



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 2

List View

**General Information** | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#) | [Clarification Request](#)

Procurement Folder: 1771028

Procurement Type: Central Master Agreement

Vendor ID:

Legal Name: ALPHA MECHANICAL SERVICE LLC

Alias/DBA: ALPHA ENERGY SOLUTIONS

Total Bid: \$50,900.00

Response Date:

Response Time:

Responded By User ID:

First Name:

Last Name:

Email:

Phone:

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2600000029

Published Date: 10/17/25

Close Date: 10/29/25

Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2



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:** 1771028  
**Solicitation Description:** HVAC PREVENTIVE /CORRECTIVE MAINTENANCE AND PARTS  
**Proc Type:** Central Master Agreement

| Solicitation Closes | Solicitation Response        | Version |
|---------------------|------------------------------|---------|
| 2025-10-29 13:30    | SR 0803 ESR10282500000002832 | 1       |

**VENDOR**  
000000192144  
ALPHA MECHANICAL SERVICE LLC

**Solicitation Number:** CRFQ 0803 DOT2600000029  
**Total Bid:** 50900  
**Response Date:** 2025-10-29  
**Response Time:** 10:18:41  
**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
John W Estep  
304-558-2566  
john.w.estep@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    | HVAC PREVENTIVE/CORRECTIVE<br>MAINTANCE AND PARTS | 1.00000 | EA         | 50900.000000 | 50900.00                    |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 72151201  |              |               |         |

Commodity Line Comments:

Extended Description:

HVAC PREVENTIVE/CORRECTIVE MAINTANCE AND PARTS



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

|                                                                           |                            |                         |                                                                                    |
|---------------------------------------------------------------------------|----------------------------|-------------------------|------------------------------------------------------------------------------------|
| <b>Proc Folder:</b> 1771028                                               |                            |                         | <b>Reason for Modification:</b><br>Addendum NO_3<br>Vendor Questions and responses |
| <b>Doc Description:</b> HVAC PREVENTIVE /CORRECTIVE MAINTENANCE AND PARTS |                            |                         |                                                                                    |
| <b>Proc Type:</b> Central Master Agreement                                |                            |                         |                                                                                    |
| <b>Date Issued</b>                                                        | <b>Solicitation Closes</b> | <b>Solicitation No</b>  | <b>Version</b>                                                                     |
| 2025-10-17                                                                | 2025-10-29 13:30           | CRFQ 0803 DOT2600000029 | 4                                                                                  |

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 LLC

**Address :** 7200

**Street :** Distribution Drive

**City :** Louisville

**State :** KY **Country :** USA **Zip :** 40258

**Principal Contact :** Sarah Wright

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

FOR INFORMATION CONTACT THE BUYER

John W Estep  
304-558-2566  
john.w.estep@wv.gov

**Vendor**  
**Signature X** *Robert Haydon* **cfo** **FEIN#** 51-0456396 **DATE** 10/29/2025

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

|                                                                                                                                                                                                                                                                                                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>ADDITIONAL INFORMATION</b>                                                                                                                                                                                                                                                                          |
| ADDENDUM NO_3                                                                                                                                                                                                                                                                                          |
| Addendum No_3 issued to publish and distribute the attached Information to the Vendor Community                                                                                                                                                                                                        |
| REQUEST FOR QUOTATION:<br>The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Division of Highways, District One to establish an open-end contract for HVAC Maintenance. Per the Bid Requirements, specifications, Terms and Conditions attached to this solicitation. |

|                                                                                 |                                                                                 |
|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>INVOICE TO</b>                                                               | <b>SHIP TO</b>                                                                  |
| DIVISION OF HIGHWAYS<br>DISTRICT ONE HQ<br>1340 SMITH ST<br>CHARLESTON WV<br>US | DIVISION OF HIGHWAYS<br>DISTRICT ONE HQ<br>1340 SMITH ST<br>CHARLESTON WV<br>US |

| Line | Comm Ln Desc                                      | Qty     | Unit Issue | Unit Price | Total Price |
|------|---------------------------------------------------|---------|------------|------------|-------------|
| 1    | HVAC PREVENTIVE/CORRECTIVE<br>MAINTANCE AND PARTS | 1.00000 | EA         |            | \$50,900.00 |

|                  |                     |                      |                |
|------------------|---------------------|----------------------|----------------|
| <b>Comm Code</b> | <b>Manufacturer</b> | <b>Specification</b> | <b>Model #</b> |
| 72151201         |                     |                      |                |

**Extended Description:**  
HVAC PREVENTIVE/CORRECTIVE MAINTANCE AND PARTS

| SCHEDULE OF EVENTS |                                           |                   |
|--------------------|-------------------------------------------|-------------------|
| <u>Line</u>        | <u>Event</u>                              | <u>Event Date</u> |
| 1                  | Pre-Bid meeting - 9:00am D1 HQ Charleston | 2025-10-15        |
| 2                  | Tech Questions dur by 10:00am             | 2025-10-23        |

|               | Document Phase | Document Description                                     | Page<br>3 |
|---------------|----------------|----------------------------------------------------------|-----------|
| DOT2600000029 | Final          | HVAC PREVENTIVE /<br>CORRECTIVE MAINTENANCE<br>AND PARTS |           |

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

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

**Bidder's Name:**    Alpha Mechanical Service LLC

☒    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<br>W. Va. Code § 21-11-1 et. seq. |
|--------------------|-----------------------------------------------------------------|
| N/A                |                                                                 |
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|                    |                                                                 |

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) John Jennings/Account Representative

(Address) 7200 Distribution Drive Louisville, KY 40258

(Phone Number) / (Fax Number) 888-212-6324 or 304-550-5289

(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 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.

Alpha Mechanical Service LLC

(Company)

Robert Haydon

(Signature of Authorized Representative)

Robert M. Haydon CFO 10/29/2025

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

888-212-6324/866-296-8035

(Phone Number) (Fax Number)

sarah.wright@aamservice.com

(Email Address)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ DOT2600000029**

**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 the 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 the 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.

Alpha Mechanical Service LLC

Company

*Robert Haydon*

CFO

Authorized Signature

October 29, 2025

Date

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

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ DOT2600000029**

**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 the addenda may result in bid disqualification.

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|                                                    |                                          |
|----------------------------------------------------|------------------------------------------|
| <input 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 |

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\_\_\_\_\_  
Alpha Mechanical Service LLC

Company

\_\_\_\_\_  
*Robert Haydon*

CFO

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
October 29, 2025

Date

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

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**SOLICITATION NO.: CRFQ DOT2600000029**

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|                                                    |                                          |
|----------------------------------------------------|------------------------------------------|
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| <input type="checkbox"/> Addendum No. 2            | <input type="checkbox"/> Addendum No. 7  |
| <input checked="" 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 |

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\_\_\_\_\_  
Alpha Mechanical Service LLC

Company

\_\_\_\_\_  
*Robert Haydon*

cfo

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
October 29, 2025

Date

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



# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WV036853

**CLASSIFICATION:**

HVAC  
SPECIALTY

ALPHA MECHANICAL SERVICE LLC  
7200 DISTRIBUTION DR  
LOUISVILLE, KY 40258

**DATE ISSUED**

APRIL 16, 2025

**EXPIRATION DATE**

APRIL 16, 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.

# Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

## Bid Bond

### CONTRACTOR:

(Name, legal status and address)

Alpha Mechanical Service, LLC  
7200 Distribution Drive  
Louisville, KY 40258

### SURETY:

(Name, legal status and principal place of business)

Harco National Insurance Company  
4200 Six Forks Road, Suite 1400  
Raleigh, NC 27609

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

### OWNER:

(Name, legal status and address)

State of WV-Dept. of Administration Purchasing Division  
2019 Washington Street East  
Charleston, WV 25301

BOND AMOUNT: \$ 5%

Five Percent of Amount Bid

### PROJECT:

(Name, location or address, and Project number, if any)

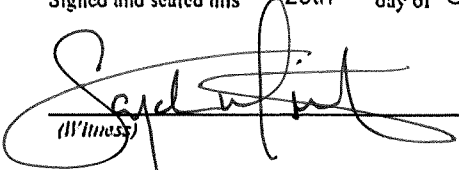
Division of Highways, HVAC Preventative Maintenance & Parts; DOT2600000029

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 29th day of October, 2025

  
(Witness)

Alpha Mechanical Service, LLC

(Principal)

(Seal)

By: 

(Title) CFO

Harco National Insurance Company

(Surety)

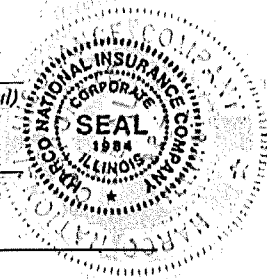
(Seal)

By: 

(Title) Veronica Lawver

Attorney-in-Fact

Surety Phone No. 919-833-1600



**POWER OF ATTORNEY**  
**HARCO NATIONAL INSURANCE COMPANY**  
**INTERNATIONAL FIDELITY INSURANCE COMPANY**

Bond # N/A

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

**KNOW ALL MEN BY THESE PRESENTS:** That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

EVAN D. SIZEMORE, REBECCA S. LEAL, MARIANA WALKER, TAHITIA M. FRY, C. STEPHENS GRIGGS, LAUREN SCOTT, HILLARY D. SHEPARD, KELLIE A. MEYER, ERIN C. LAVIN, CHARLES R. TETER III, VERONICA LAWVER, MARY T. FLANIGAN, PATRICK T. PRIBYL, CHRISTY M. BRAILE, KRISTIN D. THURBER, DANIELLE R. CAPPS, JEFFREY C. CAREY, DEBRA J. SCARBOROUGH

Kansas City, MO

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

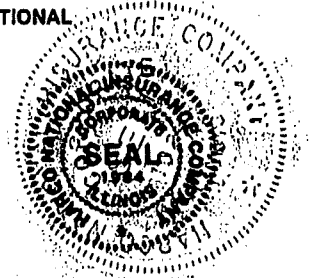
"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents on this 31st day of December, 2024



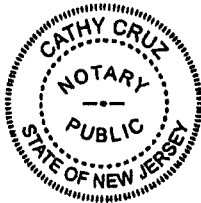
STATE OF NEW JERSEY  
County of Essex

STATE OF ILLINOIS  
County of Cook



\_\_\_\_\_  
Michael F. Zurcher  
Executive Vice President, Harco National Insurance Company  
and International Fidelity Insurance Company

On this 31st day of December, 2024, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

\_\_\_\_\_  
Cathy Cruz a Notary Public of New Jersey  
My Commission Expires April 16, 2029

**CERTIFICATION**

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, 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 TESTIMONY WHEREOF, I have hereunto set my hand on this day, October 29, 2025.

A00823

\_\_\_\_\_  
Irene Martins, Assistant Secretary