

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

NO. 1 COURT SQUARE, SUITE 203
PARKERSBURG, WV 26101

IN RE: MINUTES OF MEETING HELD
MONDAY, JANUARY 29, 2024

PRESENT: DAVID BLAIR COUCH, PRESIDENT
ROBERT K. TEBAY, COMMISSIONER
JAMES E. COLOMBO, COMMISSIONER

At 9:30 A.M., the County Commission of Wood County met in regular session. They signed purchase orders, invoices and other correspondence.

AGENDA AND DISCUSSION ITEMS

At 9:35 A.M., the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby, AWARD the bid for a phone system for County Offices to IPC Technologies, 4435 Waterfront Drive, Glen Allen, VA 23060. Bid Price - \$122,693.24 (Order A/ 2899)

At 9:40 A.M., upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby, AWARD the bid for a phone system for the E-911 Center to Netranom, 2801 Virginia Avenue, Hurricane, WV 25526. Bid Price - \$35,879.18 (Order A/2898)

At 9:41 A.M., the County Commission approved the hiring of Noelle Aldridge as a Deputy County Clerk.

The County Commission, upon a motion made by James E. Colombo, seconded Robert K. Tebay and made unanimous by David Blair Couch, set the hours for the Wood County

Courthouse, Holmes R. Shaver Building, Judge Donald F. Black Annex and the Wood County Justice Center to be open 8:30 A.M. to 4:30 P.M. Monday thru Friday. (Order A/2897)

The County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE Change Order Number Five (5) for construction of the Wood County E-911 Center. Said Change Order is for gas lines, a card reader and remote monitor at a cost of six thousand four hundred twenty-one dollar, and thirty-eight cents (\$6,421.38). A copy of the Change Order is attached to this Order and should be made a part there of. Information related to construction of the Wood County E-911 Center is on file in the Office the County Administrator. (Order C/181)

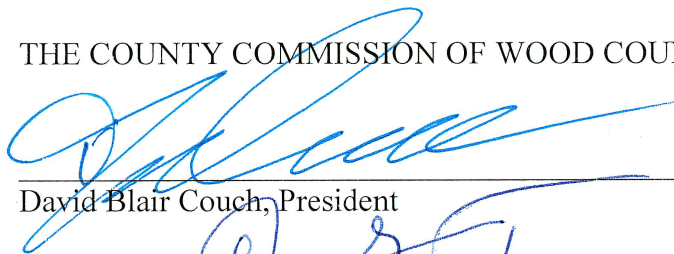
Having no scheduled appointments or further business to attend to, the County Commission adjourned at 10:00 A.M.

ORDERS APPROVED AND ATTACHED TO THESE MINUTES

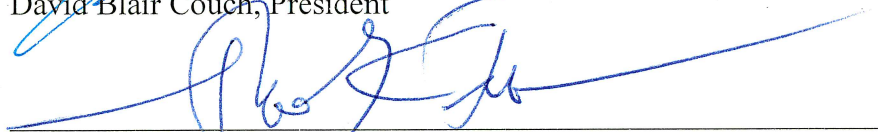
A/2897, A/2898, A/2899, C/181

APPROVED:

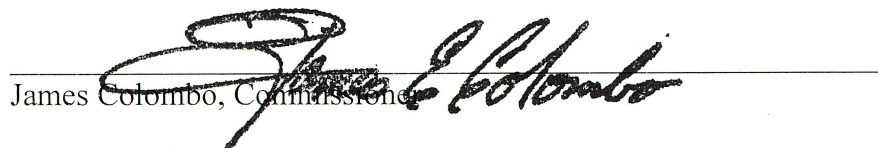
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James Colombo, Commissioner

Wood County Commission Meeting
Held January 29, 2024

Please Print

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Wood County Commission
Agenda

January 29, 2024
1 Court Square Suite 203
Parkersburg, WV 26101

9:30 A.M	Consider Request to Hire Noelle Aldridge as a Deputy Clerk - \$37,440.00/yr	
	Consider awarding bid for the IP Phone System for County Buildings	
	Consider awarding bid for the Phone System for the Wood/Wirt Counties E-911 Center	
	Administrator's Report	Marty Seufer, County Administrator
	County Commission Reports	

Discussion, Review and Approval of expenditures and disbursements identified on Exhibit 1, hereto attached

Correspondence for this meeting will be available for public review during regular office hours in Room 205 of the Wood County Courthouse two (2) days prior to the meeting

Discussion, Review and Approval of the following items may be included during this meeting and are available for public inspection in the Office of the County Administrator two days prior to this meeting.

Budget revisions

Purchase orders and requisitions

Revisions, reimbursement requests, resolutions and correspondence for grants

Grant disbursements to other entities

Invoices for expenditures to be paid

Reimbursements for travel expenses

Bid specifications and procedures for bids previously authorized by the Commission

Monthly Hotel Occupancy Tax Collection disbursements

Disbursements for previously approved Innovative Programming Grants

Tax refunds, exonerations, improprieties and consolidations

Probate items, including settlements, petitions and Fiduciary Commissioner reports

General Fund disbursements to entities

Funding requests from local organizations by written form

Payroll modification as submitted by elected officials

JANUARY 29, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION SET THE HOURS FOR THE WOOD COUNTY COURTHOUSE, HOLMES R. SHAVER BUILDING, JUDGE DONALD F. BLACK ANNEX AND THE WOOD COUNTY JUSTICE CENTER.

ORDER

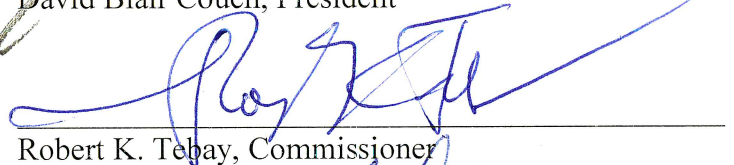
On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded Robert K. Tebay and made unanimous by David Blair Couch, set the hours for the Wood County Courthouse, Holmes R. Shaver Building, Judge Donald F. Black Annex and the Wood County Justice Center to be open 8:30 A.M. to 4:30 P.M. Monday thru Friday.

APPROVED:

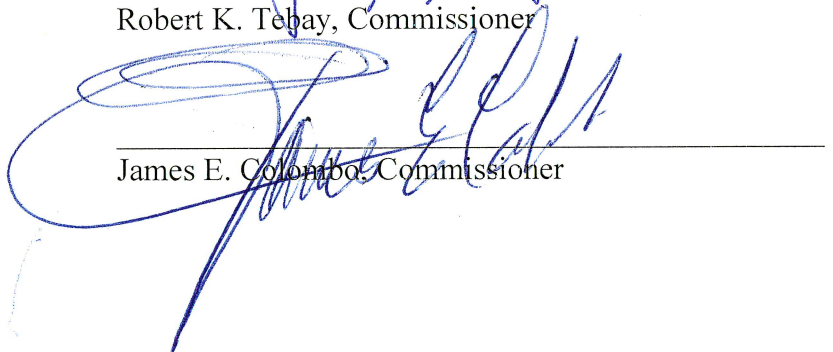
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2897

Wood County
Joe Gonzales, Clerk
Instrument 88326252
01/29/2024 @ 10:09:53 AM
COUNTY COMMISSION ORDER
Book 78 @ Page 246
Pages Recorded 1

JANUARY 29, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR A
PHONE SYSTEM FOR E-911 CENTER.

ORDER

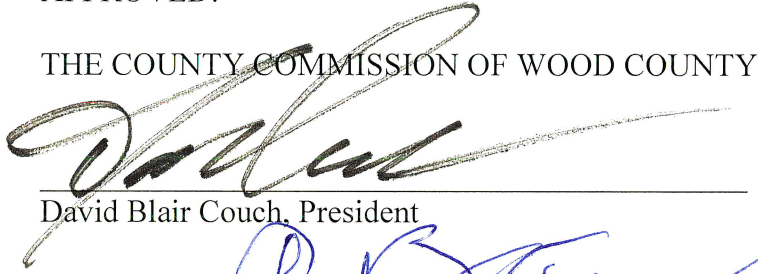
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby, AWARD the bid for a phone system for the E-911 Center to the following:

Netranom
2801 Virginia Avenue
Hurricane, WV 25526

Bid Price - \$35,879.18

APPROVED:

THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2898

Wood County
Joe Gonzales, Clerk
Instrument 88326292
01/29/2024 @ 12:22:02 PM
COUNTY COMMISSION ORDER
Book 78 @ Page 247
Pages Recorded 1

JANUARY 29, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION AWARDED THE BID FOR A
PHONE SYSTEM FOR COUNTY OFFICES.

ORDER

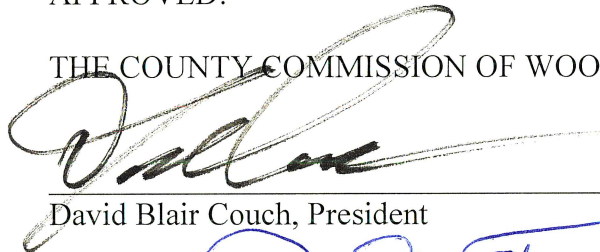
On this date, the County Commission of Wood County, upon a motion made by David Blair Couch, seconded by James E. Colombo and made unanimous by Robert K. Tebay, did hereby, AWARD the bid for a phone system for County Offices to the following:

IPC Technologies
4435 Waterfront Drive
Glen Allen, VA 23060

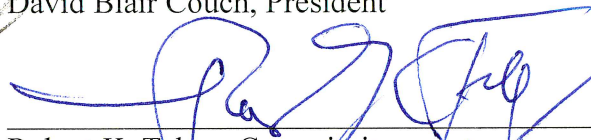
Bid Price - \$122,693.24

APPROVED:

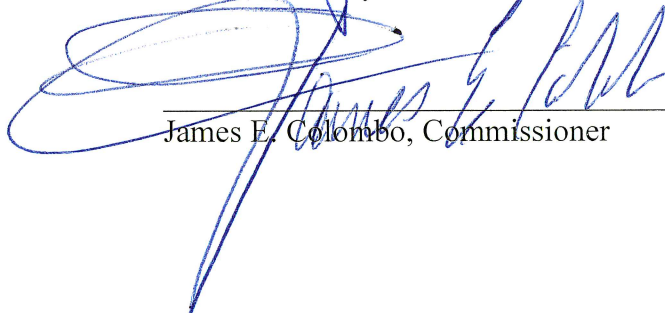
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

A/2899

Wood County
Joe Gonzales, Clerk
Instrument 88326283
01/29/2024 @ 12:29:38 PM
COUNTY COMMISSION ORDER
BOOK 78 @ Page 248
Pages Recorded 1

JANUARY 29, 2024

IN THE COUNTY COMMISSION OF WOOD COUNTY, WEST VIRGINIA

IN RE: THE COUNTY COMMISSION DID HEREBY APPROVE A
CHANGE ORDER FOR THE E-911 CENTER.

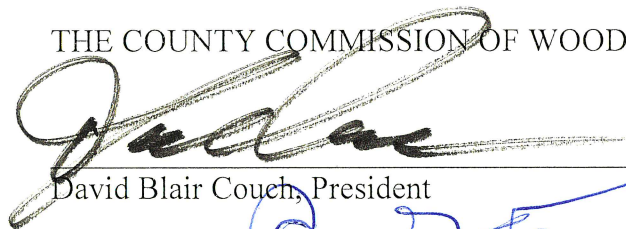
ORDER

On this date, the County Commission of Wood County, upon a motion made by James E. Colombo, seconded by David Blair Couch and made unanimous by Robert K. Tebay, did hereby AUTHORIZE David Blair Couch, in his official capacity as President and on behalf of the County Commission, to EXECUTE Change Order Number five (5) for construction of The Wood County E-911 Center. Said Change Order number is for gas lines, card reader and remote monitor at a cost of six thousand four hundred twenty-one dollar, and thirty-eight cents (\$6421.38). A copy of the change order is attached to this Order and should be made a part there of.

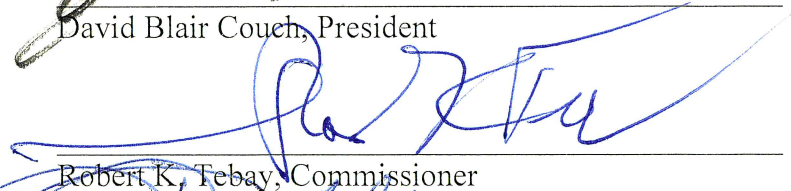
Information related to construction of The Wood County E-911 Center is on file in the Office the County Administrator.

APPROVED:

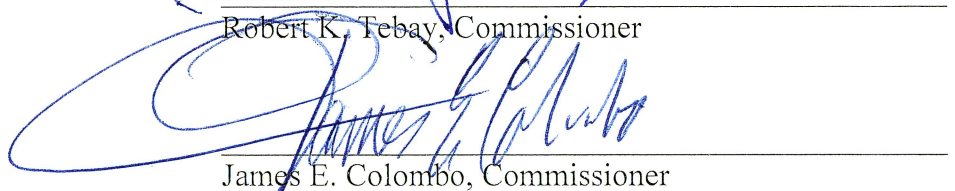
THE COUNTY COMMISSION OF WOOD COUNTY



David Blair Couch, President



Robert K. Tebay, Commissioner



James E. Colombo, Commissioner

AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> Wood County 911 Center	CONTRACT INFORMATION: Contract For: General Construction Date: June 6, 2022	CHANGE ORDER INFORMATION: Change Order Number: 005 Date: Jan. 18, 2024
OWNER: <i>(Name and address)</i> Wood County Commission 1 Court Square, Suite 205 Parkersburg, WV 26101	ARCHITECT: <i>(Name and address)</i> ZMM Inc. 222 Lee Street West Charleston, WV 25302	CONTRACTOR: <i>(Name and address)</i> Grae-Con Construction 880 Kingsdale Rd. Steubenville, OH 43925

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Provide all labor, materials and equipment necessary to complete the following:

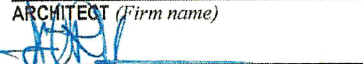
- RFC 030: New Gas Lines \$2,990.03
- RFC 031: Fire Marshall Request \$2,487.00
- RFC 032: Owner Card Reader Request \$944.35

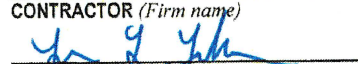
Total: \$6,421.38


The original Contract Sum was	\$ 3,189,000.00
The net change by previously authorized Change Orders	\$ 100,793.35
The Contract Sum prior to this Change Order was	\$ 3,289,793.35
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,421.38
The new Contract Sum including this Change Order will be	\$ 3,296,214.73
The Contract Time will be increased by Zero (0) days.	
The new date of Substantial Completion will be Unchanged	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ZMM Inc.
ARCHITECT (Firm name)

SIGNATURE
 Adam Krason, AIA, LEED AP
Principal
PRINTED NAME AND TITLE
 22-JAN-24
DATE

Grae-Con Construction
CONTRACTOR (Firm name)

SIGNATURE
 Jesse L Johnson
PRINTED NAME AND TITLE
 1.29.24
DATE

Wood County Commission
OWNER (Firm name)

SIGNATURE
 David Blair Couch
PRINTED NAME AND TITLE
 1-29-24
DATE



GRAE-CON
PO Box 1778
880 Kingsdale Road
Steubenville, OH 43952
Phone: (740) 282-6830
Fax: (740) 282-6849

Request For Change Order

To: WOOD COUNTY COMMISSION
1 COURT SQUARE
PARKERSBURG, WV 26101
Project: WOOD CTY 911 RENOVATION LS

RFC No: 030
Date: 10/26/2023
Description: New Gas Lines From Header and Access Panels.

Please see attached.

The above work is subject to the same conditions as specified in the original contract unless otherwise stipulated.

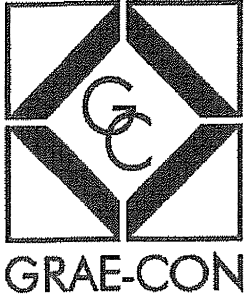
Upon approval the sum of \$2,990.03 will be added to the contract price.

Authorized Signature:  Date: October 26, 2023
Grae Con Construction Inc

Authorized Signature: _____ Date: _____
WOOD COUNTY COMMISSION

New Gas Lines From Header and Access Panels		
Run new A-106 Carbon steel pipe		\$ 1,260.00
(2) Access panels		\$ 34.30
Drywall Mud, Tape, and Paint		\$ 350.00
Per Fire Marshal request gas line is to be bonded.		\$ 522.00
Labor		
Carpenter	1 day	\$ 525.00
Sub-Total		\$ 2,691.30
Overhead	10%	\$ 269.13
		\$ 2,960.43
P&P Bond	1%	\$ 29.60
Total		\$ 2,990.03

Gas line is run from header above ceiling to outside of Building then vertical on the outside of building down to shut off valve.



10/24/2023

Grae-Con Construction
101 Industry Rd
Marietta, OH 45750

Attn: Ryan Greene

Re: 911 Center NG Line Install

Corporate Office

P.O. Box 1778
880 Kingsdale Road
Steubenville, OH 43952

Phone: 740/282-6830
Fax: 740/282-6849

Regional Office

101 Industry Road
Marietta, OH 45750

Phone: 740/373-0849
Fax: 740/373-0863

Scope of Work

- Plumb in NG Supply pipe to 4 outside Units from 3 existing NG tie points.

Clarifications

- Cost includes:
 - approximately 100' of 3/4" A-106 Carbon Steel Threaded pipe
 - A-105 3000# Threaded Fittings
 - 4- Full Port 600 WOG Brass Ball Valve with Threaded NPT Ends
 - Pipe Mounting Support Hardware
 - Job truck
 - Pipe Thread Machine
 - Labor to complete installation
- Cost excludes:
 - Any required federal or state tax
 - In-Line Regulators or any extra equipment required.
 - Any required Inspection Fees

Total estimated cost to complete scope of work:

\$4,770.00

(Four Thousand, Seven Hundred Seventy Dollars)

Labor: \$3,560.00

Equipment: \$290.00

Materials: \$920.00

(Scope of Work)

Extra cost to reroute gas line from the header to run outside and down the exterior of the wall:

Total Cost per Drop

\$1,260.00

(One Thousand, Two Hundred Sixty Dollars)

Total Cost for All 3 drops

\$3,460.00

(Three Thousand, Four Hundred Twenty Dollars)

Jesse Taylor

Senior Mechanical Estimator

Grae-Con Construction

CELL: 740-381-3672

160000



Change Order #13

Project: 911 Center Contract #M22F8-02 Contract Date: 6/17/2022	Customer: Grae Con Grae Con 101 Industry Rd Marietta OH 45750	Prepared By: Mark Deem mark@pro1electric.com 10/25/2023
---	--	---

1. Gas line bonding \$522.00

Description of Change:
Bonding the existing gas line system to building grounding system

Total Price:	\$522.00
Original Contract Sum:	\$410,386.00
Net Change by Previously Authorized Change Orders:	\$54,340.12
Adjusted Contract Sum Prior to This Change Order:	\$464,726.12
Value of This Change Order:	\$522.00
Revised Contract Total:	\$465,248.12


We hereby agree to make the changes specified for Total Price listed above.

CONTRACTOR: Mark Deem 10/25/2023
Pro 1 Electric, Inc.

The above prices and specifications of this Change Order are satisfactory and are hereby accepted. All work shall be performed under the same terms and conditions as specified in the original contract unless otherwise stipulated.

ACCEPTED BY: _____
Grae Con

099006

	A.J. VATER & CO., INC.		
	412-331-4477 PHONE / 412-331-9625 FAX 412-559-2112 CELL / DAN@AJVATER.COM		
	WV CONTRACTORS LICENSE # WV001397		
TO:	MR RYAN GREENE	GRAE CON	10/25/2023
PROJECT:	WOOD CO 911 CALL CENTER		
ARCHITECT:			
PLAN DATE:		SHEET NO:	ARCHITECTURAL
SPEC DATE:		SECTIONS:	PAINTING
ADDENDUMS:		ESTIMATOR:	DAN VATER
BASE BID:	\$200.00		
ALTERNATE:			
REMARKS:	TOUCH UP PAINT AT 2 ACCESS PANELS		

New 171300



CBS, INC.
 CONTRACTORS BUILDING SUPPLY
 1310 GREENE ST.
 MARIETTA OH 45750
 740-374-4486
 Fax: 740-374-4521



QUOTE

2310-267201

PAGE 1 OF 1

SOLD TO
GRAE CON CONSTRUCTION P O BOX 1778 STEUBENVILLE OH 43952

JOB ADDRESS
GRAE CON CONSTRUCTION P O BOX 1778 STEUBENVILLE OH 43952 (740) 282-6830

ACCOUNT	JOB
360	0
CREATED ON	10/24/2023
EXPIRES ON	11/24/2023
BRANCH	1000
CUSTOMER PO#	
STATION	C6
CASHIER	JJ
SALESPERSON	JJ
ORDER ENTRY	JJ
MODIFIED BY	

Hours: M-F 7 to 5 Sat 8 to 12
 THANK YOU FOR SHOPPING
 CONTRACTORS BUILDING SUPPLY

Item	Description	D	Quantity	U/M	Price	Per	Amount
446289	SQUARE ACCESS PANEL		2	EA	15.9900	EA	31.98
PRICES ARE GOOD FOR 7 DAYS FROM DATE OF QUOTE				OHTAX 7.25%	Subtotal		31.98
					Sales Tax		2.32
					Total		34.30

Buyer:

Signature

Spec for Access Panel

10/20/23, 7:58 AM

Catalog | Product Detail

Contractors Building Supply
1310 Greene Street, Marietta, OH 45750

GRAE-CON

B&K 10 In. x 10 In. White Plastic Wall Access Panel

SKU: 446289 Model: 156-708 Medina, OH - QOH: 76

Status	Norm		Qty
Small Parcel	Yes		1
Country	CANADA		10
Max Qty	99999		
Vendor	Mueller/ B&K	Retail	\$15.99
Brand	B&K	Unit	EACH
UPC	00032888567085		

Description

B&K Wall Access Panel

Provides opening to behind the wall plumbing and items needing service. Easy-to-install. No framing required. Ideal for paneling, ducting, drywall, and more. Can be painted or wall papered. Requires no tools for installation - just slide into opening. Packaging includes simple, easy-to-follow installation instructions and cut carton cases for an attractive display.

Specifications

Specification	Description
Overall Size	10 In. x 10 In.
Inside Opening	8 In. x 8 In.
Color	White
Material	Plastic
Package Quantity	1
Package Type	Bag

More Info

Unit Cube	0.0392		Sub Type		
Unit Weight	0.5500	Aux Qty	0	Sub Item 1	
Deliverable via Ground	Yes	Max Qty	99999	Sub Item 2	
Deliverable via Water	Yes			Other	
Deliverable via Air	Yes	INCOM Code		FLC Code	1550

Printed By: jeremy3523@portal.doitbestcorp.com

Date: 10/20/2023 7:56



January 25, 2024

Mr. Marty Seufer
Wood County Commission
1 Court Square
Parkersburg, WV 26101

VIA EMAIL

RE: Wood County 911 Center - 21180

Mr. Seufer:

Attached is a copy of Change Order 005 for work changes by Grae-Con Construction at the above referenced project. Upon approval please forward one fully executed copy to Grae-Con and one to ZMM.

Please contact ZMM, Inc. with any questions.

Thank you,

Amy L. Rhodes
Construction Administrative Assistant

Blacksburg
200 Country Club Drive SW
Plaza One, Building E
Blacksburg, Virginia 24060
540-552-2151

Charleston
222 Lee Street West
Charleston, West Virginia 25302
304-342-0159
www.zmm.com

Martinsburg
5550 Winchester Avenue
Berkeley Business Park, Suite 5
Martinsburg, West Virginia 25405
304-342-0159

Wood County
Joe Gonzales, Clerk
Instrument 88328284
01/29/2024 @ 12:35:03 PM
COUNTY COMMISSION ORDER
Book 78 @ Page 279
Pages Rec'd 1