



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: 02-06-2026

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 9171 DEP2100000025 12	Change Order No:	5	Procurement Folder:	755110
Document Name:	EOI - Sardis (Saas) Landslide			Reason for Modification:	
Document Description:	EOI -Sardis (Saas) Landslide Project			Change Order 05 To Decrease and Close Contract	
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:	2021-07-12		
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-12-10		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000173443			Requestor Name:	Herminio David Robles
POTESTA & ASSOCIATES INC 7012 MACCORKLE AVE SE				Requestor Phone:	(304) 414-1155
CHARLESTON WV 25304				Requestor Email:	david.h.robles@wv.gov
US				<h1>2026</h1> <p>FILE LOCATION _____</p>	
Vendor Contact Phone:	999-999-9999	Extension:			
Discount Details:					
	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 AML&R 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION OFFICE OF AML&R 601 57TH ST SE CHARLESTON WV 25304 US

CR 2-12-26

Total Order Amount: \$152,211.06

Purchasing Division's File Copy

JA 2-11-26

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mindy Aust 2/11/2026</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Cody Pace</i> ELECTRONIC SIGNATURE ON FILE <i>2-18-26</i>
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2/18/2026

Extended Description:

Change Order

Change Order No 05 is issued to Decrease and Close the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders. All work deemed necessary and approved for this contract has been completed.

Effective Date of Change: December 10, 2025

Decrease Contract From: 12/31/2025

To: 12/10/2025

Contract Sum:	\$126,193.40
Change Order #2 Increase:	\$14,545.40
Change Order #3 Increase:	\$28,780.00
Change Order #5 Decrease:	(\$17,307.74)

New Contract Sum: \$152,211.06

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	152211.06
Service From	Service To	Manufacturer	Model No		
2021-07-12	2025-12-10				

Commodity Line Description: EOI Engineering Design Services

Extended Description:

*Dates of Service are estimated for bidding purposes only.



west virginia department of environmental protection

Division of Land Restoration
Office of Abandoned Mines Lands and Reclamation
1000 Technology Drive, Suite 3220
Fairmont, WV 26554
Phone: 304-842-1900
Fax: 304-842-1928

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

December 10, 2025

Potesta & Associates Inc
Attn: Timothy M. Rice
7012 Maccorkle Ave SE
Charleston, WV 25304

Re: Change Order # 5
Project Name: Sardis (Saas) Landslide
Contract Number: CPO DEP21*25

Dear Mr. Rice:

The WVDEP Office of Abandoned Mine Lands and Reclamation is issuing a change order to decrease and close the original contract according to all terms, conditions, prices, and specifications contained in the original contract including all authorized change orders as shown on Attachment A.

All work deemed necessary and approved for this contract has been completed.

The effective date of the change order is December 10, 2025.

Change Order Approved by WVDEP:

Table with 4 columns: Name, Title, Signature, Date. Row 1: Troy H. Schell, P.E., Northern Design Administrator, Troy H. Schell, Digitally signed by: Troy H. Schell, DN: CN = Troy H. Schell, email = troy.h.schell@wv.gov C = US, Date: 2025.12.11 09:06:17 -0500

Completion of this change order approval process requires

- your signature below
a current copy of your insurance certificate
WVDEP must be listed as additional insured and the contact number must be listed in the extended description

Re: Change Order # 5
Purchase Order No.: CPO DEP21*25

I am in agreement with the changes as outlined in this letter and Attachment A.
(vendor signature required below)

Name	Title	Signature	Date
<i>Timothy M. Rice</i>	<i>Project Manager</i>		<i>1/16/2026</i>

Please email the signed documents to depdlrprocurement@wv.gov within 7 days of receipt of this letter.

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Business Organization Detail

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POTESTA & ASSOCIATES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/6/1997		3/6/1997	Domestic	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 1000.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	1.000000
Authorized Shares	1000	Young Entrepreneur	Not Specified

Addresses

Type	Address
Designated Office Address	7012 MACCORKLE AVENUE, SE CHARLESTON, WV, 25304
Notice of Process Address	RONALD R. POTESTA 7012 MACCORKLE AVENUE CHARLESTON, WV, 25304
Principal Office Address	7012 MACCORKLE AVENUE SE CHARLESTON, WV, 25304 USA
Principal Office Mailing Address	7012 MACCORKLE AVENUE, SE CHARLESTON, WV, 25304 USA
Type	Address

Officers

Type	Name/Address
Director	RONALD POTESTA 1831 LOUDEN HEIGHTS CIRCLE CHARLESTON, WV, 25304
Incorporator	RONALD R. POTESTA 2300 MACCORKLE AVE., S.E. CHARLESTON, WV, 25304
President	DANA BURNS 1704 WINDING HILL DR SISSONVILLE, WV, 25320
Vice-President	PETER POTESTA 7012 MACCORKLE AVE SE CHARLESTON, WV, 25304
Type	Name/Address

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"POTESTA & ASSOCIATES INC" ×

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