



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

State of West Virginia
Contract

Order Date: 10-31-2025

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:	CCT 0310 6502 DNR2400000001 4	Procurement Folder:	1143477
Document Name:	A&E - Cacapon Resort New Bike Trails	Reason for Modification:	Change Order No. 01 issued to renew the contract for one year as per the attached documentation.
Document Description:	A&E - Cacapon Resort New Bike Trails		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph (Josh) E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2023-07-24
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-07-23

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000160928 CIVIL & ENVIRONMENTAL CONSULTANTS INC 700 CHERRINGTON PKWY MOON TOWNSHIP PA 15108 US Vendor Contact Phone: 304-933-3119 Extension:	Requestor Name: James H Adkins Requestor Phone: (304) 558-3397 Requestor Email: jamie.h.adkins@wv.gov																				
Discount Details:	2026 FILE LOCATION _____																				
<table><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr><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></table>			Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered		
		Discount Allowed	Discount Percentage	Discount Days																	
#1		No	0.0000	0																	
#2		Not Entered																			
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
PARKS & RECREATION-PEM SECTION DIVISION OF NATURAL RESOURCES 112 CALIFORNIA AVENUE BLDG 4 CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

CR 11-10-25

Total Order Amount: \$363,010.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>11/10/2025</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>11/13/2025</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Golly Reese</i> DATE: <i>12-2-25</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order

Change Order No. 01 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 07/24/2025 through 07/23/2026.

Renewals Remaining: One (1).

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	\$363,010.00
Service From	Service To	Manufacturer		Model No	
2023-07-24	2026-07-23				

Commodity Line Description: Professional engineering services

Extended Description:

Design and contract administration services of new bike trails at Cacapon Resort State Park.



AUTHORIZATION FOR CONTRACT EXTENSION

October 21, 2025

Mr. Matt Yeager
WVDNR
112 California Avenue
Charleston, WV 25305

Re: AE Contract Renewal- Cacapon Mtn Bike
CCT DNR2400000001

Dear Mr. Yeager:

Civil and Environmental Consultants, Inc. would like to renew our contract A&E contract – Cacapon Resort New Bike Trails CCT DNR2400000001. The renewal period will be from July 24, 2025 up to July 23, 2026. This renewal will be under the current terms, conditions, and pricing that we have previously agreed to.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

A handwritten signature in black ink that reads 'Colin M. McCardle'.

Colin McCardle
Project Manager

A handwritten signature in black ink that reads 'Jim Christie'.

Jim Christie, PLA
Principal



Governor Patrick Morrisey

Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins
Chief Procurement Officer

FROM: Jason Dingess, PE JRD
Engineer Associate

DATE: October 28, 2025

SUBJECT: WVDNR
Cacapon Resort State Park- Mtn Bike Trail
Backdate Justification memo
Renewal No. 1 for A/E Services Contract
CCT DNR24*01

The Planning, Engineering, and Maintenance Section (PEM) is requesting that changes be made to the above-mentioned project as outlined in Change Order No. 1 for this contract renewal.

It is understood that this contract is beyond 20 days past the original end date of the contract. There were uncontrollable delays in obtaining all the documentation required and therefor delayed the preparation of this document.

Respectfully,

JRD


Attachment

Governor Patrick Morrisey



Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins 
Chief Procurement Officer

FROM: Jason Dingess, PE **JRD**
Engineer Associate

DATE: October 28, 2025

SUBJECT: WVDNR
Cacapon Resort State Park- Mtn Bike Trail
Renewal No. 1 for A/E Services Contract
CCT DNR24*01

The attached documents represent an application for an AE Contract renewal for CEC Inc. for the above-mentioned project. The Planning, Engineering, and Maintenance Section (PEM) is requesting this renewal of the contract to allow CEC Inc. to continue providing contract administration services for the project. The renewal period will be from July 24, 2025 to July 23, 2026.

This will be the first one-year (1) renewal period. This renewal will maintain the same terms, conditions, and pricing as the original contract.

If you have any questions or need any additional information, please feel free to contact me.

JRD

Attachment

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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.

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	12/29/1994		12/29/1994	Foreign	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 0.0000
Charter County	Harrison	Control Number	0
Charter State	PA	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses

Type	Address
Local Office Address	120 GENESIS BLVD BRIDGEPORT, WV, 26330
Mailing Address	700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108 USA
Type	Address

Officers

Type	Name/Address
Director	DANIEL A. MALTESE 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
President	DUSTIN J KUHLMAN 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Secretary	D. TROY BLAIR 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Treasurer	FOREST RICHARDSON 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Vice-President	HARRY DRAVECKY 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Type	Name/Address

Name Changes

Date	Old Name
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"CIVIL & ENVIRONMENTAL CONSULTANTS, INC."

