



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: 04-26-2022

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>	CPO 0708 0700 ABC2200000001 3	<b>Procurement Folder:</b>	901439
<b>Document Name:</b>	ABCA Warehouse Fire Prevention Renovations	<b>Reason for Modification:</b> Change Order #2 to increase funds and extend the Contract date.	
<b>Document Description:</b>	ABCA Warehouse Fire Prevention Renovations		
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Joseph E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-11-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2022-07-31

VENDOR		DEPARTMENT CONTACT			
<b>Vendor Customer Code:</b>	VS0000037778	<b>Requestor Name:</b>	Fredric Wooton		
SQP CONSTRUCTION GROUP INC 281 SMILEY DR		<b>Requestor Phone:</b>	(304) 541-4336		
ST ALBANS WV 25177		<b>Requestor Email:</b>	fredric.l.wooton@wv.gov		
US		<div style="font-size: 48pt; font-weight: bold;">22</div> <div style="font-size: 24pt; font-weight: bold;">FILE LOCATION _____</div>			
<b>Vendor Contact Phone:</b>	3045323659			<b>Extension:</b>	
<b>Discount Details:</b>					
<b>#1</b>	No	0.0000	0		
<b>#2</b>	Not Entered				
<b>#3</b>	Not Entered				
<b>#4</b>	Not Entered				

INVOICE TO	SHIP TO
ACCOUNTING DEPARTMENT ALCOHOL BEVERAGE CONTROL COMMISSION 4TH FLOOR 900 PENNSYLVANIA AVE CHARLESTON WV 25302 US	ABCA WAREHOUSE HUB INDUSTRIAL PARK 97 INDEPENDENT AVE NITRO WV 25143 US

Purchasing Division's File Copy

<b>Total Order Amount:</b>	\$891,108.62
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ENTERED

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Linda Harper 5/5/22</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John D. Gray</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>Beverly Tolson 5-6-2022</i> ELECTRONIC SIGNATURE ON FILE
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5/6/2022

**Extended Description:**

Change Order #2

Change Order No. 2 issued to increase funds by \$32,626.62 and extend contract to July 31, 2022 due to additional costs for labor, materials and delays in shipping.

Effective Dates of Contract: 11/01/2021 through 7/31/2022

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72121008	0.00000		0.000000	891108.62
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** ABCA Warehouse Fire Prevention Renovations

**Extended Description:**

Remove existing water storage tank and pump house, install fire water supply line, provide fire pump room in warehouse, and provide new electric power service for pump room, as more fully described in these specifications and the Specifications/Project Manual.



# WEST VIRGINIA

ALCOHOL BEVERAGE CONTROL ADMINISTRATION  
FREDRIC L. WOOTON, COMMISSIONER

APPROVED  
*[Signature]*  
5/4/22

April 11, 2022

VIA E-MAIL  
Joseph E Hager, III  
Senior Buyer-Purchasing Division  
2019 Washington St., East  
Charleston, WV 25305  
[Joseph.E.HagerIII@wv.gov](mailto:Joseph.E.HagerIII@wv.gov)

RE: Change Order #2 to Contract CPO ABC2200000001

Dear Mr. Hager,

I have reviewed the attached supplemental request and agree with the findings. It is my request to increase funds by \$32,626.62 and extend the contract to July 31, 2022, due to additional costs for labor, materials and delays in shipping.

If you have any questions or concerns, please contact Julia Jones at (304)356-5510.

Sincerely,

Fredric L. Wooton  
Commissioner

Cc: Betty Hodge, Procurement Specialist

# AIA Document G701 - 2017

## Change Order

<b>PROJECT: (Name and address)</b> ABCA Warehouse 97 Independent Avenue Nitro, WV 25143	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: 11-01-2021	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 002 Date: 3-30-2022
<b>OWNER: (Name and address)</b> Alcohol Beverage Control Commission 4 <sup>th</sup> Floor, 900 Pennsylvania Ave Charleston, WV 25302	<b>ARCHITECT: (Name and address)</b> Michael Baker International, Inc. 400 Washington Street East, Suite 301 Charleston, WV 25301	<b>CONTRACTOR: (Name and address)</b> SQP Construction Group, Inc. 281 Smiley Drive St. Albans, WV 25177

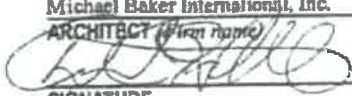
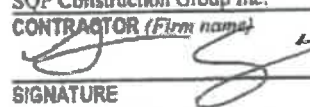

**THE CONTRACT IS CHANGED AS FOLLOWS:**  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*  
 This change order picks up the extra cost of a more expensive generator with a shorter lead time as directed by the State and Mr. Hilliard. It also includes the extra labor and materials needed to install a temporary generator to use until the main generator arrives on site. This also is to extend our contract date until July 31, 2022.

The original Contract Sum was	\$	858482.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	858,482.00
The Contract Sum will be increased by this Change Order in the amount of	\$	32,626.62
The new Contract Sum including this Change Order will be	\$	891,108.62

The Contract Time will be increased by Ninety Two (92) days.  
 The new date of Substantial Completion will be 7-31-2022

**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.**

Michael Baker International, Inc. ARCHITECT (Firm name)  SIGNATURE David Hilliard, Architect P.E. PRINTED NAME AND TITLE 3/31/22 DATE	SQP Construction Group Inc. CONTRACTOR (Firm name)  SIGNATURE Scott Cunningham, Estimator PRINTED NAME AND TITLE 3/30/2022 DATE	Alcohol Beverage Control Commission OWNER (Firm name)  SIGNATURE Fred Wooten, Commissioner PRINTED NAME AND TITLE 4 DATE
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**Michael Baker**

**INTERNATIONAL**

*Innovation Done Right...We Make a Difference*

March 31, 2022

West Virginia Alcohol Beverage Control Administration  
Attn: Mr. Wooton, Commissioner  
900 Pennsylvania Avenue, 4<sup>th</sup> Floor  
Charleston, West Virginia 25302

**Subject: WV ABCA Warehouse Fire Prevention Renovations  
Change Order Description / substantiation**

Mr. Wooton,  
Enclosed is the substantiation information for Change Order CO #2. Changes were identified during the course of construction on the WV ABCA Warehouse Fire Prevention Renovations project. The following is a summary of the additional work items.

**General**

Change Order scope and costs were checked and approved by both Michael Baker International and the WV ABCA before the additional work began. All work associated with the Change Orders listed below is necessary and is found acceptable.

**CO #2**

The original specified and submitted generator was found acceptable, however the delivery lead time was not. Due to manufacturing and delivery back logs the basis of design generator delivery time is 36-40 weeks, which was deemed unacceptable. An alternative Generac generator, meeting the same specification, was proposed by the Contractor with a delivery time of 14 to 20 weeks. The additional cost for the Generac generator is justified so as not to delay completion of this important project.

The cost add for the Generac generator is \$15,475.81. The cost-add for labor and materials to install a temporary generator until the permanent generator can be installed is \$17,159.81. The rental for the temporary generator is by the ABCA. The total cost add for this CO#2 is \$32,626.62. The contract ending date was also extended to July 31, 2022.

See the attached Change Order Proposals from SQP Construction Group. The submitted cost for each item includes all equipment, labor, materials and overhead and profit. These costs are reasonable for the proposed work items and are acceptable.

Should you have any questions or require additional information, please contact me at (304) 539-8356 or by email at [dhilliard@mbakerintl.com](mailto:dhilliard@mbakerintl.com).

Very truly yours,  
**MICHAEL BAKER INTERNATIONAL, INC.**



David Hilliard, P.E., LEED<sup>®</sup>AP  
Senior Project Engineer

**MBAKERINTL.COM**

400 Washington Street East, Suite 301, | Charleston, WV 25301  
Office: 304.769.0821 | Fax: 304.769.0822



**SQP Construction Group, Inc.**  
 281 Smiley Drive, St. Albans, West Virginia 25177  
 Phone: (304) 440-9200 • Cell: (304) 532-3859  
 Contact: Scott Cunningham, Project Manager

**Project:**  
 ABCA Warehouse  
 21011 - ABCA Warehouse Fire Prevention Project

March 30, 2022

Change Order Proposal: **002**

**Proposal Description:**  
 Change Order for going with a higher priced generator with a shorter lead time. This also includes the extra labor and miscellaneous parts from Burdette Electric to install the temporary generator while waiting on the main generator to arrive.

Change Order Proposal Summary								
Description	Totals	Labor	Material	Equipment	Subcontractor	OH&P	Bonds and Insurance	B&O Taxes
						15%	2.50%	
Higher Priced Generator/shorter lead time	\$ 15,475.81				\$ 13,129.00	\$ 1,989.35	\$ 377.46	
Burdette's Labor and parts to install Temp Generator	17,150.81				14,550.00	2,182.50	418.31	
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	-							
	-							
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 32,626.62</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,679.00</b>	<b>\$ 4,161.85</b>	<b>\$ 795.77</b>	<b>\$ -</b>

Submitted By

Scott Cunningham

[NAME]

[SIGNATURE]

Project Manager

[TITLE]

March 30, 2022

[DATE]