



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: 03-05-2025

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:	CPO 0313 0313 DEP2200000045 9	Change Order No:		Procurement Folder:	1046643
Document Name:	DWWM Solid Waste Permit Document Generation Enhancement			Reason for Modification:	
Document Description:	DWWM Solid Waste Permit Document Generation Enhancement			Change Order	
Procurement Type:	Central Sole Source			Change Order #5 is being issued as a no cost time extension.	
Buyer Name:	Joseph E Hager III				
Telephone:	(304) 558-2306				
Email:	joseph.e.hageriii@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2022-08-01
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2025-08-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000022678 ENFOTECH & CONSULTING INC 1368 HOW LN  NORTH BRUNSWICK NJ 08902-1792 US Vendor Contact Phone: 732-839-1688 Extension: 107  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>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			Requestor Name: Jessica S Chambers Requestor Phone: (304) 414-1140 Requestor Email: jessica.s.chambers@wv.gov  <b>2025</b> FILE LOCATION _____
	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

Total Order Amount:	\$37,980.00
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00V 3/26/25

Purchasing Division's File Copy

JA 3-25-25

PURCHASING DIVISION AUTHORIZATION DATE: <u>3/25/2025</u> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <u>3/25/2025</u> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <u>4-1-25</u> ELECTRONIC SIGNATURE ON FILE
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4/1/2025

**Extended Description:**  
CO No 5

CO No 5 is issued to extend the original contract to August 31, 2025 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 complete the project only.

Effective date of change: February 28 2025.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43232802	0.00000		0.000000	37980.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** Solid Waste Permit Document Generation Enhancement

**Extended Description:**



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west virginia department of environmental protection

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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**

**To:** Tony Jeng, Enfotech & Consulting, Inc.-Executive Vice President

**From:** Jessica Chambers-Smith, WVDEP –Procurement Manager

**Date:** February 28, 2025

**Subject:** Time Extension for Purchase Order # CPO DEP2200000045- DWWM Solid Waste Permit Document Generation Enhancement Change Order No. 05

The WVDEP Division of Water and Waste Management is currently assessing the status of the contract referenced above, which is set to expire on February 28, 2025. During our meeting on February 24, 2025, we requested an update on the E-Permitting system. Based on that discussion, we have determined that extending the contract is necessary. Change Order No. 05 will extend the contract without any additional cost to the agency, moving the contract's end date to August 31, 2025.

This extension is needed to complete the Groundwater, Water Use, and Solid Waste components of the system, and this Purchase Order is directly linked to CCT DEP2100000002 which is also being extended. Please see the attached project status log dated 2/24/2025.

Please see the E-permitting project timeline for deliverables to Production environment below:

Components	Date
Ground Water phase 1, 2, 3 (GPP, Dust Suppressants, GPP, MW Driller, Remediation, and Inspection)	2/28/2025
Water Use (LQUIW, LQUOG, and LQUWP)	2/28/2025

Ground Water phase 4, 5 (Variance and UIC)	4/30/2025
Solid Waste (all templates)	3/31/2025
Solid Waste (workflow for all new permit types)	4/30/2025
Solid Waste (workflow for Renewals)	4/30/2025
Solid Waste (workflow for Modifications)	4/30/2025
HW permits (TSD and CA)	5/31/2025
Financial Assurance	6/30/2025
Reports (Tonnage, Annual Report and GW Report)	7/31/2025
Final Testing, Tuning, Training, and Contract sign-off	8/31/2025

If you agree to extend the contract for the period as stated above, according to the terms, conditions, prices, and specifications contained in the original contract including all authorized change orders, please sign below and return to me as soon as possible for processing. If you have any questions, please feel free to contact me at [Jessica.ChambersSmith@wv.gov](mailto:Jessica.ChambersSmith@wv.gov) or at (304)926-0499 ext. 41140.

**Jessica Smith**

Digitally signed by: Jessica Smith  
DN: CN = Jessica Smith email = jessica.chamberssmith@wv.gov C = AD O = DEP OU = Business Operations  
Date: 2025.03.05 12:56:27 -05'00'

Jessica Chambers-Smith, ASM II, DEP

**Tony C Jeng**

Digitally signed by Tony C Jeng  
DN: cn=Tony C Jeng, o=EnfoTech & Consulting, inc, ou=EnfoTech, email=Tony\_Jeng@enfoTech.com, c=US  
Date: 2025.03.04 17:59:23 -05'00'

Tony Jeng, Vice President, Enfotech

3/05/2025

Date

March 4, 2025

Date



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY

Eric L. Householder  
Cabinet Secretary

State Capitol  
Charleston, West Virginia 25305

Heather D. Abbott  
Chief Information Officer

**TO: David Robles, Procurement Specialist Sr.  
Department of Environmental Protection**

**FROM: Heather D. Abbott, Chief Information Officer  
Office of Technology**

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
IS&C NUMBER: 2025-2460 Expedite**

**DATE: February 26, 2025**

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for 6 month no cost time extension CPO DEP2200000045 - DWWM Solid Waste Permit Document Generation Enhancement, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).

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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.*

### ENFOTECH & CONSULTING, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	12/8/2020		12/8/2020	Foreign	Profit			

Organization Information								
<b>Business Purpose</b>	5182 - Information - Data Processing, Hosting, and Related Services - Data Processing, Hosting and Related Services			<b>Capital Stock</b>				
<b>Charter County</b>				<b>Control Number</b>				
<b>Charter State</b>	NJ			<b>Excess Acres</b>				
<b>At Will Term</b>				<b>Member Managed</b>				
<b>At Will Term Years</b>				<b>Par Value</b>				
<b>Authorized Shares</b>				<b>Young Entrepreneur</b>	No			

**Addresses**

Type	Address
<b>Local Office Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902
<b>Mailing Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902 USA
<b>Notice of Process Address</b>	ENFOTECH & CONSULTING INC. 1368 HOW LANE NORTH BRUNSWICK, NJ, 08902
<b>Principal Office Address</b>	1368 HOW LANE NORTH BRUNSWICK, NJ, 08902 USA
Type	Address

**Officers**

Type	Name/Address
<b>President</b>	LI-YIN JENG 7 MEETINGHOUSE COURT PRINCETON, NJ, 08540
<b>Secretary</b>	JASON HUANG 1 FINDLAY LANE PRINCETON JUNCTION, NJ, 08550
<b>Vice-President</b>	TONY JENG 7 MEETINGHOUSE COURT PRINCETON, NJ, 08540
Type	Name/Address

**Annual Reports**

Filed For
2024
2023
2022
2021
Date filed

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For more information, please contact the Secretary of State's Office at 304-558-8000.





**Subaward Reporting is coming to SAM.gov on March 8th**  
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Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions

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- ☐ Exact Phrase i

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Feedback

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. Man</u> Date: <u>3-25-25</u> Solicitation No. <u>CPO DEP 2200000045</u>	Agency: WV DEP Procurement Officer Submitting Requisition: Jessica S Chambers Requisition No. CPO DEP2200000045 PF No.: 1046643
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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"/>
9	Fleet Management Division 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
<b>10</b>	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"/>
<b>11</b>	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>12</b>	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### FOR CHANGE ORDERS/RENEWALS:

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

**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:**

