



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: 01-06-2026

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:	CMA 0705 0705 LOT2400000004 3	Procurement Folder:	1327063
Document Name:	West Virginia Lottery Elevator Maintenance	Reason for Modification:	Change Order No. 2 - To Renew Contract
Document Description:	West Virginia Lottery Elevator Maintenance		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-02-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-02-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000218651			Requestor Name:	Thomas P Hymes
DC ELEVATOR COMPANY				Requestor Phone:	304-558-2350
709 MILES POINT WAY				Requestor Email:	thymes@wvlottery.com
LEXINGTON		KY	40510	<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	859-254-8224	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO		SHIP TO	
ACCOUNTS PAYABLE		PURCHASING	
LOTTERY		LOTTERY	
PO BOX 2067		900 PENNSYLVANIA AVE	
CHARLESTON	WV 25327-2067	CHARLESTON	WV 25302
US		US	

CR 1-6-26

Total Order Amount:	Open End
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Purchasing Division's File Copy

[Handwritten Signature]

1/6/2026

PURCHASING DIVISION AUTHORIZATION
 DATE: *1/06/2026*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
[Handwritten Signature]
 DATE: *1/8/2026*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
[Handwritten Signature]
 DATE: *1-9-26*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 2 - is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective dates of renewal: 02/15/2026 - 02/14/2027

Renewals remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	72101506				0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Elevator maintenance services

Extended Description:

See Attached Specifications and Exhibit - C Pricing Page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	72101506			LS	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Parts Plus Markup Multiplier

Extended Description:

See Attached Specifications and Exhibit - C Pricing Page
5%



P.O. BOX 2067
CHARLESTON WV 25327

DAVID R. BRADLEY
ACTING DIRECTOR

PHONE: 304.558.0500
wvlottery.com

December 12, 2025

Ms. Kathy Davis
DC Elevator Company
709 Miles Point Way
Lexington, KY 40510

Subject: Change Order #2 – Renewal – CMA LOT2400000004 - West Virginia Lottery Elevator Maintenance

Subject to the approval of the West Virginia Purchasing Division and the Attorney General’s Office, the West Virginia Lottery is offering the second optional renewal of the subject contract under the same terms, conditions and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are from February 15, 2026, through February 14, 2027.

If your company agrees to this renewal, please sign and date below and return it to my attention as soon as possible.

Thank You,

Thomas Hymes
Procurement Specialist, Senior
West Virginia Lottery

Attachment

We agree to renew the subject contract for the period stated above under the same terms and conditions and pricing in the original contract.

Kathy Davis,

12/17/2025

Name/Signature

Date

Branch Manager

304.345.7222 office / 304.552.5533 mobile

Title

Phone Number

kathy.davis@dcelevator.com

Email

Thomas Hymes

From: Crystal Crouch
Sent: Friday, December 12, 2025 8:46 AM
To: Thomas Hymes
Subject: FW: FW: Revisit Governor's Directive

From: Willis, Samantha L <samantha.l.willis@wv.gov>
Sent: Tuesday, December 9, 2025 3:19 PM
To: Crystal Crouch <ccrouch@wvlottery.com>
Subject: Re: FW: Revisit Governor's Directive

Thank you very much for the update Crystal! I will make sure everyone on our end knows.

On Tue, Dec 9, 2025 at 3:18 PM Crystal Crouch <ccrouch@wvlottery.com> wrote:

Good afternoon Samantha! I wanted to provide you an update on information that I have received from our Lottery director, David Bradley. Eric Nelson, Revenue Secretary, met with his agency revenue heads and the Governor yesterday and told them that he did not need to see any renewal contracts that have already been approved. He only wants to see new contracts with a spend over \$100,000 going forward.

We will be submitting several renewal contracts this week based on his directive unless I hear from you otherwise.

If you need any further information or have knowledge of conflicting directives, please let me know. I appreciate your assistance with this matter.

Thank you!

Crystal Crouch

West Virginia Lottery

Budget & Accounting Manager

304-352-1816 Office

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Business Organization Detail

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D. C. ELEVATOR, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/16/2005		3/16/2005	Foreign	Profit			

Organization Information			
Business Purpose	8113 - Other Services (except Public Administration) - Repair and Maintenance - Commercial and Industrial Machinery and Equipment (exe Auto and Elec) Repair and Maintenance		Capital Stock
Charter County	Kanawha	Control Number	74475
Charter State	KY	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	1002 YOUNG STREET CHARLESTON, WV, 25301
Mailing Address	709 MILES POINT WAY LEXINGTON, KY, 40510
Mailing Address	BERNARD F. LOVELY 155 E. MAIN STREET LEXINGTON, KY, 40507 USA
Notice of Process Address	BERNARD F. LOVELY 201 WEST SHORT STREET LEXINGTON, KY, 40507
Principal Office Address	709 MILES POINT WAY LEXINGTON, KY, 40510 ✓
Type	Address

Officers	
Type	Name/Address
Director	RENWICK L ROSS 709 MILES POINT WAY LEXINGTON, KY, 40510
Director	RONNIE BENTLEY 709 MILES POINT WAY LEXINGTON, KY, 40510
President	RONNIE BENTLEY 709 MILES POINT WAY LEXINGTON, KY, 40510
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
D-C ELEVATOR COMPANY, INC.	TRADENAME	3/28/2005	1/14/2020
DC ELEVATOR	TRADENAME	3/1/2017	
DC ELEVATOR COMPANY	TRADENAME	3/1/2017	
PROGRESSIVE ELEVATORS, INC.	TRADENAME	7/6/2015	1/14/2020
DBA Name	Description	Effective Date	Termination Date

Annual Reports	
Filed For	Date filed
2025	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017x	
2017	
2016	
2015	
2014	
2013	
2012	
2011	
2010	
2009	
2007	
2006	
Filed For	Date filed

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

Tuesday, January 6, 2026 — 12:44 PM

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Filter By

Entity Information ^

All Entity Information

Entities

Disaster Response Registry

Respon:

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Simple Search

Search Editor

- Any Words ⁱ
- All Words ⁱ
- Exact Phrase ⁱ

e.g. 123456789, Smith Corp

"D. C. ELEVATOR, INC." x

Entity v

Location v

Status ^

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- Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>10-Brandon Barr</u> Date: <u>1/6/2026</u>	Agency: WV Lottery
Solicitation No. <u>CMA LOT24*04</u>	Procurement Officer Submitting Requisition: Thomas Hymes
	Requisition No. CMA LOT2400000004
	PF No.: 1327063

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 type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: _____

1/6/2026