



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Contract

Order Date: 03-04-2025

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:	CCT 0313 0313 DEP1600000009 26	Procurement Folder:	27525
Document Name:	EOI Royal Coal CO, P-688 & R-676 (OSR1501-EOI)	Reason for Modification:	
Document Description:	EOI Royal Coal CO, P-688 & R-676 (OSR1501-EOI)	CO#6	
		Decrease and close	
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2016-04-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-03-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000232671 TETRA TECH INC 1538 KANAWHA BLVD E STE 110 CHARLESTON WV 25311 US Vendor Contact Phone: 304-414-0054 Extension: 103 Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Jessica S Chambers Requestor Phone: (304) 414-1140 Requestor Email: jessica.s.chambers@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF SPECIAL RECLAMATION 1159 NICK RAHALL GREENWAY FAYETTEVILLE WV 25840 US	ENVIRONMENTAL PROTECTION OFFICE OF SPECIAL RECLAMATION 1159 NICK RAHALL GREENWAY FAYETTEVILLE WV 25840 US

3/6/25 6L

Total Order Amount: \$246,959.00

Purchasing Division's File Copy

ON 3-6-25

PURCHASING DIVISION AUTHORIZATION DATE: <i>M. Hager</i> 3/06/2025 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>J. S. Chambers</i> DATE: 3/7/2025 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Ady [Signature]</i> DATE: 3-7-25 ELECTRONIC SIGNATURE ON FILE
--	---	---

Extended Description:

Change Order

Change Order No. 6 is issued to decrease and close the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders as shown in Attachment A.

Original Contract Sum: \$264,100.00
Change Order 6 Decrease: (\$17,141.00)

New Contract Total: \$246,959.00

Effective Date: March 31, 2024

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	\$246,959.00
Service From	Service To	Manufacturer		Model No	
2016-04-01	2024-03-31				

Commodity Line Description: EOI Mapping/Engineering Design Services

Extended Description:

Mapping, drawing, specifications, and engineering design services to prepare construction documents and to assist OSR in completing land reclamation and water treatment by compiling a Request for Quotation (RFQ) for the project, per the attached specification and requirements.



west virginia department of environmental protection

Division of Land Restoration
Office of Special Reclamation
1159 Nick Rahall Greenway
Fayetteville, WV 25840
Phone: 304-574-4465
Fax: 304-926-0457

Harold D. Ward, Cabinet Secretary
dep.wv.gov

December 05, 2024

Tetra Tech, Inc.
ATTN: Tom Gray
Foster Plaza VII, 661 Andersen Drive
Pittsburgh, PA 15220

Re: Change Order #6 – Decrease and Close
Permit Name: Royal Coal, Inc.
Permit Number: P-688 & R-676
Contract Number: CCT DEP16*09

Dear Mr. Gray:

WDEP Office of Special Reclamation is issuing a change order to decrease all items listed on Attachment A. We agree that all work has been completed and final payment has been made. Funds remaining on this contract are attributed to portions of Realty Services and Construction Inspection tasks which WVDEP/DLR/OSR determined not to utilize. We are requesting to zero out the remaining balance of this contract.

The effective date of the change order is March 31, 2024.

Change Order Approved by WVDEP:


Name	Title	Signature	Date
Nathan L. Parks	Engineer Chief	Nathan L. Parks <small>Digitally signed by: Nathan L. Parks DN: CN = Nathan L. Parks email = nathan.l.parks@wv.gov C = US O = WVDEP OU = DLR/OSR Date: 2024.12.05 14:24:27 -05'00'</small>	
Matthew L. Butler	Deputy Director	Matthew L Butler <small>Digitally signed by: Matthew L. Butler DN: CN = Matthew L. Butler email = matthew.l.butler@wv.gov C = US O = WVDEP OU = DLR Date: 2024.12.26 14:42:20 -05'00'</small>	

Re: Change Order # 6 Decrease & Close
Contract Number: CCT DEP16*09

Completion of this change order approval process requires:

- ☒ your signature below
- ☒ a current copy of your contractor's license - *N/A FOR ENGINEERING, ASK.*

I am in agreement with the changes as outlined in this letter and Attachment A.
(vendor signature required below)

Name	Title	Signature	Date
Michael Kearns	SENIOR CIVIL PROJECT MGR.		12-12-24

Please email the signed documents to DEPDLRProcurement@wv.gov within 7 days of receipt of this letter.

If a Bond Rider is required, please mail the original to:

WV Dept. of Environmental Protection
Office of Special Reclamation
Attn: Melanie Simpson
601 57th Street SE
Charleston, WV 25304

cc: Leah Dishner

CHANGE ORDER NUMBER: 6

VENDOR/ CONTRACTOR: Tetra Tech, Inc

The following changes will be implemented as part of this contract change order:

[illegible]

March 31, 2024

\$249,100.00

\$15,000.00

\$264,100.00

(\$17,141.00)

\$246,959.00

March 31, 2024

To: All State Agencies Under Purchasing Division

From: Samantha Willis, Director & General Counsel

WV Purchasing *SLW*

Date: January 23, 2025

Re: \$100,000 Spending Requests

CCT DEP16*09 CO#6

EOI Royal Coal Co, P-688 &R-676

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

Gary W Rogers
Digitally signed by Gary W Rogers
DN: cn = Gary W Rogers, email = gary.w.rogers@wv.gov, o =
WV Dept of Environmental Protection, ou = Public
Services
Date: 2025.01.24 15:00:33 -0500

Agency Head

Date

Harold W. Ward
Cabinet Secretary/Department Head

1-26-2025
Date

[Signature]
Governor's Office Representative

2/28/2025
Date

West Virginia Secretary of State — Online Data Services

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.

TETRA TECH, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	12/13/2002		12/13/2002	Foreign	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		Control Number	52423
Charter State	DE	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses

Type	Address
Local Office Address	1538 KANAWHA BLVD CHARLESTON, WV, 25387
Mailing Address	3475 E. FOOTHILL BLVD. PASADENA, CA, 91107 USA
Notice of Process Address	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office Address	3475 E. FOOTHILL BLVD. PASADENA, CA, 91107 USA
Type	Address

Officers

Type	Name/Address
Director	GARY R. BIRKENBEUEL 3475 EAST FOOTHILL BLVD. PASADENA, CA, 91107
Director	PRASHANT GANDHI 3475 E FOOTHILL BLVD PASADENA, CA, 91107
Incorporator	RICHARD A. LEMMON 630 N. ROSEMEAD BLVD. PASADENA, CA, 91107 USA
Secretary	PRESTON HOPSON 3475 EAST FOOTHILL BLVD. PASADENA, CA, 91107
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
MAXIM TECHNOLOGIES	TRADENAME	5/13/2004	10/3/2006
MCNAMEE INDUSTRIAL SERVICES, INC.	TRADENAME	4/4/2003	5/28/2008
DBA Name	Description	Effective Date	Termination Date



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

Search

All Words

e.g. 1606N020Q02

Select Domain
Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions

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

"tetra tech inc"



Classification



Excluded Individual



Excluded Entity



Federal Organizations



Exclusion Type



- ☒ Ineligible (Proceedings Pending)
- ☒ Ineligible (Proceedings Complete)
- ☒ Prohibition/Restriction
- ☒ Voluntary Exclusion

Exclusion Program



Location



Dates



Reset 



No matches found

We couldn't find a match for your search criteria.

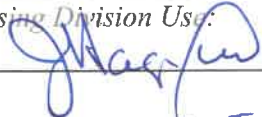
Please try another search or go back to previous results.

[Go Back](#)



Feedback

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u></u> Date: <u>3-6-25</u> Solicitation No. <u>CCT DEP16*09</u> <u>C/O #4</u>	Agency: DEP Procurement Officer Submitting Requisition: Jessica Smith Requisition No. CCT DEP16*09 PF No.: 27525
---	---

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"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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:

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20	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.

