



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: 09-13-2021

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 0603 0603 ADJ2100000028 4	Procurement Folder:	768682
Document Name:	Camp Dawson Building 215 Door and Window Renovations	Reason for Modification:	CHANGE ORDER NO. 2- To increase contract amount per the attached documentation.
Document Description:	Change Order No. 2-To increase contract amount		
Procurement Type:	Central Purchase Order		
Buyer Name:	Tara Lyle		
Telephone:	(304) 558-2544		
Email:	tara.lyle@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-10-26
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2021-10-25

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000160774 WALLER CORP PO BOX 757 WASHINGTON PA 153010757 US Vendor Contact Phone: 724-223-9680 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: Philip B Schoolcraft Requestor Phone: (304) 558-2930 Requestor Email: pschoolcraft69@yahoo.com 22 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV 25311 US	FACILITY MAINTENANCE MANAGER CAMP DAWSON ARMY TRAINING SITE 240 ARMY RD KINGWOOD WV 26537-1077 US

10-5-21
Box

Total Order Amount: \$373,830.88

Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <u>Tara Lyle</u> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <u>John S. Gray</u> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <u>10/14/2021</u> ELECTRONIC SIGNATURE ON FILE
---	---	--

10/14/2021

Extended Description:

CHANGE ORDER NO. 2 - To increase the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

Original Contract Price: \$365,500.00
Change Order No. 2 Increase: \$ 8,330.88
Contract New Total: \$373,830.88

EFFECTIVE DATE OF CHANGE: August 3, 2021

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	72000000	0.00000		0.000000	238700.00
Service From	Service To	Manufacturer	Model No		
2020-10-26	2021-10-25				

Commodity Line Description: Building 215 Door and Window Renovations-BASE BID

Extended Description:

BASE BID (Per documentation)- Provide and furnish all labor, materials, tools, expendable equipment and all services to complete Camp Dawson Building 215 Door and Window Renovations, near Kingwood WV per the attached specifications and documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	126800.00
Service From	Service To	Manufacturer	Model No		
2020-10-26	2021-10-25				

Commodity Line Description: Replace Interior Doors Main & Classroom Wing-ALTERNATE 1

Extended Description:

ALTERNATE NO.1(Per documentation)- Provide and furnish all labor, materials, tools, expendable equipment and all services to complete Remove and replace all interior doors, frames and hardware in Main and Classroom Wing

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	72000000	0.00000		0.000000	8330.88
Service From	Service To	Manufacturer	Model No		
2021-08-03	2021-10-25				

Commodity Line Description: CHANGE ORDER NO. 2- To increase contract amount

Extended Description:

	Document Phase	Document Description	Page 3
ADJ2100000028	Pending	Change Order No. 2-To increase contract amount	

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

AIA® Document G714™ – 2017

Construction Change Directive

PROJECT: (name and address) Camp Dawson Building 215 Doors and Windows Renovation West Virginia Army National Guard Preston County, WV	CONTRACT INFORMATION: Contract For: General Construction Date: 7/21/2021	CCD INFORMATION: Directive Number: 1 Date:
OWNER: (name and address) West Virginia Army National Guard 1703 Coonskin Drive Charleston, WV 25301	ARCHITECT: (name and address) Pickering Associates 11283 Emerson Ave Parkersburg, WV 26104	CONTRACTOR: (name and address) Waller Corporation 2051 West Chestnut Street, Washington, PA 15301

The Contractor is hereby directed to make the following change(s) in this Contract:
 (Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Grouting of 16 windows in the medical wing for proper installation.
 Grouting and welding of steel lintels of 8 blast doors per Overly doors for proper installation.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☐ Lump Sum decrease of \$0.00
☐ Unit Price of \$ per
☐ Cost, as defined below, plus the following fee:
 (Insert a definition of, or method for determining, cost)

See attached RFCO worksheet detailing the amount of \$8,330.88

- ☒ As follows: Windows= \$1,472.56
 Doors= \$6,858.32

2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is none.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Pickering Associates

West Virginia Army National Guard

Waller Corporation

ARCHITECT (Firm name)

OWNER (Firm name)

CONTRACTOR (Firm name)

SIGNATURE

SIGNATURE

SIGNATURE

SEAN G. SIMON - ARCHITECT

THOMAS G. COOK #

Linell Mankey, VP

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

7/26/21

8/3/21

7/21/2021

DATE

DATE

DATE



DEPARTMENT OF THE ARMY
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO-TSB

3 AUG 2021

SUBJECT: Agency Justification letter for Change Order . (CPO-ADJ2100000028) -
Camp Dawson Building 215 Window and Door Replacement

ATTN: Ms. Tara Lyle
West Virginia Department of Administration
Purchasing Division
PO Box 50130
Charleston, WV 25305-0130

Ms. Lyle

1. Please find the following change order packet for the subject contract. This change order is to address identified needs and concerns during the Building 215 Renovations Construction on the Camp Dawson training facility, near Kingwood WV. A description of the services is provided below.

2. The West Virginia Army National Guard requests a courtesy call if there are any problems associated with the attached change order to have an opportunity to address any issues in a timely manner.

3. Itemized Changes:

- **Item #1 Grouting around Windows and Blast Doors**

- Description of Work: Grouting support walls for Windows and Doors in building 215 and welding steel lintels for doors

Justification for Change:

a. When the original doors and windows were installed, the surrounding concrete masonry block were not properly grouted, This unforeseen condition makes it necessary to grout the concrete masonry block to properly install the new doors and windows and meet the force protection standard.

b. After removing existing exterior doors, the exposed lintel was not suitable for attaching the frames of the new doors. This lintel was in two pieces, being separated in the middle. This unforeseen condition required the contractor to weld the two lintel pieces together to ensure proper installation and anchoring of the new door frames to meet force protection standards.

c. Recommendation: The additional work is within scope of the contract and the associated costs are fair and reasonable.

4. Accounting Summary

<u>CONSOLIDATED PRICING OF CHANGE ORDER</u>		
<u>Description</u>	<u>Federal Funds</u>	<u>State Funds</u>
Item #1: Grouting	\$8,330.88	\$0
Total:	\$8,330.88	\$0

- o Total Cost of Changes: \$8,330.88
- o Funding 100% Federal

5. If you have any questions or concerns, the point of contact for this action is CPT Charles Laughlin, 304-791-4085, Charles.r.laughlin2.mil@mail.mil

Sincerely:



CPT Charles Laughlin
NGWV-FMO-TSB
Project Manager

Concurrence:



JONATHAN L. NEAL
NGWV-FMO-TSB
Deputy Branch Chief

Change Order Request Form						
DATE:	7/21/2021		Change Order Details:			
PROJECT:	CAMP DAWSON					
LEW Project Number:	861		Grouting of windows and blast doors			
CONTRACTOR:	Waller Corporation		Contractor Change Order Number:		2	
MATERIAL						
Description	Quantity (Q)	Unit of Measure (U)	Unit Cost (UC)	Total Cost (Q x UC)	Material Cost with	
Accelerated concrete	6	50lb	\$ 11.66	\$69.96	\$74.16	
Portland Cement	40	40lb	\$ 18.45	\$738.00	\$782.28	
Brown Mason Sand	4	tons	\$ 112.74	\$450.96	\$485.18	
Delivery Charge (If Applies)				\$50.62	\$50.62	
Material Costs:				\$1,309.54	\$1,392.24	
10% Profit/Overhead:					\$124.16	
Total Material:					\$1,516.40	
LABOR						
Trade	No. of Workers	Total Hours (H)	Total Rate w/Fringes (HR)	Total Cost (H x HR)	Total Labor Cost	
Carpenter Journeyman	2	80.00	\$64.00	\$5,120.00		
				\$0.00		
				\$0.00		
				\$0.00		
				\$0.00		
Labor Subtotal:				\$5,120.00		
10% Profit/Overhead:				\$512.00		
Total Labor:					\$5,632.00	
EQUIPMENT AND TOOLS						
Equipment	Quantity (Q)	Total Hours (HR)	Rental Rate (R)	Total Cost (HR x R)	Total Equip. Cost	
Grout Pump, Concrete Mixer & Welder				\$1,000.00		
				\$0.00		
Delivery Charge (If Applies)				\$0.00		
Equipment Costs:				\$1,000.00		
10% Profit/Overhead:				\$100.00		
Total Equipment:					\$1,100.00	
SUBCONTRACTORS						
Company	Type of Work Provided			Total Cost	Total SC Cost **	
				\$0.00		
				\$0.00		
				\$0.00		
Subcontractor Sub Total:				\$0.00		
10% Profit/Overhead:				\$0.00		
Subcontractor Total:					\$0.00	
SUMMARY						
Total Material:				\$1,516.40		
Total Labor:				\$5,632.00		
Total Equipment and Tools:				\$1,100.00		
Total Subcontractors:				\$0.00		
SUBTOTAL				\$8,248.40		
BOND (O)				\$82.48		
LESS DEDUCTS (Detail Separately Using Same Format) (Q)						
TOTAL CHANGE ORDER REQUEST					\$8,330.88	



Account: 9800 193485 4 Statement Date: 04/25/21 Page: 6 of 15

Mail Payments to:

LOWE'S
P.O. BOX 530954
ATLANTA, GA 30353-0954

WALLER CORPORATION
Account : 9800 193485 4
Store/City: 0567 / MORGANTOWN, WV
Buyer: BURGER PETER

Date of Sale: 03/24/21
Invoice: 902564 -GPKNLW
P.O. / JOB: 861-875

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
00000000003982	NELSON BUILDER SHIMS-BUND	2.00	EA	5.20	10.40
000000000787727	QLT 5-IN MARGIN TROWEL PL	1.00	EA	6.16	6.16
000000002517150	PM 50-LB ACCELERATED CONC	6.00	EA	11.66	69.96
000000001591170	3M ALL-WEATHER 3-PACK DUC	1.00	EA	19.01	19.01
00000000186798	8-FT X 10-FT SILVER/BROWN	1.00	EA	15.20	15.20
00000000155670	PROMOTIONAL DISCOUNT APPL	1.00	EA	0.00	0.00
Subtotal: 120.73		Tax: 7.24		Balance Due: 127.97	

Mail Payments to:

LOWE'S
P.O. BOX 530954
ATLANTA, GA 30353-0954

WALLER CORPORATION
Account : 9800 193485 4
Store/City: 3314 / WEST MIFFLIN, PA
Buyer: SHAFFER STEVEN

Date of Sale: 03/25/21
Invoice: 907029 -GPSLNO
P.O. / JOB: 858-874

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
00000000110127	1/4-IN X 1-1/2-IN HAMMERS	3.00	PC	12.33	36.99
000000000509267	PROLINE 4-LB WIPING CLOTH	1.00	EA	12.34	12.34
000000000309791	NIAGARA 32-CT PURIFIED WA	2.00	EA	3.78	7.56
00000000155670	PROMOTIONAL DISCOUNT APPL	1.00	EA	0.00	0.00
Subtotal: 56.89		Tax: 3.45		Balance Due: 60.34	

Mail Payments to:

LOWE'S
P.O. BOX 530954
ATLANTA, GA 30353-0954

WALLER CORPORATION
Account : 9800 193485 4
Store/City: 0671 / WASHINGTON, PA
Buyer: MCARTHUR ROBERT

Date of Sale: 03/29/21
Invoice: 902390 -GQBEAW
P.O. / JOB: 837855

S.K.U.	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
000000001046149	CFT 1/2-IN HAMMER DRILL (2.00	EA	56.98	113.96
00000000155670	PROMOTIONAL DISCOUNT APPL	1.00	EA	0.00	0.00
Subtotal: 113.96		Tax: 6.84		Balance Due: 120.80	

-Continue-



4923 Benedum Drive
Bridgeport, WV 26330

Return Service Requested

Customer No: 84063
Invoice No: 455678
Inv Date: 05/19/21
Page: Page 1 of 1
Customer PO: CAMP DAWSON
Customer Job: CAMP DAWSON

0586000049 PRESORT PBPS001 <3>



WALLER CORPORATION
PO BOX 757
WASHINGTON PA 15301-0757

JUN 9 2021

Date	Ticket #	Item	Description	Quantity	UM	Unit Price	MailTotal	TaxCode	TaxTotal	Total
From: 07030 Building - Dellslow										
05/19/21	00107438	122105	CEMENT 94# PORTLAND TYPE 1	40.00	BAG	18.45	738.00	WV24	44.28	782.28
05/19/21	00107438	131311	SAND BROWN MASON	4.06	TON	112.74	457.72	WV24	27.46	485.18
05/19/21	00107438	985	ENVIRONMENTAL FEE	1.00	EA	19.50	19.50	WV24	1.17	20.67
05/19/21	00107438	19.4	FUEL SURCHARGE - ZONE 4	1.00	EA	28.25	28.25	WV24	1.70	29.95
Total Invoice:							1,243.47		74.61	1,318.08

Thank you for calling the Red Trucks!
304-592-5577

JOB# 861

CODE# 15000

APPROVED [Signature]

DATE 6/17/2021

POSTED

JUN 15 2021

All payments are due and payable by the due date shown on the invoice. We will assess up to the state's legal maximum rate for finance charges on delinquent accounts.

Invoice Amount: 1,318.08

Amount Paid: _____

Customer Name: Waller Corporation
Customer No: 84063
Invoice #: 455678
Date: 05/19/21
Customer Job: CAMP DAWSON
Customer PO: CAMP DAWSON
Due Date: 06/18/21

If you have any questions about your invoice please call 304-592-5577

Remit Payment To: Central Supply Company of WV
PO Box 741866
Atlanta, GA 30374-1866

Please provide your email address below if you would like to start receiving your invoices via email



Hudson Insurance Group
100 William Street, 5th Floor
New York, NY 10038

RIDER NO. 1

To be attached to and form part of Bond No. HICNE-10-239-0788

Issued by: Hudson Insurance Company

In behalf of: Waller Corporation

In favor of: State of West Virginia, Department of Administration, Purchasing Division

Effective date of the Rider: August 6, 2021

It is hereby understood and agreed that the bond penalty is changed

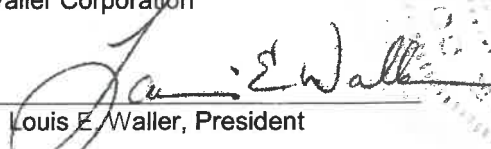
From: \$365,500.00 (Three Hundred Sixty Five Thousand Five Hundred and 00/100)

To: \$375,370.73 (Three Hundred Seventy Five Thousand Three Hundred Seventy & 73/100)

Nothing herein contained shall be held to vary, alter, waive or extend any of the terms, conditions, agreements or limitations of the above mentioned Bond, other than as above stated.

Signed, sealed and dated on this 6th day of August, 2021

Waller Corporation

By: 
Louis E. Waller, President

HUDSON INSURANCE COMPANY

By: , Attorney-in-Fact

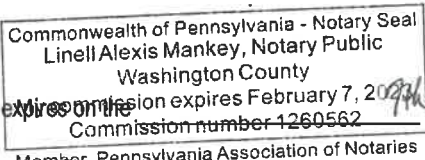
Scott C. Mahorsky

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 Pennsylvania
10. County of Washington to-wit: _____
11. I, Linell Alexis Mankey, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that Louis E. Waller
13. who as, _____ 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 10th day of August 20 21
16. Notary Seal  17: Linell Alexis Mankey
(Notary Public)
18. My commission expires on the 7th day of February 20 23

Acknowledgment by Surety

19. STATE OF Pennsylvania
20. County of Bucks to-wit: _____
21. I, John Evans, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that Scott C. Mahorsky
23. who as, _____ Attorney-in-Fact _____ signed the foregoing writing for
24. Hudson 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 6th day of August 20 21
26. Notary Seal _____ 27: John Evans
(Notary Public)
28. My commission expires on the 5th day of March 20 22

Sufficiency in Form and Manner of Execution Approved

This 14th day of October 20 21

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

Commonwealth of Pennsylvania - Notary Seal
JOHN EVANS, Notary Public
Bucks County
My Commission Expires March 5, 2022
Commission Number 1323013



HICNE-10-239-0788

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Scott C. Mahorsky, Richard V. Dobbs, Christine A. Hartung
of the state of Pennsylvania

its true and lawful Attorney(s)-in-Fact, at New York, New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking shall obligate said Company for any portion of the penal sum thereof in excess of the sum of Ten Million Dollars (\$10,000,000.00).

Such bonds and undertakings when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly attested on this 7th day of July, 2018 at New York, New York.



Attest:
Dina Daskalakis
Corporate Secretary

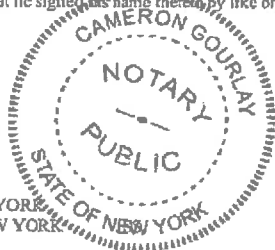
HUDSON INSURANCE COMPANY

By: *Michael P. Cifone*
Michael P. Cifone
Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK. SS.

On the 7th day of July, 2018 before me personally came Michael P. Cifone to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of HUDSON INSURANCE COMPANY, the corporation described herein and which executed the above instrument, that he knows the seal of said Corporation, that the seal affixed to said instrument is such corporate seal, that it is so affixed by one of the Board of Directors of said Corporation, and that he signed his name thereto by like order.

(Notarial Seal)



Cameron Gourlay
CAMERON GOURLAY
Notary Public, State of New York
No. 01G06372305
Qualified in New York County
Commission Expires June 4, 2022

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK

The undersigned **Dina Daskalakis** hereby certifies:

That the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOLVED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

In witness whereof, I have signed the hand of the undersigned and the seal of said Corporation this 6th day of August, 2021.



By: *Dina Daskalakis*
Dina Daskalakis, Corporate Secretary

ASSETS

LIABILITIES & SURPLUS

CONTRACTOR LICENSE

Authorized by the
West Virginia Contractor Licensing Board

Number:

WV012558

Classification:

GENERAL BUILDING

WALLER CORPORATION
DBA WALLER CORPORATION
PO BOX 757
WASHINGTON, PA 15301-0757

Date Issued

Expiration Date

DECEMBER 10, 2020

DECEMBER 10, 2021

**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

Finia Mae
Authorized Company Signature

Joe L. ...
Chair, West Virginia Contractor
Licensing Board

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.



DEPARTMENT OF THE ARMY
ADJUTANT GENERAL'S OFFICE
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO

13 September 2021

TO: Ms. Tara Lyle, Buyer Supervisor
West Virginia Division of Purchasing

FROM: Mr. Dean Wingerd, Procurement Analyst
Office of the Adjutant General, State of West Virginia

RE: Change Order Justification
CPO-ADJ2100000028
CO#2 Camp Dawson Building 215 Door and Window Renovations
Waller Corporation

This change order request for the project noted above is to increase the contract total cost by \$8,330.88. The price increase is explained in detail in the letter from our Project Manager, dated August 3, 2021, and supported by the vendor change order request form dated July 21, 2021, including material receipts and is attached to this submission. This change order request is late because we had to obtain an accurate and fully executed Bond Rider to support this change order request and experienced other delays because of staff workload and the Purchasing Division conference.

Per this justification, we respectfully request the approval of Change Order #2 as submitted.

The point of contact for this correspondence is the undersigned at 304-561-6629 or email at clauded.wingerd.nfg@mail.mil.

Dean Wingerd
Procurement Analyst
WV Military Authority
Construction & Facilities Management Office

Increase
and
Backdate
app
13a