



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

State of West Virginia  
**Contract**

Order Date: 04-24-2023

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>	CCT 0211 4554 GSD220000002 3	<b>Procurement Folder:</b>	930021
<b>Document Name:</b>	EOI: Building 54 HVAC Renovations	<b>Reason for Modification:</b>	Change Order 2 To Renew Contract
<b>Document Description:</b>	EOI: Building 54 HVAC Renovations		
<b>Procurement Type:</b>	Central Contract - Fixed Amt		
<b>Buyer Name:</b>	Melissa Pettrey		
<b>Telephone:</b>	(304) 558-0094		
<b>Email:</b>	melissa.k.pettrey@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-06-03
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-06-02

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000229419	<b>Requestor Name:</b>	Robert P Kilpatrick
MILLER ENGINEERING INC		<b>Requestor Phone:</b>	304-352-5491
429 Laurel Run Rd		<b>Requestor Email:</b>	robert.p.kilpatrick@wv.gov
Carmichaels	PA		
US	15320-2543		
<b>Vendor Contact Phone:</b>	304-291-2234	<b>Extension:</b>	2
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**23**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

Purchasing Division's File Copy

**Total Order Amount:** \$162,404.00

**ENTERED**

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tara [Signature]</i> 4/26/2023 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John S. Gray [Signature]</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> <i>Beverly Tolson [Signature]</i> DATE: 4-28-2023 ELECTRONIC SIGNATURE ON FILE
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*4/28/2023*

**Extended Description:**

Change Order

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

Effective date of renewal: June 3, 2023 through June 2, 2024

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	\$162,404.00
Service From	Service To	Manufacturer	Model No		
2021-06-03	2024-06-02				

**Commodity Line Description:** EOI: Building 54 HVAC Renovations

**Extended Description:**

Per attached agreement.



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

Mark D. Scott  
Cabinet Secretary

John K. McHugh  
Director

April 24, 2023

Miller Engineering Inc.  
429 Laurel Run Rd.  
Carmichaels, PA 15320-2543

REF: CCT GSD2200000002, EOI: Building 54 HVAC Renovations

Mr. Miller,

The above referenced contract will expire on June 2, 2023. The West Virginia Department of Administration, General Services Division wishes to renew the contract for one (1) year under the same pricing, specifications, terms and conditions. The renewal term of the contract will be June 3, 2023 through June 2, 2024. If you are in agreement to renew this contract, please sign below and return to James Jones, via email at [James.R.Jones@wv.gov](mailto:James.R.Jones@wv.gov), or fax at 304-558-1475 at your earliest convenience.

If you have any questions, please feel free to contact me.

Thank you,

*James R. Jones*

James R. Jones  
Procurement Administrator, General Services Division

*[Handwritten Signature]*  
\_\_\_\_\_  
Name/Signature

*24 Apr 23*  
\_\_\_\_\_  
Date

*Craig Miller*

*PAES*  
\_\_\_\_\_  
Title