



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

State of West Virginia
Contract

Order Date: 05-16-2023

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 4011 GSD2000000011 8	Procurement Folder:	629660
Document Name:	EOI: A/E Services for Various GSD Maintenance Projects	Reason for Modification:	Change Order No. 3 To decrease contract.
Document Description:	EOI: A/E Services for Various GSD Maintenance Projects		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-01-01
Free on Board:		Effective End Date:	2022-12-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000209060	Requestor Name:	Kari J Dean
OMNI ASSOCIATES ARCHITECTS INC 207 JEFFERSON ST		Requestor Phone:	304-352-5492
FAIRMONT WV 26554-3163 US		Requestor Email:	kari.j.dean@wv.gov
Vendor Contact Phone:	999-999-9999	<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Extension:			
Discount Details:			
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION GENERAL SERVICES DIVISION 103 MICHIGAN AVENUE CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA SEE SPECIFICATIONS FOR DELIVERY REQUIREMENTS No City WV 99999 US

5-25-23 BAR

Total Order Amount:	\$70,341.05
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Purchasing Division's File Copy

ENTERED

LM 5/19/2023

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara H. Spas</i> 5/25/2023 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Beverly Tolen</i> DATE: 5-31-2023 ELECTRONIC SIGNATURE ON FILE
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5/31/2023

Extended Description:

Change Order

Change Order No. 03 is issued to decrease the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.as defined in the attached documentation.

Original Contract Price: \$178,900.00
Change Order 3 Decrease: \$108,558.95
Contract New Total: \$ 70,341.05

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	\$3,675.00
Service From	Service To	Manufacturer	Model No		
2020-01-01	2022-12-31				

Commodity Line Description: EOI: Building 11 Wall Repair

Extended Description:

EOI: Building 11 Wall Repair

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101508	0.00000		0.000000	\$7,666.05
Service From	Service To	Manufacturer	Model No		
2020-01-01	2022-12-31				

Commodity Line Description: EOI: Building 84 HVAC Repairs

Extended Description:

EOI: Building 84 HVAC Repairs

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81101508	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer	Model No		
2020-01-01	2022-12-31				

Commodity Line Description: EOI: Building 88 HVAC Repairs

Extended Description:

EOI: Building 88 HVAC Repairs

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81101508	0.00000		0.000000	\$59,000.00
Service From	Service To	Manufacturer	Model No		
2020-01-01	2022-12-31				

Commodity Line Description: EOI: Building 97 Floor Repair

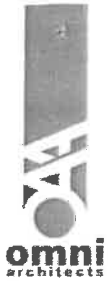
Extended Description:

EOI: Building 97 Floor Repair

	Document Phase	Document Description	Page
GSD2000000011	Pending	EOI: A/E Services for Various GSD Maintenance Projects	3

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions



May 15, 2023

Mr. Cody Taylor, Procurement Specialist
WV Department of Administration
General Services Division
112 California Avenue, 5th Floor
Charleston, WV 25305

Ref: CCT GSD200000011 EI: A/E Services for Various GSD Maintenance Projects
Subj: Outstanding balances

Dear Mr. Taylor:

As of today, May 15, 2023 Omni Associates – Architects Inc. has been paid in full for all work completed to date for the following projects.

Building 11 Wall Repair
Building 97 Floor Repair
Building 84 HVAC Repairs
Building 88 HVAC Repairs

If you have any questions or need additional information regarding this matter, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads 'David E. Snider'.

David E. Snider, AIA, NCARB, ALEP
Principal Architect




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

Mark D. Scott
Cabinet Secretary

John K. McHugh
Director

MEMORANDUM

To: Melissa Pettrey, Senior Buyer, State Purchasing Division
From: Jamie Jones, Procurement Administrator, General Services Division 
Date: May 16, 2023
Ref: CCT GSD2000000011 A/E Services for Various GSD Maintenance Projects

Melissa,

Please let this memorandum serve as written justification for our request for Change Order # 3 to decrease CCT GSD2000000011 A/E Services for Various GSD Maintenance Projects, in the amount of \$108,558.95, to a new contract total of \$70,341.05 per the documentation attached to the header of the wvOASIS document and the explanation given below. Also, to explain the reason for the need to backdate this request.

We are requesting a decrease of \$1,365.00 from the project for Building 11 Wall Repair, for construction management services that were not undertaken, as we were unable to obtain bids for this project.

We are requesting a decrease of \$90,333.95 from the project for Building 84 HVAC, as design services and any potential construction administration services would not have been completed with enough time to complete the project within the time limit of the contract.

We are requesting a decrease of \$17,000.00 from the project for Building 88 HVAC, as no work has commenced toward this project.

Original Contract Total:	\$178,900.00
Change Order #3 Decrease:	\$108,558.95
New Contract Total:	\$ 70,341.05

The Agencies original request, submitted prior to the expiration of the contract, for these decreases went unanswered by the Vendor. As the contract had fallen off of the “expiring contracts list” we missed that there was a significant amount of funds still encumbered by this project.

If you have any questions, or need any additional information, please contact me via email at James.R.Jones@wv.gov, or by phone at 304-352-5517.