



Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# State of West Virginia Master Agreement

Order Date: 05-08-2025

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

Order Number:	CMA 0623 8500 DAS2400000001 2	Procurement Folder:	1411965
Document Name:	Security Guard	Reason for Modification:	Changer Order 1 To Renew Contract
Document Description:	Security Guard		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-06-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-05-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000045398	Requestor Name:	David A Ferrell
CAPITOL SECURITY SOLUTIONS LLC		Requestor Phone:	304-352-0220
9 ANTLER DRIVE		Requestor Email:	david.a.nolawski@wv.gov
CULLODEN	WV	<div>2025</div> <div>FILE LOCATION _____</div>	
US	25510		
Vendor Contact Phone:	3048070840		
Extension:			
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

INVOICE TO	SHIP TO
DIVISION OF ADMINISTRATIVE SERVICES	DIVISION OF ADMINISTRATIVE SERVICES
1124 SMITH STREET	1124 SMITH STREET
SECOND FLOOR	SECOND FLOOR
CHARLESTON	CHARLESTON
WV 25301	WV 25301
US	US

CR 5-21-25

Total Order Amount:

Open End

Purchasing Division's File Copy

DHP JE 5/21/25

PURCHASING DIVISION AUTHORIZATION

DATE: 5.21.25

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 5/22/2025

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 5-22-25

ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders. Effective date of renewal June 1, 2025 through May 31, 2026.

Renewal Years Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	92121504			HOUR	15.800000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Probationary Security Guard I

**Extended Description:**

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	92121504			HOUR	15.800000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Security Guard II

**Extended Description:**

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	92121504			HOUR	15.800000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Security Guard III/ Shift Supervisor

**Extended Description:**

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	92121504			HOUR	15.800000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Sergeant & Lieutenant IV/ Site Supervisor

**Extended Description:**

See Exhibit "A" Pricing page



State of West Virginia  
Department of Homeland Security  
Division of Administrative Services

1124 Smith Street  
Charleston, WV 25301  
(304) 558-2350



ROBERT CUNNINGHAM  
CABINET SECRETARY

TINA DESMOND  
DIRECTOR

March 25, 2025

Capitol Security Solutions LLC  
9 Antler Dr  
Culloden, WV 25510

Subject: CMA DAS2400000001

Change Order 1 Renewal I

The West Virginia Department of Homeland Security Division of Administrative Services on behalf of the Division of Corrections & Rehabilitation is offering to renew the above listed contract under the same terms, conditions, and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are June 1, 2025, through May 31, 2026. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Also please send me an updated copy of your Certificate of Insurance.

Thank you,

*David Ferrell*

David Ferrell  
Procurement Specialist

Attachment

We agree to renew the above listed contract for the period as stated above under the same terms, conditions, and pricing as the original contract.

*[Signature]*  
Name/Signature

*President*  
Title

*Capitol Enforcement @ gmail.com*  
Email Address

*5/1/25*  
Date

*(304) 807-0840*  
Phone Number

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

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### 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.*

#### CAPITOL SECURITY SOLUTIONS LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	4/4/2022		4/4/2022	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	5616 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Investigation and Security Services (security guards, patrol, armored car, security systems, locksmiths)		<b>Capital Stock</b>
<b>Charter County</b>	Cabell	<b>Control Number</b>	
<b>Charter State</b>	WV	<b>Excess Acres</b>	
<b>At Will Term</b>	A	<b>Member Managed</b>	MBR
<b>At Will Term Years</b>		<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	No

Addresses	
Type	Address
<b>Designated Office Address</b>	9 ANTLER DRIVE CULLODEN, WV, 25510
<b>Mailing Address</b>	9 ANTLER DRIVE CULLODEN, WV, 25510 USA
<b>Notice of Process Address</b>	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
<b>Principal Office Address</b>	9 ANTLER DRIVE CULLODEN, WV, 25510 USA
Type	Address

Officers	
Type	Name/Address
<b>Member</b>	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
<b>Organizer</b>	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	

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Date filed

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

Monday, May 19, 2025 — 12:24 PM

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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>8</u> =Date: <u>5/19/25</u>  Solicitation No. <u>CMA DAS24*01</u>	Agency: Divison of Administrative Services <hr/> Procurement Officer Submitting Requisition: David Ferrell <hr/> Requisition No. CMA DAS2400000001 <hr/> PF No.: 1411965
----------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: David Pauline