



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: 01-18-2023

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 0313 0313 DEP1700000008 12	Procurement Folder:	140338
Document Name:	EOI: Jefferson County Landfill Leachate Tank Study	Reason for Modification:	Change Order 4 - No Cost Time Extension
Document Description:	Change Order 4 - No Cost Time Extension		
Procurement Type:	Central Purchase Order		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2017-02-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-01-31

VENDOR		DEPARTMENT CONTACT			
Vendor Customer Code:	000000232671	Requestor Name:	Jessica S Chambers		
TETRA TECH INC 1538 KANAWHA BLVD E STE 110		Requestor Phone:	304-926-0499		
CHARLESTON WV 25311		Requestor Email:	jessica.s.chambers@wv.gov		
US		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>			
Vendor Contact Phone:	304-414-0054			Extension:	103
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
ENVIRONMENTAL PROTECTION OFFICE OF ENVIRONMENTAL REMEDIATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV 25304 US

Total Order Amount:	\$150,634.00
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: 1/19/23 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 1/24/23 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 1/25/23 ELECTRONIC SIGNATURE ON FILE
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1/24/2023

Extended Description:

Change Order 4 - No Cost Time Extension

Change Order 4 is issued to extend the original contract to 1/31/2024 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to allow additional time to complete the revisions necessary of the design services.

Extend Contract From: 2-01-2023 to 1-31-2024

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	81100000	0.00000		0.000000	150634.00
Service From	Service To	Manufacturer	Model No		
2017-02-01	2024-01-31				

Commodity Line Description: Leachate Holding Tank Study

Extended Description:

Leachate Holding Tank Study, Recommendation and Construction QA/QC for the Jefferson County Landfill per the attached specifications, bid requirements, and terms and conditions, incorporated here by reference and made a part hereof.



west virginia department of environmental protection

Division of Land Restoration
Landfill Closure Assistance Program
601 57th Street, SE
Charleston, WV 25304
Phone: 304-926-0499
Fax: 304-457-5613

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

December 21, 2022

Tetra Tech, Inc.
Attn: Bill Smith
Senior Project Manager
661 Andersen Drive, Suite 200
Pittsburgh, PA 15220

RE: Change Order # 4
PO: Jefferson County Landfill Leachate
Tank Study
PO #: CPO DEP1700000008

Dear Mr. Smith:

The WVDEP Landfill Closure Assistance Program is issuing a Change Order to CPO DEP1700000008 to extend the length of the contract by 365 days according to all terms, conditions, prices, and specifications contained in the original contract including all authorized Change Orders.

The WVDEP Landfill Closure Assistance Program is issuing a change order to extend the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Change Order #4 is necessary to complete the tank upgrade design (Phase 3) and the completion of the documents needed for the bidding of the construction phase of this project (Phase 4). The tank upgrade design needed to be revised to incorporate the communication and flow meter system that LCAP has been installing at all of the Landfills that are in the LCAP Program. This caused a delay due to Tetra Tech needing time to review the communication system specifications before incorporating them into the tank upgrade specifications.

The effective date of the CO #4 is February 1, 2023 through January 31, 2024.

Change Order Approved by WVDEP:

Table with 4 columns: Name, Title, Signature, Date. Rows include Catherine Guynn (LCAP Program Manager) and Dave McCoy (DLR Engineer Chief) with digital signatures and dates.

Completion of this change order approval process requires:

- your signature below
- a current copy of your contractor's license
- a current copy of your insurance certificate
 - WVDEP must be listed as additional insured and the contract number must be listed in the extended description
- a Bond Rider in the amount of (N/A)

I am in agreement with the changes as outlined in this letter (Vendor signature required below).

Name	Title	Signature	Date
Bill Smith, P.E.	Senior Project Manager	Bill Smith <small>Digitally signed by Bill Smith DN: c=US, E=BillSmith@wvdeh.com, O=West Virginia Dept. of Highways Date: 2012.12.20 08:55:30pp</small>	

Please email the signed documents to depicapinvoice.com within 7 days of receipt of this letter. If you have any questions, please contact at 304-926-0499 ext. 41209 or via email at catherine.n.guynn@wv.gov.

Sincerely,



Catherine Guynn
LCAP Program Manager

cc: Melanie Simpson
Mathew Butler
Jason Pennington