



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: 12-02-2025

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 0803 0180 DOT2500000018 4	Change Order No:	1	Procurement Folder:	1612410
Document Name:	Elkview HQ Roof Replacement	Reason for Modification: Change Order 02  To correct certain sections of the Terms and Conditions			
Document Description:	Elkview HQ Roof Replacement				
Procurement Type:	Central Purchase Order				
Buyer Name:	John W Estep				
Telephone:	304-558-2566				
Email:	john.w.estep@wv.gov				
Shipping Method:	Best Way	Effective Start Date:	2025-09-16		
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-10-31		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000038030 AAR OF NORTH CAROLINA INC 655 PEDDYCORD ROAD  KERNERSVILLE NC 27284 US Vendor Contact Phone: 3367274534 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>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: James L Thompson Jr Requestor Phone: 304-205-6981 Requestor Email: james.l.thompson@wv.gov  <b>2026</b> 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
DIVISION OF HIGHWAYS DISTRICT ONE HQ 1340 SMITH ST CHARLESTON WV 25301 US	ELKVIEW HEADQUARTERS DIVISION OF HIGHWAYS 904 OLD FRAME RD ELKVIEW WV 25071 US

Total Order Amount: \$293,705.51

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION SIGNED BY: Joseph (Josh) E Hager III DATE: 2025-12-02 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Hager</i> DATE: 12/11/2025 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Josh Hager</i> DATE: 12-11-25 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order No. 02:

The following is an administrative change order 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 and conditions of the original contract remain in full force and effect.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152601	1.00000	LS	293705.510000	293705.51
Service From	Service To	Manufacturer		Model No	

**Commodity Line Description:** Elkview HQ Roof Replacement

**Extended Description:**

Elkview HQ Roof Replacement



**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

11/19/2025

**AAR OF NORTH CAROLINA INC**  
**655 PEDDYCORD ROAD**  
**KERNERSVILLE, NC 27284**

To whom it may concern,

This letter serves as a formal notice and agreement between the **West Virginia Department of Transportation** and **AAR OF NORTH CAROLINA INC** 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,

**Becky Plants**

Brad Kurth  
Printed Name

Brad Kurth  
Signature

Sr. Vice President  
Title

11/24/25  
Date

PROCUREMENT USE ONLY

Signature/Title/Date

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

☐ **Term Contract**

**Initial Contract Term:** The Initial Contract Term will be for a period of \_\_\_\_\_. The Initial Contract Term becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as \_\_\_\_\_), and the Initial Contract Term ends on the effective end date also shown on the first page of this Contract.

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be delivered to the Agency and then submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Unless otherwise specified below, renewal of this Contract is limited to \_\_\_\_\_ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

☐ **Alternate Renewal Term** – This contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

☒ **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within <sup>90</sup>\_\_\_\_\_ days.

☐ **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within \_\_\_\_\_ days. Upon completion of the work covered by the preceding sentence, the vendor agrees that:

☐ the contract will continue for \_\_\_\_\_ years;

☐ the contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's Office (Attorney General approval is as to form only).

☐ **One-Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

☐ **Construction/Project Oversight:** This Contract becomes effective on the effective start date listed on the first page of this Contract, identified as the State of West Virginia contract cover page containing the signatures of the Purchasing Division, Attorney General, and Encumbrance clerk (or another page identified as \_\_\_\_\_), and continues until the project for which the vendor is providing oversight is complete.

☐ **Other:** Contract Term specified in \_\_\_\_\_

**4. AUTHORITY TO PROCEED:** Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked in Section 3 above. If either "Fixed Period Contract" or "Fixed Period Contract with Renewals" has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

**5. QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

☐ **Open End Contract:** Quantities listed in this Solicitation/Award Document are approximations only, based on estimates supplied by the Agency. It is understood and agreed that the Contract shall cover the quantities actually ordered for delivery during the term of the Contract, whether more or less than the quantities shown.

☐ **Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.

☐ **Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

☐ **One-Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

☒ **Construction:** This Contract is for construction activity more fully defined in the specifications.

**6. EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One-Time Purchase contract.

**7. REQUIRED DOCUMENTS:** All of the items checked in this section must be provided to the Purchasing Division by the Vendor as specified:

☐ **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

☐☐☐☐

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications regardless of whether or not that requirement is listed above.

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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.*

AAR OF NORTH CAROLINA, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	4/7/1997		4/7/1997	Foreign	Profit				

Organization Information			
Business Purpose	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)	Capital Stock	0.0000
Charter County		Control Number	0
Charter State	NC	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

**Addresses**

Type	Address
<b>Local Office Address</b>	655 PEDDYCORD ROAD KERNERSVILLE, NC, 27284
<b>Mailing Address</b>	655 PEDDYCORD ROAD KERNERSVILLE, NC, 27284 USA
<b>Notice of Process Address</b>	RHONDA SIGMON 655 PEDDYCORD ROAD KERNERSVILLE, NC, 27284
<b>Principal Office Address</b>	655 PEDDYCORD ROAD KERNERSVILLE, NC, 27284 USA
Type	Address

**Officers**

Type	Name/Address
<b>President</b>	MICHAEL KURTH, SR 8251 MONTGOMERY RIDGE ROAD BELEWS CREEK, NC, 27009
<b>Secretary</b>	MICHELLE STRICKLAND 411 GRAVELAWN DRIVE KERNERSVILLE, NC, 27284
<b>Treasurer</b>	MICHELLE STRICKLAND 411 GRAVELAWN DRIVE KERNERSVILLE, NC, 27284
<b>Vice-President</b>	BRADLEY KURTH 945 LA PLATA DRIVE KERNERSVILLE, NC, 27284
Type	Name/Address

**Annual Reports**

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

Tuesday, November 25, 2025 — 2:31 PM

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AAR of North Carolina Inc



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