



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: 09-02-2025

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 0310 6502 DNR2400000021 3	Change Order No:	1	Procurement Folder:	1363663
Document Name:	Lost River State Park New Campground			Reason for Modification: Change Order No. 02 issued to extend and increase the contract as per the attached documentation.	
Document Description:	Lost River State Park New 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:	2024-06-24
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2025-09-12

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000185024 WOLFES EXCAVATING LLC 70 Columbia Blvd  Clarksburg WV 26301-9606 US 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>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: James H Adkins Requestor Phone: (304) 558-3397 Requestor Email: jamie.h.adkins@wv.gov  <b>2026</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
PARKS & RECREATION-PEM SECTION DIVISION OF NATURAL RESOURCES 112 CALIFORNIA AVENUE  BLDG 4  CHARLESTON WV 25305  US	SUPERINTENDENT DIVISION OF NATURAL RESOURCES LOST RIVER STATE PARK  321 PARK DR  MATHIAS WV 26812  US

CR 9-3-25

Total Order Amount:	\$4,565,113.14
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Purchasing Division's File Copy

DATE: 9.2.25 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 9/3/25 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 9-10-25 ELECTRONIC SIGNATURE ON FILE
----------------------------------------------	--------------------------------------------------------------------------------------	----------------------------------------------------------------------------

Extended Description:

Change Order

Change Order No. 02 is issued to extend and increase the original contract according to all terms, conditions, prices, and specification contained in the original contract including all authorized change orders, as per the attached documentation.

Effective: 06/24/2025

Extend Contract: 06/24/2025 - 09/12/2025

Original Contract Price: \$4,515,000.00  
Change Order No. 02 Increase: 50,113.14  
Contract New Total: \$4,565,113.14

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	4515000.00
Service From	Service To	Manufacturer		Model No	
2024-06-24	2025-09-12				

Commodity Line Description: Campground Construction

Extended Description:

Enter total bid amount in commodity line of Oasis. (Base bid + all alternates)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	50113.14
Service From	Service To	Manufacturer		Model No	
2024-06-24	2025-09-12				

Commodity Line Description: Change Order No. 02

Extended Description:

Enter total bid amount in commodity line of Oasis. (Base bid + all alternates)



OK JLA  
9.2.25

Governor Patrick Morrisey

Director Brett W. McMillion

June 11, 2025

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

RE: Lost River State Park  
Campground  
CPO DNR 2400000021  
Change Order No. 2

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. 2 is deemed necessary to complete the project in an acceptable manner. It includes increases for flood cleanup, widening the exit road to 12' width, a roadside curb at the bathhouse, trench drain and piping at check-in building, asphalt pad at check in building, host campsite sewer hookup, storm pipe and structure at easement road and conduit to Hardynet Wifi pole. It also includes deducts for retaining wall 1 revised layout and retaining wall 2 revised layout.

Flood cleanup is necessary to remove flood debris at culvert heads, provide additional rock rip rap protection and repair washed out areas at the campsites and on the access road. It is necessary to widen the exit roadway to accommodate larger campers and required the contractor to provide additional cut and fill on the road grade leading out of the campground. The check in building was constructed on an existing paved area and it is necessary to construct an asphalt ramp to adjust the grade difference since the lot was sloped. Drainage will be improved with the addition of a roadside curb at the bathhouse, the addition of a trench drain and piping at the check-in building and storm pipe and drainage structure at the easement road due to the discovery of underground springs in the subgrade.

Current contract amount	\$4,515,000.00
Change Order No. 2	\$50,113.14
New contract amount	\$4,565,113.14

The completion date will be extended 81 calendar days to September 12, 2025 to allow this work to be completed. The agency feels that this is a reasonable amount. If you have any questions, please contact me at 304-550-4892.

**WEST VIRGINIA DIVISION OF NATURAL RESOURCES | PLANNING | ENGINEERING | MAINTENANCE**

112 California Ave. | Charleston, WV 25305 | ph (304) 558-2764 | fax (304) 558-0077 | WVdnr.gov



Governor Patrick Morrisey

Director Brett W. McMillion

Justification Letter 6/11/2025 – Page 2

Sincerely,

A handwritten signature in black ink that reads "Deborah Demyan". The script is fluid and cursive.

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

WEST VIRGINIA



Governor Jim Justice

Director Brett W. McMillion

July 3, 2025

Jamie H. Adkins, Chief Procurement Officer  
WV Division of Natural Resources  
Property and Procurement Office  
324 4<sup>th</sup> Avenue  
South Charleston, WV 25303

RE: Lost River State Park  
Campground CPO DNR 2400000021  
Change Order No. 2  
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. 2.

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 therefore delayed the preparation of this document.

Sincerely,

A handwritten signature in black ink that reads "Deborah Demyan". The signature is fluid and cursive.

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



## Change Order Evaluation

**Project Name:** Lost River State Park – Campground CPO DNR  
2400000021

**Date:** 6/10/2025

**CO #:** 2

**To:** WV Division of Natural Resources

**From:** Wolfe's Excavating, LLC

**Recommendations:** Accept

**Remarks:**

- 1) The Change Order increases the contract amount \$50,113.14 and consists of eleven line items. I have reviewed the request and have determined the Change Order to be justified and recommend its approval.

If you have any questions, please feel free to contact me at 304-276-7151.

Respectfully submitted,  
**Montum Architecture LLC**

A handwritten signature in dark ink, appearing to read "Thomas Pritts", is written over the company name.

Thomas Pritts, AIA, CSI-CCS, LEED-AP

Cc: file

*Montum* Architecture, LLC

55 ER Path, Keyser, WV 26726 • 304-276-7151 • tom@montumarch.com  
montumarch.com



# AIA® Document G701® – 2017

## Change Order

**PROJECT: (Name and address)**  
WVDNR Lost River Campground  
321 Park Drive  
Mathias, WV 26812

**OWNER: (Name and address)**  
West Virginia Division of Natural  
Resources  
324 Fourth Avenue  
South Charleston, WV 25303

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: 06-24-2024

CPO DNR 24#21

**ARCHITECT: (Name and address)**  
Montum Architecture, LLC

55 ER Path  
Keyser, WV 26726

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: 06-02-2025

**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.)*

See attached Summary Sheet.

The original was  
The net change by previously authorized Change Orders  
The prior to this Change Order was  
The will be increased by this Change Order in the amount of  
The new including this Change Order will be

\$	4,515,000.00
\$	0.00
\$	4,515,000.00
\$	50,113.14
\$	4,565,113.14

The Contract Time will be increased by Eighty-One (81) days.  
The new date of Substantial Completion will be 09-12-2025

**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.**

  
ARCHITECT (Signature)

BY: Thomas Pritts  
*(Printed name, title, and license  
number if required)*

6/2/25  
Date

  
CONTRACTOR (Signature)

BY: James Pumphrey - PM  
*(Printed name and title)*

6/3/25  
Date

  
OWNER (Signature)

BY: Brett W. McMillion, Dir.  
*(Printed name and title)*

6/5/25  
Date



**WOLFE'S EXCAVATING**  
**LLC**

70 Columbia Boulevard Clarksburg, WV 26301  
304-842-9050 (O) 304-842-9051 (F)

Lost River State Park CPO DNR 2400000021

Debbie,

Please see the provided documents as backup for change order #2 request for Lost River State Park.

Please let me know if anything is needed.

*James Pumphrey*



[illegible]

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Online Data Services Help

### 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			
<b>Business Purpose</b>	2389 - Construction - Special Trade Contractors - Other Specialty Trade Contractors (site prep, other specialty)		<b>Capital Stock</b>
<b>Charter County</b>	Harrison	<b>Control Number</b>	95269
<b>Charter State</b>	WV	<b>Excess Acres</b>	
<b>At Will Term</b>	A	<b>Member Managed</b>	MBR
<b>At Will Term Years</b>		<b>Par Value</b>	
<b>Authorized Shares</b>		<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Designated Office Address</b>	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301
<b>Mailing Address</b>	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301 USA
<b>Notice of Process Address</b>	ELIZABETH BUTCHER 70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301
<b>Principal Office Address</b>	70 COLUMBIA BOULEVARD CLARKSBURG, WV, 26301 USA
<b>Type</b>	<b>Address</b>

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

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

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"WOLFE'S EXCAVATING, LLC"



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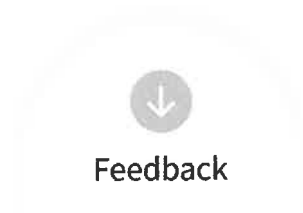
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