



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 1

 List View

General Information

Contact

Default Values

Discount

Document Information

Clarification Request

Procurement Folder: 1692547

Procurement Type: Central Purchase Order

Vendor ID: 000000202408 

Legal Name: CASTO TECHNICAL SERVICES INC

Alias/DBA:

Total Bid: \$12,361,160.00

Response Date: 12/23/2025 

Response Time: 11:22

Responded By User ID: Casto015 

First Name: April

Last Name: Dunlap

Email: adunlap@castotech.com

Phone: 304-346-0549

SO Doc Code: CRFQ

SO Dept: 0803

SO Doc ID: DOT2600000030

Published Date: 12/16/25

Close Date: 12/23/25

Close Time: 13:30

Status: Closed

Solicitation Description: Removal and installation of HVAC at D2 Headquarters

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: 1692547
Solicitation Description: Removal and installation of HVAC at D2 Headquarters
Proc Type: Central Purchase Order

Solicitation Closes	Solicitation Response	Version
2025-12-23 13:30	SR 0803 ESR12232500000003638	1

VENDOR
000000202408
CASTO TECHNICAL SERVICES INC

Solicitation Number: CRFQ 0803 DOT2600000030
Total Bid: 12361160
Response Date: 2025-12-23
Response Time: 11:22:37
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	Air conditioning installation or maintenance or repair servi				12361160.00

Comm Code	Manufacturer	Specification	Model #
72101511			

Commodity Line Comments:

Extended Description:
HVAC System for district 2



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
Construction

Proc Folder: 1692547			Reason for Modification:
Doc Description: Removal and installation of HVAC at D2 Headquarters			
Proc Type: Central Purchase Order			
Date Issued	Solicitation Closes	Solicitation No	Version
2025-10-08	2025-11-04 13:30	CRFQ 0803 DOT2600000030	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 :



Casto Technical Service
540 Leon Sullivan Way
Charleston, WV 25301
plancaster@castotech.com

Address :

Street :

City :

State :

Country :

Zip :

Principal Contact :

Vendor Contact Phone:

Extension:

FOR INFORMATION CONTACT THE BUYER

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

**Vendor
Signature X**

FEIN#

550539186

DATE

Nov. 18, 2025

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

Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in but are charged with knowing all matters discussed at the pre-bid.

Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

4. VENDOR QUESTION DEADLINE: *Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are non-binding.*

Submitted emails should have the solicitation number in the subject line. Question

Submission Deadline: October 23, 2025 by 10:00am

Submit Questions to: John Estep
2019 Washington Street, East Charleston, WV 25305
Fax: (304) 558-3970
Email: john.w.estep@wv.gov

5. VERBAL COMMUNICATION: Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

6. BID SUBMISSION: All bids must be submitted on or before the date and time of the bid opening listed in section 7 below. Vendors can submit bids electronically through wvOASIS, in paper form delivered to the Purchasing Division at the address listed below either in person or by courier, or in facsimile form by faxing to the Purchasing Division at the number listed below. Notwithstanding the foregoing, the Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. The Purchasing Division will not accept bids or modification of bids via email.

Bids submitted in paper, facsimile, or via wvOASIS must contain a signature. Failure to submit a bid in any form without a signature will result in rejection of your bid.

A bid submitted in paper or facsimile form should contain the information listed below on the face of the submission envelope or fax cover sheet. Otherwise, the bid may be rejected by the Purchasing Division.

VENDOR NAME:

BUYER:

JOHN ESTEP

SOLICITATION NO.:

CRFQ 0803 DOT2600000030

BID OPENING DATE:

November 4, 2025

BID OPENING TIME:

1:30 PM

FAX NUMBER:

304-558-3970

Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason.

Bid Delivery Address and Fax Number:

Department of Administration, Purchasing Division 2019 Washington Street East
Charleston, WV 25305-0130
Fax: 304-558-3970

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery or via delivery by mail).

Bid Opening Date and Time: November 4, 2025 @ 1:30 pm

18 Dec. 23

Bid Opening Location:

Department of Administration, Purchasing Division
2019 Washington Street East
Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgement Form. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV001241

CLASSIFICATION:

ELECTRICAL
HVAC
PIPING
SPECIALTY

CASTO TECHNICAL SERVICES INC
PO BOX 627
CHARLESTON, WV 25322-0627

DATE ISSUED

EXPIRATION DATE

AUGUST 13, 2025

AUGUST 13, 2026

Timothy Sneering
Authorized Signature

John H. ...
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:



Casto Technical Service
540 Leon Sullivan Way
Charleston, WV 25301
planaster@castotech.com

☐ 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.
Air Systems	
Prime Insulation	
Wiseman Construction	
Dixon Electric	
Tri-State Roofing	

Attach additional pages if necessary

Revised 8/24/2023

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) _____

(Address) Same as below

(Phone Number) / (Fax Number) _____

(email address) _____

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 § 5A-3-63, the entity entering into this contract against Israel.



Casto Technical Service
540 Leon Sullivan Way
Charleston, WV 25301
plancaster@castotech.com

(Company) _____

(Signature of Authorized Representative) _____

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

Paul Lancaster Mgr. Nov. 17, 2025

(Phone Number) (Fax Number) _____

(Email Address) _____

REQUEST FOR QUOTATION
Remove & Install HVAC for District 2 Headquarters

14. MISCELLANEOUS:

14.1. 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:

Paul LANCASTER

Telephone Number:

304-543-4838

Fax Number:

Email Address:

Alanaster@castotech.com

14.2. Owner's Representative: Owner's representative for notice purposes is

Name: Hunter Booth, P.E.

Section Head, Buildings Grounds

WV DOT Operations Division

Telephone Number: 304/494-1175

Email Address: Hunter.C.Booth@WV.gov

15. Initial Decision Maker: McKinley Architecture & Engineering, the Architect, shall serve as the Initial Decision Maker in matters relating to this contract.

REQUEST FOR QUOTATION
Remove & Install HVAC for District 2 Headquarters

EXHIBIT A-PRICING PAGE

DATE: Nov. 17, 2025

NAME OF VENDOR: —



Casto Technical Service
540 Leon Sullivan Way
Charleston, WV 25301
plancaster@castotech.com

The aforementioned, hereinafter called Vendor, being familiar with and understanding the Bidding Documents and having examined the sites and being familiar with all local conditions affecting the project hereby proposes to furnish all labor, material, equipment, supplies and transportation and to perform all Work in accordance with the Bidding Documents within the time set forth for the sum of:

TOTAL BID AMOUNT: _____

For the sum of: \$ _____

(Show amount in both words and numbers)

REQUEST FOR QUOTATION – EXHIBIT B Vendor Qualifications/References
HVAC Project District Two Headquarters

NOTE: Use as many pages as necessary. *See Attached Resume*

Name:	
Address:	
Telephone Number:	
Email Address:	
Dates of Service:	
Brief Summary of System/Services Vendor should include a reference to the experience requirement met by the submission	
Size of the Project Number of Stakeholders Locations and total dollar amount:	

CONTRACTOR QUALIFICATION STATEMENT – Exhibit C

Submitted By: Firm Name:

Address:

Phone:

Email:

Principal Office Location (City, State):

Valid WV Contractor License Number:

Costo Technical Services
940 Leon Sullivan Way
Charleston, WV 25301
304-346-0849
plancaster@costotech.com
Charleston, WV
WV001241

Qualification Statement Submitted For (Insert Project Name):

CRFQ 0803 DOT 2600000080
Removal & installation of HVAC at D2 Headquarters

Type of Work to be Performed on this Project:

Site Preparation

Roofing

HVAC

Electrical

General Construction

Plumbing

Sprinkler

Other (Specify: _____)

ORGANIZATION:

Type of Entity:

Corporation

Partnership

Individual

Other

Name of Principal, Owners or Partners:

Name

Position

Years of Service
with Organization

Timothy Snearinger

Owner

12 years

Number of years this organization has been in business? 60 yrs

Have members of this organization operated under former names/businesses?

Yes: _____

No: ☒

NOTE: If "yes," list name, type of entity and names of principal, owners or partners.

Provide a brief description of the general type of construction the firm performs.

HVAC repair, maintenance & installation services

Key Personnel:

Please provide information regarding the experience and skill of the bidder's key personnel (Project Manager, Superintendent, Foreman, etc.) for the project. Attach additional information, if required.

Name	Position - Experience
Paul Lancaster	R&I Operations Manager & Estimator

RELEVANT PROJECT EXPERIENCE: See attached Resume

If you have completed school construction work or similar construction, or completed work on SBA projects, provide a list of projects with individual references that can verify the quality of your work, your ability to construct within budget, and your ability to work within the proposed schedule.

NOTE: Attach additional information, if necessary. Marked as Attachment ____.

Project	Location	Reference & Contact Info.

Please list all major construction projects (schools or other projects) your organization has **in progress** providing the name of Project, Owner, Architect, contract amount, Bonding Company, Insurance Carrier, percentage complete and scheduled completion date.

Marked as Attachment ____.

Please list major projects (schools or other projects) your organization has **completed** in the past five years, giving the name of project, Owner, Architect, contract amount, Bonding Company, date of completion and percentage of the cost of the work performed with your own forces. Note whether or not each project was completed on schedule.

Marked as Attachment ____.

REGULATORY COMPLIANCE:

At any time during the past five years, has your firm, or any of its owners or officers been found in violation or in default in any of the following categories:

NOTE: If answered "Yes," attach detailed explanation. Marked as Attachment ____.

Worker's Compensation Laws	Yes _____	No <input checked="" type="checkbox"/>
Unemployment Compensation Laws	Yes _____	No <input checked="" type="checkbox"/>
Federal Prevailing Wage Laws	Yes _____	No <input checked="" type="checkbox"/>
Occupational Safety & Health Administration (OSHA)	Yes _____	No <input checked="" type="checkbox"/>
Fair Labor Standards Act	Yes _____	No <input checked="" type="checkbox"/>
West Virginia Jobs Act (W.Va. Code §21-1C)	Yes _____	No <input checked="" type="checkbox"/>
Immigration Reform and Control Act (IRCA)	Yes _____	No <input checked="" type="checkbox"/>

CLAIMS AND SUITS:

NOTE: If answered "Yes," attach detailed explanation. Marked as Attachment ____.

Has your organization ever failed to complete any Construction work it has been awarded? Yes _____ No ☒

Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? Yes _____ No ☒

Has there been in the last ten (10) years, or is there now pending or threatened, any litigation, arbitration, investigation, or governmental or regulatory proceeding involving claims in excess of \$100,000 or requesting a declaratory judgment or injunctive relief with respect to the construction or operation of any building which your firm, its principals, predecessors or affiliates constructed? Yes _____ No ☒

Is there any potential claim, demand, litigation, arbitration, investigation, governmental proceeding or regulatory proceeding involving your firm, or its principals, predecessors or affiliates? Yes _____ No ☒

In addition to the litigation, arbitration, investigation or governmental or regulatory proceeding referred to in the preceding paragraphs, is there any litigation, arbitration, investigation or governmental or regulatory proceeding now pending or threatened to which your firm is or may be a party, or are you aware of any potential claim or demand, which might otherwise affect the capacity of your firm to perform with respect to your involvement with the School Building Authority of West Virginia, whether or not it concerns other work which you have undertaken? Yes _____ No ☒

At any time during the past five (5) years has your firm, or any of its owners or officers, been debarred or otherwise deemed ineligible to bid on or be awarded a public works contract or perform work as a subcontractor on a public works contract, under the laws of the federal government, state, county or municipal authority? Yes _____ No ☒

NOTE: If answered "Yes," attach detailed explanation. Marked as Attachment ____.

At any time during the last five (5) years has your firm, or any of its owners or officers, been convicted of a crime relating to the awarding of a contract for a public works construction project, or the bidding or performance of a public works project? Yes ____ No ☒

Is there any person owing ten (10) percent or more of this company, or officer of the company, that is currently, or at the time of the bid, on the Worker's Compensation Employer Violator System? Yes ____ No ☒

If yes, provide name of individual. _____

BANKRUPTCY:

Has your firm, its principals, predecessors, or affiliates been the subject of any proceeding under the federal bankruptcy laws or any other proceeding under state or federal law in which a court or government agency has assumed jurisdiction over any of the assets or business of your firm, its principals, predecessors or affiliates? Yes ____ No ☒
If so, please identify the proceedings, the court or governmental body and the date such jurisdiction was assumed in an attachment.

REFERENCES:

Please list below trade references:

Please list below bank references:

Chase Bank
707 Virginia St; Charleston, WV 25301
Todd Agosti; todd.agosti@chase.com

Please list below completed project owner references:

Fayette County Schools
Tim Payton
tpayton@k12.wv.us; 304-660-7117

AFFIRMATION, SIGNATURE, AND NOTARY:

By signing this form, the bidder's authorized signer affirms and acknowledges under penalty of law for false swearing (W.Va. Code §61-5-3) that the undersigned certified under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

WITNESS THE FOLLOWING SIGNATURE:

Name of Organization: Casto Technical Services

Name: April Dunlap Title: Sales Support

Authorized Signature: April Dunlap Date: 12/22/2025

State of: West Virginia

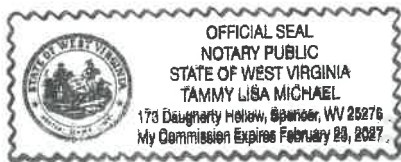
County of: Kanawha, to-wit;

Taken, subscribed, and sworn to before me this 22 day of December, 2025

My Commission expires: February 23, 2027.

AFFIX SEAL HERE

NOTARY PUBLIC: Tammy L. Michael





CASTO Technical Services

We make buildings work...Better!

Thank you for your interest in working with Casto Technical Services, Inc. We look forward to the opportunity to provide your company with exceptional service on your HVAC equipment. Below is a brief history of our company.

Casto Technical Services, Inc. (CTS) has been a locally owned and operated HVAC company in Charleston, WV since 1965. CTS has been known as the region's most trusted HVAC provider to hospitals & medical facilities; colleges & universities; K-12 schools; government buildings; military reserve centers; data centers; correctional centers; retail facilities; industrial organizations; general offices; commercial buildings; and more. Our technicians are certified to service all brands and models of equipment. We have customers throughout the state of WV, and parts of OH, KY, MD, VA, and PA.

Financial Strength

Casto Technical Services is a financially stable corporation. We have a total of (100) employees, and (30) of those employees were hired within the last four (4) years. We have (50) service technicians, (14) apprentices, (12) retrofit & installation technicians, (8) BAS technicians, and (3) intelligent services (IS) technicians. Our year-over-year growth has reached double digits over the past five (5) years. We have a total of (507) contract customers. The combined total value for these contract customers is \$5,610,885, with a total of 34,680 PM hours.



Experience

CTS firmly believes in partnering with our customers, and we routinely provide suggestions on operational issues and energy efficiency. Our collaboration with our customers is second to none. We focus on leveraging our customers' assets to enhance their ability to provide services to their clients.

Our technical capabilities range from basic HVAC technical support (e.g. air filter service, belts, preventative maintenance, etc.) to problem analysis, repairs, installations, upgrades, etc. on equipment such as boilers, chillers, air-handling units, and control systems. Furthermore, we offer intelligent services and energy monitoring that cannot compete with any other HVAC company in the state. Our technicians have extensive knowledge and training on the specifications and standards which are frequently used for problem-solving and equipment failure analysis. Training and continuing education are required for every CTS employee. Each year, CTS invests over \$400,000 in training our employees to stay on the cutting edge of HVAC, DDC, energy management, safety, indoor air quality, new product applications, and engineering.

Note: All control systems at the proposed facilities can be directly supported in-house by Casto Technical Services without third party assistance. Casto technicians will be from the local area.



CASTO Technical Services

We make buildings work...Better!

Capabilities Include:

- Emergency Repairs
- Equipment Installation
- Preventative Maintenance Programs
- Remote Inspections
- Backflow Prevention Testing
- Tube Cleaning
- Coil Cleaning
- Eddy Current Testing
- Oil Analysis

Building Automation:

- Niagara Certified
- Honeywell Controls
- Distech Control distributor
- Trane Tracer Summit
- Trane SC Controls
- Carrier I Vu Controls Expert
- Carrier CCN Control Expert

We currently have technicians and staff situated throughout the state of WV, including the following satellite locations:

Huntington, WV
Beckley, WV
Charleston, WV
Parkersburg, WV
Wheeling, WV
Morgantown, WV
Martinsburg, WV
Cumberland, MD

CTS Safety Program

CTS employees are required to complete monthly safety training. CTS takes pride in providing an educated workforce that emphasizes "Safety First."

CTS Drug & Background Check Program

CTS conducts a mandatory drug test, driving record, and criminal background check on all new employees prior to employment. Employees may be selected at random for drug testing at any time. These tests are unannounced and unexpected by employees.



References:

1: Ruby Memorial Hospital

1 Medical Center Drive
Morgantown, WV 26506

Rob Boyce
304-598-4125
Robert.boyce1@wvmedicine.org

- We have held a "Man in Place" HVAC Preventative Maintenance Agreement for (25) Ruby locations. We've been the preferred service provider for this customer for over (20) years.

2: WVU Medicine's Wheeling Hospital

1 Medical Park
Wheeling, WV 26003

Michael Blair
304-281-9383
Michael.blair@wvumedicine.org

- We currently hold a "Man in Place" HVAC Preventative Maintenance Agreement for this site. We've been the preferred service provider for this customer for over (20) years.

3: Marshall County Schools

PO Box 578
Moundsville, WV 26041

Mike Price
304-843-4400 ext. 349
Michael.x.price@k12.wv.us

- We currently hold a "Man in Place" HVAC Preventative Maintenance Agreement for (10) school buildings. We've been the preferred service provider for this customer for approximately (21) years.

We look forward to the opportunity to work with you. Any further information needed will be available upon request.

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, Casto Technical Services, Inc.
of Charleston, West Virginia, as Principal, and Western Surety Company
of Chicago, Illinois, a corporation organized and existing under the laws of the State of South Dakota
with its principal office in the City of Chicago, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of the Total Amount Bid (\$ -- -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
CRFQ 0803 DOT2600000030 - District 2 DOT Headquarters

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 18th day of November, 20 25.

Principal Seal

Casto Technical Services, Inc.
(Name of Principal)

By [Signature]
(Must be President, Vice President, or
Duly Authorized Agent)

CFO
(Title)

Surety Seal

Western Surety Company
(Name of Surety)

[Signature]
Debra L. Stewart, 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.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Robert A Quicke Jr, Courtney Seed, Robin Whelan, Belinda M Ferciot, Debra L Stewart, Brittany H Ferciot, Individually

of Millersville, MD, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 15th day of April, 2025.



WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 15th day of April, 2025, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 18th day of November, 2025



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.



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
Construction

Proc Folder: 1692547

Doc Description: Removal and Installation of HVAC at D2 Headquarters

Reason for Modification:

ADDENDUM NO_4
Bid Opening Moves to 12/17/2025

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2025-11-24	2025-12-17 13:30	CRFQ 0803 DOT2600000030	5

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name :

Address :

Street :

City :

State :

Country :

Zip :

Principal Contact :

Vendor Contact Phone:

Extension:



Casto Technical Service
540 Leon Sullivan Way
Charleston, WV 25301
planaster@castotech.com

FOR INFORMATION CONTACT THE BUYER

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

Vendor
Signature X

FEIN# 550539186

DATE 12-1-2025

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

ADDITIONAL INFORMATION**ADDENDUM NO_4**

Addendum No_4 issued to publish and distribute the attached information to the Vendor Community

REQUEST FOR QUOTAION:

West Virginia Purchasing Division is soliciting bids on behalf of WV Department of Transportation, Division of Highways to establish a contract for removal and installation of an HVAC System. McKinley Architecture and Engineering is serving as the Architect on this project. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO**SHIP TO**

DIVISION OF HIGHWAYS
DISTRICT TWO

DIVISION OF HIGHWAYS
DISTRICT TWO -
HEADQUARTERS

801 MADISON AVE
HUNTINGTON
US

WV

801 MADISON AVE
HUNTINGTON
US

WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Air conditioning installation or maintenance or repair servi				

Comm Code	Manufacturer	Specification	Model #
72101511			

Extended Description:
HVAC System for district 2

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Pre-Bid 1:00pm D2 HQ, Huntington WV	2025-10-14
2	Tech Questions due by 10:00am	2025-10-23

SOLICITATION NUMBER: CRFQ DOT2600000030

Addendum Number: 4

The purpose of this addendum is to modify the solicitation identified as CRFQ DOT2600000030 ("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**

Additional Documentation:

Bid Opening moves to 12/17/2025 @ 1:30 PM

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.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFO DOT2600000030

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 checked="" type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input checked="" type="checkbox"/> Addendum No. 7
<input checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input checked="" 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.

Cash Technical Services
Company

April R. Rios
Authorized Signature

12/22/2025
Date

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



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
Construction

Proc Folder: 1692547

Doc Description: Removal and installation of HVAC at D2 Headquarters

Reason for Modification:

ADDENDUM NO_1
Attach Bid Bond Form and Drug
Free forms

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2025-10-08	2025-11-04 13:30	CRFQ 0803 DOT2600000030	2

BID RECEIVING LOCATION

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

VENDOR

Vendor Customer Code:

Vendor Name :

Address :

Street :

City :

State :

Country :

Zip :

Principal Contact :

Vendor Contact Phone:

Extension:

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

ADDITIONAL INFORMATION**ADDENDUM NO_1**

Addendum No_1 issued to publish and distribute the attached information to the Vendor Community

REQUEST FOR QUOTAION:

West Virginia Purchasing Division is soliciting bids on behalf of WV Department of Transportation, Division of Highways to establish a contract for removal and installation of an HVAC System. McKinley Architecture and Engineering is serving as the Architect on this project. Per the Bid Requirements, Specifications, Terms and Conditions attached to this solicitation.

INVOICE TO

DIVISION OF HIGHWAYS

DISTRICT TWO

801 MADISON AVE

HUNTINGTON

WV

US

SHIP TO

DIVISION OF HIGHWAYS

DISTRICT TWO -

HEADQUARTERS

801 MADISON AVE

HUNTINGTON

WV

US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Air conditioning installation or maintenance or repair servi				

Comm Code	Manufacturer	Specification	Model #
72101511			

Extended Description:

HVAC System for district 2

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Pre-Bid 1:00pm D2 HQ, Huntington WV	2025-10-14
2	Tech Questions due by 10:00am	2025-10-23

SOLICITATION NUMBER: CRFQ DOT2600000030

Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ DOT2600000030 ("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

Additional Documentation:

Attach Drug Free Affidavit and Bid Bond Form.

Bid Opening remains to 11/04/2025 @ 1:30 PM

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.

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: Casto Technical Services

Vendor Telephone: 304-346-0549

Vendor Address: 540 Leon Sullivan Way
Charleston, WV 25301

Vendor Fax: 304-346-8920

Vendor E-Mail: plancaster@castotech.com

Agency _____
REQ.P.O# _____

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, _____
_____ of _____, _____, as Principal, and _____
_____ of _____, _____, a corporation organized and existing under the laws of the State of _____
_____ with its principal office in the City of _____, as Surety, are held and firmly bound unto the State
of West Virginia, as Oblige, in the penal sum of _____ (\$ _____) 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

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 Oblige 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 _____ day of _____, 20_____.

Principal Seal

(Name of Principal)

By _____
(Must be President, Vice President, or
Duly Authorized Agent)

(Title)

Surety Seal

(Name of Surety)

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.**

BID BOND PREPARATION INSTRUCTIONS

AGENCY (A) _____
RFQ/RFP# (B) _____

Bid Bond

- (A) WV State Agency
(Stated on Page 1 "Spending Unit")
(B) Request for Quotation Number (upper right corner of page #1)
(C) Your Business Entity Name (or Individual Name if Sole Proprietor)
(D) City, Location of your Company
(E) State, Location of your Company
(F) Surety Corporate Name
(G) City, Location of Surety
(H) State, Location of Surety
(I) State of Surety Incorporation
(J) City of Surety's Principal Office
(K) Minimum amount of acceptable bid bond is 5% of total bid. You may state "5% of bid" or a specific amount on this line in words.
(L) Amount of bond in numbers
(M) Brief Description of scope of work
(N) Day of the month
(O) Month
(P) Year
(Q) Name of Business Entity (or Individual Name if Sole Proprietor)
(R) Seal of Principal
(S) Signature of President, Vice President, or Authorized Agent
(T) Title of Person Signing for Principal
(U) Seal of Surety
(V) Name of Surety
(W) Signature of Attorney in Fact of the Surety

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, _____ (C) of _____ (D) _____ (E) as Principal, and _____ (F) of _____ (G) _____ (H), a corporation organized and existing under the laws of the State of _____ (I) with its principal office in the City of _____ (J), as Surety, are held and firmly bound unto The State of West Virginia, as Obligor, in the penal sum of _____ (K) (\$ _____ (L)) 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 _____

(M)

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 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 time within which the Obligor 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, the _____ (N) day of _____ (O), 20 _____ (P).

Principal Seal

(R)

(Name of Principal)

By _____ (S)
(Must be President, Vice President, or
Duly Authorized Agent)

Title

Surety Seal

(U)

(Name of Surety)

Attorney-in-Fact

NOTE 1: Dated Power of Attorney with Surety Seal must accompany this bid bond.

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.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DOT2600000030

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 checked="" type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input checked="" type="checkbox"/> Addendum No. 7
<input checked="" type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input checked="" type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input checked="" 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.

Casto Technical Services

Company

April Dunlap

Authorized Signature

12/23/2025

Date

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



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

I, April Dunlap, after being first duly sworn, depose and state as follows:

1. I am an employee of Casto Technical Services; and,
(Company Name)
2. I do hereby attest that Casto Technical Services
(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: April Dunlap

Signature: April Dunlap

Title: Sales Support/Service Estimator

Company Name: Casto Technical Services

Date: 12/23/2025

STATE OF WEST VIRGINIA,

COUNTY OF Kanawha, TO-WIT:

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

By Commission expires 6-6-28

(Seal)

Judith L. Fields
(Notary Public)

Rev. July 7, 2017

