



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: 04-29-2025

CORRECT ORDER NUMBER MUST APPEAR
ON ALL PACKAGES, INVOICES, AND
SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CPO 0603 0603 ADJ2500000009 3	Change Order No:	Procurement Folder:	1464659
Document Name:	Parkersburg Armory Paving, Sealing, & Striping		Reason for Modification: CHANGE ORDER NO 1- To establish contract start and end dates, and to issue Notice to Proceed to the vendor per the attached documentation.	
Document Description:	Construction -Parkersburg Armory Paving, Sealing, & Striping			
Procurement Type:	Central Purchase Order			
Buyer Name:	David H Pauline			
Telephone:	304-558-0067			
Email:	david.h.pauline@wv.gov			
Shipping Method:	Best Way		Effective Start Date:	2025-04-28
Free on Board:	FOB Dest, Freight Prepaid		Effective End Date:	2025-10-25

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000203375	Requestor Name:	Robert A Skaggs
KELLY PAVING INC		Requestor Phone:	(304) 561-6550
PO BOX 366		Requestor Email:	robert.a.skaggsii.nfg@army.mil
WILLIAMSTOWN	WV	<div>2025</div> <div>FILE LOCATION</div>	
US	26187		
Vendor Contact Phone:	304-424-7353		
Extension:			
Discount Details:			
Discount Allowed	Discount Percentage	Discount Days	
#1 No	0.0000	0	
#2 Not Entered			
#3 Not Entered			
#4 Not Entered			

INVOICE TO	SHIP TO
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV 25311 US	BUILDING TRADE SPECIALIST PARKERSBURG NATIONAL GUARD ARMORY 1500 BLIZZARD DR PARKERSBURG WV 26101 US

4/30/25 GC

Total Order Amount: \$180,000.00

Purchasing Division's File Copy

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

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: 04/28/2025 THROUGH 10/25/2025.

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72141100	0.00000		0.000000	180000.00
Service From	Service To	Manufacturer		Model No	
2025-04-28	2025-10-25				

Commodity Line Description: Paving, Sealing, & Striping

Extended Description:

See attached Exhibit "A" pricing page to input pricing.

Provide and furnish all labor, materials, tools, expendable equipment and all services to complete parking lot paving, sealing, and striping services per the attached specifications and documentation. Contractor MUST field verify this area.

WEST VIRGINIA ARMY NATIONAL GUARD
CONSTRUCTION & FACILITIES MANAGEMENT OFFICE
DIVISION OF ENGINEERING & FACILITIES
1707 Coonskin Drive
Charleston, West Virginia, 25311-1085

24 APRIL 2025

NOTICE TO PROCEED

TO: Kelly Paving Inc
PO Box 366
Williamstown, WV 2187

FROM: West Virginia Army National Guard
CFMO – Division of Engineering & Facilities
1707 Coonskin Drive
Charleston, WV 25311

SUBJECT: Notice to Proceed for the Parkersburg Armory Paving, Sealing & Striping Project

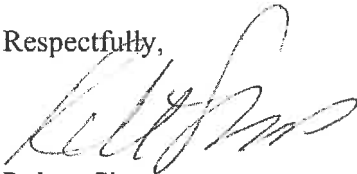
NOTICE TO PROCEED DATE: **24 APRIL 2025**

Kelly Paving Inc is authorized to proceed with work as per the Contract Documents for Contract number ADJ25*09. Work should begin by **28 APRIL 2025** and last for a term of **180** days, with work completed no later than **25 OCT 2025**.

Please provide all submittals for this project immediately for approval.

If you have any questions please contact Mr. Robert Skaggs at 304-719-8745.

Respectfully,



Robert Skaggs
Technical Analyst

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>8</u> Date: <u>4/29/25</u> Solicitation No. <u>CPO ADJ25*09</u>	Agency: Adjutant Generals Office <hr/> Procurement Officer Submitting Requisition: Dean Wingerd <hr/> Requisition No. CPO-ADJ25*09 Change Order #1- Notice to Proceed <hr/> PF No.: 1464659
---	--

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

FOR ALL SOLICITATION TYPES:

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

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

FOR CHANGE ORDERS/RENEWALS:

1. **Two-party agreement.** This agreement, confirming the need for the change order, must be signed by both the agency and the vendor. A single letter of agreement with both signatures is standard.
2. **Standard change order language.** The Purchasing Division maintains standard language to be used in the Extended Description field when issuing a change order in *wvOASIS*. There are various descriptors available to address the change to the original contract, including but not limited to a standard renewal, a renewal with an increase or decrease, a construction extension for time only or time and increase, a cancellation, and an administrative change. **Purchasing Division Procedures Handbook, Appendix D.**
3. **Office of Technology CIO pre-approval.** See #11.
4. **Justification for price increases/backdating/other.** Any change order request that increases the amount of the contract, is backdated more than 20 days past the submission date of the change order, or otherwise affects provisions of the contract not typically seen in a change order requires justification.
5. **Bond rider.** A bond rider allows bonded principals to request changes to be made to their original surety bond agreements. The bond rider is the only valid way of making changes to a bond agreement which does not invalidate the agreement.
6. **Secretary of State verification.** Unless a waiver is obtained from the Secretary of State's Office, every vendor organized as a business entity must have a certificate of authority and be in good standing with the Secretary of State's Office. To search for a business with the Secretary of State's Office, visit <http://apps.sos.wv.gov/business/corporations>. Any vendor that cannot be found or shows a status of "revoked" or "dissolved" is not eligible for award until the issue is resolved. Agencies must verify this compliance manually prior to award and include a copy of the relevant record in the agency file. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. E. Secretary of State.**
7. **State debarment verification.** Pursuant to *West Virginia Code* §5A-3-33c and 33d, the State of West Virginia and its political subdivisions may not solicit offers from, award contracts to, or consent to subcontract with a debarred vendor during the debarment period. A list of vendors debarred by the West Virginia Purchasing Division can be seen online at www.state.wv.us/admin/purchase/debar.html. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. D. State Debarment.**
8. **Federal debarment verification.** Vendors must verify that a vendor is not debarred by the federal government prior to awarding a contract by visiting *Sam.gov*. Instructions for manually checking a vendor's federal debarment status can be found online at https://www.fsd.gov/qsafsd_sp?id=kb_article_view&sysparm_article=KB0036199&sys_kb_id=b372dad1b4ac5d40ca4a97ae54bcbb2&spa=1. **Purchasing Division Procedures Handbook, 5.3.2. Vendor Compliance. C. Federal Debarment.**

Questions regarding this *Compliance Verification Checklist for Requisition Submission* may be directed to your assigned Purchasing Division buyer. If you're unsure who your buyer is, see the Agency-Buyer assignments published online at www.state.wv.us/admin/purchase/bvassign.pdf.

	ZANESVILLE, OH, 437021585
Vice-President	ROGER THOMAS PO BOX 366 WILLIAMSTOWN, WV, 26187
Type	Name/Address

Name Changes	
Date	Old Name
2/4/2005	CARL KELLY PAVING, INC.
Date	Old Name

Date	Amendment
2/4/2005	NAME CHANGE: FROM CARL KELLY PAVING, INC.
4/10/1990	MERGER; MERGING KELLY SAND AND GRAVEL, INC., A QUAL WV CORP, WITH AND INTO CARL KELLY PAVING, INC., A QUAL WV CORP, THE SURVIVOR.
2/3/1983	INCREASE TO \$300,000.00
5/19/1980	AMENDMENT; ARTICLES OF INCORPORATION.
Date	Amendment

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017x	
2017	
2016	
2015	
2014	
2013	
2012	
2011	
2010	
2009	
2008	
2007	
2006	
2004	
2003	
2002	
2001	
2000	
1999	
1998	
Date filed	

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

Tuesday, April 29, 2025 — 4:21 PM

 An official website of the United States government [Here's how you know](#)



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



Scheduled SAM Maintenance [Show Details](#)
Apr 22, 2025





[See All Alerts](#)



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

Search

All Words e.g. 1606N020Q02




Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

Search Editor

- ☐ Any Words 
- ☐ All Words 
- ☐ Exact Phrase 



Federal Organizations





Status

- ☒ Active
- ☐ Inactive

Reset 

[All Domains](#) [Contracting](#) [Federal Assistance](#) [Entity Information](#) [Federal Hierarchy](#) [Wage Determinations](#)

No matches found

Your search did not return any results.

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

[Sign In](#)

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

[Yes](#)

[Go Back](#)