



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

State of West Virginia  
**Contract**

Order Date: 05-18-2026

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

<b>Order Number:</b>	CCT 0211 4071 GSD2600000001 2	<b>Procurement Folder:</b>	1708012
<b>Document Name:</b>	Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project	<b>Reason for Modification:</b>	Change Order 1 To Increase the Contract
<b>Document Description:</b>	Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project		
<b>Procurement Type:</b>	Central Contract - Fixed Amt		
<b>Buyer Name:</b>	Tara Lyle		
<b>Telephone:</b>	(304) 558-2544		
<b>Email:</b>	tara.l.lyle@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2025-11-14
<b>Free on Board:</b>		<b>Effective End Date:</b>	

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000206059	<b>Requestor Name:</b>	Patrick S O'Neill
ZMM LLC		<b>Requestor Phone:</b>	304-352-5492
222 LEE ST W		<b>Requestor Email:</b>	patrick.s.oneill@wv.gov
CHARLESTON	WV		
US	25302		
<b>Vendor Contact Phone:</b>	304-342-0159	<b>Extension:</b>	
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**2026**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
GENERAL SERVICES DIVISION DEPARTMENT OF ADMINISTRATION 112 CALIFORNIA AVENUE BLDG 4, 6TH FLOOR CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

5/1/2026 6C

Purchasing Division's File Copy

<b>Total Order Amount:</b>	\$151,984.16
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<b>PURCHASING DIVISION AUTHORIZATION</b> <i>Ally L. Washburn</i> DATE: 5/19/24 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <i>John S. Gray</i> DATE: 5/18/2026 ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> <i>ADG 5-21-26</i> DATE: 5-21-26 ELECTRONIC SIGNATURE ON FILE
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5/21/2026

**Extended Description:**

Change Order

Change Order No. 1 is issued to increase the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders, along with increased pricing per the attached documentation.

Effective Date of Change: 5/5/2026

Original Contract Price: \$123,397.16

Change Order 1 increase: \$ 28,587.00

New Contract Price: \$151,984.16

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	\$151,984.16
Service From	Service To	Manufacturer	Model No		
2025-11-14	2035-11-13				

**Commodity Line Description:** Architectural engineering

**Extended Description:**

Bldgs. 5, 6, 7 Basement Waterproofing and Renovation Project

Original Contract: \$123,397.16

Change Order 1: \$ 28,587.00

May 12, 2026

Scot Casdorff, PE  
Architecture and Engineering Manager  
WV Department of Administration, General Services Division  
112 California Avenue  
Building 4 – Suite 641  
Charleston, WV 25305



**Subject: REVISED Additional Services Proposal – Ground Water Monitoring Buildings 5, 6 and 7 Basement Waterproofing and Improvements**

Mr. Casdorff:

Thank you for providing ZMM LLC (ZMM) with the opportunity to assist the State of West Virginia General Services Division (GSD) with the Basement Waterproofing and Improvements project to State Office Buildings 5, 6 and 7.

**Project Scope**

Per our meeting on Wednesday, April 15, 2026, GSD and the design team discussed the presence of water infiltration in the recessed floor troughs and were asked to provide an additional services proposal to monitor the ground water under the basement concrete floor slabs. Monitoring will help determine if the water in the trough is coming from rising groundwater and hydrostatic pressure under the slab, or moisture vapor transmitted through the slab that shows up as dampness or minor sweating. The project will consist of drilling, installing and monitoring a total of three (3) open standpipe piezometers a minimum of 5'-0" below the basement floor slab. Time has been included in this proposal for 12 months of scheduled monitoring.

**Fee Proposal**

Based upon the attached fee proposal from WDP, our mark-up for sub-consultants, as well as ZMM's direct effort, the total design fee for the ground water monitoring is twenty-eight thousand five hundred eighty-seven dollars. A summary of the fee proposal to provide the services identified above is indicated below.

Summary of Proposed Design Fee

WDP Proposal	\$	26,082.25
Mark-Up (5%)	\$	1,304.75
<u>ZMM Proposal</u>	\$	<u>1,200.00</u>
Total	\$	28,587.00

Thank you for your prompt attention to this request, and please let me know if you require any additional information.

Respectfully submitted,  
**ZMM LLC**

Rodney Pauley, AIA  
Director / Project Manager

Acknowledged and Accepted,  
State of WV General Services Division

  
\_\_\_\_\_  
Signature

**James R. Jones, Procurement Administrator**  
\_\_\_\_\_  
Printed Name / Title

**5/13/2026**  
\_\_\_\_\_  
Date



PO Box 99  
Hinton, WV 25951

T 304 660 0400  
wdpa.com

May 5, 2026

ZMM LLC  
222 Lee Street, West  
Charleston, WV 25302

Attention: Rodney Pauley, AIA  
Director / Project Manager

Reference: Proposal for Ground Water Monitoring – Buildings 5,6, and 7  
WDP Proposal No. 25215

Dear Mr. Pauley:

WDP & Associates Consulting Engineers, Inc., (“WDP”) is pleased to submit this proposal for additional professional services for ground water monitoring adjacent to Buildings 5, 6, and 7 on the West Virginia State Capitol Complex. As outlined in the attached proposal from Triad Engineering, three (3) flush mounted open stand pipe piezometers will be installed to a depth of between 5 to 10 feet below the existing basement slab level. The exact location of the piezometers will be determined based on an initial site meeting with the GSD and predrilling subsurface evaluation. Time has been included in this proposal to monitor the piezometers for a period of twelve (12) months by making observations on a periodic basis based on weather conditions after the baseline readings are established during the first week. It is assumed that the piezometers will remain in place after the monitoring period since they will be flush mounted and should not interfere with landscaping activities.

Triad Engineering Fee:	\$21,945.00
5% Mark-up:	\$ 1,097.25
WDP Fee:	\$3,040.00

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**Total Fee: \$26,082.25**





Buildings 5, 6 and 7  
WDP Project No. 25215  
May 5, 2026

We thank you for the opportunity to provide our services and look forward to working with you on this project.

Respectfully submitted,

**WDP & Associates Consulting Engineers, Inc.**

A handwritten signature in black ink, appearing to read 'RAC'.

Rex A. Cyphers, P.E.  
Principal

May 5, 2026

Mr. Rex A. Cyphers, P.E.  
WDP & Associates  
P.O. Box 99  
Hinton, West Virginia 25951

**SUBJECT: Drilling & Monitoring Services Cost Estimate**  
Capitol Complex Building 5, 6, and 7  
Kanawha County, West Virginia  
Triad Proposal No. 04-26-0228

Dear Mr. Cyphers:

Triad Engineering, Inc. (Triad) is pleased to submit this cost estimate for providing geotechnical services at Capitol Complex - Building 5, 6, and 7 located in Kanawha County, West Virginia.

### PROJECT UNDERSTANDING

Based on the information provided, it is anticipated that the project will consist of drilling, installing, and monitoring a total of three (3) open standpipe piezometers. It is our recommendation to extend piezometers a minimum of 5.0 feet below the basement floor elevation or to an elevation of 584.0 feet.

Based on the existing architectural drawings provided to Triad for this proposal, the existing ground elevation at the building perimeter appears to be approximately 604.0 feet. Based on these elevations it is estimated the piezometers will be installed down to a minimum depth of 20 ft below the existing ground surface using 4.25-inch hollow stem augers. Due to a lack of subsurface information, piezometer P-2 and P-3 are planned for 25.0 feet to account for the unknown groundwater conditions at the site.

BORING NO.	DESCRIPTION	SOIL DRILLING (L.F.)	ROCK DRILLING (L.F.)	TERMINATION CRITERIA
P-1	Piezometer	20	-	Target Elevation (584.0)
P-2	Piezometer	25	-	Target Elevation (579.0)
P-3	Piezometer	25	-	Target Elevation (579.0)
<b>Totals:</b>		<b>70</b>	<b>0</b>	

Based on Triad's understanding of the project, no sampling or Standard Penetration Testing (SPT) is needed for the test holes. If SPT testing and sampling are needed for the project, Triad can provide a revised cost estimate to provide sampling at the requested intervals.

Upon drilling completion, a standpipe piezometer will be installed in the borehole. The standpipe piezometer construction will generally consist of 2-inch Schedule 40 PVC pipe, a manufactured screen section, a sand pack, bentonite seal and grout backfill to the surface.

Triad will provide a staff geologist during field exploration to observe the piezometer installation. Additionally, Triad will provide monitoring services upon installation of the piezometers. It is recommended that at least two (2) measurements are performed during the week of installation to establish a baseline groundwater elevation. Once baseline groundwater elevation has been established, Triad will perform monitoring periodically over the course of one year as stated in the Well Monitoring Plan section of this proposal.

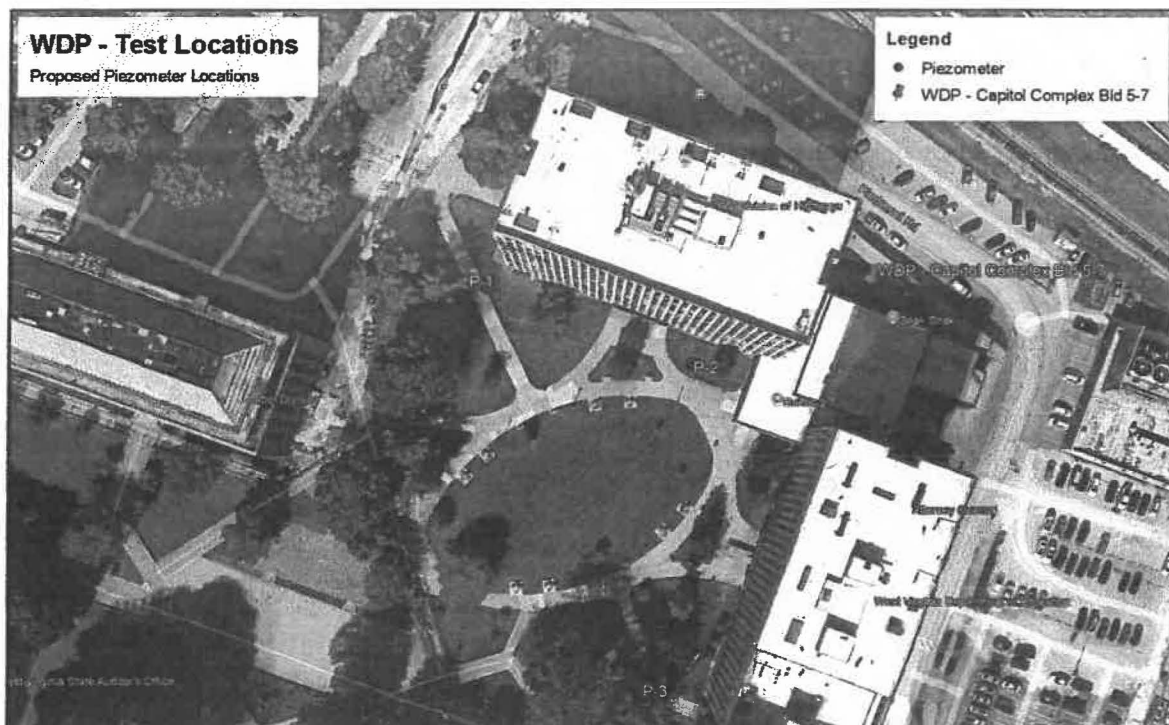
The estimated costs for performing these services are provided as an attachment.

## PROJECT CONSIDERATIONS

### Test Locations

Piezometer locations shall be drill rig accessible or made accessible by others as no fee for drill rig assistance has been included in this estimate. Triad can provide drill rig assistance for an additional fee if necessary. Based on our understanding of the project site, the test boring locations should be accessible by a track mounted drill rig.

These boring locations should be considered approximate and may need to be relocated in the field upon the completion of the subsurface utility mapping. Piezometer locations will be located in the field by Triad personnel utilizing a handheld GPS device once installation is complete.



*Fig. 1 Approximate Piezometer Locations*

### **Unmarked Utilities**

Unmarked underground utilities pose a grave threat to workers performing subsurface drilling and excavation. Because of this, Triad will contact the appropriate public utility location service (e.g., WV 811, One-Call, etc.) to mark underground utilities prior to our subsurface exploration. However, it must be noted that public utility location services will not mark private underground lines or public underground utilities beyond a meter. Therefore, Triad has included the cost to perform GPR services at the project location to locate all buried utilities at the site. GPR survey will be conducted within a 10-ft radius of the piezometer location.

### **Estimated Schedule**

Based on our current drilling schedule, a drill rig can be mobilized to the site within three to four weeks after notice to proceed. However, this is only an estimate, and a more specific start date can be discussed if necessary.

### **Well Monitoring Plan**

The following cost estimate assumes an initial baseline observation will be conducted with two (2) measurements for the first week after completion of the piezometers. For the remainder of the monitoring period, measurements will be taken periodically over the course of a year. A total of nine (9) additional measurements will be taken at various intervals to capture extreme variations in groundwater levels after precipitation events. The cost of piezometer monitoring has been provided in the attached cost estimate.

In addition to the monitoring, Triad will provide a summary of water level observations during the monitoring period.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project.

Sincerely,

**Triad Engineering, Inc.**



Jeremy Martin  
Geotechnical Engineer



John J. Haynes, P.E.  
Drilling Department Manager

Attachments: Drilling Cost Estimate  
Professional Services Agreement

# GEOTECHNICAL SERVICES COST ESTIMATE

Capitol Complex Building 5-7 Drilling & Groundwater Monitoring

Kanawha County, West Virginia

Triad Proposal No. 04-26-0228

ITEM	ESTIMATED QUANTITY	UNIT RATE	CONTRACT FEE
<b>Field Exploration Services</b>			
Drill rig mobilization/demobilization	1 LS	\$2,500.00 /LS	\$ 2,500.00
4.25 inch HSA with no sampling	70 FT	\$25.00 /FT	\$ 1,750.00
Utility Clearance (GPR Survey)	1 LS	\$2,500.00 /LS	\$ 2,500.00
Standpipe piezometer installation	70 FT	\$40.00 /FT	\$ 2,800.00
Flush Mount Protective Cover Installation	3 EA	\$300.00 /EA	\$ 900.00
Support Vehicle	2 DAYS	\$250.00 /DAY	\$ 500.00
Project coordination/management and drilling supervision	3 HRS	\$165.00 /HR	\$ 495.00
Time rate charge (client delay, site cleanup, safety training, etc.)	3 HRS	\$350.00 /HR	\$ 1,050.00
<b>Subtotal</b>			<b>\$ 12,495.00</b>
<b>Field Inspection Services</b>			
Borehole Staking	2 HRS	\$125.00 /HR	\$ 250.00
On-site Geologist	20 HRS	\$125.00 /HR	\$ 2,500.00
Inspector Transportation	1 LS	\$100.00 /LS	\$ 100.00
<b>Subtotal</b>			<b>\$ 2,850.00</b>
<b>Well Monitoring Services</b>			
Well Monitoring (Travel, Monitoring, Processing) - Week 1	2 EA	\$600.00 /EA	\$ 1,200.00
Well Monitoring (Travel, Monitoring, Processing) - As Needed	9 EA	\$600.00 /EA	\$ 5,400.00
<b>Subtotal</b>			<b>\$ 6,600.00</b>
<b>Estimated Initial Cost</b>			<b>\$ 21,945.00</b>

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Online Data Services Help

### Business Organization Detail

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#### ZMM LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	10/27/1987		10/27/1987	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		<b>Capital Stock</b>
<b>Charter County</b>	Kanawha	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0 <span style="float: right;">X Close</span>
<b>At Will Term</b>	A	<b>M</b>	<div style="border: 1px solid gray; border-radius: 10px; padding: 5px; display: inline-block;">                     Hi, I'm SOLO! I can help you file your Annual Report.                 </div>
<b>At Will Term Years</b>		<b>Pa</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
Type	Address
<b>Designated Office Address</b>	222 LEE ST W CHARLESTON, WV, 25302
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 808 GREENBRIER ST CHARLESTON, WV, 25311
<b>Principal Office Address</b>	222 LEE STREET WEST CHARLESTON, WV, 25302 USA
<b>Principal Office Mailing Address</b>	222 LEE ST W CHARLESTON, WV, 25302
Type	Address

<b>Officers</b>	
Type	Name/Address
<b>Manager</b>	JAMES JOHNSON 2 CARLTON ST STE 1700 TORONTO, ON, M5B1J3
<b>Organizer</b>	ADAM R KRASON 222 LEE STREET WEST CHARLESTON, WV, 25302
Type	Name/Address

<b>DBA</b>			
DBA Name	Description	Effective Date	Termination Date
ZMM ARCHITECTS AND ENGINEERS	TRADENAME	12/17/2018	
DBA Name	Description		

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<b>Name Changes</b>	
Date	Old Name
<b>2/26/2025</b>	ZMM, INC

Date	Old Name
------	----------

Date	Amendment
<b>2/28/2025</b>	MEMBER MANAGED TO MANAGER MANAGED CHANGE OF AGENT UPDATED AGENT EMAIL
<b>2/26/2025</b>	CONVERSION NAME CHANGE: FROM ZMM, INC
<b>6/30/2003</b>	AMENDMENT FILED RESTATING ARTICLES OF INCORPORATION
<b>4/4/1989</b>	MERGER; MERGING ZANDO, MARTIN & MILSTEAD, INC., A QUAL WV CORP, WITH AND INTO ZMM, INC., A QUAL WV CORP, THE SURVIVOR.
Date	Amendment

<b>Annual Reports</b>	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, May 19, 2026 — 9:48 AM

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