



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: 05-01-2026

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 0623 8500 DAS2400000001 3	Procurement Folder:	1411965
Document Name:	Security Guard	Reason for Modification:	Change Order 2 to renew the contract
Document Description:	Security Guard		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2024-06-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2027-05-31

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000045398	Requestor Name:	Austin L Ayers
CAPITOL SECURITY SOLUTIONS LLC 9 ANTLER DRIVE		Requestor Phone:	304-352-0203
CULLODEN WV 25510 US		Requestor Email:	austin.l.ayers@wv.gov
Vendor Contact Phone:	3048070840	Extension:	
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

2026
 FILE LOCATION _____

INVOICE TO	SHIP TO
DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV 25301 US	DIVISION OF ADMINISTRATIVE SERVICES 1124 SMITH STREET SECOND FLOOR CHARLESTON WV 25301 US

CR 5-5-26
 Purchasing Division's File Copy

Total Order Amount:	Open End
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PURCHASING DIVISION AUTHORIZATION
 DATE: *Tarah 5/4/26*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *5/5/2026*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *5-6-26*
 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 date of renewal June 1, 2026 through May 31, 2027.

Renewal Years Remaining: 1

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	92121504			HOUR	15.800000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Probationary Security Guard I

Extended Description:

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	92121504			HOUR	15.800000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Security Guard II

Extended Description:

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	92121504			HOUR	15.800000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Security Guard III/ Shift Supervisor

Extended Description:

See Exhibit "A" Pricing page

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	92121504			HOUR	15.800000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Sergeant & Lieutenant IV/ Site Supervisor

Extended Description:

See Exhibit "A" Pricing page



**State of West Virginia
Department of Homeland Security
Division of Administrative Services**



**MICHAEL T. BAYLOUS
CABINET SECRETARY**

1124 Smith Street
#2100
Charleston, WV 25301
(304) 558-2350

**TINA DESMOND
DIRECTOR**

Date: 04/15/2026

Capitol Security Solutions LLC
9 Antler Drive
Culloden, WV, 25510

Subject: CMA DAS2400000001

Change Order #2 Renewal #2

The West Virginia Department of Homeland Security Division of Administrative Services on behalf of the West Virginia Department of Corrections and Rehabilitation is offering to renew the above listed 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 June 1st, 2026 through May 31st, 2027. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Please send an updated Certificate of Insurance as well.

Thank you,

Luke Ayers

Luke Ayers
Procurement Supervisor

Attachment

We agree to renew the above listed contract for the period as stated above under the same terms, conditions, and pricing as the original contract.

Steve Johnson
Name/Signature

4/16/26
Date

+resident
Title

304.507.0840
Phone Number

stevejohnsonmba@gmail.com
Email Address



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

All Words

Exact Phrase

e.g. 123456789, Smith Corp

Capitol Security Solutions

Entity

Location

Status

Active

Inactive

Reset

Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Q...



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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.

CAPITOL SECURITY SOLUTIONS LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	4/4/2022		4/4/2022	Domestic	Profit			

Organization Information			
Business Purpose	5616 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Investigation and Security Services (security guards, patrol, armored car, security systems, locksmiths)		
Charter County	Kanawha	Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	No

Addresses

Type	Address
Designated Office Address	5312 MACCORKLE AVE SW SUITE 109 SOUTH CHARLESTON, WV, 25309
Notice of Process Address	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
Principal Office Address	5312 MACCORKLE AVE SW SUITE 109 SOUTH CHARLESTON, WV, 25309 USA
Principal Office Mailing Address	5312 MACCORKLE AVE. SW SUITE 109 SOUTH CHARLESTON, WV, 25309 USA
Type	Address

Officers

Type	Name/Address
Member	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
Organizer	STEVEN JOHNSON 9 ANTLER DRIVE CULLODEN, WV, 25510
Type	Name/Address

Annual Reports

Filed For
2025
2024
2023
Date filed



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

Monday, May 4, 2026 — 1:01 PM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>013-JK</u> Date: _____ Solicitation No. <u>CO#1 CMA DAS 2001</u> <u>CO#2</u> <u>Renewal</u>	Agency: DAS - Division of Administrative Services Procurement Officer Submitting Requisition: Luke Ayers Requisition No. CMA DAS2400000001 PF No.: 1411965
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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: Provided, if Required 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				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<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 type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input 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: _____