



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: 08-10-2023

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 0506 2833 HHR2200000003 4	Procurement Folder:	1045929
Document Name:	Change Order 01	Reason for Modification:	Change Order 01 To increase contract
Document Description:	Temp. Shoring and Stabilization WDP Proposal No. 21346A		
Procurement Type:	Central Purchase Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-04-28
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000000330	Requestor Name:	George L Montgomery
WDP & ASSOCIATES CONSULTING ENGINEERS INC 10621 GATEWAY BLVD #200		Requestor Phone:	(304) 957-0217
MANASSAS VA 20110-2055 US		Requestor Email:	george.l.montgomery@wv.gov
Vendor Contact Phone:	703-257-9280 Extension: 118	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
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
304-957-0211 HEALTH AND HUMAN RESOURCES OFFICE OF OPERATIONS 1 DAVIS SQUARE, STE 119 CHARLESTON WV 25301 US	STATE OF WEST VIRGINIA SEE SPECIFICATIONS FOR DELIVERY REQUIREMENTS No City WV 99999 US

Total Order Amount:	\$81,418.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara H 8/18/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray 8/22/2023</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Toler 8-22-23</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order 01

Changer Order 01 is issued to increase the contract to according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The increase of this contract is provided to do additional work to address safety concerns created with the continued degradation of the repair area.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72101500	0.00000		0.000000	25680.00
Service From	Service To	Manufacturer		Model No	
2022-04-28					

Commodity Line Description: TASK 1 DESIGN PHASE SERVICES

Extended Description:

PRINCIPAL HOURLY RATE: \$270.00
SENIOR ENGINEER I HOURLY RATE: \$180.00
SENIOR CAD OPERATOR HOURLY RATE: \$105.00
MILEAGE: \$0.58 A MILE
HOTEL: \$109.00 NIGHTLY
M&IE: \$48.00 DAILY
EXISTING DRAWING SCANNING: \$133.98

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72101500	0.00000		0.000000	31708.00
Service From	Service To	Manufacturer		Model No	
2022-04-28					

Commodity Line Description: TASK 2-BIDDING&CONSTRUCTION PHASE SERVICES

Extended Description:

PRINCIPAL HOURLY RATE: \$270.00
SENIOR ENGINEER I HOURLY RATE: \$180.00
SENIOR CAD OPERATOR HOURLY RATE: \$105.00
MILEAGE: \$116.00 PER TRIP
MISC EXPENSES: \$300.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	72101500	0.00000		0.000000	24030.00
Service From	Service To	Manufacturer		Model No	
2023-07-31					

Commodity Line Description: TASK 3 - ADDITIONAL WORK

Extended Description:

PRINCIPAL HOURLY RATE: \$270.00
SENIOR ENGINEER I HOURLY RATE: \$180.00
STAFF ENGINEER: \$125.00
MILEAGE: \$0.655 A MILE
HOTEL: \$109.00 NIGHTLY
M&IE: \$48.00 DAILY



Consulting Engineers, Inc.
 PO Box 99
 Hinton, West Virginia 25951
 (304) 660-0400

Extra Work Authorization Form

WDP & Associates Consulting Engineers, Inc. (WDP) is pleased to provide the services described below. The purpose of this form is to obtain your authorization for the work verbally requested and to confirm the terms under which these services will be provided.

Project Name:	<u>Diamond Building Temporary Shoring and Stabilization</u>	Date:	<u>July 31, 2023</u>
Project Location:	<u>Charleston, West Virginia</u>	Project No.:	<u>21346A</u>
Invoice for Fees to:	<u>WV Dept. Health & Human Resources</u>	Attention:	<u>George L. Montgomery</u>
Street Address:	<u>One Davis Square, Suite 100 West Charleston, WV 25301</u>	Phone No.:	<u>304-957-0217</u>
		Email:	<u>George.L.Montgomery@wv.gov</u>

BACKGROUND:

The steel lintels above the seventh-story windows at the Diamond Building have continued to corrode since WDP’s initial field investigation in April 2022. The degradation of the steel lintels has progressed to the point that the current temporary protection measures may not be fully effective in protecting the public below the building, and additional measures should be considered that would prevent glass and large sections of masonry from falling. The corrosion induced expansion of the steel lintels in some locations has progressed to the point that it is compressing the head of the windows and could lead to glass breakage, creating a potential risk to both the public below the building and to building occupants inside the building. In addition, the steel has corroded to the point that there is no structural integrity remaining in the lintels, leaving the brick above the lintels unsupported.

SCOPE OF WORK:

WDP will perform the following Additional Services as part of its on-going Construction Administration (CA) services for the Diamond Building Temporary Shoring and Stabilization project.

WDP will perform a site visit to the building to observe the condition of the windows and masonry along Capitol Street from the building interior, telescopically from ground level, and from an aerial lift to be proved by the Contractor. WDP will develop a design for temporary measures to provide support to the brick above the seventh-floor windows and to address the potential for glass breakage at the seventh-floor windows. It is anticipated the design will be conveyed via sketches. WDP will develop a request for proposal (RFP) for the Contractor and will provide assistance to DHHR during pricing discussions with the Contractor. In conjunction with the additional construction scope, WDP will perform additional construction administration services, including review of RFIs, submittals, and contractor pay applications; conducting site visits; and attending progress meetings. It is anticipated that WDP will provide CA services for an additional month beyond what was anticipated under our current contract.

FEES:

- Estimated Fee
- Payroll Cost
- In accordance with the Attached Fee Schedule
- Lump Sum: \$24,030.00

The estimated fee is provided for the convenience of the Client, and the Client agrees that WDP is not to be limited in any way to the estimated fee.

 Plus, direct reimbursable expenses at cost plus 15 percent (i.e. mileage, reproductions, etc.)

Diamond Building Temporary Shoring and Stabilization
Extra Work Authorization
WDP Project No. 21346A
July 31, 2023

Fee Estimate:

Principal	16 hrs	@	\$ 270.00 /hr	=	\$ 4,320.00
Senior Engineer I / Architect I	56 hrs	@	\$ 180.00 /hr	=	\$ 10,080.00
Staff Engineer I / Architect I	60 hrs	@	\$ 125.00 /hr	=	\$ 7,500.00
Per Diem (First & Last Days)	8 man·days	@	\$ 48.00 /man·day	=	\$ 384.00
Lodging	4 man·nights	@	\$ 109.00 /man·night	=	\$ 436.00
Mileage (500 miles/trip)	4 trips	@	\$ 327.50 /trip	=	\$ 1,310.00
			Total		\$ 24,030.00

This Extra Work Authorization Form shall be deemed an ADDENDUM to the Purchase Order HHR2200000003 previously executed between the parties hereto dated June 9, 2022, and all terms and conditions set forth in the originating contract aforesaid are hereby incorporated herein by reference thereto.



Rex A. Cyphers, P.E.
Principal, COO



Patrick B. Dillon, Ph.D., P.E.
Senior Engineer

Agreed





APPROVED
Bryan Rosen
8/16/23

STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Office of Purchasing

Sherri A. Young, DO, MBA, FAAFP
Interim Cabinet Secretary

Bryan Rosen
Director

August 10, 2023

To: Crystal Hustead, Senior Buyer
West Virginia Purchasing

From: Heather White, Procurement Specialist, Senior
West Virginia Department of Health & Human Resources

RE: CPO 0506 HHR22*03 Additional Work

The West Virginia Department of Health and Human Resources (WVDHHR) is seeking to add on to our contract for shoring up and stabilizing the Diamond Building. The base project was established in order to do necessary and immediate work on the façade of the building as it was becoming a safety hazard. Unfortunately, in the time of creating a plan and beginning the work, upper areas of the building have become worse, creating a potential hazard for workers and passersby both.

This change order would allow WDP & Associates Consulting Engineers, Inc (WDP) to create an additional plan to shore up the affected area which would then be passed on to the construction team. This would include WDP performing a site visit to observe the affected area and creating designs to support the brick above the seventh-floor windows and prevent glass breakage of those same windows. This change order will also expand WDP's administrative duties on the project to cover this additional work. WDP is uniquely situated to undertake this additional work as they are already familiar with the project and the temporary safety measures currently in place.

WVDHHR understands that this is a significant cost increase as this work is an additional 42% over the original contract value. However, the temporary protective measures are no longer adequate for protecting the public, opening up the state to potential liability issues and property damage claims. WVDHHR believes that the increased scope of work and costs are worth preventing such issues.

Thank you for your consideration.