



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: 07-15-2025

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 0439 0439 EBA220000002A 5	Procurement Folder:	1006112
Document Name:	Broadcast/Communications Tower Site Maintenance-South	Reason for Modification:	Change Order 04 To Cancel Contract
Document Description:	Broadcast/Communications Tower Site Maintenance EBAr70371		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-03-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-06-13

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000186939 PILLAR INNOVATIONS LLC 200 CORPORATE DR GRANTSVILLE MD 21536-1259 US Vendor Contact Phone: 304-983-8900 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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Cecil Dale Malcomb Requestor Phone: (304) 254-7858 Requestor Email: dmalcomb@wvpublic.org 2026 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
CHIEF FINANCIAL OFFICER EDUCATIONAL BROADCASTING 124 INDUSTRIAL PARK RD BEAVER WV 25813 US	PURCHASING ADMINISTRATOR EDUCATIONAL BROADCASTING 600 CAPITOL ST CHARLESTON WV 25301-1223 US

Total Order Amount: Open End

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
DATE: *Tanya 7/16/25*
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: *7/21/2025*
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: *7-22-25*
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 4 is issued to cancel this contract/purchase order in its entirety and all funds associated with the contract.

Effective date of cancellation 06/13/2025.

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72141118				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Tower Services - SOUTHERN DISTRICT

Extended Description:

See Pricing Page



Dale Malcomb
Purchasing Coordinator
Phone: (304) 254-7858
Email: dmalcomb@wvpublic.org

June 13th, 2025

Todd Hetrick
Dept Manager – Tower Services & Telecommunications
Pillar Innovations LLC
104 Corporate Drive
Morgantown, WV 26501
Phone: (301) 616-6344
Fax: (304) 983-8905
Email: ToddHetrick@PillarInnovations.Com


Subject: Cancellation of contract CMA_0439_EBA220000002A, tower services, Southern District.

Dear Mr. Hetrick:

The State of West Virginia is serving a formal notice that our agency is canceling the above referenced contract with Pillar Innovations LLC, effective immediately. The new contract began on June 13th, 2025 and after internal review, we determined that only one contract for tower services in the southern district is necessary.

Please sign below to acknowledge and agree to the cancellation. As always, call if you have any questions.

Very truly yours,


C. Dale Malcomb

Attachment

We agree to cancel contract CMA EBA220000002A for reasons stated above.

Brian Fike
Name


Signature

V.P. of Operations
Title

June 13th, 2025
Date

Dale Malcomb
Purchasing Coordinator
Phone: (304) 254-7858
Cell: (304) 222-9252
Email: DMalcomb@WVPublic.Org

June 13th, 2025

Re: Cancellation of CMA 0439 0439 EBA2200000002A, tower services, Southern District.

To Whom It May Concern:

Our agency has a contract with Pillar Innovations LLC that began June 13th, 2025. We are requesting the cancellation of this contract because we have determined that only one contract is needed for these services in the Southern district. Once this was identified, we immediately began processing the necessary cancellation paperwork.

Please proceed with processing this cancellation, as it is important for us to avoid having duplicate contracts for the same service.

Sincerely,



C. Dale Malcomb

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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.

PILLAR INNOVATIONS, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	1/22/2007		1/22/2007	Foreign	Profit			

Organization Information					
Business Purpose	3332 - Manufacturing - Machinery Manufacturing - Industrial Machinery Manufacturing (food product, semiconductor, sawmill, woodworking, paper, printing)			Capital Stock	
Charter County	Monongalia	Control Number	90949		
Charter State	MD	Excess Acres			
At Will Term	T	Member Managed	MGR		
At Will Term Years	93	Par Value			
Authorized Shares		Young Entrepreneur	Not Specified		

Addresses	
Type	Address
Designated Office Address	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259
Mailing Address	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259 USA
Mailing Address	ROGER L CUTRIGHT, ESQ PO BOX 842 MORGANTOWN, WV, 26507 USA
Notice of Process Address	PILLAR INNOVATIONS, LLC 104 CORPORATE DRIVE MORGANTOWN, WV, 26501
Principal Office Address	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259 USA
Type	Address

Officers	
Type	Name/Address
	JUSTIN STEPHENS-MEMBER 104 CORPORATE DRIVE MORGANTOWN, WV, 26501 USA
Manager	SHAWN R. BENDER 92 CORPORATE DRIVE GRANTSVILLE, MD, 21536
Member	ERIC GUTHRIE 92 CORPORATE DRIVE GRANTSVILLE, MD, 21536 USA
Member	MERLIN BEITZEL - MEMBER 92 CORPORATE DRIVE GRANTSVILLE, MD, 21536 USA
Member	SHELDON MAUST-MEMBER 92 CORPORATE DRIVE GRANTSVILLE, MD, 21536 USA
Type	Name/Address

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	
2015	
2014	
2013	
2012	
2011	
2010	
2009	
2008	
Date filed	

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

Tuesday, July 15, 2025 — 9:00 AM

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All Words

e.g. 1606N020Q02



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Keyword Search

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Simple Search

Search Editor

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

e.g. 123456789, Smith Corp

"PILLAR INNOVATIONS, LLC" Entity Location Status 

- ☒ Active
- ☐ Inactive

Reset Entity Information 

All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

**No matches found**

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>JA</u> Date: <u>7/15/25</u> Solicitation No. <u>CMA EBA22*02A C0#4</u>	Agency: 0439 Educational Broadcasting <hr/> Procurement Officer Submitting Requisition: C. Dale Malcomb <hr/> Requisition No. CMA 0439 0439 EBA22000002A <hr/> PF No.: 1006112
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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 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 checked="" 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 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 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 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 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 checked="" type="checkbox"/> N/A
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> N/A
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" 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: _____

