



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: 06-19-2025

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 4035 GSD2500000020 2	Change Order No:	1	Procurement Folder:	1582664
Document Name:	Building 35 Diamond Roof and Parapet			Reason for Modification:	Change Order No. 1 - to issue Notice to Proceed
Document Description:	Building 35 Diamond Roof and Parapet				
Procurement Type:	Central Purchase Order				
Buyer Name:	Tara Lyle				
Telephone:	(304) 558-2544				
Email:	tara.l.yyle@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2025-07-01
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2026-06-30

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: Aaron M Armstrong Requestor Phone: 304-352-5492 Requestor Email: aaron.m.armstrong@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 35 350 CAPITOL STREET CHARLESTON WV 25301 US

CR 6-24-25

Total Order Amount: \$7,205,151.00

Purchasing Division's File Copy

SA 6/23/25

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara Lyle 6/24/25</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>6/25/25</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>6-25-25</i> ELECTRONIC SIGNATURE ON FILE
---	--	---

6/25/2025

Extended Description:

Change Order No. 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: July 1, 2025, through June 30, 2026

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72121103	0.00000		0.000000	7205151.00
Service From	Service To	Manufacturer		Model No	
2025-07-01	2026-06-30				

Commodity Line Description: Building 35 (Diamond) Roof & Parapet

Extended Description:

Base Bid: \$7,129,151.00

Alternate: \$ 76,000.00

Total: \$7,205,151.00

See attached pricing pages.



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

Eric L. Householder
Cabinet Secretary

Bob Kilpatrick
Director

June 19, 2025

1216 Seventh Avenue
Huntington, WV, 25701

Attn: Mr. Neighborgall,

NOTICE TO PROCEED

Per issuance of Purchase Order Number CPO 0211 GSD2500000020, this is your notification to commence work on (Tuesday) July 1st, 2025, to provide all labor, equipment, materials, and incidentals for services related to the Building 35 Diamond Roof and Parapet Project, per the bid requirements, terms, and conditions of CRFQ 0211 GSD2500000023.

Given the contract's terms and conditions, the Vendor will have Three Hundred and Sixty-Five (365) calendar days from the issuance of the Notice to Proceed to finish the project. The contract start date is July 1, 2025, and the Final Completion date is June 30, 2026.

If you have any questions or concerns on this issue, please do not hesitate to contact me by telephone at (304) 352-5531, or e-mail at cody.g.taylor@wv.gov.

Sincerely, *Cody Taylor*

Cody Taylor, Procurement Specialist, GSD

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

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

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

Subsidiaries	
Name	Address

FOUNDATION MANAGEMENT, LLC 1216 7TH AVENUE HUNTINGTON, WV, 25701	
M&BC EQUIPMENT, LLC 51 DOSS HILL ROAD BARBOURSVILLE, WV, 25504	
TRUE STRING MASONRY, LLC 51 DOSS HILL ROAD BARBOURSVILLE, WV, 25504	
Name	Address

Date	Amendment
1/5/1999	RESTATED ARTICLES
1/27/1955	AMENDMENT INCREASE TO \$100,000.00. BOOK 216, PAGE 610.
Date	Amendment

Annual Reports
Filed For
2025
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

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

Monday, June 23, 2025 — 9:07 AM

© 2025 State of West Virginia



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

Search

All Words

e.g. 1606N020Q02



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

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

"the Neighborgall Construction company" 

Entity 

Location 

Status 

- ☒ Active
- ☐ Inactive

Reset 

Entity Information ^



All Entity Information

Entities

Disaster Response Registry

Responsibility / Q



No matches found

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>OS/JA</u> Date: <u>6/23/25</u> Solicitation No. <u>C0#1</u> <u>Notice to Proceed</u>	Agency: West Virginia General Services Division <hr/> Procurement Officer Submitting Requisition: Cody Taylor <hr/> Requisition No. CPO GSD2500000020 <hr/> PF No.: 1582664
--	--

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 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"/> n/a
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> n/a
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/> n/a
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: _____

James Attkin