



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: 07-23-2026

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 0310 6586 DNR2400000019 5	Change Order No:	Procurement Folder:	1283276
Document Name:	A&E - Canaan Valley Resort Trail and Parking Improvements		Reason for Modification: Change Order No. 01 issued to increase the contract per the attached documentation.	
Document Description:	A&E - Canaan Valley Resort Trail and Parking Improvements			
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:	2023-12-26
Free on Board:	FOB Dest, Freight Prepaid		Effective End Date:	

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000207246 CHAPMAN TECHNICAL GROUP LTD PO BOX 1355 SAINT ALBANS WV 251771355 US Vendor Contact Phone: 859-223-3999 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	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

7/27/26 6C

Purchasing Division's File Copy

Total Order Amount: \$194,170.00

PURCHASING DIVISION AUTHORIZATION DATE: <i>7.23.24</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>7/30/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>7-30-26</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:**Change Order**

Change Order No. 01 is issued to increase the original contract according to all terms, conditions, prices, and specification contained in the original contract including all authorized change orders.

Effective: 07/12/2026

Original Contract Price: \$176,000.00
Change Order No. 01 Increase: 18,170.00
Contract New Total: \$194,170.00

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	81100000	0.00000		0.000000	176000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Professional engineering services

Extended Description:

Design and contract administration services of new trail and parking facilities at Canaan Valley Resort State Park.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81100000	0.00000		0.000000	18170.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Change Order No. 01

Extended Description:

Design and contract administration services of new trail and parking facilities at Canaan Valley Resort State Park.



Governor Patrick Morrisey

Director Brett W. McMillon

MEMORANDUM

To: Jamie Adkins 
Chief Procurement Officer

From: Don Bailey, III 
Engineer Associate

Date: June 11, 2026

Subject: Canaan Valley Resort SP
LWCF Trails Improvements
CPO DNR24*19
Change Order No. 1
Request to Process

The attached documents represent an application for a change order. This will be the first change order for this contract.

During construction it was determined that the helical piers (to be used as the foundation for sections of boardwalk and the viewing tower) are ineffective due to the soil conditions and the depth to rock. Additional geotechnical services are necessary to develop an alternate foundation design. This change order is necessary to allow our consulting design team to complete the necessary subsurface investigation and aid in the completion of this construction project. This project will provide the park guests with safe access to designated portions of the park and help preserve sensitive areas from damaging foot traffic.

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)*
Canaan Valley Resort State Park
Trail Improvement Project
Canaan Valley, WV

AGREEMENT INFORMATION:
Date:
December 26, 2023

AMENDMENT INFORMATION:
Amendment Number:
01
Date:
May 28, 2026

OWNER: *(name and address)*
WV Division of Natural Resources
Building 4
112 California Avenue
Charleston, WV 25305

ARCHITECT: *(name and address)*
Chapman Technical Group
200 Sixth Avenue
St. Albans, WV 25177

The Owner and Architect amend the Agreement as follows:
Provide additional geotechnical investigation due to unforeseen conditions during construction.

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

Compensation Adjustment:
Eighteen Thousand one hundred seventy and 00/100 dollars (\$18,170.00)

Schedule Adjustment:


ARCHITECT *(Signature)*

BY: Joseph E. Bird, Senior Vice President
(Printed name, title, and license number if required)

6-10-26
Date


OWNER *(Signature)*

BY: Brett McMillion, Director
(Printed name and title)

6/12/26
Date



**Chapman
Technical
Group**
a division of
GRW

200 Sixth Avenue
Saint Albans, WV 25177

304.727.5501

Buckhannon, WV
Lexington, KY

www.chaptech.com

May 27, 2026

Mr. Matt Yeager, Chief PEM
WV Division of Natural Resources
Parks and Recreation
Building 4
112 California Avenue
Charleston, West Virginia 25305

**Re: Canaan Trails Project
Additional Geotechnical Engineering**

Dear Mr. Yeager:

During the construction of the above-referenced project, unforeseen site conditions have been encountered which require further geotechnical investigation to properly design foundations for the observation platform.

Attached is the documentation to provide the geotechnical engineering through our sub-consultant, American Geotech. American Geotech has proposed to provide the services for fifteen thousand eight hundred and 00/100 dollars (\$15,800.00), plus the Chapman Technical Group mark-up of 15% brings the total fee to eighteen thousand one hundred seventy and 00/100 dollars (\$18,170.00). If you have any questions or need additional information, please let me know.

Sincerely,

CHAPMAN TECHNICAL GROUP

Joseph E. Bird
Senior Vice President

AMERICAN GEOTECH, INC.

GEOTECHNICAL, ENVIRONMENTAL AND TESTING ENGINEERS

601 OHIO AVENUE
CHARLESTON, WV 25302
(304) 340-4277
Fax (304) 340-4278

May 11, 2026

Ms. Kelly Estep
Chapman Technical Group
200 Sixth Avenue
St. Albans, West Virginia 25177

**Re: Proposal For Supplemental Geotechnical Explorations and Analysis
Proposed CV Ramp & CV Observation Deck (Canaan Valley ADA Trail)
At Bubbling Spring & ABE Run
Canaan Valley State Park
Davis, West Virginia**

Dear Ms. Estep:

American Geotech, Inc. (AGI) is pleased to submit our proposal for performing a supplemental geotechnical exploration and analysis for the proposed CV Ramp and CV Observation Deck (Canaan Valley ADA Trail) to be located at Canaan Valley State Park in Davis, West Virginia. This proposal is being provided in response to your request made on May 8, 2026 and our phone conversation. We will mobilize track mounted drill rig and site is accessible to drill rig.

American Geotech, Inc. will perform four (4) test boring at Bubbling Spring using track mounted drill rig. Two (2) test b boring at ABE Run using portable sampling equipments. Drill rig test boring will be extended 10 to 15.0 feet below the surface or auger refusal, whichever is encountered first. The portable sampling boring will be extended to 5 feet or refusal whichever encounter first. The test boring will be performed in general accordance with ASTM D 1586 "Standard Test Method for Penetration Tests and Split-Barrel Sampling of Soils or probing.

Upon completion of the drilling operations, the recovered samples will be returned to our soil mechanics laboratory. Samples will be grouped by the project engineer and classified in accordance with the Unified Soil Classification System (USCS). Laboratory tests will be performed to provide index properties for classifying the soils and to evaluate the bearing capacity and other characteristics of the soils. We anticipate that laboratory tests will include moisture content determinations and pocket penetrometer.

The information developed from the field and laboratory testing programs will be utilized for the engineering analysis and preparation of a geotechnical engineering report. This report will include all developed test data including test boring logs and laboratory test results. The report will include

a narrative of the subsurface conditions and a discussion of the supplemental foundation recommendations for the proposed ramp at Bubbling Spring and ABE Run Observation Deck.

Geotechnical report will discuss the following issues:

1. Foundation support of the above structure, including soil bearing capacity at various depth using grout cap, bearing elevation, and supplemental foundation design recommendations.
2. Soil and foundation evaluation using same concept of Helical Pier at Bubbling Spring and ABE Run.
3. Seismic site classification of the soil per IBC-2018.

We recommended that the following budget be allocated for the indicated list of services listed.

1. Mobilization/demobilization of rubber track drill rig, two man crew, pick up truck and supply	\$ 1,200.00
2. Hollow stem augering and sampling 6 boring - (2 days) 16.0 hr. @ \$ 500.00/hr.	\$ 8,000.00
3. Motel & per diem (1 night)	\$ 600.00
4. Laboratory testing	\$ 200.00
5. Field engineering, visit site, utility calling and planning (engineer) etc.	\$ 1,400.00
6. Geotechnical evaluation, analysis, meetings recommendations, report preparation, etc.	\$ 2,400.00
7. Follow up 1-visit during foundation syatem Installation	\$ 2,000.00
Estimated Total.....	\$ 15,800.00

All data and a detailed geotechnical report will be prepared and submitted to the client. American Geotech, Inc. will provide the proposed geotechnical exploration outlined in this proposal in accordance with the fees shown above. The owner will secure the right of entry to the property for the drilling exploration and clear all utilities. The owner will also provide a available utility maps for the site. We will provide the geotechnical report within 15 days after official authorization by the owner.

Should this proposal meet with your approval, please sign at bottom and fax us so that we may proceed with scheduling. We thank you for the opportunity of submitting this proposal. Should you have any questions, require additional information, or would like to discuss the scope of the services, please contact the writer at (304)340-4277.

Respectfully Submitted,

AMERICAN GEOTECH, INC.

A handwritten signature in black ink, appearing to read "Kanti S. Patel", is written over a circular, textured background that resembles a stamp or seal.

Kanti S. Patel, M.S.C.E., P.E.
Principal Engineer

Accepted by

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Business Organization Detail

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CHAPMAN TECHNICAL GROUP, LTD.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	1/11/1991		1/11/1991	Domestic	Profit			

Organization Information			
Business Purpose	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		Capital Stock 10000.0000
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	1000	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	200 SIXTH AVENUE SAINT ALBANS, WV, 25177
Notice of Process Address	GREG BELCHER 200 SIXTH AVENUE SAINT ALBANS, WV, 25177
Principal Office Address	200 SIXTH AVENUE SAINT ALBANS, WV, 25177 USA
Principal Office Mailing Address	200 SIXTH AVENUE SAINT ALBANS, WV, 25177 USA
Type	Address

Officers	
Type	Name/Address
Director	GREG BELCHER CHAPMAN TECHNICAL GROUP 200 SIXTH AVENUE SAINT ALBANS, WV, 25177
Director	BEN D. FISTER 801 CORPORATE DRIVE LEXINGTON, KY, 40503
Incorporator	HARVEY R. CHAPMAN 1528 FENTON CIRCLE NITRO, WV, 25143 USA
President	BEN FISTER 801 CORPORATE DRIVE 4TH FLOOR LEXINGTON, KY, 40503
Vice-President	GREG BELCHER 200 SIXTH AVENUE SAINT ALBANS, WV, 25177
Type	Name/Address

DBA			
DBA Name	Description	Effective Date	Termination Date
CHAPMAN TECHNICAL GROUP	TRADENAME	1/11/1991	
DBA Name	Description	Effective Date	Termination Date

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