
	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: 10-03-2025	CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.
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Order Number:	CPO 0310 6549 DNR2300000001 5	Change Order No:	3	Procurement Folder:	1106304
Document Name:	Coopers Rock New Cabins & Campground			Reason for Modification: Change Order No. 04 issued to increase the contract and adjust to final quantities per the attached documentation.	
Document Description:	Coopers Rock New Cabins & Campground				
Procurement Type:	Central Purchase Order				
Buyer Name:	Joseph (Josh) E Hager III				
Telephone:	(304) 558-2306				
Email:	joseph.e.hageriii@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2023-03-01
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2024-08-21

VENDOR		DEPARTMENT CONTACT																			
Vendor Customer Code:	000000185024	Requestor Name:	James H Adkins																		
WOLFES EXCAVATING LLC		Requestor Phone:	(304) 558-3397																		
70 Columbia Blvd		Requestor Email:	jamie.h.adkins@wv.gov																		
Clarksburg	WV																				
US	26301-9606																				
Vendor Contact Phone:	304-842-9050 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 colspan="3">Not Entered</td></tr><tr><td>#3</td><td colspan="3">Not Entered</td></tr><tr><td>#4</td><td colspan="3">Not Entered</td></tr></tbody></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	SUPERINTENDENT DIVISION OF NATURAL RESOURCES COOPERS ROCK STATE FOREST 61 COUNTY LINE DR BRUCETON MILLS WV 26525-5505 US

Purchasing Division's File Copy

Total Order Amount:	\$5,943,652.11
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PURCHASING DIVISION AUTHORIZATION DATE: <i>Monday - 10/07/2025</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>10/14/2025</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>10-14-25</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:
Change Order

Change Order No. 04 is issued to increase the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders, and to adjust to final quantities as defined in the attached documentation.

Effective date: 8/2124

Original Contract Price:	\$5,960,425.02
Change Order No. 02 Decrease:	(104,908.87)
Change Order No. 03 Increase:	62,388.45
Change Order No. 04 Increase:	25,747.51
<hr/>	
Contract New Total:	\$5,943,652.11

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	72000000	0.00000		0.000000	5855516.15
Service From		Service To		Manufacturer	Model No
2023-03-01		2024-08-21			

Commodity Line Description: Campground Construction

Extended Description:
Campground Construction

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	62388.45
Service From		Service To		Manufacturer	Model No
2023-03-01		2024-08-21			

Commodity Line Description: Change Order No. 03

Extended Description:
Campground Construction

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	72000000	0.00000		0.000000	25747.51
Service From		Service To		Manufacturer	Model No
2023-03-01		2024-08-21			

Commodity Line Description: Change Order No. 04

Extended Description:
Campground Construction



OK JHA
10-3-25

Governor Patrick Morrisey

Director Brett W. McMillon

September 12, 2025

Jamie H. Adkins, Chief Procurement Officer
WV Division of Natural Resources
Property and Procurement Office
112 California Ave.
Charleston, WV 25305

A handwritten signature in black ink, appearing to read "JH", is written over the name "Jamie H. Adkins".

RE: Coopers Rock State Forest
Cabins and Campground CPO DNR 2300000001
Change Order No. 4
20 day late letter

Dear Mr. Adkins,

We, the West Virginia Division of Natural Resources, Planning, Engineering and Maintenance Section requests that changes be made to the above referenced project as outlined in Change Order No. 4.

It is understood that this contract is beyond 20 days past the original end date of the contract. There were delays in gathering the information and documentation required for the final quantities change order.

Sincerely,

A handwritten signature in black ink, appearing to read "Deborah Demyan", is written in a cursive style.

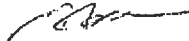
Deborah Demyan, Project Engineer
WV Division of Natural Resources
Parks and Recreation Section



Governor Patrick Morrisey

Director Brett W. McMillion

September 12, 2025

Jamie H. Adkins 
WV Division of Natural Resources
Property and Procurement Office
112 California Ave.
Charleston, WV 25305

RE: Coopers Rock State Forest
Coopers Rock New Cabins & Campground
CPO DNR 2300000001
Change Order No. 4

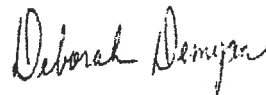
Dear Mr. Adkins,

The WV Division of Natural Resources, Planning, Engineering and Maintenance Section requests that changes be made to the contract documents of the subject project. Change Order No. 4 as outlined in Civil and Environmental Consultants letter is deemed necessary to complete the project in an acceptable manner. It includes increases for cabin access panels, additional casing and conduit, erosion matting along the cabins, paving additional parking spacing, crawlspace vents to provide additional air flow for fireplace, custom fireplace pipe penetration, enhancement of freeze protection for water pipes in crawl space and deducts for concrete steps, powder coated aluminum handrail, tie force main sewer into new manhole and reduction due to purchase of propane tanks by WVDNR to maintain service agreement for future tank filling operations.

Current contract amount	\$5,917,904.60
Change Order No. 4	\$25,747.51
New contract amount	\$5,943,652.11

The agency feels that this is a reasonable amount. This is the last change order to finalize the contract. If you have any questions, please contact me at 304-550-4892.

Sincerely,

A handwritten signature in cursive script, reading "Deborah Demyan".

Deborah Demyan, Project Engineer
WV Division of Natural Resources
Planning, Engineering and Maintenance Section



AIA®

Document G701® – 2017

Change Order

PROJECT: (Name and address)

Coopers Rock New Cabins &

Campground

OWNER: (Name and address)Division of Natural Resources Parks &
Recreation - PEM Section

112 California Avenue

Charleston, WV 25305

CONTRACT INFORMATION:

Contract For: General Construction

CPO DNR 2300000001

Date: 01/03/2023

ARCHITECT: (Name and address)

Civil & Environmental Consultants, Inc.

ZMM Architects and Engineers

CHANGE ORDER INFORMATION:

Change Order Number: 004

Date: 9-9-2025

CONTRACTOR: (Name and address)

Wolfe's Excavating, LLC

70 Columbia Blvd.

Clarksburg, WV 26301

THE CONTRACT IS CHANGED AS FOLLOWS:*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

1. Cabin Access Panels \$5,364.00
2. Additional Casings and Conduit \$16,195.00
3. Matting Along Cabins \$3,957.25
4. Pave Additional Parking Lots \$14,237.86
5. Crawl Space Vents, Stove Revisions & Heat Tape for Water Piping \$20,628.00
6. Concrete Steps (reduction) -\$4,128.15
7. Powder Coated Aluminum Handrail (reduction) -\$14,122.08
8. Tie Force Main into New Manhole (reduction) -\$533.88
9. Site Propane (reduction) -\$15,850.49

Total \$25,717.51

The original Contract Sum was	\$	5,960,425.02
The net change by previously authorized Change Orders	\$	-42,520.42
The Contract Sum prior to this Change Order was	\$	5,917,904.60
The Contract Sum will be increased by this Change Order in the amount of	\$	25,747.51
The new Contract Sum including this Change Order will be	\$	5,943,652.11

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be unchanged

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Civil & Environmental Consultants, Inc.

ARCHITECT (Firm name)**SIGNATURE**

Joseph D. Robinson, Vice President

PRINTED NAME AND TITLE

9-9-2025

DATE

Wolfe's Excavating, LLC

CONTRACTOR (Firm name)**SIGNATURE**James Pumphrey, Operations
Manager**PRINTED NAME AND TITLE**

9/10/25

DATE

WV Division of Natural Resources

OWNER (Firm name)**SIGNATURE**

Brett W. McMillion, Director

PRINTED NAME AND TITLE

9/14/25

DATE



AUTHORIZATION FOR ADDITIONAL/DEDUCTION SERVICES

CPO DNR 2300000001

September 10, 2025

Mr. Matt Yeager
WVDNR
112 California Ave
Charleston, West Virginia 25305

Dear Mr. Yeager:

Wolf's Excavating has requested a change order (CO#4; final contract change order) for the following summary of requested items:

- Item "Cabin Access Panel" is requested due to a request to provide access to MEP service lines behind finished walls.
- Item "Additional Casings and Conduit" is requested for future project (superintendent residence and laundry facility) for connection of sewer and electrical services that cross the planned paved roadway.
- Item "Matting Along Cabins" is requested to provide additional ground protection for roof runoff to avoid potential erosion of soil and mud splash on cabins.
- Item "Pave Additional Parking Lots" is requested to provide paving in non-ADA cabin locations to provide additional improved access and winter maintenance from vehicle to sidewalk for three (3) cabins sites.
- Item "Crawl Space Vents, Stove Revisions & Heat Tape for Water Piping" Crawl space vents have been requested to provide additional air flow for fireplace, inclusion of custom fireplace pipe penetration and enhancement of freeze protection for water pipes in crawl space.
- Item C17 "Concrete Steps" is requested for reduction due to field fit of sidewalk layout to avoid planned/designed steps.
- Item C18 "Powder Coated Aluminum Handrail" is requested for reduction due to field fit of sidewalk layout to avoid planned/designed steps.
- Item U13 "Tie Force Main into New Manhole" is requested for reduction due to coordination with treatment facility contractor completing manhole installation and completing tie in during installation.
- Item U29 "Site Propane" is requested for reduction due to purchase of tanks by WVDNR to maintain service agreement for future tank filling operations.

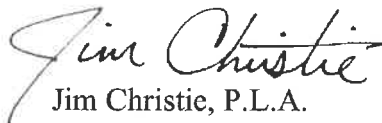
Mr. Matt Yeager
CEC Project 316-361
Page 2
September 10, 2025

The request includes deductions to quantities for bid items C17, C18 and U13 that have unit pricing per the current contract. The request includes deduction to quantity for bid item U29 that has a lump sum unit pricing per the current contract based on direct billing invoice. Items Cabin Access Panel, Additional Casings and Conduit, Matting Along Cabins, Pave Additional Parking Lots and Crawl Space Vents, Stove Revisions & Heat Tape for Water Piping have been provided with requested material and labor breakdown for a fair market pricing.

CEC approves Wolfe's Excavating Final Change Order #4 based on the information provided.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.


Jim Christie, P.L.A.
Principal


Joseph D. Robinson, P.E.
Vice President

[illegible]

- **Matting Along Cabin – \$3,957.25**

<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Labor</u>	<u>Equipment</u>	<u>Materials</u>	<u>Total Bid Price</u>
MATTING BELOW CABIN ROOF	1	LS	\$ 635.67	\$ 268.80	\$ 3,052.78	\$ 3,957.25

- **Pave Additional Parking Lots – \$14,237.86**

<u>Bid Item</u>	<u>Client</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Labor</u>	<u>Equipment</u>	<u>Materials</u>	<u>Total Bid Price</u>
780		PAVE 3 ADDITIONAL PARKING LOTS	1.00	LS	\$3,661.86	\$ 3,792.00	\$ 6,784.00	\$ 14,237.86

- **Crawl Space Vents, Stove Revisions, Heat Tape for Water Piping - \$20,628.00**

<u>Vents</u>		<u>Stove Revisions</u>		<u>Heat Tape for Water Piping</u>	
Materials	\$ 1,200.00	Materials	\$ 900.00	Materials	\$ 1,440.00
Labor	\$ 6,000.00	Labor	\$3,750.00	Labor	\$ 3,750.00
O&P	\$ 1,140.00	O&P	\$1,170.00	O&P	\$ 1,278.00
	\$ 8,340.00		\$5,820.00		\$ 6,468.00

- **Deductions – Zero Items Out – (\$18,784.11)**

<u>Bit Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Units</u>	<u>Total</u>
C18	Powder Coated Handrail	-112	LF	\$ (14,122.08)
C17	Concrete Steps	-36.7502	LF	\$ (4,128.15)
U13	Tie Force Main Into New Manhole	-1	EA	\$ (533.88)

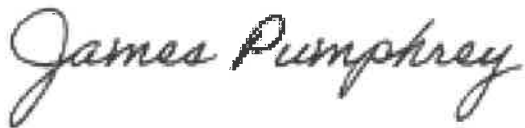
TOTAL CLOSEOUT CHANGE ORDER= \$41,598.00

Please let me know if you have any questions.

Technical Issues, Operations, General Pricing Practices:

James Pumphrey, Project Manager
Office – (304) 842-9050
Cell – (304) 641-7595
Email – jpumphrey@wolfesexcavating.com

Sincerely,

A handwritten signature in cursive script that reads "James Pumphrey". The ink is dark and the signature is fluid, with a large initial 'J' and a stylized 'P'.

James Pumphrey
Project Manager

Quotation

Bruceton Petroleum

Better. Faster. Service.

Company Address

116 Shannon Drive; Morgantown, WV 26508
Phone: 304.291.6981 Fax: 304.291.6984

Date 7/5/2024

Quotation # 514241

Customer ID

Quotation For

Cooper's Rock State Park

Quotation valid until: 8/5/2024

Prepared by:

Will begin setting Tanks week of
August 05, 2024

Comments or Special Instructions:

Customer will be required to have a trench dug/prepared at each cabin site before Bruceton Petroleum can run the piping and install each tank. Trench must be minimum depth of 18" as per code for Tank Installs. Tanks must be located 10' away from any ignition source; 2nd Stage regulator must be located 5' away from any ignition source or any opening. It is recommended that the line be protected in conduit or covered with sand. Additional fees will be assessed if Bruceton Petroleum is required to vent away the 2nd stage regulator to meet code requirements.

Salesperson	P.O. Number	Ship Date	F.O.B. Point	Terms
				Due on receipt

Quantity	Description	Unit Price	Taxable?	Amount
5	New 500 Gallon LP Tanks	\$ 2,529.25	Yes	\$ 12,646.25
10	5 1st Stage Regulators; 5 2nd Stage Regulators	\$ 71.50	Yes	\$ 715.00
5	Tank Installations (includes labor, risers, 1/2" plastic, tracer wire, fittings, hogtails and leak check for each tank)	\$ 250.00	Yes	\$ 1,250.00
250	Gallons Propane (each tank will need minimum 50 gallons propane so we can adequately perform leak checks)	\$ 1.45	No	\$ 362.50

Subtotal \$ 14,973.75

Tax Rate 6.00%

Sales Tax \$ 876.68

Other

TOTAL \$ 15,850.49

If you have any questions concerning this quotation, please contact:

Customer wants tank monitors installed on all tanks

Thank you for your business!

Brad Atkins
7-5-24
Cooper's Rock State Park SF

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Business Organization Detail

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WOLFE'S EXCAVATING, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	7/10/2007		7/10/2007	Domestic	Profit			

Organization Information			
Business Purpose	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)	Capital Stock	
Charter County	Harrison	Control Number	95269
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
Designated Office Address	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301
Mailing Address	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301 USA
Notice of Process Address	ELIZABETH BUTCHER 70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301
Principal Office Address	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301 USA
Type	Address

Officers	
Type	Name/Address
Member	ALEX WOLFE 231 HIDDENVIEW DRIVE BRIDGEPORT, WV, 26330
Organizer	ALEX WOLFE ROUTE 1, BOX 97 TUNNELTON, WV, 26444 USA
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
LAW TRUCKING	TRADENAME	6/15/2012	
WOLFE'S ENERGY SERVICE	TRADENAME	10/29/2012	
WOLFE'S ENVIRONMENTAL TRANSPORT	TRADENAME	7/24/2020	
DBA Name	Description	Effective Date	Termination Date

Annual Reports



Revolutionary FAR Overhaul Impacts to SAM.gov
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**Records Retention Policy Impacts Old SAM
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"WOLFE'S EXCAVATING, LLC"



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