



**COUNTY OF HENRICO
DEPARTMENT OF FINANCE
PURCHASING DIVISION
CONTRACT EXTRACT
NOTICE OF AWARD/RENEWAL**

DATE:	August 6, 2024
CONTRACT COMMODITY/SERVICE: <i>(include contracting entity if cooperative)</i>	On Call Plumbing Services
CONTRACT NUMBER:	2678A
COMMODITY CODE:	910.60
CONTRACT PERIOD:	August 1, 2024 – July 31, 2025
RENEWAL OPTIONS:	4 One-year Renewals
USER DEPARTMENT:	County/Schools
Contact Name:	Doug Gavin
Phone Number:	804-501-4230
Email Address:	gav@henrico.gov
HENRICO COOPERATIVE TERMS INCLUDED:	Yes
SUPPLIER: Name:	ColonialWebb Contractors Company
Address:	1920 E. Parham Road
City, State:	Henrico, VA 23228
Contact Name:	Raymond Battani, Regional VP of Service
Phone Number:	804-916-1400
Email address:	ray.battani@colonialwebb.com
ORACLE SUPPLIER NUMBER:	2930
BUSINESS CATEGORY:	Non-SWaM
PAYMENT TERMS:	Net 30
DELIVERY:	As needed and requested
FOB:	Destination
BUYER: Name:	Jonathan Gist
Title:	Procurement Analyst I
Phone:	804-501-5638
Email:	gis002@henrico.gov

This contract is the result of a competitive solicitation issued by the Department of Finance, Purchasing Division. A requisition must be generated for all purchases made against this contract and the requisition must reference the contract number.



COMMONWEALTH OF VIRGINIA

County of Henrico

Non-Professional Services Contract Contract No. 2678A

This Non-Professional Services Contract (this “Contract”) entered into this 29th day of July 2024, by ColonialWebb Contractors Company (the “Contractor”) and the County of Henrico, Virginia and the County School Board of Henrico County, Virginia (collectively the “County”).

WHEREAS the County has awarded the Contractor this Contract pursuant to Request for Proposals No. 24-2678-4BJM, as modified by Addendum No. 1, May 15, 2024 (the “Request for Proposals”), for On Call Plumbing Services.

WITNESSETH that the Contractor and the County, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF CONTRACT: The Contractor shall provide the services to the County as set forth in the Contract Documents.

COMPENSATION: The compensation the County will pay to the Contractor under this Contract shall be in accordance with Revised Attachment H (AD No. 1, 5.15.24), Pricing/Cost Proposal included in Exhibit C.

CONTRACT TERM: The Contract term shall be for a period of one year beginning August 1, 2024 and ending July 31, 2025. The County may renew the Contract for up to 4 one-year terms by giving 30 days’ written notice before the end of the term unless the Contractor has given the County written notice that it does not wish to renew at least 90 days before the end of the term.

CONTRACT DOCUMENTS: This Contract hereby incorporates by reference the documents listed below (the “Contract Documents”) which shall control in the following descending order:

1. This Non-Professional Services Contract between the County and the Contractor.
2. The General Contract Terms and Conditions included in the Request for Proposals.
3. The Negotiated Modifications (Exhibit A).
4. Contractor’s Best and Final Offer dated July 15, 2024 (Exhibit B).
5. Contractor’s Original Proposal dated May 29, 2024 (Exhibit C).
6. The Scope of Services included in the Request for Proposals.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound hereby.

ColonialWebb Contractors Company

1920 East Parham Road
Henrico, Virginia 23228

Raymond A. Battani

Raymond A. Battani (Aug 1, 2024 17:03 EDT)

Ray Battani, Vice President of Service

08/01/2024

Date

County of Henrico, Virginia and County School

Board of Henrico County, Virginia
P.O. Box 90775 and P.O. Box 23120
Henrico, VA 23273-0775 and 23223

Oscar Knott

Oscar Knott, Purchasing Director

08/05/2024

Date

APPROVED AS TO FORM

Alyssa Brown

Alyssa Brown (Aug 2, 2024 08:42 EDT)

Alyssa Brown, Assistant County Attorney

EXHIBIT A

NEGOTIATED MODIFICATIONS TO AGREEMENT DOCUMENTS FOR CONTRACT NO. 2678A

These Negotiated Modifications are hereby incorporated into Contract No. 2678A (the "Contract") for On Call Plumbing Services as of the effective date of the Contract.

WHEREAS, the County and Contractor desire to agree in writing to modify the final terms and conditions of the Contract.

THEREFORE, in consideration of the Recital set forth above and good and valuable consideration as set forth in the Contract, the parties agree that the Contract Documents are modified as follows as of the date of the Contract:

1. *ColonialWebb's proposal, page 35 of 46, Tab 7 Exceptions 2A. is hereby revised to the following:*

Exception: Water Jetter Limits of Liability: *Water jet operations entail the use of high volume and high-pressure water to clear pipes of accumulated materials on the walls of the pipes. Not knowing the latent condition of the pipes, joints, etc., the integrity of the piping system cannot be assured during or after Water Jetting Plumbing Services. Resultant damage not attributable to Successful Offeror's negligence or intentional misconduct, including but not limited to piping failures, water damage to floors or finishes and cleanup due to water backing out of drains or failure of pipes, shall be the responsibility of the County.*

In addition, jet hoses may become stuck in drain piping due to defects or foreign matter. If excavation or mechanical means must be utilized for removal, an additional cost based on time and equipment will be charged to the County of Henrico. If removal is declined by the County of Henrico, they will be charged the retail cost of the damaged hose and nozzle.

By signing the Contract, the parties thereto have approved these Negotiated Modifications.

EXHIBIT B - BAFO RESPONSE

Mitchell, Beverly

From: Mosteller, John <John.Mosteller@colonialwebb.com>
Sent: Monday, July 15, 2024 8:24 AM
To: Mitchell, Beverly
Cc: Berry, Brandon; Watkins, Chris; Elder, Emily; Hart, Douglas; Battani, Ray; Murray, Andrea
Subject: Negotiations for RFP24-2678-4BJM

Ms. Mitchell,

Thank you for the opportunity to negotiate final terms with Henrico County for this solicitation. Below are our responses to the two items requested in your letter dated July 10, 2024.

- Item 1: Exception 2A.

Per our discussion last week, we have discussed “Exception 2A” internally with our Contracts Manager, Emily Elder, cc’d on this e-mail.

We propose to strike the last sentence of the 1st paragraph, (Snippet below). If this is acceptable, we will edit our response to remove it and resubmit. If this this remedy is not acceptable, we request you or your representative to communicate directly with Ms. Elder for a mutually agreeable solution.

Tab 7 – Exceptions - Continued

2A. Reference Page 7 of 40, Item II.B.14.a:

Exception: Water Jetter Limits of Liability: Water jet operations entail the use of high volume and high-pressure water to clear pipes of accumulated materials on the walls of the pipes. Not knowing the latent condition of the pipes, joints, etc., the integrity of the piping system cannot be assured during or after Water Jetting Plumbing Services. Resultant damage, including but not limited to piping failures, water damage to floors or finishes and cleanup due to water backing out of drains or failure of pipes, shall be the responsibility of the County of Henrico. ~~The County of Henrico shall hold ColonialWebb harmless against any and all resultant damage.~~

In addition, jet hoses may become stuck in drain piping due to defects or foreign matter. If excavation or mechanical means must be utilized for removal, an additional cost based on time and equipment will be charged to the County of Henrico. If removal is declined by the County of Henrico, they will be charged the retail cost of the damaged hose and nozzle.

- Item 2: Best & Final pricing for the project. ColonialWebb’s pricing for this project is consistent with other public contracts with similar requirements. This was taken into consideration upon our original response to the solicitation. Therefore, the pricing we submitted in our original response is our best and final.

Respectfully,

John Mosteller
Director of Sales
Certified Energy Manager

COLONIALWEBB

COMFORT USA
A SYSTEMS COMPANY

1920 E. Parham Road | Richmond, VA 23228

Desk: (804) 916-1361

Mobile: (804) 399-8695

www.colonialwebb.com





EXHIBIT C

County of Henrico
RFP No. 24-2678-4BJM – On Call Plumbing Services

May 30, 2024

RE: RFP No. 24-2678-4BJM – On Call Plumbing Services

Submitted To:

Commonwealth of Virginia
County of Henrico
Beverly Mitchell, VCA, VCO
Procurement Analyst II
8600 Staples Mill Road
P.O. Box 90775
Henrico, VA 23273-0775

Submitted By:

ColonialWebb Contractors Company
1920 E. Parham
Richmond, Virginia 23228
(804) 916-1400 Phone
(804) 262-6298 Fax

Virginia State Contractor's License No.:

2701011841A

Virginia Unemployment Insurance No.:

1252356

Virginia Sales Tax ID No.:

1454-0905215F

Federal tax Identification No.:

54-0905215

Principal Contact for this Proposal:

Chris Watkins
Strategic Account Team Leader
(804) 921-4299
Chris.Watkins@ColonialWebb.com



TABLE OF CONTENTS

Tab 1 – Introduction and Signed Forms

- a. Cover Letter 2
- b. Proposal Signature Sheet – Attachment A 3
- c. Business Classification Form – Attachment B..... 4
- d. Virginia State Corporation Commission Registration Information – Attachment C..... 5
- e. Proprietary/Confidential Information – Attachment D..... 6
- f. Direct Contact with Students – Attachment F 7
- g. Subcontractor Information 9

Tab 2 – Statement of the Scope 10

Tab 3 – Default Termination and Barred Certification Statement 11

Tab 4 – Experience and Qualifications

- a. Years in Business 12
- b. Years in Business under your present name 12
- c. Five-year history of same product/service sales 12
- d. References 13
- e. Total number of employees in the entire company..... 13
- f. Copies of licensed personnel certifications..... 14
- g. Proximity of work location 20
- h. Involvement of subcontractors 20
- i. Method of providing service tickets..... 21

Tab 5 – Project Approach

- a. Service repairs approach 22
- b. List of owned and operated equipment 24
- c. Support Policies 25
- d. Implementation Services 27
- e. Project Management..... 28

Tab 6 – Pricing / Cost Proposal – Attachment H 29

- Return Policy 33

Tab 7 – Exceptions 34

Tab 8 – Assumptions 36

Tab 9 – Appendices 37

- A. Addendum No. 1 - Acknowledged..... 38
- B. SCC Certificate of Good Standing 41
- C. Certificate of Insurance 42
- D. EMR Letter 43
- E. ColonialWebb Contractors Company - 2024 W-9 44
- F. Company Contractor’s License 45
- G. Company Profile 46



Tab 1 – Introduction and Signed Forms

- a. **Cover Letter**
- b. **Proposal Signature Sheet – Attachment A**
- c. **Business Classification Form – Attachment B**
- d. **Virginia State Corporation Commission Registration Information – Attachment C**
- e. **Proprietary/Confidential Information – Attachment D**
- f. **Direct Contact with Students – Attachment F**
- g. **Subcontractor Information**

May 29, 2024

Commonwealth of Virginia
County of Henrico
Beverly Mitchell, VCA, VCO
Procurement Analyst II
8600 Staples Mill Road
P.O. Box 90775
Henrico, VA 23273-0775

RE: RFP No. 24-2678-4BJM – On Call Plumbing Services

ColonialWebb is pleased to provide this response to The County of Henrico for RFP No. 24-2687-4BJM “On Call Plumbing Services”. We hope the evaluation committee finds our firm to be worthy of an award based on our overall qualifications to provide exceptional solutions and levels of service to the County.

ColonialWebb has three (3) distinct plumbing groups each staffed and managed independently to handle unique requirements.

- Construction (Typically plumbing systems associated with new buildings)
- Projects (Typically involving plumbing renovations and upgrades to existing facilities)
- Service (Typically maintaining, servicing, and refurbishing existing plumbing systems)

The solutions, technicians and tooling we present in this response are 100% dedicated to our “Service” group. ColonialWebb has invested heavily in the plumbing trade over the past 10 years and built a strong local team that we feel is well suited to meet and exceed expectations. Significant tooling investments includes equipment needed for:

- Camera/Locator Services
- Jetting of lines
- Pipe Rehabilitation (Mechanical cleaning, lining and reinstatements)

In the following pages of this response, we provide the details requested in this solicitation. We appreciate the opportunity to showcase our abilities and look forward to taking the next steps in this process.

Respectfully,



Raymond A. Battani
Regional Service Vice President

Our Core Values: Safety | Integrity | Empathy | Urgency

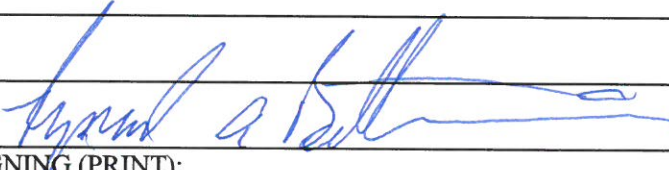
1920 East Parham Road, Richmond, Virginia 23228 • 804-916-1400 • www.colonialwebb.com

ATTACHMENT A PROPOSAL SIGNATURE SHEET

My signature certifies that the proposal as submitted complies with all requirements specified in this Request for Proposal ("RFP") No. On Call Plumbing Services

My signature also certifies that by submitting a proposal in response to this RFP, the Offeror represents that in the preparation and submission of this proposal, the Offeror did not, either directly or indirectly, enter into any combination or arrangement with any person or business entity, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraining of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section 1) or Sections 59.1-9.1 through 59.1-9.17 or Sections 59.1-68.6 through 59.1-68.8 of the Code of Virginia.

I hereby certify that I am authorized to sign as a legal representative for the business entity submitting this proposal.

LEGAL NAME OF OFFEROR (DO <u>NOT</u> USE TRADE NAME): ColonialWebb Contractors Company
ADDRESS: 1920 East Parham Road
Henrico, Virginia 23228
FEDERAL ID NO: 54-0905215
SIGNATURE: 
NAME OF PERSON SIGNING (PRINT): Raymond A. Battani
TITLE: Regional Vice President - Building Service
TELEPHONE: 804-916-1400
FAX: 804-262-6298
EMAIL ADDRESS: Ray.Battani@ColonialWebb.com
DATE: May 29, 2024

ATTACHMENT B BUSINESS CATEGORY CLASSIFICATION FORM

Company Legal Name: ColonialWebb Contractors Company

This form completed by: Signature:  Title: Regional Vice President - Building Service

Date: May 29, 2024

PLEASE SPECIFY YOUR BUSINESS CATEGORY BY CHECKING THE APPROPRIATE BOX(ES) BELOW.

(Check all that apply.)

- SMALL BUSINESS
- WOMEN-OWNED BUSINESS
- MINORITY-OWNED BUSINESS
- SERVICE-DISABLED VETERAN
- EMPLOYMENT SERVICES ORGANIZATION
- NON-SWaM (Not Small, Women-owned or Minority-owned)

SUPPLIER REGISTRATION – The County of Henrico encourages all suppliers interested in doing business with the County to register with eVA, the Commonwealth of Virginia’s electronic procurement portal, <http://eva.virginia.gov>.

eVA Registered? Yes No

If certified by the Virginia Minority Business Enterprises (DMBE), provide DMBE certification number and expiration date.

_____ NUMBER _____ DATE

DEFINITIONS

For the purpose of determining the appropriate business category, the following definitions apply:

"Small business" means a business, independently owned and controlled by one or more individuals who are U.S. citizens or legal resident aliens, and together with affiliates, has 250 or fewer employees, or annual gross receipts of \$10 million or less averaged over the previous three years. One or more of the individual owners shall control both the management and daily business operations of the small business.

"Women-owned business" means a business that is at least 51 percent owned by one or more women who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest is owned by one or more women who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more women.

"Minority-owned business" means a business that is at least 51 percent owned by one or more minority individuals who are U.S. citizens or legal resident aliens, or in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals who are U.S. citizens or legal resident aliens, and both the management and daily business operations are controlled by one or more minority individuals.

"Minority individual" means an individual who is a citizen of the United States or a legal resident alien and who satisfies one or more of the following definitions:

1. "African American" means a person having origins in any of the original peoples of Africa and who is regarded as such by the community of which this person claims to be a part.
2. "Asian American" means a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands, including but not limited to Japan, China, Vietnam, Samoa, Laos, Cambodia, Taiwan, Northern Mariana Islands, the Philippines, a U.S. territory of the Pacific, India, Pakistan, Bangladesh, or Sri Lanka and who is regarded as such by the community of which this person claims to be a part.
3. "Hispanic American" means a person having origins in any of the Spanish-speaking peoples of Mexico, South or Central America, or the Caribbean Islands or other Spanish or Portuguese cultures and who is regarded as such by the community of which this person claims to be a part.
4. "Native American" means a person having origins in any of the original peoples of North America and who is regarded as such by the community of which this person claims to be a part or who is recognized by a tribal organization.

"Service disabled veteran business" means a business that is at least 51 percent owned by one or more service disabled veterans or, in the case of a corporation, partnership, or limited liability company or other entity, at least 51 percent of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more individuals who are service disabled veterans and both the management and daily business operations are controlled by one or more individuals who are service disabled veterans.

"Service disabled veteran" means a veteran who (i) served on active duty in the United States military ground, naval, or air service, (ii) was discharged or released under conditions other than dishonorable, and (iii) has a service-connected disability rating fixed by the United States Department of Veterans Affairs.

"Employment services organization" means an organization that provides community-based employment services to individuals with disabilities that is an approved Commission on Accreditation of Rehabilitation Facilities (CARF) accredited vendor of the Department of Aging and Rehabilitative Services.

ATTACHMENT C
Virginia State Corporation Commission (SCC)
Registration Information

The Offeror:

is a corporation or other business entity with the following SCC identification number:
0138512-0 **-OR-**

is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**

is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the Bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from Bidder's out-of-state location) **-OR-**

is an out-of-state business entity that is including with this bid/proposal an opinion of legal counsel which accurately and completely discloses the undersigned Bidder's current contracts with Virginia and describes why those contracts do not constitute the transaction of business in Virginia within the meaning of §13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

Please check the following box if you have not checked any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids:

ATTACHMENT D
PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF OFFEROR: ColonialWebb Contractors Company

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342(F) in writing, either before or at the time the data or other materials are submitted. The Offeror must specifically identify the data or materials to be protected including the section(s) of the proposal in which it is contained and the pages numbers, and state the reasons why protection is necessary. A summary of trade secrets and proprietary information submitted shall be submitted on this form. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. Va. Code § 2.2-4342(F) prohibits an Offeror from classifying an entire proposal, any portion of a proposal that does not contain trade secrets or proprietary information, line item prices, or total proposal prices as proprietary or trade secrets. If, after being given reasonable time, the Offeror refuses to withdraw such classification(s), the proposal will be rejected.

SECTION/TITLE	PAGE NUMBER(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE
N/A		

ATTACHMENT F
DIRECT CONTACT WITH STUDENTS

Name of Offeror: ColonialWebb Contractors Company

Pursuant to Va. Code § 22.1-296.1(E), as a condition of awarding a contract for the provision of services that require the contractor or employees of the contractor to have direct contact with students on school property during regular school hours or during school-sponsored activities, the contractor shall provide certification of whether any individual who will provide such services has been convicted of any violent felony set forth in the definition of barrier crime in subsection A of Va. Code § 19.2-392.02; any offense involving the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense; or any crime of moral turpitude.

Any individual making a materially false statement regarding any such offense is guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction is grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services. School boards shall not be liable for materially false statements regarding the certifications required by Va. Code § 22.1-296.1(E),.

Va. Code § 22.1-296.1(E), shall not apply to a contractor or his employees providing services to a school division in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed on an urgent basis to ensure that school facilities are safe and habitable, when it is reasonably anticipated that the contractor or his employees will have no direct contact with students.

For purposes of this certification, “services” means any work performed by an independent contractor wherein the service rendered does not consist primarily of acquisition of equipment or materials, or the rental of equipment, materials and supplies.

The contractor is responsible for affirming certification information for his subcontractors.

Pursuant to Va. Code § 22.1-296.1(F), no school board shall award a contract for the provision of services that require the contractor or his employees to have direct contact with students on school property during regular school hours or during school-sponsored activities when any individual who provides such services has been convicted of any violent felony set forth in the definition of barrier crime in subsection A of § 19.2-392.02 or any offense involving the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense.

Pursuant to Va. Code § 22.1-296.1(G), any school board may award a contract for the provision of services that require the contractor or his employees to have direct contact with students on school property during regular school hours or during school-sponsored activities when any individual who provides such services has been convicted of any felony or crime of moral turpitude that is not set forth in the definition of barrier crime in subsection A of § 19.2-392.02 and does not involve the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense, provided that in the case of a felony conviction, such individual has had his civil rights restored by the Governor.

As part of this submission, the contractor certifies the following:

- None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of a violent felony set forth in the definition of “barrier**

crime” in Va. Code § 19.2-392.02(A) or an offense involving the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense;

And (select one of the following)

None of the individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities have been convicted of any felony or any crime of moral turpitude.

or

One or more individuals who will be providing services that require direct contact with students on school property during regular school hours or during school-sponsored activities has been convicted of a felony or crime of moral turpitude that is not set forth in the definition of “barrier crime” in Va. Code § 19.2-392.02(A) and does not involve the sexual molestation, physical or sexual abuse, or rape of a child, or the solicitation of any such offense. (In the case of a felony conviction meeting these criteria, the contractor must submit evidence that the Governor has restored the individual’s civil rights.).



Signature of Authorized Representative

Raymond A. Battani

Printed Name of Authorized Representative

ColonialWebb Contractors Company

Printed Name of Vendor
(if different than Representative)



Tab 1 – Introduction and Signed Forms - Continued

Subcontractor Information

ColonialWebb does not plan on utilizing subcontractors for day-to-day service requests and quotes. The only exception would be if we were to be requested to subcontract pump truck services or if there were an unusual circumstance that we do not foresee.



Tab 2 – Statement of Scope

ColonialWebb has reviewed section II “SCOPE OF SERVICES” on pages 2 through 10 of the County of Henrico RFP No. 24-2678-4BJM – On Call Plumbing Services solicitation. We confirm our understanding of this section including:

- The reactive nature of the county’s plumbing needs and the requirement to be local to the County.
- The facilities in which we may be called to work.
- The staffing and billing requirements.
- Expected competencies of the selected companies including safety, technical skills, and tooling.



Tab 3 – Default, Termination and Barred Certification Statement

Pursuant to Section VI, Items L(3), L(4) and L(5), ColonialWebb certifies that in the past five (5) years:

- (i) we have not defaulted on any government contract;
- (ii) no government has terminated a contract with ColonialWebb for cause;
- (iii) neither ColonialWebb nor any of our officers, directors, partners, or owners is currently barred from participating in any procurements by any federal, state, or local government body



Tab 4 – Experience and Qualifications

In this tab, Offerors should demonstrate the Offeror’s and their staff’s qualifications and experience in providing the services as requested in this Request for Proposal (RFP). Offerors should provide, at a minimum, documentation demonstrating that their firm is a firm regularly engaged in providing services solicited in this RFP. Discuss the firm’s current workload. If subcontractors are to be utilized provide similar documentation to what has been requested of the offeror in this section. Provide appropriate documentation to support:

a. **Years In Business:** 52 Years

b. **Years in Business under your present name:** 19 Years

ColonialWebb formed in January 2005 by the merging of Colonial Mechanical and Webb Technologies. Both of the original companies were established in 1972 with the primary objective of satisfying the customer every time. Staying true to that objective is one of the many reasons that ColonialWebb is the premier mechanical contractor in Virginia today. This leadership position is due to our uncompromising dedication to customer satisfaction, state-of-the-art technology, highly trained workforce, and financial stability. As of July 2010, we became a wholly owned subsidiary of Comfort Systems USA. Under their umbrella, we are able to offer our customers improved pricing due to their national purchasing programs as well as a larger area of coverage.

c. **Five-year history of same product/service sales:**

ColonialWebb has been engaged in the “Service” plumbing business for over 30 years. Staffing, coordination, tooling, and management of this group is independent from our “Projects” and “Construction” businesses. Typical solutions for our “Service” group include all of the needs/requirements of this solicitation.



Tab 4 – Experience and Qualifications - Continued

- d. Provide at least three references that are currently using your firm for a similar sized operation. For each reference, include a contact name and telephone number, the size of the contract, the original projects completion date, and the actual project completion date. It is preferred that these references be in close proximity to Virginia.

References:

Customer: Henrico Water Reclamation Facility

Contact: Thomas Pulley

Contact Phone: 804-501-7619

Contact E-mail: Pul04@Henrico.us

Project Size: \$100.00 - \$100,000.00

Original Contract Completion Date: Ongoing reactive service

Actual Project Completion Date: Ongoing reactive service

Customer: Capital One

Contact: David Balsinger

Contact Phone: 804-219-7607

Contact E-mail: David.Balsinger@CapitalOne.com

Project Size: \$100.00 - \$100,000.00

Original Contract Completion Date: Ongoing reactive service

Actual Project Completion Date: Ongoing reactive service

Customer: Westminster Canterbury

Contact: Jason Wells

Contact Phone: 804-572-9966

Contact E-mail: JWells@WCRichmond.Org

Project Size: \$100.00 - \$100,000.00

Original Contract Completion Date: Ongoing reactive service

Actual Project Completion Date: Ongoing reactive service

- e. Total number of employees in the entire company: 857



Tab 4 – Experience and Qualifications - Continued

f. Copies of licensed personnel certifications:

Our team has decades of combined experience in many trades. We have skilled Plumbing, HVAC, Building Automation (BAS), Test & Balance, Electrical, and Water Treatment technicians. Our Plumbing team is outlined below. Please find their individual licenses on the following pages.

Our Plumbing Service Team:


Jeremy Stickel – Operations Manager
Brandon Curlis – Plumbing Mechanic
Brian Charles – Plumbing Mechanic
Cory Sandlin – Plumbing Mechanic
David Franklin – Plumbing Mechanic
Jesse Cain – Plumbing Mechanic
Mike Sikes – Plumbing Mechanic
Ruben Perez – Plumbing Mechanic
Andre Wright – Plumbing Mechanic



Tab 4 – Experience and Qualifications - Continued


Jeremy Stickel – Operations Manager

Name	STICKEL, JEREMY ROBERT
License Number	2717058133
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	SOUTH CHESTERFIELD, VA 23834
Initial Certification Date	2017-05-08
Expiration Date	2025-05-31

Name	STICKEL, JEREMY ROBERT
License Number	2710072468
License Description	Tradesman
Rank	Tradesman
Address	SOUTH CHESTERFIELD, VA 23834
Specialties 	Master Plumber (MPLB)
Initial Certification Date	2020-12-07
Expiration Date	2026-12-31

Brandon Curlis – Plumbing Mechanic


Name	CURLIS, BRANDON TYLER
License Number	2717059643
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	QUINTON, VA 23141
Initial Certification Date	2023-10-25
Expiration Date	2025-10-31


Name	CURLIS, BRANDON TYLER
License Number	2710074837
License Description	Tradesman
Rank	Tradesman
Address	QUINTON, VA 23141
Specialties 	Journeyman Plumber (JPLB)
Initial Certification Date	2021-08-17
Expiration Date	2024-08-31



Tab 4 – Experience and Qualifications - Continued

Brian Charles – Plumbing Mechanic

Name	CHARLES, BRIAN PAUL
License Number	2710071107
License Description	Tradesman
Rank	Tradesman
Address	ST STEPHENS CHURCH, VA 23148
Specialties 	Master Electrician (MELE)
Initial Certification Date	2019-08-26
Expiration Date	2025-08-31

Name	CHARLES, BRIAN PAUL JR
License Number	2710077501
License Description	Tradesman
Rank	Tradesman
Address	ST STEPHENS CHURCH, VA 23148
Specialties 	Journeyman Plumber (JPLB)
Initial Certification Date	2022-10-13
Expiration Date	2025-10-31

Cory Sandlin – Plumbing Mechanic

Name	SANDLIN, CORY THOMAS
License Number	2717058603
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	MIDLOTHIAN, VA 23112
Initial Certification Date	2019-09-25
Expiration Date	2025-09-30

Name	SANDLIN, CORY THOMAS
License Number	2710070799
License Description	Tradesman
Rank	Tradesman
Address	MIDLOTHIAN, VA 23112
Specialties 	Journeyman Plumber (JPLB) Master Plumber (MPLB)
Initial Certification Date	2019-01-30
Expiration Date	2026-07-31




Tab 4 – Experience and Qualifications - Continued

David Franklin – Plumbing Mechanic

Name	FRANKLIN, DAVID THOMAS
License Number	2717058590
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	POWHATAN, VA 23139
Initial Certification Date	2020-01-30
Expiration Date	2024-01-31

Name	FRANKLIN, DAVID THOMAS
License Number	2710071652
License Description	Tradesman
Rank	Tradesman
Address	POWHATAN, VA 23139
Specialties 	Master Plumber (MPLB)
Initial Certification Date	2020-02-03
Expiration Date	2026-02-28

Jesse Cain – Plumbing Mechanic

Name	CAIN, JESSE DAVID
License Number	2710078233
License Description	Tradesman
Rank	Tradesman
Address	MECHANICSVILLE, VA 23111
Specialties 	Journeyman Plumber (JPLB) Master Plumber (MPLB)
Initial Certification Date	2022-12-02
Expiration Date	2027-02-28

Name	CAIN, JESSE DAVID
License Number	2717059702
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	MECHANICSVILLE, VA 23111
Initial Certification Date	2023-12-11
Expiration Date	2025-12-31



Tab 4 – Experience and Qualifications - Continued

Mike Sikes – Plumbing Mechanic

Name	SIKES, MICHAEL BRUCE
License Number	2710015819
License Description	Tradesman
Rank	Tradesman
Address	POWHATAN, VA 23139
Specialties	Journeyman Plumber (JPLB)
Initial Certification Date	1995-07-05
Expiration Date	2025-09-30

Name	SIKES, MICHAEL BRUCE
License Number	2717015819
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	POWHATAN, VA 23139
Initial Certification Date	2010-07-19
Expiration Date	2024-07-31

Ruben Perez – Plumbing Mechanic

Name	PEREZ, RUBEN
License Number	2717058700
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	MIDLOTHIAN, VA 23112
Initial Certification Date	2020-09-29
Expiration Date	2024-09-30

Name	PEREZ, RUBEN
License Number	2710074844
License Description	Tradesman
Rank	Tradesman
Address	MIDLOTHIAN, VA 23112
Specialties	Master Plumber (MPLB)
Initial Certification Date	2021-05-06
Expiration Date	2027-05-31



Tab 4 – Experience and Qualifications - Continued

Andre Wright – Plumbing Mechanic

Name	WRIGHT, ANDRE JERMAINE
License Number	2717058699
License Description	Backflow Prevention Device Worker
Rank	Backflow Prevention Device Worker
Address	RICHMOND, VA 23227
Initial Certification Date	2021-02-05
Expiration Date	2025-02-28



Tab 4 – Experience and Qualifications - Continued

g. Proximity to work location:

ColonialWebb Contractors has eight (8) offices throughout Virginia and Maryland. Our headquarters is located in Central Henrico at 1920 E. Parham Road, only 1.8 miles from the Henrico County purchasing office.

h. Describe the involvement, if any, of subcontractors in the completion of any part of the Scope of Services:

ColonialWebb does not plan on utilizing subcontractors for day-to-day service requests and quotes. The only exception would be if we were to be requested to subcontract pump truck services or if there were an unusual circumstance that we do not foresee.




Tab 4 – Experience and Qualifications - Continued

i. Method of providing service tickets (paper or electronic) and a sample copy of a service report/ticket:

Work tickets are submitted electronically to a customer designated email address by the service technician upon completion of their daily service hours.

Sample Service Ticket



SERVICE CENTRAL VIRGINIA
1920 E PARHAM RD
RICHMOND, VA 23228

Page Number: 1 of 1

Summary of Work Performed

Customer Name: HENRICO COUNTY
Customer PO#: GS1557
Work Location: HENRICO COUNTY JAIL EAST
17320 NEW KENT HWY
BARHAMSVILLE, VA 23011

Work Date: May 9, 2024
Caller Name:
Work Order ID: 827755
Work Description:
Salesperson: CHRISTOPHER W WATKINS

Problem Reported by Customer
TECHNICIAN WILL REBUILD THE ZURN 375AST BACKFLOW PREVENTER THAT SERVES THE DOMESTIC WATER IN BUILDING #7. TECHNICIAN WILL TEST AND CERTIFY BACKFLOW TO ENSURE PROPER OPERATION. NOTE: FLUSHING OF SYSTEMS TO BE DONE BY CUSTOMER MAINTENANCE AFTER WORK IS COMPLETED. ANY UNFORESEEN ISSUES THAT ARE FOUND DURING THE REPAIRS WILL REQUIRE THE QUOTE TO BE COMPLETED ON A T&M BASIS. COLONIAL WEBB NOT RESPONSIBLE FOR ANY ISSUES WITH FIXTURES OR EQUIPMENT LOCATED DOWNSTREAM OF THE BACKFLOW PREVENTERS.

Description of Work Performed
TOOK THE RELIEF VALVE BODY OFF A BACKFLOW PREVENTER AT THE SHOP AND TOOK IT TO CORY FOR THE BACKFLOW HE WAS WORKING ON NEEDED IT.


Recommended Repair
NONE

Time Log for MICHAEL B SIKES (9298)

Date	Status	Start Time	End Time	Hours
05/09/2024	In Process	08:30	11:30	3.00
05/09/2024	Work Completed	11:30	11:30	0.00
Total Hours:				3.00

Customer Signature:
Printed Name:
Recipients Email:

www.colonialwebb.com





Tab 5 – Project Approach

- a. **Offerors shall explain how their firm would identify and prioritize corrective repairs. Included should be an indication of when service would be scheduled, what work hours can be expected, and a plan to manage operations when equipment will be out of service during repair or maintenance.**

To effectively identify and prioritize required corrective repairs, ColonialWebb will assign a designated team for the County to manage and execute repairs efficiently. Your designated coordinator will schedule and dispatch technicians according to the urgency of repairs needed. Service will be scheduled and performed during hours of operation as outlined in the RFP.

Account Management: Your Account Executive, Chris Watkins, will work to understand the County of Henrico's requirements, (Example: What makes you successful and how do we affect that success?). They will work proactively to provide tools that help you better manage your assets, including Capital Budgets and Asset Evaluations.

Account Executive and Primary Point of Contact
Chris Watkins
Strategic Accounts Team Leader
Cell Phone: (804) 877-4675
Email: Chris.Watkins@ColonialWebb.com

Account Manager and Trade Specialist: Your Account Manager, Doug Hart, will be responsible for scope development, surveying and quoting of any non-emergency service work.

Account Manager and Trade Specialist
Doug Hart
Cell Phone: (804) 218-3645
Email: Doug.Hart@ColonialWebb.com

Operations Manager: Your Operations Manager, Jeremy Stickel, will oversee and manage the technicians and repairs performed for the County of Henrico. To execute these services effectively he will work directly with your account executive, coordinator, and plumbing team to ensure the proper technician is assigned and required materials and tools are available for each repair.

Plumbing Operations Manager
Jeremy Stickel
Phone: (804) 264-5522
Email: Jeremy.Stickel@ColonialWebb.com



Tab 5 – Project Approach – Continued

Coordination: A designated Coordinator, Kelly Hager, to plan and schedule work with the County of Henrico’s designated Point of Contact. We have a team of coordinators to assist if Kelly is unavailable.

Assigned Coordinator
Kelly Hager
Cell Phone: (804) 584-7218
Email: Kelly.Hager@ColonialWebb.com

Quote Administration: Should a quote for repairs be required, our quote administration team will work with the technician to understand what is required to complete the required repairs. They will work with our vendors and handle the administrative duties required to generate and provide quotes for recommended repairs. Our quoting team consists of Blake Cox and Kyle Walston. Their roles are dedicated to assisting the technicians and coordinators to process and facilitate quotes as quickly as possible.

Service Estimating Representative
Blake Cox
Cell Phone: (804) 638-1518
Email: Blake.Cox@ColonialWebb.com

Service Estimating Team Leader
Kyle Walston
Cell Phone: (804) 931-6394
Email: Kyle.Walston@ColonialWebb.com



Tab 5 – Project Approach - Continued

- b. The Offeror shall provide a complete and up-to-date inventory list of owned and operated equipment that will be used under this contract. This list shall remain confidential and will not be released to any other company.**

ColonialWebb has invested heavily in tooling and infrastructure that supports our customers and technicians to work efficiently and solve complex problems. Specialized Plumbing tools that we own and maintain include:

- High Pressure Jetter
- Sewer Camera Equipment
- Sewer Drain Cleaning Equipment
- Pipelining Trailer & Associated Equipment
- Reinstatement Tool
- Packer Patching Tool
- Generator
- Sewer Machine
- Welding Machine
- Ultrasonic Flow Meter
- Pipe Threader
- Navitrak
- Freeze Tool
- Backflow Tester
- Mega Press
- Propress
- Confined Space Equipment
- 40' Lift
- Gantry 1-2 ton
- Pressure Washer



Tab 5 – Project Approach - Continued

- c. **Provide a description of your support policies. This should include any formally defined training, job archive documentation, safety programs and any other support policy that would help in evaluating your firms' ability to provide service.**

Training: ColonialWebb is committed to not only training our technical team but also developing future talent that is in such need in our industry.

- **Third Part - Ongoing Education:** We routinely send technicians to trade schools (Both OEM and independent) so we can quickly and efficiently service and maintain the newest generations of equipment.
- **In House:** Locally, (at our offices) we offer fall & winter classes in the latest technology and utilize both in-house facilitators and OEM representatives.
- **Workforce Development Center:** In our Richmond office we have a development center within our fabrication shop where we give our technicians hands-on experience to complement the classroom lectures.
- **Apprenticeships:** Company-wide, we currently employ approximately 90 apprentices in all trades. The Plumbing program is a 3-year program that consists of both field time and classes.

Safety: At ColonialWebb, safety is more than just a priority—it's ingrained in our culture and is our most important company value. We genuinely care about the well-being of our team members and customers, and we take safety seriously and our commitment starts at the top. Through our Safety Resolution, our executive team reaffirms their unwavering dedication to safety and believe that safety is everyone's responsibility. It's integral to our work ethic, and our safety culture depends on team members actively caring for themselves and those around them. The safe way is the only way forward.

Our local safety team, consisting of seventeen dedicated members, ensures that our employees stay safe every day. Rotating site safety coordinators visit various work sites throughout the day, ensuring that our team members maintain safe work habits in their environments.

Monthly safety training for our service teams keeps safety at the forefront of our priorities. Additionally, our Stop Work Authority Program empowers all team members to halt any task or operation immediately if safety or health concerns arise. No work proceeds until these concerns are adequately addressed and rectified.

Director of Safety
Thomas "TJ" Tupponce
Phone: (804) 385-7101
Email: Thomas.Tupponce@ColonialWebb.com



Tab 5 – Project Approach - Continued

Our archival safety numbers confirm that safety has and will continue to be our defining core value. Please see our safety data for the past five (5) years below. See Appendix D for our current EMR letter as reference.

Safety Data:

OSHA 300 LOG INFORMATION:	2023	2022	2021	2020	2019
Total Recordable Cases:	8	7	12	14	8
Medical Only Cases	2	2	2	5	3
Restricted Workday Cases	2	5	5	6	3
Restricted Workdays	321	29	209	316	138
Lost Workday Cases	4	0	5	3	3
Lost Workdays	75	0	244	109	13
Fatalities	0	0	0	0	0
Employee Hours Worked Annually	1,866,631	1,904,998	1,741,481	1,665,167	1,662,378
Employees Per Year	955	802	882	849	847
OSHA Recordable Incident Rate	0.86	0.73	1.38	1.68	0.99
Lost Workday Rate	.43	0	.57	.36	.25
DART	.21	.65	1.03	.96	.62
OSHA Citations	2023	2022	2021	2020	2019
Serious, willful or repeat violations	0	0	0	0	0



Tab 5 – Project Approach - Continued

d. Implementation Services – Please provide a narrative description describing your approach for providing scheduling, acquiring permits, and recording documentation.

Scheduling:

- We meticulously plan project schedules, considering critical milestones, resource availability, and dependencies.
- Our team uses industry-standard tools to create detailed timelines, ensuring efficient execution.
- Regular progress tracking and adjustments keep us on track.

Acquiring Permits:

- We navigate local regulations and permit requirements.
- Our experts collaborate with relevant authorities to secure necessary permits promptly.
- Compliance with safety and environmental standards is a priority.

Recording Documentation:

- We maintain comprehensive records throughout the project lifecycle.
- Documented processes, approvals, and changes provide transparency.
- Our digital systems ensure easy access and retrieval of essential project information.



Tab 5 – Project Approach - Continued

e. Project Management – Please provide a narrative description describing your approach to providing the needed resources to conduct maintenance and repair procedures.

ColonialWebb holds a unique position in Central Virginia, offering extensive service and project capabilities across various complementary trades. Our integrated approach minimizes subcontracting needs and enhances quality control for our valued clients. Key Points:

Diverse Expertise: With over 350 service and project operations employees based in our Richmond office, we cover a wide spectrum of trades. Notably, more than 100 of our team members specialize in plumbing and pipefitting.

Responsive Service: Our dedicated plumbing service and project teams promptly address day-to-day service requirements for all clients.

Large-Scale Projects: Beyond routine service, we confidently tackle substantial projects and repairs, including those with million-dollar budgets.

Collaboration: We prioritize partnership with our customers. Whether it’s routine maintenance, predictive upkeep, or design/build initiatives, we work closely with your team to achieve success.

Service Operations Team Counts			
Trade	Technicians & Apprentices	Operations Leadership	
		Supervisors	Service Managers
HVAC & Refrigeration	41	4	2
Building Automation	15	3	1
Electrical Service	7		
Service Plumbers	11	1	1
Water Treatment	1		
Totals	75	12	

After Hours Availability: Our service group provides 24x7 coverage for our clients including all trades listed above. In order to provide this service each trade has rotations of on-call technicians. Additionally, supervisors, service managers and coordinators rotate on-call duty.

In addition to your designated coordinator, you may place a service call during normal business hours, by calling our main service line at **804-264-5522** or send an email request through our Customer Service Department at RVA.Service@ColonialWebb.com.

For emergency repairs our answering service is always on call, even when our offices are closed. To place a service call during nights and weekends, please call our main phone number at **804-254-5522** to reach our answering service. Briefly describe the nature of the problem. Our on duty technician will be contacted and will call you back within one hour to establish a plan for responding to your call.

Our vast resources are readily available to you simply by placing one phone call. Give us the opportunity to be your partner, and we will strive to help you obtain your goals and objectives.



Revised ATTACHMENT H (AD No. 1, 5.15.24)

PRICING/COST PROPOSAL

Item No.	Classification	A Rate Per Man Hour	B Estimated Annual Hours	C Extended Price (A x B) = C
1.	Master Plumber – Regular Hourly Rate	\$ 165.00	500	\$ 82,500.00
2.	Journeyman Plumber – Regular Hourly Rate	\$ 135.00	500	\$ 67,500.00
3.	Plumber Helper/Apprentice – Regular Hourly Rate	\$ 97.00	500	\$ 48,500.00
4.	Master Plumber – Overtime Hourly Rate	\$ 247.00	200	\$ 49,400.00
5.	Journeyman Plumber – Overtime Hourly Rate	\$ 203.00	200	\$ 40,600.00
6.	Plumber Helper/Apprentice – Overtime Hourly Rate	\$ 146.00	200	\$ 29,200.00
7.	Master Plumber – Emergency and Holiday Hourly Rate	\$ 247.00	225	\$ 55,575.00
8.	Journeyman Plumber – Emergency and Holiday Hourly Rate	\$ 203.00	225	\$ 45,675.00
9.	Plumber Helper/Apprentice – Emergency and Holiday Hourly Rate	\$ 146.00	225	\$ 32,850.00
TOTAL PROPOSAL PRICE (Items No. 1 thru 9):				\$ 451,800.00

PLUMBING TRUCK STOCK ITEMS

Items Description	Unit Price
1/2" CLASS 150 IRON BLACK TEE	\$2.59
3/4" CLASS 150 IRON BLACK TEE	\$3.65
1/2" CLASS 150 IRON BLACK CAP	\$1.98
3/4" CLASS 150 IRON BLACK CAP	\$2.68
1/2" x CLOSE STANDARD BLACK STEEL NIPPLE	\$1.20
1/2" X 2" STANDARD BLACK STEEL NIPPLE	\$1.20
1/2" X 2 1/2" STANDARD BLACK STEEL NIPPLE	\$1.43
3/4" X 2" STANDARD BLACK STEEL NIPPLE	\$1.48

3/4" X 2 1/2" STANDARD BLACK STEEL NIPPLE	\$1.69
3/4" WROT COPPER DIMPLE STOP COUPLING	\$1.55
3/4" X 1/2" WROT COPPER REDUCER COUPLING	\$2.72
3/4" WROT COPPER FEMALE ADAPTER	\$4.64
3/4" WROT COPPER MALE ADAPTER	\$3.57
3/4" WROT COPPER 45 DEGREE ELBOW	\$3.17
3/4" WROT COPPER STREET 45 DEGREE ELBOW	\$3.20
3/4" WROT COPPER 90 DEGREE ELBOW	\$2.28
3/4" WROT COPPER STREET 90 DEGREE ELBOW	\$3.29
3/4" WROT COPPER TEE	\$4.19
3/4" X 3/4" X 1/2" WROT COPPER TEE	\$3.99
3/4" WROT COPPER TUBE CAP	\$1.38
FERNCO 1 1/2" COUPLING	\$10.37
FERNCO 2" COUPLING	\$11.16
FERNCO 3" COUPLING	\$8.60
FERNCO 4" X 3" COUPLING	\$11.60
FERNCO 4" COUPLING	\$10.77
FLUIDMASTER TOILET FLUSH VALVE REPAIR KIT	\$42.65
FLUIDMASTER TOILET FILL VALVE WITH BRASS SHANK	\$27.09
KORKY FLUSH VALVE SEAL	\$12.29
KORKY REPLACEMENT FLAPPER	\$7.43
1/2" SWEAT BRASS 2-PIECE FULL PORT BALL VALVE LEAD FREE	\$14.58
3/4" SWEAT BRASS 2-PIECE FULL PORT BALL VALVE LEAD FREE	\$22.34
MIFAB 1 1/2" QUICK HUB NO HUB COUPLING	\$11.38
MIFAB 2" QUICK HUB NO HUB COUPLING	\$11.91
MIFAB 3" QUICK HUB NO HUB COUPLING	\$13.79
MIFAB 4" QUICK HUB NO HUB COUPLING	\$16.10
1 1/2" DWV PVC P-TRAP WITH SOCKET WELD JOINT	\$5.86
2" DWV PVC P-TRAP WITH SOCKET WELD JOINT	\$7.14
DELTA RP1740 STEM ASSEMBLY LEAD FREE	\$19.84
HERCULES 3" TO 4" JOHNI-RING PETROLEUM WAX GASKET	\$2.41

5.5 OUNCE WHITE SILICONE TUB CAULK	\$9.26
HERCULES 14 OUNCE STA PUT PLUMBER'S PUTTY	\$3.11
HERCULES 1/2" X 1000" MEGATAPE PIPE THREAD TAPE	\$3.86
10 YARDS OPEN MESH SAND CLOTH	\$6.85
OATEY 8 OUNCE NUMBER 5 LEAD FREE SOLDER FLUX PASTE	\$9.19
OATEY 8 OUNCE PURPLE PRIMER	\$10.71
OATEY 8 OUNCE REGULAR CLEAR PVC CEMENT	\$11.05
OATEY 1 POUND LEAD FREE PLUMBING WIRE SOLDER	\$45.63

Any Specialized Equipment owned by Offeror for which the County will be assessed a usage fee shall be specified below (attach additional sheets if necessary):

Item	Equipment Description	Unit of Measure (hourly, Daily, Weekly, Etc.)	Usage Fee
1.	High Pressure Jetter	Daily	\$ 600.00
2.	Sewer Camera Equipment	Daily	\$ 350.00
3.	Sewer Drain Cleaning Equipment	Daily	\$ 500.00
4.	Pipelining Trailer and Equipment	Daily	\$ 4,000.00
5.	Reinstatement Tool	Daily	\$ 1,750.00
6.	Packer Patching Tool	Daily	\$ 300.00
7.	Generator	Daily	\$ 100.00
8.	Sewer Machine	Daily	\$ 200.00
9.	Welding Machine	Daily	\$ 200.00

Any Specialized Equipment owned by Offeror for which the County will be assessed a usage fee shall be specified below; CONTINUED:

Item	Equipment Description	Unit of Measure (hourly, Daily, Weekly, Etc.)	Usage Fee
10.	Ultrasonic Flow Meter	Daily	\$ 300.00
11.	Pipe Threader	Daily	\$ 75.00
12.	Navitrak	Per Use	\$ 75.00
13.	Freeze Tool	Per Use	\$ 100.00
14.	Backflow Tester	Per Use	\$ 75.00
15.	Mega Press	Daily	\$ 200.00
16.	Propress	Daily	\$ 150.00
17.	Confined Space Equipment	Daily	\$ 275.00
18.	40' Lift	Daily	\$ 500.00
19.	Gantry 1-2 Ton	Daily	\$ 250
20.	Pressure Washer	Daily	\$ 75.00



Tab 6 – Pricing / Cost Proposal - Return Policy

1. Reference Page 8 of 40, Item II.B.14.i:

Offerors shall state in their Proposal, their policy on return of material, parts, and components.

ColonialWebb Contractors Return Policy:

Parts or equipment that have been installed are not returnable.

Parts or equipment that have been purchased and not installed could be returned should a cancellation of work occur. Returns would be subject to the return policy of the wholesaler ColonialWebb utilized for the specific return in question. Generally, they would fall into two (2) categories:

- a. Stocked parts: Are returnable without a re-stocking fee.
- b. Special Ordered Parts generally have restocking fees. These fees are determined by the wholesaler and not ColonialWebb. These fees would be passed along at actual cost to the County of Henrico.



Tab 7 – Exceptions

1. Reference Page 6 of 40, Item II.B.12.:

The Successful Offeror(s) shall invoice the County for services based on the hourly rates provided on their proposal. Hourly rates per man hour for plumbing services shall include all overhead, profit, insurance, union pension fund or contributions, workmen's compensation, unemployment insurance, social security, supervision, and truck usage, etc. The Successful Offeror(s) must pay its employees or contract workers, at a minimum, the wage levels required by federal and state law.

Time spent for transportation of workers, material acquisition, handling and delivery, fuel charges or for movement of Successful Offeror(s)'s owned or rental equipment is not chargeable directly but is overhead and the cost shall be included.

Exception: The last sentence of this section precludes charges for delivery of rental equipment. Rental companies typically charge their clients fees for delivery and thus this would be a real cost incurred by ColonialWebb and not affiliated with labor under our supervision required to mobilize work. Therefore, we request that we be able to invoice Henrico County for all costs that we incur directly associated with rental equipment.

2. Reference Page 7 of 40, Item II.B.14.a:

Successful Offeror(s) shall maintain a sufficient quantity of repair parts and standard equipment on hand or have ready access to these parts in order to prevent unnecessary downtime of equipment. Standard equipment necessary to perform all plumbing services, shall include, but not limited to equipment to clear plumbing stoppages of all types (including residential, commercial, and institutional), equipment (whether owned, through rental, or via subcontractor) for jetting services, flushing and pumping trucks, video camera and recording for interior and exterior line inspection with the capability to reach at least 300 linear feet.

Exception: Exclusion of Pump Truck: ColonialWebb does not own or operate a pump truck and have not provided pricing for this equipment/usage. We therefore request to be excluded from taking service calls that involve a pump truck. (We assume there will be awards to multiple contractors with at least one (1) supplier providing this service.) If this represents a hardship to Henrico County, we will consider providing a price for this service utilizing a subcontractor. Additional hourly costs for supervising the subcontractor would apply should the County want us to subcontract this work through ColonialWebb. We would be pleased to discuss this further during oral interviews scheduled for June, should we be invited.



Tab 7 – Exceptions - Continued

2A. Reference Page 7 of 40, Item II.B.14.a:

Exception: Water Jetter Limits of Liability: Water jet operations entail the use of high volume and high-pressure water to clear pipes of accumulated materials on the walls of the pipes. Not knowing the latent condition of the pipes, joints, etc., the integrity of the piping system cannot be assured during or after Water Jetting Plumbing Services. Resultant damage, including but not limited to piping failures, water damage to floors or finishes and cleanup due to water backing out of drains or failure of pipes, shall be the responsibility of the County of Henrico. The County of Henrico shall hold ColonialWebb harmless against any and all resultant damage.

In addition, jet hoses may become stuck in drain piping due to defects or foreign matter. If excavation or mechanical means must be utilized for removal, an additional cost based on time and equipment will be charged to the County of Henrico. If removal is declined by the County of Henrico, they will be charged the retail cost of the damaged hose and nozzle.

3. Reference Page 8 of 40, Item II.C. Manufacturer's Warranty:

The County will use a manufacturer's approved service company for equipment currently under warranty. Payment for warranty repair services will be paid by the manufacturer of the equipment. If the Successful Offeror(s) is an authorized service company for the warranty repair, they may complete the service to manufacturer's specifications. The Successful Offeror(s) shall not submit an invoice to the County for payment; however, a service report/ticket shall be generated to document the warranty repair. The Successful Offeror(s) must produce supporting documentation to indicate they are an approved service company for the warranty repair.

Exception: ColonialWebb will provide labor warranty on any equipment we install commensurate with the contract requirements. Generally, we will not accept warranty calls on equipment that was installed by other contractors regardless of our status of being an authorized service agency. Reason: For Mechanical, Electrical and Plumbing equipment, manufacturers typically only cover warranty on parts. The installation company covers the labor component. Thus, if we performed work during a covered warranty period on equipment another party installed, the manufacturer would not be obligated to pay us. Should there be an instance where the manufacturer was responsible for the labor warranty component then we would accept that type of call.



Tab 8 – Assumptions

i. Reference Page 8 of 40, Item II.B.14.g:

The County reserves the right to furnish materials and parts to the Successful Offeror(s). The Successful Offeror(s) shall keep an accounting of all items provided by the County and shall account for the use of those items on related service tickets. Unused items shall be returned to the County upon request by the County.

Assumption: ColonialWebb covers workmanship warranty on all repairs. However, it does not provide labor warranty on parts provided by others.

ii. Reference Page 9 of 40, Item II.E.3:

The Successful Offeror(s) personnel shall be easily identifiable. Successful Offeror(s) shall provide identification badges with company name and logo to their personnel and shall be visibly worn at all times while on County Property.

Assumption: The solicitation defines required information on “identification badges” as company name and logo. ColonialWebb assumes the County of Henrico would accept a logo shirt or uniform as identification in lieu of identification badges. If this is not acceptable, we can create badges for our technicians with other required information as needed.



Tab 9 – Appendices

Appendix A – Addendum No. 1 – Acknowledged

Appendix B – SCC Certificate of Good Standing

Appendix C – Certificate of Insurance

Appendix D – EMR Letter

Appendix E – ColonialWebb Contractors Company – 2024 W-9

Appendix F – Company Contractor’s License

Appendix G – Company Profile



DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

Addendum No. 1

Date: May 15, 2024
Request for Proposal: 24-2678-4BJM – On Call Plumbing Services.
Receipt Date/Time: May 30, 2024 at 2:00 p.m. **(Changed)**
Subject: Change of Proposal Receipt Date, Changes to RFP, Questions and Answers

Ladies/Gentlemen,

Please make the following corrections, deletions and/or additions to the above referenced RFP:

Change of Proposal Receipt Date:

1. The Proposal Receipt Date is changed to May 30, 2024, at 2:00 PM.

Changes to RFP:

1. Revise Sec. II(A)(2) (page 2 of 40) to read as follows:
The Successful Offeror(s) shall be a fully staffed operational service office, currently engaged in providing on call plumbing service, repair, maintenance, and replacement of existing plumbing systems; provide 24-hour emergency services as needed and requested; located within 35 miles (as defined by <https://www.google.com/maps>) of the County of Henrico Purchasing office located at 8600 Staples Mill Road, Henrico, Virginia 23228; have under their employment a minimum of four (4) journeyman plumbers, with a minimum of one (1) licensed journeyman plumber or licensed master plumber who will supervise any non-licensed plumbers, dedicated to this contract with the ability to respond to two or more service requests; and equipment to meet the requirements as outlined in the Scope of Work/Services.
2. Revise Sec. II(A)(4) (page 2 of 40) to read as follows:
The Successful Offeror(s) must ensure that at least one plumber licensed by the DPOR Board for Contractors is always on a job site supervising any plumbers who do not have DPOR Board for Contractors' licenses. The Successful Offeror(s) shall be responsible for providing the appropriate types and skill levels of personnel required to accomplish the necessary work. Offeror shall include with their proposal a list of plumbers capable of performing the requirements of this Contract and indicate whether each plumber has a DPOR Board for Contractors license and whether each plumber will be acting in a supervisory capacity. The Successful Offeror must provide copies of the DPOR Board for Contractors license of each licensed plumber on its list. The Successful Offeror(s) shall be responsible for providing an updated list of licensed plumbers to the County's Purchasing Division as changes are made.
3. Revise Sec. II (B)(10.B.) (page 5 and 6 of 40) to read as follows:
Henrico County Public Schools and School Administration Buildings normal school hours, with the exception of serving times for breakfast and lunch, are Monday through Friday from 7:00 a.m. to 4:00 p.m. and summer hours shall be Monday through Thursday from 7:00 a.m. to 5:00 p.m. **Work must not interfere with school activities or when conducting testing (SOLs).**
4. DELETE ATTACHMENT H in its entirety and REPLACE it with Revised ATTACHMENT H in Addendum No. 1.

Questions and Answers

1. Reference page 3 of 40, item II.B.3.a.
 - a. How does Henrico County define "Emergency services"?
Answer: Waterline break, running water, no water, backed up sewer, standing water, anything that may disrupt the operation of the building and or be a hazard to staff and public.

- b. Will “Emergency services” be assigned a Not-To-Exceed (NTE) amount by the county at the time the service call is placed?
 Answer: No.
- c. Will the contractor be able to bill emergency services based off of an established NTE? Or will a quote in arrears of the work be required in order to invoice?
 Answer: Time and Material Not to Exceed Price.
- d. For Emergency work, how would work authorizations occur? (i.e., Purchase Order per event or blanket Purchase Order, other?)
 Answer: Verbal Authorization will be given based on a Not to Exceed Price and PO will be issued per event.

2. Reference pages 4 & 5 of 40, items II.B.5 and II.B.6.

- a. Can the county provide a description of the circumstances under which a quote is required?
 Answer: Quotes should be given for all work, unless given verbal authorization to proceed in an emergency.
- b. If scope is not fully definable and troubleshooting is required to develop a scope of work and price a repair, will the county pay for the required labor to troubleshoot? Sample scenario:
 - Henrico County calls to get a quote on repairing a clogged drain- line. (Non-emergency, quote requested)
 - At the time of the request to quote the contractor may not know if the line can be cleared by snake, if a jetter is required or if there is damage to a pipe that may require a camera and locator.
 - Trouble shooting may be required which could require many man hours of labor.
 - Suppose the county decides to abandon the line or not make the repair.
 - Item II.B.6. prohibits charging for “time to inspect the worksite and to develop the written non-binding estimate.” Question: Since all of the above actions were required to arrive at a scope and firm quote, could the troubleshooting be billed?
 Answer: Yes, troubleshooting costs can be billed for.

3. Reference Pages 5 & 6 of 40, items II.B.10 (Normal Business Hours) and II.B.13 (Successful Offeror(s) paid hourly rate per man hour).

The RFP states “normal business hours” for General Government and Schools to be Monday through Friday, 8:00 A.M. to 4:30 P.M. Other facilities such as “Jail East, Jail West, Juvenile Detention, Recreation and Parks” differ. Will the county pay “Overtime Hourly Rate” for work outside of the General Government normal business hours of Monday through Friday, 8:00 A.M. to 4:30 P.M. at a facility such as Jail East, Jail West and Juvenile Detention? Or, does the county expect to pay “Regular Hourly Rate” situationally to the facility? Example: A call comes in for Juvenile Detention that a contractor runs during a weekday between 5:00 P.M. and 7:00 P.M. Would the contractor bill at the “Regular hourly Rate” or the “Overtime Hourly Rate”?
 Answer: Yes, the county expects to pay the Regular Hourly Rate situationally to the facility. In addition, school hours are not the same as General Government. Please refer to Item #3 under Changes to RFP.

4. Reference page 17 of 40, item V.W.1. & V.W.2.

This term appears to be inconsistent with contracts we have with other tax-exempt state agencies. Our company has been advised by legal counsel that there is no exemption from tax for contractor purchases that will be incorporated into real property of a tax-exempt entity. The only options we’ve been provided to avoid paying taxes when our end user is a tax-exempt entity are:

- The tax-exempt entity makes the material purchases directly.
- The tax-exempt entity names the contractor as an authorized purchasing agent.

Our legal department has advised us based on the way Item V.W.1. is written we would have to pay taxes on materials purchased but we could not recoup these real costs. Could this term be modified to allow the “Successful Offeror” to pass along these real costs to the county?

Answer: Page 7 of 40, Item 14(e) says, “The County will reimburse Successful Offer(s) for non-truck stock parts, materials, and components at cost.” “At cost” would include sales tax the Successful Offeror paid. For

page 38 of 40, Attachment H Pricing/Cost Proposal, the Unit Price that the contractor lists for all truck stock items can include the sales tax.

5. Reference page 19 of 40, Item V.DD.2.
Skilled labor wage increases have often exceeded 3% per year. Would Henrico County agree to a pre-established annual rate increase that would not exceed the Bureau of Labor Statistics Construction Trade Contractors – NAICS Code 238220? Link here: [Bureau of Labor Statistics Data \(bls.gov\)](https://www.bls.gov)
Answer: No.
6. Reference page 38 of 40, Attachment H, Pricing/Cost Proposal.
Column B - Estimated Annual Hours, Item Nos 1-9 on pricing/cost proposal. Do the estimated hours in Column B include hours utilized by the schools, or do these hours just represent estimated non-school needs?
Answer: Hours to be dictated by Henrico County General Government and Henrico County Schools staff.
7. Reference page 2 under II. Scope of Services, A. 2.,4. The proposal requires 4 DPOR licensed journeyman plumbers. Will the county accept plumbers that meet the journeyman plumber qualifications without the journeyman DPOR license? The state of Virginia allows service plumbing providers to work under one master plumbing license. Will Henrico County accept this State regulation?
Answer: Yes. Refer to Items 1 and 2 under Changes to RFP.

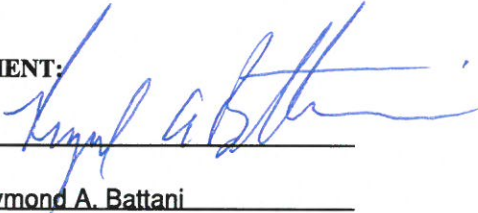
All other specifications and General Terms and Conditions shall remain the same.

Offerors must take due notice and be governed accordingly. Failure to acknowledge this addendum may result in your response being deemed non-responsive.

Sincerely,

Beverly J. Mitchell, VCA, VCO
Procurement Analyst II
mit098@henrico.us

ACKNOWLEDGEMENT:

Signature: 
Print Name: Raymond A. Battani
Company: ColonialWebb Contractors Company
Date: May 29, 2024



Tab 9 – Appendices - Continued

Appendix B - SCC Certificate of Good Standing

Commonwealth of Virginia



State Corporation Commission

CERTIFICATE OF GOOD STANDING

I Certify the Following from the Records of the Commission:

That ColonialWebb Contractors Company is duly incorporated under the law of the Commonwealth of Virginia;

That the corporation was incorporated on March 30, 1972;

That the corporation's period of duration is perpetual; and

That the corporation is in existence and in good standing in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



Signed and Sealed at Richmond on this Date:

April 6, 2023

Bernard J. Logan, Clerk of the Commission

CERTIFICATE NUMBER : 2023040618594565



Tab 9 – Appendices - Continued

Appendix C - Certificate of Insurance

ACORD **CERTIFICATE OF LIABILITY INSURANCE** 11/1/2024 9/29/2023

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED 1492591 COLONIALWEBB CONTRACTORS COMPANY CORP. OFFICE & RICHMOND OFFICE 1920 E PARHAM ROAD RICHMOND VA 23228	INSURER(S) AFFORDING COVERAGE INSURER A: Old Republic Insurance Company 24147 INSURER B: Travelers Property Casualty Company of America 25674 INSURER C: Zurich American Insurance Company 16535 INSURER D: Indian Harbor Insurance Company 36940 INSURER E: INSURER F:

COVERAGES 294470 **CERTIFICATE NUMBER:** 19855908 **REVISION NUMBER:** XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDD	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	MWZY31586123	11/1/2023	11/1/2024	EACH OCCURRENCE \$ 10,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 10,000,000
A	<input checked="" type="checkbox"/> CONTRACTUAL LIAB <input checked="" type="checkbox"/> XCU INCLUDED GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			MWZX31795523 MWZX31795823	11/1/2023	11/1/2024	MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 10,000,000 GENERAL AGGREGATE \$ 20,000,000 PRODUCTS - COMP/OP AGG \$ 20,000,000
A A A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NOW-OWNED AUTOS ONLY	N	Y	MWYB31586223 MWZX31795623 MWZX31795923	11/1/2023 11/1/2023 11/1/2023	11/1/2024 11/1/2024 11/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 10,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CLAIMS-MADE	N	Y	CUP-7T469438-23-NF	11/1/2023	11/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 DED <input checked="" type="checkbox"/> RETENTION \$ XXXXXXXX
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	MWC31586023	11/1/2023	11/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 10,000,000 E.L. DISEASE - EA EMPLOYEE \$ 10,000,000 E.L. DISEASE - POLICY LIMIT \$ 10,000,000
C	<input checked="" type="checkbox"/> INSTALL FLTR/BUILDERS RISK	N	N	MBR435533602	11/1/2023	11/1/2024	\$15,000,000 PER OCCURRENCE
D	<input checked="" type="checkbox"/> PROFESSIONAL/POLLUTION			CEO744642006	11/1/2023	11/1/2024	\$10,000,000 PER CLAIM; \$20,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Service/Operations performed for County of Henrico. County of Henrico/Henrico County Public Schools are included as Additional Insured (except as respects coverage afforded by the Workers Compensation policy) and is granted a Waiver of Subrogation as required by written contract, but only for liability arising out of the Operations of the Named Insured. This insurance certified herein will apply as Primary and Non-Contributory as required by written contract.

CERTIFICATE HOLDER 19855908 County of Henrico Risk Management PO Box 90775 Henrico VA 23273	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Joseph M. Amello</i>
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ACORD 25 (2016/03)

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Tab 9 – Appendices - Continued

Appendix D - EMR Letter



September 18, 2023

Re: Workers' Compensation – NCCI Experience Modifier for ColonialWebb Contractors

To whom it may concern,

Please be advised that the following are the above-mentioned Named Insured's modifier ratings for the past nine (9) Years:

All other States Experience Modification Rating Factors (Excludes CA, DE, MI, NJ and PA):

Effective Date	Expiration Date	Experience Modifier
11/1/2023	11/1/2024	0.59
11/1/2022	11/1/2023	0.59
11/1/2021	11/1/2022	0.58
11/1/2020	11/1/2021	0.58
11/1/2019	11/1/2020	0.59
11/1/2018	11/1/2019	0.57
11/1/2017	11/1/2018	0.61
11/1/2016	11/1/2017	0.62
11/1/2015	11/1/2016	0.62

Please let us know if you have any questions on the above listed experience modifications.

Sincerely,

LOCKTON COMPANIES

Elizabeth Foster, CRIS, CIC, ARM

Senior Account Executive

LOCKTON COMPANIES
444 West 47th Street, Suite 900, Kansas City, MO 64112-1906

816.960.9000
lockton.com





Tab 9 – Appendices - Continued

Appendix E - ColonialWebb Contractors Company - 2024 W-9

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
COLONIALWEBB CONTRACTORS COMPANY

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1920 E PARHAM ROAD

6 City, state, and ZIP code
RICHMOND, VA 23228

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-					
--	--	--	---	--	--	--	--	--

or

Employer identification number

5	4	-	0	9	0	5	2	1	5
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *[Signature]* Date ▶ *1/9/24*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cat. No. 10231X Form **W-9** (Rev. 10-2018)

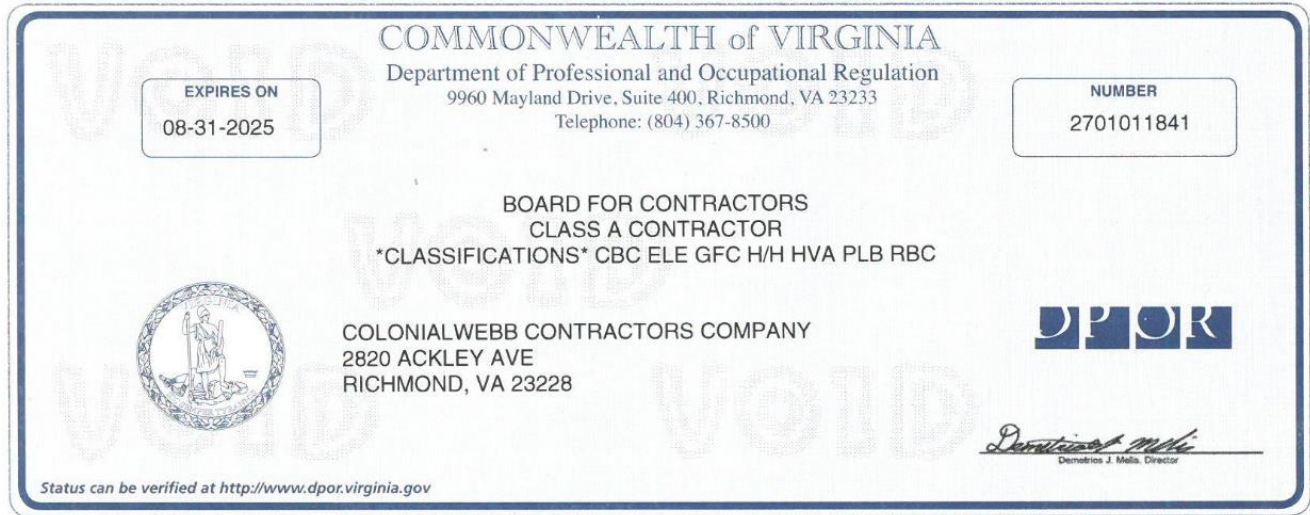




Tab 9 – Appendices - Continued

Appendix F - Contractor's License

ColonialWebb Contractor's License issued by the State of Virginia Board for Contractors.





Tab 9 – Appendices - Continued

Appendix G - Company Profile

<u>Parent Company:</u>	Comfort Systems USA 675 Bering Drive, Suite 400 Houston, Texas 77057	Website: www.comfortsystemsusa.com
<u>Headquarters:</u>	ColonialWebb Contractors 1920 E. Parham Road Richmond, Virginia 23228	Website: www.colonialwebb.com Main Telephone (804) 916-1400 Service Request (804) 264-5522
<u>Branch Locations:</u>	Chantilly, Virginia Newport News, Virginia Chesapeake, Virginia Charlottesville, Virginia Harrisonburg, Virginia Baltimore, Maryland Manufacturing, Richmond, VA	Telephone (703) 396-4920 Telephone (757) 873-2263 Telephone (757) 855-3006 Telephone (434) 234-8290 Telephone (540) 422-6175 Telephone (844) 275-4172 Telephone (804) 916-1400
<u>Service Areas:</u>	Virginia, Charlottesville, Metro D.C., Maryland	
<u>Types of Work:</u>	Industrial, institutional, and commercial construction and service maintenance and repairs, fabrication and modularization in HVAC, sheet metal, plumbing, piping, refrigeration, electrical, water treatment, temperature controls, building automation and facility maintenance services.	
<u>Project Range:</u>	Up to \$78,000,000.00	
<u>Annual Sales:</u>	\$250,000,000.00	
<u>Safety Record:</u>	Experience Modification Rating: 2023 - .59; 2022 - .59; 2021 - .58; 2020 - .58	
<u>Bonding:</u>	<u>Agent:</u> Alliant Insurance Services, Inc Adrienne Scalera 50 Cardinal Drive, Suite 202 Westfield, NJ 07090	<u>Bonding Company:</u> Fidelity & Deposit Co. of Maryland Robert D. Murray 1299 Zurich Way Schaumburg, IL 60196
<u>Insurance:</u>	Lockton Companies – 444 W. 47 th Street, Suite 900 Kansas City, MO 64112 Attention: Alex Berhorst (816) 960-9386	
<u>Financial:</u>	Bank of Texas - 1401 McKinney, Suite 150 Houston, TX 77010 Attention: Alice Worthington (713) 389-5838	
<u>Key Executives:</u>	Mitch Haddon E.J. Joe Piacentino Brett Mutnick John Zilla Ray Battani Andrew Popovici Nathan Wethington Tyler Sinsabaugh	President, Chief Executive Officer Chief Financial Officer Vice President – Construction Regional Vice President – Building Service Regional Vice President – Building Service Vice President – Building Service Vice President – Mission Critical Vice President – Talent