



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: 04-16-2024

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

<b>Order Number:</b>	CMA 0926 0926 PSC2300000001 2	<b>Procurement Folder:</b>	1194031
<b>Document Name:</b>	PSC Utilities Division Consulting Services	<b>Reason for Modification:</b>	
<b>Document Description:</b>	PSC Utilities Division Consulting Services	Change Order 01 To Renew Contract	
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2023-04-15
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2025-04-14

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000042600	<b>Requestor Name:</b>	Lindsey Randolph
TREADS UTILITY CONSULTING 142 COUNTRY COVE ESTATES		<b>Requestor Phone:</b>	(304) 340-0435
SCOTT DEPOT WV 25560 US		<b>Requestor Email:</b>	lrandolph@psc.state.wv.us
<b>Vendor Contact Phone:</b>	3044213701 Extension:	<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
<b>Discount Details:</b>			
	<b>Discount Allowed    Discount Percentage    Discount Days</b>		
#1	No                      0.0000                      0		
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
ADMINISTRATION PUBLIC SERVICE COMMISSION 201 BROOKS ST  CHARLESTON WV 25301  US	ADMINISTRATION PUBLIC SERVICE COMMISSION 201 BROOKS ST  CHARLESTON WV 25301  US

4-22-24 66

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

2m 4/18/24  
**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *T. Walker 4/19/2024*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John L. Gray*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *D. D. 4-25-24*  
 ELECTRONIC SIGNATURE ON FILE

4/25/2024

**Extended Description:**

Change Order

Change Order No. 01 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 April 15, 2024 through April 14, 2025

Renewal Years Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81101516			HOUR	95.000000
	<b>Service From</b>	<b>Service To</b>			<b>Service Contract Amount</b>
					0.00

**Commodity Line Description:** Consultant - hourly fee

**Extended Description:**

Consultant - hourly fee



Public Service Commission of West Virginia  
201 Brooks Street, P.O. Box 812  
Charleston, West Virginia 25323  
Phone: (304) 340-0300  
Fax: (304) 340-0325

March 29, 2024

Treads Utility Consulting  
142 Country Cove Ests  
Scott Depot, WV 25560

Re: Contract Renewal CMA 0926 PSC2300000001 Treads Utility Consulting

The PSC requests to renew contract CMA PSC2300000001. This consulting contract will be renewed under the same terms and conditions as set forth in the original contract, including any subsequent change orders. The renewal period will be valid from April 15, 2024 through April 14, 2025 and will have two renewal periods remaining. If you agree to renew this contract under these terms, please sign and date below.

A handwritten signature in black ink, appearing to be "Chris R. El...", written over a horizontal line.

Treads Utility Consulting

4/4/2024

Date

A handwritten signature in black ink, "Lindsey Randolph", written over a horizontal line.

Lindsey Randolph  
Public Service Commission  
Senior Procurement Specialist  
Agency Procurement Officer

4/4/24

Date

# Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812  
Charleston, West Virginia 25323



Phone: (304) 340-0300  
Fax: (304) 340-0325

April 16 2024

West Virginia Purchasing Division  
Larry D. McDonnell  
2019 Washington Street, E.,  
P.O. Box 50130  
Charleston, WV 25305

Re: Contract renewal CMA PSC2300000001 Treads Utility Consulting

Mr. McDonnell,

The Public Service Commission wishes to renew contract CMA PSC23\*1 with Treads Utility Consulting for consulting services. This contract will be effective from April 15, 2024 through April 14, 2025 and will have two renewal periods remaining thereafter.

Sincerely,

A handwritten signature in cursive script that reads "Lindsey Randolph".

Lindsey Randolph  
Procurement Officer  
Public Service Commission  
304-340-0322  
lrandolph@psc.state.wv.us

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Online Data Services Help

### Business Organization Detail

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### TREADS UTILITY CONSULTING

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
SP   Sole Proprietor	4/21/2023			Domestic				

Organization Information		
<b>Business Purpose</b>	<b>Capital Stock</b>	
<b>Charter County</b>	<b>Control Number</b>	
<b>Charter State</b>	WV	<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>	<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
Type	Address
<b>Mailing Address</b>	142 COUNTRY COVE ESTATES SCOTT DEPOT, WV, 255600000
<b>Principal Office Address</b>	142 COUNTRY COVE ESTATES SCOTT DEPOT, WV, 255600000
Type	Address

<b>Officers</b>	
Type	Name/Address
<b>Owner</b>	TERRY EADS 142 COUNTRY COVE ESTS SCOTT DEPOT, WV, 255609635
Type	Name/Address

<b>DBA</b>			
DBA Name	Description	Effective Date	Termination Date
TREADS UTILITY CONSULTING	SP TRADENAME	7/27/2023	
DBA Name	Description	Effective Date	Termination Date

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

Tuesday, April 16, 2024 — 3:23 PM

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e.g. 1606N020Q02

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Disaster Response Registry

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Search Editor

Any Words (i)

All Words (i)

Exact Phrase (i)

e.g. 123456789, Smith Corp

"TREADS UTILITY CONSULTING" ×

Classification ∨

Excluded Individual ∨

Excluded Entity ∨

Federal Organizations ∨

Exclusion Type ∧

- Ineligible (Proceedings Pending)
- Ineligible (Proceedings Complete)
- Prohibition/Restriction
- Voluntary Exclusion

Exclusion Program ∨

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Larry D. McConnell</u> Date: <u>4/16/24</u>  Solicitation No. <u>CMA PSC 23 #01 of 1</u>	Agency: <b>Public Service Commission</b>  Procurement Officer Submitting Requisition: Lindsey Randolph  Requisition No. CMA PSC2300000001  PF No.: 1194031
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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 [CROM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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: \_\_\_\_\_