



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: 04-10-2026

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>	CPO 0439 0439 EBA2300000004 7	<b>Change Order No:</b>	2	<b>Procurement Folder:</b>	1091629
<b>Document Name:</b>	EBA71072 TOWER CONSTRUCTION SERVICES			<b>Reason for Modification:</b>	
<b>Document Description:</b>	EBA71072 TOWER CONSTRUCTION SERVICES			Change Order No. 02 is issued to reduce the unused balance per the attached documentation.	
<b>Procurement Type:</b>	Central Emergency Purchase				
<b>Buyer Name:</b>	Larry D McDonnell				
<b>Telephone:</b>	304-558-2063				
<b>Email:</b>	larry.d.mcdonnell@wv.gov				
<b>Shipping Method:</b>	Best Way			<b>Effective Start Date:</b>	
<b>Free on Board:</b>	FOB Dest, Freight Prepaid			<b>Effective End Date:</b>	

VENDOR				DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VC0000070258			<b>Requestor Name:</b>	Cecil Dale Malcomb
PILLAR INNOVATIONS LLC 333 Corporate Dr  Grantsville MD 21536 US				<b>Requestor Phone:</b>	(304) 254-7858
<b>Vendor Contact Phone:</b>	304-983-8900	<b>Extension:</b>		<b>Requestor Email:</b>	dmalcomb@wvpublic.org
<b>Discount Details:</b>					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

**2026**  
 FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
CHIEF FINANCIAL OFFICER EDUCATIONAL BROADCASTING 124 INDUSTRIAL PARK RD  BEAVER WV 25813 US	PURCHASING ADMINISTRATOR EDUCATIONAL BROADCASTING 600 CAPITOL ST  CHARLESTON WV 25301-1223 US

4/13/2666

**Total Order Amount:** \$83,113.46

Purchasing Division's File Copy

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>M. D. H. - 4/13/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>4/14/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>4-16-26</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order:

Change Order No. 02 is issued to reduce the unused balance on delivery order from \$155,970.00 to \$83,113.46 per attached document.

Original Contract Total: \$155,970.00

Change Order No. 03 Decrease: (\$72,856.54)

New Contract Total: \$83,113.46

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72141118	0.00000	EA	155970.000000	0.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** EBAr71072 TOWER CONSTRUCTION SERVICES

**Extended Description:**

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72141118	0.00000		0.000000	83113.46
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** EBAr71072 TOWER CONSTRUCTION SERVICES

**Extended Description:**



Trinity Green  
Assistant Purchasing Coordinator  
Phone: (304) 254-7859  
Email: [tgreen@wvpublic.org](mailto:tgreen@wvpublic.org)

March 16<sup>th</sup>, 2026

Todd Hetrick  
Dept Manager  
Pillar Innovations Inc  
104 Corporate Drive  
Morgantown, WV 26501  
Phone: (304) 983-8900 x2425  
Email: [toddhetrick@pillarinnovations.com](mailto:toddhetrick@pillarinnovations.com)

Subject: Closeout Confirmation - CPO 0439 EBA2300000004, Tower Construction Services

Dear Mr. Hetrick:

Please review the acknowledgement below, sign and return this document to my attention. If there are any outstanding matters associated with this contract, please note them before returning the signed copy. Please contact me if you have any questions.

Thank you,

Trinity Green

Vendor Acknowledgement

*On behalf of Pillar Innovations Inc, I certify that there are no open projects, pending invoices or other outstanding obligations under contract CPO 0439 EBA2300000004.*

Brion Fike  
Name

Signature

V.P. of Operations  
Title

4-10-26  
Date

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### Business and Licensing

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### Business Organization Detail

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#### PILLAR INNOVATIONS, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	1/22/2007		1/22/2007	Foreign	Profit		5/9/2026	

Organization Information			
<b>Business Purpose</b>	3332 - Manufacturing - Machinery Manufacturing - Industrial Machinery Manufacturing (food product, semiconductor, sawmill, woodworking, paper, printing)		<b>Capital Stock</b>
<b>Charter County</b>	Monongalia	<b>Control Number</b>	90949
<b>Charter State</b>	MD	<b>Excess Acres</b>	
<b>At Will Term</b>	T	<b>Member Managed</b>	MGR
<b>At Will Term Years</b>	93	<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

Addresses	
Type	Address
<b>Designated Office Address</b>	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259
<b>Notice of Process Address</b>	PILLAR INNOVATIONS, LLC 104 CORPORATE DRIVE MORGANTOWN, WV, 26501
<b>Principal Office Address</b>	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259 USA
<b>Principal Office Mailing Address</b>	200 CORPORATE DRIVE GRANTSVILLE, MD, 215361259 USA
Type	Address

<b>Officers</b>	
Type	Name/Address
<b>Manager</b>	SHAWN R. BENDER 92 CORPORATE DRIVE GRANTSVILLE, MD, 21536
Type	Name/Address

<b>Annual Reports</b>	
Filed For	
2026	
2025	
2024	
2023	
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2021	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Friday, April 10, 2026 — 2:10 PM

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"PILLAR INNOVATIONS, LLC" x

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- Excluded Entity ∨
- Federal Organizations ∨
- Exclusion Type ∧
  - Ineligible (Proceedings Pending)
  - Ineligible (Proceedings Complete)
  - Prohibition/Restriction
  - Voluntary Exclusion
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- Location ∨
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# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Carry D. McDermott</u> Date: <u>4/10/26</u>  Solicitation No. <u>CPO EBA23*04 c/o 2</u>	Agency: 0439 Educational Broadcasting <hr/> Procurement Officer Submitting Requisition: Trinity Green <hr/> Requisition No. CPO 0439 EBA230000004 / CO2 / EBAr71072 <hr/> PF No.: 1091629
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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 ( <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a> )	<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
<b>10</b>	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"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

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

