



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

State of West Virginia  
**Contract**

Order Date: 01-17-2024

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 4004 GSD2000000020 8	<b>Procurement Folder:</b>	662743
<b>Document Name:</b>	EOI: Building Four Renovations	<b>Reason for Modification:</b>	Change Order 7 To increase the contract.
<b>Document Description:</b>	EOI: Building Four 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>	2020-04-24
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-04-23

VENDOR		DEPARTMENT CONTACT																
<b>Vendor Customer Code:</b>	000000160802	<b>Requestor Name:</b>	Robert P Kilpatrick															
PERFIDO WEISKOPF WAGSTAFF + GOETTEL LLC 408 BLVD OF THE ALLIES		<b>Requestor Phone:</b>	304-352-5491															
PITTSBURGH PA 152191301 US		<b>Requestor Email:</b>	robert.p.kilpatrick@wv.gov															
<b>Vendor Contact Phone:</b>	412-391-2884 <b>Extension:</b> 232	<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>																
<b>Discount Details:</b>																		
	<table border="1"> <thead> <tr> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1 No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2 Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#3 Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#4 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		
Discount Allowed	Discount Percentage			Discount Days														
#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 4 112 CALIFORNIA AVE CHARLESTON WV 25305 US

2-7-24 GC

Purchasing Division's File Copy

<b>Total Order Amount:</b>	\$2,127,850.90
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MVP 02/07/2024

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Tara H</i> 2/7/2024 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>Dan Day</i> 2-15-24 ELECTRONIC SIGNATURE ON FILE
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2/13/2024

**Extended Description:**

Change Order

Change Order No. 7 is issued to increase the original contract to account for floor plan changes (and associated furniture layout, etc.) and for engineering services to review soil conditions, according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of change: December 11, 2023  
Original Contract Price: \$1,978,000.00  
Change Order 1: \$ 30,604.00  
Change Order 4: \$ 45,137.50  
Change Order 5: \$ 58,087.25  
Change Order 7 Increase: \$ 16,022.15  
New Contract Amount: \$2,127,850.90

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	\$2,008,604.00
Service From	Service To	Manufacturer		Model No	
2020-04-24	2024-04-23				

**Commodity Line Description:** A/E Svcs: Building Four Renovations Project

**Extended Description:**

A/E Services: Building Four Renovations Project

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101508	0.00000		0.000000	\$45,137.50
Service From	Service To	Manufacturer		Model No	
2020-04-24	2024-04-23				

**Commodity Line Description:** Change Order 4

**Extended Description:**

A/E Services: Building Four Renovations Project

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81101508	0.00000		0.000000	\$58,087.25
Service From	Service To	Manufacturer		Model No	
2020-04-24	2024-04-23				

**Commodity Line Description:** Change Order 5

**Extended Description:**

A/E Services: Building Four Renovations Project

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81101508	0.00000		0.000000	\$16,022.15
Service From	Service To	Manufacturer		Model No	
2020-04-24	2024-04-23				

**Commodity Line Description:** Change Order 7

**Extended Description:**

A/E Services: Building Four Renovations Project

December 11, 2023, ----Revision 2----

Scot Casdorff  
Architecture & Engineering Manager  
WV Department of Administration  
General Services Division  
112 California Avenue,  
Charleston, WV 25305

RE: #22010.00 West Virginia Building Four Renovations  
Change Order for Additional Services – DNR 1<sup>st</sup> Floor Revisions (Bulletin No. 4) and Geotechnical Review

Dear Scot,

As directed by Kari Dean in the attached email dated 2023-09-20 (Attachment A), the DNR tenant located on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of Building No.4 is acquiring the former Fleet Management space on the 1<sup>st</sup> floor.

Based on this email, PWWG will revise the first-floor Fleet Management spaces to reflect the DNR marked-up PDF (Attachment B1 & B2). This will include the following:

- Revising the first floor plans per the tenant's comments (Attachment B1 & B2), including miscellaneous revisions on floors 2 & 6.
- PWWG to issue the approved plan changes to Capitol Business Interiors to confirm their furniture layouts.
- Once CBI confirms their furniture layouts, PWWG will forward the layouts to our consultant, NV5, to review and revise A/V and Security infrastructure drawings, and Tower Engineering, to revise their MEP/FP drawings.
- Once plan changes are finalized, PWWG will issue a coordinated set of revised drawings noted as "Bulletin 4" to Swope Construction. See Attachment C for the anticipated list of revised drawings.

In addition to the first-floor changes, WVGSD requested PWWG to retain geotechnical engineering services to review soil conditions in the basement room 013 per Swope Construction's RFI-068 (Excavated Trench with Groundwater) while excavating below the basement slab for new plumbing runs. Langan Engineering geotechnical services include a site visit (earliest date possible), an assessment of the existing soil conditions, and to provide a written recommendation.

Scot Casdorff  
 General Services Division  
 December 11, 2023  
 PAGE 2 OF 2

**Additional Services**

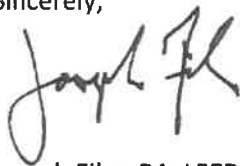
Based on the preceding information, we proposed a lump sum fee of \$ 16,022.15, which we understand will be a change order to the existing contract. This fee consists of the following:

<b>Additional Service for DNR 1<sup>st</sup> Floor Revisions</b>			
NV5	(see Attachment D)	\$2,300.00 x 1.15 <sup>1</sup> =	\$ 2,645.00
Tower Engineering	(see Attachment E)	\$2,561.00 x 1.15 <sup>1</sup> =	\$ 2,945.15
PWWG Sr. Associate	@ \$ 139.00 <sup>2</sup> / hour	10.5 hours	\$ 1,459.50
PWWG Associate	@ \$ 107.00 <sup>2</sup> / hour	21.25 hours	\$ 2,273.75
		<b>Subtotal</b>	<b>\$ 9,323.40</b>
<b>Additional Service for Geotechnical Services</b>			
Langan Engineering	(see Attachment F)	\$5,825.00 x 1.15 =	\$ 6,698.75
		<b>Subtotal</b>	<b>\$ 6,698.75</b>
		<b>TOTAL</b>	<b>\$ 16,022.15</b>

<sup>1</sup> PWWG 15% Mark-up  
<sup>2</sup>2023 PWWG hourly rates per the original contract

If you have any questions or require additional information, please don't hesitate to call or email me.

Sincerely,



Joseph Filar, RA, LEED AP  
 Senior Associate

- cc: Robert P. Kilpatrick – General Services
- Kari Dean – General Services
- Anthony Pitassi – Perfido Weiskopf Wagstaff + Goettel
- Maria Swarts – Perfido Weiskopf Wagstaff + Goettel

Via Email  
 2 pages + Attachments (10 pages)  
 2023-12-11\_WVGSD B4\_ADD'L FEE\_Sept23 DNR First flr Revisions and Geotech in Basement - R2

PERFIDO  
 WEISKOPF  
 WAGSTAFF +  
 GOETTEL

**Joseph Filar**

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**From:** Dean, Kari J <kari.j.dean@wv.gov>  
**Sent:** Wednesday, September 20, 2023 9:58 AM  
**To:** Joseph Filar; Hollie Massie; Amy Price; Nathaniel Rice  
**Subject:** bldg 4 - 1st floor DNR changes 09/20/23  
**Attachments:** Revised 1st floor plan for DNR 09\_19\_23 (2).dwg

Joe et al,

Please see the attached .dwg file for recent proposed changes to the portion of the 1st floor which DNR is now acquiring (former Fleet Management space). This "background" floor plan was provided to me from CBI on which I drew in the changes dictated by DNR requests. You may wish to use your own "background" dwg as I can't speak to the way elements were placed on the dwg. This floor plan has been signed off on by the DNR Director and I have forwarded it on to CBI for furniture layout.

You will see that I roughed out some furniture for the Engineering Office as well as Office 153 and 153A just to make sure it could work the way they wanted it to before distributing it.

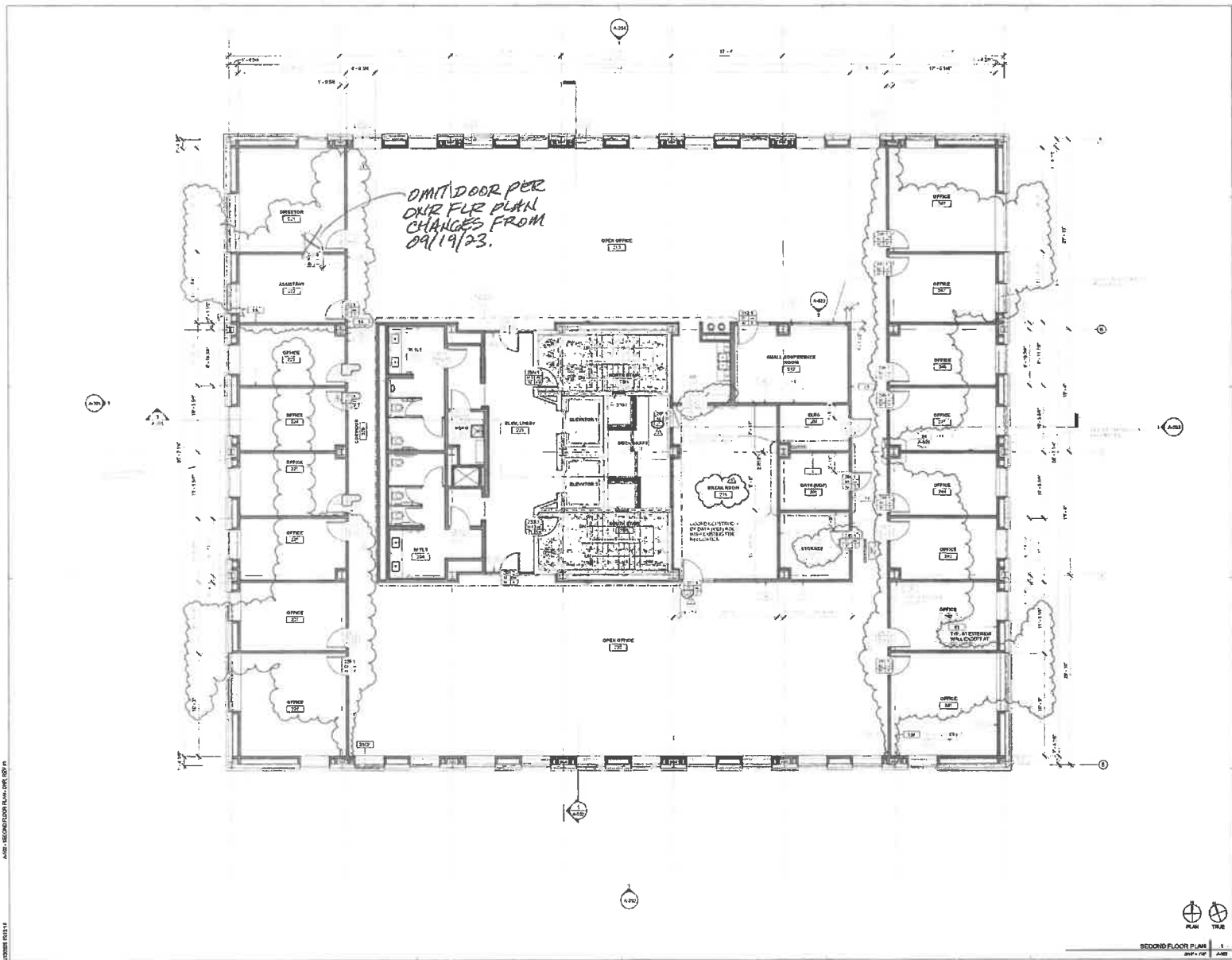
Hollie & Amy - you may or may not be able to open this file and I can send you a pdf if you would prefer. If anyone has questions or concerns about these changes to the floor plan, please let me know.

thanks all....

--

*Kari J. Dean*  
Construction Project Manager, GSD  
Architecture/Engineering Section  
Office: 304-352-5492  
Cell: 304-382-9714  
[kari.j.dean@wv.gov](mailto:kari.j.dean@wv.gov)





408 SOLEVA RD OF THE ALLEES  
PITTSBURGH, PA 15119-1301  
412.261.8884 FX  
412.261.6857 FX  
WWW.PFWGARCH.COM



REYNOLDS LARSON  
1511 Hubbard Place, Hubert  
1926 Area Sales & Display Manager  
2551 Area Presentation Supply Leader

- GENERAL FLOOR PLAN NOTES**
1. THIS PLAN IS AN ARCHITECTURAL CONSTRUCTION, GENERAL PLAN INDICATING LOCATIONS, DIMENSIONS, AND ROOMS INFORMATION AND SHOULD NOT BE USED FOR CONSTRUCTION PURPOSES.
  2. ALL DOOR TYPES ARE SHOWN ON THIS PLAN. DOOR TYPES, DOOR NUMBERS, AND OTHER INFORMATION SHALL BE FOUND ON THE GENERAL NOTES AND SPECIFICATIONS.
  3. ALL DOOR TYPES SHALL BE WALL TYPE UNLESS NOTED OTHERWISE.
  4. ALL DOOR TYPES SHALL BE WALL TYPE UNLESS NOTED OTHERWISE.
  5. ALL DOOR TYPES SHALL BE WALL TYPE UNLESS NOTED OTHERWISE.
  6. PATCH ALL OPENINGS IN EXISTING WALLS AND CEILING TO MATCH THE FINISH OF THE ADJACENT AREAS.

**DOOR TAG**

DOOR NUMBER	DOOR TYPE	FINISH	SWING
101	SW	WOOD	IN
102	SW	WOOD	IN
103	SW	WOOD	IN
104	SW	WOOD	IN
105	SW	WOOD	IN
106	SW	WOOD	IN
107	SW	WOOD	IN
108	SW	WOOD	IN
109	SW	WOOD	IN
110	SW	WOOD	IN
111	SW	WOOD	IN
112	SW	WOOD	IN
113	SW	WOOD	IN
114	SW	WOOD	IN
115	SW	WOOD	IN
116	SW	WOOD	IN
117	SW	WOOD	IN
118	SW	WOOD	IN
119	SW	WOOD	IN
120	SW	WOOD	IN

WV CAPITOL COMPLEX  
BLDG 4 RENOVATIONS  
170 CALIFORNIA AVENUE  
CHARLES TOWN, WV 26030  
P.O. BOX 10000  
MARTINSBURG, WV 26155  
WWW.DNR.WV.GOV

## ATTACHMENT C

- BULLETIN NO. 4 – DNR 1<sup>st</sup> Floor Revisions, will include, but not be limited to the following revised drawings:
  - A-101 FIRST FLOOR PLAN
  - A-101C FIRST FLOOR REFLECTED CEILING PLAN
  - A-101FF FIRST FLOOR FINISH & FURNITURE PLAN
  - A-102 SECOND FLOOR PLAN - DEPT. NATURAL RESOURCES
  - A-102FF SECOND FLOOR FINISH & FURNITURE PLAN
  - A-413 INTERIOR ELEVATIONS-FIRST FLOOR
  - A-507 DETAILS-INTERIOR WOOD PANELING
  - A-622 DOOR SCHEDULE & FINISH SCHEDULE
  - FP201 FIRST FLOOR FIRE PROTECTION PLAN
  - H201 FIRST FLOOR HVAC PLAN
  - H50X HVAC SCHEDULE(S)
  - EL-101 FIRST FLOOR LIGHTING PLAN
  - EP-101 FIRST FLOOR POWER & SYSTEMS PLAN
  - EP-30X PANELBOARD SCHEDULE(S)
  - T-101 TECHNOLOGY FIRST FLOOR PLAN
  - T-102 TECHNOLOGY SECOND FLOOR PLAN
  - T-102C TECHNOLOGY SECOND FLOOR REFLECTED CEILING PLAN
  - T-103 TECHNOLOGY THIRD FLOOR PLAN
  - T-103C TECHNOLOGY THIRD FLOOR REFLECTED CEILING PLAN
  - T-301 TELECOM FIRST FLOOR PLAN
  - T-302 TELECOM SECOND FLOOR PLAN
  - T-303 TELECOM THIRD FLOOR PLAN
  - T-701 TECHNOLOGY INFRASTRUCTURE ELEVATIONS



November 20, 2023

Mr. Joseph Filar  
Perfido Weiskopf Wagstaff + Goettel  
408 Boulevard of the Allies  
Pittsburgh, PA 15219

Re: **West Virginia Capitol Building 4**  
Proposal for Additional Technology Consulting Services – Bulletin #4. C003421.00-C.

Dear Joe,

NV5 is pleased to submit this additional services proposal related to the first floor plan changes implemented with Bulletin No. 4 (already delivered) to accommodate the Department of Natural Resources. Various revisions to audiovisual infrastructure elements, data outlet provisions, and access control devices were required.

**PROCESS: ADDITIONAL SERVICES**

Specifically, our tasks have included:

- ✦ Review updated floor and furniture plans to identify anticipated revisions to existing technology provisions.
- ✦ Coordinate changes with design team, as required.
- ✦ Prepare drawing and specification changes to our Construction Documents based on requested changes.

**SCOPE OF WORK ASSUMPTIONS**

This scope of work is based on the following assumptions:

- a) All Scope of Work Assumptions associated with our existing agreement apply unless otherwise noted.
- b) We will adhere to the Owner standards and preferences as applicable.
- c) We anticipate completing this additional scope of work with no more than three virtual meetings.
- d) We reserve the right to withdraw this proposal after 90 days.

**FEES**

The fee for services outlined above shall be the lump sum of **\$2,300**.

If this is acceptable, please submit a contract amendment with this document as an attachment.

Sincerely,

The Sextant Group Inc. dba NV5



Gregory P. Clark  
Principal

**STATEMENT OF IMPARTIALITY:** The Sextant Group Inc. dba NV5 is an independent consulting firm and as such does not derive revenue from any representation, manufacture, sale or installation of any product, and has no ongoing affiliation with any entity that sells or installs Audiovisual, Structured Cabling, IT, Telecom, Security, Lighting or Acoustical products, or related systems or services.

**Tower Engineering, Inc.**  
 115 Evergreen Heights Dr., Suite 400  
 Pittsburgh, PA 15229  
 412-931-8888

Perfido Weiskopf Architects  
 408 Boulevard Of The Allies  
 Pittsburgh, PA 15219  
 Sheldon Goettel

Invoice number 2304489  
 Date 10/20/2023

Project **2020060 WV State Capitol Campus  
 Office Building 4 Renovation**

Professional Services for the Period: 9/17/2023 - 10/14/2023

BG04 - September 2023 Revisions

**Professional Services**

	Hours	Rate	Billed Amount
Principal			
T S. Bako	4.00	195.00	780.00
Senior Designer			
Wei Hu	13.00	124.00	1,612.00
Associate			
Thomas R. Valerio	1.00	169.00	169.00
Professional Services subtotal	18.00		2,561.00
		Invoice total	<b>2,561.00</b>

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2304489	10/20/2023	2,561.00	2,561.00				
	Total	2,561.00	2,561.00	0.00	0.00	0.00	0.00

**LANGAN ENGINEERING & ENVIRONMENTAL SERVICES**  
2400 Ansys Drive, Suite 403  
Canonsburg, PA 15317  
(724) 514-5100 FAX (724) 514-5101  
**CONTRACT CHANGE ORDER FOR ADDITIONAL SERVICES**

**DATE:** December 6, 2023  
**CHANGE ORDER NO:** 2  
**CONTRACT:** Geotechnical Review during Construction  
**PROJECT NO.:** 260021901  
**PROJECT TITLE:** WV Capitol Complex Building 4 Renovation  
**ORDER BY:** Joseph Filar  
**COMPANY:** Perfido Weiskopf Wagstaff + Goettel

**STATEMENT OF WORK:**

This change order has been prepared to identify additional scope and fees associated with subsurface conditions, which include water infiltration and soil sloughing in the trench, that were exposed during renovations to the West Virginia Capitol Complex Building 4. These conditions require a site visit and evaluation that were not conceived nor contemplated at the time of our original proposal.

**SCOPE OF SERVICES:**

A Langan geotechnical project manager will visit the site to observe and document the subsurface conditions exposed in the trench excavation to evaluate the conditions overserved regarding assisting with developing a solution to be implemented. We will prepare a brief letter report summarizing our observations and recommendations related to stabilizing and backfilling the trench.

**COST:**

The scope of services presented herein will be billed on a lump sum fee basis in the amount below as per the accepted terms and conditions.

Site visit, evaluation, reporting, and meeting	\$ 5,500
Expenses (Allowance)	\$ 325

**CHANGE ORDER TOTAL:** **\$ 5,825**

**SCHEDULE:**

If authorized by December 8 and access is made available, our geotechnical project manager is available to complete the site visit on December 11. Our will be delivered within one week of the site visit; we understand that a solution to addressing the soil issues is critical to the project schedule; as such, we will provide a summary of our thoughts and direction for a solution within 2 days of the site visit.

**Information to be Provided**

The Client will provide the below information, documents, or resources for Langan's use in completing the services under contract. Any information submitted is assumed to be accurate and Langan will depend on submitted information without independent authentication by Langan.

- Client will provide authorized site access.
- All proposed specifications for any site work.
- Pictures and descriptions of events and conditions revealed or changed prior to our site visit.

**Project Assumptions**

Upon preparing this proposal, we have made the following assumptions:

- The information provided by Client shall be assumed to be correct and without error.
- All work shall be performed in accordance with the Langan Standard Terms and Conditions.

- This does not include any design or plans for services of structural, mechanical, plumbing, electrical, lighting, or off-site improvements.
- Architectural and Building services are not included in this scope.
- This proposal does not include observation and documentation during construction.
- This proposal does not include any attendance to meetings. If requested, we can attend meetings on an hourly basis as authorized by the client.



Agreement Authorized By: Joseph Filar  
cc: \_\_\_\_\_

for Langan: Jared M. Green, PE, BC.GE, F. ASCE

APPROVED  
John K. McHugh  
2/1/24



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

**MEMORANDUM**

**To:** Melissa Pettrey, Senior Buyer, State Purchasing Division  
**From:** James Jones, Procurement Administrator, General Services Division *James R Jones*  
**Date:** January 17, 2024  
**Ref:** GSD662743, Change Order #7 Justification

Melissa:

Please allow this memorandum to serve as written explanation and justification for our request for Change Order #7 to increase CCT 0211 GSD2000000020, with Perfido Weiskopf Wagstaff & Goettel (PWWG), for the Building 4 Renovations Project (Part 3), in the amount of \$16,022.15, to a new contract total of \$2,127,850.90 per the attached documentation and the explanation given below.

We are requesting an increase of \$16,022.15, to cover Additional Services to address changes to the floor plans, to include furniture, etc., as a result of a change in tenancy.

In addition, during work there was indication of water penetration in the basement of the building. We requested the the Vendor provide Geotechnical services to assess whether this was an issue that needed additional design consideration.

Original Contract Amount	=	\$1,978,000.00
Change Order 1	=	\$ 30,604.00
Change Order 4	=	\$ 45,137.50
Change Order 5	=	\$ 58,087.25
Change Order 7 Increase Request	=	\$ 16,022.15
Revised Contract Amount	=	\$2,127,850.90

The net change to-date to this contract, by change order, including this request, is \$149,850.90, or 7.6% of the original contract award value.

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

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

### PERFIDO WEISKOPF WAGSTAFF + GOETTEL, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	5/30/2007		5/30/2007	Foreign	Profit			

Organization Information								
<b>Business Purpose</b>	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)			<b>Capital Stock</b>				
<b>Charter County</b>				<b>Control Number</b>	94200			
<b>Charter State</b>	PA				<b>Excess Acres</b> <span style="float: right;">× Close</span>			
<b>At Will Term</b>	A				<b>M</b>	Hi, I'm SOLO I'm here to help you launch your new LLC.		
<b>At Will Term Years</b>					<b>Pa</b>			
<b>Authorized Shares</b>				<b>Young Entrepreneur</b>	Not Specified			

## Addresses

Type	Address
<b>Designated Office Address</b>	408 BOULEVARD OF THE ALLIES PITTSBURGH, PA, 15219
<b>Mailing Address</b>	408 BOULEVARD OF THE ALLIES PITTSBURGH, PA, 15219 USA
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	408 BOULEVARD OF THE ALLIES PITTSBURGH, PA, 15219 USA
Type	Address

## Officers

Type	Name/Address
<b>Member</b>	ANTHONY L PITASSI 408 BLVD OF THE ALLIES PITTSBURGH, PA, 15219
<b>Member</b>	LISA CARVER 408 BOULEVARD OF THE ALLIES PITTSBURGH, PA, 15219
<b>Member</b>	BRENT M. HOUCK 408 BOULEVARD OF THE ALLIES PITTSBURGH, PA, 15219
Type	Name/Address

## DBA

DBA Name	Description	Date
PERFIDO WEISKOPF WAGSTAFF + GOETTEL, PLLC	FORCED DBA	
DBA Name	Description	Date

Hi, I'm SOLO I'm here to help you launch your new LLC.

## Annual Reports

<b>Filed For</b>
2023
2022
2021
2020
2019
2018
2017
2016
2015
2014
2013
2012
2011
2010
2009
2008
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, February 7, 2024 — 9:19 AM

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"PERFIDO WEISKOPF WAGSTAFF + GOETTEL LLC"

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: #05 mp      Date: 01/18/2024  Solicitation No. _____  <div style="font-size: 2em; color: blue; margin-left: 20px;">907</div>	Agency: General Services Division Procurement Officer Submitting Requisition: Jamie Jones Requisition No. _____  PF No.: 662743
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10</b>	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

<b>1</b>	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2</b>	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3</b>	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>6</b>	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7</b>	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8</b>	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

09/07/20  
 09/26/2022  
 MURP

\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: Melissa K. Pettrey Senior Buyer