



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: 11-08-2021

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 0403 0403 DBS2200000001 3	Procurement Folder:	883601
Document Name:	WVSDS Roofing Projects and related construction	Reason for Modification:	Change Order No. 2 issued to extend the contract dates per the attached documentation.
Document Description:	WVSDS Roofing Projects and related construction		
Procurement Type:	Central Purchase Order		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-07-26
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-08-28

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000193847			Requestor Name:	Michelle L Childers
HITE ASSOCIATES INC 11521 MINOR AVE				Requestor Phone:	(304) 558-2686
CUMBERLAND MD 21502 US				Requestor Email:	michelle.childers@k12.wv.us
Vendor Contact Phone:	999-999-9999	Extension:		<div style="font-size: 48pt; font-weight: bold;">22</div> <div style="font-size: 24pt; font-weight: bold;">FILE LOCATION _____</div>	
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST ROMNEY WV 26757-1894 US	CENTRAL SUPPLY SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST ROMNEY WV 26757-1894 US

11-10-21
BRT

Total Order Amount:	\$773,640.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Linda Harper 11-9-2021</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John D. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>11/16/2021</i> ELECTRONIC SIGNATURE ON FILE
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11/15/2021

Extended Description:

Change Order

Change Order No. 02 issued to extend the original contract to 08/28/2022 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project only no change in price.

Effective date of change 11/04/2021

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152601	0.00000		0.000000	773640.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Roofing Service

Extended Description:

Roofing Service



1900 Kanawha Boulevard, East, Building 6 • Charleston, WV 25305
wvde.us

*Time Extension only
OK
Linda Harper
11-9-2021*

MEMORANDUM

TO: Jo Ann Adkins, Purchasing and Operations Manager, Internal Operations
From: Micah Whitlow, School Facilities Services Manager, School Operations
Date: November 4, 2021
Subject: CPO DBS2200000001 – Change Order # 2
WVSDB Roofing Projects and Related Construction

The attached Change Order #2 is for a time extension of 180 days with the new completion being August 28, 2022. This extension is needed to provide additional time for construction services due to material supply issues experienced by the Vendor and Vendor's subcontractors.

If any other information is needed for this Change Order, feel free to call me at Ext. 53427.

A handwritten signature in black ink, appearing to read "MW".

MW
Attachments

Phone - 301-729-0920
Fax - 301-729-0163
Randy Rice - President
Scott Rice - Estimator



Hite Associates, Inc.
T/A Hite Roofing
P.O. Box 1273
Cumberland, MD 21501-1273

November 2, 2021

West Virginia Purchasing Division
2019 Washington Street
Charleston, WV 25305

Subject: Material Delays: Solicitation No. CRFQ DBS2100000007 WVSDDB Roofing Projects and Related Construction CPO_0403_DBS2200000001

To Whom it May Concern:

I am writing to you today to request a time extension of the above-mentioned project due to the Material Delays in the Roofing Industry. The notice to proceed was sent to us on 7/24/2021. We ordered all materials needed for the project the same day (7/24/2021). Our supplier came back to us with a delivery date of 2/22/2022 for all materials. Please see attached emails showing date materials were ordered and the email coming from Beacon (Material Supplier) of the delivery date. We are asking for an extension for the project to start on March 1, 2022 and run 180 days to a completion date of 8/28/2022. Should you need any further information please do not hesitate to contact Hite Roofing.

Should you have any questions, please don't hesitate to call.

Sincerely,
HITE ASSOCIATES, INC.



Randy S. Rice
President

Scott Rice

From: Scott Rice
Sent: Friday, July 23, 2021 10:20 AM
To: Mayne, Douglas
Cc: Randy Rice (rrice@thebeltgroup.com)
Subject: West Virginia School for the Deaf and Blind

Doug,

I need to put the following order in for the West Virginia School for the Deaf and Blind. Let me know a delivery date as soon as possible. We just need something to tell the school.

Delivery Address: 301 E Main Street Romney, WV 26757

Sevigny Building: Full Force

EPDM - .060 - 10' x 100'	30	rolls
Full Force EPDM		
Full Force Sealant	180	tubes
2" Iso 4x4	250	sqs
2" ISO 4x8	250	sqs
3" Ins Plates	12	boxes
5" HD Screws	12	boxes
Twin Jet - 18 sq per set (2nd Layer)		
Part A	14	tank
Part B	14	tank
Q panels .5" to 2.5" 1/2" pf	35	each
Fasteners		
2" Ins Plates	1	boxes

Accessories			
Perimeter Strip	14	rolls	
3" Quick Seam	6	rolls	
5" Quick Seam	14	rolls	
7" Quick Seam	2	rolls	
9" Form Flash	4	rolls	
12" QS Form Flash	1	rolls	
Quick Seam Corners (20)	4	box	
6" T Joint Covers (100)	1	box	
Pipe Boots (Medium)	10	ea	
Walk Pads	50	ea	
Quick Prime 3 Gal (For Pads)	3	pails	
Termination Bar	160	lf	
Bonding Adhesive	3	pails	
Quick Prime 3 Gal	14	pails	
Lap Sealant - Box (28)	1	boxes	

Waterblock (25)	1	boxes
Fastener Sealer	1	boxes
Roof Cement	8	pails

IRC Building: FULL FORCE EPDM

EPDM - .060 - 10' x 100'	17	rolls
Full Force Sealant	102	tubes
Tapered Insulation F21-17916		
2" Iso 4x4	130	sq's
2" ISO 4x8	130	sq's
3" Ins Plates	7	boxes
5 " HD Screws	8	boxes
Q panels .5" to 2.5" 1/2" pf	30	each
Twin Jet - 18 sq per set		
Part A	7	tank
Part B	7	tank
Fasteners		
2" Ins Plates	1	boxes

Accessories		
Perimeter Strip	7	rolls
3" Quick Seam	6	rolls
5" Quick Seam	6	rolls
7" Quick Seam	1	rolls
9" Form Flash	2	rolls
Quick Seam Corners (20)	2	box
6" T Joint Covers (100)	1	box
Pipe Boots (Medium)	2	ea
Walk Pads	50	ea
Termination Bar	200	lf
Bonding Adhesive	3	pails
Quick Prime 3 Gal	10	pails
Lap Sealant - Box (28)	1	boxes
Waterblock (25)	1	boxes
Fastener Sealer	1	boxes

Multi-Sensory Building: Full Force EPDM

EPDM - .060 - 10' x 100'	10	rolls
Full Force Sealant	60	tubes
Insulation		
Tapered Insulation: F21-17916		ls

Only Multi Sensory Building To Receive Tapered Insulation		
(" Min - " Max) (sqs Applied)		
Twin Jet - 18 sq per set (For Tapered Only)		
Part A	8	tank
Part B	8	tank
2" Iso 4x4	65	sq
Q panels .5" to 2.5" 1/2" pf	40	each
Twin Jet - 18 sq per set		
Part A	4	tank
Part B	4	tank
Fasteners	-	-
2" Ins Plates	1	boxes
Accessories	-	-
Perimeter Strip	5	rolls
3" Quick Seam	4	rolls
5" Quick Seam	7	rolls
9" Form Flash	1	rolls
6" T Joint Covers (100)	40	each
Pipe Boots (Medium)	2	ea
Walk Pads	6	ea

Mop Yarn	4	hank	
4" Roof Brush	4	ea	
9" Roller Covers	4	ea	
Bonding Adhesive	3	pails	
Quick Prime 3 Gal	4	pails	
Waterblock (25)	2	boxes	
Fastener Sealer	0.5	boxes	

Thank you,

Scott Rice
Hite Associates, Inc.
Project Manager/Corporate Secretary
P. O. Box 1273
Cumberland, MD 21501-1273
PH: (301) 729-0920
FAX: (301) 729-0163
CELL: (240) 727-2958

Scott Rice

From: Scott Rice
Sent: Friday, August 6, 2021 10:42 AM
To: Randy Rice (rrice@thebeltgroup.com)
Subject: FW: WVSBD Del

Deaf and Blind School Ship Date 2/22/2022.

From: Mayne, Douglas <Douglas.Mayne@becn.com>
Sent: Friday, August 6, 2021 9:42 AM
To: Scott Rice <SRice@thebeltgroup.com>
Cc: Lansberry, Tim <Tim.Lansberry@becn.com>
Subject: WVSBD Del.

This message was sent from outside the company

Scott,

We got a 2/22/2022 ship date for this job. Is this a load or a drop?
Just want to make sure we have the right trucks on site.

Tim,

Put a hold spot in for this one for a 8 am delivery. I figured it to be 7 trucks total.

Doug Mayne

Building Material Specialist
P 301 223 4265 C 703 851 2245
2912 A Governor Lane Blvd
Williamsport Md 21795
becn.com





The West Virginia Schools for the Deaf and the Blind

Established 1870
301 EAST MAIN STREET
ROMNEY, WEST VIRGINIA 26757
Patricia Homberg
Superintendent
Telephone - 304-822-4800
FAX - 304-822-3370

July 24, 2021

To: Randy Rice
Hite Associates Inc
11521 Minor Ave
Cumberland, MD 21501

From: Paul Rollins, Professional Accountant
West Virginia Schools for the Deaf and the Blind

Subject: Notice to Proceed: WVSDB Roofing Projects and Related Construction CPO_0403_DBS2200000001

Dear Hite Associates Inc,

Congratulations on the award for the WVSDB Roofing Projects and Related Construction at the WVSDB in Romney, WV. We are very excited to begin working with you. This letter serves as your notice to proceed on Order Number: CPO 0403 DBS 2200000001, with a begin date of July 26, 2021, and an expiration of January 21, 2022. Change order 1 shall be submitted and processed with this information appearing upon it as the period of performance.

Sincerely,

A handwritten signature in cursive script that reads "Paul Rollins".

Paul Rollins, CPA