



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: 07-31-2024

| | | | |
|-----------------------|---------------------------------|--------------------------|------------------------------------------------------------------------------------|
| Order Number: | CPO 0803 0258 DOT1500000041 12 | Procurement Folder: | 97312 |
| Document Name: | Change Order #1 | Reason for Modification: | Change Order No. 1 to cancel balance of purchase order, per attached documentation |
| Document Description: | Roll Document from 2020 to 2021 | | |
| Procurement Type: | Central Purchase Order | | |
| Buyer Name: | John W Estep | | |
| Telephone: | 304-558-2566 | | |
| Email: | john.w.estep@wv.gov | | |
| Shipping Method: | Best Way | Effective Start Date: | |
| Free on Board: | FOB Dest, Freight Prepaid | Effective End Date: | |

| VENDOR | | | | DEPARTMENT CONTACT | |
|-----------------------|------------------|---------------------|---------------|------------------------------------------|--------------------------|
| Vendor Customer Code: | VS0000001756 | | | Requestor Name: | Gabrielle B Selbe |
| CXT INC | | | | Requestor Phone: | 304-399-0146 |
| PO Box 265 | | | | Requestor Email: | gabrielle.b.selbe@wv.gov |
| Waverly | WV | 26184-0265 | | | |
| US | | | | <h1>2025</h1> <p>FILE LOCATION _____</p> | |
| Vendor Contact Phone: | 304-850-6304 | Extension: | 315 | | |
| 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 |
|----------------------|------------------------------|
| DIVISION OF HIGHWAYS | STATE OF WEST VIRGINIA |
| DISTRICT TWO | JOBSITE - SEE SPECIFICATIONS |
| 801 MADISON AVE | |
| HUNTINGTON | WV 25704 |
| US | No City |
| | WV 99999 |
| | US |

| | |
|---------------------|--------|
| Total Order Amount: | \$0.00 |
|---------------------|--------|

Purchasing Division's File Copy

JE 8/5/24

| | | |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| PURCHASING DIVISION AUTHORIZATION DATE: 8/7/24 ELECTRONIC SIGNATURE ON FILE | ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 8/13/2024 ELECTRONIC SIGNATURE ON FILE | ENCUMBRANCE CERTIFICATION DATE: 8-13-24 ELECTRONIC SIGNATURE ON FILE |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------|

8/13/2024

Extended Description:

Change Order No. 1 to reduce the amount of purchase order from \$52,530.25 to 0
no other change

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 1 | 30101717 | 0.00000 | LF | 108.500000 | 0.00 |
| Service From | Service To | Manufacturer | | Model No | |

Commodity Line Description: EXTERIOR BEAMS 17" PRESTRESSED CONCRETE BOX BEAM (3' WIDE)

Extended Description:

EXTERIOR BEAMS 17" PRESTRESSED CONCRETE BOX BEAM (3' WIDE)
2 BEAMS X 39.5'

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 2 | 30101717 | 0.00000 | LF | 108.500000 | 0.00 |
| Service From | Service To | Manufacturer | | Model No | |

Commodity Line Description: INTERIOR BEAM 17" PRESTRESSED CONCRETE BOX BEAM (3' WIDE)

Extended Description:

INTERIOR BEAMS 17" PRESTRESSED CONCRETE BOX BEAM (3' WIDE)
5 BEAMS X 39.5'

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 3 | 30101717 | 0.00000 | EA | 200.000000 | 0.00 |
| Service From | Service To | Manufacturer | | Model No | |

Commodity Line Description: ELASTROMERIC BEARING PADS

Extended Description:

ELASTROMERIC BEARING PADS
(12 A1 PADS & 4 A2 PADS)

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 4 | 30101717 | 0.00000 | EA | 20.000000 | 0.00 |
| Service From | Service To | Manufacturer | | Model No | |

Commodity Line Description: 1" DIAMETER X 2'-0" ANCHOR BOLT OR NO.8 GALV. DEFORMED REBAR

Extended Description:

1" DIAMETER X 2'-0" ANCHOR BOLT OR NO.8 GALV. DEFORMED REBAR

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 5 | 30101717 | 0.00000 | LS | 1500.000000 | 0.00 |
| Service From | Service To | Manufacturer | | Model No | |

Commodity Line Description: THICK SPONGE RUBBER PREFORMED JOINT FILLER

Extended Description:

THICK SPONGE RUBBER PREFORMED JOINT FILLER

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|----------|-------------|-------------|
| 6 | 30101717 | 0.00000 | EA | 1000.000000 | 0.00 |
| Service From | Service To | Manufacturer | Model No | | |

Commodity Line Description: 1" DIAMETER POST - TENSIONING BAR W/NUTS AND BEARING PLATES

Extended Description:
1" DIAMETER POST - TENSIONING BAR WITH NUTS AND BEARING PLATES

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|----------|------------|-------------|
| 7 | 30101717 | 0.00000 | EA | 400.000000 | 0.00 |
| Service From | Service To | Manufacturer | Model No | | |

Commodity Line Description: GUARDRAIL ATTACHMENT ASSEMBLY FOR BOX BEAM W/STUDS

Extended Description:
GUARDRAIL ATTACHMENT ASSEMBLY FOR BOX BEAM W/STUDS, NUT AND WASHERS

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|----------|------------|-------------|
| 8 | 30101717 | 87.50000 | LF | 0.000000 | 0.00 |
| Service From | Service To | Manufacturer | Model No | | |

Commodity Line Description: TL2 GUARDRAIL

Extended Description:
TL2 GUARDRAIL



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Highways

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

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

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

06/27/2024

CXT Inc
PO Box 265, Waverly WV 26184
wkapraun@lbfooster.com

Re: Cancellation of Balance of DOT1500000041
Procurement Folder Number: 97312

Prestressed Concrete Box Beams

Dear Windi Kapraun,

The above referenced Purchase Order in the amount of \$52,530.25 was issued on 06-29-2015. We are requesting your approval to cancel the remaining balance in its entirety of \$52,530.25 that still exists on purchase order DOT1500000041.

Your signature on the line below will acknowledge that you concur with this action there are no outstanding invoices against the purchase order. Please email this letter back to me at David.R.Gillispie@wv.gov. Failure to receive written exception to this cancellation by 07/02/2024 constitute your concurrence with our cancellation plan.

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

If you have any questions or need additional information, please call.

David Gillispie
Buyer
WV Department of Transportation
Division of Highways – Traffic and Engineering Division

Signature

Date

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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.

CXT INCORPORATED

see ATTACHED

| Organization Information | | | | | | | | |
|--------------------------|----------------|------------------|-------------|---------|--------|----------|------------------|--------------------|
| Org Type | Effective Date | Established Date | Filing Date | Charter | Class | Sec Type | Termination Date | Termination Reason |
| C Corporation | 5/22/2014 | | 5/22/2014 | Foreign | Profit | | | |

| Organization Information | | | |
|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|---------------|
| Business Purpose | 3273 - Manufacturing - Nonmetallic Mineral Product Manufacturing - Cement and Concrete Product Manufacturing (ready-mix, pipe, brick, block, other) | | |
| Charter County | Wood | Control Number | 9A5PK |
| Charter State | DE | Excess Acres | |
| At Will Term | | Member Managed | |
| At Will Term Years | | Par Value | |
| Authorized Shares | 0 | Young Entrepreneur | Not Specified |

| Addresses | |
|----------------------------------|------------------------------------------------------------------------------------|
| Type | Address |
| Mailing Address | 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 USA |
| Notice of Process Address | CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302 |
| Principal Office Address | 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 USA |
| Type | Address |

| Officers | |
|------------------|------------------------------------------------------------------|
| Type | Name/Address |
| Director | BRIAN H. KELLY 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 |
| Director | WILLIAM M. THALMAN 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 |
| President | ROBERT NESS 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 |
| Secretary | PATRICK J. GUINEE 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 |
| Treasurer | JOHN N. PESARSICK 415 HOLIDAY DRIVE PITTSBURGH, PA, 15220 |
| Type | Name/Address |

| Annual Reports | |
|-----------------------|--|
| Filed For | |
| 2024 | |
| 2023 | |
| 2022 | |
| 2021 | |

| |
|-------------------|
| 2020 |
| 2019 |
| 2018 |
| 2017x |
| 2017 |
| 2016 |
| Date filed |

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

Monday, August 5, 2024 — 7:53 AM

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Vendor/Customer

Address

| Address Type | Street 1 | City | State/Province | Zip/Postal Code | Principal Contact |
|---------------|-------------------|------------|----------------|-----------------|-------------------|
| ✓ Payment | 415 Holiday Drive | Pittsburgh | PA | 15220 | |
| Payment | PO BOX 643343 | PITTSBURGH | PA | 15264-3343 | |
| Payment | PO Box 676208 | Dallas | TX | 75267-6208 | |
| Billing | PO Box 265 | Waverly | WV | 26184-0265 | Windi Kapraun |
| Payment | PO Box 265 | Waverly | WV | 26184-0265 | Windi Kapraun |
| Ordering | PO Box 265 | Waverly | WV | 26184-0265 | Windi Kapraun |
| Web Registrar | PO Box 265 | Waverly | WV | 26184-0265 | Windi Kapraun |

First Prev Next Last

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Vendor/Customer : VS0000001756
CXT INC

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 05/27/2015

Active To :

Default Record :

Mail Returned :

Active Address : Yes

▼ Address Information

Address ID : AD000003

Street 1 : 415 Holiday Drive

Street 2 :

City : Pittsburgh

State/Province : PA

Zip/Postal Code : 15220

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 000-000-0000

Phone Extension :

County :

County Name :

Country : US

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Entity Information

All Entity Information

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- All Words
- Exact Phrase

e.g. 123456789, Smith Corp
"CXT Inc." ✕

Entity ^

Entity Name

No results found ^
▼

Unique Entity ID

e.g. H1YPRH1HK021 ▼

CAGE / NCAGE

▼

Location ▼

Status ^

- Active
- Inactive

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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>CPO DOT 15*41</u> <u>CO#1</u> | Procurement Officer Submitting Requisition: Dusty Smith |
| | Requisition No. CPO DOT15*41 |
| | PF No.: 97312 |

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:

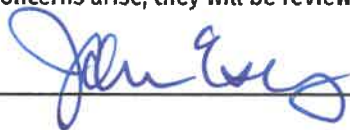
| | | | | | |
|----|----------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| 13 | Two-party agreement | <input checked="" type="checkbox"/> | <input checked="" 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 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 EOIs. 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/byrassign.pdf.