



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: 08-09-2021

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 1400 1400 AGR2100000012 7	Procurement Folder:	752186
Document Name:	Cedar Lakes Assembly Hall Expansion	Reason for Modification:	Change Order No 3
Document Description:	Change Order No. 3 Cedar Lakes Assembly Hall Expansion	Request additional fees to complete the Assembly Hall Expansion per the attached documentation.	
Procurement Type:	Central Purchase Order		
Buyer Name:	Jessica S Chambers		
Telephone:	(304) 558-0246		
Email:	jessica.s.chambers@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-11-30
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2021-08-27

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000176773 GRAE CON CONSTRUCTION INC 101 INDUSTRY RD  MARIETTA OH 45750 US Vendor Contact Phone: 999-999-9999 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>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Cynthia D Fisher Requestor Phone: (304) 558-2221 Requestor Email: cfisher@wvda.us
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
PROCUREMENT OFFICER 304-558-2221 AGRICULTURE DEPARTMENT OF ADMINISTRATIVE SERVICES  1900 KANAWHA BLVD E  CHARLESTON WV 25305-0173  US	STATE FFA-FHA CAMP STATE FFA-FHA CAMP CEDAR LAKES CONFERENCE CENTER  82 FFA DR  RIPLEY WV 25271  US

Total Order Amount: \$1,451,457.54

PURCHASING DIVISION AUTHORIZATION DATE: Linda Harper 8/16/2021 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: [Signature] 8/17/2021 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: [Signature] 8/17/2021 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order No. 3

Change Order issued to correct unforeseen issue and add to scope of project.

Original contract amount: \$ 1,411,900.00  
Change Order No. 1 \$ No Cost  
Change Order No. 2 \$ 27,154.20  
Change Order No. 3 \$ 12,403.34  
Total Cost: \$ 1,451,457.54

All provisions of the original contract and subsequent change orders not modified herein shall remain in full force and effect.

No other Changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72121200	0.00000		0.000000	1451457.54
Service From	Service To	Manufacturer	Model No		
2020-11-30	2021-08-27				

**Commodity Line Description:** Cedar Lakes Assembly Hall Expansion**Extended Description:**

Cedar Lakes Assembly Hall Expansion

## West Virginia Department of Agriculture

Kent A. Leonhardt, Commissioner  
Joseph L. Hatton, Deputy Commissioner



August 6, 2021

*OK  
Linda Harper  
8-16-2021*

Jessica Chambers  
WV Purchasing Division  
2019 Washington Street, East  
Charleston, WV 25305

### RE: Change Order for Assembly Hall Expansion (CPO AGR21\*12)

The WV Department of Agriculture (WVDA) is seeking Purchasing Division approval of a change order to request additional fees to complete the Assembly Hall Expansion. In summary, the changes are as follows:

- Due to high humidity in new and existing concrete a special adhesive is required for putting the floor down-unforeseen conditions at a cost of \$4,185.27.
- Material only to replace existing fire alarm devises and add one pull station in the existing building at a cost of \$1,590.95.
- Change sidewalk per the Fire Marshall's report attached due to elevation change between the floor slab and sidewalk being greater than 1/2" allowed by NFPA 101 7.2.1.3.1. at a cost of \$6,627.12.

The net cost of this change order is \$ 12,403.34 and a copy of the vendor proposal is attached which provides additional explanatory information. Thank you in advance for your approval of this request.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alan Clemans".

Alan Clemans (Aug 5, 2021 16:26 EDT)

Alan Clemans, CFO/Director of  
Administrative Services Division

mailing address: 1900 Kanawha Blvd. East, Charleston, WV 25305-0009  
physical address: 217 Gus R. Douglass Lane, Charleston, WV 25312  
telephone: 304-558-3550 • fax: 304-558-2203

[www.agriculture.wv.gov](http://www.agriculture.wv.gov)

In accordance with federal and state laws, the West Virginia Department of Agriculture is prohibited from discrimination in its programs and services on the basis of race, color, religion, sex, age, national origin or ancestry, disability (including blindness), medical condition, marital status, veteran status, and political affiliation.



11283 Emerson Avenue • Parkersburg, WV 26104  
p. 304.464.5305 • t. 800.954.5305 • f. 304.464.4428  
[www.pickeringusa.com](http://www.pickeringusa.com)

Architects • Engineers • Surveyors

July 21, 2021

Alan Clemans  
West Virginia Department of Agriculture  
1900 Kanawha Boulevard, East  
Charleston, WV 25305

Re: CPO 1400 1400 AGR2100000012 1, Cedar Lakes Assembly Hall Expansion, Change Order 003

Mr. Clemans,

Pickering Associates has received and evaluated the following request for proposals from Grae-Con Construction, Inc., for additional work on the above-mentioned project.

- RFC 17, dated June 23, 2021 in the amount of \$6,627.12, for labor and material to replace the existing concrete sidewalk at Door 0128 due to the elevation change between the floor slab and the sidewalk being greater than 1/2" allowed by NFPA 101 7.2.1.3.1. This Unforeseen Condition was pointed in the Fire Marshal's Report #4 dated 6/28/21.

After evaluating the above changes, Pickering Associates agrees with the contractor pricing and recommends approving this additional scope of work.

Please feel free to contact us if you have any questions regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald D. Arnold".

Ronald D. Arnold  
Construction Administrator

# **AIA® Document G701™ – 2017**

## **Change Order**

**PROJECT:** *(Name and address)*  
Cedar Lakes Assembly Hall  
Cedar Lakes Conference Center  
82 FFA Drive  
Ripley, WV 25271

**CONTRACT INFORMATION:**  
Contract For General Construction  
Date November 30, 2020

**CHANGE ORDER INFORMATION:**  
Change Order Number: 003  
Date: July 21, 2021

**OWNER:** *(Name and address)*  
West Virginia Department of Agriculture  
1900 Kanawha Blvd East  
Charleston, WV 25305

**ARCHITECT:** *(Name and address)*  
Pickering Associates  
11283 Emerson Avenue  
Parkersburg, WV 26104

**CONTRACTOR:** *(Name and address)*  
Grac-Con Construction, Inc  
101 Industry Rd.  
Marietta, Ohio 45750

### **THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

For labor and material to replace the existing concrete sidewalk at Door 012B due to the elevation change between the floor slab and the sidewalk being greater than 1/2" allowed by NFPA 101 7.2.1.3.1. This Unforeseen Condition was pointed in the Fire Marshal's Report #4 dated 6/28/21.

The original Contract Sum was	\$ 1,411,900.00
The net change by previously authorized Change Orders	\$ 27,154.20
The Contract Sum prior to this Change Order was	\$ 1,439,054.20
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,621.12
The new Contract Sum including this Change Order will be	\$ 1,445,681.32

The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Pickering Associates

**ARCHITECT** *(Firm name)*

*Ronald D. Arnold*

**SIGNATURE**

Ronald D. Arnold, Construction  
Administrator

**PRINTED NAME AND TITLE**

*21-Jul-21*

**DATE**

Grac-Con Construction, Inc.

**CONTRACTOR** *(Firm name)*

*Edward W. Gribben*

**SIGNATURE**

Edward W. Gribben, Vice President

**PRINTED NAME AND TITLE**

*August 2, 2021*

**DATE**

West Virginia Department of Agriculture

**OWNER** *(Firm name)*

*Norman Bailey*

**SIGNATURE**

Norman Bailey Chief of Staff

**PRINTED NAME AND TITLE**

*Aug 5, 2021*

**DATE**

*Karen Facemyer*

**SIGNATURE**

Karen Facemyer

**PRINTED NAME AND TITLE**

*Aug 4, 2021*

**DATE**

**Department of Homeland Security  
Office of the State Fire Marshal**

1207 Quarrier St  
Charleston, WV 25301

Phone: (304) 558-2191 Ext.53214  
Fax: (304) 558-2537

**Construction Inspection Report**

<b>Inspection Date</b>	06/28/2021	<b>Construction #</b>	4	<b>Last Inspection</b>	05/27/2021	
<b>Plans Reviewed</b>	<b>Architectural</b>	<i>Review ID</i>	25309	<b>Fire Pump</b>	<i>Review ID</i>	N/A
	<b>Fire Alarm</b>	<i>Review ID</i>	26181	<b>Generator</b>	<i>Review ID</i>	N/A
	<b>Sprinkler</b>	<i>Review ID</i>	26095	<b>AES</b>	<i>Review ID</i>	N/A
<b>Facility</b>	Cedar Lakes Conference Center		<b>Building</b>	WVDA Assembly Hall		
<b>Occupancy</b>	Assembly		<b>County</b>	Jackson		
<b>Administrator</b>	Karen Facemyer		<b>Phone No.</b>	304-372-7881		
<b>Email</b>			<b>GPS</b>	38.7937499 W -81.6868999 N		
<b>Mailing Address</b>	<b>Address</b>					
	<b>City</b>			<b>State</b>	<b>Zip</b>	
<b>Physical Address</b>	<b>Address</b>	82 FFA Drive				
	<b>City</b>	Ripley		<b>State</b>	WV	<b>Zip</b> 25271
<b>Construction</b>	Type II - 000	<b>Sq. Feet</b>	10,487	<b>Height</b>	1	
<b>Occupant Load</b>	Licensed For		Current		Maximum	
<b>Sprinkler</b>	Yes	Type	Tested	<b>Generator</b>	N/A	Tested
<b>AES</b>		Type	Tested	<b>Fire Alarm</b>	Yes	Tested
<b>Fire Pump</b>	N/A	Type	Tested	<b>PROJECTED COMPLETION DATE:</b>		9/1/2021
<b>Fire Marshal</b>	J D. Oliver		<b>Accompanied By</b>	Bob Roach, Grae-Con Construction		

**REQUIREMENTS**

1. Maintain exiting and safeguards during building construction, alteration, and demolition operations. NFPA 1 Chapter 16
2. Provide approved fire, smoke barrier/corridor walls and seal all penetrations
3. Provide mechanical rooms, electrical rooms, storage rooms, and janitor closets with walls that extend to the deck OR provide a ceiling that resist passage of smoke.
4. Upon completion of project provide the following letters of certification:
  - a) Letter of certification from electrical contractor that work complies with NFPA 70.
  - b) Letter of certification and test report from Fire Alarm Contractor that work complies with NFPA 70, NFPA 72, and the State Fire Code
  - c) Letter of certification and test report from Sprinkler Contractor that work complies with NFPA 13
  - d) Letter of certification from HVAC Contractor that work complies with NFPA 90A

**REQUIREMENTS LISTED ARE NOTIFICATION OF FIRE CODE VIOLATIONS**  
(NFPA – National Fire Protection Association; SFC – State Fire Code)

**Department of Homeland Security  
Office of the State Fire Marshal**

1207 Quarrier St  
Charleston, WV 25301

Phone: (304) 558-2191 Ext.53214  
Fax: (304) 558-2537

**Construction Inspection Report**

- e) Letter of certification from Underground Fire Protection Water Contractor and Material & Test Certificate that work complies with NFPA 24.
  - f) Provide Commercial Building Energy Code ASHRAE 90.1-2007 certification paperwork (required by WV State Code 29-3).
- 
- 5. A copy of ALL review letters and correspondence with the WV State Fire Marshal's Office shall be maintained on site.
  - 6. Electrical work shall be performed by WV certified and licensed electricians and Electrical License shall be kept current and posted on site.
  - 7. All fire alarm and low voltage work shall be performed by WV certified and licensed electricians and Fire Alarm/Low Voltage License shall be kept current and posted on site.
  - 8. Sprinkler work shall be performed by WV certified and licensed Fire Protection Worker and license shall be kept current and posted on site.
  - 9. New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. NFPA 1 – 10.11.1.1
  - 10. Means shall be provided for the fire department to disconnect the electrical service to a building, structure, or facility when the electrical installation is covered under the scope of NFPA 70. NFPA 70 – NEC 11.1.7.1
  - 11. The elevation of the floor surfaces on both sides of a door opening shall not vary by more than 1/2 in. NFPA 101 7.2.1.3.1 (05/21)

**NOTE: Notify this office at least 2 weeks prior to final inspection AND all Systems Test.  
SUBMIT A WRITTEN PLAN OF CORRECTIONS WITHIN 30 DAYS OF RECEIPT OF THIS REPORT.  
SUBMIT TO: WV STATE FIRE MARSHAL, 1207 QUARRIER STREET, CHARLESTON, WV 25301**

Orig.: Cedar Lakes Conference Center Attn: Karen Facemyer 82 FFA Drive Ripley, WV 25271  
Cc: Pickering Associates 11283 Emerson Ave Parkersburg, WV 26104  
Grae-Con Construction Attn: Bob Roach 101 Industry Road, Marietta, OH 45750  
Fire Marshal, Oliver  
File

**REQUIREMENTS LISTED ARE NOTIFICATION OF FIRE CODE VIOLATIONS**  
(NFPA – National Fire Protection Association; SFC – State Fire Code)



GRAE-CON

PO Box 1778

880 Kingsdale Road

Steubenville, OH 43952

Phone: (740) 282 6830

Fax: (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271

Project: CEDAR LAKES ASSEMBLY HALL EXP

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RFC No: 17

Date: 6/23/2021

Description: Change sidewalk per Fire Marshal request to ADA slope.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$6,627.12 will be added to the contract price.

Authorized Signature:

  
Grae Con Construction Inc

Date: 6-24-21

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

WV DEPARTMENT OF AGRICULTURE





GRAE-CON

PO Box 1778  
880 Kingsdale Road  
Steubenville, OH 43952  
Phone: (740) 282 6830  
Fax: (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271

Project: CEDAR LAKES ASSEMBLY HALL EXP

Labor	Hours	Rate	Burden	Fringes	Total
LABORERS JOURNEYMAN	8	46.63	0.00	0.00	373.00
OPERATING JOURNEYMAN	8	73.13	0.00	0.00	585.00
CARP FOREMAN	12	71.88	0.00	0.00	862.50
CARP JOURNEYMAN	8	62.50	0.00	0.00	500.00
LABORERS JOURNEYMAN	4	46.63	0.00	0.00	186.50
LABORERS JOURNEYMAN	4	46.63	0.00	0.00	186.50
CARP FOREMAN	4	71.88	0.00	0.00	287.50
CEMENT MASONS JOURNEYMAN	12	58.00	0.00	0.00	696.00
LABORERS JOURNEYMAN	8	46.63	0.00	0.00	373.00
	68				4,050.00

Material	Qty	Cost	Tax	Total
Formwork	50	3.18	0.00	159.00
4" Stone	4	33.92	0.00	135.68
Mesh	5	10.335	0.00	51.68
Ready Mix Concrete	3	143.10	0.00	429.30
Curing Compound	1	53.00	0.00	53.00
			0.00	828.76

Equipment	Hours	Rate	Total
Saw (Day)	2	50.00	100.00
Skid Steer (Day)	1	200.00	200.00
Dump Truck (Day)	1	177.00	177.00
Plate Compactor (Day)	1	50.00	50.00
	5		527.00



GRAE-CON

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## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271

Project: CEDAR LAKES ASSEMBLY HALL EXP

---

Description	Pcnt	Amount
Labor		4,050.00
Material		828.76
Equipment		827.00
Total Cost		5,705.76
OH&P	15	855.74
Subtotal		6,561.50
Bond	1	65.52
Contract Amount		\$6,627.12

# AIA Document G701 - 2017

## Change Order

**PROJECT:** (Name and address)  
Cedar Lakes Assembly Hall  
Cedar Lakes Conference Center  
82 FFA Drive  
Ripley, WV 25271

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: November 30, 2020

**CHANGE ORDER INFORMATION:**  
Change Order Number: 004  
Date: July 29, 2021

**OWNER:** (Name and address)  
West Virginia Department of Agriculture  
1900 Kanawha Blvd East  
Charleston, WV 25305

**ARCHITECT:** (Name and address)  
Pickering Associates  
11283 Emerson Avenue  
Parkersburg, WV 26104

**CONTRACTOR:** (Name and address)  
Grae-Con Construction, Inc.  
101 Industry Rd.  
Marietta, Ohio 45750

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

RFC 19, dated July 29, 2021, for the material upcharge to use a high humidity VCT adhesive in the new addition and existing building \$4,185.27

RFC 21, dated July 29, 2021, for material only to replace existing fire alarm devices and add one pull station in the existing building - \$1,590.95

The original Contract Sum was  
The net change by previously authorized Change Orders  
The Contract Sum prior to this Change Order was  
The Contract Sum will be increased by this Change Order in the amount of  
The new Contract Sum including this Change Order will be

\$	1,411,900.00
\$	33,781.32
\$	1,445,681.32
\$	5,776.22
\$	1,451,457.54

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

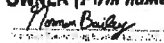
**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Pickering Associates  
ARCHITECT (Firm name)  
  
SIGNATURE

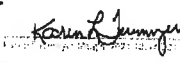
Ronald D. Arnold, Construction  
Administrator  
PRINTED NAME AND TITLE  
29-JUL-21  
DATE

Grae-Con Construction, Inc.  
CONTRACTOR (Firm name)  
  
SIGNATURE

Edward W. Gribben, Vice President  
PRINTED NAME AND TITLE  
August 2, 2021  
DATE

West Virginia Department of Agriculture  
OWNER (Firm name)  
  
SIGNATURE

Norman Bailey Chief of Staff  
PRINTED NAME AND TITLE  
Aug 5, 2021  
DATE

  
Karen Facemyer  
Director  
Aug 4, 2021



**Architects • Engineers • Surveyors**

11283 Emerson Avenue • Parkersburg, WV 26104  
p. 304.464.5305 • t. 800.954.5305 • f. 304.464.4428  
[www.pickeringusa.com](http://www.pickeringusa.com)

July 29, 2021

Alan Clemans  
West Virginia Department of Agriculture  
1900 Kanawha Boulevard, East  
Charleston, WV 25305

Re: CPO 1400 1400 AGR2100000012 1, Cedar Lakes Assembly Hall Expansion, Change Order 004

Mr. Clemans,

Pickering Associates has received and evaluated the following request for proposals from Grae-Con Construction, Inc., for additional work on the above-mentioned project.

- RFC 19, dated July 29, 2021 in the amount of \$4,185.27, for the material upcharge to use a high humidity VCT adhesive in the new addition and existing building. Humidity readings taken in the concrete floor slabs yielded higher than acceptable limits for the specified adhesive. Unforeseen Condition.
- RFC 21, dated July 29, 2021 in the amount of \$1,590.95, for material only to replace existing fire alarm devices and add one pull station in the existing building. The existing devices were not compatible with the new addressable fire alarm system. Unforeseen Condition

After evaluating the above changes, Pickering Associates agrees with the contractor pricing and recommends approving this additional scope of work.

Please feel free to contact us if you have any questions regarding this matter.

Sincerely,

Ronald D. Arnold  
Construction Administrator



GRAE-CON

PO Box 1778

880 Kingsdale Road

Steubenville, OH 43952

Phone (740) 282 6830

Fax: (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271

Project: CEDAR LAKES ASSEMBLY HALL EXP

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RFC No: 19

Date: 7/29/2021

Description: Due to high humidity in new and existing concrete a special adhesive is required for putting the flooring down.

**This change order need approved via a construction directive or a signed change order from the owner by end of day August 04, 2021 to avoid additional general conditions charges and completion delays.**

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$4,185.27 will be added to the contract price.

Authorized Signature: \_\_\_\_\_

Grae Con Construction Inc

Date: \_\_\_\_\_

7/29/21

Authorized Signature: \_\_\_\_\_

WV DEPARTMENT OF AGRICULTURE

Date: \_\_\_\_\_



GRAE CON

PO Box 1778  
880 Kingsdale Road  
Steubenville OH 43952  
Phone (740) 282 6830  
Fax (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271  
Project: CEDAR LAKES ASSEMBLY HALL EXP

Subcontracts	Number	RFC	Total
Walls, Ceilings, Floors, Painting	M20K9-14	4	3,767.12
			3,767.12

Description	Pcnt	Amount
Subcontracts		3,767.12
Total Cost		3,767.12
OH&P	10	376.71
Subtotal		4,143.83
Bond		41.44
Contract Amount		\$4,185.27

## CORNERSTONE INTERIORS

**Change Order Submitted For:**

C/O Date:	7.28.21
C/O No:	102
Job No.	4565

Change VCT adhesive to Spray Loc due to high RH levels in concrete

Labor	Quantity	Cost	Total
			-
			-
			-
			-
			-

Sales Tax	7.00%	213.37
		3,261.57
Overhead	10.00%	326.16
		3,587.73
Profit	5.00%	179.39
		3,767.12
B&O Tax	0.00%	-

**Total Change Order Amount \$ 3,767.12**



GRAE-CON  
PO Box 1778  
880 Kingsdale Road  
Steubenville, OH 43952  
Phone: (740) 282 6830  
Fax: (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271

Project: CEDAR LAKES ASSEMBLY HALL EXP

---

RFC No: 21  
Date: 7/29/2021  
Description: For material only to replace existing fire alarm devices and add one pull station in the existing building.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

Upon approval the sum of \$1,590.95 will be added to the contract price.

Authorized Signature:

  
Grae Con Construction Inc.

Date:

7/29/21

Authorized Signature: \_\_\_\_\_

Date:

WV DEPARTMENT OF AGRICULTURE





RAE CON  
PO Box 1778  
880 Kingsdale Road  
Steubenville, OH 43952  
Phone (740) 282 6830  
Fax (740) 282 6849

## Request For Change Order

To: WV DEPARTMENT OF AGRICULTURE  
CEDAR LAKES CONFERENCE CENTER  
82 FFA DRIVE  
RIPLEY, WV 25271  
Project: CEDAR LAKES ASSEMBLY HALL EXP

Subcontracts  
Electrical Work

Number  
M20K9 12

RFC

Total  
1,432.00  
1,432.00

Description	Pcnt	Amount
Subcontracts		1 432 00
Total Cost		1 432 00
OH&P	10	143 20
Subtotal		1,575 20
Bond		15.75
Contract Amount		\$1,590 95

RIDER TO CHANGE AMOUNT  
OF SURETYSHIP

FOR USE ON BONDS  
OTHER THAN FIDELITY

To be attached to and form part of

Performance and Labor and Material Payment Bond  
(TYPE OF BOND)

No 108356Q

issued by

- ☐ WESTFIELD INSURANCE COMPANY  
☐ WESTFIELD NATIONAL INSURANCE COMPANY  
☒ OHIO FARMERS INSURANCE COMPANY

in favor of

West Virginia Department of Agriculture

Obligee on behalf of Grae-Con Construction, Inc.

Principal in the amount of Five Thousand Seven Hundred Seventy-Six and 22/100

Dollars (\$ 5,776.22 ), effective the 29th day of July, 2021.

It is hereby agreed that effective the 29th day of July, 2021, the amount of this bond shall be Increased to One Million Four Hundred Fifty-One Thousand Four Hundred Fifty-seven and 54/100  
(increased/decreased) (New Amount)

Dollars (\$ 1,451,457.54 )  
(New Amount)

The Surety's liability prior to the effective date of the change in amount shall not exceed One Million Four Hundred Forty-Five Thousand Six Hundred Eighty-one and 32/100  
(Previous Amount)

Dollars (\$ 1,445,681.32 ), and after said date shall not exceed One Million Four Hundred Fifty-one Thousand Four Hundred Fifty-seven and 54/100  
(Previous Amount) (New Amount)

Dollars (\$ 1,451,457.54 )  
(New Amount)

However, the Surety's liability shall not be cumulative or in any event exceed in the aggregate the larger amount.

SIGNED AND DATED this 29th day of July, 2021.

ACCEPTED:

Obligee

By

Title

Grae-Con Construction, Inc.

By:

Edward W. Gribben, PE - Vice President

Principal

- ☐ WESTFIELD INSURANCE COMPANY  
☐ WESTFIELD NATIONAL INSURANCE COMPANY  
☒ OHIO FARMERS INSURANCE COMPANY

By

Debbie Hukill,


Attorney-in-Fact.

# ACKNOWLEDGMENTS

## Acknowledgment by Principal if individual or Partnership

1. STATE OF \_\_\_\_\_  
2. County of \_\_\_\_\_ to-wit: \_\_\_\_\_  
3. I, \_\_\_\_\_, a Notary Public in and for the  
4. county and state aforesaid, do hereby certify that \_\_\_\_\_  
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.  
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_  
6. Notary Seal \_\_\_\_\_ 7. \_\_\_\_\_  
(Notary Public)  
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

## Acknowledgment by Principal if Corporation

9. STATE OF Ohio  
10. County of Washington to-wit: \_\_\_\_\_  
11. I, Tosha L. Lowe, a Notary Public in and for the  
12. county and state aforesaid, do hereby certify that Edward W. Gribben  
13. who as, Vice President signed the foregoing writing for  
14. a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
15. Given under my hand this 2nd day of August 20 21  
16. Notary Seal  17. Tosha L. Lowe  
(Notary Public)  
18. My commission expires on the 5th day of August 20 23

## Acknowledgment by Surety

19. STATE OF OHIO  
20. County of Jefferson to-wit: \_\_\_\_\_  
21. I, Timothy L. Walters, a Notary Public in and for the  
22. county and state aforesaid, do hereby certify that Debbie Hukill  
23. who as, Attorney-in-fact signed the foregoing writing for  
24. Ohio Farmers Insurance Company a corporation,  
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
25. Given under my hand this 29th day of July 2021  
26. Notary Seal \_\_\_\_\_ 27. Timothy L. Walters  
(Notary Public)  
28. My commission expires on the 14th day of Sept 20 25

Sufficiency in Form and Manner  
of Execution Approved

This 17th day of August 20 21

By: John S. [Signature] Attorney General  
(Deputy Attorney General)

General  
Power  
of Attorney

**Westfield Insurance Co.  
Westfield National Insurance Co.  
Ohio Farmers Insurance Co.**  
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint  
**DEBBIE HUKILL, JEFF CRISS, DEANNE ROY, JOINTLY OR SEVERALLY**

of STEUBENVILLE and State of OH its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship- . . . . .

**LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.**

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 02nd day of JANUARY A.D., 2020 .

Corporate  
Seals  
Affixed



WESTFIELD INSURANCE COMPANY  
WESTFIELD NATIONAL INSURANCE COMPANY  
OHIO FARMERS INSURANCE COMPANY

By:   
Gary W. Stumper, National Surety Leader and  
Senior Executive

State of Ohio  
County of Medina ss.:

On this 02nd day of JANUARY A.D., 2020, before me personally came Gary W. Stumper to me known, who, being by me duly sworn, did depose and say, that he resides in Hartford, CT; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial  
Seal  
Affixed



David A. Kotnik, Attorney at Law, Notary Public  
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio  
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 29th day of July A.D., 2021.



Frank A. Carrino, Secretary

RIDER TO CHANGE AMOUNT  
OF SURETYSHIP

FOR USE ON BONDS  
OTHER THAN FIDELITY

To be attached to and form part of

Performance and Labor and Material Payment Bond  
(TYPE OF BOND)

No 108356Q

issued by

- ☐ WESTFIELD INSURANCE COMPANY  
☐ WESTFIELD NATIONAL INSURANCE COMPANY  
☒ OHIO FARMERS INSURANCE COMPANY

in favor of

West Virginia Department of Agriculture

Obligee on behalf of Grae-Con Construction, Inc.

Principal in the amount of Six Thousand Six Hundred Twenty-Seven and 12/100

Dollars (\$ 6,627.12 ), effective the 23rd day of July, 2021.

It is hereby agreed that effective the 23rd day of July, 2021, the amount of this bond shall be Increased to One Million Four Hundred Forty-Five Thousand Six Hundred Eighty-one and 32/100  
(increased/decreased) (New Amount)

Dollars (\$ 1,445,681.32 ).  
(New Amount)

The Surety's liability prior to the effective date of the change in amount shall not exceed One Million Four Hundred Thirty-nine Thousand Fifty-four and 20/100  
(Previous Amount)

Dollars (\$ 1,439,054.20 ), and after said date shall not exceed One Million  
Four Hundred Forty-Five Thousand Six Hundred Eighty-one and 32/100  
(Previous Amount) (New Amount)

Dollars (\$ 1,445,681.32 ).  
(New Amount)

However, the Surety's liability shall not be cumulative or in any event exceed in the aggregate the larger amount.

SIGNED AND DATED this 23rd day of July, 2021.

ACCEPTED:

Grae-Con Construction, Inc.

Principal

Obligee

By:

Edward W. Gribben, PE Vice President Principal

By

Title

- ☐ WESTFIELD INSURANCE COMPANY  
☐ WESTFIELD NATIONAL INSURANCE COMPANY  
☒ OHIO FARMERS INSURANCE COMPANY

By

Debbie Hukill,

Attorney-in-Fact




# ACKNOWLEDGMENTS

## Acknowledgment by Principal if individual or Partnership

1. STATE OF \_\_\_\_\_  
2. County of \_\_\_\_\_ to-wit: \_\_\_\_\_  
3. I, \_\_\_\_\_, a Notary Public in and for the  
4. county and state aforesaid, do hereby certify that \_\_\_\_\_  
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.  
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
6. Notary Seal 7. \_\_\_\_\_  
(Notary Public)  
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

## Acknowledgment by Principal if Corporation

9. STATE OF Ohio  
10. County of Washington to-wit: \_\_\_\_\_  
11. I, Tosha L. Lowe, a Notary Public in and for the  
12. county and state aforesaid, do hereby certify that Edward W. Gribben  
13. who as, Vice President signed the foregoing writing for  
14. a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
15. Given under my hand this 2nd day of August 20 21  
16. Notary Seal  17. Tosha L. Lowe  
(Notary Public)  
18. My commission expires on the 5th day of August 20 23

## Acknowledgment by Surety

19. STATE OF OHIO  
20. County of Jefferson to-wit: \_\_\_\_\_  
21. I, Timothy L. Walters, a Notary Public in and for the  
22. county and state aforesaid, do hereby certify that Debbie Hukill  
23. who as, Attorney-in-fact signed the foregoing writing for  
24. Ohio Farmers Insurance Company a corporation,  
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
25. Given under my hand this 23rd day of July 2021  
26. Notary Seal 27. Timothy L. Walters  
(Notary Public)  
28. My commission expires on the 14 day of September 20 25

Sufficiency in Form and Manner  
of Execution Approved

This 17th day of August 20 21

Attorney General  
By: John S. Granger  
(Deputy Attorney General)

General  
Power  
of Attorney

CERTIFIED COPY

POWER NO. 3408162 01

**Westfield Insurance Co.**  
**Westfield National Insurance Co.**  
**Ohio Farmers Insurance Co.**  
Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint  
**DEBBIE HUKILL, JEFF CRISS, DEANNE ROY, JOINTLY OR SEVERALLY**

of STEUBENVILLE and State of OH its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship-

**LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.**

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 02nd day of JANUARY A.D., 2020.

Corporate  
Seals  
Affixed



WESTFIELD INSURANCE COMPANY  
WESTFIELD NATIONAL INSURANCE COMPANY  
OHIO FARMERS INSURANCE COMPANY

By:   
Gary W. Stumper, National Surety Leader and  
Senior Executive

State of Ohio  
County of Medina ss.:

On this 02nd day of JANUARY A.D., 2020, before me personally came Gary W. Stumper to me known, who, being by me duly sworn, did depose and say, that he resides in Hartford, CT; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial  
Seal  
Affixed



State of Ohio  
County of Medina ss.:

David A. Kotnik, Attorney at Law, Notary Public  
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 23rd day of July A.D., 2021.



Frank A. Carrino, Secretary