



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

## State of West Virginia Delivery Order

Order Date: 09-26-2023

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:	CDO 0803 0070 DOT1900000058 7	Procurement Folder:	583417
Document Name:	7019E028 CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD	Reason for Modification:	Change Order No. 1 - to cancel in its entirety due to re-award of master contract.
Document Description:	7019E028 CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD		
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Husted		
Telephone:	(304) 558-2402		
Email:	crystal.g.husted@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0803 DOT1700000006 7
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000201297 SAFETY CAUTION EQUIP CO INC PO BOX 10040  CHARLESTON WV 25357  US <b>Vendor Contact Phone:</b> 304-346-5521 <b>Extension:</b>  <b>Discount Details:</b> <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			<b>Requestor Name:</b> Travis L Ray <b>Requestor Phone:</b> (304) 473-5328 <b>Requestor Email:</b> travis.l.ray@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">24</div> <b>FILE LOCATION</b> _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS EQUIPMENT DIVISION RT 33 83 BRUSHY ROAD CROSSING, PO BOX 610 BUCKHANNON WV 26201  US	DIVISION OF HIGHWAYS EQUIPMENT DIVISION 83 BRUSHY FORK RD CROSSING BUCKHANNON WV 26201  US

**Total Order Amount:** \$0.00

Purchasing Division's File Copy

**ENTERED**

JE 9/27/23

PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tanya H 9/29/23*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *Beverly Toler 9-29-23*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order No. 1 - Administrative change order to cancel the delivery order in its entirety due to master contract (CMA DOT17\*6) being re-awarded to Mid Atlantic Maintenance (CMA DOT17\*6A) due to vendor name change.

Delivery order under re-awarded contract processed under CDO DOT20\*48.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	44111501	0.00000	EA	\$3,561.0000	\$0.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
		WANCO	WTSP55-LSA		

**Commodity Line Description:** TRAILER MOUNTED SOLAR POWERED ARROW BOARD

**Extended Description:**

CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD.

WANCO Solar Arrow Board # WTSP55-LSA



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

State of West Virginia  
**Delivery Order**

Order Date: 2019-12-20

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

<b>Order Number:</b> CDO 0803 0070 DOT2000000048		<b>Procurement Folder:</b> 664061
<b>Document Name:</b> 7019E028 CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD		<b>Reason for Modification:</b>
<b>Document Description:</b> 7019E028 CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD		REISSUE OF CDO DOT1900000058
<b>Procurement Type:</b> Central Delivery Order		
<b>Buyer Name:</b> Crystal G Hustead		
<b>Telephone:</b> (304) 558-2402		
<b>Email:</b> crystal.g.hustead@wv.gov		
<b>Shipping Method:</b> Best Way		<b>Master Agreement Number:</b> CMA 0803 DOT170000006A 1
<b>Free on Board:</b> FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT
<b>Vendor Customer Code:</b> 000000227783 MID ATLANTIC MAINTENANCE INC PO BOX 3405  PARKERSBURG WV 26103  US <b>Vendor Contact Phone:</b> (304) 210-8568 <b>Extension:</b> <b>Discount Percentage:</b> 0.0000 <b>Discount Days:</b> 0	<b>Requestor Name:</b> Kristine E James <b>Requestor Phone:</b> (304) 558-9536 <b>Requestor Email:</b> kristy.e.james@wv.gov

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS EQUIPMENT DIVISION RT 33 83 BRUSHY ROAD CROSSING, PO BOX 610 BUCKHANNON WV 26201 US	DIVISION OF HIGHWAYS EQUIPMENT DIVISION 83 BRUSHY FORK RD CROSSING BUCKHANNON WV 26201 US

**Total Order Amount:** \$7,122.00

**PURCHASING DIVISION AUTHORIZATION**  
**SIGNED BY:** Linda B Harper  
**DATE:** 2019-12-20  
**ELECTRONIC SIGNATURE ON FILE**

**ENCUMBRANCE CERTIFICATION**  
**SIGNED BY:** Beverly A Toler  
**DATE:** 2019-12-20  
**ELECTRONIC SIGNATURE ON FILE**

**Extended Description:**

REISSUE OF CDO DOT1900000058 THAT WAS CANCELLED DUE TO CONTAINING INCORRECT CONTRACT NUMBER

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	44111501	2.00000	EA	\$3,561.000000	\$7,122.00
Service From	Service To	Manufacturer	Model No	Supplier Part Number	Delivery Date
		WANCO	WTSP55-LSA		

**Commodity Line Description:** TRAILER MOUNTED SOLAR POWERED ARROW BOARD

**Extended Description:**

CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD.

WANCO Solar Arrow Board # WTSP55-LSA



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

State of West Virginia  
**Master Agreement**

Order Date: 2019-08-05

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: CMA 0803 0070 DOT170000006A	Procurement Folder: 614772
Document Name: REISSUE OF CMA DOT1700000006	Reason for Modification:
Document Description: TRAILER MOUNTED SOLAR POWERED ARROW BOARD	REISSUE OF CMA DOT1700000006 ORIGINAL PROCUREMENT FOLDER: 227911
Procurement Type: Central Master Agreement	
Buyer Name: Crystal G Husted	
Telephone: (304) 558-2402	
Email: crystal.g.husted@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2016-09-15
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2019-09-14

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000227783 MID ATLANTIC MAINTENANCE INC PO BOX 3405  PARKERSBURG WV 26103  US Vendor Contact Phone: (304) 210-8568 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Travis Ray Requestor Phone: (304) 473-5328 Requestor Email: travis.l.ray@wv.gov

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS EQUIPMENT DIVISION RT 33 83 BRUSHY ROAD CROSSING, PO BOX 610 BUCKHANNON WV 26201 US	DIVISION OF HIGHWAYS EQUIPMENT DIVISION 83 BRUSHY FORK RD CROSSING BUCKHANNON WV 26201 US

Total Order Amount	Open End
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<b>PURCHASING DIVISION AUTHORIZATION</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

REISSUE OF CMA DOT170000006 PER THE ATTACHED DOCUMENTS:

FROM:

SAFETY CAUTION EQUIP CO INC  
VENDOR: 00000201297

TO:  
MID ATLANTIC MAINTENANCE  
VENDOR: 00000227783

ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	44111501	WANCO	WTSP55-LSA	EA	\$3,561.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** TRAILER MOUNTED SOLAR POWERED ARROW BOARD

**Extended Description:**

CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD.

WANCO Solar Arrow Board # WTSP55-LSA



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

State of West Virginia  
**Master Agreement**

Order Date: 2019-08-05

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: CMA 0803 0070 DOT1700000006	Procurement Folder: 227911
Document Name: CHANGE ORDER #3	Reason for Modification: CHANGE ORDER 3 TO REISSUE CONTRACT
Document Description: TRAILER MOUNTED SOLAR POWERED ARROW BOARD	
Procurement Type: Central Master Agreement	
Buyer Name: Crystal G Husted	
Telephone: (304) 558-2402	
Email: crystal.g.husted@wv.gov	
Shipping Method: Best Way	Effective Start Date: 2016-09-15
Free on Board: FOB Dest, Freight Prepaid	Effective End Date: 2019-08-05

VENDOR	DEPARTMENT CONTACT
Vendor Customer Code: 000000201297 <b>SAFETY CAUTION EQUIP CO INC</b> PO BOX 10040  CHARLESTON WV 25357  US Vendor Contact Phone: (304) 346-5521 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Travis Ray Requestor Phone: (304) 473-5328 Requestor Email: travis.l.ray@wv.gov

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS EQUIPMENT DIVISION RT 33 83 BRUSHY ROAD CROSSING, PO BOX 610 BUCKHANNON WV 26201 US	DIVISION OF HIGHWAYS EQUIPMENT DIVISION 83 BRUSHY FORK RD CROSSING BUCKHANNON WV 26201 US

Total Order Amount	Open End
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<b>PURCHASING DIVISION AUTHORIZATION</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

CHANGE ORDER 3

TO CANCEL CONTRACT IN ITS ENTIRETY EFFECTIVE 08/5/2019 AND REISSUE DUE TO SAFETY CAUTION EQUIPMENT COMPANY BEING PURCHASED BY MID ATLANTIC MAINTENANCE PER THE ATTACHED DOCUMENTS.

THE CONTRACT HAS BEEN REISSUED:

FROM:

SAFETY CAUTION EQUIPMENT COMPANY

VENDOR NUMBER: 000000201297

TO:

MID ATLANTIC MAINTENANCE

VENDOR NUMBER: 000000227783

NEW CONTRACT NUMBER: CMA DOT170000006A

PROCUREMENT FOLDER: 614772

ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	44111501	WANCO	WTSP55-LSA	EA	\$0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** TRAILER MOUNTED SOLAR POWERED ARROW BOARD

**Extended Description:**

CLASS 839 TRAILER MOUNTED SOLAR POWERED ARROW BOARD.

WANCO Solar Arrow Board # WTSP55-LSA





**SAFETY CAUTION EQUIPMENT COMPANY**

P.O. Box 10040 • Charleston, WV 25357

2231 Washington Street W • Charleston, WV 25387

Phone: (304) 346-5521 • Fax: (304) 346-5554

scsales@hotmail.com

June 19, 2019

Pam Hall  
WV Department of Highways  
Equipment Division  
Route 33 Brushy Fork Road  
Buckhannon, WV 26201

Dear Ms. Hall,

This letter is to inform you that the assets, contracts and trade name of Safety Caution Equipment Company, Inc. were purchased by Mid Atlantic Maintenance on March 22, 2019. Safety Caution Equipment will continue to operate as a Division of Mid Atlantic Maintenance from the same location and with the same staff. I have been retained by Mid Atlantic Maintenance as the Division Manager for the Safety Caution Equipment location in Charleston.

The remittance address for payments has changed to PO Box 3405 Parkersburg, WV 26103, but mail will continue to be accepted at the prior remittance address of PO 10040 Charleston, WV 25357.

If you need any additional information, you may contact me at the phone number or email address shown above.

Sincerely,

Lisa Pollitt

Vice President



**DBE Certified: WV, OH, KY, PA, MD, NY, VA, TN, NC, NJ, DE, IN, FL**  
**PO Box 3405**  
**Parkersburg, WV 26103**  
**304-372-7770 (P) / 304-489-7214**

June 19, 2019

WV Department of Highways  
Attn: Pam Hall  
(304) 473-5342

Re: Mid Atlantic Maintenance purchase of Safety Caution Equipment Co

Ms. Hall,

This letter is to inform you that Mid Atlantic Maintenance purchased all the assets, contracts and trade name of Safety Caution Equipment Co as of 3-22-19. Safety Caution Equipment will continue to operate as a Division of Mid Atlantic Maintenance from the same location and with the same employees. We would like to continue business and contracts as usual with the Purchasing Division of WV DOH. Your primary contact will remain Lisa Pollitt. She can be reached at (304) 346-5521 or (304) 966-4010. I am working on the changes within the OASIS system. Should you need anything else from me please don't hesitate to contact me at (304) 942-3454.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lauren Mayo', is written over a faint, larger version of the same signature.

Lauren Mayo, CPA/CFO  
Mid Atlantic Maintenance Inc.

3164 Southern Highway  
Mineral Wells, WV 26150

2231 W. Washington St  
Charleston, WV 25387

65945 Airport Rd  
St Clairsville, OH 43950

**EQUAL OPPORTUNITY EMPLOYER**