



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

State of West Virginia  
**Contract**

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: 02-02-2023

<b>Order Number:</b>	CCT 0211 4004 GSD200000020 5	<b>Procurement Folder:</b>	662743
<b>Document Name:</b>	EOI: Building Four Renovations	<b>Reason for Modification:</b>	Change Order 4 To Increase Contract.
<b>Document Description:</b>	EOI: Building Four Renovations		
<b>Procurement Type:</b>	Central Contract - Fixed Amt		
<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>	2020-04-24
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-04-23

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000160802			<b>Requestor Name:</b>	Robert P Kilpatrick
PERFIDO WEISKOPF WAGSTAFF + GOETTEL LLC				<b>Requestor Phone:</b>	304-352-5491
408 BLVD OF THE ALLIES				<b>Requestor Email:</b>	robert.p.kilpatrick@wv.gov
PITTSBURGH	PA	152191301		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
<b>Vendor Contact Phone:</b>	412-391-2884	<b>Extension:</b>	232		
<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 4 112 CALIFORNIA AVE CHARLESTON WV 25305 US

2-8-23 BOT

<b>Total Order Amount:</b>	\$2,053,741.50
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Purchasing Division's File Copy

ENTERED

MVP 02/07/2023

<b>PURCHASING DIVISION AUTHORIZATION</b>	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>	<b>ENCUMBRANCE CERTIFICATION</b>
DATE: <i>Tara [Signature]</i> 2/8/2023	DATE: <i>John S. Gray</i>	DATE: <i>Beverly Tolson</i> 2-9-2023
ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE

2/8/2023

**Extended Description:**

Change Order

Change Order No. 4 is issued to increase the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Original Contract Amount: \$1,978,000.00  
 Change Order 1: \$ 30,604.00  
 Change Order 4 Increase Request: \$ 45,137.50  
 New Contract Amount: \$2,053,741.50

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	\$2,008,604.00
Service From	Service To	Manufacturer	Model No		
2020-04-24	2023-04-23				

**Commodity Line Description:** A/E Svcs: Building Four Renovations Project

**Extended Description:**

A/E Services: Building Four Renovations Project

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101508	0.00000		0.000000	\$45,137.50
Service From	Service To	Manufacturer	Model No		
2020-04-24	2023-04-23				

**Commodity Line Description:** Change Order 4

**Extended Description:**

A/E Services: Building Four Renovations Project

January 18, 2023

Scot Casdorff  
Architecture & Engineering Manager  
WV Department of Administration  
General Services Division  
112 California Avenue,  
Charleston, WV 25305

**RE: #22010.00 West Virginia Building Four Renovations  
Change Order for Additional Services – Asbestos Air Monitoring**

Dear Scot,

Per WV GSD's direction, PWWG has retained Intertek/PSI for asbestos air monitoring services in Building 4. This would be an additional service to our base contract as described in our original proposal dated April 22, 2020.

Enclosed is a copy of the Intertek/PSI proposal that anticipates (56) fifty-six shifts of 10-hour days. Their initial monitoring rate of \$550.00 per 8-hour shift will have to be adjusted to a 10-hour day since Swope's subcontractor is scheduled to work 10-hour shifts.

This proposal will be a NOT TO EXCEED cost and will be invoiced with Intertek/PSI's daily logs of each 10-hour shift.

#### **Additional Service for Asbestos Air Monitoring**

Enclosed is Intertek/PSI's proposal dated January 16, 2023, for your reference. The proposed fee for these additional services is a NOT TO EXCEED cost of \$39,250.00.

Intertek/PSI. Fee		\$39,250.00
Including PWWG Mark-Up @ 15%	\$39,250.00x 1.15 =	<b>\$45,137.50</b>

Scot Casdorff  
General Services Division  
January 18, 2023  
PAGE 2 OF 2

If you have any questions or require additional information, please don't hesitate to call or email me.

Sincerely,

A handwritten signature in black ink that reads "Anthony Pitassi". The signature is fluid and cursive, with the first name "Anthony" written in a larger, more prominent script than the last name "Pitassi".

Anthony Pitassi, AIA, LEED AP  
Principal-in-Charge

cc: Kari Dean – General Services  
Maria Swarts – Perfido Weiskopf Wagstaff + Goettel  
Joe Filar – Perfido Weiskopf Wagstaff + Goettel

Via Email  
2 pages + Email attachments 3 pages  
2023-01-18\_WVGSD B4\_PWWG Air Monitoring



Intertek-PSI  
850 Poplar Street  
Pittsburgh, PA 15220

Tel +1 412.922.4001  
Fax +1 412.922.4043  
intertek.com/building

January 16, 2023

**Perfido, Weiskopf, Wagstaff + Goettel**  
408 Boulevard of the Allies  
Pittsburgh, Pennsylvania 15219

Attn: Mr. Joseph Filar  
[jfilar@pwwgarch.com](mailto:jfilar@pwwgarch.com)

**Re: Proposal for Asbestos Abatement Daily Air Monitoring Services**  
West Virginia State Capital Building #4  
112 California Avenue  
Charleston, West Virginia 25305  
PSI Proposal #816-308371

Dear Mr. Filar:

Thank you for giving us the opportunity to propose our services to you. Per your request, Professional Service Industries, Inc. (PSI) an Intertek Company is submitting this proposal for performance of Asbestos Abatement Daily Air Monitoring Services for the upcoming abatement project at West Virginia State Capital Building #4, located in Charleston, West Virginia. Presented below is a review of furnished project information, along with our proposed scope of services, the proposed schedule, and our fee information.

#### **PROJECT UNDERSTANDING AND PURPOSE**

PSI understands that the subject site is the State Capital Building #4, located at 112 California Avenue, Charleston, West Virginia. The project is anticipated to take fifty (56) shifts. Safeco is the asbestos abatement contractor and will be working 10-hour shifts.

The scope of abatement work consists of removing asbestos-containing pipe insulation, floor tile and mastic from the basement thru to the penthouse.

The purpose of the asbestos monitoring services is to monitor the abatement of asbestos-containing materials and to perform air monitoring throughout the project.

## SCOPE OF SERVICES

PSI will provide a WV Air Clearance Monitor / Industrial Hygiene (IH) Technician to monitor the progress of the asbestos abatement, and to collect air samples prior to and during the abatement activities.

As part of the Asbestos Monitoring Services, PSI's IH Technician will perform the following services:

- verify that the work area containment barriers are properly constructed and maintained;
- confirm compliance with worker protection requirements and specifications;
- perform work area and perimeter air monitoring;
- ensure proper decontamination and conduct final clearance inspection of the regulated areas;
- perform final clearance air monitoring; and
- review contractor transportation and disposal practices which includes disposal containers and the waste disposal manifest, if provided.

PSI will provide on-site Phase Contrast Microscopy (PCM) analysis of the samples, in accordance with NIOSH 7400 method, for immediate results. This allows the Industrial Hygiene Technician to make immediate corrections to any problems. PSI Industrial Hygiene Technicians are NIOSH 582 trained.

Following completion of the abatement project, PSI will prepare a final report summarizing the abatement and documenting all air monitoring, daily logs, visual inspection checklists, disposal records and waste manifests, inspection reports, and violations of specifications and regulations. The report will be comprehensive and will serve as formal documentation for the permanent records of the abatement activities.

## SPECIAL INSTRUCTIONS

Arrangements for access, including notification of building occupants, will be the responsibility of the client.

Upon project start-up, PSI will contact you or your designated representative regarding previous asbestos surveys or abatement, site plans/drawings, or any other specialized knowledge or information material to the assessment.

PSI will provide supplemental documentation in the form of daily air monitoring logs and sample air forms with the invoice.

## FEES

PSI will perform the Asbestos Monitoring Services and prepare a Final Report, as listed in the Scope of Services above, for the following not to exceed price of 56 shifts:

**Asbestos Air Monitoring Services (Est. 56 shifts at \$687.50/shift).. \$ 38,500.00**

Includes the Industrial Hygiene Technician on site for fifty-six shifts, up to 10 hours per day; PCM analysis of up to 8 air samples + 2 blanks per day



<b>Final Close-Out Report (Lump Sum)</b> .....	<b>\$ 750.00</b>
Includes report preparation time, clerical/administrative time, review of contractor close-out packages, and principal consultant review	
<b>Total Not to Exceed Project Estimated Cost</b> .....	<b>\$ 39,250.00</b>

**ADDITIONAL SERVICES (if needed):**

Asbestos Air Monitoring Services (Monday-Thursday 10-Hour Shift Rate)....	\$ 750.00/shift
Asbestos Air Monitoring Services (Friday-Sunday 10-Hour Shift Rate) .....	\$ 950.00/shift
Industrial Hygiene Technician ( <i>normal business hours rate</i> ).....	\$ 45.00/hour
Industrial Hygiene Technician (>8 hours per day, weekend, off shift).....	\$ 65.00/hour
<b>PCM Air Sample Analysis:</b>	
On Site (>8 air samples analyzed per day).....	\$ 10.00/sample
<b>TEM Air Sample Analysis (if needed) – NVLAP accredited Laboratory</b>	
NIOSH 7402 Rush (24 Hours Turnaround) .....	\$125.00/sample
AHERA Rush (24 Hours Turnaround).....	\$125.00/sample
<b>PLM Asbestos Bulk Sample Analysis (if needed)</b>	
3-5 Day Turnaround .....	\$15.00/sample
RUSH Same Day Turnaround (excluding shipping) .....	\$20.00/sample
Project Manager.....	\$ 90.00/hour
Principal Consultant .....	\$140.00/hour
Mileage.....	\$0.65/mile

Additional work required beyond the scope of services included in this proposal, or as caused by factors beyond PSI's control, will be invoiced on a time and materials basis. Additional work will not be performed without prior authorization. This proposal is valid for 60 days.

**AUTHORIZATION**

If this proposal is acceptable to you, PSI will perform the work in accordance with the attached General Conditions, which are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of proposal authorization.

Please call 412-922-4000 x0272 with any questions you may have, or if PSI can be of additional service. We look forward to working with you on this project.

Respectfully Submitted,

**PROFESSIONAL SERVICE INDUSTRIES, INC.**



Douglas E. Finke  
Project Manager



Larry W. Troutman, Jr., CIE  
Director, Principal Consultant





APPROVED  
*[Signature]*  
2/6/23

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
GENERAL SERVICES DIVISION  
State Capitol  
Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

Bill Barry  
Director

**MEMORANDUM**

**To:** Melissa Pettrey, Senior Buyer, State Purchasing Division

**From:** James Jones, Procurement Administrator, General Services Division *James R Jones*

**Date:** January 24, 2023

**Ref:** GSD662743, Change Order #4 Justification

Melissa:

Please allow this memorandum to serve as written explanation and justification for our request for Change Order #4 to increase CCT 0211 GSD2000000020, with Perfido Weiskopf Wagstaff & Goettel (PWWG), for the Building 4 Renovations Project (Part 3), in the amount of \$45,137.50, to a new contract total of \$2,053,741.50 per the attached documentation and the explanation given below.

We are requesting an increase of \$45,137.50, to cover Additional Services (as outlined in the original contract documents) for third party testing and monitoring during the abatement period. An initial survey by the subcontractor, Professional Services Industries, Inc (PSI) was performed during the initial building assessment in order to provide adequate details for developing construction bid documents to address asbestos contained in the building.

Original Contract Amount	=	\$1,978,000.00
Change Order 1	=	\$ 30,604.00
Change Order 4 Increase Request	=	\$ 45,137.50
Revised Contract Amount	=	\$2,053,741.50

The net change to-date to this contract, by change order, including this request, is \$75,741.50, or 3.83% of the original contract award value.

If you have any questions or need additional information, please feel free to contact me via email at [Jame.R.Jones@wv.gov](mailto:Jame.R.Jones@wv.gov) or by phone at (304) 352-5517.