



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: 06-17-2026

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 0211 4011 GSD2600000015 2	Change Order No:	1	Procurement Folder:	1847752
Document Name:	Building 11 Cooling Towers 1&2 Replacement			Reason for Modification: Change Order 1 Issue Notice to Proceed and Increase	
Document Description:	Building 11 Cooling Towers 1&2 Replacement				
Procurement Type:	Central Purchase Order				
Buyer Name:	David H Pauline				
Telephone:	304-558-0067				
Email:	david.h.pauline@wv.gov				
Shipping Method:	Best Way				
Free on Board:	FOB Dest, Freight Prepaid			Effective Start Date:	2026-06-10
				Effective End Date:	2027-03-07

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000202408	Requestor Name:	David K Parsons
CASTO TECHNICAL SERVICES INC		Requestor Phone:	304-352-5486
540 LEON SULLIVAN WAY		Requestor Email:	david.k.parsons@wv.gov
CHARLESTON	WV 25301		
US			
Vendor Contact Phone:	999-999-9999	Extension:	
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#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	DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION BLDG 11 - CHILLER PLANT 218 CALIFORNIA AVE CHARLESTON WV 25305 US

CR 6-18-26
Purchasing Division's File Copy

Total Order Amount: \$1,485,000.00

URCHASING DIVISION AUTHORIZATION DATE: 6/17/2026 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 6/25/2026 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 6-25-26 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order No. 1

To establish the contract effective start and effective end dates, to issue the Notice to Proceed, and Increase the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Contract Term: 06/10/2026 through 03/07/2027.

Original Contract Price: \$ 1,460,000.00
Change Order 1 (Increase) \$ 25,000.00
New Contract Total: \$ 1,485,000.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	73161517	0.00000			
Service From				0.000000	1460000.00
Service To					
2026-06-10	2027-03-07	Manufacturer		Model No	

Commodity Line Description: Building 11 Cooling Towers 1&2 Replacement

Extended Description:

Please see Exhibit "A" Pricing Page to input pricing.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	73161517	0.00000			
Service From				0.000000	25000.00
Service To					
2026-06-10	2027-03-07	Manufacturer		Model No	

Commodity Line Description: Change Order 1

Extended Description:



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

Eric L. Householder
Cabinet Secretary

Bob Kilpatrick
Director

June 8, 2026

Casto Technical Services Inc
540 Leon Sullivan Way
Charleston, WV, 25301

Attn: Mr. Lancaster,

NOTICE TO PROCEED

Per issuance of Purchase Order Number CPO 0211 GSD260000015, this is your notification to commence work on (Wednesday) June 10th, 2026, to provide all equipment, materials and incidentals for services related to the Building 11 Cooling Towers 1 & 2 Replacement Project, per the bid requirements, terms, and conditions of CRFQ 0211 GSD260000019.

Given the contract's terms and conditions, you have Two Hundred and Seventy (270) calendar days from the issuance of the Notice to Proceed, the contract start date is June 10th, 2026, and the Final Completion date is March 7, 2027.

If you have any questions or concerns on this issue, please do not hesitate to contact me by telephone at (304) 352-5531, or e-mail at cody.g.taylor@wv.gov.

Sincerely,

Cody Taylor

Cody Taylor, Procurement Specialist Sr., GSD

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
231239 - Building 11 Cooling Towers 1 &
2 Replacement
Division Bldg 11 - Chiller Plant 218
California Avenue, Charleston, WV

CONTRACT INFORMATION:
Contract For: Building 11 Cooling
Towers 1&2 Replacement
Date: 03/16/2026

CHANGE ORDER INFORMATION:
Change Order Number: 001

Date: 06-08-2026

OWNER: *(Name and address)*
General Services Division / Department of
Administration
112 California Avenue - Building 4, 6th
Floor
Charleston, WV 25305

ARCHITECT: *(Name and address)*

CONTRACTOR: *(Name and address)*
Casto Technical Services, Inc.

540 Leon Sullivan Way
Charleston, WV 25301

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Stainless Steel Basis Upgrade

The original Contract Sum was	\$ 1,460,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,460,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 25,000.00
The new Contract Sum including this Change Order will be	\$ 1,485,000.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

	
ARCHITECT <i>(Signature)</i>	OWNER <i>(Signature)</i>
<i>(Printed name, title, and license number if required)</i>	Cody Taylor, Procurement Specialist Sr. <i>(Printed name and title)</i>
06/08/2026	6/8/26
Date	Date



APPROVED
[Signature]
6/17/26

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

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: June 8, 2026

Ref: Change Order # 1 – CPO GSD2600000015 – Building 11 Cooling Towers 1 & 2 Replacement

David:

Please accept this memorandum as our explanation and justification for our request for a Change Order #1 to our contract (CPO GSD2600000015) with Casto Technical Services, Inc. for Building 11 Cooling Towers 1 & 2 Replacement.

(\$25,000.00) – The Agency has elected to upgrade the drain pans to stainless steel to increase the longevity of equipment and decrease risk of failure.

The additional equipment and work will have a total cost of \$25,000.00. No time extension is necessary.

Original Contract Price: \$1,460,000.00
Change Order 1 (Increase): \$ 25,000.00
New Contract Total: \$1,485,000.00

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.

ERIC L. HOUSEHOLDER
CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

SAMANTHA WILLIS
PURCHASING DIRECTOR

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 GSD2600000015 - Building 11 Cooling Towers 1 & 2 Replacement CO#1

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

Agency Head

Eric L. Householder

Cabinet Secretary/Department Head

06/09/26

Date

6/10/26

Date

Governor's Office Representative

Date

Total Cost:

Current = \$1,460,000.00, CO#1 = \$25,000.00 New Total = \$1,485,000.00

Award Document Number:

CPO 0211 GSD2600000015, Change Order 1

Description of Action/Purpose of Procurement

Requesting approval to submit Change Order #1 for the Building 11 Cooling Towers 1 & 2 Replacement Project, an increase of \$25,000.00 to the current contract value of \$1,460,000.00 resulting in a new contract total of \$1,485,000.00

The following scope changes are needed:

The Agency has elected to upgrade the drain pans to stainless steel to increase the longevity of equipment and decrease risk of failure.

Change Order #1 will also issue Notice to Proceed

Funding: Appropriated General Revenue

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

Search

All Words

e.g. 1606N020Q02

Filter By

Keyword SearchFor 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

Casto Technical Services Entity Location Status 

- ☒ Active
- ☒ Inactive

Reset Entity Information 

All Entity Information

Entities

Disaster Response Registry

Responsibility / Q



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

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.

CASTO TECHNICAL SERVICES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/21/1973		9/21/1973	Domestic	Profit			

Organization Information			
Business Purpose	8113 - Other Services (except Public Administration) - Repair and Maintenance - Commercial and Industrial Machinery and Equipment (exe Auto and Elec) Repair and Maintenance		Capital Stock 50000.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term	Member Managed		
At Will Term Years	Par Value		0.100000
Authorized Shares	500000	Young Entrepreneur	Not Specified

Addresses

Type	Address
Designated Office Address	540 LEON SULLIVAN WAY CHARLESTON, WV, 25301
Notice of Process Address	CHRISTINA SMITH 540 LEON SULLIVAN WAY CHARLESTON, WV, 25301
Principal Office Address	540 LEON SULLIVAN WAY CHARLESTON, WV, 25301 USA
Principal Office Mailing Address	P.O. BOX 627 CHARLESTON, WV, 25322 USA
Type	Address

Officers

Type	Name/Address
Director	TIMOTHY SNEERINGER PO BOX 627 CHARLESTON, WV, 25322
President	TIMOTHY SNEERINGER PO BOX 641 GREAT BARRINGTON, MA, 01230
Secretary	CHRISTINA SMITH 540 LEON SULLIVAN WAY CHARLESTON, WV, 25301
Type	Name/Address

Date	Amendment
11/12/2020	B4WV Other Change: AMENDED AND RESTATED ARTICLES OF INCORPORATION OF CASTO TECHNICAL SERVICES, INC. I. Name. The name of the corporation is Casto Technical Services, Inc. (the "Corporation"). II. Address. The address of the principal office of the Corporation is 540 Leon Sullivan Way, Charleston, WV 25301, or at some other place within the United States, as the board of directors from time to time shall designate. III. Mailing Address. The mailing address of the above location is P. O. Box 627, Charleston, WV 25322. IV. Email Address. The email address where informational notices and reminders of annual filings may be sent is csmith@castotech.com. V. Existence. The existence of the Corporation is perpetual. VI. Authorized Shares. The Corporation is authorized to issue only one class of stock consisting of not more than 500,000.00 shares with a par value of (\$0.10) per share. The Corporation shall issue all of the shares without certificates. VII. Purposes. The purpose of the Corporation is to engage in any or all lawful business or activity for which corporations may be incorporated in West Virginia. VIII. Incorporator. The name and address of

the original incorporators of the Corporation are Harry N. Casto and W. E. Mohler, neither of whom are affiliated with the Corporation as of the date of these Amended and Restated Articles of Incorporation and are deceased. IX. Agent. The name and address of the person (agent) to whom notice of process may be sent is Christina Smith, 540 Leon Sullivan Way, Charleston, WV 25301. X. Directors. The Corporation shall have a board of directors consisting of one (1) to five (5) directors. The directors shall be elected at each annual meeting of the shareholders. Directors need not be shareholders of the corporation nor residents of the State of West Virginia. The board of directors may not increase or decrease the number of directors. XI: Limitation on Director Liability. Directors shall have no personal liability to the Corporation or its stockholders for monetary damages for breach of fiduciary duty as a Director: Provided, this Article shall not eliminate or limit the liability of a Director: (A) for any breach of the Director's duty of loyalty to the Corporation or its stockholders; (B) for acts or omissions not in good faith or which involve intentional misconduct or a knowing violation of law; (C) for unlawful distributions as described in the Act; or (D) for any transaction from which the Director derived an improper personal benefit. XII: Indemnification of Directors. The Corporation shall indemnify a Director for liability, as that term is defined W. Va. Code § 31D-8-850, to any person for any action taken, or any failure to take any action, as a Director except liability for: (A) receipt of a financial benefit to which he or she is not entitled; (B) an intentional infliction of harm on the Corporation or its shareholders; (C) for unlawful distributions as described in the Act; or (D) an intentional violation of criminal law.

10/21/2010

AMENDMENT FILED (CHANGES TO STOCK & SHARES)...SEE IMAGE

2/3/1983

CHANGE OF NAME FROM CASTO-TRANE SERVICE AGENCY, INC.

Date**Amendment**

Annual Reports

Filed For

2026

2025

2024

2023

2022

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2019

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2014
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Date filed

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

Wednesday, June 17, 2026 — 2:50 PM

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GENERAL PURPOSE RIDER

To be attached to and form part of Bond Number 30262634 effective March 11, 2026
issued by the Western Surety Company
in the amount of One Million Four Hundred Sixty Thousand (\$1,460,000.00) DOLLARS,

on behalf of Casto Technical Services, Inc.

as Principal and in favor of State of West Virginia, Department of Administration, Purchasing Division
as Obligee:

Now, Therefore, it is agreed that:

The amount of the bond is revised from:

One Million Four Hundred Sixty Thousand (\$1,460,000.00) DOLLARS

To:

One Million Four Hundred Eighty Five Thousand (\$1,485,000.00) DOLLARS

To match the Total Amount of the Purchase Order.

It is further understood and agreed that all other terms and conditions of this bond shall remain unchanged.

This rider is to be effective the 8th day of June, 2026.

Signed, sealed and dated this 8th day of June, 2026.

Casto Technical Services, Inc. (Principal)

By: Christina Smith

Western Surety Company

By: Debra L. Stewart

Debra L. Stewart

Accepted By:

ACKNOWLEDGMENTS

Acknowledgment by Principal if individual or Partnership

1. STATE OF _____
2. County of _____ to-wit: _____
3. I, _____, a Notary Public in and for the
4. county and state aforesaid, do hereby certify that _____
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.
5. Given under my hand this _____ day of _____ 20 _____
6. Notary Seal
7. _____
(Notary Public)
8. My commission expires on the _____ day of _____ 20 _____

Acknowledgment by Principal if Corporation

9. STATE OF West Virginia
10. County of Kanawha to-wit: _____
11. I, Tammy Vance, a Notary Public in and for the
12. county and state aforesaid, do hereby certify that Christina Smith
13. who as, CFO signed the foregoing writing for
14. a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
15. Given under my hand this 8th day of June 20 26
16. Tammy K. Vance
(Notary Public)
17. _____ day of November 20 27
18. My commission expires on the 14th day of _____ 20 27
19. My Commission Expires November 14, 2027

Acknowledgment by Surety

19. STATE OF Maryland
20. County of Howard to-wit: _____
21. I, Rebecca Curran, a Notary Public in and for the
22. county and state aforesaid, do hereby certify that Debra L. Stewart
23. who as, Attorney-in-fact signed the foregoing writing for
24. Western Surety Company a corporation,
- has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.
25. Given under my hand and this 8th day of June 20 26
26. Notary Seal
27. Rebecca Curran
(Notary Public) Rebecca Curran
28. My commission expires on the 19th day of March 20 29

Sufficiency in Form and Manner of Execution Approved

This _____ day of _____ 20 _____

By: _____
(Deputy Attorney General)

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Robert A Quicke Jr, Courtney Seed, Debra L Stewart, Renee Hugar, Reginald Jarvis, Belinda M Ferciot, Brittany H Ferciot, Meredith N Johnson, Individually

of Hanover, MD, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In an amount not to exceed Two Million and no/100 Dollars (\$2,000,000.00)-

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 12th day of March, 2026.



WESTERN SURETY COMPANY

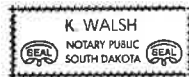
Larry Kasten, Vice President

State of South Dakota } ss
County of Minnehaha

On this 12th day of March, 2026, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

December 4, 2031



K. Walsh, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 8th day of June, 2026



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	☐	☐	☒	☐
	Automobile Liability	☐	☐	☒	☐
	Workers' Compensation/Employer's Liability	☐	☐	☒	☐
	Cyber Liability	☐	☐	☒	☐
	Builder's Risk/Installation Floater	☐	☐	☒	☐
	Professional Liability	☐	☐	☒	☐
	Other (specify)	☐	☐	☒	☐
11	Office of Technology CIO pre-approval	☐	☐	☒	☐
12	Treasurer's Office (banking) pre-approval	☐	☐	☒	☐

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	☒	☒	☐	☒
2	Standard change order language	☒	☒	☐	☒
3	Office of Technology CIO approval	☐	☐	☐	☐
4	Justification for price increases/backdating/other	☒	☒	☐	☒
5	Bond Rider (Construction)	☒	☒	☐	☒
6	Secretary of State Verification	☒	☒	☐	☒
7	State debarment verification	☒	☒	☐	☒
8	Federal debarment verification	☒	☒	☐	☒

**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

Jessie Riley



CONTRACTOR LICENSE

AUTHORIZED BY THE
West Virginia Contractor
Licensing Board

NUMBER: WV001241

CLASSIFICATION:

ELECTRICAL
HVAC
PIPING
SPECIALTY

CASTO TECHNICAL SERVICES INC
PO BOX 627
CHARLESTON, WV 25322-0627

DATE ISSUED

EXPIRATION DATE

AUGUST 13, 2025

AUGUST 13, 2026


Authorized Signature


Chair, 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.

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:		Agency:
Buyer: <u>#13</u>	Date: <u>6/17/2026</u>	West Virginia General Services Division
Solicitation No. <u>GSD26*15</u>		Procurement Officer Submitting Requisition: Cody Taylor
		Requisition No. CPO GSD2600000015
		PF No.: 1847752

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	☒	☐	☒	☐
2	Use of correct specification template	☒	☐	☒	☐
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	☒	☐	☒	☐
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	☒	☐	☒	☐
5	Maximum budgeted amount in wvOASIS	☒	☐	☒	☐
6	Suggested vendors in wvOASIS	☒	☐	☒	☐
7	Capitol Building Commission pre-approval	☐	☐	☒	☐
8	Financing (Governor's Office) pre-approval	☐	☐	☒	☐
9	Fleet Management Division pre-approval	☐	☐	☒	☐