



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: 06-09-2026

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 0313 DEP2600000011 3	Change Order No:	2	Procurement Folder:	1896815
Document Name:	REAP / AAH Promotional Items		Reason for Modification: Change Order 2- Increase Total cost by adding commodity line #16, for 30 custom printed chairs ordered in error by vendor, added commodity line #17 for 30 additional backpacks to meet MFR minimum requirement		
Document Description:	REAP / AAH Promotional Items				
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				
Free on Board:	FOB Dest, Freight Prepaid		Effective Start Date:		
			Effective End Date:		

VENDOR

Vendor Customer Code: VS0000038389

BERNSTEIN LASH MARKETING LLC
1124 SAM RITTENBERG BLVD STE 4

CHARLESTON SC 29407
US

Vendor Contact Phone: 843-747-7767 Extension:

Discount Details:

	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

DEPARTMENT CONTACT

Requestor Name: Jessica S Chambers
Requestor Phone: (304) 414-1140
Requestor Email: jessica.s.chambers@wv.gov

2026
FILE LOCATION

INVOICE TO

ENVIRONMENTAL PROTECTION
REAP OFFICE
601 57TH ST SE
CHARLESTON WV 25304
US

SHIP TO

ENVIRONMENTAL PROTECTION
REAP OFFICE
601 57TH ST SE
CHARLESTON WV 25304
US

CR 6-15-26

Total Order Amount: \$15,610.75

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE: 6/12/26
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 6/25/26
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 6-25-26
ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order 2 is issued to increase total cost of contract by adding Commodity Line #16 for additional 30 custom printed chairs, in error by vendor at a discounted price of \$25.00 each and adding Commodity line #17 for an additional 30 backpacks to meet minimum requirements of 50 each.

Original Total: \$14,203.90
Change Order 1 Increase \$116.85
Change Order 2 Increase \$ 1,290.00

New Contract Total \$ 15,610.75

No Other Changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80141605	20.00000	EA	29.750000	595.00
Service From		Service To	Manufacturer	Model No	

Commodity Line Description: Backpack Coolers

Extended Description:
Backpack Coolers
per section 3.1.1 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80141605	20.00000	EA	31.650000	633.00
Service From		Service To	Manufacturer	Model No	

Commodity Line Description: Crossland Camp Chairs, or equal

Extended Description:
Crossland Camp Chairs, or equal
per section 3.1.2 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80141605	25.00000	EA	23.370000	584.25
Service From		Service To	Manufacturer	Model No	

Commodity Line Description: Oversize Beach Towels

Extended Description:
Oversize Beach Towels
per section 3.1.3 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80141605	50.00000	EA	7.570000	378.50
Service From		Service To	Manufacturer	Model No	

Commodity Line Description: Recycled Blend Totes

Extended Description:
Recycled Blend Totes
per section 3.1.4 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	80141605	25.00000	EA	13.250000	331.25
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 60" Sport Umbrella

Extended Description:

30" Sport Umbrella
per section 3.1.5 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	80141605	50.00000	EA	7.490000	374.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Outdoor Essentials Kit

Extended Description:

Outdoor Essentials Kit
per section 3.1.6 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	80141605	25.00000	EA	29.180000	729.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Bamboo Cutting Boards

Extended Description:

Bamboo Cutting Boards
per section 3.1.7 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	80141605	2750.00000	EA	1.340000	3685.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: First Aid Kit

Extended Description:

First Aid Kit
per section 3.1.8 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	80141605	1750.00000	EA	2.180000	3815.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 3-in-1 Cable Charger and Pouch

Extended Description:

3-in-1 Cable Charger and Pouch
per section 3.1.9 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	80141605	1000.00000	EA	1.260000	1260.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Eco-friendly Sticker Books, or equal

Extended Description:

Eco-friendly Sticker Books, or equal
per section 3.1.10 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	80141605	1500.00000	EA	0.410000	615.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Four (4) Pack Soy Crayons

Extended Description:

Four (4) Pack Soy Crayons
per section 3.1.11 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	80141605	2000.00000	EA	0.290000	580.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Recycled Mood Pencils with matching eraser

Extended Description:

Recycled Mood Pencils with matching eraser
per section 3.1.12 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	80141605	100.00000	EA	3.150000	315.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: License Plate Frame

Extended Description:

License Plate Frame
per section 3.1.13 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	80141605	50.00000	EA	4.190000	209.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Handy Breeze Fan and Flashlight

Extended Description:

Handy Breeze Fan and Flashlight
per section 3.1.14 of the attached specifications

15	Commodity Code	Quantity	Unit	Unit Price	Total Price
	80141605	75.00000	EA	2.870000	215.25
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Inspired Notebook with Pen

Extended Description:

Inspired Notebook with Pen
per section 3.1.15 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
16	80141605	30.00000	EA	25.000000	750.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Crossland Camp Chairs, or equal

Extended Description:

Vendor ordered additional 30 chairs in error.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
17	80141605	30.00000	EA	18.000000	540.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Backpack Coolers-Overage

Extended Description:

Backpack Coolers
additional 30 ordered due to MFR minimum requirement. gave a discount to Agency



west virginia department of environmental protection

Business Office of Operations
Administrative Services
601 57th Street, SE
Charleston, WV 25304
304-926-0499 ext 41143

Harold D. Ward, Cabinet Secretary
dep.wv.gov
Fax: (304) 926-0488

May 28, 2026

To: Jessica Chambers-Smith, ASM2
WV DEP Purchasing

A handwritten signature in cursive script, appearing to read 'Jes', is written over the recipient's name.

From: Terri Casto, Procurement Specialist Senior
WV DEP Purchasing

Re: Change Order 2- CPO DEP2600000011 REAP/AAH Promotional Items

Please find the attached documentation regarding Change Order 2 for CPO DEP2600000011 (REAP/AAH Promotional Items). This change order addresses vendor shipping errors and subsequent price negotiations for the following items:

- Commodity Line #2: The vendor shipped 50 units instead of the 20 requested. They have offered a discounted rate of \$25.00 each for the additional 30 units (reduced from the original unit price of \$31.65). Commodity Line #16 has been added to reflect this \$750.00 increase.
- Commodity Line #17: This new line was created due to a vendor oversight regarding a 50-unit minimum for custom backpack coolers. Although 20 were ordered, 50 were shipped. The vendor provided a discounted price of \$18.00 each for the 30 overage units (reduced from the original price of \$29.75).

Contract Summary:

- Original Total: \$14,203.90
- Change Order 1 Increase: \$116.85
- Change Order 2 Increase: \$1,290.00
- New Contract Total: \$15,610.75

This adjustment remains within the allocated budget, and the vendor retains their status as the low bidder.

Promoting a healthy environment.



Fwd: RECAP - COOLER BAG OVERS-CPO DEP26*11
1 message

Casto, Terri C <terri.c.casto@wv.gov>

Casto, Terri C <terri.c.casto@wv.gov>
To: Jessica S Chambers <jessica.chamberssmith@wv.gov>

attach this email to our change order please CPO DEP26*11



Terri C. Casto
Procurement Specialist Senior
West Virginia Department of Environmental Protection

Phone: 304-414-1143 ext. 41143

601 57th Street SE, Charleston, WV 25304

www.dep.wv.gov



----- Forwarded message -----

From: Casto, Terri C <terri.c.casto@wv.gov>
Date: Thu, May 28, 2026 at 6:59 AM
Subject: Re: RECAP - COOLER BAG OVERS
To: Runion, Chelsea <chelsea.runion@wv.gov>
Cc: Cooper, Travis L <travis.l.cooper@wv.gov>, Jessica S Chambers <jessica.chamberssmith@wv.gov>

I believe Jessica is working on the Change Order memo that will go to Purchasing. Did the Vendor send a corrected invoice to reflect the "Overages on the backpacks" as a FINAL INVOICE



Terri C. Casto
Procurement Specialist Senior
West Virginia Department of Environmental Protection

Phone: 304-414-1143 ext. 41143

601 57th Street SE, Charleston, WV 25304

www.dep.wv.gov



On Wed, May 27, 2026 at 8:38 AM Runion, Chelsea <chelsea.runion@wv.gov> wrote:
What is the status of this?

On Fri, May 22, 2026 at 6:54 AM Casto, Terri C <terri.c.casto@wv.gov> wrote:
WOW low and behold all of a sudden her explanation turned to minimum qty required. Hmm? sure wasnt her explanation to start with



Terri C. Casto
Procurement Specialist Senior
West Virginia Department of Environmental Protection

Mon, Jun 8, 2026 at 12:05 PM

On Wed, May 20, 2026 at 11:58 AM Cooper, Travis L <travis.l.cooper@wv.gov> wrote:
Will this work?

----- Forwarded message -----
From: Teri Lash <tlash@bernsteinlash.com>
Date: Wed, May 20, 2026 at 11:56 AM
Subject: RECAP - COOLER BAG OVERS
To: Cooper, Travis L <travis.l.cooper@wv.gov>

Travis:

RECAP OF OVERS DELIVERED FOR THE COOLER BAGS:

The invoice from my vendor reflected 50 cooler bags shipping instead of the 20 I originally ordered. This discrepancy was not discovered when I received the vendor invoice showing 50 units rather than the 20 requested. Most likely, they entered 50 because that is their factory minimum quantity for this product (see second screenshot below). The 50-unit retail cost is \$28.33 per bag for the product alone, not including setup and freight which is very high due to current gas increases.

I have attached a screenshot of my original emailed order to the vendor (first screenshot below) showing the requested quantity of only 20 bags.

This oversight is partly my fault, as I did not catch the error on their confirmation before production moved forward. Therefore, I understand that I am ultimately responsible for the 50 pieces delivered.

As you know, government bid projects typically operate on very tight margins — usually only about 15–18%. With that in mind, we are asking if you would consider taking the additional 30 units at a deeply discounted price of only \$18 each. This would be well below our actual cost and would represent a very good value for the bags.

Thank you for your consideration, and please let me know your thoughts.

Kind regards,

Teri



Teri B. Lash / BERNSTEIN LASH MARKETING
1124 Sam Rittenberg Blvd., Suite 4 / Charleston, SC 29407
843.747.7767 office / 843.224.0212 cell
TLash@BernsteinLash.com / www.BernsteinLash.com

[Back To Results](#)

Insulated Cooler Backpack Large Capacity

Bring along a bunch of lunch or the makings of a picnic in these insulated cooler backpacks. Made of waterproof polyester fabric with an insulative PEVA lining and a layer of foam inside, these 11" x 7" x 15" packs have a double zippered top opening for easy loading and unloading, a front zippered storage compartment and dual adjustable shoulder straps. Available in assorted colors. Add your organizational or company logo or message to customize.

[Request Info](#)

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^ Pricing

Quantity		50	200	500	1,000	2,500	K12450
Price		\$28.333	\$27.50	\$26.333	\$24.167	\$16.167	5,000 \$14.667



State of West Virginia Mail - Fwd: RECAP - COOLER BAG OVERS-CPO DEP26*11
Bernstein Lash Marketing / Teri Lash
PO#226720-1 / BERNSTEIN LASH MARKETING / ASI 138340 / AIM 102564
To: Chris
Sent - Exchange April 3, 2026 at 1:48 PM

THIS EMAIL SERVES AS MY PURCHASE ORDER!

To: PromoSmart
From: BERNSTEIN LASH MARKETING / ASI 138340 / AIM 102564
Re: PO #226720-1
Date: 4/3/26

20 #K12450 Large Insulated Cooler Backpacks @ 
Grey bag / Black imprint as shown

(Please take the label/packing slip attached, cut in half and put label on outside of box with packing slip inside 1 box. Be sure to fill out RED information on outside label)
DROP SHIP BLIND TO:
WEST VIRGINIA DEP
ATTN: CHELSEA RUNION (ADOPT A HIGHWAY)
601 57TH STREET SE
CHARLESTON, WV 25304

EMAIL CONFIRMATION to: TLash@BernsteinLash.com
EMAIL TRACKING # to: TLash@BernsteinLash.com
SEND BILL TO: TLash@BernsteinLash.com

Bernstein Lash Marketing
1124 Sam Rittenberg Blvd, Suite 4
Charleston, SC 29407

QUESTIONS: Teri Lash / 843.747.7767 office / 843.224.0212
Disclaimer for Purchase Orders - Incoterms® 2020 DDP - All purchase orders issued under Incoterms® 2020 DDP require the seller to bear full responsibility for all costs associated with delivery to the final destination. This includes, but is not limited to: shipping, insurance, import duties, customs clearance, taxes, tariffs, and any other applicable fees. The buyer shall not be liable for any additional costs beyond the agreed purchase price.

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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.

BERNSTEIN LASH MARKETING, LLC

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC Limited Liability Company	7/26/2021		7/26/2021	Foreign	Profit				

Organization Information			
Business Purpose	4239 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Miscellaneous Durable Goods Merchant Wholesalers (sporting, recreational, toy, hobby, recyclable materials, jewelry, watch, precious stone & metal)		Capital Stock
Charter County	Control Number		
Charter State	SC	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years	Par Value		
Authorized Shares	Young Entrepreneur		No

Addresses

Type	Address
Designated Office Address	1124 SAM RITTENBERG BLVD SUITE 4 CHARLESTON, SC, 29407
Notice of Process Address	BERNSTEIN LASH MARKETING LLC 1124 SAM RITTENBERG BLVD 4 CHARLESTON, SC, 29407
Principal Office Address	1124 SAM RITTENBERG, BLVD SUITE 4 CHARLESTON, SC, 29407 USA
Principal Office Mailing Address	P O BOX 30427 CHARLESTON, SC, 29417 USA
Type	Address

Officers

Type	Name/Address
Member	TERI LASH 1124 SAM RITTENBERG BLVD, #4 CHARLESTON, SC, 29407
Type	Name/Address

Annual Reports

Filed For
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2025
2024
2023
2022
Date filed

For more information, please contact the Secretary of State's Office at 304-558-8000.

Tuesday, June 9, 2026 — 12:29 PM



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

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