



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: 04-28-2023

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 0211 4011 GSD2300000009 4	<b>Procurement Folder:</b>	1120201
<b>Document Name:</b>	Building 11 - Cooling Tower Rehab/Modernization	<b>Reason for Modification:</b>	Change Order 3 To increase the contract.
<b>Document Description:</b>	Building 11 - Cooling Tower Rehab/Modernization		
<b>Procurement Type:</b>	Central Purchase Order		
<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>	2023-01-05
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-07-04

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000202408			<b>Requestor Name:</b>	David K Parsons
CASTO TECHNICAL SERVICES INC				<b>Requestor Phone:</b>	304-352-5486
540 LEON SULLIVAN WAY				<b>Requestor Email:</b>	david.k.parsons@wv.gov
CHARLESTON	WV	25322		<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
<b>Vendor Contact Phone:</b>	999-999-9999	<b>Extension:</b>			
<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				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 11 - CHILLER PLANT 218 CALIFORNIA AVE CHARLESTON WV 25305 US

*HIB 5-3-23*

<b>Total Order Amount:</b>	\$650,665.35
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Purchasing Division's File Copy

ENTERED

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tarah 5/16/2023</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John D. Gray 5/5/2023</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>5/5/2023</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order

Change Order No. 3 is issued to increase the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders, except that the contract Lump Sum is increased as defined in the attached documentation.

Original Contract Price:	\$571,340.17
Change Order No. 2:	\$ 72,057.31
Change Order No. 3 Increase	\$ 7,267.87
Contract New Total:	\$650,665.35

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	73161517	1.00000	JOB	571340.170000	571340.17
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2023-01-05	2023-07-04				

**Commodity Line Description:** Building 11 - Cooling Tower Rehab/Modernization

**Extended Description:**

Building 11 - Cooling Tower Rehab/Modernization

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	73161517	1.00000	JOB	72057.310000	72057.31
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2023-01-05	2023-07-04				

**Commodity Line Description:** Change Order 2

**Extended Description:**

Building 11 - Cooling Tower Rehab/Modernization

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	73161517	0.00000		0.000000	7267.87
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2023-01-05	2023-07-04				

**Commodity Line Description:** Change Order 3

**Extended Description:**

Building 11 - Cooling Tower Rehab/Modernization

APPROVED  
J. W. [Signature]  
5/2/23



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

Mark D. Scott  
Cabinet Secretary

John McHugh  
Director

**MEMORANDUM**

**To:** Melissa Pettrey, Senior Buyer, State Purchasing Division  
**From:** James R. Jones, Procurement Administrator, General Services Division *James R Jones*  
**Date:** April 26, 2023 *Received 04/28/23*  
**Ref:** CPO GSD2300000009 Bldg. 11 Cooling Tower Rehab Modernization, Change Order #3 Justification

Melissa:

Please allow this memorandum to serve as written explanation and justification for our request for Change Order # to increase CPO 0211 GSD2300000009, with Casto Technical Services, for the Building 11 Cooling Tower Rehab and Modernization Project, in the amount of \$7,267.87, to a new contract total of \$650,665.35 per the attached documentation and the explanation given below.

During work on this project, it was discovered that the piping was found to be worse than originally expected and will require replacement. The opportune time to accomplish this work is while we have the units disassembled thus necessitating a quick approval to allow material fabrication/order by the vendor. To return to this issue after the current project is completed will be substantially more expensive and interfere with peak load times of the plant, not to mention the risk of unplanned part failure.

Original Contract Amount	=	\$571,340.17
Change Order #1 (NTP )	=	N/A
Change Order #2	=	\$ 72,057.31
Change Order #3 Increase	=	\$ 7,267.87
Revised Contract Amount	=	\$650,665.35

The net change to-date to this contract, by change order, including this request, is \$79,325.18, or 13.88% of the original contract award value.

If you have any questions or need additional information, please contact me via email at James.R.Jones@wv.gov or by phone at (304) 352-5517.



# CASTO Technical Services

We make buildings work...Better!

PO Box 627  
540 Leon Sullivan Way  
Charleston, WV 25301

304-346-8920 Fax  
service@castotech.com

## QUOTE

**Client Name:** WV Dept of Administration

**Contact:** Joey Campbell

**Date:** 04/25/2023

**Quote Number:** 196132

**Location:** WV Dept of Administration - Bld 11

1900 Kanawha Blvd, East

Chiller Plant

Charleston, WV 25305

Description	Line Total
Investment is to replace the oil fill lines and clean the oil sight glasses on all (3) cells of the Marley Cooling Tower.	\$7,267.87
Note: Oil fill lines will be 304 SS with the exception of the rubber vibration isolation hose.	
<b>Subtotal:</b>	\$7,267.87
<b>Estimated Sales Tax:</b>	\$0.00
<b>Total:</b>	\$7,267.87

This is a quotation on the goods named and further subject to the standard terms and conditions attached hereto.

Acceptance of quotation

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Purchase Order #

**EXCLUSIONS:**

1. All asbestos testing and removal will be owner's responsibility
2. All roof work

**CLARIFICATIONS:**

1. The price of a performance/payment bond is not included.
2. The cost of permits and inspections by outside authorities are not included.
3. Work will be performed during normal business hours (Monday-Friday, 8:00 a.m.-4:30 p.m.).
4. Our terms are net thirty days.
5. Price held firm for 45 days.
6. Standard Warranty - 1 year parts and 90 days labor.

**Thank you for your  
business!**

Building 11 Cooling Tower Rehab/Modernization  
CRFQ GSD230000019

**Increase PENALTY RIDER**

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To be attached to and form part of:

Bond Number 30174665  
Dated December 2, 2022  
Issued by the Western Surety Company  
(Surety)  
On behalf of Casto Technical Services, Inc.  
(Principal)  
And in favor of State of West Virginia Department of Administration Purchasing Division  
(Obligee)

Now therefore, it is agreed that in consideration of the premium charged, the original bond shall be amended as follows:

**THE BOND PENALTY SHALL BE Increased:**

**TO: Six Hundred Fifty Thousand Six Hundred Sixty Five Dollars and 35/100 (\$650,665.35)**

It is further understood and agreed that all other terms and conditions of this bond shall remain unchanged.

This Rider is to be Effective this 25th day of April, 2023

Signed, Sealed & Dated this 25th day of April, 2023

Casto Technical Services, Inc.  
PRINCIPAL

BY: Timothy Smearing

Patricia A. Moye  
BY: Patricia A. Moye  
Western Surety Company  
SURETY  
Patricia A. Moye, WV Resident Agent, ATTORNEY-IN-FACT.

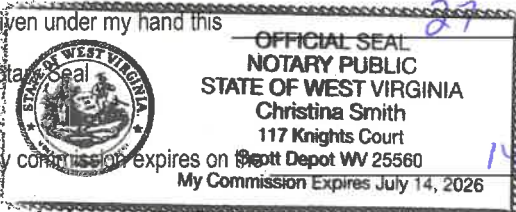
# ACKNOWLEDGMENTS

## Acknowledgment by Principal if individual or Partnership

1. STATE OF \_\_\_\_\_
2. County of \_\_\_\_\_ to-wit:
3. I, \_\_\_\_\_, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that \_\_\_\_\_ whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_
6. Notary Seal 7: \_\_\_\_\_  
(Notary Public)
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

## Acknowledgment by Principal if Corporation

9. STATE OF West Virginia
10. County of Kanawha to-wit:
11. I, Christina Smith, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that TIM SNEERINGER
13. who as, GENERAL MANAGER signed the foregoing writing for
14. a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this 27 day of April 20 23
16. Notary Seal 17: Christina Smith  
(Notary Public)
18. My commission expires on Scott Depot WV 25560 18 day of July 20 26  
My Commission Expires July 14, 2026



## Acknowledgment by Surety

19. STATE OF West Virginia
20. County of Kanawha to-wit:
21. I, Kimberly J. Wilkinson, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that Patricia A. Moye
23. who as, Attorney-in-fact and WV Resident Agent signed the foregoing writing for
24. Western Surety Company a corporation,
- has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this 25th day of April 20 23
26. Notary Seal 27: Kimberly J. Wilkinson  
(Notary Public)
28. My commission expires on the 24th day of July 20 27



## Sufficiency in Form and Manner of Execution Approved

This 5 day of May 20 23

By: John S. Gray  
(Deputy Attorney General)



# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Kimberly J Wilkinson, Gregory T Gordon, Patricia A Moye, Jeremy B Stanley, Terri L Dodrill, Individually**

of Charleston, WV, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 17th day of October, 2022.



WESTERN SURETY COMPANY

*Paul T. Bruflat*

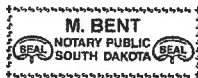
Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 17th day of October, 2022, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



*M. Bent*

M. Bent, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 25th day of April, 2023.



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary

Form F4280-7-2012

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.