



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: 07-11-2022

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CPO 0313 0313 DEP2200000041 4	<b>Procurement Folder:</b>	1029877
<b>Document Name:</b>	National Wetlands Inventory Mapping Updates for 24 counties	<b>Reason for Modification:</b>	Change Order No 1 to issue the Notice to Proceed per the attached.
<b>Document Description:</b>	Change Order No 1 to issue the Notice to Proceed		
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Joseph E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-07-08
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-11-09

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> VS0000039384 ST MARYS UNIVERSITY OF MINNESOTA 700 TERRACE HEIGHTS  WINONA MN 55987 US <b>Vendor Contact Phone:</b> 5074578746 <b>Extension:</b>  <b>Discount Details:</b> <table border="1"> <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			<b>Requestor Name:</b> Jessica S Chambers <b>Requestor Phone:</b> 304-926-0499 <b>Requestor Email:</b> jessica.s.chambers@wv.gov  <div style="font-size: 2em; font-weight: bold; text-align: center;">23</div> <p style="text-align: center;">FILE LOCATION _____</p>
	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 DIV OF WASTE AND WATER MGT  601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION DIVISION OF WATER AND WASTE MGT  601 57TH ST SE CHARLESTON WV 25304 US

<b>Total Order Amount:</b>	\$89,000.00
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Purchasing Division's File Copy

ENTERED

<b>PURCHASING DIVISION AUTHORIZATION</b> <b>DATE:</b> <i>Mark Atch</i> 7/14/2022 <b>ELECTRONIC SIGNATURE ON FILE</b>	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <b>DATE:</b> <i>John S. Gray</i> <b>ELECTRONIC SIGNATURE ON FILE</b>	<b>ENCUMBRANCE CERTIFICATION</b> <b>DATE:</b> <i>Mark Atch</i> JUL 22 2022 <b>ELECTRONIC SIGNATURE ON FILE</b>
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7/21/2022

**Extended Description:**

Change Order No 1 Notice to Proceed

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 Effective Dates: 7/8/2022 - 11/09/2023

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81151601	0.00000		0.000000	89000.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** NWI Wetlands Data for 24 WV counties

**Extended Description:**

NWI Wetlands Data will be created for 24 counties in WV as shown on Attachment A in the Specifications



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west virginia department of environmental protection

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Division of Water and Waste Management  
601 57 St SE Charleston, WV 25304  
304-926-0495

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

July 7, 2022

Andrew Robertson, Executive Director  
St Mary's University of Minnesota  
700 Terrace Heights  
Winona, MN 55987

Re: **Notice to Proceed**  
National Wetlands Inventory Mapping Updates for  
24 Counties. CPO 0313 DEP22\*41 1

Dear Mr. Robertson,

Please be advised that your Purchase Order for the above referenced project has been approved. Your official Notice to Proceed is for tomorrow, July 8, 2022. There are four-hundred and eighty-nine (489) calendar days in which to complete this project, up to and including November 9, 2023. The project cost for this work is \$89,000.

If you have any questions, please feel free to contact me by emailing [Mindy.S.Neil@wv.gov](mailto:Mindy.S.Neil@wv.gov).

Sincerely,

**Mindy S. Neil**

Mindy S. Neil,  
Assistant Director

Digitally signed by Mindy S.  
Neil  
Date: 2022.07.08 07:39:02  
-04'00'