



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 02-20-2025

CORRECT ORDER NUMBER MUST
APPEAR ON ALL PACKAGES, INVOICES,
AND SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CMA 0211 4078 GSD2500000003 2	Procurement Folder:	1525145
Document Name:	GSD Elevator Maintenance - Open-End	Reason for Modification:	Change Order No. 1 - Administrative change to provide a corrected version of the pricing page.
Document Description:	GSD Elevator Maintenance - Open-End		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2025-01-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-12-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000218651 DC ELEVATOR COMPANY 1002 Young Street Charleston WV 25301 US Vendor Contact Phone: 3043457222 Extension:	Requestor Name: Scotty E Pauley Requestor Phone: 304-352-5481 Requestor Email: scotty.e.pauley@wv.gov																				
Discount Details:	2025 FILE LOCATION																				
<table><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></table>			Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
		Discount Allowed	Discount Percentage	Discount Days																	
#1		No	0.0000	0																	
#2		No																			
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

CR 2-25-25

Purchasing Division's File Copy

Total Order Amount:

Open End

PURCHASING DIVISION AUTHORIZATION

DATE: 2/24/25

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 2/25/2025

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 2-25-25

ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order No. 1 - Administrative change order to provide a corrected version of the vendor's pricing pages. The pricing pages on the purchase order had some description headings missing or the descriptions under the subheadings were out of order. No unit pricing was affected by these subheading or elevator listing/locations issues.

See attached corrected pricing pages.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72101506				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Elevator Maintenance

Extended Description:

Elevator Maintenance Contract -
Pricing pages revised by CO#1 - see attached pricing pages.

Unit price varies by elevator per pricing pages.

Hourly Labor Rate - \$245.00

Parts Multiplier - 10%

Preventative Maintenance

Description	Monthly Charge
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Capitol Complex, Building 1

Elevator #1, East Wing	500
Elevator #2, East Wing	500
Elevator #3, MB, AG Office	500
Elevator #4, MB	500
Elevator #5, MB, House Side	500
Elevator #6, MB, Senate side	500
Elevator #7, MB, Gov. Office	500
Elevator #8, West Wing	500
Elevator #9, West Wing	500
W/C Lift, West Wing	90
W/C Lift, East Wing	90

Capitol Complex, Building 3

Elevator # 1	500
Elevator #2	500
Elevator #3	500
Elevator #4	500
Elevator #5, Frt.	200

Capitol Complex, Building 4

Elevator #1, Left	500
Elevator #2, Right	500
W/C Lift	90

Capitol Complex, Building 5

Elevator#1	500
Elevator #2	500
Elevator #3	500
Elevator #4	500
Elevator #5, Executive	500
Elevator #6, Frt	500

Capitol Complex, Building 6

Elevator#1	500
Elevator #2	500
Elevator #3	500
Elevator #4	500
Elevator #5	500

Capitol Complex, Building 7

Elevator#1	170
Elevator #2, Frt	170

Capitol Complex, Building 8

Elevator #1 Governor's Mansion	170
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Capitol Complex, Building 13

Elevator #1, Parking Garage	170
Elevator #2, Parking Garage	170

Capitol Complex, Building 15

Elevator #1, 2019 Wash. St E.	170
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Capitol Complex, Building 17

Elevator #1, 2101 Wash. St E.	170
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Building 20, Leon Sullivan Way

Elevator # 1	200
Elevator #2	500

Building 22, Lee and Dickinson

Elevator #1, Tax & Revenue	200
Elevator #2, Tax & Revenue	200
Elevator #3, Tax & Revenue	200

Building 23, Beckley, WV

Elevator #1	500
Elevator # 2	200

Building 25, Parkersburg, WV

Elevator #1	625
Elevator # 2	625

Building 31, Charleston, WV

Elevator #1	200
Elevator #2	200

Building 32, Huntington, WV

Elevator #1	200
Elevator #2	200

Building 34, Weirton, WV

Elevator #1	625
Elevator #2	625

Building 35, Diamond Building

Elevator #1	500
Elevator #2	500
Elevator #3	500
Elevator #4	500

Building 36, One Davis Square

Elevator #1	200
Elevator #2	200
Elevator #3	200
Elevator #4	500

Building 37, DEP Kanawha City

Elevator #1	200
Elevator #2	200
Elevator #3	200
Elevator #4	200

Building 53, Clarksburg

Elevator #1	625
Elevator #2	625
Elevator #3	625

Bldg. 54, Fairmont, WV

Elevator #1	500
Elevator #2	500

Bldg. 55, Logan, WV

Elevator #1	500
Elevator #2	500

Bldg. 86, Smith Street, Chas -

Elevator #1	350
Elevator #2	350

Bldg. 74, South Charleston

Elevator #1	200
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Bldg. 84, Greenbrier St., Chas

Elevator #1	200
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Bldg. 88, Players Club Dr., Chas

Elevator #1	200
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Corrective Maintenance:

Hourly Labor Rate

\$245.00

Parts Cost Multiplier

10%



Lyle, Tara L <tara.l.lyle@wv.gov>

CMA GSD25*08 Elevator Maintenance

1 message

Jones, James R <james.r.jones@wv.gov>

Fri, Feb 7, 2025 at 3:27 PM

To: Tara L Lyle <tara.l.lyle@wv.gov>

Cc: Ada M Kennedy <ada.m.kennedy@wv.gov>

Tara,

I have a rather unusual question about the subject contract. I'm not sure how we didn't seek a bid clarification prior to award, but our justification for award of this contract assumed that DC Elevator had not bid on Building 31 (DHHR Parking Garage). DC Elevator just informed me that it appears that the Building listing on the pricing page wasn't visible, but the price is included.

On the pricing page that DC elevator submitted, it would appear that they priced 4 elevators for Building 25, when in fact it was the "header" to indicate Building 31 that had somehow disappeared.

If you'll get with Sam and Frank and get me an official review, I would GREATLY appreciate your input.

*James (Jamie) R. Jones
Procurement Administrator
General Services Division
103 Michigan Avenue
Charleston, WV 25311
(P) 304-352-5517
(C) 304-356-1076
(F) 304-558-1475*

"Only when the power of love overcomes the love of power will the world know peace." J. Hendrix

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Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

D. C. ELEVATOR, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/16/2005		3/16/2005	Foreign	Profit			

Organization Information			
Business Purpose	8113 - Other Services (except Public Administration) - Repair and Maintenance - Commercial and Industrial Machinery and Equipment (exe Auto and Elec) Repair and Maintenance		Capital Stock
Charter County	Kanawha	Control Number	74475
Charter State	KY	Excess Acres	
At Will Term	Member Managed		
At Will Term Years	Par Value		
Authorized Shares	Young Entrepreneur	Not Specified	

Addresses

Type	Address
Local Office Address	1002 YOUNG STREET CHARLESTON, WV, 25301
Mailing Address	BERNARD F. LOVELY 155 E. MAIN STREET LEXINGTON, KY, 40507 USA
Mailing Address	709 MILES POINT WAY LEXINGTON, KY, 40510
Notice of Process Address	BERNARD F. LOVELY 201 WEST SHORT STREET LEXINGTON, KY, 40507
Principal Office Address	709 MILES POINT WAY LEXINGTON, KY, 40510
Type	Address

Officers

Type	Name/Address
Director	RENWICK L ROSS 709 MILES POINT WAY LEXINGTON, KY, 40510
Director	RONNIE BENTLEY 709 MILES POINT WAY LEXINGTON, KY, 40510
President	RONNIE BENTLEY 709 MILES POINT WAY LEXINGTON, KY, 40510
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
D-C ELEVATOR COMPANY, INC.	TRADENAME	3/28/2005	1/14/2020
DC ELEVATOR	TRADENAME	3/1/2017	
DC ELEVATOR COMPANY	TRADENAME	3/1/2017	
PROGRESSIVE ELEVATORS, INC.	TRADENAME	7/6/2015	1/14/2020
DBA Name	Description	Effective Date	Termination Date

Annual Reports
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2023
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, February 20, 2025 — 1:54 PM

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Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search

Search Editor

- ☐ Any Words ⁱ
- ☐ All Words ⁱ
- ☐ Exact Phrase ⁱ

e.g. 123456789, Smith Corp

"dc elevator company" ×

Entity ▼

Location ▼

Status ^

- ☒ Active
- ☐ Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>TL 05</u> Date: <u>2/20/25</u> Solicitation No. <u>CO#1 Admin</u> <u>b correct</u> <u>pricing page</u> <u>- some subheadings</u> <u>missing</u>	Agency: WV General Services Division Procurement Officer Submitting Requisition: James Jones Requisition No. CMA GSD25*03 - CO#1 PF No.: 1525145
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

Tana H