



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 4084 GSD2500000010 2	Change Order No:	Procurement Folder:	1574937
Document Name:	Bldg. 84 Low Pressure Boiler Removal and Replacement		Reason for Modification: Change Order 1 To Issue Notice to Proceed.	
Document Description:	Bldg. 84 Low Pressure Boiler Removal and Replacement			
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:	2025-05-05
Free on Board:	FOB Dest, Freight Prepaid		Effective End Date:	2025-06-04

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000039796 TRUETECH MECHANICAL LLC PO BOX 3 MOUNT NEBO WV 26679 US Vendor Contact Phone: 3046519413 Extension: 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: Jeffrey L Gillenwater Requestor Phone: 304-352-5490 Requestor Email: jeffrey.l.gillenwater@wv.gov 2025 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 55 130 STRATTON ST LOGAN WV 25601 US

CR 4-28-25

Total Order Amount:

\$59,900.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <u>4/28/25</u> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <u>4/29/25</u> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <u>4-30-25</u> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 1

To establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Contract Term: 5/5/2025 though 6/4/2025

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72151002	0.00000		0.000000	59900.00
Service From	Service To	Manufacturer		Model No	
2025-05-05	2025-06-04				

Commodity Line Description: Bldg. 84 Low Pressure Boiler Removal and Replacement**Extended Description:**

Bldg. 84 Low Pressure Boiler Removal and Replacement - see Exhibit A



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

Eric L. Householder
Cabinet Secretary

Bob Kilpatrick
Director

April 25, 2025

Truetech Mechanical LLC.
PO Box 3
Mt. Nebo, WV 26679

Attn: Mr. Tiller,

NOTICE TO PROCEED

Per issuance of Purchase Order Number CPO GSD250000010, this is your notification to commence work on (Monday) May 5th, 2025, to provide all equipment, materials and incidentals for services related to the Building 84 Low Pressure Boiler Removal and Replacement Project, per the bid requirements, terms, and conditions of CRFQ GSD2500000016.

Given the contract's terms and conditions, you have Thirty (30) calendar days from the issuance of the Notice to Proceed to complete the project. The effective start date shall be May 5, 2025, and the effective end dates shall be June 4, 2025.

If you have any questions or concerns on this issue, please do not hesitate to contact me by telephone at (304) 352-5517, or e-mail at James.R.Jones@wv.gov.

Sincerely,

A handwritten signature in cursive script that reads "James R. Jones".

James R. Jones
Procurement Administrator

Cc: Joe Belcher
Jeff Gillenwater

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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.

TRUETECH MECHANICAL LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	2/28/2020		2/28/2020	Domestic	Profit			

Organization Information			
Business Purpose	2382 - Construction - Special Trade Contractors - Building Equipment Contractors (electrical & other wiring, plumbing, heating & air-conditioning, other)		Capital Stock
Charter County	Nicholas	Control Number	0
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MGR
At Will Term Years	Par Value		
Authorized Shares	Young Entrepreneur		Yes

Education Status	School
Education Level	Field

Addresses	
Type	Address
Designated Office Address	362 BLACK BEAR LANE MOUNT LOOKOUT, WV, 26678
Mailing Address	PO BOX 3 MOUNT NEBO, WV, 26679
Notice of Process Address	TRUETECH MECHANICAL 362 BLACK BEAR LANE MOUNT LOOKOUT, WV, 26678
Principal Office Address	362 BLACK BEAR LANE MOUNT LOOKOUT, WV, 26678
Type	Address

Officers	
Type	Name/Address
Manager	CHAD TILLER 362 BLACK BEAR LANE MOUNT LOOKOUT, WV, 26678
Organizer	TRUETECH MECHANICAL 412 STEWARD LANE MOUNT NEBO, WV, 26679
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
AUTOMATION SOLUTIONS	TRADENAME	12/27/2022	
TRUETECH	TRADENAME	4/1/2020	
DBA Name	Description	Effective Date	Termination Date

Annual Reports
Filed For
2025
2024
2023
2022
2021
Date filed

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

Monday, April 28, 2025 — 8:58 AM

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Simple Search

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- ☐ Any Words ⁱ
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"truetech mechanical llc" ×

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>12-05</u> Date: <u>4/28/20</u> Solicitation No. <u>COH1 NTP</u>	Agency: General Services Division <hr/> Procurement Officer Submitting Requisition: Jamie Jones <hr/> Requisition No. <hr/> PF No.: 1574937
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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 (www.state.wv.us/admin/purchase/TCP.pdf)	<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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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: Tanya