



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: 05-15-2023

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 0603 0603 ADJ2200000019 6                          | <b>Procurement Folder:</b>      | 917677  |
| <b>Document Name:</b>        | Construction - Renovations to Camp Dawson Building 245 | <b>Reason for Modification:</b> | CHANGE ORDER NO. 3- To increase contract amount per the attached documentation. |
| <b>Document Description:</b> | CHANGE ORDER No. 3- To increase contract amount        |                                 |   |
| <b>Procurement Type:</b>     | Central Purchase Order                                 |                                 |   |
| <b>Buyer Name:</b>           | David H Pauline  |                                 |   |
| <b>Telephone:</b>            | 304-558-0067   |                                 |   |
| <b>Email:</b>                | david.h.pauline@wv.gov                                 |                                 |   |
| <b>Shipping Method:</b>      | Best Way   | <b>Effective Start Date:</b>    | 2021-12-08  |
| <b>Free on Board:</b>        | FOB Dest, Freight Prepaid                              | <b>Effective End Date:</b>      | 2023-06-01  |

| VENDOR                       |                         |                            |                      | DEPARTMENT CONTACT  |                                |
|------------------------------|-------------------------|----------------------------|----------------------|---|--------------------------------|
| <b>Vendor Customer Code:</b> | 000000193013            |                            |                      | <b>Requestor Name:</b>  | Timothy D Hersman              |
| HARBEL INC<br>PO BOX 358     |                         |                            |                      | <b>Requestor Phone:</b>   | 304-561-6337                   |
| CUMBERLAND MD 21502<br>US    |                         |                            |                      | <b>Requestor Email:</b>   | timothy.d.hersman.nfg@army.mil |
| <b>Vendor Contact Phone:</b> | 3017298303              | <b>Extension:</b>          |                      | <div style="font-size: 2em; font-weight: bold;">23</div> <b>FILE LOCATION</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   |
|--|---|
| DIVISION ENGINEERING & FACILITIES<br>ADJUTANT GENERALS OFFICE<br>1707 COONSKIN DR<br><br>CHARLESTON WV 25311<br>US | FACILITY MAINTENANCE MANAGER<br>CAMP DAWSON ARMY TRAINING SITE<br>240 ARMY RD<br><br>KINGWOOD WV 26537-1077<br>US |

**Total Order Amount:** \$2,047,617.88

Purchasing Division's File Copy

ENTERED

|   |   |   |
|---|---|---|
| <b>PURCHASING DIVISION AUTHORIZATION</b><br>DATE: <i>Tara Hester 5/16/23</i><br>ELECTRONIC SIGNATURE ON FILE <i>Tara Hester</i> | <b>ATTORNEY GENERAL APPROVAL AS TO FORM</b><br>DATE: <i>5/19/2023</i><br>ELECTRONIC SIGNATURE ON FILE <i>John S. Gray</i> | <b>ENCUMBRANCE CERTIFICATION</b><br>DATE: <i>Beverly Tolson 5-19-23</i><br>ELECTRONIC SIGNATURE ON FILE |
|---|---|---|

**Extended Description:**

CHANGE ORDER NO. 3- To increase the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

Original Contract Price: \$1,994,303.00  
Change Order No. 2 Increase: \$ 47,213.46  
Change Order No. 2 Increase: \$ 6,101.42  
Contract New Total: \$2,047,617.88

EFFECTIVE DATE OF CHANGE: January 27, 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            | 72000000       | 0.00000      |      | 0.000000   | 1994303.00  |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2021-12-08   | 2023-06-01     |              |      |            |             |

**Commodity Line Description:** Renovations to Camp Dawson Building 245

**Extended Description:**

Contract Item #1- Lump Sum Price for Renovations to Camp Dawson Building 245, per the attached documentation.

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 2            | 72000000       | 0.00000      |      | 0.000000   | 47213.46    |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2022-05-26   | 2023-06-01     |              |      |            |             |

**Commodity Line Description:** CHANGE ORDER No. 2- To extend and increase contract amount

**Extended Description:**

CHANGE ORDER NO. 2- To extend the contract time and increase the contract amount per the attached documentation.

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 3            | 72000000       | 0.00000      |      | 0.000000   | 6101.42     |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2023-01-27   | 2023-06-01     |              |      |            |             |

**Commodity Line Description:** CHANGE ORDER No. 3- To increase contract amount per attached

**Extended Description:**

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

# AIA® Document G701™ – 2017

## Change Order

|  |  |  |
|--|--|--|
| <b>PROJECT:</b> <i>(Name and address)</i><br>WVARNG Camp Dawson Bldg. 245<br>Renovations                         | <b>CONTRACT INFORMATION:</b><br>Contract For: General Construction<br><br>Date: September 14, 2021                       | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 003<br><br>Date: January 27, 2023         |
| <b>OWNER:</b> <i>(Name and address)</i><br>WV Army National Guard<br>1707 Coonskin Drive<br>Charleston, WV 25311 | <b>ARCHITECT:</b> <i>(Name and address)</i><br>ZMM Architects & Engineers<br>222 Lee Street West<br>Charleston, WV 25302 | <b>CONTRACTOR:</b> <i>(Name and address)</i><br>Harbel, Inc.<br>PO Box 358<br>Cumberland, MD 21502 |

**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.)*

Provide all labor, materials and equipment necessary to complete the following:


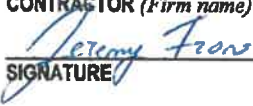
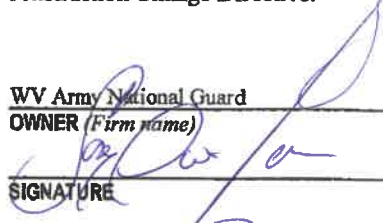
**PCO #002: Sloping Window Sills \$6,101.42**

|  |                 |
|--|-----------------|
| The original Contract Sum was  | \$ 1,994,303.00 |
| The net change by previously authorized Change Orders                    | \$ 47,213.46    |
| The Contract Sum prior to this Change Order was                          | \$ 2,041,516.46 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 6,101.42     |
| The new Contract Sum including this Change Order will be                 | \$ 2,047,617.88 |

The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be Unchanged

**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.**

|   |   |   |
|---|---|---|
| <u>ZMM Architects &amp; Engineers</u><br><b>ARCHITECT</b> <i>(Firm name)</i>                            | <u>Harbel, Inc.</u><br><b>CONTRACTOR</b> <i>(Firm name)</i>   | <u>WV Army National Guard</u><br><b>OWNER</b> <i>(Firm name)</i>  |
| <br><b>SIGNATURE</b> | <br><b>SIGNATURE</b> | <br><b>SIGNATURE</b> |
| Nathaniel Spencer<br><b>Project Manager</b><br><b>PRINTED NAME AND TITLE</b>                            | Jeremy Irons, V.P.<br><b>PRINTED NAME AND TITLE</b>   | Samuel W. Peal<br><b>PRINTED NAME AND TITLE</b>   |
| 1-27-23<br><b>DATE</b>  | 1/27/2023<br><b>DATE</b>  | 5/10/23<br><b>DATE</b>  |



PCO #002

Harbel, Inc. - An Equal Opportunity Employer  
P.O. Box 358  
Cumberland, Maryland 21501-0358  
Phone: (301) 729-8900  
Fax: (301)729-0163

Project: 881 - Camp Dawson Building 245 Renovations  
1001 Army Road  
Kingwood, West Virginia 26537

**Prime Contract Potential Change Order #002: Sloping Window Sills**

|                               |   |   |  |
|-------------------------------|---|---|--|
| <b>TO:</b>                    | WV Army National Guard<br>1707 Coonskin Drive<br>Charleston, West Virginia 25311-1026 | <b>FROM:</b>                                  | Harbel, Inc.<br>P.O. Box 358<br>Cumberland, Maryland 21502 |
| <b>PCO NUMBER/REVISION:</b>   | 002 / 0   | <b>CONTRACT:</b>                              | 1 - Camp Dawson Building 245<br>Renovations Prime Contract |
| <b>REQUEST RECEIVED FROM:</b> |   | <b>CREATED BY:</b>                            | Paula Hite (Harbel, Inc.)                                  |
| <b>STATUS:</b>                | Pending - In Review   | <b>CREATED DATE:</b>                          | 1/4/2023   |
| <b>REFERENCE:</b>             |   | <b>PRIME CONTRACT<br/>CHANGE ORDER:</b>       | None   |
| <b>FIELD CHANGE:</b>          | No  | <b>ACCOUNTING METHOD:</b>                     | Amount Based   |
| <b>LOCATION:</b>              |   | <b>PAID IN FULL:</b>                          | No   |
| <b>SCHEDULE IMPACT:</b>       |   | <b>SIGNED CHANGE ORDER<br/>RECEIVED DATE:</b> |  |
| <b>EXECUTED:</b>              | No  | <b>TOTAL AMOUNT:</b>                          | \$6,101.42   |

POTENTIAL CHANGE ORDER TITLE: Sloping Window Sills

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*  
Sloping window sills as per attached.

ATTACHMENTS:

| #                   | Budget Code   | Description          | Amount            |
|---------------------|---------------|----------------------|-------------------|
| 1                   | OC Owner Cost | Sloping Window Sills | \$6,101.42        |
| <b>Grand Total:</b> |               |                      | <b>\$6,101.42</b> |

Amy Rhodes (ZMM, Inc.)  
222 Lee Street, West  
Charleston, West Virginia 25302

WV Army National Guard  
1707 Coonskin Drive  
Charleston, West Virginia 25311-1026

Harbel, Inc.  
P.O. Box 358  
Cumberland, Maryland 21502

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE 1/4/23

# Harbel, Inc

| <b>Job: Camp Dawson 245</b> |                      |     |      |            |                    |            |                |            |               | <b>Job: 868</b>                    |  |                    |
|-----------------------------|----------------------|-----|------|------------|--------------------|------------|----------------|------------|---------------|------------------------------------|--|--------------------|
|                             |                      |     |      |            |                    |            |                |            |               | <b>Last Modified: 1/4/23 12:57</b> |  |                    |
| No.                         | Description          | Qty | Unit | Unit Price | Sub Cost           | Unit Price | Equipment Cost | Unit Price | Material Cost | Unit Price                         | Labor w/Burden                         | Notes              |
| 10                          | Sloping Window Sills |     |      |            |                    |            |                |            |               |                                    |  |                    |
|                             | Glass Service        | 61  | EA   | 90.03      | \$ 5,491.83        |            |                |            |               |                                    |  |                    |
| <b>Total</b>                |                      |     |      |            | <b>\$ 5,491.83</b> |            | <b>\$ -</b>    |            | <b>\$ -</b>   |                                    | <b>\$ -</b>                            | <b>\$ 5,491.83</b> |
|                             |                      |     |      |            |                    |            |                |            |               | \$ -                               | <b>Total Labor</b>                     |                    |
|                             |                      |     |      |            |                    |            |                |            |               | \$ -                               | <b>Total Material</b>                  |                    |
|                             |                      |     |      |            |                    |            |                |            |               | \$ -                               | <b>Total Equipment</b>                 |                    |
|                             |                      |     |      |            |                    |            |                |            |               | \$ 5,491.83                        | <b>Total Subcontractor</b>             |                    |
|                             |                      |     |      |            |                    |            |                |            |               | 6%                                 | \$ - <b>Sales Tax</b>                  |                    |
|                             |                      |     |      |            |                    |            |                |            |               | \$ 5,491.83                        | <b>Sub Total</b>                       |                    |
|                             |                      |     |      |            |                    |            |                |            |               | 15%                                | \$ - <b>O&amp;P Labor</b>              |                    |
|                             |                      |     |      |            |                    |            |                |            |               | 10%                                | \$ - <b>O&amp;P Material</b>           |                    |
|                             |                      |     |      |            |                    |            |                |            |               | 10%                                | \$ 549.18 <b>O&amp;P Subcontractor</b> |                    |
|                             |                      |     |      |            |                    |            |                |            |               | \$ 6,041.01                        | <b>Sub Total</b>                       |                    |
|                             |                      |     |      |            |                    |            |                |            |               | 1.00%                              | \$ 60.41 <b>Bond</b>                   |                    |
|                             |                      |     |      |            |                    |            |                |            |               | <b>\$ 6,101.42</b>                 | <b>Grand Total</b>                     |                    |

# Glass Service of Cumberland, Inc.

813 LaFayette Ave.  
Cumberland, MD 21502  
Phone 301-724-3434 Fax 301-724-5912

TO: Harbel, Inc.

DATE: 1/4/23

Attention: Jeremy Irons

PROJECT: Camp Dawson Building 245  
Interior Window Sills

## DESCRIPTION OF WORK TO BE PERFORMED:

Furnish and install 58 dark bronze anodized aluminum interior sills at new windows.

Lump Sum Price \$5,492

Thank you for allowing us the opportunity to work with you. If you have any questions or I may be of further assistance please advise.

## ACCEPTED:

Firm/Owner: \_\_\_\_\_ GLASS SERVICE OF CUMBERLAND, INC.

By: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: Dale Hankinson

Date: \_\_\_\_\_ Date: Estimator

MHIC 12957

This Proposal is subject to revision or withdrawal by GSC until communication of acceptance, and may be revised after communication of acceptance where an inadvertent error by GSC has occurred. This Proposal expires thirty (30) days after the date stated above, unless Glass Service of Cumberland expressly agrees to an extension. Posted prices reflect "cash prices". Credit or debit card purchases will be assessed a 4% convenience fee which will be reflected on debit or credit card receipt.



DEPARTMENT OF THE ARMY  
JOINT FORCES HEADQUARTERS WEST VIRGINIA  
1707 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO-TSB

14 April 2023

SUBJECT: Agency Justification letter for Change Order #3 (CPO-ADJ2200000019) -  
Camp Dawson Barracks Building 245 Renovations

ATTN: Ms. Tara Lyle  
West Virginia Department of Administration  
Purchasing Division  
PO Box 50130  
Charleston, WV 25305-0130

Ms. Lyle

1. Please find the following change order packet for the subject contract. This change order is to address identified needs and concerns during the barracks building 245 Renovations Construction on the Camp Dawson training facility, near Kingwood WV. A description of the services is provided below.
2. The West Virginia Army National Guard requests a courtesy call if there are any problems associated with the attached change order to have an opportunity to address any issues in a timely manner.
3. Itemized Changes:

- **Item #1 Metal Window Sills**

- Description of Work: Installation of New Metal Window Sills

Justification for Change:

- a. The new windows included in the renovation of barracks building 245 were thinner than the existing and required to sit on the outside wall for proper installation. This install created exposed block that needed covering. Due to the window manufacturer being unknown at the time of bid, it is an unforeseen condition that a window sill would be required after the new window was installed. Harbel, Inc. proposed a metal fabricated sill to match window color.

- b. Recommendation: The additional work is within scope of the contract and the associated costs are fair and reasonable.

4. Accounting Summary

| <b><u>CONSOLIDATED PRICING OF CHANGE ORDER</u></b> |                             |                           |
|--|-----------------------------|---------------------------|
| <b><u>Description</u></b>                          | <b><u>Federal Funds</u></b> | <b><u>State Funds</u></b> |
| <u>Item #1: Metal Window Sills</u>                 | \$6,101.42                  | \$0                       |
| <b>Total:</b>                                      | \$6,101.42                  | \$0                       |

- o Total Cost of Changes: \$6,101.42
  - o Funding 100% Federal
5. If you have any questions or concerns, the point of contact for this action is Mr. Phillip Cantrell, 304-550-2791, [Phillip.J.Cantrell2.nfg@mail.mil](mailto:Phillip.J.Cantrell2.nfg@mail.mil).

Sincerely,



PHILLIP J. CANTRELL  
NGWV-FMO-TSB  
Project Manager



### CHANGE RIDER

RIDER to be attached to and form a part of the Performance and Payment Bond, each in the amount of **\$1,994,303.00**, issued on behalf of **Harbel, Inc.**, with **WV Army National Guard** as Obligee.

**IT IS HEREBY UNDERSTOOD AND AGREED** that the following is hereby added to and becomes a part of the above described Performance and Payment Bonds:

Change order increase in the amount of **\$6,101.42**. The new contract amount is now **\$2,047,617.88** as of the Change Order dated of January 27, 2023. The contract time is extended by 0 (zero) days.

All other terms and conditions of the bonds are unchanged.

Signed, sealed with our seals and dated this 27th day of January, 2023.

Harbel, Inc.  
\_\_\_\_\_  
(Principal) (Seal)  
By David J. Madala President

Fidelity & Deposit Company of Maryland  
\_\_\_\_\_  
(Surety) (Seal)  
By Karen H. Miller 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 Maryland  
10. County of Allegany to-wit:  
11. I, Paula J. Hite, a Notary Public in and for the  
12. county and state aforesaid, do hereby certify that David J. Madden  
13. who as, President 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 27th day of January 2023  
16. Notary Seal 17: Paula J. Hite  
(Notary Public)  
18. My commission expires on the 17th day of October 2026

## Acknowledgment by Surety

19. STATE OF Maryland  
20. County of Allegany to-wit:  
21. I, Jennifer L. Wilson, a Notary Public in and for the  
22. county and state aforesaid, do hereby certify that Kayla McCullough  
23. who as, Attorney-in-Fact signed the foregoing writing for  
24. Fidelity & Deposit Co. of Maryland 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 27th day of January 2023  
26. Notary Seal 27: Jennifer L. Wilson  
(Notary Public)  
28. My commission expires on the 8th day of May 2027

## Sufficiency in Form and Manner of Execution Approved

This 19th day of May 2023.

Attorney General  
By: John S. Gray  
(Deputy Attorney General)

## ACKNOWLEDGMENT PREPARATION INSTRUCTIONS

1. IF PRINCIPAL IS AN INDIVIDUAL OR PARTNERSHIP, HAVE NOTARY COMPLETE LINES (1) THROUGH (8).
2. IF PRINCIPAL IS A CORPORATION, HAVE NOTARY COMPLETE LINES (9) through (18).
3. SURETY MUST HAVE NOTARY COMPLETE LINES (19) through (28).
4. **Notaries must:**

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### ACKNOWLEDGMENT BY PRINCIPAL, IF INDIVIDUAL OR PARTNERSHIP

---

1. Enter name of State.
2. Enter name of County.
3. Enter name of Notary Public witnessing transactions.
4. Enter name of principal covered by bond if individual or partnership. (Must be Owner or General Partner of Sole Proprietorship or Partnership)
5. Notary enters date bond was witnessed. Must be the same as or later than signature date.
6. Affix Notary Seal.
7. Notary affixes his/her signature.
8. Notary enters commission expiration date.

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### ACKNOWLEDGMENT BY PRINCIPAL IF CORPORATION

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9. Enter name of State.
10. Enter name of County.
11. Enter name of Notary Public witnessing transactions.
12. Enter name of Corporate Officer signing bond.
13. Enter Title of Corporate Officer signing bond. (Must be President or Vice President of Corporation; Manager or Managing Member of Limited Liability Company)
14. Enter name of Company or Corporation.
15. Notary enters date bond was witnessed. Must be the same as or later than signature date.
16. Affix notary Seal.
17. Notary affixes his/her signature.
18. Notary enters commission expiration date.

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### ACKNOWLEDGMENT BY SURETY

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19. Enter name of State.
20. Enter name of County.
21. Enter name of Notary Public witnessing transactions.
22. Enter name of person having power of attorney to bind Surety Company.
23. Enter Title of person binding Surety Company.
24. Enter name of Insurance Company (Surety).
25. Notary enters date bond was witnessed. Must be the same as or later than signature date.
26. Affix Notary Seal.
27. Notary affixes his/her signature.
28. Notary enters commission expiration date.

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### POWER OF ATTORNEY INSTRUCTIONS

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Power of attorney for surety must be attached showing that it was in full force and effect on signature date indicated on the face of the bond. A corporate seal must also be affixed to the Power of Attorney form.

- a. Name of attorney in fact must be listed.
- b. Power of Attorney may not exceed imposed limitations.
- c. Certificate date, the signature date of bond must be entered.
- d. Signature of authorizing official must be affixed. (Signature may be facsimile).
- e. **Seal must be affixed.**

**ZURICH AMERICAN INSURANCE COMPANY  
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY  
FIDELITY AND DEPOSIT COMPANY OF MARYLAND  
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Michael FETCHERO, Brian E. MCCLOSKEY, Marla K. MAYLES, Edward R. SEWARD, Lisa WINCHESTER, Shelley MCCABE, Kayla D. MCCULLOUGH, Chelsea L. MARTIN, Aaron N. SMITH, Letha LOMBARDI and Lori CELANO, all of Cumberland, Maryland, EACH**, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings**, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 18th day of September, A.D. 2019.



**ATTEST:  
ZURICH AMERICAN INSURANCE COMPANY  
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY  
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**

By: *Robert D. Murray*  
Vice President

By: *Dawn E. Brown*  
Secretary

**State of Maryland  
County of Baltimore**

On this 18th day of September, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposed and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn, Notary Public  
My Commission Expires: July 9, 2023

**EXTRACT FROM BY-LAWS OF THE COMPANIES**

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

**CERTIFICATE**

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 27th day of January, 2023.



Brian M. Hodges, Vice President

**TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:**

Zurich Surety Claims  
1299 Zurich Way  
Schaumburg, IL 60196-1056  
[www.reportsfclaims@zurichna.com](mailto:www.reportsfclaims@zurichna.com)  
800-626-4577



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

NGWV-FMO

10 May 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-ADJ2200000019**  
**CO#3 Renovations to Camp Dawson Building 245**  
Harbel, Inc.

This change order request for the project noted above is to increase the contract amount by \$6,101.42. The price increase is outlined in the letter from our Project Manager dated 14 April 2023 and the AIA G701-2017 signed by all parties and supporting documentation is attached to this submission. This change order request is late because of issues obtaining a properly executed bond rider, staff vacations, illness and mandatory training, and because of staff workload.

Per this justification, we respectfully request the approval of Change Order #3 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](mailto:claude.d.wingerd.nfg@army.mil).

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

Increase  
appd  
1/18