



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

State of West Virginia
Master Agreement

Order Date: 08-01-2024

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:	CMA 0803 0070 DOT2300000008 3	Procurement Folder:	1033516
Document Name:	Double Drum Roller 7022EC11	Reason for Modification:	
Document Description:	Double Drum Roller 7022EC11	Contract Change Order # 2	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-09-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-08-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000201669			Requestor Name:	Denise L Brown
LESLIE EQUIPMENT CO				Requestor Phone:	(304) 473-5328
19 GOFF CROSSING DR				Requestor Email:	dee.l.brown@wv.gov
CROSS LANES	WV	25313			
US					
Vendor Contact Phone:	3042041818	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

2025
 FILE LOCATION

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	DIVISION OF HIGHWAYS
EQUIPMENT DIVISION RT 33	EQUIPMENT DIVISION
83 BRUSHY ROAD CROSSING, PO BOX 610	83 BRUSHY FORK RD CROSSING
BUCKHANNON WV 26201	BUCKHANNON WV 26201
US	US

Purchasing Division's File Copy

Total Order Amount:	Open End
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JE 8/5/24

PURCHASING DIVISION AUTHORIZATION
 DATE: *JA 8.7.24*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John L. Gray*
 ELECTRONIC SIGNATURE ON FILE

8/13/2024

ENCUMBRANCE CERTIFICATION
 DATE: *R. Dea 8/13-24*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 2 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders Effective date of renewal 09/01/24 through 08/31/25.

Renewal Years/Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	22101505			EA	63750.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Double Drum Roller

Extended Description:

Double Drum Roller



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Alanna J. Keller, P.E.
Deputy Secretary of Transportation
Deputy Commissioner of Highways
Trent May

07/16/2024

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

Leslie Equipment Company
19 Goff Crossing Dr.
Cross Lanes, WV 25313

Subject Contract Renewal: CMA DOT2300000008 7022EC11
Procurement folder: 103516

Mr. May

The Department of Transportation of West Virginia is offering to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

The renewal dates are 9/1/24 through 8/31/25 . If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to

pamela.j.hall@wv.gov

Please contact the email listed above if you have any questions.
Thank you,

Pamela J. Hall

Pamela J. Hall
Fleet Planning, WVDOH Equipment Division

We agree to renew the contract for the period as state above under the same terms, conditions, prices, and specifications in the original purchase order and any change orders thereto.

Trent May / *[Signature]*
Name/Signature

7/17/2024
Date

Sales Rep
Title

PROCUREMENT USE ONLY
[Signature] TDIMGR1 8/1/24
Signature/Title/Date

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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.

LESLIE EQUIPMENT CO.

See ATTACHED

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	8/1/1968		8/1/1968	Domestic	Profit			

Organization Information			
Business Purpose	4238 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Machinery, Equipment and Supplies Merchant Wholesalers (construction, mining, farm, garden, industrial machinery & supplies, service establishment, transportation)		Capital Stock 50000.0000
Charter County	Webster	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	10.000000
Authorized Shares	5000	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	6248 WEBSTER ROAD COWEN, WV, 26206
Mailing Address	PO BOX 629 COWEN, WV, 26206 USA
Notice of Process Address	JOHN LESLIE 6248 WEBSTER RD COWEN, WV, 26206
Principal Office Address	6248 WEBSTER ROAD COWEN, WV, 26206 USA
Type	Address

Officers	
Type	Name/Address
Director	TRACEY RUPE 136 CLIFFTOP DR BEAVER, WV, 25813
Director	TODD PERRINE 105 TENNIS CENTER DR MARIETTA, OH, 45750
President	JOHN LESLIE PO BOX 629 COWEN, WV, 26206
Secretary	LYNETTE LESLIE PO BOX 629 COWEN, WV, 26206
Treasurer	JOHNNA LESLIE MILLER 51 JOHN'S COURT COWEN, WV, 26206
Vice-President	JONATHAN DAVID PHILLIPS 195 INDUSTRIAL DRIVE PIKEVILLE, KY, 41502
Type	Name/Address

Mergers				
Merger Date	Merged	Merged State	Survived	Survived State
12/26/2001	GRESS EQUIPMENT COMPANY	OH	LESLIE EQUIPMENT CO.	WV
Merger Date	Merged	Merged State	Survived	Survived State

Date	Amendment
12/21/2018	AUTHORIZED CAPITAL STOCK CHANGES, SEE IMAGES
12/26/2001	MERGER: MERGING GRESS EQUIPMENT COMPANY, A QUALIFIED OH CORPORATION WITH AND INTO LESLIE EQUIPMENT CO., A QUALIFIED WV CORPORATION, THE SURVIVOR
2/3/1989	CHANGE OF NAME FROM LESLIE BROS. EQUIPMENT CO.
Date	Amendment

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

Monday, August 5, 2024 — 8:42 AM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	PO BOX 629	COWEN	WV	26206	BO KESLER
Ordering	PO BOX 1547	ELKINS	WV	26241	TERRY CASTEEL
Ordering	6248 Webster RD	Cowen	WV	26206	TERRY CASTEEL
Payment	136 CLIFFTOP DRIVE	BEAVER	WV	25813	
Payment	2098 LILLIAN LANE	PLEASANT VALLEY	WV	26554	
Payment	19 GOFF CROSSING DR	CROSS LANES	WV	25313	JOHN C GROW
Ordering	19 GOFF CROSSING DR	CROSS LANES	WV	25313	JOHN GROW
Payment	6248 WEBSTER RD	COWEN	WV	26206	BO KESLER
Payment	PO BOX 1547	ELKINS	WV	26241	TAMMY HARLESS
Payment	PO BOX 1220	BEAVER	WV	258131220	MIKE WORLEY

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000201669
 LESLIE EQUIPMENT CO

Active From : 08/18/2016

Active To :

Address Type : Payment

Default Record :

Division/Department :

Mail Returned :

Additional Address Info. :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar

Address Information

Address ID : AD000001

Country Phone Code : 1

Street 1 : PO BOX 629

Phone : 000-000-0000

Street 2 :

Phone Extension :

City : COWEN

County :

State/Province : WV

County Name :

Zip/Postal Code : 26206

Country : US

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

▶ Change Management

Top

Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History



Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry.

[Sign In](#)

Select Domain
Entity Information

All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

[Search Editor](#)

- Any Words
- All Words
- Exact Phrase

Entity

Entity Name

No results found

Unique Entity ID

CAGE / NCAGE

Location

Status

- Active
- Inactive

[Reset](#)



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?

[Search inactive](#)

[Go back](#)

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>8/5/24</u>	Agency: WVDOH
Solicitation No. <u>CMA DOT23*08</u> <u>CO#2</u>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CMA DOT23*08
	PF No.: 1033516

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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

FOR CHANGE ORDERS/RENEWALS:


13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: _____



REFERENCE:

1. **Specifications and Pricing Page.** The specifications and intended pricing evaluation tool (wvOASIS line or pricing page) must be attached to the requisition for the Purchasing Division to review them.
2. **Usage of correct specification template.** The Purchasing Division maintains standard format templates on its website for various purchase types, including but not limited to one-time, services, and open-end RFQ purchases; RFPs; and EOs. Using the correct specification template ensures language appropriate for the type of purchase will be contained in the final contract. A copy of these templates can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/forms.html.
3. **Use of correct requisition type.** Agencies must discern the type of contract needed prior to entering the requisition in wvOASIS. The requisition type will limit the type of award that can be issued for each solicitation. **Purchasing Division Procedures Handbook, Section 3.3.1.1.**
4. **Terms and conditions.** The agency must complete the General Terms and Conditions using the master copy maintained by the Purchasing Division, and the revision date on the terms and conditions document must not be removed or altered in any way. The Purchasing Master Terms and Conditions can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/TCP.pdf. **Purchasing Division Procedures Handbook, Section 3.2.4.6.**
5. **Maximum budgeted amount.** This is the maximum amount of funding available for the purchase of the good or service as determined by the agency prior to requisition submission. This amount determines the agency's ability to negotiate and cannot be changed after the bid opening. **Purchasing Division Procedures Handbook, Section 6.9.3.1.**
6. **Suggested vendors.** Suggested vendors are identified at the time an agency conducts its market research and are placed in the Vendor List or Free Form Vendor fields within the requisition. This ensures the vendors are made aware of the bidding opportunity.
7. **Capitol Building Commission pre-approval.** Pre-approval from the Capitol Building Commission is required before any contract can be bid for work requiring a substantial physical change to the state capitol building or surrounding complex, before work begins to a building on the capitol complex if not done under a contract, and prior to processing change orders for work to buildings on the capitol complex above \$40,000. **Purchasing Division Procedures Handbook, Section 7.2.**
8. **Financing pre-approval.** Any loan or extension of credit from a bank or other financial institution by any state agency under the Executive Branch requires pre-approval from the Governor's Office and must be in the best financial interest of the state of West Virginia. **Per memorandum from the Governor's Office.**
9. **Fleet Management Division pre-approval.** Pre-approval by the Fleet Management Division (FMD) is required to purchase vehicles, unless statutorily exempt. Any request made under the authority of the Fleet Management Division to increase an agency's fleet size must be approved by the FMD executive director, and all vehicle purchases, regardless of dollar amount, must be processed through the Purchasing Division. **Purchasing Division Procedures Handbook, Section 7.8.**
10. **Insurance requirements.** **RE Purchasing Division Procedures Handbook, Section 3.2.5.3. Appendix C.**
11. **Office of Technology CIO pre-approval.** In accordance with the Office of Technology's CIO-19-001 policy, all technology procurement requests, unless exempted, require Chief Information Officer (CIO) approval. **Purchasing Division Procedures Handbook, Section 7.3.**

12. **Treasurer's Office (banking) pre-approval.** Pre-approval is required by the State Treasurer's Office for the acquisition of banking goods or services, which includes but may not be limited to accepting payments and receiving funds via electronic commerce. **W. Va. Code §§ 12-1-7 and 12-3A-6.**
13. **Two-party agreement.** This agreement, confirming the need for the change order, must be signed by both the agency and the vendor. A single letter of agreement with both signatures is standard.
14. **Standard change order language.** The Purchasing Division maintains standard language to be used in the Extended Description field when issuing a change order in *wvOASIS*. There are various descriptors available to address the change to the original contract, including but not limited to a standard renewal, a renewal with an increase or decrease, a construction extension for time only or time and increase, a cancellation, and an administrative change. **Purchasing Division Procedures Handbook, Appendix D.**
15. **Office of Technology CIO pre-approval.** See #11.
16. **Justification for price increases/backdating/other.** Any change order request that increases the amount of the contract, is backdated more than 20 days past the submission date of the change order, or otherwise affects provisions of the contract not typically seen in a change order requires justification.
17. **Bond rider.** A bond rider allows bonded principals to request changes to be made to their original surety bond agreements. The bond rider is the only valid way of making changes to a bond agreement which does not invalidate the agreement.

Questions regarding this *Compliance Verification Checklist for Requisition Submission* may be directed to your assigned Purchasing Division buyer. If you're unsure who your buyer is, see the Agency-Buyer assignments published online at www.state.wv.us/admin/purchase/byassign.pdf.