



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

## State of West Virginia Delivery Order

Order Date: 06-03-2024

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>	CDO 0323 0323 WWV2100000001 6	<b>Procurement Folder:</b>	765941
<b>Document Name:</b>	CO #1 Decrease and Close SECURITY GUARD FOR WORKFORCE BECK	<b>Reason for Modification:</b>	
<b>Document Description:</b>	CO #1 Decrease and Close SECURITY GUARD FOR WORKFORCE BECK	Change Order No. 1 to decrease and close this delivery order in its entirety and liquidate the remaining funds associated with the delivery order.	
<b>Procurement Type:</b>	Central Delivery Order		
<b>Buyer Name:</b>	Dusty J Smith		
<b>Telephone:</b>	304-414-6859		
<b>Email:</b>	dusty.j.smith@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Master Agreement Number:</b>	CMA 0212 SECSVS19 6
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000216853			<b>Requestor Name:</b>	Timmy W Courtney
G4S SECURE SOLUTIONS USA INC				<b>Requestor Phone:</b>	(304) 558-2631
2333 MACCORKLE AVE STE 200				<b>Requestor Email:</b>	tcourtney@wwwda.org
SAINT ALBANS	WV	251772073			
US					
<b>Vendor Contact Phone:</b>	3047274608	<b>Extension:</b>	304		
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No		0		
#3	No		0		
#4	No		0		

**24**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
FISCAL AND ADMINISTRATIVE MANAGEMENT - 5301 WORKFORCE WEST VIRGINIA 1900 KANAWHA BLVD, EAST BLDG 3, 3RD FLOOR, SUITE 300 CHARLESTON WV 25305 US	WORKFORCE WEST VIRGINIA BECKLEY ONE STOP - 0100 200 NEW RIVER TOWN CENTER BECKLEY WV 25801 US

**Total Order Amount:** \$33,563.88

Purchasing Division's File Copy  
*Bob* 6/4/2024  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Monty* 6/4/2024  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *Bob* 6/4/24  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 1 is issued to decrease and close this delivery order in its entirety and liquidate the remaining funds associated with the delivery order.

Effective date of decrease and close: 04/15/2024

Original delivery order amount: \$33,930.00

Total amount released: \$366.12

New total: \$33,563.88

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	92121504	2314.75000	HOUR	\$14.5000	\$33,563.88
Service From	Service To	Manufacturer	Model No	Delivery Date	
2020-09-23	2021-09-22				

**Commodity Line Description:** Region 4 - Security Guard II

**Extended Description:**

Region 4 - Security Guard II

5 days per week

Time: 8:00AM - 5:00PM

1/2 hour paid lunch

Beckley office

April 10, 2024

G4S Secure Solutions USA Inc  
2333 MacCorkle Ave., Ste 200  
Saint Albans, WV 25177

**RE: Change Order #1 – Decrease and Close**  
**CDO: WWV2100000001 – Security Guard for WorkForce Beckley Office**

Dear Vendor:

WorkForce West Virginia is requesting the subject Centralized Delivery Order (CDO: WV2100000001) be decreased and closed by **25.25 HOURS @ \$14.50 = \$366.12**, the expiration date was 09/22/2021. Our records indicate as of 09/22/2021 all invoices have been processed and paid. The new total after decrease will be **\$33,563.88**. If your company agrees to this decrease and close, please sign below and email to [debra.k.morgan@wv.gov](mailto:debra.k.morgan@wv.gov) as soon as possible. Failure to respond to this decrease and close, either by agreeing or written exception, by April 26, 2024, will also constitute your concurrence with our plan to decrease and close the Centralized Delivery Order.

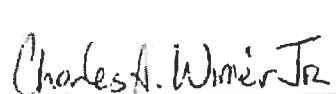

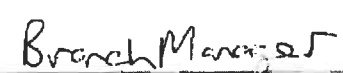
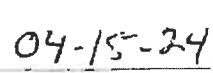
This decrease and close does not impact current or future contracts which you may have with this office. It pertains to this specific contract only.

Please call if you have any questions.

Sincerely,

Debbie Morgan  
Procurement Manager

**We agree to the decrease and close of the centralized delivery order as stated above.**

			
Name/ Signature	Title		Date

1900 Kanawha Blvd. East \* Building 3 Suite 808 \* Charleston, WV 25305

An agency of the Department of Commerce  
An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

[www.workforcewv.org](http://www.workforcewv.org)

American Job Center

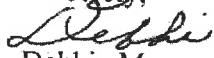
May 31, 2024

West Virginia Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305

RE: Decrease and Closure of Purchase Orders

In preparation for Year End Close, WorkForce West Virginia was reviewing outstanding procurement documents to determine if they should be liquidated or rolled. Upon review, we discovered many documents that were aged beyond one year of expiration. Staffing shortages and personnel changes were the main causes of these processes being overlooked. Moving forward, the agency plans to review the procurement reports and complete any necessary change orders in a timely manner.

Sincerely,

  
Debbie Morgan  
Procurement Manager

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10-Brandon Barr</u> Date: <u>6/4/2024</u>  Solicitation No. <u>CDO WWV21-01</u>	Agency: WorkForce West Virginia  Procurement Officer Submitting Requisition: Debra Morgan  Requisition No. CDO WWV 2100000001  PF No.: 765941
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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
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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: \_\_\_\_\_

*[Handwritten Signature]* 6/4/2024

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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.

#### G4S SECURE SOLUTIONS (USA) INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	7/2/1969		7/2/1969	Foreign	Profit			

Organization Information			
<b>Business Purpose</b>	5616 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Investigation and Security Services (security guards, patrol, armored car, security systems, locksmiths)		<b>Capital Stock</b> 0.0000
<b>Charter County</b>		<b>Control Number</b>	0
<b>Charter State</b>	FL	<b>Excess Acres</b>	0
<b>At Will Term</b>		<b>Member Managed</b>	
<b>At Will Term Years</b>		<b>Par Value</b>	0.000000
<b>Authorized Shares</b>	0	<b>Young Entrepreneur</b>	Not Specified

Addresses	
Type	Address
<b>Local Office Address</b>	THE WACKENHUT CORPORATION 2333 MACCORKLE AVE., SUITE 200 SAINT ALBANS, WV, 25177
<b>Mailing Address</b>	1395 UNIVERSITY BLVD. JUPITER, FL, 33458
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	1395 UNIVERSITY BLVD. JUPITER, FL, 33458 USA
Type	Address

Officers	
Type	Name/Address
<b>Director</b>	STEVEN S. JONES + 1 450 EXCHANGE IRVINE, CA, 92602
<b>Director</b>	DAVID I. BUCKMAN 161 WASHINGTON STREET SUITE 600 CONSHOHOCKEN, PA, 19428
<b>President</b>	STEVEN S. JONES 450 EXCHANGE IRVINE, CA, 92602
<b>Secretary</b>	DAVID I. BUCKMAN 161 WASHINGTON STREET SUITE 600 CONSHOHOCKEN, PA, 19428
<b>Treasurer</b>	TIMOTHY E. BRANDT 450 EXCHANGE IRVINE, CA, 92602
Type	Name/Address

X Close

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**DBA**

DBA Name	Description	Effective Date	Termination Date
CORRECTIONAL FOODSERVICE MANAGEMENT	TRADENAME	2/14/1997	
G4S	TRADENAME	6/30/2010	
G4S USA	TRADENAME	6/30/2010	
G4S WACKENHUT	TRADENAME	3/23/2007	
WACKENHUT	TRADENAME	6/30/2010	
DBA Name	Description	Effective Date	Termination Date

**Name Changes**

Date	Old Name
6/1/2010	THE WACKENHUT CORPORATION
Date	Old Name

Date	Amendment
6/1/2010	AMENDMENT FILED CHANGING NAME FROM THE WACKENHUT CORPORATION
3/16/1993	CHANGE TO AMEND AND RESTATE ARTICLES OF CERTIFICATE OF AUTHORITY.
9/25/1974	AMENDMENT: ARTICLES OF INCORPORATION (ROLL 87)
Date	Amendment

**Annual Reports**

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2023
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, June 4, 2024 — 10:32 AM

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