



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

# State of West Virginia Purchase Order

Order Date: 04-08-2025

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:         | CPO 0603 0603 ADJ2400000010 5                       | Change Order No: | 2 | Procurement Folder:   | 1278118    |
| Document Name:        | Camp Dawson Airfield Support Facilities Renovations |                  |   | Reason for Modification:<br>Change Order No. 3- To extend contract time and to increase contract amount per the attached documentation. |            |
| Document Description: | Camp Dawson Airfield Support Facilities Renovations |                  |   |   |            |
| Procurement Type:     | Central Purchase Order                              |                  |   |   |            |
| Buyer Name:           | David H Pauline                                     |                  |   |   |            |
| Telephone:            | 304-558-0067  |                  |   |   |            |
| Email:                | david.h.pauline@wv.gov                              |                  |   |   |            |
| Shipping Method:      | Best Way  |                  |   | Effective Start Date:   | 2024-01-02 |
| Free on Board:        | FOB Dest, Freight Prepaid                           |                  |   | Effective End Date:   | 2025-03-02 |

| VENDOR  | DEPARTMENT CONTACT |                     |                     |               |    |    |        |   |    |             |  |  |    |             |  |  |    |             |  |  |   |
|---|--------------------|---------------------|---------------------|---------------|----|----|--------|---|----|-------------|--|--|----|-------------|--|--|----|-------------|--|--|---|
| Vendor Customer Code: 000000193013<br>HARBEL INC<br>PO BOX 358<br><br>CUMBERLAND MD 21502<br>US<br>Vendor Contact Phone: 3017298303 Extension:<br><br>Discount Details:<br><table><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 |  |  | Requestor Name: Philip B Schoolcraft<br>Requestor Phone: (304) 558-2930<br>Requestor Email: philip.b.schoolcraft.nfg@army.mil<br><br><b>2025</b><br>FILE LOCATION _____ |
|   | 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 ENGINEERING & FACILITIES<br>ADJUTANT GENERALS OFFICE<br>1707 COONSKIN DR<br><br>CHARLESTON WV 25311<br>US | MOUNTAINEER CHALLENGE PROGRAM<br>ADJUTANT GENERALS OFFICE<br>1001 ARMY RD<br><br>KINGWOOD WV 26537<br>US |

Purchasing Division's File Copy

Total Order Amount: \$1,678,813.97

PURCHASING DIVISION AUTHORIZATION  
DATE: 4-9-25  
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
DATE: 4-15-25  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: 4-15-25  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

CHANGE ORDER NO. 3 - To extend the contract time 60 days and to increase the contract amount for the completion of installation of soffit on the building, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

Original Contract Price: \$1,569,850.00  
Change Order No. 2 Increase: \$101,165.75  
Change Order No. 3 Increase: \$7,798.22  
Contract New Total: \$1,678,813.97

EFFECTIVE DATE OF CHANGE: December 9, 2024

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

NO OTHER CHANGES.

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 1            | 72000000       | 0.00000      |      | 0.000000   | 1537350.00  |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2024-01-02   | 2025-03-02     |              |      |            |             |

**Commodity Line Description:** BASE BID- Camp Dawson Airfield Support Facilities Renovation

**Extended Description:**

See the attached "Bid Form"

Contract Item #1- BASE BID- Labor & materials per the construction documents

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 2            | 72000000       | 0.00000      |      | 0.000000   | 32500.00    |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2024-01-02   | 2025-03-02     |              |      |            |             |

**Commodity Line Description:** Alternate #1- Replace Interior Doors Building 401

**Extended Description:**

See the attached "Bid Form"

Contract Item#2- Alternate #1- Remove and replace Interior Doors in Building 401 per the contract documents.

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 3            | 72000000       | 0.00000      |      | 0.000000   | 101165.75   |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2024-08-07   | 2025-03-02     |              |      |            |             |

**Commodity Line Description:** CHANGE ORDER NO.2- To increase contract amount

**Extended Description:**

CHANGE ORDER NO.2- To provide and install, a new metal roof to match the existing, replace additional drywall to match existing and replace damaged sheathing discovered during demolition phase per the attached documentation.

| Line         | Commodity Code | Quantity     | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|------|------------|-------------|
| 4            | 72000000       | 0.00000      |      | 0.000000   | 7798.22     |
| Service From | Service To     | Manufacturer |      | Model No   |             |
| 2024-12-09   | 2025-03-02     |              |      |            |             |

**Commodity Line Description:** CHANGE ORDER NO.3- To extend & increase contract amount

**Extended Description:**

CHANGE ORDER NO.3- To provide and install, new soffit on the exterior of the building per the attached documentation.



DEPARTMENT OF THE ARMY  
ADJUTANT GENERAL'S OFFICE  
JOINT FORCES HEADQUARTERS WEST VIRGINIA  
1707 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1026

**APPROVED**

BY: FH DATE: 3/27/25

NGWW-FMO

20 March 2025

**TO:** Mr. David Pauline, Senior Buyer  
West Virginia Division of Purchasing

**FROM:** Mr. Dean Wingerd, Procurement Analyst  
Office of the Adjutant General, State of West Virginia

**RE:** Change Order Justification  
**CPO-ADJ2400000010**  
**CO#3 Camp Dawson Airfield Support Facilities Renovations**  
Harbel, Inc.

This change order request for the project noted above is to extend the contract time until March 2, 2025, and to increase the contract amount, by \$7,798.22 to a total of \$1,678,813.97 for providing construction services to provide and install soffit to complete and weather tight the roof. The letter dated December 11, 2024, from the agency project manager reflects this request for a time extension and cost increase to the contract and is attached to this submission. The submission of this request was delayed because of issues in obtaining sufficient federal funds to complete this change order and staff workload.

Per this justification, we respectfully request the approval of Change Order #3 as submitted.

The point of contact for this correspondence is the undersigned at 304-561-6629 or email at [claude.d.wingerd.nfq@army.mil](mailto:claude.d.wingerd.nfq@army.mil).

Dean Wingerd  
Procurement Analyst  
WV Military Authority  
Construction & Facilities Management Office

- **Item #2 Time Extension**

- **Description of Work: Time Extension**

Justification for Change:

- a. Harbel, Inc. has request 60 additional days to complete additional work regarding the soffit and any work dependent on the replacement in the original contract.
- b. Recommendation: The additional time request is fair and reasonable.


**4. Accounting Summary**

| <b><u>CONSOLIDATED PRICING OF CHANGE ORDER</u></b> |                             |                           |
|--|-----------------------------|---------------------------|
| <b><u>Description</u></b>                          | <b><u>Federal Funds</u></b> | <b><u>State Funds</u></b> |
| <b><u>Item #1:</u></b> Building 406 Soffit         | \$7,798.22                  | \$0                       |
| <b><u>Item #2:</u></b> Time Extension              | \$0                         | \$0                       |
| <b>Total:</b>                                      | \$7,798.22                  | \$0                       |

- Total Cost of Changes: \$7,798.22
- Funding 100% Federal

5. If you have any questions or concerns, the point of contact for this action is Mr. Phillip Cantrell, 304-550-2791, [Phillip.J.Cantrell2.nfg@mail.mil](mailto:Phillip.J.Cantrell2.nfg@mail.mil).

Sincerely,

  
PHILLIP J. CANTRELL  
NGWV-FMO-TSB  
Project Manager

# HARBEL, INCORPORATED

*General Contractors*  
"An Equal Opportunity Employer"

P.O. Box 358  
11521 Milnor Avenue  
Cumberland, MD 21501-0358  
Telephone (301) 729-8303  
Fax (301) 729-0163

December 9, 2024

West Virginia Army National Guard  
1707 Coonskin Drive  
Charleston, WV 25302

ATTN: Mr. Jonathan Neal

**RE: CPO-ADJ2400000010 Camp Dawson Building #401/406 Change Order #3 Time Extension**

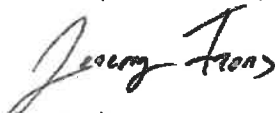
Dear Mr. Neal

Per our conversations, Harbel, Inc. is formally requesting a time extension for this project. The change is due to material delay's and additional time to complete added change order work.. We are requesting a sixty (60) day extension to the contract completion date. Due to the nature of the work, we are not requesting any additional monies in regards to the requested extension.

Should you have any questions or require any additional information or documentation, please don't hesitate to contact me.

Sincerely,

HARBEL, INCORPORATED



Jeremy Irons  
Vice President

Mark Farris / File / Keith Taylor / Carl Belt, Jr. / Dave Madden



PCO #007

Harbel, Inc. - An Equal Opportunity Employer  
P.O. Box 358  
Cumberland, Maryland 21501-0358  
Phone: (301) 729-8900  
Fax: (301) 729-0163

Project: 960 - Camp Dawson Airfield Support Facilities Reno  
1001 Army Road  
Kingwood, West Virginia 26537

## Prime Contract Potential Change Order #007: Building 406 Soffit

|                        |   |                                       |  |
|------------------------|---|---------------------------------------|--|
| TO:                    | WV Army National Guard<br>1707 Coonskin Drive<br>Charleston, West Virginia 25311-1026 | FROM:                                 | Harbel, Inc.<br>P.O. Box 358<br>Cumberland, Maryland 21502 |
| PCO NUMBER/REVISION:   | 007 / 0   | CONTRACT:                             | 1 - Original Contract                                      |
| REQUEST RECEIVED FROM: |   | CREATED BY:                           | Paula Hite (Harbel, Inc.)                                  |
| STATUS:                | Pending - In Review   | CREATED DATE:                         | 11/18/2024   |
| REFERENCE:             |   | PRIME CONTRACT<br>CHANGE ORDER:       | None   |
| FIELD CHANGE:          | No  | ACCOUNTING METHOD:                    | Amount Based   |
| LOCATION:              |   | PAID IN FULL:                         | No   |
| SCHEDULE IMPACT:       |   | SIGNED CHANGE ORDER<br>RECEIVED DATE: |  |
| EXECUTED:              | No  | TOTAL AMOUNT:                         | \$7,798.22   |

POTENTIAL CHANGE ORDER TITLE: Building 406 Soffit

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*  
Building 406 Soffit as per attached.

ATTACHMENTS:

| #            | Budget Code   | Description         | Amount     |
|--------------|---------------|---------------------|------------|
| 1            | OC Owner Cost | Building 406 Soffit | \$7,798.22 |
| Grand Total: |               |                     | \$7,798.22 |

WV Army National Guard  
1707 Coonskin Drive  
Charleston, West Virginia 25311-1026

Harbel, Inc.  
P.O. Box 358  
Cumberland, Maryland 21502

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

| Harbel, Inc              |                               |          |      |                              |          |            |                |            |               |            |               |                     |
|--------------------------|-------------------------------|----------|------|------------------------------|----------|------------|----------------|------------|---------------|------------|---------------|---------------------|
| Job: Camp Dawson 401/406 |                               | Job: 868 |      | Last Modified: 11/18/24 8:24 |          |            |                |            |               |            |               |                     |
| No.                      | Description                   | Qty      | Unit | Unit Price                   | Sub Cost | Unit Price | Equipment Cost | Unit Price | Material Cost | Unit Price | Labor Wburden | Notes               |
| 8                        | Building 406 Soffit<br>180 LF |          |      |                              |          |            |                |            |               |            |               |                     |
| 1                        | Carpenter Foreman             | 32       | HR   |                              |          |            |                |            |               | 79.88      | \$ 2,658.16   |                     |
| 1                        | Carpenter                     | 32       | HR   |                              |          |            |                |            |               | 71.93      | \$ 2,301.76   |                     |
|                          | Fasteners                     | 1        | LS   |                              |          |            | 40.00          |            | \$ 40.00      |            |               |                     |
|                          | Soffit Material               | 180      | LF   |                              |          |            | 10.00          |            | \$ 1,800.00   |            |               |                     |
|                          | Total                         |          |      |                              | \$ -     | \$ -       |                |            | \$ 1,840.00   |            | \$ 4,857.92   | \$ 6,597.92         |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ 4,857.92   | Total Labor         |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ 1,840.00   | Total Material      |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ -          | Total Equipment     |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ -          | Total Subcontractor |
|                          |                               |          |      |                              |          |            |                |            |               | 6%         | \$ 110.40     | Sales Tax           |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ 6,808.32   | Sub Total           |
|                          |                               |          |      |                              |          |            |                |            |               | 15%        | \$ 728.69     | O&P Labor           |
|                          |                               |          |      |                              |          |            |                |            |               | 10%        | \$ 184.00     | O&P Material        |
|                          |                               |          |      |                              |          |            |                |            |               | 5%         | \$ -          | O&P Subcontractor   |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ 7,721.01   | Sub Total           |
|                          |                               |          |      |                              |          |            |                |            |               | 1.00%      | \$ 77.21      | Bond                |
|                          |                               |          |      |                              |          |            |                |            |               |            | \$ 7,798.22   | Grand Total         |





DEPARTMENT OF THE ARMY  
ADJUTANT GENERAL'S OFFICE  
JOINT FORCES HEADQUARTERS WEST VIRGINIA  
1707 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1026

**APPROVED**

BY: FH DATE: 3/27/25

NGWW-FMO

20 March 2025

**TO:** Mr. David Pauline, Senior Buyer  
West Virginia Division of Purchasing

**FROM:** Mr. Dean Wingerd, Procurement Analyst  
Office of the Adjutant General, State of West Virginia

**RE:** Change Order Justification  
**CPO-ADJ2400000010**  
**CO#3 Camp Dawson Airfield Support Facilities Renovations**  
Harbel, Inc.

This change order request for the project noted above is to extend the contract time until March 2, 2025, and to increase the contract amount, by \$7,798.22 to a total of \$1,678,813.97 for providing construction services to provide and install soffit to complete and weather tight the roof. The letter dated December 11, 2024, from the agency project manager reflects this request for a time extension and cost increase to the contract and is attached to this submission. The submission of this request was delayed because of issues in obtaining sufficient federal funds to complete this change order and staff workload.

Per this justification, we respectfully request the approval of Change Order #3 as submitted.

The point of contact for this correspondence is the undersigned at 304-561-6629 or email at [claude.d.wingerd.nfg@army.mil](mailto:claude.d.wingerd.nfg@army.mil).

Dean Wingerd  
Procurement Analyst  
WV Military Authority  
Construction & Facilities Management Office

- **Item #2 Time Extension**

- Description of Work: Time Extension

Justification for Change:

- a. Harbel, Inc. has request 60 additional days to complete additional work regarding the soffit and any work dependent on the replacement in the original contract.
    - b. Recommendation: The additional time request is fair and reasonable.

#### 4. Accounting Summary

| <b><u>CONSOLIDATED PRICING OF CHANGE ORDER</u></b> |                             |                           |
|--|-----------------------------|---------------------------|
| <b><u>Description</u></b>                          | <b><u>Federal Funds</u></b> | <b><u>State Funds</u></b> |
| <b><u>Item #1:</u></b> Building 406 Soffit         | \$7,798.22                  | \$0                       |
| <b><u>Item #2:</u></b> Time Extension              | \$0                         | \$0                       |
| <b>Total:</b>                                      | <b>\$7,798.22</b>           | <b>\$0</b>                |

- Total Cost of Changes: \$7,798.22
- Funding 100% Federal

5. If you have any questions or concerns, the point of contact for this action is Mr. Phillip Cantrell, 304-550-2791, [Phillip.J.Cantrell2.nfg@mail.mil](mailto:Phillip.J.Cantrell2.nfg@mail.mil).

Sincerely,

  
PHILLIP J. CANTRELL  
NGWV-FMO-TSB  
Project Manager

# HARBEL, INCORPORATED

*General Contractors*  
"An Equal Opportunity Employer"

P.O. Box 358  
11521 Milnor Avenue  
Cumberland, MD 21501-0358

Telephone (301) 729-8303  
Fax (301) 729-0163

December 9, 2024

West Virginia Army National Guard  
1707 Coonskin Drive  
Charleston, WV 25302

**ATTN: Mr. Jonathan Neal**

**RE: CPO-ADJ2400000010 Camp Dawson Building #401/406 Change Order #3 Time Extension**

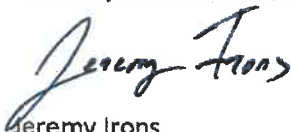
Dear Mr. Neal

Per our conversations, Harbel, Inc. is formally requesting a time extension for this project. The change is due to material delay's and additional time to complete added change order work.. We are requesting a sixty (60) day extension to the contract completion date. Due to the nature of the work, we are not requesting any additional monies in regards to the requested extension.

Should you have any questions or require any additional information or documentation, please don't hesitate to contact me.

Sincerely,

**HARBEL, INCORPORATED**



Jeremy Irons  
Vice President

Mark Farris / File / Keith Taylor / Carl Belt, Jr. / Dave Madden



PCO #007

Harbel, Inc. - An Equal Opportunity Employer  
P.O. Box 358  
Cumberland, Maryland 21501-0358  
Phone: (301) 729-8900  
Fax: (301) 729-0163

Project: 960 - Camp Dawson Airfield Support Facilities Reno  
1001 Army Road  
Kingwood, West Virginia 26537

## Prime Contract Potential Change Order #007: Building 406 Soffit

|                        |   |                                       |  |
|------------------------|---|---------------------------------------|--|
| TO:                    | WV Army National Guard<br>1707 Coonskin Drive<br>Charleston, West Virginia 25311-1026 | FROM:                                 | Harbel, Inc.<br>P.O. Box 358<br>Cumberland, Maryland 21502 |
| PCO NUMBER/REVISION:   | 007 / 0   | CONTRACT:                             | 1 - Original Contract                                      |
| REQUEST RECEIVED FROM: |   | CREATED BY:                           | Paula Hite (Harbel, Inc.)                                  |
| STATUS:                | Pending - In Review   | CREATED DATE:                         | 11/18/2024   |
| REFERENCE:             |   | PRIME CONTRACT<br>CHANGE ORDER:       | None   |
| FIELD CHANGE:          | No  | ACCOUNTING METHOD:                    | Amount Based   |
| LOCATION:              |   | PAID IN FULL:                         | No   |
| SCHEDULE IMPACT:       |   | SIGNED CHANGE ORDER<br>RECEIVED DATE: |  |
| EXECUTED:              | No  | TOTAL AMOUNT:                         | \$7,798.22   |

POTENTIAL CHANGE ORDER TITLE: Building 406 Soffit

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*  
Building 406 Soffit as per attached.

ATTACHMENTS:

| #            | Budget Code   | Description         | Amount     |
|--------------|---------------|---------------------|------------|
| 1            | OC Owner Cost | Building 406 Soffit | \$7,798.22 |
| Grand Total: |               |                     | \$7,798.22 |

WV Army National Guard  
1707 Coonskin Drive  
Charleston, West Virginia 25311-1026

Harbel, Inc.  
P.O. Box 358  
Cumberland, Maryland 21502

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

# Harbel, Inc

Job: Camp Dawson 401/406

Job: 868  
Last Modified: 11/18/24 8:24

| No.          | Description                   | Qty | Unit | Unit Price | Sub Cost | Unit Price | Equipment Cost | Unit Price | Material Cost | Unit Price | Labor w/burden | Notes               |
|--------------|-------------------------------|-----|------|------------|----------|------------|----------------|------------|---------------|------------|----------------|---------------------|
| 8            | Building 406 Soffit<br>180 LF |     |      |            |          |            |                |            |               |            |                |                     |
| 1            | Carpenter Foreman             | 32  | HR   |            |          |            |                |            |               | 79.88      | \$ 2,556.16    |                     |
| 1            | Carpenter                     | 32  | HR   |            |          |            |                |            |               | 71.93      | \$ 2,301.76    |                     |
|              | Fasteners                     | 1   | LS   |            |          |            |                | 40.00      | \$ 40.00      |            |                |                     |
|              | Soffit Material               | 180 | LF   |            |          |            |                | 10.00      | \$ 1,800.00   |            |                |                     |
| <b>Total</b> |                               |     |      |            | \$ -     |            | \$ -           |            | \$ 1,840.00   |            | \$ 4,857.92    | \$ 6,697.92         |
|              |                               |     |      |            |          |            |                |            |               |            | \$ 4,857.92    | Total Labor         |
|              |                               |     |      |            |          |            |                |            |               |            | \$ 1,840.00    | Total Material      |
|              |                               |     |      |            |          |            |                |            |               |            | \$ -           | Total Equipment     |
|              |                               |     |      |            |          |            |                |            |               |            | \$ -           | Total Subcontractor |
|              |                               |     |      |            |          |            |                |            |               | 6%         | \$ 110.40      | Sales Tax           |
|              |                               |     |      |            |          |            |                |            |               |            | \$ 6,808.32    | Sub Total           |
|              |                               |     |      |            |          |            |                |            |               | 15%        | \$ 728.69      | O&P Labor           |
|              |                               |     |      |            |          |            |                |            |               | 10%        | \$ 184.00      | O&P Material        |
|              |                               |     |      |            |          |            |                |            |               | 5%         | \$ -           | O&P Subcontractor   |
|              |                               |     |      |            |          |            |                |            |               |            | \$ 7,721.01    | Sub Total           |
|              |                               |     |      |            |          |            |                |            |               | 1.00%      | \$ 77.21       | Bond                |
|              |                               |     |      |            |          |            |                |            |               |            | \$ 7,798.22    | Grand Total         |



DEPARTMENT OF THE ARMY  
JOINT FORCES HEADQUARTERS WEST VIRGINIA  
1707 COONSKIN DRIVE  
CHARLESTON, WEST VIRGINIA 25311-1026

NGWW-FMO-TSB

11 DEC 2024

SUBJECT: Agency Justification letter for Change Order #3 (CPO-ADJ2400000010) -  
Camp Dawson Building 215 Medical Wing Renovations

ATTN: Mr. David Pauline  
West Virginia Department of Administration  
Purchasing Division  
PO Box 50130  
Charleston, WV 25305-0130

Mr. Pauline,

1. Please find the following change order packet for the subject contract. This change order is to address identified needs and concerns during the Airfield Support Facilities Renovations on the Camp Dawson training facility, near Kingwood WV. A description of the services is provided below.
2. The West Virginia Army National Guard requests a courtesy call if there are any problems associated with the attached change order to have an opportunity to address any issues in a timely manner.
3. Itemized Changes:
  - **Item #1 Building 406 Soffit Replacement**
    - Description of Work: Soffit Replacement with Building 406 Roofing

Justification for Change:

- a. During the renovations of the Airfield Support Facilities, it was discovered that the soffit of the building 406 roof needed replacement that was not included within the original drawings. Due to this unforeseen condition, Harbel, Inc. proposed inclusion of this replacement for the building.
- b. Recommendation: The additional work is within scope of the contract and the associated costs are fair and reasonable.



Pauline, David H &lt;david.h.pauline@wv.gov&gt;

---

**Change Order CPO-ADJ24\*10 Change Order #3 Funding**

1 message

**Wingerd, Claude D NFG NG WVARNG (USA)** <clauded.wingerd.nfg@army.mil>

Fri, Mar 21, 2025 at 8:32 AM

To: "Pauline, David H" &lt;david.h.pauline@wv.gov&gt;

Cc: "Wingerd, Claude D NFG NG WVARNG (USA)" &lt;clauded.wingerd.nfg@army.mil&gt;

David

Per Governor's Office Senior Advisor, Doug Buffington, from this date forward we will no longer need the Governor's Office approval for our purchases and expenditures exceeding \$100K if the following conditions exist.

1. If any project/purchase is 100% Federally funded.
2. If any project/purchase has a federal/state split and the state portion is in our general budget.

We will only need Governor's Office approval for \$100K+ transactions that require funds from the Governor's Contingency Fund (not applicable at this juncture).

For any large purchases of millions of dollars, the Governor's Office would like to be made aware prior to contract execution.

The funding for this change order is a 100% federal funded change order from our regular general budget, from Fiscal year 2024.

Respectfully

Dean Wingerd

Procurement Analyst

WV Military Authority

Construction &amp; Facilities Management Office

PH) 304-561-6629

clauded.wingerd.nfg@army.mil



# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

|   |  |
|---|--|
| <i>Purchasing Division Use:</i><br>Buyer: <u>8</u> Date: <u>3/24/25</u><br>Solicitation No. <u>CPO ADJ24*10</u> | Agency:<br>Adjutant Generals Office<br>Procurement Officer Submitting Requisition:<br>Dean Wingerd<br>Requisition No.<br>CPO-ADJ24*10 Change Order #3- Price increase & time extension<br>PF No.:<br>1278118 |
|---|--|

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<br>[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<br>( <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 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"/> |
| 9 | Fleet Management Division 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 |
|-----------|--|--------------------------|-------------------------------------|-------------------------------------|--------------------------|
| <b>10</b> | Insurance requirements                     |                          |                                     |                                     |                          |
|           | Commercial General Liability               | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
|           | Automobile Liability                       | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
|           | Workers' Compensation/Employer's Liability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input 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"/> |
| <b>11</b> | Office of Technology CIO pre-approval      | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| <b>12</b> | Treasurer's Office (banking) pre-approval  | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

#### FOR CHANGE ORDERS/RENEWALS:

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

You are viewing this page over a secure connection. Click here for more information.

## 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.

**HARBEL, INC.**

#### Organization Information

| Org Type        | Effective Date | Established Date | Filing Date | Charter | Class  | Sec Type | Termination Date | Termination Reason |
|-----------------|----------------|------------------|-------------|---------|--------|----------|------------------|--------------------|
| C   Corporation | 7/30/1975      |                  | 7/30/1975   | Foreign | Profit |          |                  |                    |

#### Organization Information

|                           |  |                           |               |
|---------------------------|--|---------------------------|---------------|
| <b>Business Purpose</b>   | 2362 - Construction - Construction of Buildings - Nonresidential Building Construction (Industrial, commercial & institutional building) | <b>Capital Stock</b>      | 0.0000        |
| <b>Charter County</b>     |  | <b>Control Number</b>     | 0             |
| <b>Charter State</b>      | MD   | <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>      | 11521 MILNOR AVE<br>CUMBERLAND, MD, 21502               |
| <b>Mailing Address</b>           | P.O. BOX 358<br>CUMBERLAND, MD, 215010358<br>USA        |
| <b>Notice of Process Address</b> | MARK A. FARRIS<br>P.O. BOX 358<br>CUMBERLAND, MD, 21501 |
| <b>Principal Office Address</b>  | 11521 MILNOR AVENUE<br>CUMBERLAND, MD, 21502<br>USA     |
| Type                             | Address   |

#### Officers

| Type                  | Name/Address  |
|-----------------------|---|
|                       | JEREMY G. IRONS (ASST SEC)<br>13200 QUARRY RIDGE RD SW<br>CUMBERLAND, MD, 21502<br>USA              |
| <b>Director</b>       | SEAN FRADISKA<br>10605 PEARL VIEW PLACE<br>LA VALE, MD, 21502                                       |
| <b>President</b>      | DAVID MADDEN<br>13110 QUARRY RIDGE ROAD, SW<br>CUMBERLAND, MD, 21502                                |
| <b>Secretary</b>      | LESLIE RIPPEY<br>231 NORTHGATE TRAIL<br>CUMBERLAND, MD, 21502                                       |
| <b>Treasurer</b>      | SEAN D. FRADISKA<br>10605 PEARL VIEW PLACE<br>LA VALE, MD, 21502                                    |
| <b>Vice-President</b> | RANDY J. CIRILLO & JARED BURKETT + MARK A. FARRIS<br>14725 BARTON BLVD, SW<br>CUMBERLAND, MD, 21502 |
| Type                  | Name/Address  |

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

X Close

## Annual Reports

Filed For

2024

2023

2022

2021

2020

2019

2018

2017x

2017

2016

2015

2014

2013

2012

2011

2010

2009

2008

2007

2006

2005

2004

2003

2002

2001

1999

1998

Date filed

[File Your Current Year Annual Report Online Here](#)

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

Thursday, March 27, 2025 — 10:29 AM

© 2025 State of West Virginia

✕ Close

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



**Subaward Reporting is live on SAM.gov** [Show Details](#)  
Mar 8, 2025



[See All Alerts](#)

**Scheduled SAM Maintenance** [Show Details](#)  
Mar 18, 2025



[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

## Search

All Words

e.g. 1606N020Q02




### 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 

e.g. 1606N020Q02

"harbel, inc."



### Federal Organizations

Enter Code or Name



#### Status

- ☒ Active
- ☐ Inactive

Reset 

All Domains

Contracting

Federal Assistance

Entity Information

Federal Hierarchy

Wage Determinations

## No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports you must sign in.

[Sign In](#)

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

Yes

[Go Back](#)



[Feedback](#)

[Our Website](#)

[About This Site](#)

[Our Partners](#)