



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: 01-20-2023

Order Number:	CPO 0603 0603 ADJ2100000047 7	Procurement Folder:	881219
Document Name:	MCA South- Generators & Transfer Switches Installation	Reason for Modification:	Change Order No 4- To extend the contract time per the attached documentation.
Document Description:	Change Order No. 4- To extend contract time only		
Procurement Type:	Central Purchase Order		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-07-27
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-03-30

VENDOR		DEPARTMENT CONTACT																					
Vendor Customer Code:	VS0000012488	Requestor Name:	Charles A Bowman																				
MASTER SERVICE CORPORATION 2553 HARRISON AVE		Requestor Phone:	(304) 561-6654																				
ELKINS WV 26241 US		Requestor Email:	charles.a.bowman26.nfg@army.mil																				
Vendor Contact Phone:	304-636-8170 Extension:	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION</div>																					
Discount Details:																							
	<table border="1" style="width: 100%;"><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		
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INVOICE TO	SHIP TO
STATE FINANCE ADJUTANT GENERALS OFFICE 1703 COONSKIN DR CHARLESTON WV 25311-1085 US	MOUNTAINEER CHALLENGE PROGRAM - SOUTH ADJUTANT GENERALS OFFICE 305 FAYETTE PIKE MONTGOMERY WV 25136 US

1-24-23 BAT

Total Order Amount:	\$823,196.00
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Purchasing Division's File Copy

ENTRICKED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara H 1/23/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>1/25/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>1/26/2023</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

CHANGE ORDER NO. 4

To extend the original contract according to all terms, conditions, prices and specifications contained in the original contract and all authorized change orders per the attached documentation.

No change in contract total. Effective date of change: 01/04/2023

Effective date of extension 12/16/2022 through 03/30/2023

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	26111604	0.00000		0.000000	397000.00
Service From	Service To	Manufacturer		Model No	
2021-07-27	2023-03-30				

Commodity Line Description: 300KW Generator and Transfer Switch-Maclin Hall

Extended Description:

Contract Item #1- Lump Sum Price for 300KW Gas Powered Generator and 600AMP Transfer Switch and Installation for Maclin Hall, per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	26111604	0.00000		0.000000	424000.00
Service From	Service To	Manufacturer		Model No	
2021-07-27	2023-03-30				

Commodity Line Description: 300KW Generator and Transfer Switch-The Tech Center

Extended Description:

Contract Item #1- Lump Sum Price for 300KW Gas Powered Generator and 800AMP Transfer Switch and Installation for The Tech Center, per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	26111604	0.00000		0.000000	2196.00
Service From	Service To	Manufacturer		Model No	
2022-09-13	2023-03-30				

Commodity Line Description: CHANGE ORDER NO. 3- To extend contract time & increase price

Extended Description:

CHANGE ORDER NO. 3- To extend contract time and increase contract amount per the attached documentation.



DEPARTMENT OF THE ARMY
ADJUTANT GENERAL'S OFFICE
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWW-FMO

20 January 2023

TO: Ms. Tara Lyle, Buyer Supervisor
West Virginia Division of Purchasing

FROM: Mr. Dean Wingerd, Procurement Analyst
Office of the Adjutant General, State of West Virginia

RE: Change Order Justification
CPO-ADJ2100000047
CO#4 MCA South- Generators & Transfer Switches Installation
Master Service Corporation

This change order request for the project noted above is to extend the contract time until March 30, 2023. The letter dated January 4, 2023, from the Vendor reflects this request for an extension to the contract and is attached to this submission. This change order request is necessary because of delays in the product availability of gas piping and fencing components, this extension will allow for completion of the work, and to allow for the final invoice payment. This change order request is late because of state holidays, staff vacations and illness, and because of staff workload.

Per this justification, we respectfully request the approval of Change Order #4 as submitted.

The point of contact for this correspondence is the undersigned at 304-561-6629 or email at claude.d.wingerd.nfg@army.mil.

Dean Wingerd
Procurement Analyst
WV Military Authority
Construction & Facilities Management Office

Extension
Approved
JL



Master Service™
Industrial & Commercial Electrical Contracting

2553 Harrison Avenue ♦ Elkins, WV 26241

Adjutant General's Office
1707 Coonskin Dr.
Charleston, WV 25311

January 4th, 2023

Attn: Paul Richards

Re: MCA South – Generators &
Transfer Switches Installation
Montgomery, WV 25136
P.O. # ADJ2100000047

We offer the following proposal for the owner's consideration.

RFP #4: We are requesting a no cost change order to extend our contract's completion date to March 30th, 2023. This extension request is a result of delays in the product availability of gas piping and fencing components. We are requesting a time extension of 105 days to complete our work and allow final acceptance of this project by the owner.

If you have any questions, please feel free to call.

Sincerely,

Bryan C. Totten

Bryan C. Totten
President