



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: 05-16-2023

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 9163 DEP2300000015 2	Procurement Folder:	1138607
Document Name:	Ragland (Mounts) Landslide Emergency Engineering	Reason for Modification:	
Document Description:	Ragland (Mounts) Landslide Emergency Engineering	Change Order 1 To Extend, Decrease and Close Contract	
Procurement Type:	Central Emergency Purchase		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-09-13
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-11-04

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000173443			Requestor Name:	Jessica S Chambers
POTESTA & ASSOCIATES INC 7012 MACCORKLE AVE SE				Requestor Phone:	304-926-0499
CHARLESTON WV 25304				Requestor Email:	jessica.s.chambers@wv.gov
US				<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
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
ENVIRONMENTAL PROTECTION OFFICE OF AML&R 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION OFFICE OF AML&R 601 57TH ST SE CHARLESTON WV 25304 US

5-18-23 BAK

Total Order Amount:	\$36,277.50
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mund... 5/18/2023</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>5/25/2023</i> ELECTRONIC SIGNATURE ON FILE
	5/25/2023	

Extended Description:

Change Order

Change Order No. 1 issued to decrease, extend and close the contract according to all terms, conditions and specifications contained in the contract including all authorized change orders.

Original Contract Sum: \$49,972.80
Change Order #1 Decrease: \$13,695.30

New Contract Total: \$36,277.50

Effective Date: October 29, 2022-November 4, 2022

All provisions of the of the original contract and the 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	36277.50
Service From	Service To	Manufacturer	Model No		
2022-09-13	2022-11-04				

Commodity Line Description: Professional Engineering Services - Emergency

Extended Description:



west virginia department of environmental protection

Administrative Services
601 57th Street SE
Charleston, WV 25304-2345
304-926-0499 Phone
304-926-0491 Fax

Harold Ward, Cabinet Secretary
dep.wv.gov

MEMORANDUM

Date: May 11, 2023

To: Jessica Chambers Smith, ASM II

From: Katrina Dufourny, Procurement Specialist, Sr.

Subject: Processing Delay CPO DEP23*015 Ragland (Mounts) Landslide Emergency Engineering

This change order is to decrease, extend the original end date and close this contract. While the work was completed in November, the processing of this change order was delayed due to waiting to process first payment and due to delays in administrative processing.

*OK
Munich
5/15/2023*



APPROVED
[Signature]
5/18/23

west virginia department of environmental protection

Division of Land Restoration Office of Abandoned Mine Lands 1159 Nick Rahall Greenway Fayetteville, WV 25840 304 574 4465	Harold D. Ward, Cabinet Secretary dep.wv.gov
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4/10/23

Potesta & Associates, Inc.
 Attn: Dana Burns, Vice President of Engineering
 7012 MacCorkle Avenue
 Charleston, WV 25304

Re: Change Order # 1
 Project Name: Ragland (Mounts) Landslide
 Project Number: 2022-SOU-059-089
 Contract Number: CPO DEP23*15

Mr. Burns:

The WVDEP Office of Abandoned Mine Lands is issuing a change order to extend the date and decrease the amount of the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Due to difficulties encountered during drilling activities, the contract shall be extended 7 days until November 4, 2022. Also, this letter acknowledges the addition of Water Set Up due to the assumed source did not provide adequate volume and the use of a Mini Excavator to gain access to the drilling site due to poorer than observed conditions during the site visit.

The contract is being decreased by \$13,695.30 to \$36,277.50 due to work deemed unnecessary by the consultant and will not be billed. Also, it is being decreased due to less design effort than proposed to complete the project.

Change Order Approved by WVDEP:

Name	Title	Signature	Date
Chris Matkins	Regional Engineer	Chris Matkins <small>Digitally signed by: Chris Matkins DN: cn = Chris Matkins, email = christopher.l.matkins@wv.gov, c = AD, o = WVDEP, ou = / AML Date: 2023.04.13 12:51:38 -0500</small>	4/13/23


(signature of Deputy Director or Director is ONLY required when change order(s) total increase exceeds 10% when compared to original contract amount)

Re: Change Order 1
Purchase Order No.: DEP23*15

Completion of this change order approval process requires.
 your signature below

I am in agreement with the changes as outlined in this letter.

(Vendor signature required below)

Name	Title	Signature	Date
DANA L. BURNS	Vice President		7/11/2023

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