



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

State of West Virginia
Contract

Order Date: 08-12-2026

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:	CCT 0310 6584 DNR2200000004 5	Procurement Folder:	920571
Document Name:	A/E Svcs-New Campground at Cass Scenic Railroad State Park	Reason for Modification:	Change Order No. 04 issued to extend and increase the contract as per the attached documentation.
Document Description:	A/E Svcs-New Campground at Cass Scenic Railroad State Park		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph (Josh) E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-10-18
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-10-17

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000009934 GHOSH ENGINEERS INC 1 DUNBAR PLAZA SUITE 200 DUNBAR WV 25064 US Vendor Contact Phone: 3043435300 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: James H Adkins Requestor Phone: (304) 558-3397 Requestor Email: jamie.h.adkins@wv.gov 2027 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
PARKS & RECREATION-PEM SECTION DIVISION OF NATURAL RESOURCES 112 CALIFORNIA AVENUE BLDG 4 CHARLESTON WV 25305 US	SUPERINTENDENT DIVISION OF NATURAL RESOURCES CASS SCENIC RAILROAD STATE PARK 242 MAIN ST CASS WV 24927-0107 US

CR 8-14-26

Total Order Amount:

\$552,136.10

Purchasing Division's File Copy

JA 8.12.26

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark [Signature]</i> - 8/13/2026 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>[Signature]</i> DATE: 8-18-26 ELECTRONIC SIGNATURE ON FILE
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8/17/2026

Extended Description:**Change Order**

Change Order No. 04 is issued to extend and increase the original contract according to all terms, conditions, prices, and specification contained in the original contract including all authorized change orders.

Effective: 10/18/2025 - 10/17/2026.

Original Contract Price: \$515,000.00
Change Order No. 01 Increase: 27,000.00
Change Order No. 04 Increase: 10,136.10
Contract New Total: \$552,136.10

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	\$515,000.00
Service From	Service To	Manufacturer	Model No		
2021-10-18	2026-10-17				

Commodity Line Description: Civil engineering

Extended Description:

Architectural/engineering services and contract administration for new campground facilities at Cass Scenic Railroad State Park.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101500	0.00000		0.000000	\$27,000.00
Service From	Service To	Manufacturer	Model No		
2021-10-18	2026-10-17				

Commodity Line Description: Change Order No. 01

Extended Description:

Architectural/engineering services and contract administration for new campground facilities at Cass Scenic Railroad State Park.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81101500	0.00000		0.000000	\$10,136.10
Service From	Service To	Manufacturer	Model No		
2021-10-18	2026-10-17				

Commodity Line Description: Change Order No. 04

Extended Description:

Architectural/engineering services and contract administration for new campground facilities at Cass Scenic Railroad State Park.



Governor Patrick Morrisey

Director Brett W. McMillion

MEMORANDUM

To: Jamie Adkins
Chief Procurement Officer

From: Don Bailey, III
Engineer Associate *DB3*

Date: July 29, 2026

Subject: Cass Scenic Railroad State Park
New Campground
CCT DNR22*04
Change Order No. 4
20-Day Late Memo

The West Virginia Division of Natural Resources – Planning, Engineering, and Maintenance Section requests that changes be made to the above-referenced project as outlined in Change Order No. 4.

It is understood that this contract is now more than 20 days past the original contract end date. There were uncontrollable delays in obtaining all required documentation. This, therefore, delayed the preparation of the application. The consultant's continued involvement in this project is paramount to the successful completion of this project.

Please let me know if you have any questions.

DB3



Governor Patrick Morrisey

Director Brett W. McMillion

MEMORANDUM

To: Jamie Adkins 
Chief Procurement Officer

From: Don Bailey, III 
Engineer Associate

Date: June 24, 2026

Subject: Cass Scenic Railroad State Park
New Campground
CCT DNR22*04
Change Order No. 4
Request to Process

The attached documents represent an application for a change order for the above-referenced project. This will be the second true change order after the notice to proceed and follows two renewals. Ghosh Engineers was contracted in 2021 to design the new campground, provide bidding assistance, and provide contract administration during the construction phase. The original contract period was for two years with two additional one-year renewals. The last renewal expired on October 17, 2025.

Bids for the construction of this project were originally solicited in July of 2022; however, bids came in significantly over budget. As a result, the solicitation was cancelled, and the project was reevaluated and revised for cost savings where possible. The revised project was put back out to bid in January of 2024, and a contractor was under contract by July of 2024.

This construction project had an initial construction period of one year and was slated for completion by August 4, 2025. Significant rain and snowfall compounded issues with worse-than-expected soil conditions which resulted in time delays and requires additional consultation from the geotechnical sub-consultant.

Construction is now anticipated to be complete in the summer of 2026.

The attached change order application includes a time extension of an additional one (1) year – extending this contract period from October 18, 2025, until October 17, 2026 –

and an increase in contract amount by \$10,136.10 to allow Ghosh and its support team to complete the remaining work in the A/E services contract and facilitate the construction of the new campground facility.

The NPDES Stormwater Construction permit for this project expired in 2025, and Ghosh Engineers facilitated its renewal and paid the application fee. The amount requested here includes the reimbursement of this fee. The fee structure is as follows:

• American Geotech proposal.....	\$5,820.00
• American Geotech proposal.....	\$1,824.00
• <u>DEP NPDES Permit Renewal Fee.....</u>	<u>\$1,170.00</u>
• Subtotal.....	\$8,814.00
• <u>Architect Markup, 15%.....</u>	<u>\$1,322.10</u>
• Total.....	\$10,136.10

Total contract costs are as follows:

• Original contract.....	\$515,000.00
• Change Order No. 1.....	\$27,000.00
• Current Contract.....	\$542,000.00
• Change Order No. 2.....	\$10,136.10
• New Contract.....	\$552,136.10

The first change order on this contact represented an increase of 5.2% over the original contract amount, while this change order presents an increase of 2.0% over the original contract amount – bringing the total for all change orders to 7.2%. PEM has reviewed this request and the associated costs, and we feel that they are appropriate and necessary.

Please let me know if you have any questions.

DB3

Attachments

cc: Matt Yeager

AIA® Document G802® – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Cass Campground

12363 Cass Road
Cass, WV 24927-9169

AGREEMENT INFORMATION:

Date:
06-24-2026

AMENDMENT INFORMATION:

Amendment Number:
002
Date:
06-24-2026

OWNER: *(name and address)*

WV DNR
112 California Ave.
Charleston, WV 25305

ARCHITECT: *(name and address)*

Ghosh Engineers
1 Dunbar Plaza, Suite 200
Dunbar, WV 25064

The Owner and Architect amend the Agreement as follows:

Extend the contract for one (1) year to allow for the completion of the Construction Phase. Add necessary design and consultation services for mechanical, electrical, plumbing, and geotechnical revisions.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Original Contract Sum.....	\$515,000.00
Net change by previously authorized change orders.....	\$ 27,000.00
Contract sum prior to this change order.....	\$542,000.00
Contract sum will be increased by this change order in the amount of.....	\$ 10,136.10
New contract sum including this change order will be.....	\$552,136.10

Schedule Adjustment:

One (1) year - 10-18-2025 - 10-17-2026


ARCHITECT *(Signature)*

Kenneth T. Chambers
(Printed name, title, and license number if required)

6/26/26
Date


OWNER *(Signature)*

Brett McMillan / Director
(Printed name and title)

7/29/26
Date

June 26, 2026

Mr. Don Bailey, III, P.E.
West Virginia Division of Natural Resources
Planning, Engineering, and Maintenance
112 California Ave.
Charleston, WV 25305

RE: New Campground at Cass Scenic Railroad State Park
CCT 0310 6584 DNR2200000004

Dear Mr. Bailey,

Please find this letter requesting a change order for a time extension and additional compensation for costs associated with necessary additional geotechnical services and NPDES permit renewal fees. This extension will be under the same terms and conditions.

Please find enclosed with this letter a current certificate of insurance, signed AIA G802-2017, and a new purchasing affidavit.

If you have any questions or comments concerning this matter, please feel free to contact me at your earliest convenience.

Sincerely,

GHOSH ENGINEERS, INC.

KENNON T. CHAMBERS

Kennon T. Chambers, P.E.
President
kennon@ghosheng.com

Enclosures

AMERICAN GEOTECH, INC.

Geotechnical, Environmental and Testing Engineers

601 Ohio Avenue

Charleston, WV 25302

(304) 340-4277

FEIN: 55-0727431

To: Ghosh Engineers, Inc.
4710 Chimney Drive
Charleston, WV 25302

Invoice No.: 15268

Date: 11/11/2024

Po. No.:

Attn.: Mr. Kennon T. Chambers, PE

Project Name: Meeting, Review Site Grading Plans and Bearing Soil Testing
Proposed Camp Site Development
Cass Scenic Railroad State Park
Cass, West Virginia

Date	Description	Unit Price	Total
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Professional Services:

Field engineering, project management and co-ordination with contractor	10.0 hr. @ \$ 198.00/hr.	\$ 1,980.00
Project manager (2 days)	20.0 hr. @ \$ 168.00/hr.	\$ 3,360.00
Mileage (2 trips)	600 mile @ \$ 00.80/mile	\$ 480.00

Total Charges to This Invoice.....\$ 5,820.00

EG
Blep

AMERICAN GEOTECH, INC.
Geotechnical, Environmental and Testing Engineers
601 Ohio Avenue
Charleston, WV 25302
(304) 340-4277

FEIN: 55-0727431

To: Ghosh Engineers, Inc.
4710 Chimney Drive
Charleston, WV 25302

Invoice No.: 15291

Date: 12/4/2024

Po. No.:

Attn.: Mr. Kennon T. Chambers, PE

Project Name: Field Visit by Engineer and Bearing Soil Testing
Proposed Camp Site Development
Cass Scenic Railroad State Park
Cass, West Virginia

Date	Description	Unit Price	Total
Professional Services:			
11/3/24	Field visit by engineer, project management and response, co-ordinate and guide to contractor	8.0 hr. @ \$ 198.00/hr.	\$ 1584.00
	Mileage (1 trip)	300 mile @ \$ 00.80/mile	\$ 240.00
Total Charges to This Invoice.....			\$ 1,824.00

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Payment Successful

Confirmation Number: 20250811116315

Amount Charged: \$1,170.00

Name: Kennon Chambers

1 Dunbar Plaza, Suite 200

Address: Dunbar WV 25064

Email: kennon@ghosheng.com

Phone: 3043435912

Card Holder Name: Kennon Chambers xx-3640

Your billing statement will say WVDEP

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KTZ's

Cass Campground

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GHOSH ENGINEERS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	9/30/1982		9/30/1982	Domestic	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Techincal Servies - Professional, Scientific and Techincal 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		10.000000
Authorized Shares	100	Young Entrepreneur	Not Specified

Addresses

Type	Address
Designated Office Address	1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
Notice of Process Address	KENNON T. CHAMBERS 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
Principal Office Address	1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064 USA
Principal Office Mailing Address	1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064 USA
Type	Address

Officers

Type	Name/Address
Director	KENNON T. CHAMBERS 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
Director	JEFFERY D. EKSTROM 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
President	KENNON T. CHAMBERS 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
Secretary	JEFFERY D. EKSTROM 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064
Treasurer	STEPHEN M. JOHNSON 1 DUNBAR PLAZA SUITE 200 DUNBAR, WV, 25064

Vice-President

JEFFERY D. EKSTROM
1 DUNBAR PLAZA
SUITE 200
DUNBAR, WV, 25064

Type**Name/Address****DBA****DBA Name****Description****Effective Date****Termination Date**

GHOSH ENGINEERS

TRADENAME

4/6/2020

DBA Name**Description****Effective Date****Termination Date****Name Changes****Date****Old Name****5/7/2020**

GHOSH ENGINEERS INCORPORATED

Date**Old Name****Date****Amendment****5/7/2020**

B4WV Name Change From: GHOSH ENGINEERS INCORPORATED

Date**Amendment****Annual Reports****Filed For**

2026

2025

2024

2023

2022

2021

2020

2019

2018

2017x



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