



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: 07-06-2022

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 0211 4001 GSD2200000027 2	<b>Procurement Folder:</b>	1017536
<b>Document Name:</b>	Building 1, West Wing Fan Coil Replacement Project - Phase 3	<b>Reason for Modification:</b>	Change Order 1 To Issue Notice to Proceed
<b>Document Description:</b>	Building 1, West Wing Fan Coil		
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Melissa Pettrey		
<b>Telephone:</b>	(304) 558-0094		
<b>Email:</b>	melissa.k.pettrey@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-07-08
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-05-04

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000174873			<b>Requestor Name:</b>	David K Parsons
DOUGHERTY CO INC PO BOX 1828				<b>Requestor Phone:</b>	304-352-5486
CHARLESTON WV 25327-1828 US				<b>Requestor Email:</b>	david.k.parsons@wv.gov
<b>Vendor Contact Phone:</b>	304-925-6664	<b>Extension:</b>		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-size: 24pt; font-weight: bold;">FILE LOCATION _____</div>	
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 1 1900 KANAWHA BLVD E CHARLESTON WV 25305 US

ENTERED

<b>Total Order Amount:</b>	\$1,850,000.00
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Purchasing Division's File Copy

*MKP 07/07/2022*

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tara H 7/7/2022</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>7/19/2022</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>JUL ' 9 2022</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order 1

To establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Contract Term: July 8, 2022 through May 4, 2023

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72151206	0.00000		0.000000	1670000.00
Service From	Service To	Manufacturer		Model No	
2022-07-08	2023-05-04				

**Commodity Line Description:** Base Bid

**Extended Description:**

Per attached Project Plans

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72151206	0.00000		0.000000	180000.00
Service From	Service To	Manufacturer		Model No	
2022-07-08	2023-05-04				

**Commodity Line Description:** Alternate 1

**Extended Description:**

Per attached Project Plans



STATE OF WEST VIRGINIA  
**DEPARTMENT OF ADMINISTRATION**  
GENERAL SERVICES DIVISION  
State Capitol

Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

William D. Barry  
Director

July 6, 2022

Dougherty Co. Inc.  
PO Box 1828  
Charleston, WV 25327-1828

Attn: Brian Smith

**NOTICE TO PROCEED**

Per issuance of Purchase Order CPO GSD2200000027, this is your notification to commence work on Friday, July 8, 2022, for the Building 1, West Wing Fan Coil Replacement Project – Phase 3, in Charleston, West Virginia, per the bid requirements, terms and conditions of CRFQ GSD2200000040; Addenda No. 1 dated April 21, 2022, Addenda No. 2 dated May 6, 2022, and your submitted and accepted bid dated May 17, 2022.

Given the contracts allowance for Three Hundred (300) calendar days from the issuance of the Notice to Proceed, the contract Start Date shall be July 8, 2022, and the Final Completion date is May 4, 2023.

If you have any questions or concerns on this issue, please do not hesitate to contact me by telephone at 304-352-5517, or e-mail at [James.R.Jones@wv.gov](mailto:James.R.Jones@wv.gov).

Sincerely,

James R. Jones  
Procurement Administrator  
General Services Division