



State of West Virginia
Agency Request for Quote

Proc Folder: 1802879

Doc Description: HVAC MAINTENANCE AT DIVISION CENTRAL SIGN SHOP - 8526C2010

Reason for Modification:

Proc Type: Agency Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2025-10-21	2025-11-04 10:30	ARFQ 0803 DOT2600000031	1

BID RECEIVING LOCATION

PROCUREMENT DIVISION
DIVISION OF HIGHWAYS
BLDG 6 RM 340A
1900 KANAWHA BLVD E
CHARLESTON WV 25305
US

VENDOR

Vendor Customer Code: 000000 189985

Vendor Name : DSO Mechanical LLC

Address : 515 Third Ave

Street :

City : South Charleston

State : West Virginia

Country : USA

Zip : 25303

Principal Contact : Jeffrey Kelley

Vendor Contact Phone: 304-744-8479

Extension:

NOV 4 '25 AM 10:27
REC'D BUDGET - PROCURE

FOR INFORMATION CONTACT THE BUYER

Amber J Heath

304-558-0408

amber.j.heath@wv.gov

Vendor
Signature X

FEIN# 46-1525016

DATE 11/04/2025

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

ADDITIONAL INFORMATION

THE WEST VIRGINIA DEPARTMENT OF TRANSPORTATION - PROCUREMENT DIVISION - SOLICITATION OF AN OPEN-END CONTRACT FOR HVAC MAINTENANCE AT THE DIVISION CENTRAL SIGN SHOP LOCATED AT 180 DRY BRANCH DRIVE, CHARLESTON, WV 25306 (TRAFFIC ENGINEERING) PER THE ATTACHED DOCUMENTS.

QUESTIONS REGARDING THE SOLICITATION MUST BE SUBMITTED IN WRITING TO DOTPROCUREMENTTECHQUES@WV.GOV PRIOR TO THE QUESTION PERIOD DEADLINE CONTAINED IN THE INSTRUCTIONS TO VENDORS SUBMITTING BIDS.

*******NOTICE*******

WE DO NOT ACCEPT EMAIL BIDS
MUST USE ONE THE FOLLOWING TO SUBMIT A BID:

- * UPLOAD TO OASIS
- * HAND DELIVERY
- * MAIL IN HARD COPY
- * FAX TO 304-558-0047

MAKE SURE YOU DOWNLOAD ALL INFORMATION - THE COMPLETE SOLICITATION - PRICING PAGES - SIGN THE PAGES THAT NEED SIGNED

PLEASE NOTE THAT TO BE AWARDED THIS CONTRACT YOU WILL NEED TO BE REGISTERED WITH WV STATE PURCHASING DIVISION, AND COMPLIANT WITH SEVERAL AGENCIES SUCH AS THE WVSOS, TAX DEPARTMENT, WORKER'S COMPENSATION, AND UNEMPLOYMENT INSURANCE.

INVOICE TO		SHIP TO	
DIVISION OF HIGHWAYS TRAFFIC ENGINEERING DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM A550 CHARLESTON US		DIVISION OF HIGHWAYS TRAFFIC ENG. TSC - CENTRAL SIGN SHOP 180 DRY BRANCH DR CHARLESTON US	
	WV		WV

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	HVAC MAINTENANCE AT DIVISION CENTRAL SIGN SHOP				16,200

Comm Code	Manufacturer	Specification	Model #
72101511			

Extended Description:

HVAC MAINTENANCE AT DIVISION CENTRAL SIGN SHOP

SCHEDULE OF EVENTS

Line	Event	Event Date
1	TECHNICAL QUESTIONS DUE BY 10:00 AM EST	2025-10-28

EXHIBIT A - PRICING PAGES

Quantities listed are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually performed and measured during the term of the Contract as defined in the Contract Specifications, whether more or less than the quantities shown.

ITEM NUMBER	ESTIMATED QUANTITY	UNIT OF MEASURE	DESCRIPTION	UNIT COST	EXTENDED TOTAL AMOUNT (QTY x UNIT COST)
1	4	LS	Quarterly Preventive Maintenance Fee	1,100	\$ 4,400 -
2	50	MH	Corrective Maintenance Labor	110	\$ 5,500 -
3	\$ 5,000.00	N/A	Corrective Maintenance Non-Covered Parts Multiplier	1.2	\$ 6,000 -
4	4	LS	Corrective Maintenance Mobilization	75	\$ 300 -
BID TOTAL					\$ 16,200 -

* Vendor shall enter their parts cost mark-up multiplier in the Unit Cost column for Item #3



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV050370

CLASSIFICATION:

HVAC
PLUMBING
SPECIALTY

DSO MECHANICAL LLC
515 THIRD AVENUE
SOUTH CHARLESTON, WV 25303

DATE ISSUED

EXPIRATION DATE

JANUARY 21, 2025

JANUARY 21, 2026

Authorized Signature

Chair, West Virginia Contractor
Licensing Board



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.

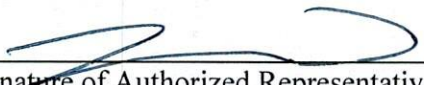
DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Mike Laughlin / Project Manager
(Printed Name and Title)
515 Third Ave., South Charleston, WV 25303
(Address)
304-744-8479 / 304-744-8491
(Phone Number) / (Fax Number)
mlaughlin@dsomech.com
(E-mail address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation 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 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.

DSO Mechanical LLC
(Company)


(Signature of Authorized Representative)

Mike Laughlin / Project Manager
(Printed Name and Title of Authorized Representative)

11/04/2025
(Date)

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