8.	International	2017	741361	3HSDJAPR5HN74 1361
9.	International	2019	108138	3HCDZAPR5KL108138

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Paul Amalfitano, Government Sales Manager

(Address) 500 Wilson Point Road Baltimore, MD 21220

(Phone Number)/ (Fax Number) 443 425-7647 Fax: 410-687-5137

(email address) pamalfitano@johsontowers.com; pamalfitano@wbdiesel.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

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

Western Branch Diesel, LLC

(Company) 

(Signature of Authorized Representative)

Paul Amalfitano, Government Sales Manager 11/18/2022

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

443 425-7647 Fax: 410-687-5137

(Phone Number) (Fax Number)

pamalfitano@johsontowers.com; pamalfitano@wbdiesel.com

(Email Address)

Indel Power Group
DUNS: 117131564
Signature Authority
443 425-7647
pamalfitano@johnsontowers.com



July 13, 2021

Indel Power Group
3504 Shipwright Street
Portsmouth, VA 23703

Memorandum of Understanding
SUBJECT: Delegation of Signature Authority

Indel Power Group: Johnson & Towers, LLC in consortium with Western Branch Diesel, LLC; Johnson Truck Center, LLC; Dovell & Williams, LLC; are included in the Corporate infrastructure of Indel Power Group.

This MOU identifies the following individuals have *signature authority* for Indel Power Group respective Proposals, Contract Awards and Reports Submitted to Governmental entities:

Paul Amalfitano,
Position/Title: Government Sales Manager

This "Signature Authority" includes but is not limited to: Original Agreements, Renewal Documents; Contract Modifications; and Status Reports or other submittals requiring signature in response to entities at all levels of Government.

If the person holding this position is unavailable, the person holding the position of *Contract Administrator* shall be delegated such authority. The current holder of this position is *Christina Cornman*.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Burnette".

Kevin Burnette
Senior Vice President &
Chief Operating Officer
kburnette@IndelPower.com
Phone: 757-705-4760



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/02/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Insurance Agency Management, 230 High Street, Burlington, WV 25303
CONTACT NAME: Melanie Hennessee, CISR
PHONE: (A/C, No, Ext): 0090300-0000
INSURER(S) AFFORDING COVERAGE: INSURER A: Travelers Property Casualty Insurance Company, INSURER B: The Phoenix Insurance Company, INSURER C: St Paul Fire & Marine, INSURER D: , INSURER E: , INSURER F:

COVERAGES CERTIFICATE NUMBER: 2223 WDD Master REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED WITHOUT STATING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MADE PERTAINING, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, ENDORSEMENTS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWED MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSD, WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation and Employers' Liability, and Ship Repairers Legal Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Blank space for description of operations, locations, and vehicles.

CERTIFICATE HOLDER CANCELLATION

CERTIFICATE HOLDER: State of West Virginia, Department of Administration, Purchasing Division, 2019 Washington Street East, Charleston, WV 25305-01

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ AGR2300000010

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

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

Addendum Numbers Received:
(Check the box next to each addendum received)

Addendum No. 1	Addendum No. 6
Addendum No. 2	Addendum No. 7
Addendum No. 3	Addendum No. 8
Addendum No. 4	Addendum No. 9
Addendum No. 5	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.

Western Branch Diesel

Company

Authorized Signature

11/16/2022

Date

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

**REQUEST FOR QUOTATION
CRFQ AGR2300000010
TRUCK MAINTENANCE AND REPAIR**

10.3 Agency reserves the right to inspect the Truck Maintenance to ensure that Vendor's performance is in compliance with this Contract. If Agency determines that Vendor has failed to perform in accordance with this Contract, Agency may demand that the Vendor immediately remedy the failure or consider the failure to be a default. Vendor's failure to remedy the deficient performance, if given the opportunity to do so, shall be considered a default.

11 MISCELLANEOUS:

11.3 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Derrick Bennett, On Highway Service Manager
Telephone Number: 304-590-4134 Office: +1 304-744-1511 x:51121
Fax Number: 304-744-3584 —
Email Address: dbennett@wbdiesel.com