



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: 05-27-2022

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 0926 1920 PSC2200000002 3	Procurement Folder:	979308
Document Name:	PSC Parking Garage Repairs	Reason for Modification:	Change Order #2 - Administrative Change Order issued to fix the Commodity Line Type.
Document Description:	PSC Parking Garage Repairs		
Procurement Type:	Central Purchase Order		
Buyer Name:	Jessica L Hovanec		
Telephone:	304-558-2314		
Email:	jessica.l.hovanec@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-03-22
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-06-20

VENDOR				DEPARTMENT CONTACT		
Vendor Customer Code:	VS0000005904			Requestor Name:	Malena L Harding	
Pullman Power LLC 10150 Old Columbia Rd				Requestor Phone:	(304) 340-0333	
Columbia MD 21046-1274 US				Requestor Email:	mharding@psc.state.wv.us	
Vendor Contact Phone:	410-859-6484	Extension:		<div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; 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
ADMINISTRATION PUBLIC SERVICE COMMISSION 201 BROOKS ST	RECEIVING/TRANSPORTATION BUILDING PUBLIC SERVICE COMMISSION 1116 QUARRIER ST
CHARLESTON WV 25301	CHARLESTON WV 25301
US	US

5-31-22 Box

Total Order Amount:	\$251,700.00
---------------------	--------------

Purchasing Division's File Copy

ENTERED

JLH 5/31/2022

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark Att</i> 5/31/2022 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolson</i> 6-1-22 ELECTRONIC SIGNATURE ON FILE
--	---	---

6/1/2022

Extended Description:

Change Order

Change Order No. 2 Administrative Change order

This change order is issued to combine both line items into one single line item and to fix the subsequent Line Type as it was inadvertently awarded as an Item instead of a Service.

All provisions of the original contract, including terms and conditions, pricing, specifications, and subsequent change orders not modified herein, shall remain in full force and effect.

Effective date 5/27/2022.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152700	0.00000	EA	239540.000000	0.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Construction - parking garage repairs base bid

Extended Description:

Parking Garage repairs

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72152700	0.00000	EA	12160.000000	0.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Construction - parking garage repairs base bid

Extended Description:

Parking Garage repairs

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	72152700	0.00000		0.000000	251700.00
Service From	Service To	Manufacturer	Model No		
2022-03-22	2022-06-20				

Commodity Line Description: Parking Garage Repairs - Construction

Extended Description:

Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812
Charleston, West Virginia 25323



Phone: (304) 340-0300
Fax: (304) 340-0325

May 27, 2022

West Virginia Purchasing Division
Jessica Hovanec
2019 Washington Street East
P.O. Box 50130
Charleston, WV 25305

Re: CPO PSC2200000002 Parking Garage Repairs

Ms. Hovanec:

The Public Service Commission is requesting an administrative change order to correct an inadvertent accounting mistake. The commodity lines on this contract were entered as items which would allow a onetime payment only. This is a construction contract, and per the AIA document the vendor may submit multiple invoices. We will need to add a commodity line for "service" in order to make these necessary payments. The total contract value will not change. We are omitting commodity lines 1 and 2 and adding the total contract price to commodity line 3.

Sincerely,

A handwritten signature in black ink that reads "Malena Harding".

Malena Harding
Senior Procurement Specialist
mharding@psc.state.wv.us