



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: 11-21-2022

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:         | CPO 0803 0158 DOT2100000036 5   | Procurement Folder:      | 827214   |
| Document Name:        | 012100129 HP 12X53 STEEL PILING | Reason for Modification: | Change Order No. 1 - to cancel the contract in its entirety. |
| Document Description: | 012100129 HP 12X53 STEEL PILING |                          |  |
| Procurement Type:     | Central Purchase Order          |                          |  |
| Buyer Name:           | John W Estep                    |                          |  |
| Telephone:            | 304-558-2566                    |                          |  |
| Email:                | john.w.estep@wv.gov             |                          |  |
| Shipping Method:      | Best Way                        | Effective Start Date:    |  |
| Free on Board:        | FOB Dest, Freight Prepaid       | Effective End Date:      |  |

| VENDOR                              |                  |                     |               | DEPARTMENT CONTACT  |                     |
|-------------------------------------|------------------|---------------------|---------------|---|---------------------|
| Vendor Customer Code:               | 000000126297     |                     |               | Requestor Name:   | Tina L Lewis        |
| METAL TRADERS INC<br>ONE VILLAGE RD |                  |                     |               | Requestor Phone:  | 304-414-6859        |
| HORSHAM PA 19044<br>US              |                  |                     |               | Requestor Email:  | tina.l.lewis@wv.gov |
| Vendor Contact Phone:               | 215-784-0240     | Extension:          |               | <div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div> |                     |
| Discount Details:                   |                  |                     |               |   |                     |
|                                     | Discount Allowed | Discount Percentage | Discount Days |   |                     |
| #1                                  | No               | 0.0000              | 0             |   |                     |
| #2                                  | No               |                     | 0             |   |                     |
| #3                                  | No               |                     | 0             |   |                     |
| #4                                  | No               |                     | 0             |   |                     |

| INVOICE TO  | SHIP TO   |
|---|---|
| DIVISION OF HIGHWAYS<br>DISTRICT ONE HQ<br>1340 SMITH ST<br>CHARLESTON WV 25301<br>US | DIVISION OF HIGHWAYS<br>DISTRICT ONE HQ<br>1340 SMITH ST<br>CHARLESTON WV 25301<br>US |

|                     |        |
|---------------------|--------|
| Total Order Amount: | \$0.00 |
|---------------------|--------|

Purchasing Division's File Copy

ENTERED

|  |   |   |
|--|---|---|
| PURCHASING DIVISION AUTHORIZATION<br>DATE: <i>Tara G. 11/23/2022</i><br>ELECTRONIC SIGNATURE ON FILE | ATTORNEY GENERAL APPROVAL AS TO FORM<br>DATE: <i>11/22/2022</i><br>ELECTRONIC SIGNATURE ON FILE | ENCUMBRANCE CERTIFICATION<br>DATE: <i>Beverly Tolson 11-23-22</i><br>ELECTRONIC SIGNATURE ON FILE |
|--|---|---|

**Extended Description:**

Change Order No. 1 - to cancel the contract in its entirety.

Effective 07/01/2022

No other changes.

| Line                | Commodity Code    | Quantity            | Unit | Unit Price      | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 1                   | 30102803          | 0.00000             | LB   | 0.462500        | 0.00        |
| <b>Service From</b> | <b>Service To</b> | <b>Manufacturer</b> |      | <b>Model No</b> |             |
|                     |                   | GERDAU, SDI, NYS    |      |                 |             |

**Commodity Line Description:** HP 12X53 Steel Piling (300 pieces at 50' length)

**Extended Description:**

HP 12X53 Steel Piling (300 pieces at 50' length)



Approved  
Tara Lyle  
7/1/22

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

D. Alan Reed, P.E.  
State Highway Engineer

Jimmy Wriston, P. E.  
Secretary of Transportation  
Commissioner of Highways

June 29, 2022

**MEMORANDUM**

**TO: Tara Lyle, Buyer Supervisor  
WV Purchasing Division**

**FROM: Kristy James**   
**Procurement Officer**

**SUBJECT: Cancel CPO DOT 21\*36**

Please cancel CPO DOT 21\*36 with Metal Traders Inc., in the amount of \$367,687.50. The purchase order was awarded on April 9, 2021 with a 30 working day delivery requirement. The vendor failed to deliver the materials within the specified time frame and has been non-responsive regarding delivery. Since the purchase order is more than one year old, we have determined the materials will not be delivered and are requesting that the purchase order be cancelled and the funds unencumbered.