



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

State of West Virginia
Purchase Order

Order Date: 02-22-2024

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:	CPO 0506 2848 BHS2200000001 4	Procurement Folder:	884060
Document Name:	BARBOURSVILLE SCHOOL WASTEWATER TREATMENT PLANT	Reason for Modification:	Change Order No. 3 - to re-issue contract and close out contract.
Document Description:	BARBOURSVILLE SCHOOL WASTEWATER TREATMENT PLANT		
Procurement Type:	Central Purchase Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-10-27
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-12-16

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000203015	Requestor Name:	Mark S Fox	
DUNN ENGINEERS INC 400 SOUTH RUFFNER RD		Requestor Phone:	(304) 356-4088	
CHARLESTON WV 25314		Requestor Email:	mark.s.fox@wv.gov	
US				
Vendor Contact Phone:	999-999-9999			
Extension:				
Discount Details:		<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>		
Discount Allowed	Discount Percentage			Discount Days
#1 No	0.0000			0
#2 Not Entered				
#3 Not Entered				
#4 Not Entered				

INVOICE TO	SHIP TO
PURCHASING AGENT - 304-356-4802 HEALTH AND HUMAN RESOURCES BBH/HF 350 CAPITOL ST, RM 350 CHARLESTON WV 25301-3702 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

2-23-24 6C

Total Order Amount:	\$70,000.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>[Signature]</i> 2/22/24 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature]</i> 3-12-24 ELECTRONIC SIGNATURE ON FILE
--------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Extended Description:

Change order No. 03 is issued for following -

1. For administrative purposes only and is intended to change the name of the vendor from Dunn Engineers Inc, VC#000000203015 to The Thrasher Group Inc, VC#000000204787. System limitations require that this contract be given a new number moving forward but the original contract, including all terms, conditions, prices, specifications, and change orders contained therein remain in full force and effect.

Effective date of change: 12/16/2023

New procurement folder: 1365426

2. To reduce contract amount by \$105,000.00 and closeout the contract per the attached documentation, according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Original Contract Amount: \$175,000.00
CO#3 Reduction: \$105,000.00
New Contract Total: \$ 70,000.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72121505	0.00000		0.000000	70000.00
Service From	Service To	Manufacturer	Model No		
2021-10-27	2023-12-16				

Commodity Line Description: Barboursville School Wastewater Treatment Plant Replacement

Extended Description:

To provide engineering services for the design involving a wastewater treatment plant at The Barboursville School located at:

1535 Martha Rd.
Barboursville, WV 25504

There will be no federal funds used on this project.



January 3, 2024

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

**RE: *Dunn Engineers/The Thrasher Group Merger
WVDHHR Barboursville School WWTP
WVPO # CPO 0506 2848 BHS2200000001 1
WVPO Dated 10-12-2021***

To Whom It May Concern:

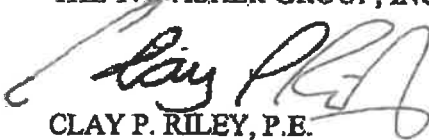
On August 8, 2022 Dunn Engineers Inc and the Thrasher Group merged through a Stock Purchase Agreement. The Stock Purchase Agreement was signed by F. Wayne Hypes as the sole stock owner of Dunn Engineers Inc and by Chad M. Riley, President of The Thrasher Group. The Thrasher Group acquired all issued outstanding capital stock of Dunn Engineers, Inc. At this point, Dunn Engineers became part of The Thrasher Group.


I have attached a copy of the Stock Purchase Agreement cover page as well as the signatory page for your reference.

If you have any questions or would like to discuss this topic further, please give me a call. Thank you.

Sincerely,

THE THRASHER GROUP, INC.


CLAY P. RILEY, P.E.
VP

OK

Sheehane


BAH Procurement

STOCK PURCHASE AGREEMENT

THIS STOCK PURCHASE AGREEMENT (this "**Agreement**") is dated 8 day of August, 2022, by and among F. Wayne Hypes ("Seller"), and THE THRASHER GROUP, INC., a West Virginia corporation (Purchaser).

Seller desires to sell, and Purchaser desires to purchase, all the issued outstanding capital stock of Dunn Engineers, Inc. ("the Corporation"), free and clear of all encumbrances Purchaser intends to continue to operate the engineering business at an office located at 400 South Ruffner Road, Charleston, West Virginia 25314.

Seller owns all outstanding shares of stock in the Corporation which is for tax purposes taxed as a C corporation.

The Corporation performs professional engineering services for third party clients.

NOW, THEREFORE, in consideration of the premises and mutual promises herein made, and in consideration of the representations, warranties and covenants herein contained, the parties, intending to be legally bound, agree as follows:

1. DEFINITIONS

1.1 Definitions. For purposes of this Agreement, the following terms and variations thereof have the meanings specified or referred to in this Section 1.1:

"Accounts Receivable" means all invoices or bills submitted by the Corporation to clients for services performed by the Corporation not paid as of the Closing Date.

"Accounts Payable" means all liabilities of the Corporation, whether current or long term, whether or not booked as a liability. Accounts Payable shall not include amounts paid under service contracts listed as Assumed Contracts for services performed for periods after Closing Date.

"Assumed Contracts" means those contracts for services to be performed for the Corporation after Closing Date except for those contracts listed on Schedule 1.

"Benefit Plans" means all employee benefit plans and collective bargaining, employment and severance agreements and other similar arrangements to which Seller is a party or by which it is bound, legally or otherwise, including (i) any profit-sharing, deferred-compensation, bonus, stock-option, stock-purchase, pension, retainer, consulting, retirement, severance, welfare or incentive plan, agreement or arrangement, and (ii) any employment agreement or executive compensation agreement.

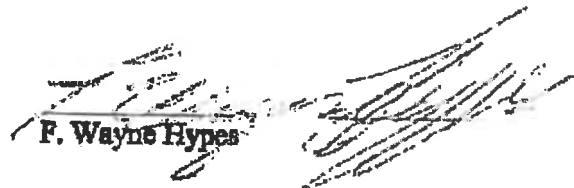
"Cash" means cash and cash equivalents (including marketable securities and short-term investments) set forth on Seller's balance sheet as of the Closing.

CM
CMR

FWH

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

SELLER:


F. Wayne Hypes

PURCHASER:

THE THRASHER GROUP, INC.

By: 
Chad M. Riley, President



COMPLEX PROJECTS
REQUIRE RESOLVE
THRASHER'S GOT IT

August 25, 2023

Mark Fox
State of West Virginia
350 Capitol Street
Charleston, WV 25301

RE: WVDHHR Barboursville School Wastewater Treatment Plant - Award/Purchase Order
CPOBHS2200000001

Dear Mr. Fox,

As you know through our previous correspondence, The Thrasher Group acquired Dunn Engineers in August of 2022. Your email, dated Wednesday February 14, 2024 requested the amount of funds previously paid to Dunn Engineers and the remaining contract for Thrasher. Following is confirmation those amounts

- Dunn Engineers (Paid) - \$70,000
- Thrasher (Balance of Contract) - \$105,000

If you have any questions or need additional information, please contact me at 304-624-4108 or at cpriley@thethrashergroup.com.

Sincerely,
THE THRASHER GROUP, INC.


Clay P. Riley, PE
VP



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

Fwd: Dunn/Thrasher Purchase Order

1 message

Greenhowe, Althea M <althea.m.greenhowe@wv.gov>

Tue, Feb 20, 2024 at 11:28 AM

To: Crystal G Hustead <crystal.g.hustead@wv.gov>, Tara L Lyle <tara.l.lyle@wv.gov>

Cc: Robert L Price <robert.l.price@wv.gov>, Bryan D Rosen <bryan.d.rosen@wv.gov>, Kimberlie K Debolt <kimberlie.k.debolt@wv.gov>, Heather M White <heather.m.white@wv.gov>

This is back to DOA, thanks!

----- Forwarded message -----

From: **Greenhowe, Althea M** <althea.m.greenhowe@wv.gov>

Date: Wed, Feb 14, 2024 at 1:28 PM

Subject: Dunn/Thrasher Purchase Order

To: Mark S Fox <mark.s.fox@wv.gov>

Cc: Robert L Price <robert.l.price@wv.gov>

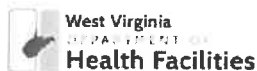
Mark,

DOA has come back to us and would like a letter from Thrasher included on the Change Orders stating how much of the contract was paid out to Dunn and how much is pending to Thrasher.

I looked briefly and it appears the total contract amount was \$175,000.00. Dunn has been paid \$70,000.00. Thrasher would be owed \$105,000.00.

Thanks,
Althea

--



Althea Greenhowe

Procurement Specialist, Senior

Office of Shared Administration

West Virginia Departments of Health, Health Facilities, and Human Services

One Davis Square, Ste 100W

Charleston, WV 25301

P: 304-352-3924 | dhr.wv.gov

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Althea Greenhowe

Procurement Specialist, Senior



Hustead, Crystal G <crystal.g.hustead@wv.gov>

Re: CPO - BHS22*1

1 message

Greenhowe, Althea M <althea.m.greenhowe@wv.gov>
To: "Hustead, Crystal G" <crystal.g.hustead@wv.gov>

Thu, Feb 1, 2024 at 10:00 AM

No, the final payments need to be made to Thrasher so we're cancelling and reissuing for that reason.

On Thu, Feb 1, 2024 at 9:54 AM Hustead, Crystal G <crystal.g.hustead@wv.gov> wrote:
Tara brought this one back to me with a note

It expired on 12/16/2023, is the re-issued contract going to be extended?

On Wed, Jan 31, 2024 at 10:01 AM Greenhowe, Althea M <althea.m.greenhowe@wv.gov> wrote:
The reissue is going to go to Thrasher and they're saying they can't submit it until this one is Finalized because the money is tied up.

On Wed, Jan 31, 2024 at 10:00 AM Hustead, Crystal G <crystal.g.hustead@wv.gov> wrote:
Okay, I am going to hold CPO BHS22*01 in my bucket until the reissue comes through

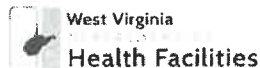
The vendor checks in the procurement folder were for Thrasher instead of Dunn, since the award and change order is still under Dunn, I'll need to do the searches for them....of course Dunn is showing not in compliance with the SOS!

Yesterday I had two vendors say that SOS told them that they have a technical issue with the database that shows vendors not in compliance, even though they are. Dunn's may be another case of that.

On Tue, Jan 30, 2024 at 8:57 AM Greenhowe, Althea M <althea.m.greenhowe@wv.gov> wrote:
The office has the new CPO entered for the reassignment. It is CPO 0506 BHS24*2. I asked Finance if they could override the accounting errors so that we could submit both of them at the same time. They did that, but then another accounting section that reviews and approves the documents wouldn't approve the new CPO based on the funding. I gave up trying to explain so once this one is final and the funding is free again we'll submit the new CPO.

Thanks :)

--



Althea Greenhowe
Procurement Specialist, Senior
Office of Shared Administration
West Virginia Departments of Health, Health Facilities, and Human Services
One Davis Square, Ste 100W
Charleston, WV 25301
P: 304-352-3924 | dhhr.wv.gov

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Althea Greenhowe

Procurement Specialist, Senior

Office of Shared Administration

West Virginia Departments of Health, Health Facilities, and Human Services

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Althea Greenhowe

Procurement Specialist, Senior

Office of Shared Administration

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Hustead, Crystal G <crystal.g.hustead@wv.gov>

Re: CPO - BHS22*1

1 message

Greenhowe, Althea M <althea.m.greenhowe@wv.gov>
To: "Hustead, Crystal G" <crystal.g.hustead@wv.gov>

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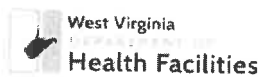
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Thanks :)

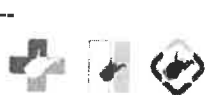
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Althea Greenhowe

Procurement Specialist, Senior
Office of Shared Administration
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Charleston, WV 25301
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Althea Greenhowe

Procurement Specialist, Senior
Office of Shared Administration
West Virginia Departments of Health, Health Facilities, and Human Services

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All Words (i)

Exact Phrase (i)

e.g. 123456789, Smith Corp

"dunn engineers inc" ×

Entity ∨

Location ∨

Status ∧

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THE THRASHER GROUP, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/2/1983		6/2/1983	Domestic	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 25000.0000
Charter County	Harrison	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.050000
Authorized Shares	500000	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Mailing Address	PO BOX 940 BRIDGEPORT, WV, 26330 USA
Notice of Process Address	LAUREN E. LINT, CFO PO BOX 940 BRIDGEPORT, WV, 26330
Principal Office Address	600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330 USA
Type	Address

Officers	
Type	Name/Address
Director	HENRY W THRASHER 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Director	CHAD M RILEY 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Incorporator	HENRY A. THRASHER 203 HICKMAN STREET CLARKSBURG, WV, 26301 USA
President	HENRY WOOD THRASHER 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Secretary	CLAYTON C. WHITE 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Treasurer	LAUREN E. LINT 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Vice-President	CHAD M. RILEY 600 WHITE OAKS BLVD BRIDGEPORT, WV, 26330
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination

BLUE MOUNTAIN AERIAL MAPPING	TRADENAME	4/1/2019	
BLUE MOUNTAIN ENGINEERING	TRADENAME	4/1/2019	
BLUE MOUNTAIN SURVEYING	TRADENAME	4/1/2019	
BLUE MOUNTAIN, INC.	TRADENAME	8/31/2018	
PENTREE, INC.	TRADENAME	7/25/2014	
DBA Name	Description	Effective Date	Termination Date

Name Changes

Date	Old Name
3/26/2013	THRASHER GROUP, INC.
3/18/2013	THRASHER ENGINEERING, INC.
Date	Old Name

Mergers

Merger Date	Merged	Merged State	Survived	Survived State
12/27/2012	BERKELEY ASSOCIATES, INC.	WV	THRASHER ENGINEERING, INC.	WV
12/27/2012	GUSTAFSON & ASSOCIATES, INC.	WV	THRASHER ENGINEERING, INC.	WV
12/27/2012	THRASHER ENVIRONMENTAL, INC.	WV	THRASHER ENGINEERING, INC.	WV
3/5/2013	GEOMETRICS GPS, INC.	WV	THRASHER ENGINEERING, INC.	WV
5/14/2014	RESOURCE ENGINEERING GROUP, INC.	WV	THE THRASHER GROUP, INC.	WV
7/25/2014	PENTREE, INC.	WV	THE THRASHER GROUP, INC.	WV
Merger Date	Merged	Merged State	Survived	Survived State

Subsidiaries

Name	Address
	DUNN ENGINEERS, INC. 1000 CORPORATE LANDING CHARLESTON, WV, 25311
Name	Address

Date	Amendment
10/29/2018	STOCK CHANGES, SEE IMAGES
12/21/2017	CHANGED CAPITAL STOCK
7/25/2014	MERGER: MERGING PENTREE, INC., A QUALIFIED WV CORPORATION WITH AND INTO THE THRASHER GROUP, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR
5/14/2014	MERGER: MERGING RESOURCE ENGINEERING GROUP, INC., A QUALIFIED WV CORPORATION WITH AND INTO THE THRASHER GROUP, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR
3/26/2013	NAME CHANGE: FROM THRASHER GROUP, INC.
3/18/2013	NAME CHANGE: FROM THRASHER ENGINEERING, INC.
3/5/2013	MERGER: MERGING GEOMETRICS GPS, INC., A QUALIFIED WV CORPORATION WITH AND INTO THRASHER ENGINEERING, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR
12/27/2012	MERGER: MERGING BERKELEY ASSOCIATES, INC., A QUALIFIED WV CORPORATION WITH AND INTO THRASHER ENGINEERING, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR. THE EFFECTIVE DATE OF MERGER IS 1/1/2013
12/27/2012	MERGER: MERGING THRASHER ENVIRONMENTAL, INC., A QUALIFIED WV CORPORATION WITH AND INTO THRASHER ENGINEERING, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR. THE EFFECTIVE DATE OF MERGER IS 1/1/2013.
12/27/2012	MERGER: MERGING GUSTAFSON & ASSOCIATES, INC., A QUALIFIED WV CORPORATION WITH AND INTO THRASHER ENGINEERING, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR. THE EFFECTIVE DATE OF MERGER IS 1/1/2013
8/6/1999	INCREASE IN AUTH. CAP. STK FROM \$10,000 WITH 100 SHARES AT \$100.00 PAR TO \$25,000 WITH 25,000 SHARES AT \$1.00 PAR VALUE.
11/3/1983	CHANGE OF NAME: FROM H & T ENGINEERING CO.
Date	Amendment

Annual Reports
Filed For
2023
2022
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, January 4, 2024 — 8:50 AM

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DUNN ENGINEERS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/30/1976		9/30/1976	Domestic	Profit			
Not in compliance. Please contact the WV Secretary of State's Office at 304-558-8000.								

Organization Information			
Business Purpose	9241 - Public Administration - Admin of Environmental Quality Programs - Admin of Environmental Quality Programs (air, water, solid waste mgmt, conservation pgms)		Capital Stock 1000.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	100.000000
Authorized Shares	10	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	400 SOUTH RUFFNER ROAD CHARLESTON, WV, 25314
Mailing Address	400 SOUTH RUFFNER ROAD CHARLESTON, WV, 25314 USA
Notice of Process Address	F. WAYNE HYPES 400 SOUTH RUFFNER RD. CHARLESTON, WV, 25314
Principal Office Address	400 SOUTH RUFFNER ROAD CHARLESTON, WV, 25314 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	JOSEPH F. DUNN 1006 DELL WAY SOUTH CHARLESTON, WV, 25303
President	F. WAYNE HYPES 169 HEIGHTS LANE P.O. BOX 297 ELKVIEW, WV, 25071
Type	Name/Address

Date	Amendment
12/15/1999	AMENDMENT TO ARTICLES OF INCORPORATION
Date	Amendment

Annual Reports	
Filed For	
2022	
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Date filed

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

Wednesday, January 31, 2024 — 11:18 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Crystal Husted</u> Date: <u>1/31/24</u> Solicitation No. <u>CPO BH522*01</u>	Agency: Bureau For Behavioral Health Procurement Officer Submitting Requisition: Mark S. Fox Requisition No. PF No.: 884060
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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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 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: Christine Husband