



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

State of West Virginia
Contract

Order Date: 07-31-2026

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:	CCT 0211 4072 GSD2000000009 11	Procurement Folder:	579236
Document Name:	Elevator Modernization - Various Facilities	Reason for Modification: Change Order 7 To Decrease and Close the Contract	
Document Description:	Elevator Modernization - Various Facilities		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2019-10-16
Free on Board:		Effective End Date:	2024-05-03

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code: 000000229419				Requestor Name: Patrick S O'Neill	
MILLER ENGINEERING INC				Requestor Phone: 304-352-5514	
429 Laurel Run Rd				Requestor Email: patrick.s.oneill@wv.gov	
Carmichaels		PA	15320-2543		
US					
Vendor Contact Phone: 304-291-2234		Extension:	2		
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	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

8/14/2026

Purchasing Division's File Copy

Total Order Amount: \$947,374.41

PURCHASING DIVISION AUTHORIZATION

DATE: 8/19/26
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 8/20/2026
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 8-24-26
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 7 is issued to decrease and close the original contract according to all terms, conditions, prices, and specification contained in the original contract including all authorized change orders, except that the contract lump sum fee is decreased as defined in the attached documentation.

Effective Date of decrease: July 31, 2026

Original Contract Price: \$1,307,100.00
Change Order 2: \$13,166.00
Change Order 5 Decrease: (356,090.79)
Change Order 6: \$93,499.60
Change Order 7 Decrease: (110,300.40)
New Contract Total: \$947,374.41

No other changes.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	\$448,744.20
Service From	Service To	Manufacturer	Model No		
2019-10-16	2024-05-02				

Commodity Line Description: Elevator Modernization - Various Facilities - Phase 1**Extended Description:**

Elevator Modernization - Various Facilities - Phase 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81100000	0.00000		0.000000	\$397,996.00
Service From	Service To	Manufacturer	Model No		
2019-10-16	2024-05-02				

Commodity Line Description: Elevator Modernization - Various Facilities - Phase 2**Extended Description:**

Elevator Modernization - Various Facilities - Phase 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81100000	0.00000		0.000000	\$87,468.21
Service From	Service To	Manufacturer	Model No		
2019-10-16	2024-05-02				

Commodity Line Description: Elevator Modernization - Various Facilities - Phase 3**Extended Description:**

Elevator Modernization - Various Facilities - Phase 3

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81100000	0.00000		0.000000	\$13,166.00
Service From	Service To	Manufacturer	Model No		
2019-10-16	2024-05-02				

Commodity Line Description: Change Order #2 - Phase 1 additional services**Extended Description:**

Change Order # 2

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81100000	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer		Model No	
2019-10-16	2024-05-02				

Commodity Line Description: Change Order #6

Extended Description:
Change Order # 6



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: July 30, 2026

Ref: Change Order # 7 – CCT GSD2000000009 – Elevator Modernizations – Various Facilities Project

David:

Please allow this memorandum to serve as written explanation and justification for our request for Change Order #7 to decrease and close out CCT 0211 GSD2000000009, with Miller Engineering Inc. (MEI), for the Elevator Modernizations – Various Facilities Project, in the amount of \$110,300.40, to a new contract total of \$ 947,374.410 per the attached documentation and the explanation given below.

Change Order #7 is an overall net deduction of \$110,300.40, and in closing will effectively end the contract with Miller Engineering Inc. upon final payment for services rendered.

The Agency made the determination that these changes were warranted and approves the contract to be decreased as detailed below:

Original Contract Price: \$1,307,100.00
Change Order 2 (Increase): \$13,166.00
Change Order 5 (Decrease): \$356,290.79
Change Order 6 (Increase): \$93,499.60
Change Order 7 (Decrease): \$110,300.40
New Contract Total: \$947,374.41

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



30Jul26

Mr. Bob Kilpatrick, Dir
General Services Division
112 California Avenue
Charleston, WV 25305

Reference: GSD Elevator Renovations A/E Contract Closeout CCT GSD 20*09

Bob,

Following up on our recent exchange, this letter is to confirm that all services vis-a-vis the contract have been delivered, invoiced and paid, totaling \$947,374.41. MEI has no claim on the remaining contract balance of \$110,300.40.

Please do not hesitate to call me if you have any questions.

Sincerely,

Craig Miller, PE
President
Miller Engineering, Inc.

Cc: file

The West Virginia General Services Division
is in agreement of this Change Order.



Contract Opportunities Data Bank Reports Error [Show Details](#)
Jul 30, 2026



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Jul 30, 2026



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Search Editor

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- ☒ All Words 
- ☐ Exact Phrase 

e.g. 123456789, Smith Corp

"Miller Engineering Inc." 

Classification 

Excluded Individual 

Excluded Entity 

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Exclusion Type 

Exclusion Program 

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Business Organization Detail

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MILLER ENGINEERING INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	10/1/2003		10/1/2003	Foreign	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		
Capital Stock			
Charter County	Monongalia	Control Number	60208
Charter State	PA	Excess Acres	
At Will Term	Member Managed		
At Will Term Years	Par Value		
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	54 WEST RUN RD MORGANTOWN, WV, 26508
Notice of Process Address	BRIAN CRAIG MILLER 429 LAUREL RUN ROAD CARMICHAELS, PA, 15320
Principal Office Address	429 LAUREL RUN ROAD CARMICHAELS, PA, 15320 USA
Principal Office Mailing Address	429 LAUREL RUN ROAD CARMICHAELS, PA, 15320 USA
Type	Address

Officers	
Type	Name/Address
President	BRIAN CRAIG MILLER 429 LAUREL RUN ROAD CARMICHAELS, PA, 15320
Type	Name/Address

Annual Reports	
Filed For	
2026	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, July 30, 2026 — 9:07 PM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#13</u> Date: <u>6/14/2026</u> Solicitation No. <u>CRF4-GSD19*10</u>	Agency: West Virginia General Services Division Procurement Officer Submitting Requisition: Cody Taylor Requisition No. CCT GSD2000000009 PF No.: 579236
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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	☒	☐	☒	☐
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	☐	☐	☒	☐

	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: _____

Jessica Riley