



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

State of West Virginia
Contract

Order Date: 09-26-2022

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 0310 6546 DNR2200000001 4	Procurement Folder:	679661
Document Name:	A/E Services for DNR Lead Management Plan	Reason for Modification:	Change Order No. 01 issued to renew the contract for one year as per the attached documentation.
Document Description:	Change Order No. 01		
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:	2021-09-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-09-14

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000173443			Requestor Name:	James H Adkins
POTESTA & ASSOCIATES INC				Requestor Phone:	(304) 558-3397
7012 MACCORKLE AVE SE				Requestor Email:	jamie.h.adkins@wv.gov
CHARLESTON	WV	25304		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US					
Vendor Contact Phone:	999-999-9999	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 OF NATURAL RESOURCES PARKS & RECREATION-PEM SECTION 324 4TH AVE SOUTH CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

9-27-22 BHT

Total Order Amount:	\$240,000.00
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Purchasing Division's File Copy

ENTERED

John 9-26-2022

PURCHASING DIVISION AUTHORIZATION DATE: <i>9-27-22</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John & Gray</i> DATE: ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Beverly Tolson</i> DATE: <i>9-29-2022</i> ELECTRONIC SIGNATURE ON FILE
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9/28/2022

Extended Description:

Change Order

Change Order No. 01 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 09/15/2022 through 09/14/2023.

Renewals Remaining: Two (2).

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101500	0.00000		0.000000	\$240,000.00
Service From	Service To	Manufacturer	Model No		
2021-09-15	2023-09-14				

Commodity Line Description: Civil engineering

Extended Description:

Architectural/engineering services and contract administration for the development of a Lead Management Plan for 29 WV DNR owned shooting ranges.


WEST VIRGINIA

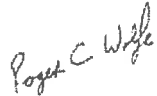


Governor Jim Justice

Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins
Chief Procurement Officer 

FROM: Roger C. Wolfe
Associate Engineer  **BAK**

DATE: August 23, 2022

SUBJECT: Statewide Shooting Range Evaluation
A/E services for DNR Lead Management Plan
CCT DNR22*01
Change Order #1, Contract Renewal #1

We, the West Virginia Division of Natural Resources, Planning, Engineering and Maintenance Section requests a renewal of the above contract under the current terms, conditions, and pricing.

If you have any questions or need any additional information, please feel free to contact me.

RW/rw



Engineers and Environmental Consultants

7012 MacCorkle Avenue, SE, Charleston, WV 25304 • (304) 342-1400 • www.potesta.com

VIA EMAIL ONLY

Mr. Roger Wolfe
West Virginia Division of Natural Resources
324 Fourth Avenue
South Charleston, West Virginia 25303


RE: Request for Contract Time Renewal
Engineering and Environmental Services
Public Shooting Range Improvements and
Lead Management Plan Development
PO No. CCT 310 6546 DNR 220000001-1
Potesta Project No. 0101-20-0040

Dear Mr. Wolfe:

Potesta & Associates, Inc. (POTESTA) is requesting a one-year renewal of the above-referenced purchase order with no increase in contract cost. The renewal will cover the period of September 15, 2022 to September 14, 2023 and will allow POTESTA to complete the required engineering and environmental services. Also enclosed is a current certificate of insurance and an executed purchasing affidavit.

Sincerely,

POTESTA & ASSOCIATES, INC.



Chris Grose, PE
Senior Engineer

DMK/rlh

Enclosures