



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](http://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](http://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: 1279879  
 Procurement Type: Central Master Agreement  
 Vendor ID: VS0000041283   
 Legal Name: Ennis Brothers LLC  
 Alias/DBA:  
 Total Bid: \$0.00  
 Response Date: 10/25/2023   
 Response Time: 12:07  
 Responded By User ID: ennisbrothers1   
 First Name: James  
 Last Name: Ennis  
 Email: Ennisbrothersllc@gmail.com  
 Phone: 3046160320

SO Doc Code: CRFQ  
 SO Dept: 0211  
 SO Doc ID: GSD2400000008  
 Published Date: 10/20/23  
 Close Date: 10/25/23  
 Close Time: 13:30  
 Status: Closed  
 Solicitation Description: Snow Removal Services - Charleston Metro Buildings  
 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**

**Proc Folder:** 1279879  
**Solicitation Description:** Snow Removal Services - Charleston Metro Buildings  
**Proc Type:** Central Master Agreement

Solicitation Closes	Solicitation Response	Version
2023-10-25 13:30	SR 0211 ESR10252300000002022	1

**VENDOR**  
 VS0000041283  
 Ennis Brothers LLC

**Solicitation Number:** CRFQ 0211 GSD2400000008  
**Total Bid:** 0  
**Response Date:** 2023-10-25  
**Response Time:** 12:07:42  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**

Melissa Pettrey  
 (304) 558-0094  
 melissa.k.pettrey@wv.gov

**Vendor Signature X** **FEIN#** **DATE**

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	Snow Removal Services - Charleston Metro Buildings	1.00000	EA	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
72102903			

**Commodity Line Comments:**

**Extended Description:**

Snow Removal Services - Charleston Metro Buildings



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 - Prof

Proc Folder: 1279879		Reason for Modification:	
Doc Description: Snow Removal Services - Charleston Metro Buildings			
Proc Type: Central Master Agreement			
Date Issued	Solicitation Closes	Solicitation No	Version
2023-10-12	2023-10-25 13:30	CRFQ 0211 GSD2400000008	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: ENNIS BROTHERS LLC  
 Address: 85 CROSSWINDS DRIVE  
 Street: CROSSWINDS DRIVE  
 City: CHARLES TOWN  
 State: WV Country: USA Zip: 25414  
 Principal Contact: JAMES FENNIS  
 Vendor Contact Phone: 703-999-9060 Extension:

**FOR INFORMATION CONTACT THE BUYER**  
 Melissa Pettrey  
 (304) 558-0094  
 melissa.k.pettrey@wv.gov

Vendor Signature X  FEIN# 88-3486259 DATE 10/24/23

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

**ADDITIONAL INFORMATION**

Request for Quotation

The West Virginia Purchasing Division is soliciting bids on behalf of The Department of Administration, General Services Division, to establish an open-end contract for snow removal on various Department of Administration owned parking lots throughout Kanawha County, per the bid requirements, specifications and terms and conditions as attached hereto.

The work shall be performed at the following facilities:

- Capitol Complex - see Exhibit B
- Laidley Field Lots - see Exhibit C
- DEP Building 37, Kanawha City - see Exhibit D
- Plaza Four Building 74, South Charleston - see Exhibit E
- Cornerstone Building 84 - see Exhibit F
- Summer's Building 86 - see Exhibit G

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

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Snow Removal Services - Charleston Metro Buildings	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
72102903			

**Extended Description:**  
Snow Removal Services - Charleston Metro Buildings

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Vendor question deadline @ 3:00 PM	2023-10-17

**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) JAMES ENNIS (OWNER)

(Address) 85 CROSSWINDS DRIVE

(Phone Number) / (Fax Number) 703-999-9060 / 304-616-0320

(email address) ENNIS BROTHERS LLC @ GMAIL 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.

ENNIS BROTHERS LLC

(Company)

(Signature of Authorized Representative)

JAMES ENNIS OWNER 10/24/23

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

703-999-9060 / 304-616-0320

(Phone Number) (Fax Number)

ENNIS BROTHERS LLC @ GMAIL.COM

(Email Address)

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

- 1.  **Application is made for 2.5% vendor preference for the reason checked:**  
Bidder is an individual resident vendor and has resided continuously in West Virginia, or bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia, for four (4) years immediately preceding the date of this certification; **or**,
- Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,
- Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,

- 2.  **Application is made for 2.5% vendor preference for the reason checked:**  
Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,

- 3.  **Application is made for 2.5% vendor preference for the reason checked:**  
Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,

- 4.  **Application is made for 5% vendor preference for the reason checked:**  
Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,

- ~~5.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,~~

- 6.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

- 7.  **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**  
Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

- 8.  **Application is made for reciprocal preference.**  
Bidder is a West Virginia resident and is requesting reciprocal preference to the extent that it applies.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

Bidder: ENNIS BROTHERS LLC

Signed: 

Date: 10/24/23

Title: OWNER

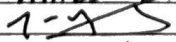
\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.



Exhibit A - Pricing Page

<b>Capitol Complex - Year One</b>		Bid	
De-icing under 1" or during icy conditions		\$ 5828	
Snow removal and de-icing of 1"-6" accumulation		\$ 3800	
Snow removal and de-icing over 6" accumulation		\$ 1900	
<b>Location Subtotal:</b>		11528	(A)
<b>Daycare Lot - Year One</b>			
De-icing under 1" or during icy conditions		610	
Snow removal and de-icing of 1"-6" accumulation		500	
Snow removal and de-icing over 6" accumulation		250	
<b>Location Subtotal:</b>		1360	(B)
<b>Building 4 (Lot 18) - Year One</b>			
De-icing under 1" or during icy conditions		610	
Snow removal and de-icing of 1"-6" accumulation		500	
Snow removal and de-icing over 6" accumulation		250	
<b>Location Subtotal:</b>		1360	(C)
<b>California (Lot 24) - Year One</b>			
De-icing under 1" or during icy conditions		610	
Snow removal and de-icing of 1"-6" accumulation		500	
Snow removal and de-icing over 6" accumulation		250	
<b>Location Subtotal:</b>		1360	(D)
<b>Capitol Complex - Year Two +</b>			
De-icing under 1" or during icy conditions		7048	
Snow removal and de-icing of 1"-6" accumulation		4800	
Snow removal and de-icing over 6" accumulation		2400	
<b>Location Subtotal:</b>		14248	(E)
<b>California (Lot 24) - Year Two +</b>			
De-icing under 1" or during icy conditions		610	
Snow removal and de-icing of 1"-6" accumulation		500	
Snow removal and de-icing over 6" accumulation		250	
<b>Location Subtotal:</b>		1360	(F)
<b>The Laidley Lots</b>			
De-icing under 1" or during icy conditions		2950	
Snow removal and de-icing of 1"-6" accumulation		2000	
Snow removal and de-icing over 6" accumulation		1000	
<b>Location Subtotal:</b>		5950	(G)
<b>Campus Total Bid:</b>			
(A+B+C+D+E+F+G)		37166	
<b>DEP Building #37</b>			
De-icing under 1" or during icy conditions		6208	
Snow removal and de-icing of 1"-6" accumulation		4800	
Snow removal and de-icing over 6" accumulation		2400	
<b>Location Total:</b>		13408	
<b>Plaza Four #74</b>			
De-icing under 1" or during icy conditions		900	
Snow removal and de-icing of 1"-6" accumulation		600	
Snow removal and de-icing over 6" accumulation		300	
<b>Location Total:</b>		1800	
<b>Cornerstone Bldg #84</b>			
De-icing under 1" or during icy conditions		1100	
Snow removal and de-icing of 1"-6" accumulation		800	
Snow removal and de-icing over 6" accumulation		400	
<b>Location Total:</b>		2300	
<b>Summers Building #86</b>			
De-icing under 1" or during icy conditions		1100	
Snow removal and de-icing of 1"-6" accumulation		800	
Snow removal and de-icing over 6" accumulation		400	
<b>Location Total:</b>		2300	

<b>Off-site Snow Removal</b>	
Hourly Labor Rate	\$ 425.00

<b>Vendor Information:</b>	
Company Name	ENNIS BROTHERS LLC @ gmail.com
Address	85 CROSS WINDS DR. CHARLES TOWN WV. 25414
Phone Number	
Fax Number	
FEIN	88-3486259
Contact Name Printed	JAMES ENNIS
Contact Name Signature	
Date	10/24/23
Vendor Email Address	ENNIS BROTHERS LLC @ gmail.com