



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

# State of West Virginia Master Agreement

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

Order Date: 04-10-2024

Order Number:	CMA 0803 0066 DOT6622C026A 3	Procurement Folder:	1069632
Document Name:	EQUIPMENT LEASE/RENTAL WITHOUT OPERATOR	Reason for Modification:	Change Order No.02 To Renew Contract
Document Description:	ORIGINAL PROCUREMENT FOLDER: 1024631		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-07-11
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-07-10

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000172507	Requestor Name:	Sherri K Rowan
A & A SAFETY INC		Requestor Phone:	(304) 558-9422
1126 FERRIS RD		Requestor Email:	sherri.k.rowan@wv.gov
AMELIA	OH 45102		
US			
Vendor Contact Phone:	513-943-6100	Extension:	
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**24**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS	STATE OF WEST VIRGINIA
AS INDICATED BY ORDER	VARIOUS LOCATIONS AS INDICATED BY ORDER
No City	No City
WV 99999	WV 99999
US	US

4-15-24 66

Total Order Amount:	Open End
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Purchasing Division's File Copy

JE 4/10/24

<b>PURCHASING DIVISION AUTHORIZATION</b>
DATE: <i>Tina [Signature] 4/15/24</i>
ELECTRONIC SIGNATURE ON FILE

<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>
DATE: <i>John S. Gray</i>
ELECTRONIC SIGNATURE ON FILE

<b>ENCUMBRANCE CERTIFICATION</b>
DATE: <i>[Signature] 4-10-24</i>
ELECTRONIC SIGNATURE ON FILE

4/18/2024

**Extended Description:**

Change Order

Change Order No. 2 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 07/11/2024 through 07/10/2025

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	46161500			UNIT	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Traffic Control Equipment - Lease/Rental

**Extended Description:**

Lease/Rental of Arrow Boards, trailer/truck mounted Attenuator & Arrow Boards, Message Signs, Steel Road Plates, Barrel Drums and Bases, Barriers, and portable/trailer mounted Traffic Signals

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	46161500			MILE	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Traffic Control Equipment - Delivery/Mobilization

**Extended Description:**

Delivery/Mobilization fees for Arrow Boards, trailer/truck mounted Attenuator & Arrow Boards, Message Signs, Steel Road Plates, Barrel Drums and Bases, Barriers, and portable/trailer mounted Traffic Signals



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

**Alanna J. Keller, P.E.**  
Deputy Secretary of Transportation  
Deputy Commissioner of Highways

**Jimmy Wriston, P. E.**  
Secretary of Transportation  
Commissioner of Highways

January 30, 2024

**A&A Safety Inc.**  
1126 Ferris Road  
Amelia, OH 45102

**Subject: Contract Renewal: DOT6622C026A Equipment Lease/Rental Without Operator**  
**Procurement Folder: 1069632**

**The West Virginia Department of Transportation is offering to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.**

**The renewal dates are 7/11/2024 through 7/10/2025. If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to: [scott.a.brown@wv.gov](mailto:scott.a.brown@wv.gov).**

**Please contact the email listed above if you have any questions.**

**Thank you,**

**Scott A. Brown**

**Attachment**

**We agree to renew the contract for the period as stated above under the same terms, conditions, prices, and specifications in the original purchase order and any change orders thereto.**

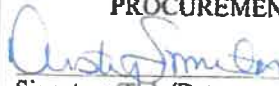
  
\_\_\_\_\_  
Name/Signature

Sales Representative

Title

02/08/2024

Date

<b>PROCUREMENT USE ONLY</b>	
	<b>TOIMGR14/8/24</b>
Signature/Title/Date	

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## West Virginia Secretary of State — Online Data Services

### 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.*

#### A & A SAFETY, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	8/14/2006		8/14/2006	Foreign	Profit				

Organization Information									
<b>Business Purpose</b>	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)			<b>Capital Stock</b>					
<b>Charter County</b>				<b>Control Number</b>	87440				
<b>Charter State</b>	OH				<b>Excess Acres</b>				
<b>At Will Term</b>				<b>Member Managed</b>					
<b>At Will Term Years</b>				<b>Par Value</b>					
<b>Authorized Shares</b>	0				<b>Young Entrepreneur</b>	Not Specified			

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Mailing Address</b>	1126 FERRIS ROAD AMELIA, OH, 45102 USA
<b>Notice of Process Address</b>	REGISTERED AGENT SOLUTIONS, INC. 200 CAPITOL ST CHARLESTON, WV, 25301
<b>Principal Office Address</b>	1126 FERRIS ROAD AMELIA, OH, 45102 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>President</b>	WILLIAM LUTTMER 1126 FERRIS ROAD AMELIA, OH, 45102
<b>Secretary</b>	FRANCIS LUTTMER 1126 FERRIS ROAD AMELIA, OH, 45102
<b>Vice-President</b>	CECE DYKAS 1126 FERRIS ROAD AMELIA, OH, 45102
<b>Type</b>	<b>Name/Address</b>

<b>Annual Reports</b>	
<b>Filed For</b>	
2023	
2022	
2021	
2020	
2019	
2018	
2017x	
2017	

2016
2015
2014
2013
2012
2011
2010
2009
<b>Date filed</b>

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

Wednesday, April 10, 2024 — 1:42 PM

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Search  e.g. 1606N020Q02

Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

Select Domain **Entity Information** +

All Entity Information

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qualification](#)

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Filter By -

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

- Any Words
- All Words
- Exact Phrase

Entity ^

Entity Name

No results found

CAGE / NCAGE

Location ▼

Status ^

- Active
- Inactive



## No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>J. ESTEP</u> Date: <u>4/10/24</u>	Agency: WVDOT/Division of Highways
Solicitation No. <u>DOT6622 C026A</u> <u>C0#2</u>	Procurement Officer Submitting Requisition: <u>Dusty Smith</u>
	Requisition No. CMA 0803 DOT6622C026A
	PF No.: 1069632

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 <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input checked="" 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: \_\_\_\_\_

