



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 6584 DNR2500000002 3	Change Order No:	1	Procurement Folder:	1386907
Document Name:	Watoga State Park Bathhouse Facilities Construction			Reason for Modification:	Change Order No. 02 issued to increase the contract as per the attached documentation.
Document Description:	Watoga State Park Bathhouse Facilities Construction				
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:	2024-09-23
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2025-09-22

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000021297 START TO FINISH CONSTRUCTION LLC 6982 CHARLESTON RD  WALTON WV 25286-8844 US Vendor Contact Phone: 3045326655 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	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS  No City WV 99999 US

CR 9-3-25  
Purchasing Division's File Copy

Total Order Amount: \$983,025.00

PURCHASING DIVISION AUTHORIZATION DATE: 9/3/2025 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: 9/9/2025 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: 9-10-25 ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**  
Change Order

Change Order No. 02 is issued to 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: 08/25/2025

Original Contract Price: \$977,525.00  
Change Order No. 02 Increase: 5,500.00  
Contract New Total: \$983,025.00

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	72100000	0.00000		0.000000	977525.00
Service From	Service To	Manufacturer	Model No		
2024-09-23	2025-09-22				

**Commodity Line Description:** Building and Facility Construction and Maintenance Services

**Extended Description:**  
Includes construction and renovation of bathhouse/restroom facilities and ADA upgrades.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72100000	0.00000		0.000000	5500.00
Service From	Service To	Manufacturer	Model No		
2024-09-23	2025-09-22				

**Commodity Line Description:** Change Order No. 02

**Extended Description:**  
Includes construction and renovation of bathhouse/restroom facilities and ADA upgrades.



Governor Patrick Morrisey

Director Brett W. McMillion

**MEMORANDUM**

April 10, 2025

TO: Jamie Adkins  
Chief Procurement Officer

FROM: Donald E. Bailey, Jr., PE *DEB JR*  
Construction Project Manager

Date : April 10, 2025

SUBJECT: West Virginia DNR  
Watoga State Park  
Bathhouses/Toilet Renovations  
CPO DNR25\*02  
Change Order NO. 2

The attached comments represent an application for Change Order No. 2 for Start to Finish Construction for the above-referenced project. This will be the first change order after the Notice-to-Proceed.

**Bathhouse Drains**

A revision of the design of the Bathhouse floors outside the showers required a special trench drain at the entrance to each shower resulting in a change order and additional work by the contractor. The Contractor provided a proposal to add trench drains in all new bathhouses within this project and slope the concrete floors toward the drains for \$5,500.00. We consider their proposed cost for this work to be fair and appropriate.

**Summary**

The total net cost for this Change Order is an increase in the contract price of \$5,500.00



**Chapman  
Technical  
Group**  
a division of  
GRW

February 07, 2025

Mr. Don Bailey  
WV Division of Natural Resources  
324 4<sup>th</sup> Avenue  
South Charleston, West Virginia 25303

**Re: Watoga State Park  
Bathhouse/Toilet Building  
Renovations  
Change Order No. 2**

200 Sixth Avenue  
Saint Albans, WV 25177

304.727.5501

Buckhannon, WV  
Lexington, KY

[www.chaptech.com](http://www.chaptech.com)

Dear Mr. Bailey:

As the Bathhouse and Toilet Building Renovation progresses at Watoga State Park, the following item needs to be addressed.

Excess water on the floor of other DNR bathhouses has been an issue in the past. The PEM group would like to minimize this at Watoga State Park by adding another floor drain in each bathroom. This will require the contractor to provide a total of four additional floor drains and slope the concrete finish toward the drains.

The contractor has provided the attached proposal and corresponding documentation to complete the work described above as Change Order 2. After reviewing the information provided by the Contractor for the work to be completed, I feel that their proposed cost of \$5,500 for this work is fair and appropriate.

Sincerely,  
**CHAPMAN TECHNICAL GROUP**

Tom Cloer, AIA



# Document G701® – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Watoga State Park  
4800 Watoga State Park Road  
Marlinton, WV 24954

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: July 15, 2024

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: February 07, 2025

**OWNER:** *(Name and address)*  
WV Division of Natural Resources  
324 4th Avenue  
South Charleston, WV 25303

**ARCHITECT:** *(Name and address)*  
Chapman Technical Group  
200 Sixth Avenue  
Saint Albans, WV 25177

**CONTRACTOR:** *(Name and address)*  
Start To Finish Construction  
6982 Charleston Road  
Walton, WV 25286

### 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. Provide 2 additional floor drains in each of the new bathhouses, 4 total drains. (\$5,500.00)

Total: \$ 5,500.00

The original Contract Sum was	\$ 977,525.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 977,525.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 5,500.00
The new Contract Sum including this Change Order will be	\$ 983,025.00

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.**

Chapman Technical Group  
**ARCHITECT** *(Firm name)*

  
**SIGNATURE**

W. Thomas Cloer III  
**PRINTED NAME AND TITLE**

  
**DATE**

Start To Finish

**CONTRACTOR** *(Firm name)*

  
**SIGNATURE**

Stanley Kinder, Project Manager  
**PRINTED NAME AND TITLE**

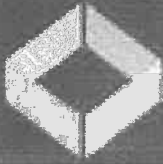
2/7/2025  
**DATE**

WV Division of Natural Resources  
**OWNER** *(Firm name)*

  
**SIGNATURE**

Brett W. McMillion, Director  
**PRINTED NAME AND TITLE**

  
**DATE**



START TO FINISH CONSTRUCTION, LLC  
GENERAL CONTRACTOR SERVICES

## Work Change Proposal

12/16/24

- Move existing floor drain to new location and add new floor drain in front of shower in both bathhouses per new drawing A-01-100.
- Cost change to move existing to new location- \$0
- Cost Change for 4 New floor drains
  - Materials- $\$250 \times 4 = \$1,000$
  - Plumbing Labor-  $\$600 \times 4 = \$2,400$
  - Concrete Finishing Labor-  $\$400 \times 4 = \$1,600$
  - Profit 10%=500
  - Total Cost Change= \$5,500

*Stanley Kinder*

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### Business Organization Detail

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### START TO FINISH CONSTRUCTION LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	11/19/2019		11/19/2019	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	2362 - Construction - Construction of Buildings - Nonresidential Building Construction (industrial, commercial & institutional building)		<b>Capital Stock</b>
<b>Charter County</b>	Roane	<b>Control Number</b>	9AT70
<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

## Addresses

Type	Address
<b>Designated Office Address</b>	6982 CHARLESTON RD WALTON, WV, 25286
<b>Mailing Address</b>	6982 CHARLESTON RD WALTON, WV, 25286
<b>Notice of Process Address</b>	MISTI KINDER 6982 CHARLESTON RD WALTON, WV, 25286
<b>Principal Office Address</b>	6982 CHARLESTON RD WALTON, WV, 25286 USA
Type	Address

## Officers

Type	Name/Address
<b>Member</b>	STEVEN A. KINDER 6982 CHARLESTON RD WALTON, WV, 25286
<b>Member</b>	MISTI D. KINDER 6982 CHARLESTON RD WALTON, WV, 25286
<b>Organizer</b>	WVSV LLC 6982 CHARLESTON RD WALTON, WV, 25286
Type	Name/Address

## Annual Reports

### Filed For

2025

2024

2023

2022

2021





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*May 21, 2025*



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"START TO FINISH CONSTRUCTION LLC"



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