



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: 03-08-2023

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 0310 6546 DNR2100000004 6	Procurement Folder:	809923
Document Name:	White Horse Mt WMA New Headquarters Construction	Reason for Modification:	Change Order No. 03 issued to decrease and close out the contract.
Document Description:	Change Order No. 03		
Procurement Type:	Central Purchase Order		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-07-07
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-05-02

VENDOR			
Vendor Customer Code:	000000173354		
HIGH POINT CONSTRUCTION GROUP LLC PO BOX 577			
BUCKHANNON	WV	26201	
US			
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		

DEPARTMENT CONTACT	
Requestor Name:	James H Adkins
Requestor Phone:	(304) 558-3397
Requestor Email:	jamie.h.adkins@wv.gov
<h1>23</h1> <p>FILE LOCATION _____</p>	

INVOICE TO	
DIVISION OF NATURAL RESOURCES PARKS & RECREATION-PEM SECTION 324 4TH AVE SOUTH CHARLESTON WV 25305 US	

SHIP TO	
STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

3-9-23 BAW

Total Order Amount:	\$670,500.00
----------------------------	--------------

Purchasing Division's File Copy

ENTERED

JA 3-8-2023

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mary Cox - 3/8/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>3/9/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Toler 3-9-23</i> ELECTRONIC SIGNATURE ON FILE
--	--	---

Extended Description:**Change Order**

Change Order No. 03 issued to decrease the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is decreased as defined in the attached documentation. This change request represents final quantities.

Effective: 05/02/2022.

Original Contract Price: \$698,500.00
 Change Order No. 02 Increase: 37,000.00
 Change Order No. 03 Decrease: (65,000.00)

Contract New Total: \$670,500.00

All provisions of the original contract and subsequent change orders not modified herein shall remain in full force and effect.

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72120000	0.00000		0.000000	633500.00
Service From	Service To	Manufacturer	Model No		
2021-07-07	2022-05-02				

Commodity Line Description: Building Construction Services

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72120000	0.00000		0.000000	37000.00
Service From	Service To	Manufacturer	Model No		
2021-07-07	2022-05-02				

Commodity Line Description: Change Order No. 02

Extended Description:

Construction of White Horse Mountain WMA New Headquarters building.

WEST VIRGINIA



Governor Jim Justice

Director Brett W. McMillion

September 13, 2022

Jamie H. Adkins, Chief Procurement Officer
WV Division of Natural Resources
Property and Procurement Office
324 4th Avenue
South Charleston, WV 25303

BAK.

RE: White Horse Mountain WMA
New Headquarters Construction CPO DNR 2100000004
Change Order No. 3

Dear Mr. Adkins,

The WV Division of Natural Resources, Parks and Recreation Section requests that changes be made to the Contract Documents of the subject project. Change Order No. 3 is necessary to eliminate the electrical service allowance from the contractor's scope of work. This fee was paid to Potomac Edison by the WVDNR. This represents final quantities.

Current contract amount	\$735,500.00
Change order No. 6	- \$65,000.00
New contract amount	\$670,500.00

Sincerely,

A handwritten signature in cursive script that reads "Deborah Demyan".

Deborah Demyan, Project Engineer
WV Division of Natural Resources
Parks and Recreation Section



Governor Jim Justice

Director Brett W. McMillion

March 1, 2023

Jamie H. Adkins, Chief Procurement Officer
WV Division of Natural Resources
Property and Procurement Office
324 4th Avenue
South Charleston, WV 25303

RE: White Horse Mountain WMA
New Headquarters Construction CPP DNR 2100000004
Change Order No. 3
20 day late letter

Dear Mr. Adkins,

The WVDNR Change Order No. 3 contract closeout is more than 20-days past the effective date. There were delays in receiving documentation of the final quantities. In addition, the closeout was inadvertently missed during transition in PEM management due to personnel changes. Please process.

Sincerely,

A handwritten signature in black ink that reads "Deborah Demyan". The signature is written in a cursive, flowing style.

Deborah Demyan, Project Engineer
WV Division of Natural Resources
Parks and Recreation Section



**Chapman
Technical
Group**
a division of
CTG

September 8, 2022

Mrs. Debbie Demyan, P.E.
WV Division of Natural Resources
324 4th Avenue
South Charleston, West Virginia 25303

Re: White Horse WMA

Dear Mrs. Demyan,

At the request of WVDNR, the contractor for the White Horse WMA Storage Building eliminated providing the electrical service from their scope of work. WVDNR is paying for the work directly to the Power Company. We have reviewed the cost adjustment and it is equal to the allowance noted for the scope of work in the Pay App and bid documents. Attached are the pertinent documents to process the change order.

Sincerely,

CHAPMAN TECHNICAL GROUP

Phillip A. Warnock, AIA, NCARB
Project Architect

200 Sixth Avenue
Saint Albans, WV 25177

304.727.5501
304.727.5580 Fax

Buckhannon, WV
Lexington, KY

www.ctg.com



September 12, 2022

Whitehorse WMA
Attention: Debby Demyan

RE: Allowance for Electrical Service

To whom it may concern,

The purpose of this letter is to verify that High Point Construction did not use the \$65,000 allowance for the electrical service to the building.

Sincerely,

A handwritten signature in black ink, appearing to read "David J. Smith", is written over a horizontal line.

David J. Smith
Member - President



AIA[®]

Document G701™ – 2017

Change Order

PROJECT: (Name and address) White Horse Mountain WMA New Headquarters Construction CRFO 0310 DNR2100000004	CONTRACT INFORMATION: Contract For: General Construction Date: July 7, 2021	CHANGE ORDER INFORMATION: Change Order Number: 3 Date: September 1, 2022
OWNER: (Name and address) WV Division of Natural Resources 324 4 th Avenue South Charleston, WV 25305	ARCHITECT: (Name and address) Chapman Technical Group 200 Sixth Avenue Saint Albans, WV 25177	CONTRACTOR: (Name and address) High Point Construction PO Box 577 Buckhannon, WV 26201

THE CONTRACT IS CHANGED AS FOLLOWS:

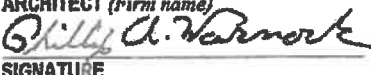


(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Deduction of \$65,000.00 power company allowance. Provision of power to be paid for by Owner.

The original Contract Sum was	\$	698,500.00
The net change by previously authorized Change Orders	\$	37,000.00
The Contract Sum prior to this Change Order was	\$	735,500.00
The Contract Sum will be increased by this Change Order in the amount of	\$	-65,000.00
The new Contract Sum including this Change Order will be	\$	670,500.00

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)  SIGNATURE	High Point Construction CONTRACTOR (Firm name)  SIGNATURE	WV Division of Natural Resources OWNER (Firm name)  SIGNATURE
Phillip A. Warnock, AIA Project Architect PRINTED NAME AND TITLE 9/8/2022 DATE	David Smith General Manager PRINTED NAME AND TITLE 9/9/2022 DATE	Brett W. McMillion Director PRINTED NAME AND TITLE 9/21/2022 DATE