



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

State of West Virginia  
**Master Agreement**

Order Date: 02-24-2025

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:	CMA 0313 0313 DEP2300000002 4	Procurement Folder:	1067892
Document Name:	OSR Polymer - Open End	Reason for Modification:	Change Order #3 to add commodity line
Document Description:	OSR Polymer - Open End		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-08-17
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-08-16

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000013561 PHOENIX SOLUTIONS LLC 1910 Dents Run Rd  Morgantown WV 26501-2303 US Vendor Contact Phone: 304-212-4700 Extension:  Discount Details: <table><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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Jessica S Chambers Requestor Phone: 304-926-0499 Requestor Email: jessica.s.chambers@wv.gov  <b>2025</b> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF SPECIAL RECLAMATION 47 SCHOOL ST, STE 301 PHILIPPI WV 26416 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER  No City WV 99999 US

3/6/25 66

Purchasing Division's File Copy

Total Order Amount: Open End

PURCHASING DIVISION AUTHORIZATION  
DATE: *Mark A. [Signature]* 3/6/2025  
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
DATE: *[Signature]*  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: *3-7-25*  
ELECTRONIC SIGNATURE ON FILE

3/7/2025

**Extended Description:**

Change Order

Change Order No. 3 issued to add commodity line 10 "Anionic Emulsion Polymer-Monongalia County" to the original contract according to all terms, conditions and specifications contained in the contract including all authorized change orders.

Effective Date: January 28, 2025

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	Manufacturer	Model No	Unit	Unit Price
1	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Clay County**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Grant County**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Marion County**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Mineral County**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Monongalia County**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Preston County

**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	47131910			LB	2.290000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Cationic Emulsion Polymer - Upshur County

**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	47131910			LB	1.760000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Anionic Emulsion Polymer - Marion County

**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	47131910			LB	2.880000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Anionic Dry Polymer - Marion County

**Extended Description:**

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	47131910			LB	1.760000
Service From		Service To		Service Contract Amount	
				0.00	

**Commodity Line Description:** Anionic Emulsion Polymer - Monongalia County

**Extended Description:**



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west virginia department of environmental protection

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Division of Land Restoration  
Office of Special Reclamation  
601 57th Street SE  
Charleston, WV 25304  
Phone: (304) 926-0499  
Fax: (304) 926-0485

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

January 28, 2025

Jay Clingenpeel  
Phoenix Solutions, LLC  
1910 Dent Run Rd  
Morgantown, WV 26501-2303

**Re Contract: CMA DEP23\*02 - OSR Polymer - Open End**

Mr. Clingenpeel

The West Virginia Department of Environmental Protection Office of Special Reclamation is proposing to add an additional site to our existing contract, CMA DEP23\*02, specifically pertaining to the addition of the Richard Mine Treatment Facility site located in Monongalia County.

According to the specifications **6.2 Delivery Locations:** Additional Water Treatment Facilities may be added as they are established. The West Virginia Department of Environmental Protection Office of Special Reclamation is proposing that Phoenix Solutions, LLC honor the addition of commodity line 10 "Anionic Emulsion Polymer - Monongalia County" for \$1.76 lb for the Richard Mine site.

If your company agrees to this addition, please sign below, and return the required documents to address listed above or via email at [depdlrprocurement@wv.gov](mailto:depdlrprocurement@wv.gov).

Should you have any questions or require further clarification regarding the additional site, please email [depdlrprocurement@wv.gov](mailto:depdlrprocurement@wv.gov).

**Kent Light**  
Digitally signed by: Kent Light  
DN: CN = Kent Light, email = kent.d.  
light@wv.gov C = US O = WVDEP  
Date: 2025.01.28 07:48:02 -05'00'

WVDEP Representative


1/28/2025

Date

Promoting a healthy environment.

To Be Completed by the Vendor:

We agree to the addition of commodity line 10 for contract CMA 23\*02 for the period as stated according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

Jay Clingenpeel   
Name/Signature

1-28-2025  
Date

STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
PURCHASING DIVISION

To: All State Agencies Under Purchasing Division  
From: Samantha Willis, Director & General Counsel  
WV Purchasing *SLW*  
Date: January 23, 2025  
Re: \$100,000 Spending Requests

CMA DEP23-02 CO3 OSR Polymer

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

Gary W Rogers  
Digitally signed by Gary W Rogers  
DN: cn = Gary W Rogers, email = gary.w.rogers@wv.gov, o =  
State of West Virginia, ou = WV Dept of Environmental Protection, ou = Policy  
Services  
Date: 2025.02.24 15:09:33 -0500

Agency Head

Date

*Harold W. Ward*  
Cabinet Secretary/Department Head

*1-26-2025*  
Date

*[Signature]*  
Governor's Office Representative

*2/28/2025*  
Date

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

### PHOENIX SOLUTIONS LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	3/13/2017		3/13/2017	Domestic	Profit			

Organization Information			
Business Purpose	4246 - Wholesale Trade - Wholesale Trade, Nondurable Goods - Chemical and Allied Products Merchant Wholesalers (plastics, other)	Capital Stock	
Charter County	Monongalia	Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years	Par Value		
Authorized Shares	Young Entrepreneur		Not Specified

**Addresses**

Type	Address
<b>Designated Office Address</b>	1910 DENTS RUN ROAD MORGANTOWN, WV, 26501
<b>Mailing Address</b>	1910 DENTS RUN ROAD MORGANTOWN, WV, 26501
<b>Notice of Process Address</b>	JAMES LAURITA III 1910 DENTS RUN RD MORGANTOWN, WV, 26501
<b>Principal Office Address</b>	1910 DENTS RUN ROAD MORGANTOWN, WV, 26501 USA

**Officers**

Type	Name/Address
<b>Member</b>	JAY CLINGENPEEL 1910 DENTS RUN ROAD MORGANTOWN, WV, 26764
<b>Member</b>	JAMES LAURITA III 1910 DENTS RUN ROAD MORGANTOWN, WV, 26501
<b>Organizer</b>	JAMES LAURITA JR 1910 DENTS RUN ROAD MORGANTOWN, WV, 26501

**DBA**

DBA Name	Description	Effective Date	Termination Date
PHOENIX SOLUTIONS	TRADENAME	3/13/2017	

**Annual Reports**

Filed For
2024
2023





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Disaster Response Registry

Responsibility / Qualification

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- ☐ All Words ⓘ
- ☐ Exact Phrase ⓘ

e.g. 123456789, Smith Corp

"Phoenix Solutions LLC" ×

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Excluded Entity



Federal Organizations



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Feedback

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:		Agency:
Buyer: <u>J. Haggard</u>	Date: <u>3-5-25</u>	DEP
Solicitation No. <u>CMA DEP23*02</u>		Procurement Officer Submitting Requisition:
<u>40#3</u>		Jessica Smith
		Requisition No.
		CMA DEP23*02
		PF No.:
		1067892

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 type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

### FOR CHANGE ORDERS/RENEWALS:

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" 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.

