



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: 03-07-2025

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:	CMA 0803 0085 DOT2300000013 3	Procurement Folder:	1054646
Document Name:	REUSABLE SMALL SIGN SUPPORT BREAKAWAY DEVICES - 8522C2052	Reason for Modification:	CHANGE ORDER NO. 2
Document Description:	REUSABLE SMALL SIGN SUPPORT BREAKAWAY DEVICES - 8522C2052		TO RENEW CONTRACT
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-10-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-09-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000197799	Requestor Name:	Ted J Whitmore
KORMAN SIGNS INC		Requestor Phone:	(304) 558-9468
3029 LINCOLN AVE		Requestor Email:	ted.j.whitmore@wv.gov
HENRICO	VA		
US	23228		
Vendor Contact Phone:	800-296-6050		
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
VARIOUS AGENCY LOCATIONS	STATE OF WEST VIRGINIA
AS INDICATED BY ORDER	VARIOUS LOCATIONS AS INDICATED BY ORDER
No City	No City
WV 99999	WV 99999
US	US

CR 3-13-25

Purchasing Division's File Copy

Total Order Amount:

Open End

## PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

## ATTORNEY GENERAL APPROVAL AS TO FORM

DATE:

ELECTRONIC SIGNATURE ON FILE

## ENCUMBRANCE CERTIFICATION

DATE:

ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 02 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 10/01/24 through 09/30/25.

Renewal Years/Months Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	55120000			EA	98.200000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** COMPLETE REUSABLE BREAKAWAY DEVICE - SURFACE MOUNT

**Extended Description:**

COMPLETE REUSABLE BREAKAWAY DEVICE - SURFACE MOUNT

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	55120000			EA	96.400000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** COMPLETE REUSABLE BREAKAWAY DEVICE - SOIL MOUNT

**Extended Description:**

COMPLETE REUSABLE BREAKAWAY DEVICE - SOIL MOUNT

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	55120000			EA	28.700000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** REUSABLE BREAKAWAY DEVICE - POST RECEIVER

**Extended Description:**

REUSABLE BREAKAWAY DEVICE - POST RECEIVER

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	55120000			EA	9.800000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** REUSABLE BREAKAWAY DEVICE - SHEAR BOLT

**Extended Description:**

REUSABLE BREAKAWAY DEVICE - SHEAR BOLT

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	55120000			EA	6.000000
Service From		Service To	Service Contract Amount		
				0.00	

Commodity Line Description: REUSABLE BREAKAWAY DEVICE - RUBBER BUSHING

Extended Description:  
REUSABLE BREAKAWAY DEVICE - RUBBER BUSHING



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
**Division of Highways**

Alana 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

10/30/24

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

Korman Signs, Inc.  
3028 Lincoln Ave.  
Henrico, VA 23228

Subject Contract Renewal: DOT23\*13 Reusable Small Sign Supports  
Procurement folder: 1054848

Mr. Murray,

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 10/1/24 through 9/30/25 . 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 [bruce.f.miller@wv.gov](mailto:bruce.f.miller@wv.gov)

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

Thank you,

Bruce Miller

WVDOH

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.

Name/Signature

Title

Date

PROCUREMENT USE ONLY

Signature/Title/Date

E.E.O./AFFIRMATIVE ACTION EMPLOYER

Assl Dir 3/7/25



*Approved  
JH 3-13-25*

**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

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

**Stephen T. Rumbaugh, P. E.  
Secretary of Transportation  
Commissioner of Highways**

**03/06/2025**

**To: John Estep, Senior Buyer**

**From: Amber Heath, Assistant Director**

A handwritten signature in black ink, appearing to read "Amber Heath".

**Subject: CMA DOT23\*13 Type 2 Reusable Small Sign Supports**

The Agency understands that the renewal is past the expiration date. The renewal forms were received from the company on 10/30/2024. Please accept this backdate letter as justification to move this Change Order Forward in the process. Thank you for your time.

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.*

KORMAN SIGNS, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	2/29/2012		2/29/2012	Foreign	Profit				

Organization Information									
Business Purpose		3399 - Manufacturing - Miscellaneous Manufacturing - Other Miscellaneous Manufacturing (jewelry, silverware, sporting & athletic goods, dolls, toys & games, office supplies (except paper), signs, gasket, packing & sealing, musical instruments, fasteners, buttons, needles & pins, brooms, brushes & mops, burial caskets)				Capital Stock			
Charter County		Control Number				99TJD			
Charter State		VA				Excess Acres			
At Will Term						Member Managed			
At Will Term Years						Par Value			

**Authorized  
Shares** 0**Young  
Entrepreneur** Not Specified**Addresses**

Type	Address
<b>Local Office Address</b>	3029 LINCOLN AVENUE HENRICO, VA, 23228
<b>Mailing Address</b>	3029 LINCOLN AVENUE HENRICO, VA, 23228 USA
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
<b>Principal Office Address</b>	3029 LINCOLN AVE. HENRICO, VA, 23228 USA
Type	Address

**Officers**

Type	Name/Address
<b>President</b>	SARAH KORMAN BOUTWELL 3029 LINCOLN AVENUE HENRICO, VA, 23111
<b>Secretary</b>	DIANE A. KORMAN 5537 CHARLES CITY RD. HENRICO, VA, 23231
<b>Treasurer</b>	WM KORMAN JR 5537 CHARLES CITY ROAD HENRICO, VA, 23231
<b>Vice-President</b>	MARY KORMAN LEE 3029 LINCOLN AVENUE HENRICO, VA, 23228
Type	Name/Address

**Annual Reports****Filed For**

2025
2024
2023
2022
2021
2020
2019
2018
2017x
2017
2016
2015
2014
<b>Date filed</b>

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

Wednesday, March 12, 2025 — 11:20 AM

© 2025 State of West Virginia





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

Sign In

Filter By

Entity Information ^



All Entity Information



Entities

Disaster Response Registry

Responsibility / Q



## 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. 123456789, Smith Corp

Korman Signs Inc. x

Entity ^

Entity Name

Korman Signs Inc. x

Unique Entity ID

e.g. H1YR3YJHKGS1

CAGE / NCAGE

Location v

## No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>3/12/25</u>  Solicitation No. <u>CMA DOT23*13</u> <u>Cont#2</u>	Agency: WVDOT  Procurement Officer Submitting Requisition: JAMES MOFFATT  Requisition No. DOT23*13  PF No.: 1054646
---	---

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

#### FOR CHANGE ORDERS/RENEWALS:

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

\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_

