



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

State of West Virginia
Purchase Order

CORRECT ORDER NUMBER MUST APPEAR
 ON ALL PACKAGES, INVOICES, AND
 SHIPPING PAPERS. QUESTIONS
 CONCERNING THIS ORDER SHOULD BE
 DIRECTED TO THE DEPARTMENT
 CONTACT.

Order Date: 08-22-2023

Order Number:	CPO 0603 0603 ADJ2300000034 4	Procurement Folder:	1208719
Document Name:	Glen Jean Armed Forces Reserve Center - HVAC Replacement	Reason for Modification: CHANGE ORDER NO 1- To establish contract start and end dates, and to issue Notice to Proceed to the vendor per the attached documentation.	
Document Description:	CHANGE ORDER NO 1-Establish Contract Dates Notice to Proceed		
Procurement Type:	Central Purchase Order		
Buyer Name:	David H Pauline		
Telephone:	304-558-0067		
Email:	david.h.pauline@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-07-17
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-03-13

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	VS0000039796	Requestor Name:	Robert A Skaggs	
TRUETECH MECHANICAL LLC PO BOX 3		Requestor Phone:	(304) 561-6550	
MOUNT NEBO WV 26679 US		Requestor Email:	robert.a.skaggsii.nfg@army.mil	
Vendor Contact Phone:	3046519413 Extension:	<div style="font-size: 48pt; 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
DIVISION ENGINEERING & FACILITIES ADJUTANT GENERALS OFFICE 1707 COONSKIN DR CHARLESTON WV 25311 US	BUILDING TRADE SPECIALIST GLEN JEAN ARMED FORCES RESERVE CENTER 409 WOOD MOUNTAIN DR GLEN JEAN WV 25846 US

Purchasing Division's File Copy

Total Order Amount:	\$805,000.00
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ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara [Signature]</i> 8/23/2023 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>[Signature]</i> 8/28/2023 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Toler</i> 8/28/23 ELECTRONIC SIGNATURE ON FILE
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Extended Description:

CHANGE ORDER NO. 1 - 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.

CONTRACT TERM: 7/17/2023 THROUGH 03/13/2024.

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72000000	0.00000		0.000000	805000.00
Service From	Service To	Manufacturer	Model No		
2023-07-17	2024-03-13				

Commodity Line Description: Glen Jean Armed Forces Reserve Center - HVAC Replacement

Extended Description:

Labor, materials and all associated costs to remove and dispose of old HVAC units and install new HVAC system and controls at the Glen Jean Army, per the attached specifications.

**WEST VIRGINIA ARMY NATIONAL GUARD
CONSTRUCTION & FACILITIES MANAGEMENT OFFICE
DIVISION OF ENGINEERING & FACILITIES
1707 Coonskin Drive
Charleston, West Virginia, 25311-1085**

17 JULY 2023

NOTICE TO PROCEED

TO: TrueTech Mechanical LLC
PO Box 3
Mount Nebo, WV 26679

FROM: West Virginia Army National Guard
CFMO – Division of Engineering & Facilities
1707 Coonskin Drive
Charleston, WV 25311

SUBJECT: Notice to Proceed for the West Virginia Army National Guard's Glen Jean AFRC
HVAC Replacement

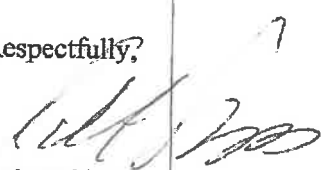
NOTICE TO PROCEED DATE: 17 JULY 2023

TrueTech Mechanical LLC is authorized to proceed with work as per the Contract Documents for Contract number ADJ23*034. Work should begin by 17 JULY 2023 and last for a term of 240 days, with work completed no later than 13 MAR 2024.

Please provide all submittals for this project immediately for approval.

If you have any questions please contact Mr. Robert Skaggs at 304-561-6550.

Respectfully,


Robert Skaggs
Technical Analyst



DEPARTMENT OF THE ARMY
ADJUTANT GENERAL'S OFFICE
JOINT FORCES HEADQUARTERS WEST VIRGINIA
1707 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1026

NGWV-FMO

22 August 2023

TO: Ms. Tara Lyle, Buyer Supervisor
West Virginia Division of Purchasing

FROM: Mr. Dean Wingerd, Procurement Analyst
Office of the Adjutant General, State of West Virginia

RE: Change Order Justification
CPO-ADJ2300000034
CO#1 Glen Jean AFRC HVAC Replacement
Truetech Mechanical, LLC.

This change order request for the project noted above is to issue the Notice to Proceed to the vendor. This change order request is late because of, staff training, illness, vacations, the end of the state fiscal year, and because of staff workload.

Per this justification, we respectfully request the approval of Change Order #1 as submitted.

The point of contact for this correspondence is the undersigned at 304-561-6629 or email at claude.d.wingerd.nfg@army.mil.

Dean Wingerd
Procurement Analyst
WV Military Authority
Construction & Facilities Management Office

Backlog
gfd