



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 @ 2

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Procurement Folder: 1356860

Procurement Type: Central Master Agreement

Vendor ID: 000000192144 

Legal Name: ALPHA MECHANICAL SERVICE LLC

Alias/DBA: ALPHA ENERGY SOLUTIONS

Total Bid: \$48,250.00

Response Date: 03/26/2024 

Response Time: 11:42

Responded By User ID: SarahW 

First Name: Sarah

Last Name: Wright

Email: sarah.wright@aamservice

Phone: 502-968-0121

SO Doc Code: CRFQ

SO Dept: 0705

SO Doc ID: LOT2400000008

Published Date: 3/20/24

Close Date: 3/26/24

Close Time: 13:30

Status: Closed

Solicitation Description: West Virginia Lottery HVAC Maintenance

Total of Header Attachments: 2

Total of All Attachments: 2



Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Building facility HVAC maintenance and repair services				48250.00

Comm Code	Manufacturer	Specification	Model #
72100000			

**Commodity Line Comments:**

**Extended Description:**

See Specifications and Exhibit - B Pricing Page for details

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	HVAC Maintenance Parts Plus Markup Multiplier	0.00000	LS	85.000000	0.00

Comm Code	Manufacturer	Specification	Model #
72100000			

**Commodity Line Comments:** IF UNIT PRICE IS THE HOURLY ST LABOR RATE, THIS IS AS SHOWN ON 3.3 CORRECTIVE MAINTENANCE LINE 1

**Extended Description:**

See Specifications and Exhibit - B Pricing Page for details



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:** 1356860  
**Doc Description:** West Virginia Lottery HVAC Maintenance  
**Reason for Modification:** Addendum No. 2 to modify specifications  
**Proc Type:** Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2024-03-20	2024-03-26 13:30	CRFQ 0705 LOT2400000008	3

**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 Distribution  
**Street :** Distribution Drive  
**City :** Louisville  
**State :** KY **Country :** United States **Zip :** 40258  
**Principal Contact :** Sarah Wright  
**Vendor Contact Phone:** 502-400-4600 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**

Brandon L Barr  
 304-558-2652  
 brandon.l.barr@wv.gov

**Vendor Signature X** *Robert M. Haydon* **FEIN#** 51-0456396 **DATE** March 21, 2024

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

**ADDITIONAL INFORMATION**

The West Virginia Purchasing Division is soliciting bids on behalf of WV Lottery to establish an open end contract for HVAC Maintenance for the WV Lottery Headquarters Building located at 900 Pennsylvania Ave, Charleston WV. per the attached specifications, terms and conditions.

INVOICE TO		SHIP TO	
LOTTERY PO BOX 2067		LOTTERY 900 PENNSYLVANIA AVE	
CHARLESTON	WV	CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Building facility HVAC maintenance and repair services				\$ 35,750.00

Comm Code	Manufacturer	Specification	Model #
72100000			

**Extended Description:**  
See Specifications and Exhibit - B Pricing Page for details

INVOICE TO		SHIP TO	
LOTTERY PO BOX 2067		LOTTERY 900 PENNSYLVANIA AVE	
CHARLESTON	WV	CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	HVAC Maintenance Parts Plus Markup Multiplier	0.00000	LS		\$ 12,500.00

Comm Code	Manufacturer	Specification	Model #
72100000			

**Extended Description:**  
See Specifications and Exhibit - B Pricing Page for details

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Mandatory Pre-bid 3/12/24 at 10:00am ET	2024-03-12
2	Questions due by 3/19/24 at 10:00am ET	2024-03-19

	Document Phase	Document Description	Page
LOT2400000008	Final	West Virginia Lottery HVAC Maintenance	3

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: LOT2400000008**  
**Addendum Number: 2**

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The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

Addendum No. 2 is issued for the following:

1) To modify the specifications to include the provision not to exceed the project cost threshold for individual Corrective Maintenance projects, per the attached documentation.

-No other changes-

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.



# ATTACHMENT A

1. **PURPOSE AND SCOPE:** Maintenance under this contract does not include an individual project that exceeds \$25,000 in total value (including both parts and labor). Any project that exceeds \$25,000 in total value must be completed through the Purchasing Division's formal competitive bidding process.

3.3.4 HVAC Maintenance performed under this Contract shall not exceed \$25,000 per project in total cost. Any project that exceeds \$25,000 in total value must be completed through the Purchasing Division's formal competitive bidding process.

9.1.1 Agency shall not issue a release order that allows Maintenance performed under this Contract to exceed \$25,000 per project in total costs. Vendor and Agency are prohibited from dividing or planning a series of HVAC Maintenance activities to circumvent this \$25,000 limit.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: LOT2400000008**

**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 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 M. Haydon

Authorized Signature

March 21, 2024

Date

**NOTE:** This addendum acknowledgement 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 LLX

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.
N/A	

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/Regional Account Executive

(Address) 7200 Distribution Drive Louisville, KY 40258

(Phone Number) / (Fax Number) C: 304-550-5289, O: 888-212-6324, F: 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 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 M. Haydon

(Signature of Authorized Representative)

Robert M. Haydon/CFO March 21, 2024

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

888-212-6324/866-296-8035

(Phone Number) (Fax Number)

rob.haydon@aamservice.com or sarah.wright@aamservice.com

(Email Address)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ LOT240000008**

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 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 M. Haydon  
Authorized Signature

March 21, 2024  
Date

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

**EXHIBIT B – Pricing Page**

Item	3.2 Preventive Maintenance	Unit of Measure	Quantity	Monthly Cost	Yearly Cost
1	Preventive Maintenance	Months	12	\$ 1,350.00 -	\$ 16,200.00 -
<b>Total</b>				\$ 16,200.00	-

**(A)**

3.3 Corrective Maintenance		Unit of Measure	Estimated Hours**	Hourly Labor Rate	Total Labor Cost
1	Hourly Labor Rate	Hours	200	\$ 85.00 -	\$ 17,000.00 -
2	Hourly Overtime Rate	Hours	20	\$ 127.50 -	\$ 2,550.00 -

**(B)**

**(C)**

3.4 Parts		Unit of Measure	Estimated Parts Cost**	Multiplier	Total Parts Cost
1	Estimated Parts Plus Markup**	Lum Sum	\$ 10,000.00	0.00 1.25	\$ 12,500.00 -

**(D)**

<b>*Total Bid Amount is calculated by adding the Total Yearly Cost (A), Total Labor Cost (B), Total Overtime Cost (C), and the Total Parts Cost (D)*</b>	<b>Total Bid Amount</b> \$ 48,250.00    -
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**\*\* Estimated cost for bid evaluation purposes only.**

**Please note: This information is being captured for auditing purposes.**

**Vendor should complete the Pricing Pages in their entirety.**

**Any product or service not on the Agency provided Pricing Page will not be allowable. The state cannot accept alternate pricing pages, failure to use Exhibit A Pricing Page may lead to disqualification of vendors bid.**

**Vendor should type or enter electronically the information into the Pricing Page.**

**BIDDER /VENDOR INFORMATION:**

<b>Vendor Name:</b>	Alpha Mechanical Service LLC
<b>Address:</b>	7200 Distribution Drive
<b>City, St. Zip:</b>	Louisville, KY 40258
<b>Phone No.:</b>	888-212-6324
<b>Email Address:</b>	sarah.wright@aamservice.com

Robert M. Haydon

March 21, 2024

**Vendor Signature:**

**Date:**





# CONTRACTOR LICENSE

AUTHORIZED BY THE  
West Virginia Contractor  
Licensing Board

NUMBER: WV036853

CLASSIFICATION:  
HEATING, VENTILATING & COOLING

ALPHA MECHANICAL SERVICE INC  
DBA ALPHA MECHANICAL SERVICE INC  
7200 DISTRIBUTION DR  
LOUISVILLE, KY 40258

DATE ISSUED

EXPIRATION DATE

APRIL 16, 2023

APRIL 16, 2024

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)

Atlantic Specialty Insurance Company  
605 Highway 169 North, Suite 800  
Plymouth, MN 55441

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 West Virginia - Department of Administration Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305

**BOND AMOUNT:** \$ 5%

Five Percent of Amount Bid

### PROJECT:

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

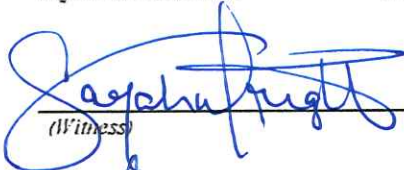
West Virginia Lottery, Project #: 2400000008 - HVAC Maintenance

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 26th day of March, 2024

  
(Witness)

  
(Witness)

Alpha Mechanical Service, LLC  
(Principal) (Seal)

By:   
(Title) CFO Robert M. Haydon

Atlantic Specialty Insurance Company  
(Surety) (Seal)

By:   
(Title) Tahitia M. Fry Attorney-in-Fact

Surety Phone No. 952-852-2431





# Power of Attorney

Surety Bond No: Bid Bond

Principal: Alpha Mechanical Service, LLC

Obligee: State of West Virginia - Department of Administration Purchasing Division

KNOW ALL MEN BY THESE PRESENTS, that ATLANTIC SPECIALTY INSURANCE COMPANY, a New York corporation with its principal office in Plymouth, Minnesota, does hereby constitute and appoint: Tahitia M. Fry, each individually if there be more than one named, its true and lawful Attorney-in-Fact, to make, execute, seal and deliver, for and on its behalf as surety, any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof; provided that no bond or undertaking executed under this authority shall exceed in amount the sum of: **sixty million dollars (\$60,000,000)** and the execution of such bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof in pursuance of these presents, shall be as binding upon said Company as if they had been fully signed by an authorized officer of the Company and sealed with the Company seal. This Power of Attorney is made and executed by authority of the following resolutions adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the President, any Senior Vice President or Vice-President (each an "Authorized Officer") may execute for and in behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and affix the seal of the Company thereto; and that the Authorized Officer may appoint and authorize an Attorney-in-Fact to execute on behalf of the Company any and all such instruments and to affix the Company seal thereto; and that the Authorized Officer may at any time remove any such Attorney-in-Fact and revoke all power and authority given to any such Attorney-in-Fact.

Resolved: That the Attorney-in-Fact may be given full power and authority to execute for and in the name and on behalf of the Company any and all bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof, and any such instrument executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed and sealed by an Authorized Officer and, further, the Attorney-in-Fact is hereby authorized to verify any affidavit required to be attached to bonds, recognizances, contracts of indemnity, and all other writings obligatory in the nature thereof.

This power of attorney is signed and sealed by facsimile under the authority of the following Resolution adopted by the Board of Directors of ATLANTIC SPECIALTY INSURANCE COMPANY on the twenty-fifth day of September, 2012:

Resolved: That the signature of an Authorized Officer, the signature of the Secretary or the Assistant Secretary, and the Company seal may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing an Attorney-in-Fact for purposes only of executing and sealing any bond, undertaking, recognizance or other written obligation in the nature thereof, and any such signature and seal where so used, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

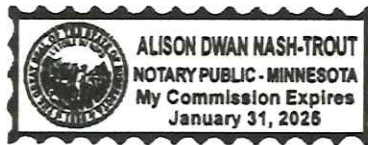
IN WITNESS WHEREOF, ATLANTIC SPECIALTY INSURANCE COMPANY has caused these presents to be signed by an Authorized Officer and the seal of the Company to be affixed this fifth day of March, 2020.

STATE OF MINNESOTA  
HENNEPIN COUNTY



By *Paul J. Brehm*  
Paul J. Brehm, Senior Vice President

On this fifth day of March, 2020, before me personally came Paul J. Brehm, Senior Vice President of ATLANTIC SPECIALTY INSURANCE COMPANY, to me personally known to be the individual and officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, that he is the said officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the seal of said Company and that the said seal and the signature as such officer was duly affixed and subscribed to the said instrument by the authority and at the direction of the Company.



*Alison Nash-Trout*  
Notary Public

I, the undersigned, Assistant Secretary of ATLANTIC SPECIALTY INSURANCE COMPANY, a New York Corporation, do hereby certify that the foregoing power of attorney is in full force and has not been revoked, and the resolutions set forth above are now in force.

Signed and sealed. Dated 26th day of March, 2024.



*Christopher V. Jerry*  
Christopher V. Jerry, Secretary

