



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: 03-27-2026

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 ADJ2500000013 4 | Change Order No: | Procurement Folder: | 1430511 |
| Document Name: | Smith Street Multi-Use Commercial Kitchen Facility | | Reason for Modification: | |
| Document Description: | Smith Street Multi-Use Commercial Kitchen Facility | | Change Order No. 1 - Administrative change order for vendor name change only. | |
| 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: | 2024-08-08 | |
| Free on Board: | FOB Dest, Freight Prepaid | Effective End Date: | | |

| VENDOR | | DEPARTMENT CONTACT | |
|-----------------------|-------------------------|---|---------------------------------|
| Vendor Customer Code: | 000000206059 | Requestor Name: | Charles A Bowman |
| ZMM LLC | | Requestor Phone: | (304) 561-6654 |
| 222 LEE ST W | | Requestor Email: | charles.a.bowman26.nfg@army.mil |
| CHARLESTON | WV 25302 | <div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div> | |
| US | | | |
| 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 | STATE FINANCE ADJUTANT GENERALS OFFICE 1703 COONSKIN DR CHARLESTON WV 25311-1085 US |

CR 3-30-26

| | |
|---------------------|-------------|
| Total Order Amount: | \$50,000.00 |
|---------------------|-------------|

Purchasing Division's File Copy

| | | |
|--|--|---|
| PURCHASING DIVISION AUTHORIZATION DATE: <i>3/27/26</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i> | ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>4/1/26</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i> | ENCUMBRANCE CERTIFICATION DATE: <i>4-1-26</i> ELECTRONIC SIGNATURE ON FILE <i>[Signature]</i> |
|--|--|---|

4/1/2026

Extended Description:

Change Order No. 1 - is issued for administrative purposes only and is intended to change the name of the vendor from ZMM, Inc. to ZMM, LLC.

The OASIS Vendor Account No. 000000206059, remains the same as well as the vendor's address and FEIN.

According to WV Secretary of State Business Organization Search, the vendor name changed on 02/26/2025.

The original contract, including all terms, conditions, prices, specifications, and change orders contained therein remain in full force and effect.

Effective date of change: 03/27/2026

No other changes

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|--------------|----------------|--------------|----------|------------|-------------|
| 1 | 81101508 | 0.00000 | | 0.000000 | 50000.00 |
| Service From | Service To | Manufacturer | Model No | | |
| | | | | | |

Commodity Line Description: Multi-Use Commercial Kitchen Facility

Extended Description:

Provide professional architectural and engineering design services per the attached documentation.



Lyle, Tara L <tara.l.lyle@wv.gov>

Administrative Change Order(s) for design contract with ZMM regarding their name change

1 message

Wingerd, Claude D NFG NG WVARNG (USA) <claude.d.wingerd.nfg@army.mil>
To: "Lyle, Tara L" <tara.l.lyle@wv.gov>, "Pauline, David H" <david.h.pauline@wv.gov>
Cc: "Wingerd, Claude D NFG NG WVARNG (USA)" <claude.d.wingerd.nfg@army.mil>

Wed, Mar 18, 2026 at 8:59 AM

Tara/David,

Good morning. Can you please process administrative change order(s) for the contracts listed below to change the name from ZMM, Inc., to ZMM, LLC.? The vendor has kept the same Vendor Customer number in WV Oasis, 000000206059 and they did not change their FEIN number. Please let us know if you have any questions.

1. CPO-ADJ25*5 Martinsburg Readiness Center Addition/Alteration Design
2. CPO-ADJ25*13 Smith Street Multi-Use Commercial Kitchen Facility
3. CPO-ADJ25*19 Camp Dawson- Senior Leader Base Housing Renovation Design
4. CPO-ADJ25*27 New Billeting Cabins Design-Camp Dawson

Respectfully

Dean Wingerd

Procurement Analyst

WV Military Authority/ Office of the Adjutant General

Construction & Facilities Management Office

PH) 304-561-6629

claude.d.wingerd.nfg@army.mil

You are viewing this page over a secure connection. Click here for more information.

West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

ZMM LLC

| Organization Information | | | | | | | | | |
|---------------------------------|----------------|------------------|-------------|----------|--------|----------|------------------|--------------------|--|
| Org Type | Effective Date | Established Date | Filing Date | Charter | Class | Sec Type | Termination Date | Termination Reason | |
| LLC Limited Liability Company | 10/27/1987 | | 10/27/1987 | Domestic | Profit | | | | |

| Organization Information | | | |
|---------------------------|--|---------------------------|----------------------|
| Business Purpose | 5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs) | | Capital Stock |
| Charter County | Kanawha | Control Number | 0 |
| Charter State | WV | Excess Acres | 0 |
| At Will Term | A | Member Managed | MGR |
| At Will Term Years | | Par Value | |
| Authorized Shares | | Young Entrepreneur | Not Specified |

| Addresses | |
|---|---|
| Type | Address |
| Designated Office Address | 222 LEE ST W CHARLESTON, WV, 25302 |
| Notice of Process Address | CORPORATION SERVICE COMPANY 808 GREENBRIER ST CHARLESTON, WV, 25311 |
| Principal Office Address | 222 LEE STREET WEST CHARLESTON, WV, 25302 USA |
| Principal Office Mailing Address | 222 LEE ST W CHARLESTON, WV, 25302 |
| Type | Address |

| Officers |
|----------|
|----------|

| Type | Name/Address |
|------------------|--|
| Manager | JAMES JOHNSON 2 CARLTON ST STE 1700 TORONTO, ON, M5B1J3 |
| Organizer | ADAM R KRASON 222 LEE STREET WEST CHARLESTON, WV, 25302 |
| Type | Name/Address |

| DBA | | | |
|------------------------------|-------------|----------------|------------------|
| DBA Name | Description | Effective Date | Termination Date |
| ZMM ARCHITECTS AND ENGINEERS | TRADENAME | 12/17/2018 | |
| DBA Name | Description | Effective Date | Termination Date |

| Name Changes | |
|------------------|----------|
| Date | Old Name |
| 2/26/2025 | ZMM, INC |
| Date | Old Name |

| Date | Amendment |
|------------------|--|
| 2/28/2025 | MEMBER MANAGED TO MANAGER MANAGED CHANGE OF AGENT UPDATED AGENT EMAIL |
| 2/26/2025 | CONVERSION NAME CHANGE: FROM ZMM, INC |
| 6/30/2003 | AMENDMENT FILED RESTATING ARTICLES OF INCORPORATION |
| 4/4/1989 | MERGER; MERGING ZANDO, MARTIN & MILSTEAD, INC., A QUAL WV CORP, WITH AND INTO ZMM, INC., A QUAL WV CORP, THE SURVIVOR. |
| Date | Amendment |

| Annual Reports | |
|----------------|--|
| Filed For | |
| 2025 | |
| 2024 | |
| 2023 | |
| 2022 | |
| 2021 | |
| 2020 | |
| 2019 | |
| 2018 | |
| 2017x | |
| 2017 | |
| 2016 | |
| 2015 | |
| 2014 | |
| 2013 | |
| 2012 | |
| 2011 | |

| |
|-------------------|
| 2010 |
| 2009 |
| 2008 |
| 2007 |
| 2006 |
| 2005 |
| 2004 |
| 2003 |
| 2001 |
| 2000 |
| 1999 |
| Date filed |

[File Your Current Year Annual Report Online Here](#)

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

Friday, March 27, 2026 — 6:34 AM

© 2026 State of West Virginia



Revolutionary FAR Overhaul Impacts to SAM.gov [Show Details](#)
Aug 15, 2025



[See All Alerts](#)

Records Retention Policy Impacts Old SAM Registration Data [Show Details](#)
May 21, 2025



[Sign In](#)

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)

Search

All Words

e.g. 1606N020Q02

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

Search Editor

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

e.g. 123456789, Smith Corp

"zmm llc" ×

Entity ∨

Location ∨

Status ∧

- Active
- Inactive

Reset

[Entity Information](#) ∧



[All Entity Information](#)

[Entities](#)

[Disaster Response Registry](#)

[Responsibility / Qualification](#)



No matches found

Your search did not return any results for active records.
Would you like to include inactive records in your search results?

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

| | |
|--|---|
| <i>Purchasing Division Use:</i> Buyer: <u> </u> Date: <u>3/27/24</u> Solicitation No. <u>CO# 1</u> <u>name change</u> <u>only</u> | Agency: WV Adjutant General's Office Procurement Officer Submitting Requisition: Dean Wingerd Requisition No. CPO ADJ25*13 - CO#1 - Admin CO Name change PF No.: 1430511 |
|--|---|

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

Tanya