



**Extended Description:**

Change Order 01

Change Order 01 is issued to establish the contract effective start and effective end dates, to issue the Notice to Proceed for the contract, and to correct certain sections of the terms and conditions, per the WV State Auditor's Office request, that were selected erroneously as detailed in the attached two-party agreement and incorporated herein by the attached revised sections of the terms and conditions. All other terms, conditions, prices and specifications contained in the original contract including all authorized change orders remain in full force and effect.

Contract Term: 10/15/2025 Through 05/13/2026

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152601	1.00000	LS	2947500.000000	2947500.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: ROOFING SERVICE

**Extended Description:**

NEW ROOF CONSTRUCTION FOR EQUIP. DIV. MECHANICS SHOP



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

**1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505**

**Stephen T. Rumbaugh, P.E.  
Secretary of Transportation  
Commissioner of Highways**

**September 29, 2025**

**Dear S G Young Contracting LLC,**

**This Notice to Proceed (NTP) is issued under the terms of the contract dated 08/04/2025, between WV Division of Highways and S G Young Contracting LLC for the project titled Equipment Division Shop Roof Replacement 70259029.**

**In accordance with the contract, we hereby authorize you to commence work on the project, starting on October 15, 2025. The following details are provided to facilitate the timely and efficient execution of the project:**

**Project Start Date: October 15, 2025**

**Project Scope: New roof construction for Equipment Division Mechanics Shop**

**Duration of the Project: 180 Days Substantial/30 Days Final Completion**

**Contract Reference Number: CPO 0803 0070 DOT26\*04**

**Required Deliverables/Deadlines: Initial start-up/mobilization (25%), Midpoint completion (50%), Substantial completion (75%), Final Completion (50%)**

**Contact Information: Chuck McCullough**

**Please ensure that all necessary preparations are made for the project's start, and coordinate with our project management team to ensure a smooth execution. If you have any questions or require additional information, please do not hesitate to contact Chuck McCullough at 304-517-6034 or [Chuck.J.McCullough@wv.gov](mailto:Chuck.J.McCullough@wv.gov).**

**Thank you for your attention to this matter. We look forward to a successful collaboration and the timely completion of this project.**



**WEST VIRGINIA  
DEPARTMENT OF TRANSPORTATION**  
1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

**Michael J. DeMers**  
Deputy Secretary of Transportation

**Stephen T. Rumbaugh, P. E.**  
Secretary of Transportation  
Commissioner of Highways

**11/04/2025**

**S G YOUNG CONTRACTING LLC**  
107 E FUDGE ST  
COVINGTON, VA 24426

To whom it may concern,

This letter serves as a formal notice and agreement between the **West Virginia Department of Transportation** and **S G Young Contracting LLC** to proceed with an Administrative Change Order correcting items that were erroneously selected on the Terms and Conditions document.

**Please see the attached Terms and Conditions section(s) containing the revisions.**

By signing below, both parties acknowledge and agree to the above change. All other terms and conditions of the original contract remain in full force and effect. Please review, sign, and return a copy of this letter to indicate your acceptance and acknowledgement of this modification.

Sincerely,

**Jeromie Lanham**

Barry Phillips  
Printed Name

\_\_\_\_\_  
Date

[Signature]  
Signature

LM  
Title

PROCUREMENT USE ONLY

Sub West Asst Dir 11/5/25  
Signature/Title/Date

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.*

### S. G. YOUNG CONTRACTING, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	5/24/2013		5/24/2013	Foreign	Profit			

Organization Information				
Business Purpose	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)		Capital Stock	
Charter County			Control Number	
Charter State	VA	Excess Acres		
At Will Term	A	Member Managed	MGR	<div>×</div> Close
At Will Term Years		P	Hi, I'm SOLO! I can help you file your Annual Report.	
Authorized Shares		Ent		

Addresses	
Type	Address
Designated Office Address	107 E FUDGE STREET COVINGTON, VA, 24426
Mailing Address	107 E FUDGE STREET COVINGTON, VA, 24426 USA
Notice of Process Address	WOODS ROGERS PLC 10 S JEFFERSON STREET SUITE 100 ROANOKE, VA, 24038
Principal Office Address	107 E FUDGE STREET COVINGTON, VA, 24426 USA
Type	Address

Officers	
Type	Name/Address
Manager	STANLEY YOUNG 314 E FUDGE STREET COVINGTON, VA, 24426
Type	Name/Address

Annual Reports	
Filed For	
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017	
2016	
2015	

X Close

Hi, I'm SOLO! I can help you file your Annual Report.

2014
<b>Date filed</b>

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

Friday, November 7, 2025 — 8:32 AM

© 2025 State of West Virginia

× Close

Hi, I'm SOLO! I can help you file your Annual Report.

Search

All Words  e.g. 1606N020Q02

Filter By

Entity Information ^




All Entity Information

Entities

Disaster Response Registry




Responsibility

### 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

SG YOUNG Contracting



Entity



Location



Status



- ☒ Active
- ☒ Inactive

Reset 

## No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:		Agency:
Buyer: <u>J. Estep</u>	Date: <u>11/7/25</u>	WVDOT/DOH
Solicitation No. <u>CPO DOT26*04</u>		Procurement Officer Submitting Requisition:
<u>CO#1</u> <u>NTP</u>		Amber Heath
		Requisition No.
		CPO DOT2600000004
		PF No.:
		1632643

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 ( <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 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
<b>10</b>	<b>Insurance requirements</b>				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>
<b>4</b>	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>5</b>	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: \_\_\_\_\_

