



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: 04-09-2026

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 0803 0258 DOT2600000015 2	Change Order No:	1	Procurement Folder:	1692547
Document Name:	Removal and installation of HVAC at D2 Headquarters			Reason for Modification:	
Document Description:	Removal and installation of HVAC at D2 Headquarters			Change Order 01	
Procurement Type:	Central Purchase Order			To Issue Notice to Proceed	
Buyer Name:	John W Estep				
Telephone:	304-558-2566				
Email:	john.w.estep@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2026-04-20
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2027-06-20

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000189985			Requestor Name:	Sharon K Hayes
DSO MECHANICAL LLC				Requestor Phone:	304-399-0024
515 THIRD AVE				Requestor Email:	sharonk.hayes@yahoo.com
SO CHARLESTON		WV	25303		
US					
Vendor Contact Phone:	3047448479	Extension:	101		
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days		
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

2026
 FILE LOCATION

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS	DIVISION OF HIGHWAYS
DISTRICT TWO	DISTRICT TWO - HEADQUARTERS
801 MADISON AVE	801 MADISON AVE
HUNTINGTON WV 25704	HUNTINGTON WV 25704
US	US

4/13/266L

Total Order Amount:	\$10,527,650.00
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Purchasing Division's File Copy

JE 4/10/26

PURCHASING DIVISION AUTHORIZATION	ATTORNEY GENERAL APPROVAL AS TO FORM	ENCUMBRANCE CERTIFICATION
DATE: <i>JA 4-10-26</i>	DATE: <i>[Signature]</i>	DATE: <i>[Signature]</i>
ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE <i>4-15-26</i>

4/14/2026

Extended Description:

Change Order 01

To establish the contract effective start and effective end dates, and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Contract Term: 04/20/2026 through 06/20/2027

No Other Changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	72101511	0.00000		0.000000	10527650.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Removal and Installation of HVAC at D2 Headquarters

Extended Description:

Removal and Installation of HVAC at D2 Headquarters.



**WEST VIRGINIA
DEPARTMENT OF TRANSPORTATION**

**1900 Kanawha Boulevard East • Building Five • Room 109
Charleston, West Virginia 25305-0440 • (304) 558-0444**

**Michael J. DeMers
Deputy Secretary of Transportation**

**Stephen T. Rumbaugh, P. E.
Secretary of Transportation
Commissioner of Highways**

DATE

4/09/26

Dear [DSO Mechanical LLC]

This Notice to Proceed (NTP) is issued under the terms of the contract dated [3-18-26], between WV Division of Highways and [DSO Mechanical LLC] for the project titled [DOT2600000015].

In accordance with the contract, we hereby authorize you to commence work on the project, starting on [4/20/26]. The following details are provided to facilitate the timely and efficient execution of the project:

Project Start Date: [4/20/26]

Project Scope: [Removal and Replacement of HVAC at D2 HQ]

Duration of the Project: [14 months]

Contract Reference Number: [DOT2600000015]

Required Deliverables/Deadlines: [No]

Contact Information: [Mike Laughlin 304-380-6197 MLaughlin@DSOMECH.com] Please ensure that all necessary preparations are made for the project's start, and coordinate with our project management team to ensure a smooth execution. If you have any questions or require additional information, please do not hesitate to contact [Michael Eplin] at [304-399-0146] or [Michael.d.Eplin@wv.gov].

Thank you for your attention to this matter. We look forward to a successful collaboration and *the timely completion of this project.*

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Business and Licensing

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Business Organization Detail

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DSO MECHANICAL LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	12/6/2012		12/6/2012	Domestic	Profit			

Organization Information			
Business Purpose	2382 - Construction - Special Trade Contractors - Building Equipment Contractors (electrical & other wiring, plumbing, heating & air-conditioning, other)		Capital Stock
Charter County	Kanawha	Control Number	99Y0B
Charter State	WV	Excess Acres	
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	515 THIRD AVENUE SOUTH CHARLESTON, WV, 25303
Notice of Process Address	Corporation Service Company 808 Greenbrier Street Charleston, WV, 25311
Principal Office Address	515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303 USA
Principal Office Mailing Address	515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303 USA
Type	Address

Officers

Type	Name/Address
Manager	CAROLYN A. HOTES 515 THIRD AVENUE SW SOUTH CHARLESTON, WV, 25303
Organizer	BRYAN K. PROSEK 41 SOUTH HIGH STREET, SUITE 2200 COLUMBUS, OH, 43215 USA
Type	Name/Address

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

Friday, April 10, 2026 — 7:48 AM

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