



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

State of West Virginia
Purchase Order

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

Order Date: 05-28-2026

Order Number:	CPO 0211 4084 GSD2600000008 3	Change Order No:	2	Procurement Folder:	1798015
Document Name:	Building 84 Drainage and Paving Project			Reason for Modification: Change Order No. 2 - To increase the contract per attached documentation.	
Document Description:	Building 84 Drainage and Paving Project				
Procurement Type:	Central Purchase Order				
Buyer Name:	Tara Lyle				
Telephone:	(304) 558-2544				
Email:	tara.l.yyle@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2026-05-04
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2026-06-03

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000206691			Requestor Name:	Timothy M Lee
BPI INC PO BOX 7 Winfield WV 25213 US				Requestor Phone:	304-352-5492
Vendor Contact Phone:	999-999-9999	Extension:		Requestor Email:	timothy.m.lee@wv.gov
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
GENERAL SERVICES DIVISION DEPARTMENT OF ADMINISTRATION 112 CALIFORNIA AVENUE BLDG 4, 6TH FLOOR CHARLESTON WV 25305 US	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 84 CORNERSTONE 1409 GREENBRIER ST CHARLESTON WV 25311 US

CR 6-4-26

Total Order Amount: \$202,355.78

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>5/29/2026</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>6/4/2026</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>	ENCUMBRANCE CERTIFICATION DATE: <i>6-4-26</i> ELECTRONIC SIGNATURE ON FILE: <i>[Signature]</i>
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Extended Description:

Change Order No. 2 is issued to increase the contract, per the attached documentation.

Effective Date of Increase: 5/27/2026

Original Contract Price:	\$	145,500.00
Change Order 2 (Increase)	\$	56,855.78
New Contract Total:	\$	202,355.78

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72141205	0.00000		0.000000	145500.00
Service From	Service To	Manufacturer		Model No	
2026-05-04	2026-06-03				

Commodity Line Description: Building 84 Drainage and Paving Project

Extended Description:

Drainage and Paving Repairs at Building 84.

Unit Price for compacted file and/or \$15.00 per square foot

Unit Price for crushed stone \$55.00 per ton

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72141205	0.00000		0.000000	56855.78
Service From	Service To	Manufacturer		Model No	
2026-05-04	2026-06-03				

Commodity Line Description: Change Order 2

Extended Description:

Drainage and Paving Repairs at Building 84.

Unit Price for compacted file and/or \$15.00 per square foot

Unit Price for crushed stone \$55.00 per ton



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
GENERAL SERVICES DIVISION
State Capitol
Charleston, West Virginia 25305

APPROVED
BY: *[Signature]* DATE: *5/29/26*

Eric L. Householder
Cabinet Secretary

Bob Kilpatrick
Acting Director

MEMORANDUM

To: David Pauline, Senior Buyer, State Purchasing Division

From: Cody Taylor, Procurement Specialist Sr., General Services Division *Cody Taylor*

Date: May 18, 2026

Ref: Change Order # 2 – CPO GSD2600000008 – Building 84 Drainage and Paving Project

David:

Please accept this memorandum as our explanation and justification for our request for a Change Order #2 to our contract (CPO GSD2600000008) with BPI, Inc. for Building 84 Drainage and Paving Project.

After removal of the pavement and failed drainage System, it was discovered that the water erosion was caused by water filtering through the old/damaged pavement closer to the building and washing out where the failed drainage system was and not just at the failed drainage system itself. This change order expands out the initial area of pavement to the building, creating a sealed barrier between the building and the new drain system. This change is necessary to preserve the new drainage system being installed.

The additional equipment and work (including fill and new pavement) will have a total cost of \$56,855.78.

Original Contract Price: \$145,500.00
Change Order 2 (Increase): \$ 56,855.78
New Contract Total: \$202,355.78

If you have any questions, or need additional information, please contact me via email at Cody.G.Taylor@wv.gov or by phone at (304) 352-5531.

PO Box 7
Winfield, WV 25213



Telephone – (304)760-8909

May 18, 2026

Timothy M. Lee
Building Engineer
General Services Division

Dear Mr. Lee,

Per your request, BPI, Inc. wishes to submit the following change order proposal for the requested additional asphalt paving for the parking lot at Building 84:

Scope of Work:

- Provide all labor and equipment and materials to excavate and remove the existing asphalt pavement and soil base, haul off the excavated asphalt and base materials, place 6-inches of new clean stone base, and pave the area with 4-inches of base asphalt and 2-inches of wearing course. The area is approximately 3,830 square feet.

Cost Breakdown:

BPI Labor	Cut Out and Removal of the new pavement area (3,830 SF);	\$ 1,760.00	10%	\$ 1,936.00
	2 Men, 2 Days, 8 Hrs/Day @ \$55/Hr			
BPI Labor	Placement of crusher run in newly excavated area (103 Ton). Stone price on this line.	\$ 4,120.00	10%	\$ 4,532.00
	2 Men, 3 Days, 8 Hrs/Day @ \$55/Hr	\$ 2,640.00	10%	\$ 2,904.00
BPI Equipment	Dump Truck - 24 Hrs. @ \$80/Hr.	\$ 3,200.00	10%	\$ 3,520.00
	Excavator - 24 Hrs. @ \$120/Hr.	\$ 2,880.00	10%	\$ 3,168.00
	Track Steer - 24 Hrs. @ \$65/Hr.	\$ 1,560.00	10%	\$ 1,716.00
BPI Site Foreman	Site Foreman (40 Hours @ \$70/Hour)	\$ 2,800.00	10%	\$ 3,080.00
BPI Sub-Contractor	WV Paving to supply and place asphalt for new pavement area. 4-inches of base course. 2-inches of wearing course. Parking lot striping included. See attached quote.	\$ 30,000.00	10%	\$ 33,000.00
Subtotal				\$ 53,856.00
Bonds / Insurance	Bonds / Insurance			\$ 1,884.96
B&O Tax				\$ 1,114.82
Total Cost - ADD				\$ 56,855.78

J. Christian Wells
Christian Wells
President
BPI, Inc.
CC: Dustin Legg

Cody Taylor
The West Virginia General Services
Division agrees to this change order.
5/27/26





West Virginia Paving, Inc.
2950 Charles Avenue
Dunbar , WV 25064

T +1 (304) 768 9733
F +1 (304) 768 9384
www.wv-paving.com

To: BPI, Inc.
Attn: Christian Wells
Date: 5/18/2026

RE: Change Order Request #1 for the Building 84 Project in Charleston, WV.

We propose to furnish material and labor, complete in accordance with the specifications for the estimate of:

- Pave 3,830 SF of area with 4" of 25mm Base HMA.
- Pave 3,830 SF of area with 2" of WC 1 HMA.
- Parking Lot Striping.

Estimate:

1. Paving of Base HMA (approx. 100 Tons).	\$ 18,700.00
2. Paving of WC 1 (approx. 50 Tons).	\$ 10,700.00
3. Parking Lot Striping.	<u>\$ 600.00</u>

Price: \$ 30,000.00

Note: No engineering layout, backfilling, shoulder stone, traffic control, or testing in this proposal.

Terms: Net 30 days. A service charge of 1.5 percent per Month, 18 percent per annum, will be added on any unpaid balance. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will become an extra charge above and over the estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry necessary Insurance. Our workers are fully covered by Workmen's Compensation Insurance.

This proposal may be withdrawn if not accepted within 30 days.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

	<u>5/18/2026</u>	_____	_____
WV Paving, Inc. Steven S. Boggs, Estimator	Date	Owner	Date

To: All State Agencies Under Purchasing Division
From: Samantha Willis, Director & General Counsel
WV Purchasing *SLW*
Date: January 23, 2025
Re: \$100,000 Spending Requests

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

CPO 0211 GSD2600000008 - Building 84 Drainage and Pavement Project CO#2

The Accompanying Request has been reviewed and approved by the following:

Agency Head

Eric Householder

Cabinet Secretary/Department Head

05/22/26

Date

5/27/26

Date

~~Governor's Office Representative~~

Date

Total Cost:

Current = \$145,500.00, CO#2 = \$56,855.78 New Total = \$202,355.78

Award Document Number:

CPO 0211 GSD2600000008, Change Order 2

Description of Action/Purpose of Procurement

Requesting approval to submit Change Order #2 for the Building 84 Drainage and Paving Project, an increase of \$56,855.78 to the current contract value of \$145,500.00 resulting in a new contract total of \$202,355.78 The following scope changes are needed:

After removal of the pavement and failed drainage system, it was discovered that the water erosion was caused by water filtering through the old/damaged pavement closer to the building and washing out where the failed drainage system was and not just at the failed drainage system itself. This change order expands out the initial area of pavement to the building, creating a sealed barrier between the building and the new drain system. This change is necessary to preserve the new drainage system being installed and avoids what would be a secondary contractor mobilization to make these repairs later; this work is also being coordinated with the tenant (Corrections) to allow for their project to install a new gas utility line (i.e. so that the new pavement won't have to be destroyed to accommodate that work).

The cost will include additional equipment and work (including fill and new pavement).

Funding: Appropriated General Revenue

RIDER INCREASING OR DECREASING PENALTY OF BOND

To be attached to and form part of 1 GSD2600000008: Building 84 Drainage and Paving Project
(Description of Bond)

Bond No. 508824P issued on behalf of BPI, Inc.

as Principal in favor of WV Dept. of Admr. - Purchasing Division

Obligee.

Ohio Farmers Insurance Company, (hereinafter called the Company) hereby Increases
the penalty from One Hundred Forty-Five Thousand Five Hundred and 00/100 DOLLARS (\$ 145,500),
to Two Hundred Two Thousand Three Hundred Fifty Five Dollars and 78/100 DOLLARS (\$ 202,355.78),

subject to the covenants and conditions of said bond, except as herein stated.

This rider becomes effective on the 28th day of May, 2026 at
twelve and one minute o'clock AM standard time.

Signed and dated this 28th day of May, 2026

BPI, Inc.
Principal

By [Signature]

Ohio Farmers Insurance Company

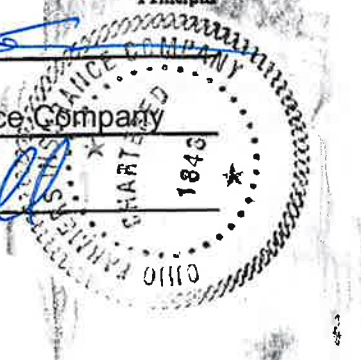
By [Signature]

ACCEPTED

WV Dept. of Admr. - Purchasing Division
Obligee

By [Signature]

By Director & General Counsel



General
Power
of Attorney

POWER NO. 4752402 00

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint **RICHARD L. HIGGINBOTHAM, BUNNIE MARIE PERRINE, JEFFERY O'DELL, ROBIN M. HUBBARD-SHERROD, LISA G. ASSBURY, JOINTLY OR SEVERALLY**

of CHARLESTON and State of WV its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship in any penal limit.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact, may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be It Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 01st day of MAY A.D., 2022.

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By:
Gary W. Stumper, National Surety Leader and Senior Executive

State of Ohio
County of Medina ss.:

On this 01st day of MAY A.D., 2022, before me personally came Gary W. Stumper to me known, who, being by me duly sworn, did depose and say, that he resides in Medina, OH; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial
Seal
Affixed



David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 28th day of May A.D., 2026.



Frank A. Carrino Secretary

Frank A. Carrino, Secretary

ACKNOWLEDGMENTS

Acknowledgment by Principal if Individual or Partnership

- 1. STATE OF
2. County of
3. I,
4. county and state aforesaid, do hereby certify that
5. Given under my hand this
6. Notary Seal
7. (Notary Public)
8. My commission expires on the

Acknowledgment by Principal if Corporation or Limited Liability Company

- 9. STATE OF West Virginia
10. County of Kanawha
11. I, Robin Sherrod
12. county and state aforesaid, do hereby certify that Christian Wells
13. who as, President
14. BPI Inc. a corporation/LLC,



- 15. Given under my hand this 28th day of May 20 26
16. Notary Seal Robin Sherrod 312 Forest Brook Drive Saint Albans, WV 25177 My Commission Expires June 8, 2026
17. Robin Sherrod (Notary Public)
18. My commission expires on the 8th day of June 20 26

Acknowledgment by Surety

- 19. STATE OF West Virginia
20. County of Kanawha
21. I, Robin Sherrod
22. county and state aforesaid, do hereby certify that Jeffery O'Dell
23. who as, Attorney-in-Fact
24. Ohio Farmers Insurance Company a corporation,



- 25. Given under my hand this 28th day of May 20 26
26. Notary Seal Robin Sherrod 312 Forest Brook Drive Saint Albans, WV 25177 My Commission Expires June 8, 2026
27. Robin Sherrod (Notary Public)
28. My commission expires on the 8th day of June 20 26

Sufficiency in Form and Manner Of Execution Approved

This 26th day of June 20 26

By Attorney General (Assistant Attorney General)



Contract Award Data Processing Delay [Show Details](#)
May 4, 2026



See All Alerts

Subcontracting Plan Reporting Contract Retrieval Issue [Show Details](#)
Apr 17, 2026



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- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"BPI, INC."

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Excluded Entity

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Exclusion Type

Exclusion Program

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West Virginia Secretary of State — Online Data Services

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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.

BPI, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/22/1988		6/22/1988	Domestic	Profit			

Organization Information			
Business Purpose	2362 - Construction - Construction of Buildings - Nonresidential Building Construction (industrial, commercial & institutional building)		Capital Stock 3000.0000
Charter County	Putnam	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	10.000000
Authorized Shares	300	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	102 WIMBLETON DR. HURRICANE, WV, 25526
Notice of Process Address	CHRISTIAN WELLS P.O. BOX 7 WINFIELD, WV, 25213
Principal Office Address	P.O. BOX 7 WINFIELD, WV, 25213 USA
Principal Office Mailing Address	P.O. BOX 7 WINFIELD, WV, 25213 USA
Type	Address

Officers	
Type	Name/Address
Director	CHRISTIAN WELLS P.O. BOX 7 WINFIELD, WV, 25213
Director	DUSTIN LEGG P.O. BOX 7 WINFIELD, WV, 25213
Incorporator	OTIS G. WELLS 3301 HURRICANE CREEK RD. WINFIELD, WV, 25213 USA
President	J. CHRISTIAN WELLS 1 ALBA DR WINFIELD, WV, 25213
Secretary	BONNIE WELLS 275 DEERFIELD DRIVE WINFIELD, WV, 25213
Treasurer	TERRY WELLS 575 DEERFIELD DR WINFIELD, WV, 25213
Vice-President	DUSTIN LEGG 117 ROCKY STEP RD. SCOTT DEPOT, WV, 25560
Type	Name/Address

Annual Reports

Filed For

2026

2025

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2021

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Date filed

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

Friday, May 29, 2026 — 3:02 PM

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#13</u> Date: <u>5/29/2026</u> Solicitation No. <u>CPO GSD26#08</u>	Agency: West Virginia General Services Division Procurement Officer Submitting Requisition: Cody Taylor Requisition No. CPO GSD2600000008 PF No.: 1798015
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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 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 www.state.wv.us/admin/purchase/TCP.pdf	<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
10	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"/>
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 type="checkbox"/>
4	Justification for price increases/backdating/other	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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: Jessica Riley



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV008975

CLASSIFICATION:

- ELECTRICAL
- GENERAL BUILDING
- GENERAL ENGINEERING
- HVAC
- MULTIFAMILY
- PIPING
- PLUMBING
- RESIDENTIAL
- SPECIALTY
- FENCING

BPI INC
PO BOX 7
WINFIELD, WV 25213-9669

DATE ISSUED

EXPIRATION DATE

OCTOBER 2, 2025

OCTOBER 2, 2026

J. Christian Wells

Authorized Signature

[Signature]

Chair, West Virginia Contractor
Licensing Board



**WEST VIRGINIA
CONTRACTOR
LICENSING BOARD**

A copy of this license must be readily available for inspection by the Board on every job site where contracting work is being performed. This license number must appear in all advertisements, on all bid submissions, and on all fully executed and binding contracts. This license is non-transferable. This license is being issued under the provisions of West Virginia Code, Chapter 30, Article 42.