



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: 06-06-2024

Order Number:	CPO 0211 4001 GSD2400000015 2	Procurement Folder:	1385978
Document Name:	Building 1, West Wing HVAC and Demolition (Phase 6)	Reason for Modification:	Change Order No. 1 - to issue Notice to Proceed.
Document Description:	Building 1, West Wing HVAC and Demolition (Phase 6)		
Procurement Type:	Central Purchase Order		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2024-05-08
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-11-04

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000174873	Requestor Name:	David K Parsons	
DOUGHERTY CO INC PO BOX 1828 CHARLESTON WV 25327-1828 US		Requestor Phone:	304-352-5486	
Vendor Contact Phone:	304-925-6664	Requestor Email:	david.k.parsons@wv.gov	
Extension:		<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>		
Discount Details:				
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 1 1900 KANAWHA BLVD E CHARLESTON WV 25305 US

6/18/24 6C

Purchasing Division's File Copy

Total Order Amount:	\$324,930.00
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next 06/18/2024

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara H. 6/18/24</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>6/26/2024</i> ELECTRONIC SIGNATURE ON FILE
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6/26/2024

Extended Description:

Change Order No. 1 - To establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Contract Term: May 8, 2024 Through November 4, 2024

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72151206	0.00000		0.000000	324930.00
Service From	Service To	Manufacturer	Model No		
2024-05-08	2024-11-04				

Commodity Line Description: Building 1, West Wing HVAC and Demolition (Phase 6)

Extended Description:

Per attached Project Plans, see Exhibit A Pricing Page, Base Bid



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

May 8, 2024 - Received 06/07/2024

Dougherty Co INC
PO BOX 1828
Charleston, WV, 25327

Attn: Mr. Smith,

NOTICE TO PROCEED

Per issuance of Purchase Order Number CPO 0211 GSD240000015, this is your notification to commence work on (Wednesday) May 8, 2024, to provide all equipment, materials and incidentals for services related to Building 1, West Wing HVAC and Demolition (Phase 6) Project, per the bid requirements, terms, and conditions of CRFQ 0211 GSD240000018.

Given the contract's terms and conditions, the project must be completed by November 4, 2024. You have Ninety (180) calendar days from the issuance of the Notice to Proceed. The contract start date is May 8, 2024, and the Final Completion date is November 4, 2024.

If you have any questions or concerns on this issue, please do not hesitate to contact me by telephone at (304) 352-5531, or e-mail at cody.g.taylor@wv.gov.

Sincerely,

Cody Taylor, Procurement Specialist, GSD *Cody Taylor*

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#05 MKP</u> Date: <u>06/18/2024</u> Solicitation No. _____ <div style="font-size: 2em; color: blue; margin-left: 20px;">C/O</div>	Agency: West Virginia General Services Division Procurement Officer Submitting Requisition: Cody Taylor Requisition No. CPO GSD240000015 PF No.: 1385978
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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 www.state.wv.us/admin/purchase/TCP.pdf	<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
10	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"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

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

*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

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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.

DOUGHERTY COMPANY, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	4/30/2002		4/30/2002	Domestic	Profit			

Organization Information			
Business Purpose	2382 - Construction - Special Trade Contractors - Building Equipment Contractors (electrical & other wiring, plumbing, heating & air-conditioning, other)	Capital Stock	5000.0000
Charter County	Kanawha	Control Number	47562
Charter State	WV	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	1.000000
Authorized Shares	5000	Young Entrepreneur	Not Specified



Addresses

Type	Address
Mailing Address	S.M. BOWLING PO BOX 1828 CHARLESTON, WV, 25327 USA
Mailing Address	P. O. BOX 1828 CHARLESTON, WV, 25327
Notice of Process Address	BRIAN W. SMITH P.O. BOX 1828 CHARLESTON, WV, 25327
Principal Office Address	600 50TH STREET SE CHARLESTON, WV, 25304
Type	Address

Officers

Type	Name/Address
Director	BRIAN W SMITH 1417 GRASSLICK ROAD RIPLEY, WV, 25271
Director	ERIC M SMITH 10 RALEIGH PLACE CROSS LANES, WV, 25313
Incorporator	S.M. BOWLING PO BOX 1828 CHARLESTON, WV, 25327 USA
President	BRIAN W. SMITH 1417 GRASSLICK ROAD RIPLEY, WV, 25271
Secretary	MARY R. BOWE 5807 CAMPBELL'S CREEK DRIVE CHARLESTON, WV, 25306
Vice-President	ERIC M. SMITH 10 RALEIGH PLACE CROSS LANES, WV, 25313
Type	Name/Address

Annual Reports

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For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, June 18, 2024 — 9:36 AM

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