



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: 08-01-2023

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:	CPO 0211 4005 GSD2300000001 5	Procurement Folder:	1031406
Document Name:	HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7	Reason for Modification:	Change Order No. 3 To increase the contract.
Document Description:	HVAC WV State Office Building Nos. 5, 6, & 7		
Procurement Type:	Central Purchase Order		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-07-19
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-08-28

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000189985			Requestor Name:	Patrick S O'Neill
DSO MECHANICAL LLC 515 THIRD AVE				Requestor Phone:	304-352-5492
SO CHARLESTON WV 25303				Requestor Email:	patrick.s.oneill@wv.gov
US					
Vendor Contact Phone:	3047448479	Extension:	101		
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

24
 FILE LOCATION _____

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

8-3-23 BAR

Total Order Amount: \$6,561,779.77

Purchasing Division's File Copy

ENTERED

NUPD 08/02/2023

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara G. 8/2/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray 8/14/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolay 8-14-23</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order

Change Order No. 3 is issued to increase the contract according to all terms, conditions, and specifications contained in the original contract, including all authorized change orders, per the attached documentation.

Effective Date of Change: July 27, 2023

Original Contract Price:	\$6,505,420.00
Change Order No. 2	\$ 44,703.73
Change Order No. 3 Increase Request	\$ 11,656.04
New Contract Total:	\$6,561,779.77

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72151206	0.00000		0.000000	5675100.00
Service From	Service To	Manufacturer		Model No	
2022-07-19	2024-08-28				

Commodity Line Description: HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

Extended Description:

Base Bid

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72151206	0.00000		0.000000	830320.00
Service From	Service To	Manufacturer		Model No	
2022-07-19	2024-08-28				

Commodity Line Description: HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

Extended Description:

Alternate #1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	30161601	0.00000	EA	39.500000	0.00
Service From	Service To	Manufacturer		Model No	
2022-07-19	2024-08-28				

Commodity Line Description: HVAC Upgrades to WV State Office Building Nos. 5, 6, & 7

Extended Description:

Unit Price - Acoustical Ceiling Tile

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	30161601	0.00000		0.000000	44703.73
Service From	Service To	Manufacturer		Model No	
2022-07-19	2024-08-28				

Commodity Line Description: Change Order No. 2

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	30161601	0.00000		0.000000	11656.04
Service From	Service To	Manufacturer	Model No		
2022-07-19	2024-08-28				

Commodity Line Description: Change Order No. 3

Extended Description:



Document G701 - 2017

Change Order

PROJECT: (Name and address)
GSD State Office Bldgs. 5, 6 & 7 HVAC Renovations

CONTRACT INFORMATION:
Contract For: General Construction
Date: July 05, 2022

CHANGE ORDER INFORMATION:
Change Order Number: 003 Rev-1
Date: July 20, 2023

OWNER: (Name and address)
West Virginia Dept. of Admin GSD
Building 6 Room B030
1900 Kanawha Blvd. S.E.
Charleston, WV 25302

ARCHITECT: (Name and address)
ZMM Architects & Engineers
222 Lee Street East
Charleston, WV 25302

CONTRACTOR: (Name and address)
DSO Mechanical
515 Third Avenue
South Charleston, WV 25303

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.)

Provide all labor, material, and equipment to do the work described below and in the attached backup/paperwork:

Cost associated with CCD-1 Replacement of VFD for AHU-5:
Cost: \$21,197.00

Credit for deletion of full port flow indicators and providing 3/4" flow indicators in bypass lines.
Credit: (\$17,827.30)

Owner requested Cost associated with overtime for the demolition of AHU-5 during the Juneteenth Holiday to minimize the disruption of any state workers in the basement area.
Cost: \$8,286.34

Total Cost: \$11,656.04

The original Contract Sum was	\$	6,505,420.00
The net change by previously authorized Change Orders	\$	44,703.73
The Contract Sum prior to this Change Order was	\$	6,550,123.73
The Contract Sum will be increased by this Change Order in the amount of	\$	11,656.04
The new Contract Sum including this Change Order will be	\$	6,561,779.77

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

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.

ZMM Architects & Engineers
ARCHITECT (Firm name)

SIGNATURE
Keith L. Gonzales, ZMM / CA
PRINTED NAME AND TITLE
July 20, 2023
DATE

DSO Mechanical
CONTRACTOR (Firm name)

SIGNATURE
Mike Louplin / Project Manager
PRINTED NAME AND TITLE
7/21/23
DATE

West Virginia Dept. of Admin GSD
OWNER (Firm name)

SIGNATURE
James R. Jones Procurement Admin.
PRINTED NAME AND TITLE
7/27/2023
DATE

DSO Mechanical LLC

515 3rd Avenue • South Charleston, WV 25303
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370
milaughlin@dsomech.com

05/30/2023

To: ZMM Architects and Engineers
Re: GSD Buildings 5,6, & 7 HVAC Renovations- CCD-1 - VFD- AHU 5
Attn: Keith Gonzales

DSO Mechanical is pleased to provide you with the following cost in response to CCD-1 – Replacement of VFD for AHU 5. This cost reflects the equipment and install by Dixon Electrical. Trane Controls has existing wiring and conduit in place that will be utilized in the install, therefore no additional pricing will be submitted.

Dixon Electrical: \$19,270

OH&P @ 10%: \$1,927

Total Change Proposal: \$21,197

Please do not hesitate to call with any questions or concerns.

Sincerely,

Mike Laughlin

Mike Laughlin

Estimator/Project Manager



5/17/2023

DSO Mechanical
515 3rd Avenue
Charleston, WV 25303
Attn: Mike Laughlin (mlaughlin@dsomech.com)

HVAC Upgrades to WV State Office Buildings No. 5, 6, &7

Replace VFD for AHU 5

Mike,

We propose to furnish material and labor regarding the above-mentioned project for the following amount:

Total \$ 19,270.00

Our Price includes the following:

1. Remove Existing Variable Frequency Drive for AHU 5
2. Furnish and Install New VFD to Match Existing
3. Furnish and Install New Bypass to Match Existing
4. VFD Startup as Needed
5. Furnish and Install Conduit and Wiring as Needed
6. New VFD to be Installed in Location Directed by Owner
7. Normal Day Shift Working Hours Included

We appreciate the opportunity to quote this project, please let us know if you have any questions.

Respectfully Submitted,

Chad Sizemore
Dixon Electrical Systems & Contracting, Inc.
(304) 523-2712 | Chad@dixonelectrical.com

DSO Mechanical LLC

516 3rd Avenue • South Charleston, WV 25303
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370
milaughlin@dsomech.com

06/07/2023

To: ZMM Architects and Engineers

Re: GSD Buildings 5,6, & 7 HVAC Renovations- Flow Site Glasses- Deductive Change Order

Attn: Keith Gonzales

Revision One

DSO Mechanical is pleased to provide you with the following deduct to eliminate all the full port flow indicators on the hydronic coils and replace with 3/4" Indicators installed in a bypass line. Credit is for material only. Labor is a wash.

Materials for Full-Port Flow Indicators Per Hajoca Quote: \$25,252

Materials for 3/4" Flow Indicators Per Hajoca Quote: \$9,750

Total before OH&P: \$15,502

OH&P @ 15%: \$2,325.30

Total Change Proposal: -(\$17,827.30)

Please do not hesitate to call with any questions or concerns.

Sincerely,

Mike Laughlin

Mike Laughlin

Estimator/Project Manager

Sales Order : S031248002

Ship To : DSO MECHANICAL LLC
SOWV BLG 5/6/7 JOB
PIEDMONT RD CAPITOL COMPLEX
CHARLESTON, WV 25305

Shipdate : 04/18/2023

Order Qty	Ship Qty	Description	Unit Prc	Ext Price
4	4	SIGHT FLOW INDICATOR 1 1/2 ROTATOR SFI 011		
18	18	SIGHT FLOW INDICATOR 2 1/2" FLG CS ROTATOR SFI 201 2.50		
4	4	SIGHT FLOW INDICATOR 3" FLG CS ROTATOR SFI 201 3.00 * APPX 16-24 WEEK LEAD TIME *		
		Subtotal -----		25252.00
26	26	DWYER SFI-100-34 3/4 SIGHT FLOW INDICATOR SFI10034 3/4 SIGHT FLOW INDICATOR		
52	52	RW 5544AB 3/4 IPS LF BRASS THRD BALL VALVE		
		Subtotal -----		9750.00

Mechanical LLC

515 3rd Avenue • South Charleston, WV 25303
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370
miaughlin@dsomech.com

07/07/2023

To: ZMM Architects and Engineers

Re: GSD Buildings 5,6, & 7 HVAC Renovations- Overtime – MZ - AHU 5 Demo- **REVISED**

Attn: Keith Gonzales

DSO Mechanical is pleased to provide you with the following change request for the overtime associated with the demolition of MZ-AHU-5. This was requested to be demolished during the Juneteenth Holiday weekend to prevent from disruption of state employees in the basement.

Dixon Electrical- \$507.45 – See Attached
OH&P @ 10% = \$50.75

DSO -Piping

David Kerns- Foreman – 20 Hours Time and a Half – 8 Hours Double Time

- $(\$18.91 \times 20) + (\$37.81 \times 8) = \$680.68$

Austin Ferguson - 20 Hours Time and a Half – 10 Hours Double Time

- $(\$10.54 \times 20) + (\$21.08 \times 10) = \$421.60$

Zack Ruby - 20 Hours Time and a Half – 8 Hours Double Time

- $(\$17.31 \times 20) + (\$34.61 \times 8) = \$623.08$

Sammy Smith - 20 Hours Time and a Half – 5 Hours Double Time

- $(\$18.16 \times 20) + (\$36.31 \times 5) = \$544.75$

Willie Stover- 10 Hours Time and a Half – 8 Hours Double Time

- $(\$18.16 \times 10) + (\$36.61 \times 8) = \$474.48$

DSO Laborer

Tim Ferguson - 20 Hours Time and a Half – 10 Hours Double Time

- $(\$13.33 \times 20) + (\$26.66 \times 10) = \$533.20$

Richard Workman – 10 Hours Time and a Half – 8 Hours Double Time

- $(\$13.33 \times 10) + (\$26.66 \times 8) = \$346.58$

DSO Sheet Metal

Chris Kellogg- Foreman- 20 Hours Time and a Half – 10 Hours Double Time

- $(\$17.52 \times 20) + (\$35.03 \times 10) = \$700.70$

Austin Linville- 20 Hours Time and a Half – 10 Hours Double Time

- $(\$11.23 \times 20) + (\$22.45 \times 10) = \$449.10$

Scott Linville- 20 Hours Time and a Half – 10 Hours Double Time

- $(\$16.77 \times 20) + (\$33.53 \times 10) = \$670.70$

Lucas France- 20 Hours Time and a Half – 5 Hours Double Time

- $(\$10.43 \times 20) + (\$20.85 \times 5) = \$312.85$

Elmer Marcum- 10 Hours Time and a Half – 10 Hours Double Time

- $(\$16.04 \times 10) + (\$32.08 \times 10) = \$481.20$

 **DSG Mechanical LLC**

515 3rd Avenue • South Charleston, WV 25303
Phone: 304-744-8479 • Fax: 304-744-8491 • Lic# WV050370
milaughlin@dsomech.com

Chris Wray - 10 Hours Time and a Half – 10 Hours Double Time

- $(\$16.04 \times 10) + (\$32.08 \times 10) = \$481.20$

Total before OH&P: \$6,720.12

OH&P @ 15%: \$1,008.02

Total Change Proposal: \$8,286.34

Please do not hesitate to call with any questions or concerns.

Sincerely,

Mike Laughlin

Mike Laughlin

Estimator/Project Manager

**DIXON ELECTRICAL SYSTEMS
& CONTRACTING INC.**
3352 Norwood Road
Huntington, WV 25705



CO REQUEST

Date 6/23/2023
PO 219-22513
Dixon RFC No. 03

SEND TO DSO Mechanical
515 3rd Avenue
Charleston, WV 25303

JOB HVAC Bldg 5, 6, 7 Extras
WV State Offices
Charleston, WV 25304

DESCRIPTION OF WORK PERFORMED

HVAC Bldg 5, 6, 7 AHU-5 Overtime Difference
See attached breakdown of work performed June 16th through June 17th, 2023.

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
10.00hr	Foreman OT Labor	149.25	1,492.50
-10.00hr	Foreman Labor	99.50	-995.00
0	Material	0.00	0.00
0	Equipment	0.00	0.00
1	Expenses: Charleston B&O 2%	9.95	9.95
0	Fuel Surcharge	0.00	0.00

**CHANGE ORDER
REQUEST TOTAL** _____ **507.45**

Date	Who	Reg/OT/DT	Classification	Hours	Description
06/16/23	Kevin E. Fooce	OT	Foreman	2.00	Turn unit off and remove smoke detectors, disconnect and remove conduit from RTN fan.
06/17/23	Kevin E. Fooce	OT	Foreman	8.00	Disconnected and removed conduit from precip filter, removed conduit inside AHU, reworked conduit between electrical panels, and pulled string in conduit for new UV lights.

APPROVED
J. R. Jones
8/2/23

**General Services
Division**

Memo

To: Melissa Pettrey, Senior Buyer, Purchasing Division
From: Jamie Jones, Procurement Administrator *James R Jones*
Date: July 27, 2023
Re: CPO GSD2300000001, HVAC Upgrades to WV State Capitol Bldgs. 5, 6, & 7

Melissa,

Please let this memorandum serve as justification for our request for Change Order # 3 to our contract with DSO Mechanical, LLC, for the referenced project. This request is to increase the contract in the sum of \$11,656.04, to a new contract total of \$6,561,779.77, per the documentation attached to the header and the explanation given below.

This change order is reflective of net increases of \$29,483.34 as a result of the following additional work:

1. During work to replace Air Handler Unit (AHU) 5, the existing Variable Frequency Drive (VFD) was discovered to failing and required replacement. This included vendor providing and replacing the VFD and Bypass, replacing existing conduit and wiring, and ensuring that this equipment was operating successfully. (Total of \$21,197.00)
2. The Vendor was directed by the Agency to perform demolition work on AHU 5 over the weekend preceding the Juneteenth and WV Day Holiday, in order to minimize disruption of tenant operations. (Total of \$8,286.34)

The deductive portion of this change order of (\$17,827.30) results from the elimination of full port flow indicators, which are being replaced with a 3/4" indicator in associated bypass lines.

Original Contract Amount:	\$6,505,420.00
Change Order 2	\$ 44,703.73
Change Order 3 Increase	\$ 11,656.04
New Contract Total:	\$6,561,779.77

The net increase to date to this contract is 0.87% of the original contract total.

Due to a miscommunication between the Agency, Architect/Engineering firm, and the Vendor, there are two separate bond riders submitted. The first took the project amount to \$6,553,493.43, and entailed increase #1, and the deductive change. The second bond rider encompassed increase #2.

Please feel free to contact me with any questions, or if you need additional information and/or documentation to process this change order.