



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: 02-09-2023

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 0211 4098 GSD2200000018 5	Procurement Folder:	773207
Document Name:	East Campus Metal Buildings Project	Reason for Modification:	Change Order 2 To Increase Contract
Document Description:	East Campus Metal Buildings Project		
Procurement Type:	Central Purchase Order		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-06-20
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-08-08

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000037778 SQP CONSTRUCTION GROUP INC 281 SMILEY DR ST ALBANS WV 25177 US Vendor Contact Phone: 3045323659 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Mark A Crites Requestor Phone: 304-352-5515 Requestor Email: mark.a.crites@wv.gov 23 FILE LOCATION
	Discount Allowed	Discount Percentage	Discount Days																		
#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 GROUNDS SECTION - LOT/BLDG 98 321 MICHIGAN AVE CHARLESTON WV 25305 US

2-17-23 Bar

Total Order Amount:	\$16,064,815.80
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Purchasing Division's File Copy

ENTERED

MCP 02/16/2023

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tarah 2/17/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Green</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolson 2-28-23</i> ELECTRONIC SIGNATURE ON FILE
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2/27/2023

Extended Description:

Change Order

Change Order No. 2 is issued to increase the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Effective date of change: November 30, 2022

Original Contract Price: \$16,053,853.00

Change Order 2 Increase: \$ 10,962.80

New Contract Total \$16,064,815.80

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101513	0.00000		0.000000	11578618.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:

Base Bid

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101513	0.00000		0.000000	2797510.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-01-11				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:

Alternate 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81101513	0.00000		0.000000	688428.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:

Alternate #2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81101513	0.00000		0.000000	989297.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:

Alternate #3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81101513	0.00000	EA	66.000000	0.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:
Unit price No.1
18 inch augered cast piling. Price per TWO (2) Linear feet.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	81101513	0.00000	EA	55.000000	0.00
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: East Campus Metal Buildings Project

Extended Description:
Unit Price No. 2
16 inch augered cast piling. Price per TWO (2) Linear feet.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	81101513	0.00000		0.000000	10962.80
Service From	Service To	Manufacturer		Model No	
2022-06-20	2024-08-08				

Commodity Line Description: Change Order 2

Extended Description:
Change Order 2



AIA®

Document G701® – 2017

Change Order

PROJECT: (Name and address)

Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:

Contract For: GSD02200000322-1
CTG #19027

CHANGE ORDER INFORMATION:

Change Order Number: 02 (Revised)

Date: June 20, 2022

Date: February 6, 2023

OWNER: (Name and address)

WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: (Name and address)

Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: (Name and address)

SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide payment and credits for CCD work including:

(CCD01) Provide temporary shop revisions	0.00
(CCD02) Move additional fabric shelter	4,607.74
(CCD03) Purchase of 135 gallons of diesel fuel by SQP at \$2.967/gal	- (400.55)
(CCD04) Demolish and dispose of green building	0.00
(CCD10) Water line break and cleanout	6,755.61

Total: \$ 10,962.80

The original Contract Sum was	\$ 16,053,853.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 16,053,853.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 10,962.80
The new Contract Sum including this Change Order will be	\$ 16,064,815.80

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Chapman Technical Group

ARCHITECT (Firm name)

Phillip A. Warnock
SIGNATURE

Phillip A. Warnock, AIA, NCARB
Project Architect

PRINTED NAME AND TITLE

2/6/2023
DATE

WV General Services Division

CONTRACTOR (Firm name)

SIGNATURE

James R. Jones
WVGSD
Procurement Administrator

PRINTED NAME AND TITLE

DATE

SQP Construction Group, Inc.

OWNER (Firm name)

SIGNATURE

Cade Vogelsong
Chief Operating Officer

PRINTED NAME AND TITLE

2/6/23
DATE

AIA® Document G714™ – 2017

Construction Change Directive

PROJECT: (name and address)

Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:

Contract For: GSD02200000322-1
CTG #19027

CCD INFORMATION:

Directive Number: CCD 01

Date: June 20, 2022

Date: June 9, 2022

OWNER: (name and address)

WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: (name and address)

Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: (name and address)

SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Delete temporary shop, Sheet A-4-100, Replace with A-4-100 REVI, attached. Install as located on site, between duct bank and sewer line. Allow 12'-0" from building to fence, and 22'-0" to face of AEP switch cabinet.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

☐ Lump Sum decrease of \$0.00

☐ Unit Price of \$ per

☐ Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)

☒ As follows: TBD

2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is N/A.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Chapman Technical Group
ARCHITECT (Firm name)



SIGNATURE

Phillip A. Warnock, AIA, NCARB
Project Architect

PRINTED NAME AND TITLE

6/9/2022

DATE

WV General Services Division
OWNER (Firm name)



SIGNATURE

Timothy Lee
Building Engineer

PRINTED NAME AND TITLE

6/9/22

DATE

SQP Construction Group, Inc.
CONTRACTOR (Firm name)



SIGNATURE

Andre Sappington
Project Manager

PRINTED NAME AND TITLE

6/9/22

DATE

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Construction Change Directive

PROJECT: (name and address)

Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:

Contract For: GSD02200000322-1
CTG #19027

CCD INFORMATION:

Directive Number: CCD 02 (REVISED)

Date: June 20, 2022

Date: November 21, 2022

OWNER: (name and address)

WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: (name and address)

Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: (name and address)

SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Move additional fabric shelter for grounds.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

☒ Lump Sum increase of \$4,607.74

☐ Unit Price of \$ per

☐ Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)

☐ As follows:

2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is N/A.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Chapman Technical Group

ARCHITECT (Firm name)



SIGNATURE

Phillip A. Warnock, AIA, NCARB
Project Architect

PRINTED NAME AND TITLE

1/6/2023
DATE

WV General Services Division

OWNER (Firm name)



SIGNATURE

Timothy Lee
Building Engineer

PRINTED NAME AND TITLE

1/12/23
DATE

SQP Construction Group, Inc.

CONTRACTOR (Firm name)



SIGNATURE

Cade Vogelsong
Chief Operation Officer

PRINTED NAME AND TITLE

1/11/2023
DATE



SQP Construction Group, Inc.
 281 Smiley Drive, St. Albans, West Virginia 25177
 Phone: (304) 440-9210 • Cell: (304) 590-4499
 Contact: Nick Nelson, Project Manager

Project:

East Campus

Date:

1/9/23

CCD No. 002

Proposal Description:

Relocate Additional Fabric Shelter for Grounds

COST PROPOSAL

DIRECT COSTS											
SCOPE DESCRIPTION				LABOR				MATERIAL		EQUIPMENT	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.02	Project Management			2.00	-	\$ 65.00	\$ -		\$ -		\$ -
1.03	Superintendent			10.00	-	65.00	-		-		-
1.04	Operator	1.00		10.00	10.00	35.00	350.00		-		-
1.05	General Laborer	2.00		20.00	40.00	35.00	1,400.00		-		-
1.06	Equipment Rental	1.00		-	-		-		-	1,600.00	1,600.00
1.07				-	-		-		-		-
1.08				-	-		-		-		-
1.09				-	-		-		-		-
1.10				-	-		-		-		-
1.11				-	-		-		-		-
1.12				-	-		-		-		-
1.13				-	-		-		-		-
1.14	Subtotal from Cost Proposal (this sheet)					subtotal of 1.01 - 1.13	1,750.00	subtotal of 1.01 - 1.13	-	subtotal of 1.01 - 1.13	1,600.00
1.15	Subtotal from Cost Proposal Continuation Sheet						-		-		-
1.97	Subtotal Direct Costs:					Subtotal Labor	\$1,750.00	Subtotal Mat'l	\$0.00	Subtotal Equip.	\$1,600.00
1.98	Taxes/Insurance:					Labor Burden 34% % of Item 1.97H	\$595.00	Sales Tax 7%	\$0.00	Sales Tax 7%	\$112.00
1.99	Total Direct Costs					Total Labor	\$2,345.00	Total Mat'l	\$ -	Total Equip.	\$1,712.00

SUBCONTRACTOR COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.99	Total Subcontract Costs	\$ -

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$ 2,345.00
3.02	Total Direct Material Cost	Item 1.99J	-
3.03	Total Equipment Cost	Item 1.99L	1,712.00
3.04	Subtotal	3.01+3.02+3.03	\$ 4,057.00
3.05	Overhead and Profit (%)	10.00%	405.70
3.06	Subtotal	3.04+3.05	\$ 4,462.70
3.07	Subcontractor Cost	Item 2.99	-
3.08	Subcontractor Markup (%)	15.00%	-
3.09	Subtotal	3.06+3.07+3.08	\$ 4,462.70
3.10	Additional Bond/Ins. Cost	1.25%	55.78
3.11	B&O Tax	2.00%	89.25
3.99	Total Proposal Cost	3.09+3.10+3.11	\$ 4,607.74

Submitted By

Nick Nelson
 [NAME]

[Signature]
 [SIGNATURE]

COO
 [TITLE]

1/9/23
 [DATE]



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Construction Change Directive

PROJECT: (name and address)
Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:
Contract For: GSD02200000322-1
CTG #19027

CCD INFORMATION:
Directive Number: CCD 03

Date: June 20, 2022

Date: November 21, 2022

OWNER: (name and address)
WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: (name and address)
Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: (name and address)
SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Purchase of 135 gallons of diesel fuel by SQP to reduce weight of tank prior to tank relocation at \$2.967/gal.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☐ Lump Sum decrease of \$0.00
- ☒ Unit Price of \$2.967 per gallon for 135 gallons = \$400.55
- ☐ Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)

☐ As follows:

2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is N/A.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Chapman Technical Group
ARCHITECT (Firm name)

WV General Services Division
OWNER (Firm name)

SQP Construction Group, Inc.
CONTRACTOR (Firm name)

Phillip A. Warnock

Timothy Lee

Cade Vogelsong

SIGNATURE
Phillip A. Warnock, AIA, NCARB
Project Architect
PRINTED NAME AND TITLE

SIGNATURE
Timothy Lee
Building Engineer
PRINTED NAME AND TITLE

SIGNATURE
Cade Vogelsong
Chief Operation Officer
PRINTED NAME AND TITLE

11/21/2022
DATE

11/28/22
DATE

11/22/2022
DATE



SQP Construction Group, Inc.
 281 Smiley Drive, St. Albans, West Virginia 25177
 Phone: (304) 440-9210 • Cell: (304) 590-4499
 Contact: Nick Nelson, Project Manager

Project:
 East Campus

Date: 1/15/22

CCD No. 003

Proposal Description:

Diesel Fuel from Existing Tank

COST PROPOSAL

DIRECT COSTS											
SCOPE DESCRIPTION				LABOR				MATERIAL		EQUIPMENT	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=CxE	G	H=FxG	I	J=CxI	K	L=CxK
1.02	Diesel Fuel	135.00	gal	-	-		\$ -	\$ (2.97)	\$ (400.55)		\$ -
1.03				-	-		-		-		-
1.04				-	-		-		-		-
1.05				-	-		-		-		-
1.06				-	-		-		-		-
1.07				-	-		-		-		-
1.08				-	-		-		-		-
1.09				-	-		-		-		-
1.10				-	-		-		-		-
1.11				-	-		-		-		-
1.12				-	-		-		-		-
1.13				-	-		-		-		-
1.14	Subtotal from Cost Proposal (this sheet)					Subtotal of 1.01 - 1.13	-	Subtotal of 1.01 - 1.13	(400.55)	Subtotal of 1.01 - 1.13	-
1.15	Subtotal from Cost Proposal Continuation Sheet						-		-		-
1.97	Subtotal Direct Costs:				Subtotal Labor		\$0.00	Subtotal Mat'l	(\$400.55)	Subtotal Equip.	\$0.00
1.98	Taxes/Insurance:				Labor Burden 34% % of Item 1.97H		\$0.00	Sales Tax	\$0.00	Sales Tax	\$0.00
1.99	Total Direct Costs				Total Labor		\$0.00	Total Mat'l	\$ (400.55)	Total Equip.	\$0.00

SUBCONTRACTOR COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.99	Total Subcontract Costs	\$ -

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$ -
3.02	Total Direct Material Cost	Item 1.99J	(400.55)
3.03	Total Equipment Cost	Item 1.99L	-
3.04	Subtotal	3.01+3.02+3.03	\$ (400.55)
3.05	Overhead and Profit (%)	0.00%	-
3.06	Subtotal	3.04+3.05	\$ (400.55)
3.07	Subcontractor Cost	Item 2.99	-
3.08	Subcontractor Markup (%)	15.00%	-
3.09	Subtotal	3.06+3.07+3.08	\$ (400.55)
3.10	Additional Bond/Ins. Cost		-
3.11	B&O Tax		-
3.99	Total Proposal Cost	3.09+3.10+3.11	\$ (400.55)

Submitted By

Chris Vogelstein
 (NAME)
[Signature]
 (SIGNATURE)
 COO
 (TITLE)
 1/15/22
 (DATE)

AIA Document G714™ – 2017

Construction Change Directive

PROJECT: (name and address)

Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:

Contract For: GSD02200000322-1
CTG #19027

CCD INFORMATION:

Directive Number: CCD 04

Date: June 20, 2022

Date: November 21, 2022

OWNER: (name and address)

WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: (name and address)

Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: (name and address)

SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Demolish and dispose of green building.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☐ Lump Sum decrease of \$0.00
☐ Unit Price of \$ per
☐ Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)

☒ As follows: (0.00)

2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is N/A.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Chapman Technical Group
ARCHITECT (Firm name)



SIGNATURE

Phillip A. Warnock, AIA, NCARB
Project Architect

PRINTED NAME AND TITLE

11/21/2022

DATE

WV General Services Division
OWNER (Firm name)



SIGNATURE


Timothy Lee
Building Engineer

PRINTED NAME AND TITLE

11/28/22

DATE

SQP Construction Group, Inc.
CONTRACTOR (Firm name)



SIGNATURE

Cade Vogelsong
Chief Operation Officer

PRINTED NAME AND TITLE

11/22/2022

DATE



SQP Construction Group, Inc.
 281 Smiley Drive, St. Albans, West Virginia 25177
 Phone: (304) 440-9210 • Cell: (304) 590-4499
 Contact: Nick Nelson, Project Manager

Project:
 East Campus

Date: 11/16/22

CCD No. 004

Proposal Description:

Demolish and dispose of Green Building - \$0

COST PROPOSAL

DIRECT COSTS											
SCOPE DESCRIPTION				LABOR				MATERIAL		EQUIPMENT	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.02				-	-		\$ -		\$ -		\$ -
1.03				-	-		-		-		-
1.04				-	-		-		-		-
1.05				-	-		-		-		-
1.06				-	-		-		-		-
1.07				-	-		-		-		-
1.08				-	-		-		-		-
1.09				-	-		-		-		-
1.10				-	-		-		-		-
1.11				-	-		-		-		-
1.12				-	-		-		-		-
1.13				-	-		-		-		-
1.14	Subtotal from Cost Proposal (this sheet)					Subtotal of 1.01 - 1.13	-	Subtotal of 1.01 - 1.13	-	Subtotal of 1.01 - 1.13	-
1.15	Subtotal from Cost Proposal Continuation Sheet						-		-		-
1.97	Subtotal Direct Costs:					Subtotal Labor	\$0.00	Subtotal Mat'l	\$0.00	Subtotal Equip.	\$0.00
1.98	Taxes/Insurance:				Labor Burden 34% % of Item 1.97H		\$0.00	Sales Tax 7%	\$0.00	Sales Tax 7%	\$0.00
1.99	Total Direct Costs					Total Labor	\$0.00	Total Mat'l	\$ -	Total Equip.	\$0.00

SUBCONTRACTOR COSTS		
Item No.	Subcontractor Name	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.99	Total Subcontract Costs	\$ -

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost Item 1.99H	\$ -
3.02	Total Direct Material Cost Item 1.99J	-
3.03	Total Equipment Cost Item 1.99L	-
3.04	Subtotal 3.01+3.02+3.03	\$ -
3.05	Overhead and Profit (%) 10.00%	-
3.06	Subtotal 3.04+3.05	\$ -
3.07	Subcontractor Cost Item 2.99	-
3.08	Subcontractor Markup (%) 15.00%	-
3.09	Subtotal 3.06+3.07+3.08	\$ -
3.10	Additional Bond/Ins. Cost 1.25%	-
3.11	B&O Tax 2.00%	-
3.99	Total Proposal Cost 3.09+3.10+3.11	\$ -

Submitted By

Cade V. [NAME]
 [SIGNATURE]
 [TITLE]
 11/16/22 [DATE]

AIA® Document G714™ – 2017

Construction Change Directive

PROJECT: *(name and address)*
Capitol East Campus
321 Michigan Avenue
Charleston WV 25305

CONTRACT INFORMATION:
Contract For: GSD02200000322-1
CTG #19027

CCD INFORMATION:
Directive Number: CCD 10

Date: June 20, 2022

Date: November 21, 2022

OWNER: *(name and address)*
WV General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

ARCHITECT: *(name and address)*
Chapman Technical Group
200 Sixth Avenue
Saint Albans, WV 25177

CONTRACTOR: *(name and address)*
SQP Construction, Inc.
281 Smiley Drive
Saint Albans, WV 25177

The Contractor is hereby directed to make the following change(s) in this Contract:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Water line break and cleanup.

PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

☒ Lump Sum increase of \$6,755.61

☐ Unit Price of \$ _____ per _____

☐ Cost, as defined below, plus the following fee:
(Insert a definition of, or method for determining, cost)

☐ As follows:

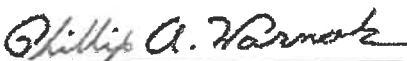
2. The Contract Time is proposed to remain unchanged. The proposed adjustment, if any, is N/A.

NOTE: The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

Chapman Technical Group
ARCHITECT *(Firm name)*



SIGNATURE

Phillip A. Warnock, AIA, NCARB
Project Architect

PRINTED NAME AND TITLE

11/21/2022

DATE

WV General Services Division
OWNER *(Firm name)*



SIGNATURE

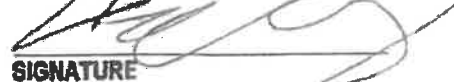
Timothy Lee
Building Engineer

PRINTED NAME AND TITLE

11/28/22

DATE

SQP Construction Group, Inc.
CONTRACTOR *(Firm name)*



SIGNATURE

Cade Vogelsong
Chief Operation Officer

PRINTED NAME AND TITLE

11/22/2022

DATE



SQP Construction Group, Inc.
 281 Smiley Drive, St. Albans, West Virginia 25177
 Phone: (304) 440-9210 • Cell: (304) 590-4499
 Contact: Nick Nelson, Project Manager

Project:

East Campus

Date: 11/16/22

CCD No. 010

Proposal Description:

Main Line Water Break, Emergency Cleanup and Repair

COST PROPOSAL

DIRECT COSTS											
SCOPE DESCRIPTION				LABOR				MATERIAL		EQUIPMENT	
Item No.	Description	Quantity	Qty Units	Direct Labor Hours Per Unit	Total Direct Labor Hours	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Material Cost Per Unit	Total Material Cost	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F = C x E	G	H = F x G	I	J = C x I	K	L = C x K
1.02	Foreman	1.00		10.00	10.00	\$ 65.00	\$ 650.00		\$ -	\$ 800.00	\$ 800.00
1.03					-		-		-		-
1.04	General Labor	1.00		10.00	10.00	35.00	350.00		-		-
1.05	Operator	2.00		10.00	20.00	35.00	700.00		-	800.00	1,600.00
1.06	Pumps & Generator	3.00		-	-		-		-	250.00	750.00
1.07				-	-		-		-		-
1.08				-	-		-		-		-
1.09				-	-		-		-		-
1.10				-	-		-		-		-
1.11				-	-		-		-		-
1.12				-	-		-		-		-
1.13				-	-		-		-		-
1.14	Subtotal from Cost Proposal (this sheet)					subtotal of 1.01 - 1.13	1,700.00	subtotal of 1.01 - 1.13	-	subtotal of 1.01 - 1.13	3,150.00
1.15	Subtotal from Cost Proposal Continuation Sheet						-		-		-
1.97	Subtotal Direct Costs:					Subtotal Labor	\$1,700.00	Subtotal Mat'l	\$0.00	Subtotal Equip.	\$3,150.00
1.98	Taxes/Insurance:					Labor Burden 34% % of Item 1.97H	\$578.00	Sales Tax 7%	\$0.00	Sales Tax 7%	\$220.50
1.99	Total Direct Costs					Total Labor	\$2,278.00	Total Mat'l	\$ -	Total Equip.	\$3,370.50

SUBCONTRACTOR COSTS		
Item No.	Subcontractor Name	Total Cost
A	B	C
2.01		
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.10		
2.99	Total Subcontract Costs	\$ -

SUMMARY			
Item No.	Description		Total Cost
3.01	Total Direct Labor Cost	Item 1.99H	\$ 2,278.00
3.02	Total Direct Material Cost	Item 1.99J	-
3.03	Total Equipment Cost	Item 1.99L	3,370.50
3.04	Subtotal	3.01+3.02+3.03	\$ 5,648.50
3.05	Overhead and Profit (%)	15.00%	847.28
3.06	Subtotal	3.04+3.05	\$ 6,495.78
3.07	Subcontractor Cost	Item 2.99	-
3.08	Subcontractor Markup (%)	10.00%	-
3.09	Subtotal	3.06+3.07+3.08	\$ 6,495.78
3.10	Additional Bond/Ins. Cost	2.00%	129.92
3.11	B&O Tax	2.00%	129.92
3.99	Total Proposal Cost	3.09+3.10+3.11	\$ 6,755.61

Submitted By

Chris Nelson
 (NAME)

[Signature]
 (SIGNATURE)

COO
 (TITLE)

11/16/22
 (DATE)

INCREASE PENALTY RIDER

BOND AMOUNT \$16,053,974.00 BOND NO. PB02597100387

To be attached and form a part of Bond No. PB02597100387 dated the 6th Day of February, 2022, executed by Philadelphia Indemnity Insurance Company as surety, on behalf of SQP Construction Group, Inc. as current principal of record, and in favor of State of West Virginia, as Obligee for CRFQ GSD2200000014 East Campus Metal Building Project, and in the amount of Sixteen Million Fifty Three Thousand Nine Hundred Seventy Four Dollars and 00/100 (\$16,053,974.00).

In consideration of the agreed premium charged for this bond, it is understood and agreed that Philadelphia Indemnity Insurance Company hereby consents that effective from the 25th Day of January, 2023, said bond shall be amended as follows:

THE BOND PENALTY SHALL BE INCREASED:

FROM: Sixteen Million Fifty Three Thousand Nine Hundred Seventy Four Dollars and 00/100 (\$16,053,974.00)

TO: Sixteen Million Sixty Five Thousand Seven Hundred Thirty Seven Dollars and 90/100 (\$16,065,737.90)

The INCREASE of said bond penalty shall be effective as of the 25th Day of January, 2023, and does hereby agree that the continuity of protection under said bond subject to changes in penalty shall not be impaired hereby, provided that the aggregate liability of the above mentioned bond shall not exceed the amount of liability assumed by it at the time the act and/or acts of default were committed and in no event shall such liability be cumulative.

Signed, sealed and dated this 25th Day of January, 2023

SQP Construction Group, Inc.
PRINCIPAL

BY

[Signature], President

Philadelphia Indemnity Insurance Company
SURETY

BY

[Signature]

Douglas P. Taylor, Licensed WV Resident Agent, ATTORNEY-IN-FACT

THE ABOVE BOND IS HEREBY AGREED TO AND ACCEPTED BY:

State of West Virginia
OBLIGEE

BY

[Signature]

Procurement Admin
TITLE

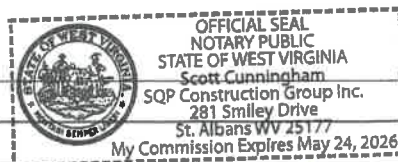
ACKNOWLEDGMENTS

Acknowledgment by Principal if individual or Partnership

1. STATE OF _____
2. County of _____ to-wit: _____
3. I, _____, a Notary Public in and for the _____
4. 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 _____

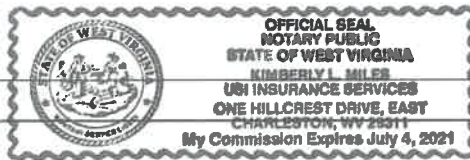
Acknowledgment by Principal if Corporation

9. STATE OF West Virginia
10. County of Kanawha
11. I, Scott Cunningham
12. county and state aforesaid, do hereby certify that Donald O. Gatewood
13. who as, President 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 25th day of January 20 23
16. Notary Seal _____ 17: AS
(Notary Public)
18. My commission expires on the 24th day of May 20 26



Acknowledgment by Surety

19. STATE OF West Virginia
20. County of Kanawha
21. I, Kimberly L. Miles
22. county and state aforesaid, do hereby certify that Douglas P. Taylor
23. who as, Attorney-in-fact signed the foregoing writing for _____
24. Philadelphia Indemnity 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 25th day of January 20 23
26. Notary Seal _____ 27: Kimberly L. Miles
(Notary Public)
28. My commission expires on the 4th day of July 20 26



Sufficiency in Form and Manner of Execution Approved

This 27th day of February 20 23

By: _____

Attorney General

(Deputy Attorney General)

PHILADELPHIA INDEMNITY INSURANCE COMPANY

One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004-0950

Power of Attorney

KNOW ALL PERSONS BY THESE PRESENTS: That **PHILADELPHIA INDEMNITY INSURANCE COMPANY** (the Company), a corporation organized and existing under the laws of the Commonwealth of Pennsylvania, does hereby constitute and appoint Douglas P. Taylor, Andrew K. Teeter, Kimberly L. Miles, and Tammy S. Selbe of USI Insurance Services, LLC its true and lawful Attorney-in-fact with full authority to execute on its behalf bonds, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature thereof, issued in the course of its business and to bind the Company thereby, in an amount not to exceed \$50,000,000.00.

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PHILADELPHIA INDEMNITY INSURANCE COMPANY on the 14th of November, 2016.

RESOLVED:

That the Board of Directors hereby authorizes the President or any Vice President of the Company: (1) Appoint Attorney(s) in Fact and authorize the Attorney(s) in Fact to execute on behalf of the Company bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof and to attach the seal of the Company thereto; and (2) to remove, at any time, any such Attorney-in-Fact and revoke the authority given. And, be it

**FURTHER
RESOLVED:**

That the signatures of such officers and the seal of the Company may be affixed to any such Power of Attorney or certificate relating thereto by facsimile, and any such Power of Attorney so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

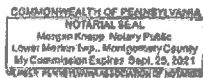
IN TESTIMONY WHEREOF, PHILADELPHIA INDEMNITY INSURANCE COMPANY HAS CAUSED THIS INSTRUMENT TO BE SIGNED AND ITS CORPORATE SEAL TO BE AFFIXED BY ITS AUTHORIZED OFFICE THIS 27TH DAY OF OCTOBER, 2017.



(Seal)

Robert D. O'Leary Jr., President & CEO
Philadelphia Indemnity Insurance Company

On this 27th day of October, 2017, before me came the individual who executed the preceding instrument, to me personally known, and being by me duly sworn said that he is the therein described and authorized officer of the **PHILADELPHIA INDEMNITY INSURANCE COMPANY**; that the seal affixed to said instrument is the Corporate seal of said Company; that the said Corporate Seal and his signature were duly affixed.



(Notary Seal)

Notary Public:

residing at:

Bala Cynwyd, PA

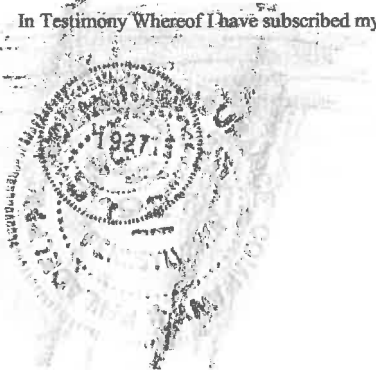
My commission expires:

September 25, 2021

I, Edward Sayago, Corporate Secretary of PHILADELPHIA INDEMNITY INSURANCE COMPANY, do hereby certify that the foregoing resolution of the Board of Directors and the Power of Attorney issued pursuant thereto on the 27th day of October, 2017 are true and correct and are still in full force and effect. I do further certify that Robert D. O'Leary Jr., who executed the Power of Attorney as President, was on the date of execution of the attached Power of Attorney the duly elected President of PHILADELPHIA INDEMNITY INSURANCE COMPANY.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 25th day of January, 2023.

Edward Sayago, Corporate Secretary
PHILADELPHIA INDEMNITY INSURANCE COMPANY





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

Mark D. Scott
Cabinet Secretary

Bill Barry
Director

[Signature]
APPROVED
2/14/23

MEMORANDUM

To: Melissa Pettrey, Senior Buyer, State Purchasing Division

From: James Jones, Procurement Administrator, General Services Division

James R Jones

Date: February 6, 2023

Ref: GSD776207, Change Order #2 Justification

Melissa:

Please allow this memorandum to serve as written explanation and justification for our request for Change Order #2 to increase CPO GSD2200000018, with SQP Construction Group, for the East Campus Metal Buildings Project, in the amount of \$10,962.80, to a new contract total of \$16,064,815.80 per the attached documentation and the explanation given below.

We are requesting a net increase of \$10,962.80, to cover moving an additional fabric shelter from the construction site to an area adjacent to Bldg. 13 (parking garage), to account for work to repair damage to a water main line that had not been identified previously by the water company, and to account for diesel fuel that the Vendor purchased from the Agency, as part of the move of fuel tanks included in the original contract.

Original Contract Amount	=	\$16,053,853.00
Change Order 2 Increase Request	=	\$ 10,962.80
Revised Contract Amount	=	\$16,064,815.80

The net change to-date to this contract, by change order, including this request, is \$10,962.80, or 0.068% 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 or by phone at (304) 352-5517.