

Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

# State of West Virginia

Contract

Order Date: 06-21-2022

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:	CCT 1400 1400 AGR2200000002 2	Procurement Folder:	852925	
Document Name: Expression of Interest		Reason for Modification:		
Document Description:	Change Order No 1 Expression of Interest Engineering Service	Change Order No 1 to add accontract.	ditional Study to	
Procurement Type:	Central Contract - Fixed Amt			
Buyer Name:	Jessica S Chambers			
Telephone:	304-926-0499			
Email:	jessica.s.chambers@wv.gov			
Shipping Method:	Best Way	Effective Start Date:	2021-09-02	
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-09-01	

						2022 00 01
		VENDOR			DEPARTMENT CONTACT	
Vendor Customer Code: 000000206169			Requestor Name:	Alan M Clemans		
PICKERING ASSOCIATES INC			Requestor Phone:	(304) 558-2221		
1128	3 EMERSON AVE			Requestor Email:	aclemans@wvda.us	
PARI	KERSBURG	WV	26104			
US						
Vend	for Contact Phone:	304-464-5305 Extensi	on: 1111			
Disc	ount Details:			04		
	Discount Allowed	Discount Percentage	Discount Days	- 2		
	No	0.0000	0	FILET	DCATION	
#1				_	JUALIUN	
#1 #2	Not Entered					
	Not Entered Not Entered		-	_		

IN	VOICE TO		SHIP TO
PROCUREMENT OFFICER 304-55 AGRICULTURE DEPARTMENT OF		PROCUREMENT OFFICER 304 AGRICULTURE DEPARTMENT	
ADMINISTRATIVE SERVICES		ADMINISTRATIVE SERVICES	
1900 KANAWHA BLVD E		217 GUS R DOUGLAS LN, BLD	G 2 RM 106
CHARLESTON	WV 25305-0173	CHARLESTON	WV 25312
US		US	

Purchasing Division's File Copy

Total Order Amount: \$178,450.00

PURCHASING DIVISION AUTHORIZATION

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE:

ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION** 

DATE:

ELECTRONIC SIGNATURE ON FILE

Date Printed: Jun 21, 2022

Order Number:

CCT 1400 1400 AGR22000000002 2

Page: 1

FORM ID: WV-PRC-CCT-002 2020/05

## Extended Description:

Change Order No 1

To add an additional Campus Electrical Study to project and remove items not finished or started yet. See attached for additional information.

### No Other Changes

Line	Commodity Code	Quantity	Unit	Unit Price	T-1-1-D-1
1	81000000	0.00000			Total Price
· -		0.00000	0.000000	\$178,450.00	
Service From	Service To	Manufacturer		Model No	7
2021-09-02	2022-09-01			Wodel No	

Commodity Line Description:

Engineering Services

**Extended Description:** 

Engineering Services

 Date Printed:
 Jun 21, 2022
 Order Number:
 CCT 1400 1400 AGR2200000002 2
 Page: 2
 FORM ID: WV-PRC-CCT-002 2020/05



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#### **Additional Services**

June 16, 2022
Revision 00
WV Department of Agriculture
324 Fourth Avenue
Charleston, WV 25303

Re: Guthrie Campus Site Planning- Electrical Study

Pickering Associates is requesting changes to our contract based on requests by the Owner and issues outside of their control. These changes will not result in a fee increase, only time to complete the work.

Additional Design Tasks- Campus Electrical Study (Labor Value- \$14,500)

Purpose: As part a of the original project to enhance access security and safety of the campus, significant repaving is being provided around the campus entrance and around building 2 and 5. To limit disturbance in the future of this new paving, Pickering Associates will evaluate the campus standby power needs to assist in adding additional conduits in the ground during this construction project through change order before paving begins. We cannot wait and delay the main project for this study to be completed because of our paving window constraints.

To offset these fees, Pickering Associates is giving back fees for services not rendered. The breakdown of work scope to date:

### Project Tasks:

- 1. Design of a New Gravel Roadway and Legal Land Boundary Survey
  - Submitted a concept, waiting on next steps.
- 2. Design, Bid, and Construction Administration of a New Gated Access Control Entrance
  - a. Bidding. Work not finished yet, still under contract.
- 3. Design, Bid, and Construction Administration for New Parking Areas
  - a. Bidding-Work not finished yet, still under contract.
- Conceptual Design and Budgeting of a New Entrance to the Center (Giveback of Fees)
  - a. Work plan was changed because property owner would not grant access to walk the site. Delivered the project under budget via aerial mapping without survey fees used or any real fieldwork. (-\$8,500)
- 5. Design, Bid, and Construction Administration of a New Secure Entrance for Building 2 and Improved Secure to Building 11 (Giveback of Fees)
  - a. Submitted a concept, waiting on next steps.
    - i. Planned on doing two concepts (-\$6,000). Only did the cheaper one, inside the building
- 6. Mentoring and Guidance to the WVU School of Engineering for the Development of a HVAC Building Evaluations Program focusing on Deferred Maintenance and Security in select Buildings at the Center.
  - a. Work not finished yet, still under contract.



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The new electrical study generally will include the following tasks:

- a. Complete fieldwork at the site to review document building Main Distribution Panels
- b. Model the existing electrical system in our specialty electrical software; SKM Power Tools
- c. Develop a new accurate electrical one-line in CAD as required
- d. Study the backup power needs
- e. Compare the backup needs against the new generation that was recently installed
  - i. Make recommendations to better backup the campus based on findings of the study
  - ii. Work with the contractor for pricing for underground conduit needed to meet the long-term standby power need.

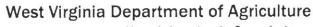
We are requesting no additional fees (labor hours) since work not completed covers the labor of the new electrical study.

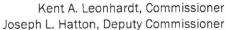
Total Additional Engineering Design Fees Requested:

\$0

Submitted by:

Ryan K. Taylor Project Manager





Of Harper Lunda L-22-22



June 21, 2022

Crystal Hustead WV Purchasing Division 2019 Washington Street, East Charleston, WV 25305

RE: Change Order for Guthri Campus Site Planning (CCT AGR22\*2) A/E Services

The WV Department of Agriculture (WVDA) is seeking Purchasing Division approval of a change order to request additional Architectural & Engineering to complete an Electrical Study associated with the Guthrie Campus Site. This will be used as additional Design Tasks- Campus Electrical Study. To offset these fees, Pickering is giving back fees for services not rendered for the following:

- New Gravel Roadway and Legal Boundary Survey.
- New Gated Access Control Entrance.
- Construction Administration for New Parking Areas.
- New Entrance to the Center.
- · Construction Administration of a New Secure Entrance for Building 2 and Improved Secure to Building 11.
- Mentoring and Guidance to WVU School of Engineering for the Development of a HVAC Building Evaluations
   Program focusing on Deferred Maintenance and Security in select Buildings at the Center.

There will be no additional cost of this change order, due to other items coming off the project, and a copy of the vendor proposal is attached. Thank you in advance for your approval of this request.

Sincerely,

Alan Clemans (Jun 21, 2022 09:53 EDT)

Alan Clemans, CFO/Director of Administrative Services Division