



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: 11-09-2023

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 0603 0603 ADJ2100000013 7	Procurement Folder:	713623
Document Name:	EOI- Buckhannon Phase II Addition	Reason for Modification:	Change Order No. 3- To increase contract amount & extend contract time per the attached documentation.
Document Description:	Change Order No. 3- To increase contract amount & extend		
Procurement Type:	Central Purchase Order		
Buyer Name:	Tara Lyle		
Telephone:	(304) 558-2544		
Email:	tara.l.yyle@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-08-31
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-08-30

VENDOR				DEPARTMENT CONTACT			
Vendor Customer Code:	000000206059			Requestor Name:	Charles A Bowman		
ZMM INC				Requestor Phone:	(304) 561-6654		
222 LEE ST W				Requestor Email:	charles.a.bowman26.nfg@army.mil		
CHARLESTON	WV	25302					
US				<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION</div>			
Vendor Contact Phone:	304-342-0159	Extension:					
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 TRADES SPECIALIST BUCKHANNON READINESS CTR 929 BRUSHY FORK RD BUCKHANNON WV 26201-2497 US

11-15-23 BAT

Total Order Amount:	\$1,175,000.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mindy Ault</i> 11/15/2023 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tokar</i> 11-21-23 ELECTRONIC SIGNATURE ON FILE
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11/21/2023

Extended Description:

CHANGE ORDER NO. 3 - To extend the contract time to allow for the construction phase of the project and to increase the original awarded contract amount to add the document reproduction and Title II, Type C services (bidding and construction phase) agreed to in the original scope of work, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

Original Contract Price: \$322,000.00
Change Order No. 1 Increase: \$186,000.00
Change Order No. 2 Increase: \$282,000.00
Change Order No. 3 Increase: \$385,000.00
Contract New Total: \$1,175,000.00

EFFECTIVE DATE OF CHANGE: August 31, 2023

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

Vendor's Scope of Work was for \$1,175,000.00. Per the specifications, this project will be broken into 35% initial award, which was \$322,000.00, the original contract amount, Change Order No. 1 for the 60% design phase which increased the contract by \$186,000.00. Change order No. 2 confirmed federal funding approval for the 90% design phase and increased the contract by \$282,000.00. Agency has obtained additional Federal funding, for the remaining \$385,000.00 to be added by this Change Order, to reflect full Scope of Work.

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	322000.00
Service From	Service To	Manufacturer		Model No	
2020-08-31	2025-08-30				

Commodity Line Description: EOI- Buckhannon Phase II Addition Design

Extended Description:

EOI- Buckhannon Phase II Addition Design Services per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101508	0.00000		0.000000	186000.00
Service From	Service To	Manufacturer		Model No	
2021-08-19	2025-08-30				

Commodity Line Description: CHANGE ORDER NO. 1- To increase contract amount

Extended Description:

Change Order No. 1- To increase contract amount for the 60% Design Phase, which has now been approved and funded by the National Guard Bureau, per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81101508	0.00000		0.000000	282000.00
Service From	Service To	Manufacturer		Model No	
2021-12-20	2025-08-30				

Commodity Line Description: CHANGE ORDER NO. 2- To increase contract amount

Extended Description:

Change Order No. 2- To increase contract amount for the 90% Design Phase, which has now been approved and funded by the National Guard Bureau, per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81101508	0.00000		0.000000	385000.00
Service From	Service To	Manufacturer	Model No		
2023-08-31	2025-08-30				

Commodity Line Description: CHANGE ORDER NO. 3- To increase contract amount & extend

Extended Description:

Change Order No. 3- To extend contract time and to increase contract amount for the document reproduction & Title II, Type C Services phase, which has now been approved and funded by the National Guard Bureau, per the attached documentation.

August 31, 2023

Mr. Paul Richards, Project Manager
WVARNG-CFMO
1703 Coonskin Drive
Charleston, WV 25311

**Subject: Contract Modification #3 for the Buckhannon Readiness Center
Phase II Addition Project
(CEOI ADJ2000000009)**



Mr. Richards:

Per ZMM's original Agreement to provide professional architecture and engineering services for the Buckhannon Readiness Center Phase II Addition project, ZMM respectfully requests an increase in the contract amount of three hundred and eighty-five thousand dollars (\$385,000) to provide document reproduction and Title II, Type C services (bidding and construction phase). It is ZMM's understanding that the next phase of the design work has been approved and funded by the National Guard Bureau for contract number CPO-ADJ210000013 Buckhannon Phase II Addition Design.

Additionally, ZMM requests that the contract be extended an additional two (2) years from August 29, 2023 through August 30, 2025 to allow for the completion of the procurement and construction phases of the project.

Thank you again for providing ZMM with the opportunity to assist with the Buckhannon Readiness Center Phase II Addition project. We look forward to continuing to collaborate with the WVARNG on this effort. Please let me know if you have any questions or concerns regarding the proposed contract modification.

Respectfully submitted,
ZMM Architects and Engineers

A handwritten signature in black ink, appearing to read 'A R K', with a horizontal line extending to the right.

Adam R. Krason, AIA, NCARB, LEED-AP
Principal

APPROVED
T. W. [Signature]

**West Virginia Army National Guard
Construction & Facilities Management Office**

1703 Coonskin Drive
Charleston, West Virginia, 25311-1085

FMO-OTR-

31 August 2023

Mrs. Lyle,

Please find the following change order packet for the subject contract (CPOADJ2100000013). This change order is for SIOH services of the Buckhannon Readiness Center Addition / Alteration Readiness Center. The project is located in Buckhannon, West Virginia. A description of the services is provided below.

We request a courtesy call if there are any problems associated with the attached change order so that we may have an opportunity to address the issue in a timely manner. The point of contact for this change order is Paul Richards at (304) 561-6548.

1. Itemized Changes:

a. Item #1: SIOH Services for the Buckhannon Readiness Center Addition / Alteration

1. Description of work: SIOH Services of the Buckhannon Readiness Center Addition / Alteration during the construction process.
2. Justification for Change:
 - (a) Facts: The project has been designed to 100% and has been approved by the National Guard Bureau. Authorization to proceed to go to construction has been granted by the Bureau. SIOH services are required until the completion of the project.
 - (b) Recommendation: Approve change order and fund the SIOH Services.
3. Cost: \$375,000.00
4. Funding: 100% Federal

b. Item #2: Document Reproduction Services for the Buckhannon Readiness Center Addition / Alteration

BUCAA-CP.005.FMO-OTR.
BUCAA-DP.2

1. Description of work: Document Reproduction
2. Justification for Change:
 - (a) Facts: The project has been designed to 100% and has been approved by the National Guard Bureau. Authorization to proceed to go to construction has been granted by the Bureau. Document Reproduction services are required until the completion of the project.
 - (b) Recommendation: Approve change order and fund the Document Reproduction Services.
3. Cost: \$10,000.00
4. Funding: 100% Federal

2. Accounting Summary:

CONSOLIDATED PRICING OF CHANGE ORDER		
Description	Federal Funds	State Funds
Item #1: SIOH Services (Construction)	\$375,000	\$0
Item #2: Document Reproduction Services (Construction)	\$10,000	\$0
Total	\$385,000	\$0

Respectfully



PAUL RICHARDS
Project Manager

Concurrence,

Cc:
COL Beckner, FMO

BUCAA-CP.005.FMO-OTR.
BUCAA-DP.2

ZMM Fee Breakdown

BUCRC - Add/Alt

		Type A/B	Type B	Type B	Type C
		35%	66%	95/100%	
Title I, Type A Services:					
Survey	\$ 35,000	\$ 35,000			
Geotech	\$ 27,500	\$ 27,500			
Building Investigative (Investigation, Documentation, Planning)	\$ 12,500	\$ 12,500			
Site Planning	\$ 45,000	\$ 45,000			
Building Planning	\$ 42,500	\$ 42,500			
Estimating	\$ 12,500	\$ 3,500	\$ 6,000	\$ 3,000	
Sub-Total	\$ 175,000				
Title I, Type B Services:					
Schematic Design (35%)	\$ 166,000	\$ 166,000			
Design Development (66%)	\$ 180,000		\$ 180,000		
Construction Documents (95%/100%)	\$ 279,000			\$ 279,000	
Sub-Total	\$ 615,000				
Document Reproduction	\$ 10,000				\$ 10,000
Title II, Type C Services:					
Bidding	\$ 25,000				\$ 25,000
RFIs, Submittals, Shop Drawings	\$ 125,000				\$ 125,000
Progress Meetings	\$ 200,000				\$ 200,000
Close-Out	\$ 25,000				\$ 25,000
Sub-Total	\$ 375,000				\$ 375,000
Total	\$ 1,175,000	\$ 322,000	\$ 186,000	\$ 282,000	\$ 385,000

Please note that ZMM understands that the proposed project will be delivered in two phases, the first through 35% design, and the second through project completion, and that all phases of the project are contingent upon receipt of funding.