



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

State of West Virginia
Purchase Order

CORRECT ORDER NUMBER MUST APPEAR
 ON ALL PACKAGES, INVOICES, AND
 SHIPPING PAPERS. QUESTIONS
 CONCERNING THIS ORDER SHOULD BE
 DIRECTED TO THE DEPARTMENT
 CONTACT.

Order Date: 09-26-2022

Order Number:	CPO 0603 8310 ADJ2200000037 5	Procurement Folder:	1014564
Document Name:	Civil Air Patrol Headquarters Charleston, WV	Reason for Modification:	CHANGE ORDER NO. 2- To increase contract amount per the attached documentation.
Document Description:	Change Order No. 2-To increase contract per the attached		
Procurement Type:	Central Purchase Order		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-07-11
Free on Board:	FOB Dest, Freight Allowed	Effective End Date:	2022-11-08

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000205730			Requestor Name:	Charles A Bowman
LEE REGER BUILDS INC One Railroad Street				Requestor Phone:	(304) 561-6654
SHINNSTON WV 26431				Requestor Email:	charles.a.bowman26.nfg@army.mil
US				<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	999-999-9999	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	
STATE FINANCE ADJUTANT GENERALS OFFICE 1703 COONSKIN DR		WV WING CIVIL AIR PATROL - 304-343-8866 ADJUTANT GENERALS OFFICE 112 AIRPORT ROAD	
CHARLESTON WV 25311-1085	US	CHARLESTON WV 25311	US

9-26-22 BAT

Purchasing Division's File Copy

Total Order Amount:	\$71,792.00
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ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>9/24/22</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>9/28/2022</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tola 9-29-22</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>
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Extended Description:

CHANGE ORDER NO. 2 - TO INCREASE THE CONTRACT PER THE ATTACHED DOCUMENTATION, ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT INCLUDING ALL AUTHORIZED CHANGE ORDERS.

ORIGINAL CONTRACT PRICE: \$70,000.00
CHANGE ORDER NO.2 INCREASE: \$ 1,792.00
CONTRACT NEW TOTAL: \$71,792.00

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	25174100	0.00000		0.000000	70000.00
Service From	Service To	Manufacturer		Model No	
2022-07-11	2022-11-08				

Commodity Line Description: Lap Seam Metal Roof System

Extended Description:

Lap Seam Metal Roof
36" Multi-Rib Profile Metal Roof Panels 26-ga.
Color to be determined by owner

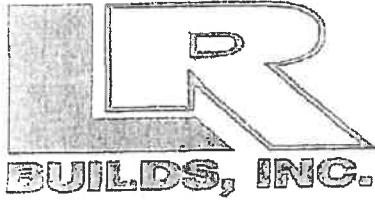
CO#2 ADD \$1,792.00 TO CONTRACT FOR REPLACEMENT ROOF DECKING AT \$7.00/SQ FT x 256 SQ FT = \$1,792.00
PER THE BID SCHEDULE

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	25174100	0.00000		0.000000	1792.00
Service From	Service To	Manufacturer		Model No	
2022-07-11	2022-11-08				

Commodity Line Description: CHANGE ORDER No. 2-To increase contract amount

Extended Description:

CHANGE ORDER NO. 2- To increase the contract amount per the attached documentation.



Lee Reger Builds, Inc.
P.O. Box 1872
One Railroad Street
Shinnston, WV 26431
(304) 592-2083
(304) 592-3920 (FAX)

Adjutant Generals Office
Attn: Jim Skaggs
1703 Coonskin Drive
Charleston, WV 25311


August 16, 2022

RE: Civil Air Patrol Change Order Request CPO ADJ22*037

Per the contract Lee Reger Builds, Inc. changed out 256 square foot of damaged plywood at \$7.00 per square foot.

Change Order total \$1,792.00.

Thanks,



Sheldon E. Raber, V.P.
Lee Reger Builds, Inc.

WEST VIRGINIA ARMY NATIONAL GUARD
CONSTRUCTION & FACILITIES MANAGEMENT OFFICE
DIVISION OF ENGINEERING & FACILITIES
1707 Coonskin Drive
Charleston, West Virginia, 25311-1085

9 SEPT 2022

Justification Memo

TO: Chuck Bowman

FROM: Jim Skaggs

SUBJECT: Change order request for the West Virginia Army National Guard's Civil Air
Patrol Roof Replacement

CHANGE ORDER REQUEST DATE: 16 AUG 2022

Lee Reger Builds, Inc. has requested a change to the Contract Documents for Contract number
CPOADJ22*037 in the amount of \$1,792.00.

Plywood decking in the amount of 256sf was installed along roof edge due to damage caused
from moisture along guttering prior to new roofing system being installed.

If you have any questions please contact Mr. Robert Skaggs at 304-561-6550.

Respectfully;



Robert Skaggs
Technical Analyst

Lap Seam Metal Roof Pricing Page

ALL LABOR, MATERIALS, EQUIPMENT, AND SUPPLIES NECESSARY TO PROVIDE FOR THE ROOF REPLACEMENT WITH LAP SEAM METAL ROOF SYSTEM:

CIVIL AIR PATROL HEADQUARTERS
112 AIRPORT ROAD CHARLESTON, WV 25311

The undersigned, hereafter called the Vendor, being familiar with and understanding the bidding documents; and being familiar with the site and all local conditions affecting the Project, hereby proposes to furnish labor, material, equipment, supplies, and transportation to perform the work as described in the bidding documents

VENDOR COMPANY NAME: LEE REGER BUILDS, INC.

VENDOR ADDRESS: PO BOX 1872

ONE RAILROAD STREET

SHINNSTON, WV 26431

TELEPHONE: 304-592-2083

FAX NUMBER: 304-592-3920

E-MAIL ADDRESS: JKISSELLA@LRBUILDSWV.COM

LINE NUMBER 1: TOTAL BID AMOUNT: COST: ROOF REPLACEMENT WITH LAP SEAM METAL ROOF: at Civil Air Patrol Headquarters in Charleston, WV

(\$ 70,000.⁰⁰ SEVENTY THOUSAND DOLLARS ⁰⁰/₁₀₀)
(Contract bid to be written in words and numbers.)

LINE NUMBER 2: PRICE PER SQUARE FOOT BID AMOUNT: COST: ROOF DECKING REPLACEMENT FOR LAP SEAM METAL ROOF: at Civil Air Patrol Headquarters in Charleston, WV

(\$ 7.⁰⁰ SEVEN DOLLARS)
(Contract bid to be written in words and numbers.)

Failure to use this bid form may result in bid disqualification.

SIGNATURE:  DATE: 4-5-22

NAME: JOHN KISSELLA
(Please Print)

TITLE: PRESIDENT



DEPARTMENT OF THE ARMY
ADJUTANT GENERAL'S OFFICE
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO

MEMORANDUM

DATE: September 16, 2022

TO: Mr. David H. Pauline, Senior Buyer
West Virginia Division of Purchasing

FROM: Mr. Chuck Bowman, Procurement Manager
West Virginia Office of the Adjutant General

RE: Change Order No. 2 Justification for Price Increase
CPO ADJ 22*037 Civil Air Patrol Roof Replacement / Lee Reger Builds, Inc.

Per the attached vendor request, the Project Manager justification, this document, and the copy of the original contract pricing page- we respectfully request an increase of the contract in the amount of \$1,792.00, for a final contract cost of \$71,792.00.

The additional cost is a result of replacement of roof decking in the quantity of 256 sq ft at \$7.00 per sq ft, per the vendor request.

No extension of time to the life of contract is required or requested.
A bond rider for the additional cost has been provided.

Please let me know if anyone has any questions.

Sincerely,

Chuck Bowman
Procurement Manager
304.561.6654
Charles.A.Bowman26.nfg@mail.mil

Increase
approved
by
[Signature]



DEPARTMENT OF THE ARMY
ADJUTANT GENERAL'S OFFICE
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO

MEMORANDUM

DATE: September 16, 2022

TO: Mr. David H. Pauline, Senior Buyer
West Virginia Division of Purchasing

FROM: Mr. Chuck Bowman, Procurement Manager
West Virginia Office of the Adjutant General

RE: Change Order No. 2 BACKDATE Justification
CPO ADJ 22*037 Civil Air Patrol Roof Replacement / Lee Reger Builds, Inc.

Vendor submitted invoice for project inclusive of additional charges for roof decking replacement prior to a change order increase being requested or processed.

The time taken to get the correct memos and a bond rider surpassed the 20-day limit thus necessitating this backdate justification memo.

Please let me know if anyone has any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chuck Bowman".

Chuck Bowman
Procurement Manager
304.561.6654
Charles.A.Bowman26.nfg@mail.mil

To be attached to and form part of Payment, Performance, and Maintenance Bond

(TYPE OF BOND)

No 5816819

issued by

- WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

in favor of

WV Army National Guard
1707 Coonskin Dr, Charleston, WV 25311

Obligee on behalf of Lee Reger Builds, Inc.
1 Railroad St., Shinnston, WV 26431

Principal in the amount of Seventy Thousand Dollars and No Cents

Dollars (\$ 70,000.00), effective the 5th day of April, 2022.

It is hereby agreed that effective the 31st day of August, 2022, the amount of this bond shall be increased to Seventy One Thousand, Seven Hundred Ninety Two Dollars and No Cents

Dollars (\$ 71,792.00).

The Surety's liability prior to the effective date of the change in amount shall not exceed Seventy Thousand Dollars and No Cents

Dollars (\$ 70,000.00), and after said date shall not exceed Seventy One Thousand, Seven Hundred Ninety Two Dollars and No Cents

Dollars (\$ 71,792.00).

However, the Surety's liability shall not be cumulative or in any event exceed in the aggregate the larger amount.

SIGNED AND DATED this 31st day of August, 2022.

ACCEPTED:

Lee Reger Builds, Inc.

Obligee

By [Signature]

By

- WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

Emily Zimmerman
Attorney-in-Fact



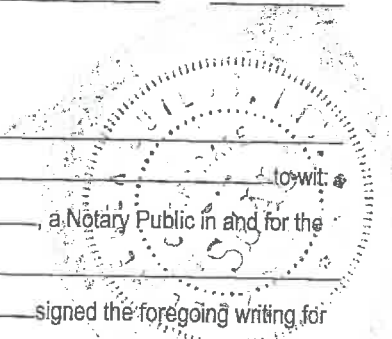
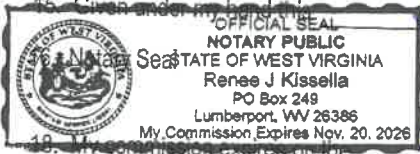
ACKNOWLEDGMENTS

Acknowledgment by Principal if Individual or Partnership

1. STATE OF _____
2. County of _____
3. I, _____ to-wit:
4. _____, a Notary Public in and for the
county and state aforesaid, do hereby certify that _____
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this _____ day of _____ 20 _____
6. Notary Seal _____
7: _____
(Notary Public)
8. My commission expires on the _____ day of _____ 20 _____

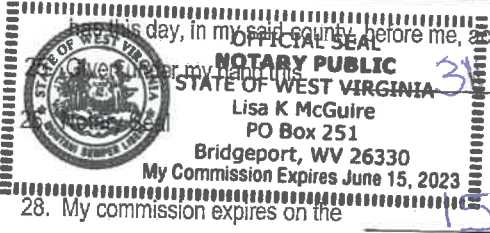
Acknowledgment by Principal if Corporation

9. STATE OF West Virginia
10. County of Harrison
11. I, Renee J. Kissella to-wit:
12. _____, a Notary Public in and for the
county and state aforesaid, do hereby certify that Sheldon Baber
13. who as V.P. signed the foregoing writing for
14. _____ a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this 31st day of August 20 22
16. Notary Seal _____
17: Renee J. Kissella
(Notary Public)
18. My commission expires on the 20th day of November 20 26



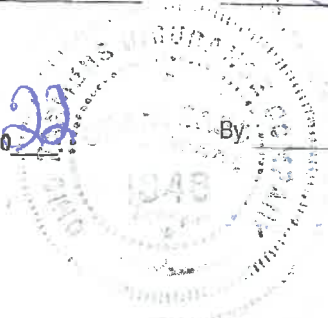
Acknowledgment by Surety

19. STATE OF West Virginia
20. County of Harrison to-wit:
21. I, Lisa K McGuire, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that Emily Zimmerman
23. who as Attorney-in-Fact signed the foregoing writing for
24. Ohio Farmers Mutual Insurance Company a corporation,
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this 31st day of August 20 22
26. Notary Seal _____
27: Lisa K McGuire
(Notary Public)
28. My commission expires on the 15th day of June 20 23



Sufficiency in Form and Manner of Execution Approved

This 27th day of September 20 22 By: John S. Gray
Attorney General
(Deputy Attorney General)



General Power of Attorney

Westfield Insurance Co. Westfield National Insurance Co. Ohio Farmers Insurance Co. Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint RANDALL E. KERNS, MICHAEL W. MASON, KRISTINE D. MASON, CARLA J. DOBBINS, LISA K. MCGUIRE, VICTORIA B. EVANS, MICHAEL L. BOONE, MAXIMILIAN CADORETTE, NICOLE TEETS, ALEXANDER DAVID BARONE, EMILY ZIMMERMAN, JOINTLY OR SEVERALLY

of BRIDGEPORT and State of W its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship-

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 28th day of APRIL A.D., 2021.

Corporate Seals Affixed



WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

Handwritten signature of Gary W. Stumper

By: Gary W. Stumper, National Surety Leader and Senior Executive

State of Ohio County of Medina ss.:

On this 28th day of APRIL A.D., 2021, before me personally came Gary W. Stumper to me known, who, being by me duly sworn, did depose and say, that he resides in Hartford, CT; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed



Handwritten signature of David A. Kotnik

David A. Kotnik, Attorney at Law, Notary Public My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 31st day of August A.D., 2022.



Handwritten signature of Frank A. Carrino

Frank A. Carrino, Secretary