



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: 08-17-2022

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 0705 0705 LOT2200000010 2	Procurement Folder:	1053103
Document Name:	SEALING OF ASPHALT AT LOTTERY HQ AND BDC	Reason for Modification:	Change Order 1 To issue notice to proceed
Document Description:	CO#1-SEALING OF ASPHALT AT LOTTERY HQ AND BDC		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Toby L Welch		
Telephone:	(304) 558-8802		
Email:	toby.l.welch@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-07-27
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-08-26

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000113225	Requestor Name:	Jodi R Hash	
J & R LANDSCAPING & TREE EXPERTS INC 375 TIMBER RIDGE LN		Requestor Phone:	(304) 558-0500	
KEYSER WV 26726 US		Requestor Email:	jhash@wvlottery.com	
Vendor Contact Phone:	999-999-9999			
Discount Details:		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Discount Allowed	Discount Percentage			Discount Days
#1	No 0.0000			0
#2	Not Entered			
#3	Not Entered			
#4	Not Entered			

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE LOTTERY PO BOX 2067  CHARLESTON WV 25327-2067 US	PURCHASING LOTTERY 900 PENNSYLVANIA AVE  CHARLESTON WV 25302 US

Total Order Amount:	\$75,000.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>M. Welch 8/18/2022</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Melissa Staker 8/19/2022</i> ELECTRONIC SIGNATURE ON FILE
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8/19/2022

**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: 07/27/2022 - 08/26/2022

--no other changes--

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	30121600	0.00000		0.000000	21250.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	

**Commodity Line Description:** Repairs, Cleaning, Sealing & Painting of Asphalt-Bridgeport

**Extended Description:**

Repairs, Cleaning, Sealing and Painting of Asphalt:

Pricing to include all materials, labor, equipment, mileage, other incidentals necessary to complete the project.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	30121600	0.00000		0.000000	53750.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	

**Commodity Line Description:** Repairs, Cleaning, Sealing & Painting of Asphalt-Charleston

**Extended Description:**

Repairs, Cleaning, Sealing and Painting of Asphalt:

Pricing to include all materials, labor, equipment, mileage, other incidentals necessary to complete the project.



P.O. BOX 2067  
CHARLESTON, WV 25327

JOHN A. MYERS  
DIRECTOR

PHONE: 304.558.0500  
wvlottery.com

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Date: July 27, 2022

To: J & R Landscaping & Tree Experts Inc

From: Jodi Hash, WV Lottery

A handwritten signature in black ink, appearing to read "Jodi Hash", written over the printed name in the "From:" field.

Re: CPO LOT22\*10

Please consider this memo your notice to proceed with regards to the above referenced purchase order for sealing and striping parking lots for the WV Lottery effective 7/27/22. Thank you.