



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: 03-06-2026

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 ADJ2400000001 8	Change Order No:	5	Procurement Folder:	1237724
Document Name:	Buckhannon Readiness Center Renovations & Addition			Reason for Modification:	
Document Description:	Buckhannon Readiness Center Renovations & Addition			Change Order No. 5- To extend contract time only per the attached documentation.	
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:	2023-09-14
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2026-05-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000201494			Requestor Name:	Charles A Bowman
CITY CONSTRUCTION COMPANY INC				Requestor Phone:	(304) 561-6654
284 FACTORY ST STE 101				Requestor Email:	charles.a.bowman26.nfg@army.mil
CLARKSBURG	WV	26301		<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	304-624-9457	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	BUILDING TRADES SPECIALIST BUCKHANNON READINESS CTR 929 BRUSHY FORK RD
CHARLESTON WV 25311	BUCKHANNON WV 26201-2497
US	US

Total Order Amount: \$20,084,925.18

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tanya 3/9/26</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>3/17/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>3-18-26</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

CHANGE ORDER NO. 5 - To extend the contract time to May 31, 2026, to allow for the completion of the construction project closeout procedures as outlined in the attached documentation, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders.

To Extend Contract completion date to May 31, 2026.

EFFECTIVE DATE OF CHANGE: March 2, 2026

NO OTHER CHANGES.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72000000	0.00000		0.000000	14445103.00
Service From	Service To	Manufacturer		Model No	
2023-09-14	2026-05-31				

Commodity Line Description: Buckhannon Readiness Center Renovations- BASE BID

Extended Description:

BASE BID-Buckhannon Readiness Center Renovations & Addition per the attached documentation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	129950.00
Service From	Service To	Manufacturer		Model No	
2023-09-14	2026-05-31				

Commodity Line Description: Alternate Bid No. 1- Concrete Sidewalks and paving

Extended Description:

Alternate Bid No. 1- To provide concrete sidewalks, heavy-duty paving, and entrance pads as indicated on the Drawings and as specified.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	72000000	0.00000		0.000000	4650000.00
Service From	Service To	Manufacturer		Model No	
2023-09-14	2026-05-31				

Commodity Line Description: Alternate Bid No. 2- Provide Maintenance Building

Extended Description:

Alternate Bid No. 2- To provide Maintenance Building Area 'D' as indicated on the Drawings and as specified.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	72000000	0.00000		0.000000	16950.00
Service From	Service To	Manufacturer		Model No	
2023-09-14	2026-05-31				

Commodity Line Description: Alternate Bid No. 3- Add Security Fencing & Gates

Extended Description:

Alternate Bid No. 3- To increase the chain link fabric height of the security fencing and gates associated with the Military Equipment Parking Areas to eight (8) feet as indicated on the Drawings and as specified.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	72000000	0.00000		0.000000	715115.70
Service From	Service To	Manufacturer		Model No	
2023-12-14	2026-05-31				

Commodity Line Description: Building and Facility Construction and Maintenance Services

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	72000000	0.00000		0.000000	127806.48
Service From	Service To	Manufacturer		Model No	
2025-03-19	2026-05-31				

Commodity Line Description: CHANGE ORDER NO. 5 - Time Extension

Extended Description:

CHANGE ORDER NO. 5 - To extend the contract time to May 31, 2026, to allow for the completion of the construction project closeout procedures as outlined in the attached documentation, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders.

To Extend Contract completion date to May 31, 2026.

EFFECTIVE DATE OF CHANGE: March 2, 2026

NO OTHER CHANGES.



City Construction Company, Inc.

West Virginia Proud Since 1965

GENERAL CONTRACTING • REMODELING • COMMERCIAL • CITYCONSTRUCTIONCO@CCCWV.US
 284 FACTORY STREET SUITE 101 CLARKSBURG, WEST VIRGINIA 26301 • PHONE 304-623-2573 • FAX 304-326-2069

March 2nd, 2025

Zmm Architects Engineers
 222 Lee Street, West
 Charleston, WV 25302

Re: Buckhannon Readiness
 Attn: Nathaniel Spencer

Cost Proposal #21

Please accept this no cost cost proposal to add 90 days to our contract to complete closeout procedures.

I.	City Construction Co.		\$	-
II.			\$	-
III.			\$	-
Subtotal			\$	-
	GC Mark-Up	15%	\$	-
	Additional Bonds and Insurance	5%	\$	-
	B&O Tax	2%	\$	-
Total Cost Proposal 21			\$	-

All of these issues are extremely time sensitive due to cost increase, please respond in a timely fashion.
 Prices subject to change without notice until firm order or directive are given.

Please add the following number of days to contract completion date for this work: 90

Thanks,
 Jason McQuain, Project Manager

APPROVED

BY: W DATE: 3/4/26

West Virginia Army National Guard
Construction & Facilities Management Office
1703 Coonskin Drive
Charleston, West Virginia, 25311-1085

FMO-OTR-

02 March 2026

Mrs. Lyle,

Please find the following change order packet for the subject contract (CPOADJ2400000001). This change order is for construction 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: Continued Construction Services for the Buckhannon Readiness Center Addition / Alteration

1. Description of work: Continued Construction Services of the Buckhannon Readiness Center Addition / Alteration during the construction process.
2. Justification for Change:
 - (a) Facts: The contract expires March 02, 2026. More time is required to complete the project.
 - (b) More time is needed to complete closeout procedures.
 - (c) Recommendation: Approve the no-cost time extension change order to continue Construction Services until 31 May 2026.

2. Accounting Summary:

CONSOLIDATED PRICING OF CHANGE ORDER		
Description	Federal Funds	State Funds
Item #1: Construction Services (No Cost Time Extension)	\$0	\$0
Total	\$0	\$0

Respectfully



PAUL RICHARDS
Project Manager



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Search

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e.g. 1606N020Q02

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"City Construction Company Inc." x

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Business Organization Detail

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CITY CONSTRUCTION COMPANY, INC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	8/16/1966		8/16/1966	Domestic	Profit			

Organization Information			
Business Purpose	2362 - Construction - Construction of Buildings - Nonresidential Building Construction (industrial, commercial & institutional building)		Capital Stock 10000.0000
Charter County	Harrison	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	100.000000
Authorized Shares	100	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	284 FACTORY STREET SUITE 101 CLARKSBURG, WV, 26301
Notice of Process Address	BEAU HENDERSON 1109 CORBIN BRANCH ROAD 1109 CORBIN BRANCH ROAD BRIDGEPORT, WV, 26330
Principal Office Address	284 FACTORY STREET SUITE 101 CLARKSBURG, WV, 26301 USA
Principal Office Mailing Address	284 FACTORY STREET SUITE 101 CLARKSBURG, WV, 26301 USA
Type	Address

Officers	
Type	Name/Address
Director	BEAU HENDERSON 1109 CORBIN BRANCH ROAD BRIDGEPORT, WV, 26330
Incorporator	ORAL HENDERSON JR. 790 LOCUST STREET CLARKSBURG, WV, 26301 USA
Incorporator	MARY JANET HENDERSON 790 LOCUST STREET CLARKSBURG, WV, 26301 USA
President	BEAU HENDERSON 1109 CORBIN BRANCH ROAD BRIDGEPORT, WV, 26330
Secretary	SCOTT HENDERSON 107 ST. JAMES DRIVE CLARKSBURG, WV, 26301
Treasurer	BEAU HENDERSON 1109 CORBIN BRANCH ROAD BRIDGEPORT, WV, 26330
Vice-President	SCOTT HENDERSON 107 ST. JAMES DRIVE CLARKSBURG, WV, 26301
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
CITY MECHANICAL	TRADENAME	7/6/2017	
CITY ROOFING	TRADENAME	2/15/2021	
CITY WINDOW & CONSTRUCTION	TRADENAME	3/27/2013	
CITY WINDOW SYSTEMS	TRADENAME	3/27/2013	
DBA Name	Description	Effective Date	Termination Date

Name Changes	
Date	Old Name
12/30/2008	CITY WINDOW COMPANY
Date	Old Name

Date	Amendment
12/30/2008	AMENDMENT FILED CHANGING NAME FROM CITY WINDOW COMPANY
Date	Amendment

Annual Reports	
Filed For	
2025	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, March 4, 2026 — 1:35 PM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>#13</u> Date: <u>3/4/2026</u>	Agency: Adjutant Generals Office
Solicitation No. <u>CO#5 Extend</u>	Procurement Officer Submitting Requisition: Dean Wingerd
	Requisition No. CPO-ADJ24*1 Change Order #5-Time Extension
	PF No.: 1237724

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

Jessica Riley