



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

State of West Virginia  
**Purchase Order**

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: 01-24-2023

<b>Order Number:</b>	CPO 0403 0403 DBS2100000002 6	<b>Procurement Folder:</b>	847930
<b>Document Name:</b>	Campus wide access safety and related construction	<b>Reason for Modification:</b>	Change Order 5 issued for no cost time extension.
<b>Document Description:</b>	Campus wide access safety 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: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; 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 KTB

<b>Total Order Amount:</b>	\$308,363.00
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Purchasing Division's File Copy

ENTERED

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

Change Order

Change Order No. 05 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 01/20/2023

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72000000	0.00000		0.000000	285000.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Building and Facility Construction and Maintenance Services**Extended Description:**

Building and Facility Construction and Maintenance Services

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	23363.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Addition of ADA ramp and power door operation**Extended Description:**

CO#3 - Addition of ADA ramp and power door operation.



# 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 2100000002  
Campus wide access safety and related construction – Back Date justification

When the project extended passed the expiration date, we requested the extension 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 start the extension process.



# 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 2100000002  
Campus wide access safety and related construction – No cost time extension

We are requesting to extend the contract date for CPO DBS 21 002 as a no cost time extension until 3/31/2023. There have been several supply chain issues for the contractor getting the product to complete the doors and door access. Unavailable product has caused multiple start and stops with the project accounting for the delay.



December 6, 2022

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

Re: WVSDB - Campus Wide Access Safety - CRFQ 0403 DBS210000002

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

JWD/kk  
CC: Accounting Dept.



**AIA**<sup>®</sup>

# Document G701™ – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Campus Wide Access Safety  
301 East Main Street  
Romney, WV 26757

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

**CHANGE ORDER INFORMATION:**  
Change Order Number: 005  
  
Date: 28 December 2022

**OWNER:** *(Name and address)*  
WVSDB  
301 East Main Street  
Romney, WV 26757-1894

**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.  
PO Box 945  
Martinsburg, WV 25402

**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.)*

Change Order is a "No Cost" time extension due to continual supply change deficiencies and time required to complete close out documentation.

The original Contract Sum was	\$	285,000.00
The net change by previously authorized Change Orders	\$	23,363.00
The Contract Sum prior to this Change Order was	\$	308,363.00
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	\$	308,363.00

The Contract Time will be increased by one hundred and ninety seven (197) 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  
ARCHITECT *(Firm name)*

SIGNATURE

Bob Smith, CA  
PRINTED NAME AND TITLE

29 Dec 2022

DATE

W. Harley Miller Contractors, Inc.  
CONTRACTOR *(Firm name)*

SIGNATURE

James Dailey, President  
PRINTED NAME AND TITLE

12/30/22

DATE

WVSDB

OWNER *(Firm name)*

SIGNATURE

Tabitha Crist, CFO  
PRINTED NAME AND TITLE

DATE