



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

State of West Virginia
Contract

Order Date: 06-12-2024

CORRECT ORDER NUMBER MUST APPEAR
 ON ALL PACKAGES, INVOICES, AND
 SHIPPING PAPERS. QUESTIONS
 CONCERNING THIS ORDER SHOULD BE
 DIRECTED TO THE DEPARTMENT
 CONTACT.

Order Number:	CCT 0439 0439 EBA2200000002 8	Procurement Folder:	1003737
Document Name:	AEOI-FCC MANDATED REPACK PROJECT	Reason for Modification:	Change Order No. 3 - Administrative change order to correct the beginning date on commodity line.
Document Description:	AEOI-FCC MANDATED REPACK PROJECT		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Larry D McDonnell		
Telephone:	304-558-2063		
Email:	larry.d.mcdonnell@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-01-28
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-01-27

VENDOR		DEPARTMENT CONTACT																			
Vendor Customer Code:	000000217148	Requestor Name:	Steven Grindstaff																		
KESSLER & GEHMAN ASSOCIATES INC 14260 W NEWBERRY ROAD #412		Requestor Phone:	(304) 254-7850																		
NEWBERRY FL 32669-2765 US		Requestor Email:	sgrindstaff@wvpublic.org																		
Vendor Contact Phone:	352-332-3157	<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>																			
Extension:																					
Discount Details:																					
	<table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>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		
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#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
CHIEF FINANCIAL OFFICER EDUCATIONAL BROADCASTING 124 INDUSTRIAL PARK RD BEAVER WV 25813 US	SITE MANAGER EDUCATIONAL BROADCASTING WSWP-TV 124 INDUSTRIAL PARK RD BEAVER WV 25813 US

6/14/24 GC

Total Order Amount: \$275,000.00

Purchasing Division's File Copy

SM 6/12/24

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tanya K 6/14/24</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>D. G. 6/24/24</i> ELECTRONIC SIGNATURE ON FILE
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6/16/24

Extended Description:

Change Order No. 3 - Administrative change order to change the SERVICE FROM date on Commodity Line from 01/28/2024 to 01/28/2022 so the commodity line start date matches the original start date of the contract of 1/28/2022.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	\$275,000.00
Service From	Service To	Manufacturer	Model No		
2022-01-28	2025-01-27				

Commodity Line Description: FCC MANDATED REPACK CONSULTING

Extended Description:

PROFESSIONAL ENGINEERING SERVICES
HOURLY RATE: \$250.00



Lyle, Tara L <tara.l.lyle@wv.gov>

Fwd: Review for Change Order on CCT EBA22*02

1 message

McDonnell, Larry D <larry.d.mcdonnell@wv.gov>

Wed, Jun 12, 2024 at 10:31 AM

To: Tara L Lyle <tara.l.lyle@wv.gov>

Please see below.

Thanks,

LARRY D. McDONNELL, WVPBC

Senior Buyer | Purchasing Division

West Virginia Department of Administration

2019 Washington St, East | Charleston, WV 25305

M: 304.558.2306 | **D:** 304.558.2063 | **F:** 304.558.3970

Larry.D.McDonnell@wv.gov |
www.wvpurchasing.gov



Procurement Excellence Through Collaboration and Service

----- Forwarded message -----

From: **Dale Malcomb** <dmalcomb@wvpublic.org>

Date: Wed, Jun 12, 2024 at 8:53 AM

Subject: Re: Review for Change Order on CCT EBA22*02

To: McDonnell, Larry D <larry.d.mcdonnell@wv.gov>

Yes. Our accounts payable clerk, Christy Fitzgerald, tried to pay an invoice from the previous contract version time period and the auditors rejected it because the date in question wasn't set to the original start date when the contract was renewed. So, she asked if she could do a change order and I told her to go ahead.

Do you need something else submitted?

Thanks.

Dale Malcomb
Purchasing Coordinator

Information Technology Manager
Fleet Coordinator
Phone: (304) 254-7858
Cell: (304) 222-9252
dmalcomb@wvpublic.org

From: McDonnell, Larry D <larry.d.mcdonnell@wv.gov>
Sent: Wednesday, June 12, 2024 8:49 AM
To: Dale Malcomb <dmalcomb@wvpublic.org>
Subject: Review for Change Order on CCT EBA22*02

Dale,
I received a change order for CCT EBA22*02. The person that submitted left the following note in the modification tab:
"Changed the commodity start date to match the effective start date."

It doesn't look like you submitted it. However, do you have any insight on this one? There is no documentation such as the two-party agreement, justification memo, or even a checklist.

Thanks,

LARRY D. McDONNELL, WVPBC

Senior Buyer | Purchasing Division

West Virginia Department of Administration

2019 Washington St, East | Charleston, WV 25305

M: 304.558.2306 | **D:** 304.558.2063 | **F:** 304.558.3970

Larry.D.McDonnell@wv.gov |
www.wvpurchasing.gov



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West Virginia Public Broadcasting

"Telling West Virginia's Story"

www.wvpublic.org

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KESSLER AND GEHMAN ASSOCIATES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	10/9/2018		10/9/2018	Foreign	Profit			

Organization Information			
Business Purpose	5179 - Information - Telecommunications - Other Telecommunication		Capital Stock
Charter County		Control Number	0
Charter State	FL	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	<input type="text" value=""/> <input type="button" value="Close"/>
Authorized Shares	<input type="text" value=""/>	Y Entr	<input type="text" value=""/>
			<input type="text" value=""/>

Addresses
<input type="text"/>

Hi, I'm SOLO! I can help you file your Annual Report.

Type	Address
Local Office Address	507 NW 60TH ST SUITE D GAINESVILLE, FL, 32607
Mailing Address	507 NW 60TH ST SUITE D GAINESVILLE, FL, 32607 USA
Notice of Process Address	KESSLER AND GEHMAN ASSOCIATES, INC. 507 NW 60TH ST STE D GAINESVILLE, FL, 32607
Principal Office Address	507 NW 60TH ST SUITE D GAINESVILLE, FL, 32607 USA
Type	Address

Officers	
Type	Name/Address
President	ROBERT GEHMAN 507 NW 60TH ST SUITE D GAINESVILLE, FL, 32607
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
Date filed	

Hi, I'm SOLO! I can help you file your Annual Report.

For more information, please contact the Secretary of State.

Wednesday, June 12, 2024 — 4:46 PM



Important Reqs and Certs Update [Show Details](#)
Mar 1, 2024



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Planned Maintenance Schedule [Show Details](#)
May 21, 2024



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e.g. 1606N020Q02

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All Domains



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Any Words 

All Words 

Exact Phrase 

e.g. 1606N020Q02

"kessler and gehman associates inc" 

Federal Organizations

Enter Code or Name



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- Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u> cm/r </u> Date: <u>6/12/24</u> Solicitation No. <u>CO#3</u> <u>Admin -</u> <u>Change start</u> <u>date on CL</u>	Agency: Educational Broadcasting Authority Procurement Officer Submitting Requisition: Dale Malcomb Requisition No. CCT EBA22*2 - CO#3 PF No.: 1003737
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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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input 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: _____

Tara