



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: 01-29-2024

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 DEP1800000005 8	<b>Procurement Folder:</b>	350140
<b>Document Name:</b>	Ware Lumber Site Inspection Engineering Project	<b>Reason for Modification:</b>	
<b>Document Description:</b>	Ware Lumber Site Inspection Engineering Project	Change Order 2 is issued to reduce the unused balance per the attached documentation	
<b>Procurement Type:</b>	Central Purchase Order		
<b>Buyer Name:</b>	Brittany E Ingraham		
<b>Telephone:</b>	(304) 558-0067		
<b>Email:</b>	brittany.e.ingraham@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2017-08-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2018-11-30

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000011254	<b>Requestor Name:</b>	Bobbi J Chestnut
ENVIRONMENTAL STANDARDS INC 1140 VALLEY FORGE RD PO BOX 810		<b>Requestor Phone:</b>	(304) 414-1139
VALLEY FORGE PA 19482 0810 US		<b>Requestor Email:</b>	b.j.chestnut@wv.gov
<b>Vendor Contact Phone:</b>	610-935-5577		
<b>Extension:</b>	406		
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**24**  
FILE LOCATION \_\_\_\_\_

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF ENVIRONMENTAL REMEDIATION 601 57TH ST SE CHARLESTON WV 25304 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS  No City WV 99999 US

2-2-2024 bc  
2-22-24 bc

**Total Order Amount:** \$55,927.50

Purchasing Division's File Copy

JA 2-1-24

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>1/11/2024</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>John D. Gray</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>2-29-24</i> ELECTRONIC SIGNATURE ON FILE
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*2/1/2024*

**Extended Description:**

Change Order

Change Order No. 2 is issued to reduce the unused balance on contract dated August 1, 2017 through November 30, 2018 per the attached document:

Original Contract Total: \$61,611.50  
 Change Order 1: Time Extension Only  
 Change Order 2: (\$5,684.00)

New Contract Total: 55,927.50

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	55927.50
Service From	Service To	Manufacturer	Model No		
2017-08-01	2018-11-30				

**Commodity Line Description:** Ware Lumber Site Inspection

**Extended Description:**

The Vendor, Environmental Standards, Inc., agrees to enter into a contract with the agency, The West Virginia Department of Environmental Protection, to complete an Environmental Site Assessment at Ware Lumber.

The dates of service will be 08/01/2017 to 11/30/2018



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west virginia department of environmental protection

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Office of Environmental Remediation  
1159 Nick Rahall Greenway  
Fayetteville, WV 25840  
(304) 574-4465

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

January 24, 2024

Ms. Lydia Work, LRS  
Montrose Environmental  
1140 Valley Forge Road  
PO Box 810  
Valley Forge, PA 19482

**VIA EMAIL**

**RE: CPO DEP18\*5 – EOI: Ware Lumber Site Inspection**

Ms. Work,

The West Virginia Department of Environmental Protection is requesting a closeout of contract CPO DEP18\*5. The work has been completed and all invoices have been paid. The remaining balance on the contract is \$5,684.00. To remove this purchase order off our records, we will need to process a change order to close the remaining balance.

Please sign below indicating that the work has been completed and that all invoices have been paid and return in its entirety to my attention.

Thank you in advance for your assistance in this matter. Should you have any questions, please call me at (304) 881-2830.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan McCreary", is written over a faint, larger version of the same signature.

Alan McCreary, PG  
Project Manager, ERS III  
WVDEP-OER

I agree that all invoices have been paid and that there is no outstanding balance due against the purchase order DEP18\*5 by Environmental Standards, now Montrose Environmental. I agree that this purchase order should be closed out and any remaining balance should be released.

Lydia M. Work


Director of Operations

1/24/2024

Printed Name

Title

Date

  
Signature

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. Hays (W)</u> Date: <u>2-1-24</u>	Agency: WV DEP
Solicitation No. <u>CPO DEP 18005</u> <u>C/O # 2</u>	Procurement Officer Submitting Requisition: JESSICA CHAMBERS SMITH
	Requisition No. CPO DEP1800000005
	PF No.: 350140

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 checked="" type="checkbox"/>	<input type="checkbox"/>
2 Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
4 Use of most current terms and conditions <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5 Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6 Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7 Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8 Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9 Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
<b>10 Insurance requirements</b>				
<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>11 Office of Technology CIO pre-approval</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>12 Treasurer's Office (banking) pre-approval</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**FOR CHANGE ORDERS/RENEWALS:**

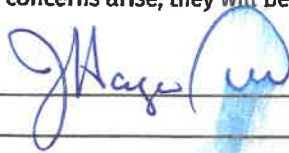
<b>1 Two-party agreement</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>2 Standard change order language</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3 Office of Technology CIO approval</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>4 Justification for price increases/backdating/other</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>5 Bond Rider (Construction)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>6 Secretary of State Verification</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>7 State debarment verification</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>8 Federal debarment verification</b>	<input checked="" type="checkbox"/>	<input 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.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_



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### Business Organization Detail

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### ENVIRONMENTAL STANDARDS, INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C   Corporation	1/3/2017		1/3/2017	Foreign	Profit				

Organization Information	
<b>Business Purpose</b>	5416 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)
<b>Capital Stock</b>	
<b>Charter County</b>	<b>Control Number</b>
<b>Charter State</b>	PA
<b>Excess Acres</b>	X Close
<b>At Will Term</b>	M Ma Hi, I'm SOLO I'm here to help you launch your new LLC.
<b>At Will Term Years</b>	Pa
<b>Authorized Shares</b>	Young Entrepreneur Not Specified

**Addresses**

Type	Address
<b>Local Office Address</b>	1140 VALLEY FORGE ROAD P O BOX 810 VALLEY FORGE, PA, 194820810
<b>Mailing Address</b>	5120 NORTSHORE DRIVE NORTH LITTLE ROCK, AR, 72118
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
<b>Principal Office Address</b>	5120 NORTSHORE DRIVE NORTH LITTLE ROCK, AR, 72118 USA
Type	Address

**Officers**

Type	Name/Address
<b>Director</b>	NASYM AFSARI 4 PARK PLAZA SUITE 790 IRVINE, CA, 92614
<b>Director</b>	JOSE REVUELTA 4 PARK PLAZA SUITE 790 IRVINE, CA, 92614
<b>President</b>	VIJAY MANTHRIPRAGADA 4 PARK PLAZA SUITE 790 IRVINE, CA, 92614
<b>Secretary</b>	NASYM AFSARI 4 PARK PLAZA SUITE 790 IRVINE, CA, 92614
<b>Treasurer</b>	ALLAN DICKS 4 PARK PLAZA SUITE 790 IRVINE, CA, 92614
Type	Name/Address

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