



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: 04-25-2025

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 0211 4022 GSD2500000007 4	Change Order No:	Procurement Folder:	1431105
Document Name:	Building 22 Interior Renovations		Reason for Modification:	Change Order No. 2 - To Increase and Extend Contract per attached documentation.
Document Description:	Building 22 Interior Renovations			
Procurement Type:	Central Purchase Order			
Buyer Name:	Tara Lyle			
Telephone:	(304) 558-2544			
Email:	tara.l.lyle@wv.gov			
Shipping Method:	Best Way		Effective Start Date:	2025-01-27
Free on Board:	FOB Dest, Freight Prepaid		Effective End Date:	2026-04-19

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000200085 THE NEIGHBORGALL CONSTRUCTION COMPANY 1216 SEVENTH AVE  HUNTINGTON WV 25701 US Vendor Contact Phone: 304-525-5181 Extension: 243  Discount Details: <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: Timothy M Lee Requestor Phone: 304-352-5492 Requestor Email: timothy.m.lee@wv.gov  <b>2025</b> 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
GENERAL SERVICES DIVISION DEPARTMENT OF ADMINISTRATION 112 CALIFORNIA AVENUE BLDG 4, 6TH FLOOR CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 22 - TAX AND REVENUE 1001 LEE ST CHARLESTON WV 25301 US

4/30/25 GC

Total Order Amount: \$7,858,721.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: 4/30/25 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 5/2/2025 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 5-5-25 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order 2

Change Order No. 2 is issued to extend and increase the original contract to April 19, 2025 (12 Days), according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders per the attached documentation. The extension of this contract is provided to provide the vendor time for the additional work.

Effective Date of Increase: 4/14/2025

Extend Contract from 04/08//2026 to 04/19/2026

Original Contract Price: :\$ 7,820,000.00.00

Change Order 2 (Increase ) :\$ 38,721.00

New Contract Total: :\$ 7,858,721.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72121103	0.00000		0.000000	7820000.00
Service From	Service To	Manufacturer		Model No	
2025-01-27	2026-04-19				

**Commodity Line Description:** Base Bid plus alternate.**Extended Description:**

Base Bid plus alternate

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72121103	0.00000		0.000000	38721.00
Service From	Service To	Manufacturer		Model No	
2025-01-27	2026-04-19				

**Commodity Line Description:** Change Order 2**Extended Description:**

Change Order 2 (CCDs: 1-6)



# Document G701® – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Building 22 Interior Renovations  
1001 Lee Street, East  
Charleston, WV 25301

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: January 27, 2025

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: March 21, 2025

**OWNER:** *(Name and address)*  
General Services Division  
103 Michigan Avenue  
Charleston, WV 25305

**ARCHITECT:** *(Name and address)*  
Pickering Associates - Charleston  
318 Lee Street, West  
Charleston, WV 25302

**CONTRACTOR:** *(Name and address)*  
Neighborgall Construction  
1216 7th Avenue  
Huntington, WV 25701

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

CCD #1 - A request to change door hardware at door openings 202 and 302 from push/pull hardware to a privacy set to match similar Restroom openings #101 and #403. ADD - \$1,336.00

CCD#2 - Black mastic was discovered during demolition under the ceramic tile in the Men's & Women's Restrooms and Custodial Area of the basement floor. Samples of black mastic was tested and results showed asbestos containing materials. Cost increase reflects asbestos abatement work that is not part of the base bid and time associated with the additional work. ADD - \$12,207.00. The contract time will also increase by seven (7) days.

CCD#3 - Credit amount for paper towel dispensers. The Owner will provide the paper towel dispensers for the contractor to install. DEDUCT - (\$701.00)

CCD#4 - Change from a 20 year warranty roof to a 30 year warranty roof for EPDM Roof. See attached proposal from Sutter Roofing for breakdown of cost. ADD - \$14,752.00

CCD#5 - New metal studs, metal track, drywall and finish of drywall in the Basement Restroom Area as per RFI #2 for the relocation of the Mop Sink Area. See attached document for full description. ADD - \$4,991.00. The contract time will also be increased by three (3) days.

CCD#6 - New sanitary line underground, floor drain, domestic water piping, insulation, excavation, backfill, concrete demo, and concrete SOG patching due to existing ice maker being relocated per RFI #1. ADD - \$6,136.00. The contract time will be increased by two (2) days.

Ownership of these changes shall be:

CCD #1 – GSD

CCD#2 – 50/50 split with GSD and TAX

CCD #3 – TAX

CCD #4 – GSD

CCD #5 – GSD

CCD #6 – 50/50 split with GSD and TAX

**Grand Total \$38,721.00**

**Total Number of days added to the Contract Time Twelve (12) days. New Final Completion Date April 19, 2026.**


The original Contract Sum was	\$ 7,820,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 7,820,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 38,721.00
The new Contract Sum including this Change Order will be	\$ 7,858,721.00


The Contract Time will be increased by Twelve (12) days.


The new date of Final Completion will be April 19, 2026

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

  
ARCHITECT (Signature)  
BY: Sean G. Simon, AIA, NCARB  
Director of Construction Services  
(Printed name, title, and license  
number if required)  
3/24/25  
Date

  
CONTRACTOR (Signature)  
BY: C.R. Neighborgall, IV, President  
(Printed name and title)  
March 24, 2025  
Date

  
OWNER (Signature)  
BY: Cody Taylor, Procurement  
James Jones, Procurement Supervisor Specialist  
(Printed name and title)  
4/14/25  
Date



# Document G714® – 2017

## Construction Change Directive

<b>PROJECT:</b> <i>(name and address)</i> Building 22 Interior Renovations  1001 Lee Street, East Charleston, WV 25301	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: December 09, 2024	<b>CCD INFORMATION:</b> Directive Number:  Date:
<b>OWNER:</b> <i>(name and address)</i> General Services Division - Engineering Section Building 4, Fifth Floor 112 California Avenue Charleston, WV 25305	<b>ARCHITECT:</b> <i>(name and address)</i> Pickering Associates - Charleston  318 Lee Street, West Charleston, WV 25302	<b>CONTRACTOR:</b> <i>(name and address)</i> Neighborgall Construction  1216 7th Avenue Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)*

Per returned Submittal 087100 for the Door Hardware Schedule, request to change the hardware at door openings 202 and 302 from a push/pull hardware to a privacy set to match similar Restroom openings #101 and #403.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☒ Lump Sum increased by \$ 1,336.00  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
*(Insert a definition of, or method for determining, cost)*  
  
☐ As follows:

2. The Contract Time will be unchanged by ( 0 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

  
ARCHITECT (Signature)

BY: Sean G. Simon, AIA, NCARB  
Director of Construction Services

(Printed name, title, and license  
number if required)

2/6/25  
Date

  
OWNER (Signature)

BY: Tim Lee  
(Printed name and title)

2/7/25  
Date

  
CONTRACTOR (Signature)

BY: Hollie R. Massie, Sr. Project  
Manager

(Printed name and title)

2/6/2025  
Date



**NEIGHBORGALL  
CONSTRUCTION**

1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.01

Date: January 28, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071 Pickering # - PA 2226056  
Description: PR #01 - Door Hardware Revisions / Opening 202 & 302

### Description:

Per returned Submittal 087100 for the Door Hardware Schedule, request to change the hardware at door openings 202 and 302 from a push/pull hardware to a privacy set to match similar Restroom openings #101 and #403.

### Cost Breakdown:

<b>NCC Material</b>	A.G. Mauro Quote (see attached)	\$ 1,102.10	15%	\$ 1,267.42
<b>Subtotal</b>				\$ 1,267.42
<b>Bond &amp; Insurance</b>				\$ 42.39
<b>B&amp;O Tax</b>			2%	\$ 26.20
<b>Total Cost - ADD</b>				\$ 1,336.00

Hollie R. Massie  
Senior Project Manager

SUBMITTAL 087100 DOOR HARDWARE SCHEDULE

A. G. MARKO  
- SUBMITTAL MARK-UP  
- CPR REQUEST

REMARKS/REVIEW

1. Opening #100 (Heading 09 - Architect hardware set 09). Please provide an approved set of sliding aluminum door and frame shop drawings. These drawings will be reviewed to determine correct cylinder and cylinder cam requirements. Please note that these cylinders cannot be released for ordering until these shop drawings are received and reviewed.
2. Openings #M03, 101 and 403 (Headings 01 and 11 - Architect hardware sets 01 and 11). We have detailed Schlage privacy set with dull chrome (626) finish on both sides. We will disregard specified black (622) finish on inside trim. Advise if any exceptions. ✓
3. Opening #M16 (Heading 03.1 - Architect hardware set 03). To match similar Conference Room openings #M07, M18 and 212, we have changed specified Architect hardware set 02 (Entry lock) to Architect hardware set 03 (Classroom lock). Advise if any exceptions. ✓
4. Opening #M20 (Heading 02.1 - Architect hardware set 02). To match similar Office Room openings #M09, M12, M13, M14 and M15, we have changed specified Architect hardware set 03 (Classroom lock) to Architect hardware set 02 (Entry lock). Advise if any exceptions. ✓
5. Opening #124A (Heading 05 - Architect hardware set 05). All new hardware which consist of butt hinges, cylindrical lockset, manual flushbolts and concealed overhead stop needs to be verified for compatibility with existing frame and existing doors hardware preps.
6. Opening #206 (Architect hardware set 06). This hardware was not estimated or detailed as this opening is not shown on the architect's door schedule or architect's floor plans. Advise if any exceptions.
7. Openings #202 and 302 (Headings 08.1 and 08.2 - Architect hardware set 08). We have detailed Men's Restroom door openings with push/pull hardware as specified however Restroom appears to be single occupancy. Would a privacy set to match similar Restroom openings #101 and 403 be a better application as we can provide one for an extra to the project?
8. Opening #217 (Heading 10.2 - Architect hardware set 10). Since door swings up against a wall, we have changed specified overhead stop to a wall bumper. Advise if any exceptions. ✓







THE A.G. MAURO COMPANY  
A UNIFIED COMPANY  
310 ALPHA DRIVE, PITTSBURGH, PA 15238  
TELEPHONE: (412)782-6600, X116  
FAX: (412)963-6913  
e-mail: [jheiskell@agmauro.com](mailto:jheiskell@agmauro.com)

ARCHITECTURAL HARDWARE, DOORS & SPECIALTIES

Quote #P11839-R

Date : January 20, 2025

Ms. Hollie Massie  
Neighborgall Construction

Job Name: WV Building 22 Renovation

Job Location: Charleston, WV

WE HEREBY PROPOSE TO FURNISH THE FOLLOWING MATERIALS:

**RETURNED SUBMITTAL CHANGES**

**ADD PRIVACY HARDWARE AT OPENINGS 202 & 302, PER ARCHITECT'S SUBMITTAL COMMENTS.**

**OPENING 202**

**DELETE HARDWARE SET 8.2 (\$436.00 + TAX)**

- 3 EA IVES 5BB1HW 4-1/2" x 4-1/2" 652 BUTT HINGES (\$45.00 + TAX)
- 1 EA IVES 8200 (4" x 16") 630 PUSH PLATE (\$15.00 + TAX)
- 1 EA IVES 8303-10 (4" x 16") 630 DOOR PULL (\$75.00 + TAX)
- 1 EA LCN 4040XP-RW/PA x WMS 689 DOOR CLOSER (\$235.00 + TAX)
- 1 EA IVES 8400 10" x 34" B-CS 630 KICKPLATE (\$40.00 + TAX)
- 1 EA IVES 8400 4" x 35" B-CS 630 MOP PLATE (\$20.00 + TAX)
- 1 EA IVES WS406CCV 630 WALL STOP (\$5.00 + TAX)
- 1 EA IVES SR64 SILENCERS (\$1.00 + TAX)

**ADD HARDWARE SET 1.1 (\$836.00 + TAX)**

- + 1 EA IVES 5BB1 4-1/2" x 4-1/2" 652 BUTT HINGES (\$20.00 + TAX)
- + 1 EA SCHLAGE L9040-06A-L583-363/OS-OCC x 10-072 626 MORTISE PRIVACY SET w/ OCC. IND. (\$515.00 + TAX)
- + 1 EA LCN 4040XP-RW/PA x WMS 689 DOOR CLOSER (\$235.00 + TAX)
- + 1 EA IVES 8400 10" x 34" B-CS 630 KICKPLATE (\$40.00 + TAX)
- + 1 EA IVES 8400 4" x 35" B-CS 630 MOP PLATE (\$20.00 + TAX)
- + 1 EA IVES WS406CCV 630 (\$5.00 + TAX)
- + 1 EA IVES SR64 SILENCERS (\$1.00 + TAX)

**OPENING 302**

**DELETE HARDWARE SET 8.1 (\$436.00 + TAX)**

- 3 EA IVES 5BB1HW 4-1/2" x 4-1/2" 652 BUTT HINGES (\$45.00 + TAX)
- 1 EA IVES 8200 (4" x 16") 630 PUSH PLATE (\$15.00 + TAX)
- 1 EA IVES 8303-10 (4" x 16") 630 DOOR PULL (\$75.00 + TAX)
- 1 EA LCN 4040XP-REG x WMS 689 DOOR CLOSER (\$235.00 + TAX)
- 1 EA IVES 8400 10" x 34" B-CS 630 KICKPLATE (\$40.00 + TAX)
- 1 EA IVES 8400 4" x 35" B-CS 630 MOP PLATE (\$20.00 + TAX)
- 1 EA IVES WS406CCV 630 WALL STOP (\$5.00 + TAX)
- 1 EA IVES SR64 SILENCERS (\$1.00 + TAX)

(PAGE 1 OF 2)

**Terms** No Retention-Net 30 Days

**Quoted By**

Finance charge of 1-1/4% per month  
will be applied on invoices after 60 days.

Jeff Heiskell, X116  
Project Manager

All Prices delivered unless noted. All prices quoted herein are guaranteed for fifteen (15) days only unless otherwise noted, and are thereafter subject to change without notice. All quotations made and orders received applying thereto are subject to the approval of our Credit Dept.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, terms and conditions are satisfactory and are hereby accepted.

DATE OF ACCEPTANCE \_\_\_\_\_

COMPANY \_\_\_\_\_

COMPLETION DATE OF JOB \_\_\_\_\_

BY \_\_\_\_\_



THE A.G. MAURO COMPANY  
A UNIFIED COMPANY  
310 ALPHA DRIVE, PITTSBURGH, PA 15238  
TELEPHONE: (412)782-6600, X116  
FAX: (412)963-6913  
e-mail: [jheiskell@agmauro.com](mailto:jheiskell@agmauro.com)

ARCHITECTURAL HARDWARE, DOORS & SPECIALTIES

**ADD HARDWARE SET 11 (\$1,066.00 + TAX)**

- + 1 EA. IVES 5BB1 4-1/2" x 4-1/2" 652 BUTT HINGES (\$20.00 + TAX)
- + 1 EA. SCHLAGE L9040-06A-L583-363/OS-OCC x 10-072 626 MORTISE PRIVACY SET w/ OCC. IND. (\$515.00 + TAX)
- + 1 EA. GLYNN-JOHNSON 104S 630 CONCEALED OVERHEAD STOP (\$200.00 + TAX)
- + 1 EA. LCN 4040XP-REG x WMS 689 DOOR CLOSER (\$235.00 + TAX)
- + 1 EA. LCN 4040XP-18TJ 689 MOUNTING PLATE (\$30.00 + TAX)
- + 1 EA. IVES 8400 10" x 34" B-CS 630 KICKPLATE (\$40.00 + TAX)
- + 1 EA. IVES 8400 4" x 35" B-CS 630 MOP PLATE (\$20.00 + TAX)
- + 1 EA. IVES WS406CCV 630 (\$5.00 + TAX)
- + 1 EA. IVES SR64 SILENCERS (\$1.00 + TAX)

ADD PRICE:	\$ 1,030.00
6% WV/1% CHARLESTON SALES TAX:	\$ 72.10
TOTAL ADD PRICE:	<u>\$ 1,102.10</u>

Please sign and return this quotation if we are to proceed with issuing this change. No materials or labor related to this change can be processed until a directive to proceed has been received.

PRICING VALID FOR 30 DAYS.

(PAGE 2 OF 2)

Terms No Retention-Net 30 Days

Finance charge of 1-1/4% per month  
will be applied on invoices after 60 days.

Quoted By

Jeff Heiskell, X116  
Project Manager

All Prices delivered unless noted. All prices quoted herein are guaranteed for fifteen (15) days only unless otherwise noted, and are thereafter subject to change without notice. All quotations made and orders received applying thereto are subject to the approval of our Credit Dept.

ACCEPTANCE OF PROPOSAL: The above prices, specifications, terms and conditions are satisfactory and are hereby accepted.

DATE OF ACCEPTANCE \_\_\_\_\_

COMPANY \_\_\_\_\_

COMPLETION DATE OF JOB \_\_\_\_\_

BY \_\_\_\_\_

# AIA® Document G714® – 2017

## Construction Change Directive

<b>PROJECT:</b> <i>(name and address)</i> Building 22 Interior Renovations  1001 Lee Street, East Charleston, WV 25301	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: December 09, 2024	<b>CCD INFORMATION:</b> Directive Number: CCD 002 Date: March 13, 2025
<b>OWNER:</b> <i>(name and address)</i> General Services Division 103 Michigan Avenue Charleston, WV 25305	<b>ARCHITECT:</b> <i>(name and address)</i> Pickering Associates - Charleston 318 Lee Street, West Charleston, WV 25302	<b>CONTRACTOR:</b> <i>(name and address)</i> Neighborgall Construction 1216 7th Avenue Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)*

During demolition activities in the Men's Restroom, Women's Rest room, and Custodial Area of the Basement Floor, black mastic was discovered under the ceramic tile. Samples for the black mastic were taken and the testing results showed asbestos containing materials. Cost Proposal reflects costs for asbestos abatement work that is not part of the base bid and time associated with the additional work.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☒ Lump Sum increased by \$ 12,207.00  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
*(Insert a definition of, or method for determining, cost)*

- ☐ As follows:

2. The Contract Time will be increased by Seven ( 7 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

  
ARCHITECT (Signature)

BY: Sean G. Simon, AIA, NCARB  
Director of Construction Services  
(Printed name, title, and license  
number if required)

3/13/25  
Date

  
OWNER (Signature)

BY: Timothy M. Lee  
(Printed name and title)

3/17/25  
Date

  
CONTRACTOR (Signature)

BY: Hollie T. Massie, Sr. Project  
Manager  
(Printed name and title)

3/13/2025  
Date



**NEIGHBORGALL  
CONSTRUCTION**

1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.02

Date: March 7, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071 Pickering # - PA 2226056  
Description: PR #02 - Asbestos Abatement at Basement Restroom Flooring

### Description:

During demolition activities in the Men's Restroom, Women's Restroom, and Custodial Area of the Basement Floor, black mastic was discovered under the ceramic tile. Samples for the black mastic were taken and the testing results showed asbestos containing materials. Cost Proposal reflects costs for asbestos abatement work that is not part of the base bid and time associated with the additional work.

Request for time extension to adjust the Substantial Completion date - ADD - 7 days

### Cost Breakdown:

<b>NCC Labor</b>	Haul out / Coordination	\$ 1,140.00	15%	\$ 1,311.00
	Temp Toilets, Fencing, Protection Mats	\$ 1,800.00	15%	\$ 2,070.00
	General Cleanup / Temporary Enclosure	\$ 1,587.00	15%	\$ 1,825.05
<b>NCC Material</b>	Temporary Enclosure materials	\$ 223.00	15%	\$ 256.45
	Skidsteer Equipment	\$ 250.00	15%	\$ 287.50
<b>NCC Subcontractor</b>	Astech Corporation	\$ 5,280.00	10%	\$ 5,808.00
<b>Subtotal</b>				\$ 11,558.00
<b>Bond &amp; Insurance</b>				\$ 409.65
<b>B&amp;O Tax</b>			2%	\$ 239.35
<b>Total Cost - ADD</b>				<b>\$ 12,207.00</b>

Hollie R. Massle  
Senior Project Manager

# Astech Corporation

3400 Falcon Drive  
Charleston, West Virginia 25312  
(304) 342-0545

Contractor License: WV008876

Email: [astech51@hotmail.com](mailto:astech51@hotmail.com)

Neighborgall Construction  
Amy Price  
304-525-5181  
[Estimating@neighborgall.com](mailto:Estimating@neighborgall.com)

3-5-2025

## PROPOSAL

We propose to remove the asbestos containing mastic in the restroom area in the basement of Building 22 for the sum of \$5,280.00.

This includes all labor, equipment, disposal fees, and clearance testing.

Sincerely,

  
Denver Davis

ASBESTOS TEST / SAMPLE OK

B22 - BLACK MASTIC AT BASEMENT TILE

**Hollie Massie**

**From:** Amy Price  
**Sent:** Monday, March 3, 2025 2:55 PM  
**To:** Timothy M Lee  
**Cc:** Hollie Massie  
**Subject:** B22 Basement Restroom Floor  
**Attachments:** 20250303\_143726.jpg; 20250303\_143729.jpg

Tim -

We were removing a section of ceramic tile in the basement restroom floor and noticed some black mastic on the floor and the back side of the tile. We can have it tested and if it comes back as ACM, we can track the cost for removal. Does this work for you or is there another route you would like me to take?

Call me if you want to discuss.

Thanks!

**Amy L. Price**  
**Superintendent**  
1216 7th Avenue, Huntington, WV 25701-2320  
Cell: 304-550-0202  
Office Phone: 304-525-5181  
Fax: 304-525-7795  
Email: amy.price@neighborgall.com



Visit us at <http://www.neighborgall.com>



10 INDEPENDENT AVENUE  
NITRO, WV 25143  
PHONE 304.757.5204  
FAX 304.440.3465  
www.pinnaclecorp.net

## ASBESTOS IDENTIFICATION BY POLARIZED LIGHT MICROSCOPY ANALYSIS

Attn: Denver Davis

Astech Corp.

3400 Falcon Drive

Charleston, WV 25312

Client Project/PO#:

PC Project #:

Received Date: 3/4/2025

Analysis Date: 3/4/2025

RE: 1001 Lee St Charleston WV

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-1	25B-05792a	Basement Bathroom	White
Texture/Description:	Solid/Tile	Chrysotile: 0 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	0 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 100%

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-1	25B-05792b	Basement Bathroom	Black
Texture/Description:	Solid/Mastic	Chrysotile: 2 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	2 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 98 %

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-2	25B-05793a	Basement Bathroom	White
Texture/Description:	Solid/Tile	Chrysotile: 0 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	0 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 100%

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-2	25B-05793b	Basement Bathroom	Black
Texture/Description:	Solid/Mastic	Chrysotile: 3 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	3 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 97 %

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-3	25B-05794a	Basement Bathroom	White
Texture/Description:	Solid/Tile	Chrysotile: 0 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	0 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 100%

CLIENT ID #:	LAB ID #:	LOCATION:	COLOR:
3425-3	25B-05794b	Basement Bathroom	Black
Texture/Description:	Solid/Mastic	Chrysotile: 2 %	Tremolite: 0% Anthophyllite: 0%
TOTAL ASBESTOS:	2 %	Amosite: 0% Actinolite: 0%	Crocidolite: 0%
Cellulose: 0 %	Fiber Glass: 0%	Others: 0%	Filler/Binder: 98 %



RE: 1001 Lee St Charleston WV

CLIENT ID #:

LAB ID #:

LOCATION:

COLOR:

3425-4

25B-05795

Basement Bathroom

Black

Texture/Description: Solid/Mastic

Chrysotile: 4 % Tremolite: 0% Anthophyllite: 0%

TOTAL ASBESTOS: 4 %

Amosite: 0% Actinolite: 0% Crocidolite: 0%

Cellulose: 0 %


Fiber Glass: 0%

Others: 0%

Filler/Binder: 96 %

Analytical Method: Polarized light microscopy using dispersion staining (App. E to Sub. E of 40 CFR Part 763 and EPA/600/R-93/116). PLM should not be used to demonstrate the absence of asbestos in floor tiles. All samples will be held for thirty (30) days unless otherwise requested. This report relates only to items tested and makes no statement as to the contents of surrounding materials and apply to the sample as received. Multi-layered material which have distinct and separable layers shall be reported separately. This report shall not be reproduced, except in full, without written permission. The results of this report should not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the U.S. Government.

Analyzed by:

  
Casey Brown

ASAP

ASTECH CORPORATION  
1400 FALCON DRIVE  
CHARLESTON, W.V. 25312  
PHONE # 304-342-9545

CLIENT: 1001 Lee St Charleston WV

INSPECTOR: DENVER DAVIS

DATE: 3-4-25

	SAMPLE ID	MATERIAL DISCRPTION	
1	3425-1	Tile/mastic	Basement Bath Room 25B
2	2	Tile/mastic	Basement Bath Room 05792
3	3	" "	Basement Bath Room 05793
4	4	Mastic	" " " 05794
5			" " " 05795
6			
7			
8			
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19			
20			
21			

RECEIVED

MAR 04 2025

Casey Br

W.V. ASBESTOS INSPECTOR SIGNATURE

DENVER DAVIS

W.V. ASBESTOS INSPECTOR LICENSE NUMBER: AI010533

EXPIRATION 4-30-2025



# Document G714® – 2017

## Construction Change Directive

<b>PROJECT: (name and address)</b> Building 22 Interior Renovations  1001 Lee Street, East Charleston, WV 25301	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: December 09, 2024	<b>CCD INFORMATION:</b> Directive Number: CCD003 Date: March 13, 2025
<b>OWNER: (name and address)</b> General Services Division 103 Michigan Avenue Charleston, WV 25305	<b>ARCHITECT: (name and address)</b> Pickering Associates - Charleston 318 Lee Street, West Charleston, WV 25302	<b>CONTRACTOR: (name and address)</b> Neighborgall Construction 1216 7th Avenue Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Credit amount for the Paper Towel Dispensers. The Owner will provide the Paper Towel Dispensers for the contractor to install.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:


- ☒ Lump Sum decreased by \$ (701.00)  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
(Insert a definition of, or method for determining, cost)  
☐ As follows:

2. The Contract Time will be unchanged by ( 0 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

  
ARCHITECT (Signature)

BY: Sean G. Simon, AIA, NCARB  
Director of Construction Services  
(Printed name, title, and license number if required)

3/13/25  
Date

  
OWNER (Signature)

BY: Timothy M. Lee  
(Printed name and title)

3/17/25  
Date

  
CONTRACTOR (Signature)

BY: Hollie T. Massie, Sr. Project  
Manager  
(Printed name and title)

3/13/2025  
Date



**NEIGHBORGALL  
CONSTRUCTION**

1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.03

Date: March 7, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071  
Description: PR #03 - Credit for Paper Towel Dispensers  
Pickering # - PA 2226056

### Description:

Per email correspondence, proposal includes a credit amount for the Paper Towel Dispensers.  
The Owner will provide the Paper Towel Dispensers for the contractor to install.

### Cost Breakdown:

<b>NCC Material</b>	Lesco Sales - Paper Towel Dispensers	\$ (670.89)		\$ (670.89)
<b>Subtotal</b>				\$ (670.89)
<b>Bond &amp; Insurance</b>				\$ (16.36)
<b>B&amp;O Tax</b>			2%	\$ (13.75)
<b>Total Cost - DEDUCT</b>				\$ (701.00)

Hollie R. Massie  
Senior Project Manager

[illegible]

Hollie Massie

B22 - CREDIT PAPER Towel Dispensers

**From:** Sean Simon <ssimon@pickeringusa.com>  
**Sent:** Wednesday, February 5, 2025 9:01 AM  
**To:** Hollie Massie  
**Cc:** Amy Price; Lee, Timothy M; Michael Dempsey (michael.dempsey@wv.gov); christopher.w.king@wv.gov  
**Subject:** B-22 Toilet Accessories

CPR

Hollie,

We discussed the toilet accessories in the job meeting. The Owner agreed to stay with the approved toilet paper holders. They will provide the paper towel dispensers, so you can delete those from the order and submit a credit for them.

Thank you,

Sean Simon, AIA, NCARB  
Director of Construction Services  
Senior Project Architect

**PICKERING  
ASSOCIATES**

*Architects • Engineers • Surveyors*

*Our purpose is to enrich our communities  
through service to our clients*

Pickering Associates  
318 Lee St W  
Suite 200  
Charleston WV 25302  
p 304.345.1811 | ext 1116 | 800.954.5305  
m 304.991.6275  
t 304.484.4428  
e ssimon@pickeringusa.com

[www.pickeringusa.com](http://www.pickeringusa.com)



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19E\*

**Model #0210**

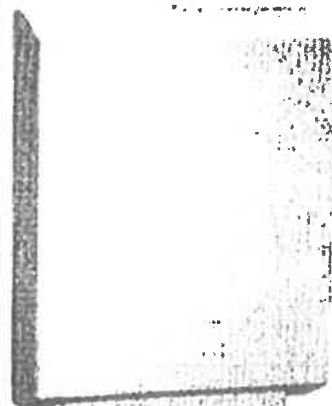
## Technical Data Sheet

**Paper Towel Dispenser (Multi - C-Fold) – Surface Mounted - Stainless Steel**

## Paper Towel Dispensers

## Traditional

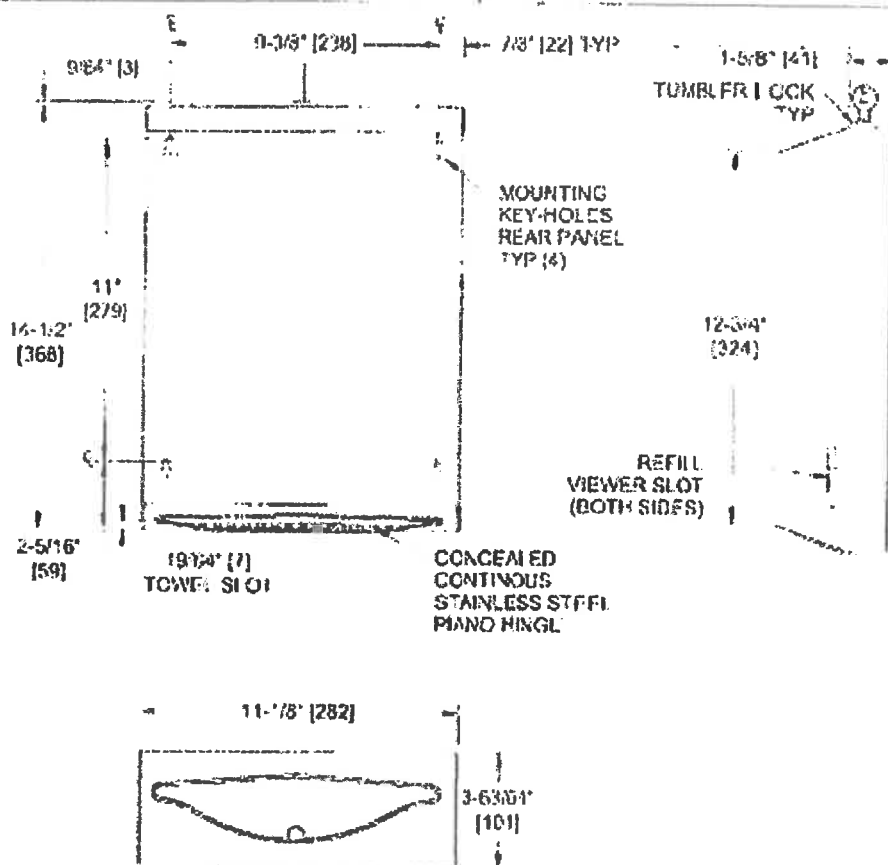
**MasterFormat Section 10 28 13**



## SUSTAINABILITY/LEED

MR 4.1 (1) MR 6 (1) EQ 4.2 (1)

MR 4.2 (1) EQ 4.1 (1) EQ 4.4 (1)



PAGE  
 220 MAY 20 1964  
 TELETYPE UNIT  
 TO DIRECTOR, FBI (100-371000) FROM  
 SAC, NEW YORK (100-371000) (P)

## PRODUCT OVERVIEW

Lubricated of 22 gauge stainless steel with sat'n finish, this unit dispenses 400 C-fold or 526 multi-fold paper towels without adjustment or adaptors and is fitted with tumbler lock and heavy duty stainless steel piano hinge.

## KEY FEATURES & SPECIFICATIONS

- Works well in any setting
- Heavy duty stainless steel piano hinge
- Type 304 Stainless Steel - Satin Finish
- Surface Mounted
- Pull Type
- 400 C-Fold or 525 Multi-Fold



# Document G714® – 2017

## Construction Change Directive

<b>PROJECT: (name and address)</b> Building 22 Interior Renovations  1001 Lee Street, East Charleston, WV 25301	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: December 09, 2024	<b>CCD INFORMATION:</b> Directive Number: CCD004 Date: March 13, 2025
<b>OWNER: (name and address)</b> General Services Division 103 Michigan Avenue Charleston, WV 25305	<b>ARCHITECT: (name and address)</b> Pickering Associates - Charleston 318 Lee Street, West Charleston, WV 25302	<b>CONTRACTOR: (name and address)</b> Neighborgall Construction 1216 7th Avenue Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Proposal to change from a 20 year warranty to a 30 year warranty for the EPDM Roof. See attached proposal from Sutter Roofing for breakdown of costs associated with the change.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:




- ☒ Lump Sum increased by \$ 14,752.00  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
(Insert a definition of, or method for determining, cost)  
☐ As follows:

2. The Contract Time will be unchanged by ( 0 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

 <b>ARCHITECT (Signature)</b>	 <b>OWNER (Signature)</b>	 <b>CONTRACTOR (Signature)</b>
BY: Sean G. Simon, AIA, NCARB Director of Construction Services (Printed name, title, and license number if required)	BY: Timothy M. Lee (Printed name and title)	BY: Hollie T. Massie, Sr. Project Manager (Printed name and title)
3/13/25 Date	3/17/25 Date	3/13/2025 Date





**NEIGHBORGALL  
CONSTRUCTION**

1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.04

Date: March 7, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071  
Description: PR #04 - 30 Year EPDM Roof Warranty

Pickering # - PA 2226056

### Description:

Per request, proposal to change from a 20 year warranty to a 30 year warranty for the EPDM Roof.  
See attached proposal from Sutter Roofing for breakdown of costs associated with the change.

### Cost Breakdown:

<b>NCC Subcontractor</b>	<b>Sutter Roofing</b>	<b>\$ 12,681.02</b>	<b>10%</b>	<b>\$ 13,949.12</b>
<b>Subtotal</b>				<b>\$ 13,949.12</b>
<b>Bond &amp; Insurance</b>				<b>\$ 513.62</b>
<b>B&amp;O Tax</b>			<b>2%</b>	<b>\$ 289.25</b>
<b>Total Cost - ADD</b>				<b>\$ 14,752.00</b>

Hollie R. Massie  
Senior Project Manager



"Safe, Solid and Secure Since 1902"

PO Box 2036 • Clarksburg, WV 26302 • (304) 624-6565

Fax: (304) 622-3637 • [www.sutterroofing.us](http://www.sutterroofing.us) Contractor's License: # WV000463

## Change Order Request #1 -

Date: 3/3/2025

Project Name: Building 22

Client: Neighborgall Construction

Attention: Hollie Massie

Description of Change: Provide 30-year manufacturer's warranty.

Outside of membrane detailing, the requirements to meet a 30-year warranty specification include:

Increased low-rise foam adhesive from 6" OC to 4" OC \$627.01 \*7 kits = \$4389.07

Stainless steel counterflashings at termination bars approx. 300lf \* 2.29/lf = \$687

Sealant for counterflashings 30 tubes \* 11.43 = 342.90

Increased Warranty Charge from 20 to 30 years \$1000

Crew labor for additional 4 days = \$4608.00 = 11026.97 + 15% OH+P = \$12681.02

Total Subcontractor Change Request Addition/(Deletion)

\$12681.02

Submitted By: Cam Shearer  
Cam Shearer

Project Engineer

Accepted By: \_\_\_\_\_

Company: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

## Hollie Massie

---

**From:** Sean Simon <ssimon@pickeringusa.com>  
**Sent:** Friday, February 7, 2025 2:48 PM  
**To:** Hollie Massie  
**Cc:** Amy Price; Lee, Timothy M  
**Subject:** B-22

Hollie,

Please send me a proposal to change the 20 year roof warranty to 30 year. The .090 mil membrane will stay the same.

Thank you,

**Sean Simon, AIA, NCARB**  
Director of Construction Services  
Senior Project Architect



*Our purpose is to enrich our communities  
through service to our clients*

Pickering Associates  
318 Lee St W  
Suite 200  
Charleston WV 25302  
p: 304 345 1811 Ext 1116 | 800 954 5305  
m: 304 991 6275  
f: 304 464 4428  
e: ssimon@pickeringusa.com

[www.pickeringusa.com](http://www.pickeringusa.com)



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## Hollie Massie

---

**From:** Hollie Massie  
**Sent:** Tuesday, February 11, 2025 8:06 AM  
**To:** Cam Shearer; Isaac Walters; Nathan Harvey (nathan@sutterroofing.us)  
**Cc:** Amy Price  
**Subject:** WV Building 22 Renovation - Request for Proposal / 30 year warranty EPDM Roof System  
  
**Importance:** High

To all –

The Architect/Owner group have requested pricing to change from the specified 20 year warranty to a 30 year warranty for the EPDM Roofing System.

**Request for Proposal - Warranty to include items listed below:**

A. Special Warranty: Manufacturer's standard or customized form, without monetary limitation, in which manufacturer agrees to repair or replace components of membrane roofing system that fail in materials or workmanship within specified warranty period.

1. Special warranty includes membrane roofing, base flashings, roof insulation, fasteners, cover boards, substrate board, roofing accessories, roof walk pads, and other components of membrane roofing system.
2. Warranty Period: 30 years from date of Substantial Completion.

Please provide a Cost Proposal to change from the specified 20 year to the requested 30 year warranty coverage.

**Hollie R. Massie**  
**Senior Project Manager**  
1216 7th Avenue, Huntington, WV 25701-2320  
Cell: 304-812-7702  
Phone: 304-525-5181 Ext: 256  
Fax: 304-525-7795 email: [hollie.massie@neighborgall.com](mailto:hollie.massie@neighborgall.com)



Visit us at <http://www.neighborgall.com>



# Document G714® – 2017

## Construction Change Directive

**PROJECT: (name and address)**  
Building 22 Interior Renovations  
  
1001 Lee Street, East  
Charleston, WV 25301

**CONTRACT INFORMATION:**  
Contract For:  
General Services  
Date:  
December 09, 2024

**CCD INFORMATION:**  
Directive Number:  
CCD005  
Date:  
March 13, 2025

**OWNER: (name and address)**  
General Services Division  
103 Michigan Avenue  
Charleston, WV 25305

**ARCHITECT: (name and address)**  
Pickering Associates - Charleston  
318 Lee Street, West  
Charleston, WV 25302

**CONTRACTOR: (name and address)**  
Neighborgall Construction  
1216 7th Avenue  
Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)

Cost Proposal for new metal studs, metal track, drywall, & finish of drywall in the Basement Restroom Area as per RFI#2 Response for the Mop Sink Relocation and new wrap for the existing column. Per RFI #2 Response, we will need to build a new wall at the back side of the stair well wall in Custodial Room 004 for the relocation of the Mop Sink due to an unforeseen pile cap. Proposal also includes metal studs and drywall at the existing column. The materials at the existing column fell off during demolition as there was no support to hold them in place once connecting walls were removed.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:

- ☒ Lump Sum increased by \$ 4,991.00  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
(Insert a definition of, or method for determining, cost)  
  
☐ As follows:

2. The Contract Time will be increased by Three ( 3 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.


Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

  
ARCHITECT (Signature)

BY: Sean G. Simon, AIA, NCARB  
Director of Construction Services

(Printed name, title, and license  
number if required)

3/13/25  
Date

  
OWNER (Signature)

BY: Timothy M. Lee  
(Printed name and title)

3/17/25  
Date

  
CONTRACTOR (Signature)

BY: Hollie T. Massie, Sr. Project  
Manager

(Printed name and title)

3/13/2025  
Date



**NEIGHBORGALL  
CONSTRUCTION**

1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.05

Date: March 7, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071      Pickering # - PA 2226056  
Description: PR #05 - Mop Sink per RFI#2 Response & Existing Column Walls

### Description:

Cost Proposal for new metal studs, metal track, drywall, & finish of drywall in the Basement Restroom Area as per RFI#2 Response for the Mop Sink Relocation and new wrap for the existing column. Per RFI #2 Response, we will need to build a new wall at the back side of the stair well wall in Custodial Room 004 for the relocation of the Mop Sink due to a unforeseen pile cap. Proposal also includes metal studs and drywall at the existing column. The materials at the existing column fell off during demolition as there was no support to hold them in place once connecting walls were removed.

Request for time extension to adjust the Substantial Completion date - ADD - 3 days

### Cost Breakdown:

<b>NCC Labor</b>	Layout / Coordination	\$ 142.00	15%	\$ 163.30
	Metal Studs & Track	\$ 740.00	15%	\$ 851.00
	Hang Drywall	\$ 998.00	15%	\$ 1,147.70
	Finish Drywall (Tape & Mud)	\$ 435.00	15%	\$ 500.25
	General Cleanup	\$ 200.00	15%	\$ 230.00
<b>NCC Material</b>	Temp Toilets, Fencing, Protection Mats	\$ 900.00	15%	\$ 1,035.00
	Metal Studs & Track - material	\$ 452.00	15%	\$ 519.80
	Drywall Sheets, Tape/Mud, & screws	\$ 246.00	15%	\$ 282.90
<b>Subtotal</b>				\$ 4,729.95
<b>Bond &amp; Insurance</b>				\$ 163.19
<b>B&amp;O Tax</b>			2%	\$ 97.86
<b>Total Cost - ADD</b>				<b>\$ 4,991.00</b>

  
Hollie R. Massie  
Senior Project Manager



Pickering Associates  
11283 Emerson Ave.  
Parkersburg, West Virginia 26104  
P. 304.363.1004

Project: 2226056 State of WV Building 22 Interior Renovations  
1001 Lee Street  
Charleston, West Virginia 25301

*\* RESPONSE*

## RFI #2: Mop Sink Location in Basement Conflict

**Status** Open

**To** Sean Simon (Pickering Associates) **From** Brooklynn Hazlett (Neighborgall Construction)

**Date Initiated** Feb 26, 2025 **Due Date** Mar 5, 2025

**Location**

**Spec Section**

**Drawing Number** A110, P11U, P110 **Reference**

**Linked Drawings**

**Received From** Brooklynn Hazlett (Neighborgall Construction)

**Copies To** Hollie Massie (Neighborgall Construction), Sean Simon (Pickering Associates)

### Activity

**Question** *Question from Brooklynn Hazlett Neighborgall Construction on Wednesday, Feb 26, 2025 at 09:34 AM EST*

- Reference Drawings A110, P11U, and P110. The location of the new Mop Sink in the Basement conflicts with an existing Pile Cap Foundation. There is not adequate room to install the p-trap and sanitary for this fixture at the specified location. We would suggest moving the Mop Sink to the back side of the Stair Well which would require new wall work for the plumbing to be installed (see clouded area). If this is not acceptable, please provide alternate fix (we did not think the slanted wall in Custodial Room 004 was a viable option).
- Potential Cost Impact

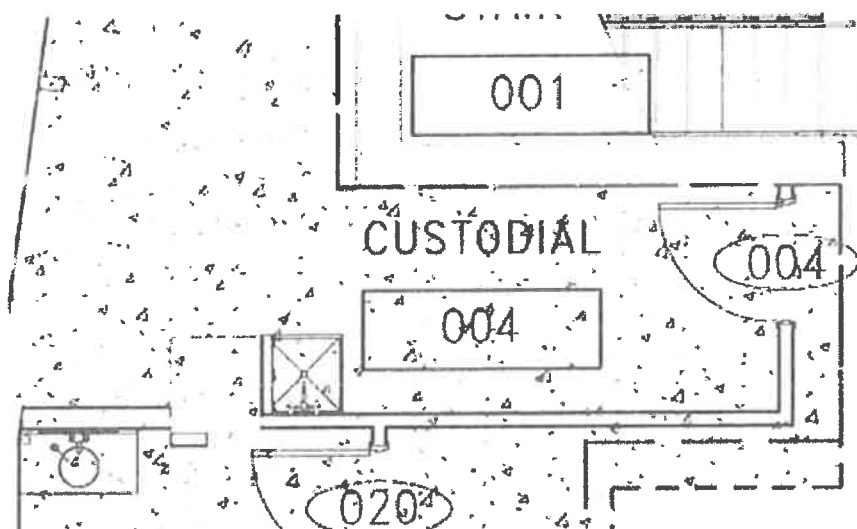
**Attachments**  
RFI 2.png, RFI 2.1.png, RFI 2.3.png

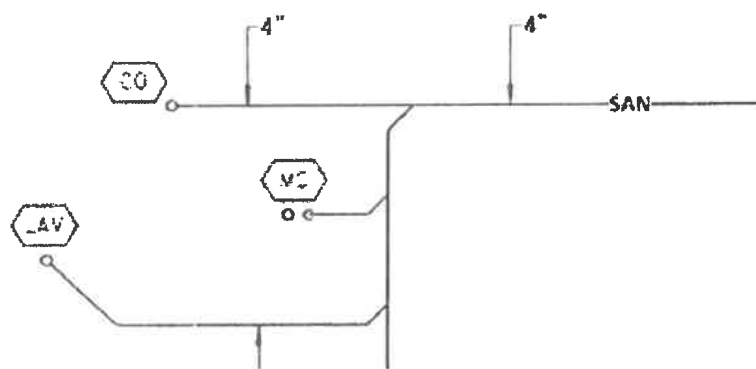
*Awaiting an Official Response*

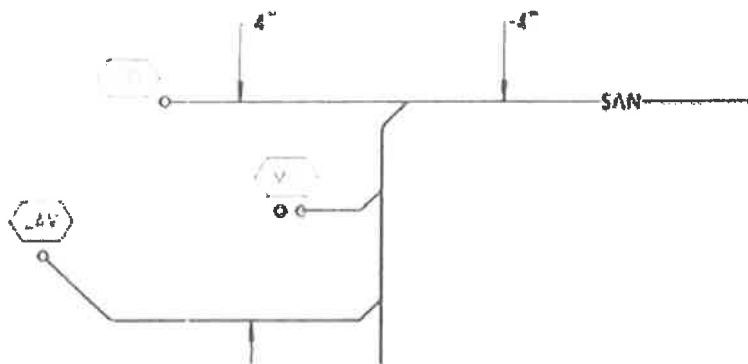
**All Replies** *Response from Sean Simon Pickering Associates on Wednesday, Feb 26, 2025 at 05:02 PM EST*

The suggestion to move the mop sink to the back wall of the stairs is acceptable.

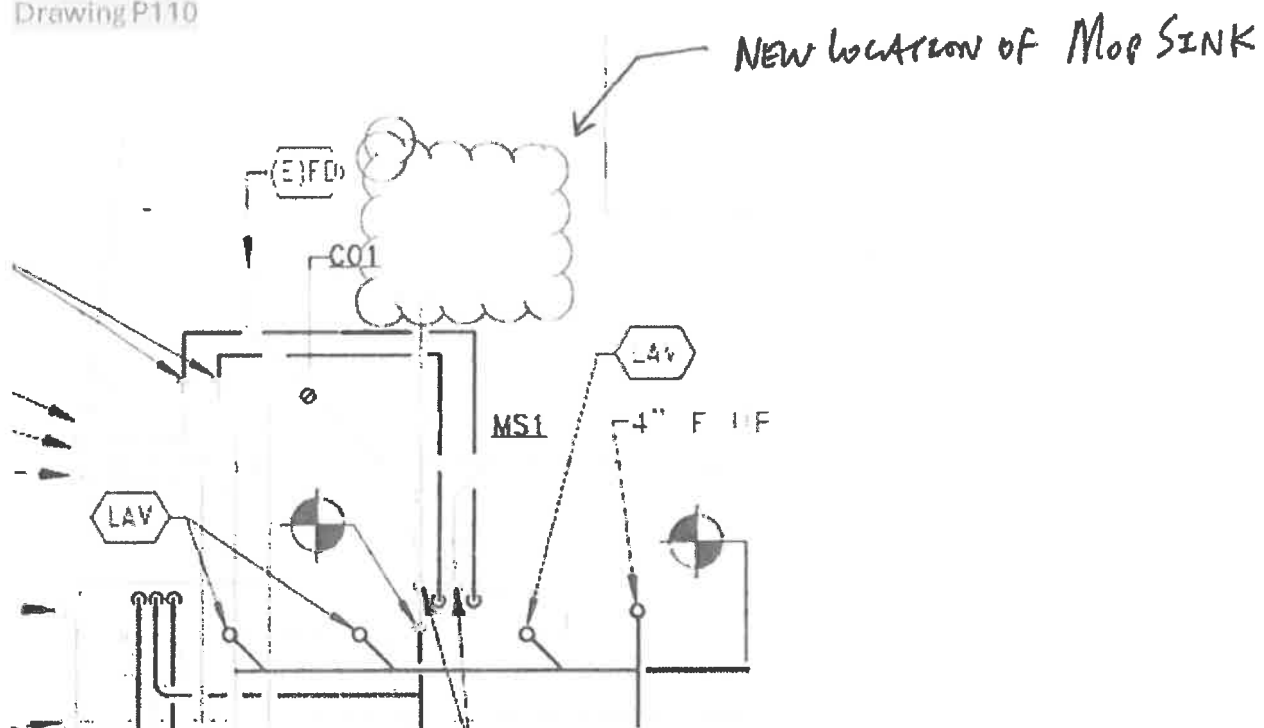








Drawing P110



**Hollie R. Massie**  
**Senior Project Manager**  
 1216 7th Avenue, Huntington, WV 25701-2320  
 Cell: 304-812-7702  
 Phone: 304-525-5181 Ext: 256  
 Fax: 304-525-7795 email: [hollie.massie@neighborgall.com](mailto:hollie.massie@neighborgall.com)



# Document G714® – 2017

## Construction Change Directive

<b>PROJECT:</b> <i>(name and address)</i> Building 22 Interior Renovations  1001 Lee Street, East Charleston, WV 25301	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: December 09, 2024	<b>CCD INFORMATION:</b> Directive Number: CCD006 Date: March 14, 2025
<b>OWNER:</b> <i>(name and address)</i> General Services Division 103 Michigan Avenue Charleston, WV 25305	<b>ARCHITECT:</b> <i>(name and address)</i> Pickering Associates - Charleston 318 Lee Street, West Charleston, WV 25302	<b>CONTRACTOR:</b> <i>(name and address)</i> Neighborgall Construction 1216 7th Avenue Huntington, WV 25701

The Contractor is hereby directed to make the following change(s) in this Contract:  
*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits.)*

Cost Proposal for new sanitary line underground, floor drain, domestic water piping, insulation, excavation, backfill, concrete demo, and concrete SOG patching.  
Per RFI #1 Response, the existing ice maker is being relocated and will require new plumbing connections at the new location. Reference revised drawings P11U and P11O.

### PROPOSED ADJUSTMENTS

1. The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:


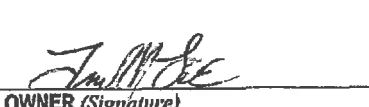

- ☒ Lump Sum increased by \$ 6,136.00  
☐ Unit Price of \$ 0.00 per  
☐ Cost, as defined below, plus the following fee: 0.00  
*(Insert a definition of, or method for determining, cost)*  
  
☐ As follows:

2. The Contract Time will be increased by Two ( 2 ) days.

**NOTE:** The Owner, Architect and Contractor should execute a Change Order to supersede this Construction Change Directive to the extent they agree upon adjustments to the Contract Sum, Contract Time, or Guaranteed Maximum price for the change(s) described herein.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

 <b>ARCHITECT (Signature)</b> BY: Sean G. Simon, AIA, NCARB Director of Construction Services (Printed name, title, and license number if required) <u>3/14/25</u> Date	 <b>OWNER (Signature)</b> BY: Timothy M. Lee (Printed name and title) <u>3/17/25</u> Date	 <b>CONTRACTOR (Signature)</b> BY: Hollie T. Massie, Sr. Project Manager (Printed name and title) <u>3/14/2025</u> Date
---	--	--



1216 7th Avenue  
Huntington, WV 25701  
304-525-5181

## Change Proposal Request No.06

Date: March 12, 2025  
Project: WV Building 22 Renovation  
Neighborgall #: 24-042  
State PO #: CPO 0211 4022 GSD25000000071 Pickering # - PA 2226056  
Description: PR #06 - Existing Ice Maker new connections per RFI #1

### Description:

Cost Proposal for new sanitary line underground, floor drain, domestic water piping, insulation, excavation, backfill, concrete demo, and concrete SOG patching.

Per RFI #1 Response, the existing ice maker is being relocated and will require new plumbing connections at the new location. Reference revised drawings P11U and P110.

Request for time extension to adjust the Substantial Completion date - ADD - 2 days

### Cost Breakdown:

<b>NCC Labor</b>	Haul-out / Coordination	\$ 300.00	15%	\$ 345.00
	Sawcut & Demo Concrete SOG	\$ 885.00	15%	\$ 1,017.75
	Pour SOG Concrete	\$ 372.00	15%	\$ 427.80
	General Cleanup	\$ 200.00	15%	\$ 230.00
<b>NCC Material</b>	Temp Toilets, Fencing, Protection Mats	\$ 720.00	15%	\$ 828.00
	Concrete Material & Misc. Tools	\$ 165.00	15%	\$ 189.75
	Skidsteer Equipment	\$ 115.00	15%	\$ 132.25
<b>NCC Subcontractor</b>	DSO Mechanical	\$ 2,401.96	10%	\$ 2,642.16
<b>Subtotal</b>				\$ 5,812.71
<b>Bond &amp; Insurance</b>				\$ 202.98
<b>B&amp;O Tax</b>			2%	\$ 120.31
<b>Total Cost - ADD</b>				\$ 6,136.00

Hollie R. Massie  
Senior Project Manager

# **DSO Mechanical LLC**

515 3<sup>rd</sup> Avenue • South Charleston, WV 25303  
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370  
[milaughlin@dsomech.com](mailto:milaughlin@dsomech.com)

03/04/2025

To: Neighborgall Construction  
Re: Building 22- RFI #1: Ice Maker at Basement  
Attn: Hollie Massie

DSO Mechanical is pleased to provide you with the following change request per RFI #1.

Materials: \$418.03

Labor:

- P11U & P110
  - 20 Hours X \$74.31 = \$1,486.20

OH&P: \$1,904.23 X 15% = \$285.63

Insulation: \$150.00

OH&P: \$150.00 X 10%: \$15.00

B&O Tax: \$47.10

**Total Change Request: \$2,401.96**

Please do not hesitate to call with any questions or concerns.

Sincerely,

***Mike Laughlin***

Mike Laughlin  
Project Manager



80 Wall Street  
Winfield, WV 25213  
304-964-4279

[www.premierinsulation-llc.com](http://www.premierinsulation-llc.com)

Date: 8/12/24 (Revised 3/10/25)

Attn: Mike Laughlin

Project: Building 22 Interior Renovation

Reference: #24149

Subject: HVAC Ductwork, Condensate Drains, Hydronic Piping & Plumbing Insulation. REVISION- Added Ice Machine.

SCOPE: Pricing includes Labor, Equipment & Materials for installation of insulation on HVAC Ductwork, Condensate Drains, Hydronic Piping & Plumbing scheduled for this Project. Pricing does not include Lifts or Scaffolding. All Work will be performed to Specifications set for this Project. (Revision will show in Pricing as Adder for Domestic Water Line for added Ice Machine.)

Plumbing: \$

Hydronic Piping: \$

HVAC Ductwork: \$

Total Project: \$

Revision – Adder: \$150.00

**Excludes: Scaffolding, Lifts & Painting**

**Clarification:**

- 1) Our Proposal includes our standard insurance coverage of \$5 Million each occurrence / Personal -\$1 million / General Aggregate - \$2 Million / Products- Comp/Op AGG- \$2 Million / Combined Single Limit- \$1 Million / Damage to Rented Premises- \$500,000 / Med Exp (any one person) \$5,000.
- 2) Pricing is valid for 60 Days.
- 3) Proposal is Based on 40 Hour work week, NO PREMIUM TIME
- 4) Payment terms are net 30 days.

If you have any questions or need additional information, please do not hesitate to contact me.







Pickering Associates  
11283 Emerson Ave.  
Parkersburg, West Virginia 26104  
P: 304.363.1004

Project: 2226056 State of WV Building 22 Interior Renovations  
1001 Lee Street  
Charleston, West Virginia 25301

## RFI #1: Ice Maker at Basement

**Status** Closed on 03/03/25

**To** Andy Skunza (Pickering Associates) **From** Brooklynn Hazlett (Neighborgall Construction)

**Date Initiated** Feb 26, 2025 **Due Date** Mar 5, 2025

**Location**

**Spec Section**

**Drawing Number** AD110 **Reference** Note 3

**Linked Drawings**

**Received From** Brooklynn Hazlett (Neighborgall Construction)

**Copies To** Michael Dempsey (WV State Tax Department), Brooklynn Hazlett (Neighborgall Construction), Christopher King (WV State Tax Department), Timothy Lee (West Virginia State Capitol), Hollie Massie (Neighborgall Construction), Doug Pate (West Virginia State Capitol), Scotty Pauley (West Virginia State Capitol), Sean Simon (Pickering Associates), Andy Skunza (Pickering Associates)

### Activity

**Question** Question from Brooklynn Hazlett Neighborgall Construction on Wednesday, Feb 26, 2025 at 09:29 AM EST

- Reference Drawing AD110 Note 3 states existing ice maker to remain. The existing Ice Maker has a floor drain and water connection. Reference Drawings PD11U, P11U, and P110, the plumbing drawings do not show the existing drain or water connections remaining or a new floor drain, and water connection being installed. Please provide information on how the existing Ice Maker will receive new plumbing for reconnection in the Basement.
- Potential Cost Impact

### Official Response

Response from Andy Skunza Pickering Associates on Friday, Feb 28, 2025 at 05:13 PM EST

Provide floor drain and water supply for ice maker reconnection in new location. See attached revised plumbing drawings P11U and P110.

**Attachments**  
P11U.pdf, P110.pdf

### All Replies

Response from Andy Skunza Pickering Associates on Friday, Feb 28, 2025 at 05:13 PM EST

Provide floor drain and water supply for ice maker reconnection in new location. See attached revised plumbing drawings P11U and P110.

**Attachments**  
P11U.pdf, P110.pdf

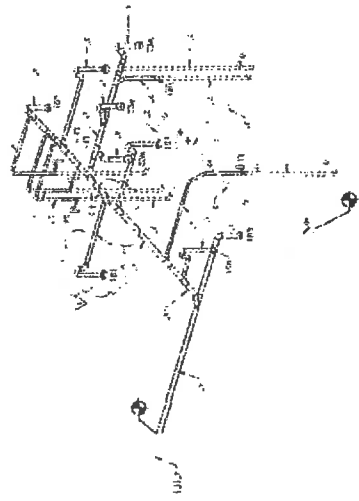


# UNIVERSAL PLUMBING PLAN

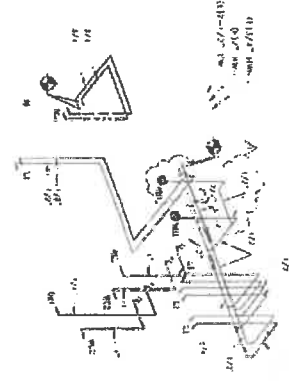

 ՀԱՅԱՍՏԱՆԻ ՀԱՆՐԱՊԵՏՈՒԹՅԱՆ  
 ԿՐԹՈՒԹՅԱՆ, ԳԻՏՈՒԹՅԱՆ  
 ԵՎ ՍՊՈՐՏԻ ՆԱԽԱՐԱՐՈՒԹՅԱՆ  
 ԿՐԹԱԴԱՏՐՈՒԹՅԱՆ ՄԻՆԻՍՏԵՐՈՒԹՅՈՒՆ



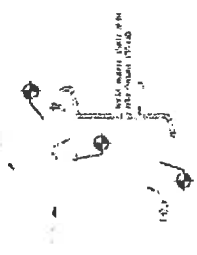
**PICKERING ASSOCIATES**  
*Architects - Engineers - Surveyors*  
 11211 Karamell Avenue Phone: (704) 464-3305  
 Fort Worth, Texas 76134 Fax: (704) 464-4424



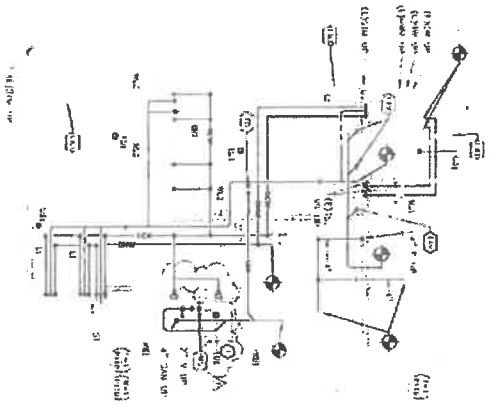
5-1  
SANITARY ISOMETRIC DIAGRAM



W-1  
DOMESTIC WATER ISOMETRIC DIAGRAM



G-1  
STANDOFF ISOMETRIC DIAGRAM



BASMENT PLUMBING PLAN  
SCALE: 1/8" = 1'-0"

CONCRETE WALLS  
ALL PIPING TO BE INSTALLED IN CONCRETE WALLS  
ALL PIPING TO BE INSTALLED IN CONCRETE WALLS

<b>Drawing Description</b> STATE OF WEST VIRGINIA BUILDING 22 - TAX AND REVENUE 1001 LEE STREET EAST, CHARLESTON, WV BASEMENT PLUMBING PLAN		Project: 22S0006 Designed By: AAS Drawn By: AAS Checked By: DAB Scale: AS NOTED Date: 10/26/25 Revision: 1		Project: 22S0006 Designed By: AAS Drawn By: AAS Checked By: DAB Scale: AS NOTED Date: 10/26/25 Revision: 1		<b>PICKERING ASSOCIATES</b> Architects • Engineers • Surveyors 11125 Evans Avenue Parkersburg, WV 26104 Phone: 304-444-3500 Fax: 304-444-4405	
Rev.	Description	By	Date				
1	ISSUED FOR CONSTRUCTION	AAS	07/26/25				
2		AAS	07/26/25				

## INCREASE PENALTY RIDER

BOND AMOUNT \$7,820,000.00 BOND NO. 449981J Modification No. 2

To be attached and form a part of Bond No. 449981J dated the 15th Day of November, 2024, executed by Ohio Farmers Insurance Company as surety, on behalf of The Neighborgall Construction Company as current principal of record, and in favor of State of West Virginia Department of Administration Purchasing Division, as Obligee for CRFQ 0211 GSD24\*29 Building 22 Interior Renovations 1001 Lee Street, East, Charleston WV 25301 Increase of \$38.721 - According to Plans and Specifications, and in the amount of Seven Million Eight Hundred Twenty Thousand Dollars and 00/100 (\$7,820,000.00).

In consideration of the agreed premium charged for this bond, it is understood and agreed that Ohio Farmers Insurance Company hereby consents that effective from the 21st Day of March, 2025, said bond shall be amended as follows:

THE BOND PENALTY SHALL BE INCREASED:

FROM: Seven Million Eight Hundred Twenty Thousand Dollars and 00/100 (\$7,820,000.00)

TO: Seven Million Eight Hundred Fifty Eight Thousand Seven Hundred Twenty One Dollars and 00/100 (\$7,858,721.00)

The INCREASE of said bond penalty shall be effective as of the 21st Day of March, 2025, and does hereby agree that the continuity of protection under said bond subject to changes in penalty shall not be impaired hereby, provided that the aggregate liability of the above mentioned bond shall not exceed the amount of liability assumed by it at the time the act and/or acts of default were committed and in no event shall such liability be cumulative.

Signed, sealed and dated this 21st Day of March, 2025

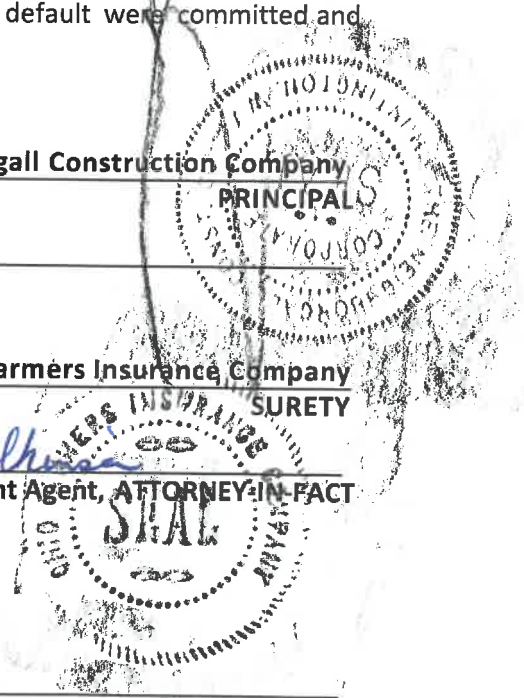
The Neighborgall Construction Company

BY



Ohio Farmers Insurance Company  
SURETY

BY

  
Kimberly J. Wilkinson, WV Resident Agent, ATTORNEY-IN-FACT

# ACKNOWLEDGMENTS

## Acknowledgment by Principal if individual or Partnership

1. STATE OF \_\_\_\_\_
2. County of \_\_\_\_\_ to-wit:
3. I, \_\_\_\_\_, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that \_\_\_\_\_  
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_
6. Notary Seal \_\_\_\_\_ 7: \_\_\_\_\_  
(Notary Public)
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

## Acknowledgment by Principal if Corporation

9. STATE OF West Virginia
10. County of Cabell to-wit:
11. I, Jennifer Lynn Beckett, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that C. R. Neighborgall, IV
13. who as, President signed the foregoing writing for



14. a corporation, has this day in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this \_\_\_\_\_ day of March 20 25
16. Notary Seal \_\_\_\_\_ 17: Jennifer Lynn Beckett  
(Notary Public)
18. My commission expires on the 2nd day of November 20 28

## Acknowledgment by Surety

19. STATE OF West Virginia
20. County of Raleigh to-wit:
21. I, Patricia A. Moye, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that Kimberly J. Wilkinson, WV Resident Agent
23. who as, Attorney-in-Fact signed the foregoing writing for
24. Ohio Farmers Insurance Company a corporation,

- has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand this \_\_\_\_\_ day of March 20 25
26. Notary Seal \_\_\_\_\_ 27: Patricia A. Moye  
(Notary Public)
28. My commission expires on the 15th day of May 20 28

## Sufficiency in Form and Manner of Execution Approved

This 2nd day of May 20 25

By John S. Gray Attorney General  
(Deputy Attorney General)



STATE OF WEST VIRGINIA  
**DEPARTMENT OF ADMINISTRATION**  
GENERAL SERVICES DIVISION  
State Capitol  
Charleston, West Virginia 25305

Eric L. Householder  
Cabinet Secretary

Bob Kilpatrick  
Acting Director

**MEMORANDUM**

**To:** Tara Lyle, Buyer Supervisor, State Purchasing Division

**From:** Cody Taylor, Procurement Specialist, General Services Division

**Date:** April 14, 2025

**Ref: Change Order # 2 – CPO GSD2500000007 – Building 22 Interior Renovations**

---

Tara:

Please accept this memorandum as our explanation and justification for our request for a Change Order #2 to our contract (CPO GSD2500000007) with Neighborgall Construction. for Building 22 Interior Renovations. The following are the Construction Change Directives (CCDs) associated with the changes requested:

CCD#1 (\$1,336.00) – Change in door hardware from push/pull to privacy hardware to match hardware used elsewhere.

CCD#2 (\$12,207.00) – Black Mastic discovered under floor tiles in Men's and Women's restrooms, it was tested and found to have asbestos materials. The area was then abated. This CCD also extends the contract 7 Days as it was a work delay for the contractor.

CCD#3 (-\$701.00) – Deductive change for paper towel dispensers. The owner will provide paper towel dispensers.

CCD#4 (\$14,752.00) – Change the roof warranty from 20 years to 30 years.

CCD#5 (\$4,991.00) – A mop sink area needed to be relocated. This required new metal studs, metal track, drywall, and finishing of drywall in the basement restroom. This CCD also extends the contract by 3 Days.

CCD#6 (\$6,136.00) – New sanitary line underground, floor drain, domestic water piping, insulation, excavation, backfill, concrete demo, and concrete patching due to ice maker being relocated at the request of the tenant. This CCD also extends the contract by 2 Days.



STATE OF WEST VIRGINIA  
**DEPARTMENT OF ADMINISTRATION**  
GENERAL SERVICES DIVISION  
State Capitol  
Charleston, West Virginia 25305

Eric L. Householder  
Cabinet Secretary

Bob Kilpatrick  
Acting Director

The additional equipment and work will have a total cost of \$38,721.00 and require an extension of 12 days.

Original Contract Price: \$7,820,000.00  
Change Order 2 (Increase): \$ 38,721.00  
New Contract Total: \$7,858,721.00

Current Final Completion Date: April 7<sup>th</sup>, 2026  
New Final Completion Date: April 19<sup>th</sup>, 2026

If you have any questions, or need additional information, please contact me via email at [Cody.G.Taylor@wv.gov](mailto:Cody.G.Taylor@wv.gov) or by phone at (304) 352-5531.

ERIC L. HOUSEHOLDER  
CABINET SECRETARY

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

SAMANTHA WILLIS  
PURCHASING DIRECTOR

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing *SW*  
Date: January 23, 2025  
Re: \$100,000 Spending Requests

**MEMORANDUM**

Pursuant to Executive Order 4-25, signed into effect by Governor Morrisey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

CPO 0211 GSD2500000007, Change Order 2 Building 22 Interior Renovations

The Accompanying Request has been reviewed and approved by the following:

*[Signature]*  
Agency Head

*[Signature]*  
Cabinet Secretary/Department Head

*4/17/25*  
Date

*4/24/25*  
Date

\_\_\_\_\_  
Governor's Office Representative

\_\_\_\_\_  
Date



**Total Cost:**

Current = \$7,820,000.00, CO#2 = \$38,721.00, New Total = \$7,858,721.00

**Award/Requisition Document Number:**

CPO 0211 GSD2500000007, Change Order #2, Procurement Folder 1431105

**Description of Action/Purpose of Procurement**

Requesting approval to proceed with Chang Order 2, which increase the contract for Building 22 (Tax) Interior Renovations by \$38,721.00, from its original award value of \$7,820,000.00 to a new total of \$7,858,721.00, required to cover the following post-award changes in scope:

- Change in door hardware from push/pull to privacy hardware to match hardware used elsewhere.
- Black mastic discovered under floor tiles in Men's and Women's restrooms, it was tested and found to have asbestos materials, then abated.
- Deductive change for paper towel dispensers. The Owner will provide paper towel dispensers (at a lower cost).
- Change the roof warranty from 20 years to 30 years.
- A mop sink area needed to be relocated. This required new metal studs, metal track, drywall, and finishing of drywall in the basement restroom.
- New sanitary line to be added underground, floor drain, domestic water piping, insulation, excavation, backfill, concrete demo, and concrete patching due to ice maker being relocated at the request of the tenant.

All added scope results in a net 12-day extension of the overall contract duration.

Funding: GSD portion from Appropriated General Revenue, Tax portion from Appropriated Special Revenue (to be reimbursed by MOU).

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.*

#### THE NEIGHBORGALL CONSTRUCTION COMPANY

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	1/23/1946		1/23/1946	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	2362 - Construction - Construction of Buildings - Nonresidential Building Construction (industrial, commercial & institutional building)		<b>Capital Stock</b> 50000.0000
<b>Charter County</b>	Cabell	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0
<b>At Will Term</b>	<b>Member Managed</b>		
<b>At Will Term Years</b>	<b>Par Value</b>		100.000000
<b>Authorized Shares</b>	500	<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Local Office Address</b>	1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Mailing Address</b>	1216 7TH AVENUE HUNTINGTON, WV, 25701 USA
<b>Notice of Process Address</b>	CHARLES NEIGHBORGALL IV 1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Principal Office Address</b>	1216 7TH AVENUE HUNTINGTON, WV, 25701 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>Incorporator</b>	C. R. NEIGHBORGALL 105 W. 10TH AVE. HUNTINGTON, WV, 25701
<b>Incorporator</b>	C. R. NEIGHBORGALL, JR. 233 MAIN ST. HUNTINGTON, WV, 25701
<b>President</b>	C. R. NEIGHBORALL IV 1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Secretary</b>	ELIZABETH H NEIGHBORGALL 1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Treasurer</b>	C R NEIGHBORGALL IV 1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Vice-President</b>	DONALD A BATES 1216 7TH AVENUE HUNTINGTON, WV, 25701
<b>Type</b>	<b>Name/Address</b>

<b>Date</b>	<b>Amendment</b>
<b>1/5/1999</b>	RESTATED ARTICLES
<b>1/27/1955</b>	AMENDMENT INCREASE TO \$100,000.00. BOOK 216, PAGE 61
<b>Date</b>	<b>Amendment</b>

## Annual Reports

### Filed For

2024

2023

2022

2021

2020

2019

2018

2017x

2017

2016

2015

2014

2013

2012

2011

2010

2009

2007

2006

2005

2004

2003

2002

2000

1999

1998

Date filed

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

Wednesday, April 30, 2025 — 7:33 AM

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#### Simple Search

#### Search Editor

- ☐ Any Words <sup>i</sup>
- ☐ All Words <sup>i</sup>
- ☐ Exact Phrase <sup>i</sup>

e.g. 123456789, Smith Corp

"the neighborgall construction company" x

Entity

Location

Status

- ☒ Active
- ☐ Inactive

Reset 

Entity Information ^



All Entity Information

Entities

Disaster Response Registry

Responsibility / Q



## No matches found

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>05/12</u> Date: <u>4/30/25</u> Solicitation No. <u>CO#2</u> <u>Extend/Increase</u>	Agency: West Virginia General Services Division Procurement Officer Submitting Requisition: Cody Taylor Requisition No. CPO GSD2500000007 PF No.: 1431105
---	--

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
<b>10</b>	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"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input checked="" 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: \_\_\_\_\_

*Tanya*