



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: 11-13-2024

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 0458 DOT2500000001 2	Procurement Folder:	1386183
Document Name:	BUILDING RENOVATIONS BRUCETON MILLS SUBSTATION 04240514	Reason for Modification:	Change Order 1 To Increase Contract and issue Notice to Proceed
Document Description:	BUILDING RENOVATIONS BRUCETON MILLS SUBSTATION 04240514		
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:	2024-09-12
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-01-13

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000018890	Requestor Name:	William Bryan Henry
RAA CONTRACTING 2682 CAMP GROUND RD		Requestor Phone:	304-326-0137
TUNNELTON WV 26444		Requestor Email:	w.bryan.henry@wv.gov
US		<div style="font-size: 2em; font-weight: bold;">2025</div> FILE LOCATION _____	
Vendor Contact Phone:	304-698-6660 Extension:		
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
DIVISION OF HIGHWAYS DISTRICT FOUR P O BOX 4220 CLARKSBURG WV 26302-4220 US	STATE OF WEST VIRGINIA SEE SPECIFICATIONS FOR DELIVERY REQUIREMENTS No City WV 99999 US

CR 11-21-24

Total Order Amount:	\$329,560.00
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Purchasing Division's File Copy

JE 11/15/24

PURCHASING DIVISION AUTHORIZATION DATE: <i>GM 11-20-24</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature] 12-20-24</i> ELECTRONIC SIGNATURE ON FILE
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12/19/2024

Extended Description:

Change Order

Change Order No. 01 is issued to increase the original contract and to establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Effective date of change 11/13/2024

Original Contract Price: \$239,890.00

Change Order No. 01

Increase: \$89,670.00

Contract New Total: \$329,560.00

Contract Term: 09/12/2024 Through 01/13/2025

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72152600	1.00000	LS	239890.000000	239890.00
Service From	Service To	Manufacturer		Model No	
2024-09-12	2025-01-13				

Commodity Line Description: BUILDING RENOVATIONS

Extended Description:

BUILDING RENOVATIONS

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	39000000	1.00000	LS	89670.000000	89670.00
Service From	Service To	Manufacturer		Model No	
2024-09-12	2025-01-13				

Commodity Line Description: Change Order 01

Extended Description:

BUILDING RENOVATIONS



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

Office of the District Engineer/Manager
District Four

Post Office Box 4220 · Clarksburg, West Virginia 26302 · (304) 842-1500

Alanna J. Keller, P.E.
Deputy Secretary of Transportation
Deputy Commissioner of Highways

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

9/11/2024

MEMORANDUM

To: Procurement Section
Finance Division

From: Bryan Henry *BGH 9/11/24*
District 4 Comptroller

Subject: Notice to Proceed – CPO DOT2500000001

I have contacted the vendor, RAA Contracting, concerning the awarded contract for the Building Renovations for Bruceton Mills Substation project and have issued a notice to proceed. The agreed starting date is Thursday September 12th, 2024 and is expected to be completed on or before January 13th, 2025.

Thank you.



APPROVED
[Signature]
11/20/24

WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

Office of the District Engineer/Manager
District Four

P. O. Box 4220 · Clarksburg, West Virginia 26302 · (304) 842-1500

10/22/2024

To: Procurement Section
Finance Division

From: Bryan Henry *[Signature]* 10/22/24
District 4 Comptroller

Subject: Request for change order to CPO DOT2500000001
(Building Renovations to Bruceton Mills Substation)

During the Bruceton Mills renovation project, the demolition phase revealed several concerning electrical issues that must be addressed. It was discovered that the existing electrical service is under powered by 200 Amps, and certain areas pose potential hazards (a breaker panel had been covered over by an interior wall at some point).

Our Buildings & Grounds Manager and District Maintenance Engineer assessed the situation and discussed it with the Contractor at the site. The Contractor gave an estimate of \$89,670.00 to demo the existing electrical service and install a new 400 Amp service. This would include running all new circuits in the building as well as running armor cables through conduit to all light fixtures, air compressors, welders, and bay door openers, in the garage area.

The Contractor would be able to begin the electrical work right away and then continue with the renovations to the building.

After further discussion with the District Manager, we decided it would be in our best interest if we could issue a change order to the original contract to include the needed electrical work. If we are required to solicit bids for the electrical work as a separate project, we would have to anticipate doing part of the renovations a second time, potentially doubling the cost of the current estimate.

Thank you.

ESTIMATE

RaaContracting
2662 Campground Rd
Tunnelton, WV 26444

robbyayersman85@gmail.com
+1 (304) 698-6660

Robb A. Yayersman 10/22/24

Bill to
WV department of highway

Ship to
WV department of highway

Estimate details

Estimate no.: 1040
Estimate date: 09/16/2024

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Services	Electrical Project Bruce-ton Mills State Road Garage RAA Contracting will demo existing electrical service and install a new 400 Amp service. RAA Contracting will remove/demo all existing electrical circuits in the building. RAA Contracting will then run new electrical conduit and armor cable to all light fixtures, air compressors, welder hock up and garage door openers.	1	\$89,670.00	\$89,670.00
Total						\$89,670.00

Accepted date

Accepted by

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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.

RAA CONTRACTING LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	1/17/2024		1/17/2024	Domestic	Profit			

Organization Information			
Business Purpose		Capital Stock	
Charter County	Preston	Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	No

Addresses	
Type	Address
Designated Office Address	2682 CAMP GROUND RD TUNNELTON, WV, 26444
Mailing Address	2682 CAMP GROUND RD TUNNELTON, WV, 26444 USA
Notice of Process Address	ROBERT AYERSMAN III 2682 CAMP GROUND RD TUNNELTON, WV, 26444
Principal Office Address	2682 CAMP GROUND RD TUNNELTON, WV, 26444 USA
Type	Address

Officers	
Type	Name/Address
Member	ROBERT AYERSMAN III 2682 CAMP GROUND RD TUNNELTON, WV, 26444
Organizer	ROBERT AYERSMAN III 2682 CAMP GROUND RD TUNNELTON, WV, 26444
Type	Name/Address

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

Thursday, November 14, 2024 — 9:06 AM

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 Please Sign In: You must sign in to your SAM.gov account to search Entities, Responsibility/Qualification and the Disaster Response Registry. [Sign In](#)

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Any Words 

All Words 

Exact Phrase 

e.g. 123456789, Smith Corp

RAA Contracting 

Entity 

Entity Name

No results found  

Unique Entity ID

CAGE / NCAGE

Location 

Status 

Active

Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>11/14/24</u>	Agency: WVDOH
Solicitation No. <u>CPO DOT 25*01</u> <u>CO# 1</u>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CPO DOT25*01
	PF No.: 1386183

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input 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: _____

