



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: 1649322

Doc Description: HVAC maintenance and repair services

Reason for Modification:

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2025-03-28	2025-04-23 13:30	CRFQ 0926 PSC2500000004	1

BID RECEIVING LOCATION

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

RECEIVED

2025 APR 23 AM 8:54

WV PURCHASING
DIVISION

VENDOR

Vendor Customer Code: 000000 189985

Vendor Name : DSO Mechanical LLC

Address : 515 Third Ave

Street :

City : South Charleston

State : West Virginia

Country : USA

Zip : 25303

Principal Contact : Jeffrey Kelley

Vendor Contact Phone: 304-744-8479

Extension:

FOR INFORMATION CONTACT THE BUYER

Larry D McDonnell
304-558-2063
larry.d.mcdonnell@wv.gov

Vendor
Signature X

FEIN#

46-1525016

DATE

04/23/2025

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

ADDITIONAL INFORMATION

The State of West Virginia Purchasing Division, is soliciting bids for the agency, West Virginia Public Service Commission, to establish an open-end contract for HVAC Maintenance, per the attached documentation.

Questions regarding the solicitation must be submitted in writing to Larry.D.McDonnell@wv.gov prior to the question period deadline

INVOICE TO

PUBLIC SERVICE
COMMISSION
201 BROOKS ST

CHARLESTON WV
US

SHIP TO

PUBLIC SERVICE
COMMISSION
201 BROOKS ST

CHARLESTON WV
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HVAC maintenance and repair services				54,032.00

Comm Code**Manufacturer****Specification****Model #**

72151207

Extended Description:

Vendor to enter lump sum (total cost) and submit completed pricing page.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Mandatory Pre-Bid Meeting at 10:00AM EST/EDT	2025-04-09
2	Vendor Questions due by 2:00PM EST/EDT	2025-04-16

REQUEST FOR QUOTATION
Public Service Commission HVAC Maintenance
CRFQ PSC25*04

EXHIBIT C - PRICING PAGE

Preventive Maintenance (cost should include both locations in monthly and yearly totals):

Monthly Charge	x	months	=	Total Yearly Charge
\$ <u>1,836</u>	x	12	=	\$ <u>22,032</u>

Corrective Maintenance:

Hourly Labor Rate	x	Estimated Hours	=	Total Labor Cost
\$ <u>100</u>	x	200	=	\$ <u>20,000</u>

Estimated Parts Cost	x	Multiplier (provide % amount)	=	Total Parts Cost
\$10,000.00	x	<u>1.2</u>	=	\$ <u>12,000</u>

Total Bid Amount * \$ 54,032

* Total Bid Amount is calculated by adding the Total Yearly Cost, Total Labor Cost, and the Total Parts Cost.



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV050370

CLASSIFICATION:

HVAC
PLUMBING
SPECIALTY

DSO MECHANICAL LLC
515 THIRD AVENUE
SOUTH CHARLESTON, WV 25303

DATE ISSUED

EXPIRATION DATE

JANUARY 21, 2025

JANUARY 21, 2026

Authorized Signature

Chair, 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.

Subcontractor List Submission (Construction Contracts Only)

Bidder's Name: DSO Mechanical



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.

(Printed Name and Title) Mike Laughlin / Project Manager

(Address) 515 Third Ave., South Charleston, WV 25303

(Phone Number) / (Fax Number) 304-744-8479 / 304-744-8491

(email address) mlaughter@dsomech.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.

DSO Mechanical LLC

(Company) _____

(Signature of Authorized Representative) _____

Mike Laughlin / Project Manager / 04/23/2025

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

304-744-8479 / 304-744-8491

(Phone Number) (Fax Number)

mlaughter@dsomech.com

(Email Address) _____

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ AGR25*13

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 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.

DSO Mechanical LLC

Company



Authorized Signature

04/23/2025

Date

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

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: _____

Contract Purpose: _____

Agency Requesting Work: _____

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: DSO Mechanical LLCVendor Telephone: 304-744-8479Vendor Address: 515 Third AveVendor Fax: 304-744-8491South Charleston, WV 25303Vendor E-Mail: mlaughlin@dsomech.com



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

I, Mike Laughlin, after being first duly sworn, depose and state as follows:

1. I am an employee of DSO Mechanical LLC; and,
 (Company Name)
2. I do hereby attest that DSO Mechanical LLC
 (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: Mike Laughlin

Signature: 

Title: Project Manager

Company Name: DSO Mechanical LLC

Date: 04/23/2025

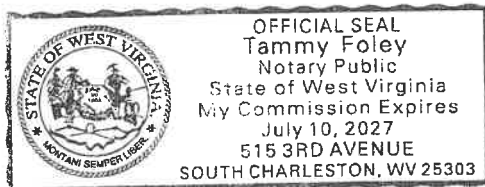
STATE OF WEST VIRGINIA,

COUNTY OF Kanawha, TO-WIT:

Taken, subscribed and sworn to before me this 23 day of March, 2025.

By Commission expires 7/10/27

(Seal)




 (Notary Public)

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, DSO Mechanical, LLC
of 515 Third Avenue, South Charleston, WV 25303, as Principal, and Everest Reinsurance Company
of 100 Everest Way, Warren, NJ 07059, a corporation organized and existing under the laws of the State of DE
with its principal office in the City of Warren, NJ, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of FIVE PERCENT OF THE AMOUNT (\$ 5%) 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
HVAC MAINTENANCE AND REPAIR SERVICES

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 10TH day of April, 20 25.

Principal Seal

DSO Mechanical, LLC
(Name of Principal)
By [Signature]
(Must be President, Vice President, or
Duly Authorized Agent)
Operations Manager
(Title)

Surety Seal

Everest Reinsurance Company
(Name of Surety)
[Signature]
Adrianne Scalera Attorney-in-Fact

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.

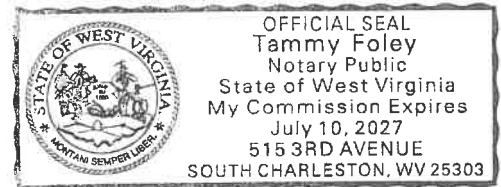
(ACKNOWLEDGMENT BY LIMITED LIABILITY COMPANY)

STATE OF WV)
) ss
COUNTY OF Kanawha

On this 10th day of April, in the year of 2025, before me the undersigned Notary Public in and for said State, personally appeared Jeff Kelley, known or identified to me (or proved to me on the oath of....) to be the Member, of the limited liability company that executed the instrument or the person who executed the instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Tammy Foley
.....
Notary Public for State of WV
Residing at: Kanawha County
My commission expires: 7/10/27



CORPORATE ACKNOWLEDGMENT

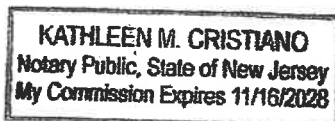
Form 152

State of **NEW JERSEY**
County of **UNION**

On this 10th day of April, 2025 before me personally came ADRIANNE SCALERA, to me known, who, being by me duly sworn, did depose and say that he/she resides in SHREWSBURY, NEW JERSEY that he/she is the ATTORNEY-IN-FACT of the EVEREST REINSURANCE COMPANY the corporation described in and which executed the above instrument; that he/she knows that seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

(SEAL)

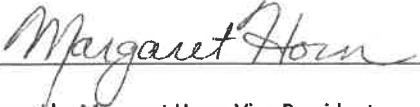
Kathleen M. Cristiano



EVEREST REINSURANCE COMPANY
STATEMENTS OF FINANCIAL CONDITION

	December 31,	
	2023	2022
	Unaudited	Audited
ASSETS		
Bonds	\$ 15,480,681,617	\$ 13,425,435,159
Stocks	977,899,975	887,282,126
Short-term investments	304,102,787	148,664,819
Other invested assets	2,104,105,489	2,299,249,359
Cash and cash equivalents	963,116,519	530,084,045
Accounts receivable-premium balances	3,149,313,000	2,549,040,224
Reinsurance recoverable	1,109,380,891	821,045,215
Other assets	2,187,268,116	1,689,988,250
Total Assets	\$ 26,275,868,394	\$ 22,350,789,197
LIABILITIES		
Loss and loss adjustment expense reserve	\$ 12,654,219,077	\$ 11,330,580,413
Unearned premium reserve	3,406,155,545	2,723,033,746
Ceded reinsurance premium payable (net of ceding commission)	703,075,577	559,742,437
Reserve for commissions, taxes and other liabilities	2,549,054,546	2,184,544,900
Total Liabilities	\$ 19,312,504,745	\$ 16,797,901,496
SURPLUS AND OTHER FUNDS		
Common capital stock	\$ 10,000,000	\$ 10,000,000
Contributed Surplus	4,100,821,734	3,600,610,905
Unassigned surplus	2,852,541,914	1,942,276,796
Total capital and surplus	\$ 6,963,363,649	\$ 5,552,887,701
Total Liabilities and Surplus	\$ 26,275,868,394	\$ 22,350,789,197

Bonds and stocks are valued on a basis promulgated by the National Association of Insurance Commissioners


 Signed by Margaret Horn, Vice President

3/21/2024

Date



**POWER OF ATTORNEY
EVEREST REINSURANCE COMPANY**

KNOW ALL PERSONS BY THESE PRESENTS: That Everest Reinsurance Company, a corporation of the State of Delaware ("Company") having its principal office located at 100 Everest Way, Warren, New Jersey, 07059, do hereby nominate, constitute, and appoint:

Kathleen M. Cristiano, Adrienne Scalera, Joseph Dobkowski Jr., John Dougherty Hunter

its true and lawful Attorney(s)-in-fact to make, execute, attest, seal and deliver for and on its behalf, as surety, and as its act and deed, where required, any and all bonds and undertakings in the nature thereof, for the penal sum of no one of which is in any event to exceed UNLIMITED, reserving for itself the full power of substitution and revocation.

Such bonds and undertakings, when duly executed by the aforesaid Attorney(s)-in-fact shall be binding upon the Company as fully and to the same extent as if such bonds and undertakings were signed by the President and Secretary of the Company and sealed with its corporate seal.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Board of Directors of Company ("Board") on April 21, 2016:

RESOLVED, that the President, any Executive Vice President, and any Senior Vice President are hereby appointed by the Board as authorized to make, execute, seal and deliver for and on behalf of the Company, any and all bonds, undertakings, contracts or obligations in surety or co-surety with others and that the Secretary or any Assistant Secretary of the Company be and that each of them hereby is authorized to attest to the execution of any such bonds, undertakings, contracts or obligations in surety or co-surety and attach thereto the corporate seal of the Company.

RESOLVED, FURTHER, that the President, any Executive Vice President, and any Senior Vice President are hereby authorized to execute powers of attorney qualifying the attorney named in the given power of attorney to execute, on behalf of the Company, bonds and undertakings in surety or co-surety with others, and that the Secretary or any Assistant Secretary of the Company be, and that each of them is hereby authorized to attest the execution of any such power of attorney, and to attach thereto the corporate seal of the Company.

RESOLVED, FURTHER, that the signature of such officers named in the preceding resolutions and the corporate seal of the Company may be affixed to such powers of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be thereafter valid and binding upon the Company with respect to any bond, undertaking, contract or obligation in surety or co-surety with others to which it is attached.

IN WITNESS WHEREOF, Everest Reinsurance Company has caused their corporate seals to be affixed hereto, and these presents to be signed by their duly authorized officers this 15th day of February 2023.



Everest Reinsurance Company

By: Anthony Romano, Senior Vice President

On this 15th day of February 2023, before me personally came Anthony Romano, known to me, who, being duly sworn, did execute the above instrument; that he knows the seal of said Company; that the seal affixed to the aforesaid instrument is such corporate seal and was affixed thereto; and that he executed said instrument by like order.

LINDA ROBINS
Notary Public, State of New York
No 01R06239736
Qualified in Queens County
Term Expires April 25, 2027

Linda Robins, Notary Public

I, Nicole Chase, Assistant Secretary of Everest Reinsurance Company do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporation as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATION, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company, this 10th day of APRIL 2025.



By: Nicole Chase, Assistant Secretary