



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
**Contract**

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

Order Date: 05-29-2026

Order Number:	CCT 0310 6382 DNR2300000004 6	Procurement Folder:	1125709
Document Name:	A&E - District 4 New Headquarters Office	Reason for Modification:	Change Order No. 02 issued to renew the contract for one year as per the attached documentation.
Document Description:	A&E - District 4 New Headquarters Office		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph (Josh) E Hager III		
Telephone:	(304) 558-2306	Effective Start Date:	2023-02-10
Email:	joseph.e.hageriii@wv.gov	Effective End Date:	2027-02-09
Shipping Method:	Best Way		
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000206059	Requestor Name:	James H Adkins
ZMM LLC		Requestor Phone:	(304) 558-3397
222 LEE ST W		Requestor Email:	jamie.h.adkins@wv.gov
CHARLESTON	WV 25302		
US			
Vendor Contact Phone:	304-342-0159		
Extension:			
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

**2026**  
 FILE LOCATION \_\_\_\_\_

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 6-2-26*

Total Order Amount:	\$600,000.00
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Purchasing Division's File Copy

*JH 5-29-26*

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Mark A. [Signature] - 6/08/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <i>[Signature]</i> DATE: <i>6/3/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> <i>[Signature]</i> DATE: <i>6-3-26</i> ELECTRONIC SIGNATURE ON FILE
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*6/3/2026*

**Extended Description:**

Change Order

Change Order No. 02 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 02/10/2026 through 02/09/2027.

Renewals Remaining: Zero (0).

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	81101500	0.00000		0.000000	\$600,000.00
Service From	Service To	Manufacturer	Model No		
2023-02-10	2027-02-09				

**Commodity Line Description:** Civil engineering

**Extended Description:**


Design and Contract Administration of District 4 Headquarters and Storage Building New Construction.




Governor Patrick Morrisey

Director Brett W. McMillion

**MEMORANDUM**

TO: Jamie Adkins   
Chief Procurement Officer

FROM: Roger C. Wolfe, Engineer Associate   
Planning, Engineering, Maintenance

DATE: February 9, 2026

SUBJECT: District 4 New Headquarters Office  
A/E services for new district office  
CCT DNR23\*04  
Change Order #2 Renewal

We, the West Virginia Division of Natural Resources, Planning, Engineering and Maintenance Section requests a renewal of the above contract under the current terms, conditions, and pricing for the period of 02/10/2026 – 02/09/2027. This project is still under design and expected to be bid in the near future.

If you have any questions or need any additional information, please feel free to contact me.

February 6, 2026

Roger C. Wolfe Jr. PE - Engineer Associate  
Division of Natural Resources  
Planning, Engineering, and Maintenance  
324 4th Avenue  
South Charleston, WV 25303-1228



**RE: Contract Renewal for the District 4 New Headquarters Office Beaver, WV -  
(CCT DNR2300000004)**

Mr. Wolfe:

The purpose of this correspondence is to request a renewal of our current contract to complete the bidding and construction phase services identified in the Agreement. The renewal is requested from 02/10/2026 through 02/09/2027. There is no cost implication associated with this renewal request.

Please let me know if you have any questions or concerns about this request. We appreciate the opportunity to assist you with the District 4 New Headquarters project, and look forward to continuing our work for the West Virginia Division of Natural Resources.

Respectfully submitted,  
**ZMM Architects and Engineers**

A handwritten signature in black ink, appearing to read 'A. R. K.', with a horizontal line extending to the right.

Adam R. Krason, AIA, NCARB, LEED-AP  
Principal



Governor Patrick Morrisey

Director Brett W. McMillion

**MEMORANDUM**

TO: Jamie Adkins  
Chief Procurement Officer

FROM: Roger C. Wolfe, Engineer Associate  
Planning, Engineering, Maintenance

DATE: May 28, 2026

SUBJECT: District 4 New Headquarters Office  
A/E services for new district office  
CCT DNR23\*04  
Change Order #2, Renewal

*Roger C Wolfe*

*OK  
Mum/Deak  
6/10/26*

We, the West Virginia Division of Natural Resources, Planning, Engineering and Maintenance Section requests Change Order #2 on the above contract under the current terms, conditions, and pricing as provided.

It is understood that this contract is beyond 20 days past the original end date of the contract. There were uncontrollable delays due to Oasis issues with vendor compliance checks. These have been resolved.

If you have any questions or need any additional information, please feel free to contact me.

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### 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.*

#### ZMM LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC   Limited Liability Company	10/27/1987		10/27/1987	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		
<b>Charter County</b>	Kanawha	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0
<b>At Will Term</b>	A	<b>Member Managed</b>	MGR
<b>At Will Term Years</b>		<b>Par Value</b>	

**Authorized  
Shares**

**Young  
Entrepreneur**

Not Specified

**Addresses**

Type	Address
<b>Designated Office Address</b>	222 LEE ST W CHARLESTON, WV, 25302 ✓
<b>Notice of Process Address</b>	CORPORATION SERVICE COMPANY 808 GREENBRIER ST CHARLESTON, WV, 25311
<b>Principal Office Address</b>	222 LEE STREET WEST CHARLESTON, WV, 25302 USA
<b>Principal Office Mailing Address</b>	222 LEE ST W CHARLESTON, WV, 25302
Type	Address

**Officers**

Type	Name/Address
<b>Manager</b>	JAMES JOHNSON 2 CARLTON ST STE 1700 TORONTO, ON, M5B1J3
<b>Organizer</b>	ADAM R KRASON 222 LEE STREET WEST CHARLESTON, WV, 25302
Type	Name/Address

**DBA**

DBA Name	Description	Effective Date	Termination Date
ZMM ARCHITECTS AND ENGINEERS	TRADENAME	12/17/2018	
DBA Name	Description	Effective Date	Termination Date

## Name Changes

Date	Old Name
2/26/2025	ZMM, INC
Date	Old Name

Date	Amendment
2/28/2025	MEMBER MANAGED TO MANAGER MANAGED CHANGE OF AGENT UPDATED AGENT EMAIL
2/26/2025	CONVERSION NAME CHANGE: FROM ZMM, INC
6/30/2003	AMENDMENT FILED RESTATING ARTICLES OF INCORPORATION
4/4/1989	MERGER; MERGING ZANDO, MARTIN & MILSTEAD, INC., A QUAL WV CORP, WITH AND INTO ZMM, INC., A QUAL WV CORP, THE SURVIVOR.
Date	Amendment

## Annual Reports

### Filed For

2025

2024

2023

2022

2021

2020

2019

2018

2017x

2017

2016

2015

2014

2013

2012

2011



**Contract Award Data Processing Delay** [Show Details](#)  
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Apr 17, 2026



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e.g. 1606N020Q02

"ZMM LLC" ×

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