



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: 07-22-2025

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 DEP2500000006 7	Change Order No:	2	Procurement Folder:	1483932
Document Name:	OER - EOI - Pennsboro Glass	Reason for Modification: Change Order No 2 To Extend and Increase Contract			
Document Description:	OER - EOI -Pennsboro Glass				
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:	2024-10-09		
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-07-10		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VC0000102886 TECHLAW CONSULTANTS INC 14840 CONFERENCE CENTER DR STSE 200 CHANTILLY VA 20151 US Vendor Contact Phone: 0000000000 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: Jessica S Chambers Requestor Phone: (304) 414-1140 Requestor Email: jessica.s.chambers@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 DIVISION OF LAND RESTORATION 601 57TH ST SE CHARLESTON WV 25304 US

CR 8-18-25

Total Order Amount: \$173,673.19

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>8/15/25</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>8/19/25</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>8-19-25</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:
Change Order

Change Order No. 02 is issued to extend and increase the original contract to July 10, 2026 according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders. The extension of the contract is provided to allow for sufficient time to complete the remaining tasks.

Effective Date of Change: July 16,2025

Original Contract Price: \$168,623.19
Change Order #2 Increase: \$5,050.00

Contract New Total: \$173,673.19

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	173673.19
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Engineering Design Services

Extended Description:
Professional Engineering Services
Pennsboro Glass



OK gja 8-15-25

west virginia department of environmental protection

Office of Environmental Remediation
1159 Nick Rahall Greenway
Fayetteville, WV 25840
(304) 574-4465

Harold D. Ward, Cabinet Secretary
dep.wv.gov

TO: Jessica Chambers-Smith, Procurement Manager
Administrative Services – Business Operations Office

FROM: Alan McCreary, PG, Project Manager

DATE: July 22, 2025

SUBJECT: Change Order #2: Cost Increase and Time Extension
CPO DEP25*06 EOI: Pennsboro Glass Expanded Site Investigation

The Division of Land Restoration Office of Environmental Remediation (DLR-OER) is requesting a Time Extension from October 8, 2025, to July 10, 2026, for Purchase Order # CPO DEP2500000006 for EOI: Pennsboro Glass Expanded Site Investigation. The time extension is requested to allow for sufficient time to complete the remaining tasks under the Pennsboro Glass Expanded Site Investigation Statement of Work, Tasks 3-4.

Additionally, DLR-OER is requesting a Cost Increase for Purchase Order # CPO DEP2500000006 for EOI: Pennsboro Glass Expanded Site Investigation of \$5,050, which will bring the total project cost from \$168,623.19 to \$173,673.19. The cost increase is to account for a change of scope that requires the vendor to utilize a private surveyor as opposed to a WVDEP surveyor due to WVDEP surveyor retirement.

Should you have any questions or would like to discuss this further, please contact me at 304-881-2832 or by email at alan.f.mccreary@wv.gov.

Alan F. McCreary

Digitally signed by: Alan F. McCreary
DN: CN = Alan F. McCreary email = alan.f.mccreary@wv.gov C = US O = OER/DLR OU = WV
DEP
Date: 2025.07.22 13:22:15 -04'00'

Alan McCreary, PG
Project Manager, Superfund and Pre-Remedial
WVDEP-DLR-Office of Environmental Remediation

We, TechLaw Consultants, Inc., agree to extend the contract for the period as stated above according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Joseph B. Carter

Digitally signed by Joseph B.
Carter
Date: 2025.07.22 12:30:30 -04'00'

07/22/2025

Name/Signature

Date

Promoting a healthy environment.



14840 Conference Center Drive, Suite 200
Chantilly, VA 20151
703-818-1000
www.techlawinc.com

July 16, 2025

Mr. Alan McCreary, PG
Project Manager, ERS III
Superfund/Pre-Remedial Program
WVDEP-OER
1159 Nick Rahall Greenway
Fayetteville, WV 25840

Reference: WVDEP Office of Environmental Remediation Contract CPO DEP2500000006;
TechLaw Consultants, Inc., Pennsboro Glass Pre-Remedial Expanded Site
Inspection, USEPA SEMS ID# WVN000306170,
CHANGE ORDER PROPOSAL – PROFESSIONAL SURVEY

Dear Mr. McCreary:

TechLaw Consultants, Inc. (TechLaw) hereby submits the attached Change Order Proposal to have a professional survey conducted at the Former Pennsboro Glass Facilities Expanded Site Inspection site located in Pennsboro, Ritchie County, West Virginia. This work will be conducted by TechLaw in lieu of using the originally planned WVDEP surveyor who is no longer available to perform the work. The scope of work includes using a subcontracted WV-licensed surveyor to survey eight monitoring wells and associated oversight activities.

Enclosed please find TechLaw's proposal for your consideration.

We appreciate this opportunity to assist WVDEP. If you have any questions regarding these reports, please feel free to contact me at (304) 830-1443.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe B. Carter'.

Joe Carter
Project Manager, TechLaw

Enclosure

cc: Jason S. McDougal, WVDEP Program Manager
Kevin Richardson, WVDEP Project Manager
TL/Central Files

Change Order Proposal

SUMMARY

Monitoring wells are to be installed to assess shallow groundwater quality and groundwater elevations to evaluate flow direction as part of the Pennsboro Glass Expanded Site Inspection (ESI) (the Site). Accurate elevation data (+/- 0.01 feet) and coordinates of the wells are needed to meet measurement objectives. TechLaw's approved ESI Work Plan (WP) (DCN 82099.145.072524) identified that wells were to be surveyed by WVDEP; however, TechLaw has been informed that the WVDEP surveyor has since retired and is no longer available to perform the survey. TechLaw was subsequently requested by WVDEP to provide a cost estimate to have the wells surveyed. This work will be performed under WP Task 3 – Site Assessment Activities, and under new Subtask 3.4.1-Monitoring Well Survey. The description of the proposed changes is further detailed under Technical Approach and Proposed Costs. In summary, based on the factors described below, TechLaw proposes a cost increase of \$5,050.00 be added to conduct the survey under Task 3 for a new Task 3 total of \$140,139.77.

I. CONTACT INFORMATION

Joe Carter
Project Manager
TechLaw Consultants, Inc.
304-907-0621
Joe.carter@techlawinc.com

Rachel Shay
Senior Contracts Manager
TechLaw Consultants, Inc.
703-818-3206
Rachel.shay@techlawinc.com

II. TECHNICAL APPROACH

The survey will be completed by a Professional Surveyor licensed in the State of West Virginia, and in accordance with the West Virginia Professional Surveyors Act §30-13A. Specific survey tasks will include determination of the location coordinates for eight monitoring wells as measured at the center of the inner polyvinyl chloride (PVC) well casing in each well. The surveyor will determine above-mean-sea-level (AMSL) elevations for the eight monitoring wells as measured at the top of the inner 2-inch diameter PVC well casing where it is marked or notched, at the center of the top of the well cover plate, and at the ground surface adjacent to the concrete well pad. A relative error of less than 0.01 feet elevation between wells is required to provide the precision needed when measuring groundwater elevations from the top of casing. The survey will be conducted following the minimum standards for surveys and using the NAD 1983 State Plane West Virginia North (horizontal) and the NADV 1988 vertical datum expressed in feet and decimals of a foot. The surveyor will deliver a plat and description of the surveyed points with supporting documentation. A TechLaw representative will mobilize to the Site and conduct oversight of the surveyor and provide access to the monitoring wells to allow measurement. The on-site field work is estimated to take no more than one 8-hour day, plus travel time.

III. PROPOSED COSTS

Please refer to Table 1 – Cost Estimate provided below which details the proposed changes in hours and costs to provide professional surveying services at the Site.

Table 1 – Cost Estimate – Monitoring Well Survey

<i>SubTask 3.4.1 - Monitoring Well Survey</i>				
Labor	Hours	Rate	Total	
Project Manager	3	\$130.00	\$390.00	
Field Operations Manager	13	\$100.00	\$1,300.00	
Labor Total	16		\$1,690.00	

Travel	Rate	Unit	# of units	Total
Mileage	0.7	per mile	300	\$210.00
Subtotal				\$210.00
G&A				\$37.80
Travel Total: Monitoring Well Survey				\$247.80

Subcontractors	Rate	Unit	# of units	Total
Surveyor	\$ 3,200.00	Lump Sum	1	\$3,200.00
Subtotal				\$3,200.00
G&A				\$160.00
Total Subcontractors: Monitoring Well Survey				\$3,360.00
Total Subtask 3.4.1				\$5,050.00

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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.

TECHLAW CONSULTANTS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/8/2020		9/8/2020	Foreign	Profit			

Organization Information		
Business Purpose	5629 - Admin/Support Waste Mgt/Remediation Services - Waste Management and Remediation Services - Remediation and Other Waste Management Services (remediation, materials recovery, septic tank)	Capital Stock
Charter County		Control Number
Charter State	VA	Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares		Young Entrepreneur No

Addresses	
Type	Address
Local Office Address	2208 WARWOOD AVENUE WHEELING, WV, 26003
Mailing Address	14840 CONFERENCE CENTER DR SUITE 200 CHANTILLY, VA, 20151
Notice of Process Address	CAPITOL CORPORATE SERVICES, INC. 1501 S MOPAC EXPY STE 220 AUSTIN, TX, 78746
Principal Office Address	14840 CONFERENCE CENTER DR SUITE 200 CHANTILLY, VA, 20151 USA
Type	Address

Officers	
Type	Name/Address
Director	BEN JACKSON 13208 CREST HILL RD FLINT HILL, VA, 22627
Director	INDIRA BALKISSOON 276 WILDWOOD AVE PIEDMONT, CA, 94610
President	BRIAN SHUTLER 14840 CONFERENCE CENTER DR. SUITE 200 CHANTILLY, VA, 20151
Secretary	JUDITH MANLEY 14840 CONFERENCE CENTER DR SUITE 200 CHANTILLY, VA, 20151
Treasurer	TRINA BOOKAL 14840 CONFERENCE CENTER DR STE 200 CHANTILLY, VA, 20151
Vice-President	ROBERT YOUNG 55 WEST MONROE ST STE 3450 CHICAGO, IL, 60603
Type	Name/Address

Date	Amendment
11/19/2021	B4WV Other Change: ARTICLES OF SHARE EXCHANGE OF TechLaw, Inc.; TechLaw Systems, Inc . TLI Systems, Inc ; QuantaLex, Inc. The

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e.g. 123456789, Smith Corp

"TECHLAW CONSULTANTS INC" x

Classification

Excluded Individual

Excluded Entity

Federal Organizations

Exclusion Type

- ☒ Ineligible (Proceedings Pending)
- ☒ Ineligible (Proceedings Complete)
- ☒ Prohibition/Restriction
- ☒ Voluntary Exclusion

Exclusion Program

Location

Dates

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