



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: 04-08-2022

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 DBS2100000003 4	Procurement Folder:	856506
Document Name:	Fire Alarm Systems and Related Construction at the WVSDS	Reason for Modification:	Change order #3 for additions required by Fire Marshal.
Document Description:	Fire Alarm Systems: removal of six & installation of seven		
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:	2021-07-12
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-06-06

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	VS0000012488	Requestor Name:	Paul J Rollins	
MASTER SERVICE CORPORATION 2553 HARRISON AVE		Requestor Phone:	(304) 822-4813	
ELKINS WV 26241		Requestor Email:	paul.rollins@k12.wv.us	
US		<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	304-636-8170			Extension:
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	CENTRAL SUPPLY SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST
ROMNEY WV 26757-1894	ROMNEY WV 26757-1894
US	US

ms 5/13/2022

Total Order Amount:	\$491,938.00
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Purchasing Division's File Copy

ENTERED

JA 5-9-2022

PURCHASING DIVISION AUTHORIZATION DATE: <i>Lunda Harper 5/11/22</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>5/19/2022</i> ELECTRONIC SIGNATURE ON FILE
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5/18/2022

Extended Description:

Change Order

Change Order #3 is being issued to add items that are being required by the Fire Marshal and items that are required by code in sleeping rooms that were mismarked in the bid documents as offices/lounges according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Original Contract: \$485,000

Change Order #3: \$6,938

New Contract: \$491,938

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	46191505	0.00000		0.000000	485000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Fire alarm systems

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	46191505	0.00000		0.000000	6938.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Fire alarm systems

Extended Description:

Fire alarm systems




The West Virginia Schools for the Deaf and the Blind

Established 1870
301 EAST MAIN STREET
ROMNEY, WEST VIRGINIA 26757
Telephone - 304-822-4800

*increase
OK
Linda Harper
4-11-2022*

TO: Jo Ann Adkins, Purchasing Manager, WVDE, Office of Internal Operations

From: Tabitha Crist, CFO, West Virginia Schools for the Deaf and the Blind 

Date: April 5, 2022

Subject: CPO DBS2100000003 – Change Order #3
Fire Alarm Systems and Related Construction at the WVSDB

The attached documentation is justification to request Change Order # 3 for CPO DBS 2100000003 and related to added safety features requested by the Fire Marshal and instances of mismarked rooms at the referenced project. The most recent Fire Marshal inspection noted instances where additional carbon monoxide detectors and heat detectors were needed. In addition, during the work in Keller Hall two rooms were noted as being mismarked in the bid documents. Rooms 218 and 241 were not marked as sleeping room. Because they are sleeping rooms, smoke detectors and low frequency strobes are required. The requested change will bring us in to compliance with applicable code as referenced in our most recent inspection.

Thank you,
Tabitha Crist
304-558-8833 ext. 53098
Tabitha.Crist@k12.wv.us



2553 Harrison Avenue ♦ Elkins, WV 26241

West Virginia Schools for the Deaf & Blind
301 East Main Street
Romney, WV 26757

Attn: Melanie Hesse
Phone: (304) 822-4843

March 25, 2022

Re: Fire Alarm Systems &
Related Construction at the
WVSDB
Romney, WV 26757
C.P.O. DBS2100000003

We offer the following proposal for the owner's consideration.

RFP # 2: We are requesting compensation for the additional carbon monoxide detectors added to monitor gas in Seigny's Pro-start classroom. We installed (3) addition Co detectors, (1) in neighboring classroom 128, (1) in above work room 224 and (1) in corridor 13. These devices were requested by Fire Marshal during walk through, after design had been submitted and approved by FM office prior to installation of new fire alarm system.

The cost of this work is: \$ 2,161.00

Please see the attached breakdown of material and labor estimated for this change and advice if we are to proceed with this work.

If you have any questions, please feel free to call.

Sincerely,

Kaya S. Lee
Estimator

MASTER SERVICE CORPORATION
 WVSDDB FIRE ALARM REPLACEMENT FOR 7 BUILDINGS
 ROMNEY, WV

March 25, 2022
 RFP # 2

SEVIGNY - ADD 3 ADDITIONAL CO DETECORS IN NEIGHBORING ROOM 128,
 IN ABOVE WORK ROOM 224, AND IN COORIDOR 13 OF PRO START
 CLASSROOM

Description	Quantity	Unit Cost	Extended Materials	Labor Units	Labor Hours
LOT PRICE FOR EQUIPMENT	1	\$830.000	\$830.00	0.000	0.00
CO DETECTOR	3	\$0.000	\$0.00	0.400	1.20
1/2" FLEXIBLE CONDUIT	60	\$0.900	\$54.00	0.020	1.20
1/2" FLEX CONNECTOR	6	\$0.750	\$4.50	0.070	0.42
4" OCT BOX	3	\$4.250	\$12.75	0.150	0.45
24" BAR HANGER	3	\$9.550	\$28.65	0.200	0.60
WPW 990 F/A CABLE	200	\$0.140	\$28.00	0.020	4.00
RELOCATE CEILING TILE	1	\$0.000	\$0.00	2.000	2.00
MISC. MATERIAL	1	\$25.000	\$25.00	0.000	0.00
TRAVEL ALLOWANCE	1	\$20.000	\$20.00	0.000	0.00
MATERIAL TOTAL			\$1,002.90		
15% MATERIAL OVERHEAD AND PROFIT			\$150.44		
LABOR HOURS			10		
\$65.00 LABOR PER HOUR			\$650.00		
LABOR TAXES			\$162.50		
15% LABOR OVERHEAD AND PROFIT			\$121.88		
SUBTOTAL			\$2,087.71		
3.5% BOND			\$73.07		
GRAND TOTAL			\$2,161		



2553 Harrison Avenue ♦ Elkins, WV 26241

West Virginia Schools for the Deaf & Blind
301 East Main Street
Romney, WV 26757

March 25, 2022

Attn: Melanie Hesse
Phone: (304) 822-4843

Re: Fire Alarm Systems &
Related Construction at the
WVSDDB
Romney, WV 26757
C.P.O. DBS2100000003

We offer the following proposal for the owner's consideration.

RFP # 3: We are requesting compensation for additional devices that had to be installed because of misidentified rooms in Keller Hall. Rooms 218 and 241 are sleeping rooms and were not labeled as that on plans shared during bid time. We had to add (2) smoke detectors and (2) low frequency strobes. We also had to add (2) additional heat detectors and a relay in the kitchen for the dishwasher, per the Fire Marshal's request.

The cost of this work is: \$ 4,777.00

Please see the attached breakdown of material and labor estimated for this change and advise if we are to proceed with this work.

If you have any questions, please feel free to call.

Sincerely,

Kaya S. Lee
Estimator

MASTER SERVICE CORPORATION
 WVSDDB FIRE ALARM REPLACEMENT FOR 7 BUILDINGS
 ROMNEY, WV

March 25, 2022
 RFP # 3

KELLER - ADD SMOKE DETECTORS AND LOW FREQUENCY STOBES IN
 MISLABLED SLEEPING ROOMS 218 & 241 AND ADD ADDITIONAL HEAT
 DETECTORS AND A RELAY IN KITCHEN FOR DISHWASHER

Description	Quantity	Unit Cost	Extended Materials	Labor Units	Labor Hours
LOT PRICE FOR EQUIPMENT	1	\$1,450.000	\$1,450.00	0.000	0.00
LOW FREQUENCY STROBE	2	\$0.000	\$0.00	0.500	1.00
SMOKE DETECTOR	2	\$0.000	\$0.00	0.400	0.80
HEAT DETECTOR	2	\$0.000	\$0.00	0.400	0.80
RELAY	1	\$0.000	\$0.00	0.400	0.40
1/2" FLEXIBLE CONDUIT	200	\$0.900	\$180.00	0.020	4.00
1/2" FLEX CONNECTOR	14	\$0.750	\$10.50	0.070	0.98
4" SQ BOX	5	\$1.800	\$9.00	0.150	0.75
4" SQ BLANK	5	\$0.650	\$3.25	0.150	0.75
CADDY BOX MOUNT CLIP	5	\$1.000	\$5.00	0.150	0.75
4" OCT BOX	6	\$4.250	\$25.50	0.150	0.90
24" BAR HANGER	6	\$9.550	\$57.30	0.200	1.20
WPW 990 F/A CABLE	500	\$0.140	\$70.00	0.020	10.00
#14 CU THHN WIRE	500	\$0.120	\$60.00	0.004	2.00
RELOCATE CEILING TILE	1	\$0.000	\$0.00	2.000	2.00
MISC. MATERIAL	1	\$25.000	\$25.00	0.000	0.00
TRAVEL ALLOWANCE	1	\$50.000	\$5.00	0.000	0.00
MATERIAL TOTAL			\$1,900.55		
15% MATERIAL OVERHEAD AND PROFIT			\$285.08		
LABOR HOURS				26	
\$ 65.00 LABOR PER HOUR			\$1,690.00		
LABOR TAXES			\$422.50		
15% LABOR OVERHEAD AND PROFIT			\$316.88		
SUBTOTAL			\$4,615.01		
3.5% BOND			\$161.53		
GRAND TOTAL			\$4,777		