



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: 07-01-2025

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 DEP1800000002 17	Change Order No:	5	Procurement Folder:	254208
Document Name:	EOI: City of Wheeling Landfill Closure Cap Design			Reason for Modification: CO #5 to Extend Contract	
Document Description:	EOI: City of Wheeling Landfill Closure Cap Design				
Procurement Type:	Central Purchase Order				
Buyer Name:	Jessica S Chambers				
Telephone:	(304) 414-1140				
Email:	jessica.s.chambers@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2017-08-01
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2027-07-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000160372 GAI CONSULTANTS INC 500 LEE ST EAST STE 700 CHARLESTON WV 25301 US Vendor Contact Phone: 6812458866 Extension: 2633 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: Tareska C Casto Requestor Phone: (304) 414-1143 Requestor Email: terri.c.casto@wv.gov 2026 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 OFFICE OF ENVIRONMENTAL REMEDIATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV 25304 US

CR 7-2-25

Total Order Amount:

\$934,080.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>7/1/25</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>7/8/2025</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>7-8-25</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:
Change Order No. 5

Change Order No. 5 is issued to extend the original contract two years to 7/31/2027 according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of change: 8/1/2025

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	934080.00
Service From	Service To	Manufacturer		Model No	
2017-08-01	2027-07-31				

Commodity Line Description: City of Wheeling LF

Extended Description:
Site Characterization Study, Leachate Management and Closure Cap Design for the City of Wheeling Landfill per the attached specifications, bid requirements, and terms and conditions, incorporated here by reference and made a part hereof.



west virginia department of environmental protection

Division of Land Restoration Landfill Closure Assistance Program 601 57 th St SE Charleston, WV 25304 304.926.0499	Harold D. Ward, Cabinet Secretary dep.wv.gov
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May 6, 2025

GAI Consultants Inc.
Attn: Charlie Straley
500 Lee Street E, Suite 700
Charleston, WV 25301

Re: Change Order # 5
Permit Name: Wheeling Landfill Closure Cap Design
Contract Number: CPODEP18*002

Dear Mr. Straley

The WVDEP Landfill Closure Assistance Program is issuing a change order to extend the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders.

The above referenced contract is being extended for two (2) years to allow for the closure cap design and the QAQC for construction of the City of Wheeling Landfill to continue completion without interruption. As a result of the Jurisdictional Determination issued by the United States Army Corp of Engineers (USACE), GAI consultants are still working to complete and submit a 401 Water Quality Certification to the WVDEP Division of Water and Waste Management.

The effective date of the change order is August 1, 2025

Change Order Approved by WVDEP:

Name	Title	Signature	Date
Matthew Butler	Deputy Director	Matthew L Butler <small>Digitally signed by: Matthew L Butler DN: CN = Matthew L Butler, email = matthew.l.butler@wv.gov C = US O = WVDEP OU = DLR Date: 2025.05.06 13:58:49 -0400</small>	

(signature of Deputy Director or Director is ONLY required when change order(s) total increase exceeds 10% when compared to original contract amount)


Completion of this change order approval process requires.

- ☒ your signature below
- ☒ a current copy of your insurance certificate
 - The contract number must be listed in the extended description.

Re: Change Order #5
Purchase Order No.: CPO DEP18*002

I am in agreement with the changes as outlined in this letter and Attachment A.

(Vendor signature required below)

Name	Title	Signature	Date
Charles F. Straley	Director Engineering	Charles F. Straley, PE  Digitally signed by Charles F. Straley, PE DN: cn=US, email=chstraley@gsiconsultants.com, o=GS Consultants, Inc., cn=Charles F. Straley, PE Date: 2025.05.29 12:39:38-04'00'	May 29, 25

Please email the signed documents to **Select Email** within 7 days of receipt of this letter.

If a Bond Rider is required, please mail the original to:

WV Dept. of Environmental Protection
Attn: Melanie Simpson
601 57th Street SE
Charleston, WV 25304

OFFICE OF THE COMPTROLLER
1500 STATE STREET, SUITE 1000
CHARLOTTE, NC 28202

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION

To: All State Agencies Under Purchasing Division
From: Samantha Willis, Director & General Counsel
WV Purchasing *SW*
Date: January 23, 2025
Re: \$100,000 Spending Requests

MEMORANDUM

Pursuant to Executive Order 4-25, signed into effect by Governor Morrissey on January 14th, 2025, all expenditures over \$100,000 must be reviewed by the Governor's Office in advance. Any solicitations, purchase orders, or other contracts currently in the possession of the Purchasing Division, which are estimated to cost over \$100,000 are being placed on hold for review. Our Division is providing documentation of those to the Governor's Office for review.

Any new requisitions valued over \$100,000 that are received by the Purchasing Division, must have a copy of this memorandum and accompanying signatures to process as usual. If there is no evidence of Governor's Office review or approval, your requisition will be returned to seek that approval.

Thank you all for your hard work, and please feel free to reach out with any questions on our end; if you have questions about the procedure for seeking the necessary approvals internally, I would recommend reaching out to your Cabinet Secretaries and/or your Department's Governor's Office liaison.

The Accompanying Request has been reviewed and approved by the following:

Gary R...
Agency Head

6-25-2025
Date

Handwritten Signature
Cabinet Secretary/Department Head

6-25-2025
Date

Handwritten Signature
Governor's Office Representative

6/29/2025
Date

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Business Organization Detail

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GAI CONSULTANTS INC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/24/1975		3/24/1975	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	Kanawha				Control Number	0		
Charter State	PA				Excess Acres	0		
At Will Term					Member Managed	X Close		
At Will Term Years					Pa	Hi, I'm SOLO! I can help you file your Annual Report.		
Authorized Shares	0				Entr			

Addresses

Type	Address
Local Office Address	385 EAST WATERFRONT DRIVE HOMESTEAD, PA, 151205005
Mailing Address	618 E SOUTH ST SUITE 700 ORLANDO, FL, 32801 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	385 EAST WATERFRONT DRIVE HOMESTEAD, PA, 15120 USA
Type	Address

Officers

Type	Name/Address
Director	KEVIN LEADBETTER 2574 FLAGLER CENTER BLVD. SUITE 202 JACKSONVILLE, FL, 32258
President	ANTHONY MORROCCO 385 EAST WATERFRONT DRIVE HOMESTEAD, PA, 15120
Secretary	KARL PALVISAK 618 E SOUTH ST. SUITE 700 ORLANDO, FL, 32801
Treasurer	KARL PALVISAK 618 E SOUTH ST. SUITE 700 ORLANDO, FL, 32801
Type	Name/Address

Annual Reports**Filed For**

2025

2024

2023

2022

Hi, I'm SOLO! I can help
you file your Annual
Report.

Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
<input checked="" type="checkbox"/> Payment	500 LEE ST EAST STE 700	CHARLESTON	WV	25301	Emily Flores
<input type="checkbox"/> Payment	385 E WATERFRONT DR	HOMESTEAD	PA	15120-5005	Default Contact Name
<input type="checkbox"/> Ordering	500 LEE ST EAST STE 700	CHARLESTON	WV	25301	CHARLES F STRALEY
<input type="checkbox"/> Ordering	385 EAST WATERFRONT DR	HOMESTEAD	PA	15120	RAY SUTHERLAND

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Vendor/Customer : 000000160372

Active From : 01/01/1999 

GAI CONSULTANTS INC

Active To : 

Address Type : Payment ▼

Default Record : ☐

Division/Department :

Mail Returned : ☐

Additional Address Info. :

Active Address : Yes

Prevent New Spending :

Default Currency : USD - US Dollar ▼

▼ Address Information

Address ID : CV10001 

Country Phone Code : 1


Street 1 : 500 LEE ST EAST STE 700

Phone : 00-304-926-8100

Street 2 :

Phone Extension :

City : CHARLESTON

County : State/Province : WV 

County Name :

Zip/Postal Code : 25301

Country : US 

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

► Prenote/EFT

► Remittance Advice

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► Contact Address Information

► Geographic Designation

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- ☐ All Words 
- ☐ Exact Phrase 

e.g. 123456789, Smith Corp

Entity

Entity Name

GAI Consultants Inc

x

Unique Entity ID

e.g. HTYR9YJHK65L

CAGE / NCAGE

Location

Status

☒ Active

☐ Inactive

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