



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: 01-24-2023

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CPO 0403 0403 DBS2100000001 4	<b>Procurement Folder:</b>	846401
<b>Document Name:</b>	PE Building ADA Access and related construction	<b>Reason for Modification:</b>	Change Order 3 issued for no cost time extension.
<b>Document Description:</b>	PE Building ADA Access and related construction		
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Joseph E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-07-12
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-03-31

VENDOR		DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000204338	<b>Requestor Name:</b>	Michelle L Childers	
W HARLEY MILLER CONTRACTORS INC PO BOX 945		<b>Requestor Phone:</b>	(304) 558-2686	
MARTINSBURG WV 254020945		<b>Requestor Email:</b>	michelle.childers@k12.wv.us	
US		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-size: 18pt; font-weight: bold;">FILE LOCATION _____</div>		
<b>Vendor Contact Phone:</b>	3042678959			<b>Extension:</b>
<b>Discount Details:</b>				
<b>#1</b>	No	0.0000	0	
<b>#2</b>	Not Entered			
<b>#3</b>	Not Entered			
<b>#4</b>	Not Entered			

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST	CENTRAL SUPPLY SCHOOL FOR THE DEAF & BLIND 301 EAST MAIN ST
ROMNEY WV 26757-1894	ROMNEY WV 26757-1894
US	US

1-25-23 BHT

<b>Total Order Amount:</b>	\$126,500.00
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Purchasing Division's File Copy

ENTERED

*JH* 1-24-2023

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Jan 24 1-24-23</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>Jan 24 1-24-23</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>1/27/2023</i> ELECTRONIC SIGNATURE ON FILE
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1/27/2023

**Extended Description:**

Change Order

Change Order No. 03 issued to extend the original contract to March 31, 2023, according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project only.

Effective date of change 1/20/2023

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152705	0.00000		0.000000	126500.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Sidewalk or ramp construction service

**Extended Description:**

Sidewalk or ramp construction service



# The West Virginia Schools for the Deaf and the Blind

Established 1870  
301 EAST MAIN STREET  
ROMNEY, WEST VIRGINIA 26757  
Telephone - 304-822-4800

TO: Josh Hager, Senior Buyer, West Virginia Purchasing Division

From: Tabitha Crist, CFO, West Virginia Schools for the Deaf and the Blind *TJC*

Date: January 20, 2023

Subject: CPO DBS 2100000001  
PE Building ADA access and Related Construction – No cost time extension request

We are requesting to extend the contract date for CPO DBS 21 001 as a no cost time extension until 3/31/2023. The railing on the ramp had to be adjusted due to the ADA Access not fully being accessible for those using white canes and there were delays in being able to get the railing.



# The West Virginia Schools for the Deaf and the Blind

Established 1870  
301 EAST MAIN STREET  
ROMNEY, WEST VIRGINIA 26757  
Telephone - 304-822-4800

TO: Josh Hager, Senior Buyer, West Virginia Purchasing Division

From: Tabitha Crist, CFO, West Virginia Schools for the Deaf and the Blind TJC

Date: January 20, 2023

Subject: CPO DBS 2100000001  
PE Building ADA access and Related Construction – Back Date justification

When the project extended passed the expiration date, we requested the extension request documents from the contractor and the A&E firm. We made the request several times. The signed documents were only recently sent to us allowing us to make this request.

## Change Order

**PROJECT:** *(Name and address)*  
 Physical Education Building ADA  
 301 East Main Street  
 Romney, WV 26757

**CONTRACT INFORMATION:**  
 Contract For: Construction  
 Date: 1 June 2021

**CHANGE ORDER INFORMATION:**  
 Change Order Number: 003  
 Date: 28 December 2022

**OWNER:** *(Name and address)*  
 West Virginia School for Deaf & Blind  
 301 East Main Street  
 Romney, WV 26757

**ARCHITECT:** *(Name and address)*  
 McKinley Architecture + Engineering  
 32-20<sup>th</sup> Street  
 Wheeling, WV 26003

**CONTRACTOR:** *(Name and address)*  
 W. Harley Miller Contractors, Inc  
 1193 Hedgesville Road  
 Martinsburg, WV 25403

**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.)*

The original Contract Sum was	\$ 126,500.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 126,500.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 126,500.00

The Contract Time will be increased by Two hundred and twelve (212) days.  
 The new date of Substantial Completion will be 31 March 2023

**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.**

McKinley Architecture + Engineering

W. Harley Miller Inc

WVSDDB

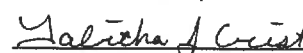
ARCHITECT *(Firm name)*

CONTRACTOR *(Firm name)*

OWNER *(Firm name)*

  
 SIGNATURE

  
 SIGNATURE

  
 SIGNATURE

Bob Smith, CA  
 PRINTED NAME AND TITLE

James Dailey, President  
 PRINTED NAME AND TITLE

Tabitha Crist, CFO  
 PRINTED NAME AND TITLE

29 Dec 2022  
 DATE

12/30/22  
 DATE

1/17/2023  
 DATE



BUILDING PROFESSIONALS

December 6, 2022

Micah Whitlow, M.Ed., MSTM  
School Facilities Services Manager  
Office of School Operations

Re: WVSD - ADA Access – CRFQ 0403 DBS2100000004

Dear Micah:

We would like to request a no cost time extension change order to extend the contract date for the above referenced project to 3/31/ 2023. This will allow us to finish some of the work that was delayed due to supply chain issues and complete the final closeout of the project.

Should this proposal meet with your satisfaction, we request a formal change order to our contract be issued.

Very truly yours,  
**W. HARLEY MILLER CONTRACTORS, INC.**

A handwritten signature in black ink, appearing to read "James W. Dailey, III". The signature is fluid and cursive, with a large loop at the end.

James W. Dailey, III  
President