



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: 02-25-2025

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 0705 0705 LOT2400000005 2	Procurement Folder:	1368668
Document Name:	West Virginia Lottery contract for Security Guard Services	Reason for Modification:	
Document Description:	West Virginia Lottery contract for Security Guard Services	Change Order No. 1 - to renew contract	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-03-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-02-28

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000018473 UNIVERSAL PROTECTION SERVICE LP 161 Washington Street Conshohocken PA 19428 US Vendor Contact Phone: 614.381.5977 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><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></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Thomas P Hymes Requestor Phone: 304-558-2350 Requestor Email: thymes@wvlottery.com 2025 FILE LOCATION
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE LOTTERY PO BOX 2067 CHARLESTON WV 25327-2067 US	PURCHASING LOTTERY 900 PENNSYLVANIA AVE CHARLESTON WV 25302 US

2-26-25 GL

Purchasing Division's File Copy

Total Order Amount:	Open End
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PURCHASING DIVISION AUTHORIZATION
DATE: *2/25/2025*
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: *2/27/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *2-27-25*
ELECTRONIC SIGNATURE ON FILE

2/27/2025

Extended Description:

Change Order

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Effective date of renewal: 03/01/2025 - 02/28/2026

Renewals Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	92121504			HOUR	18.720000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Security Guard II

Extended Description:

See Specifications and Exhibit A - Pricing Page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	92121504			HOUR	20.690000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Security Guard III - Shift Supervisor

Extended Description:

See Specifications and Exhibit A - Pricing Page

To: All State Agencies Under Purchasing Division

From: Samantha Willis, Director & General Counsel

WV Purchasing SLW

Date: January 23, 2025

Re: \$100,000 Spending Requests

MEMORANDUM

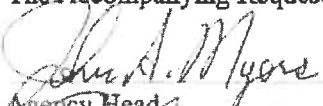
Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.


Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

Change Order WV Lottery Security Guard Services

The Accompanying Request has been reviewed and approved by the following:


Agency Head

2/12/25
Date


Cabinet Secretary/Department Head

2/12/25
Date


Governor's Office Representative

2/25/25
Date



P.O. BOX 2067
CHARLESTON, WV 25327

JOHN A. MYERS
DIRECTOR

PHONE: 304.558.0500
wvlottery.com

January 2, 2025

Daniel Roose, Director Government Services
Universal Protection Service LLC, dba: Allied Universal Security Services
500B1 Prestige Park
Hurricane, WV 25526

Subject: Change Order #1 – Renewal – CMA LOT2400000005 – West Virginia Lottery Security Guard Services

Subject to the approval of the West Virginia Purchasing Division and the Attorney General's Office, the West Virginia Lottery is offering the first optional renewal of the subject contract under the same terms, conditions and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are from March 1, 2025 through February 28, 2026.

If your company agrees to this renewal, please sign and date below and return to my attention as soon as possible.

Thank You.

A handwritten signature in dark ink, appearing to read "Thomas Hymes", written over a horizontal line.

Thomas Hymes
Procurement Specialist, Senior
West Virginia Lottery

Attachment

We agree to renew the subject contract for the period as stated above under the same terms and conditions and pricing in the original contract.

Daniel Roose
Name/Signature

A handwritten signature in dark ink, appearing to read "Daniel Roose", written over a horizontal line.

Jan 2, 2025
Date

Director Government Services
Title

732-584-7905
Phone Number

Daniel.Roose@aus.com
Email

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10 - Brandon Barr</u> Date: <u>2/25/25</u> Solicitation No. <u>CMA LOT24*05</u>	Agency: Lottery Procurement Officer Submitting Requisition: Thomas Hymes Requisition No. CMA LOT2400000005 PF No.: 1368668
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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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" 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: _____

2/25/2025

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Business Organization Detail

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UNIVERSAL PROTECTION SERVICE, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	8/16/2010		8/16/2010	Foreign	Profit			

Organization Information			
Business Purpose	5616 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Investigation and Security Services (security guards, patrol, armored car, security systems, locksmiths)		Capital Stock
Charter County	Kanawha	Control Number	0
Charter State	NC	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	2333 MACCORKLE AVE SUITE 200 SAINT ALBANS, WV, 25177
Mailing Address	161 WASHINGTON STREET SUITE 600 CONSHOHOCKEN, PA, 19428 USA
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	450 EXCHANGE IRVINE, CA, 92602 USA
Type	Address

Officers	
Type	Name/Address
Member	UNIVERSAL PROTECTION SERVICE, LP 450 EXCHANGE IRVINE, CA, 92602
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
ALLIED UNIVERSAL SECURITY SERVICES	TRADENAME	8/2/2016	
DBA Name	Description	Effective Date	Termination Date

Name Changes

Date	Old Name
8/30/2012	SECURITY FORCES, LLC
11/21/2011	SECURITY FORCES, INC.
Date	Old Name

Date	Amendment
8/30/2012	NAME CHANGE: FROM SECURITY FORCES, LLC
11/21/2011	CONVERSION: FROM SECURITY FORCES, INC.
Date	Amendment

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

Tuesday, February 25, 2025 — 2:53 PM

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