



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: 07-27-2026

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 6380 DNR2500000007 6	Change Order No:	3	Procurement Folder:	1442905
Document Name:	West Fork (Middle Run) New Public Access Site & Boat Dock			Reason for Modification: Change Order No. 03 issued to increase the contract and adjust to final quantities per the attached documentation.	
Document Description:	West Fork (Middle Run) New Public Access Site & Boat Dock				
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:	2024-12-02
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2026-03-31

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000185024 WOLFES EXCAVATING LLC 70 Columbia Blvd Clarksburg WV 26301-9606 US Vendor Contact Phone: 304-842-9050 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

CR 7-29-26

Purchasing Division's File Copy

Total Order Amount: \$204,208.00

QA 7-28-26

PURCHASING DIVISION AUTHORIZATION DATE: <i>M. Hager</i> 7/28/2026 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>J. S. Hager</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>8-3-26</i> ELECTRONIC SIGNATURE ON FILE
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8/3/2026

Extended Description:

Change Order

Change Order No. 03 is issued to increase the original contract, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders, and adjust to final quantities as defined in the attached documentation.

Effective: 03/31/2026

Original Contract Price: \$191,708.00
Change Order No. 03 Increase: 12,500.00
Contract New Total: \$204,208.00

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	72000000	0.00000		0.000000	191708.00
Service From	Service To	Manufacturer	Model No		
2024-12-02	2026-03-31				

Commodity Line Description: Marine construction services

Extended Description:

West Fork (Middle Run) PAS

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72000000	0.00000		0.000000	12500.00
Service From	Service To	Manufacturer	Model No		
2024-12-02	2026-03-31				

Commodity Line Description: Change Order No. 03

Extended Description:

West Fork (Middle Run) PAS

Governor Patrick Morrisey



Director Brett W. McMillion

July 21, 2026

Jamie Adkins
Chief Procurement Officer
WV DNR
112 California Ave.
Charleston, WV 25305

ok JHA
7-23-26

**RE: West Fork – Middle Run PAS
CPO DNR25*7 Change Order #3
20 Day Backdate Justification**

Dear Mr. Adkins,

Please excuse the fact that the attached Change Order request is beyond 20 days past the end of the above-referenced contract. There were delays in establishing the funding coding due to an audit of the Wildlife accounting system and delays in getting correct bond rider documents.

Thank you

A handwritten signature in dark ink, appearing to read "Sam England".

Sam England, Project Manager
WV DNR
Planning, Engineering and Maintenance

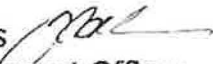
Attachments

Cc: Matt Yeager, PEM Chief

Governor Patrick Morrisey



Director Brett W. McMillion

TO: Jamie Adkins 
Chief Procurement Officer

FROM: Sam England
Construction Project Manager

DATE: June 4, 2026

SUBJECT: WVDNR
West Fork – Middle Run Public Access Site
CPO DNR 25*07
Final Quantities Change Order

The Planning, Engineering, and Maintenance Section (PEM) is requesting final quantities change order for the above-mentioned project as outlined in the attached documents. Included in the attachment are a Final Quantities Change Order request from Jimmy Pumphrey, Project Manager, Wolfe's Excavating, Justification and Change Order request from E. L. Robinson, back up documentation and AIA document G701.

The need for the change order is due to the discovery of unsuitable subsurface materials in the launch ramp area. E.L Robinson designed a solution and the contractor kept track of the stone fill materials with the tare report and unit cost described in the attached. All work was performed before the contract expired on March 31, 2026. E.L. Robinson and the agency consider this project complete. This change order will allow for payment of a final invoice and closeout of the project.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sam England".

Sam England, Project Manager

CC: Matt Yeager



AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
West Fork (Middle Run) New PAS
S. River Street and Middle Run Rd.
Weston, WV 26452

CONTRACT INFORMATION:
Contract For: CPO DNR25-7
Date: 12-1-2024

CHANGE ORDER INFORMATION:
Change Order Number: 003
Date: 05-21-2026

OWNER: *(Name and address)*
West Virginia Division of Natural
Resources
112 California Ave.
Charleston, WV 25305

ARCHITECT: *(Name and address)*
E.L. Robinson Engineering

5088 Washington St. W.
Charleston, WV 25313

CONTRACTOR: *(Name and address)*
Wolfe's Excavating, LLC

70 Columbia Blvd
Clarksburg, WV 26301-9606

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

The original Contract Sum was	\$ 191,708.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 191,708.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 12,500.00
The new Contract Sum including this Change Order will be	\$ 204,208.00

The Contract Time will be unchanged by () days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.


ARCHITECT *(Signature)*

BY: Todd Schoolcraft, PLA, ALSA,
LEED®GA

*(Printed name, title, and license
number if required)*

5/22/2026
Date


CONTRACTOR *(Signature)*

BY: James Pumphrey
(Printed name and title)

5/28/26
Date


OWNER *(Signature)*

BY: Breu W. McMillion, Director
(Printed name and title)

7/2/26
Date



May 22, 2026

Mr. Sam England, Project Manager
West Virginia Division of Natural Resources
112 California Avenue
Charleston, WV 25305

**Re: WVDNR West Fork (Middle Run) Public Access
New Public Access Facilities CPO 0310 6380 DNR25*07
Change Order #3: Justification**

Dear Mr. England:

This correspondence is to formally request a final quantities change order to the above-referenced project, to mitigate poor soil conditions encountered by Wolfe's Excavating during construction of the bottom third of the boat ramp. Wolfe's removed the poor soils and material, replaced it with riprap material, constructed the base, then concrete ramp per the plans and specifications. The additional cost overrun of \$12,500 is summarized in the following pages. The contract costs will be changed as follows:

1. Original contract costs: \$191,708
2. Change order cost (increase): \$12,500
3. New contract total: \$204,208

We have reviewed this change order request and found it to be reasonable and acceptable due to the poor soil conditions encountered during construction.

Sincerely,

R. Todd Schoolcraft, PLA, ASLA, LEED®GA
Project Manager
E.L. Robinson Engineering Co.



WOLFE'S EXCAVATING LLC

70 Columbia Boulevard Clarksburg, WV 26301
304-842-9050 (O) 304-842-9051 (F)

West Fork Middle Run Public Access Site
DNR2500000007

Final Quantities Change Order

Wolfe's Excavating is requesting a change order for the above-referenced contract due to unsuitable material encountered during the excavation for the launch ramp. Without the removal of the material, the launch ramp could not have been installed properly and would have failed. The unsuitable material will be removed and replaced with 12" D50 limestone riprap +/- 25 lf from bottom of the ramp. Please see breakdown attached resulting in an increase to the contract of \$12,500.

All work occurred within the original contract period. This amount is in addition to the retainage.

If you have any questions, please contact me.

Technical Issues, Operations, General Pricing Practices:

James Pumphrey, Project Manager
Office – (304) 842-9050
Cell – (304) 641-7595
Email – jpumphrey@wolfesexcavating.com

Sincerely,

James Pumphrey
Project Manager



WOLFE'S EXCAVATING
LLC

70 Columbia Boulevard Clarksburg, WV 26301
304-842-9050 (O) 304-842-9051 (F)

Todd Schoolcraft
EL Robison Engineering

WVDNR MIDDLE RUN PAS

Todd,

Please see the breakdown below. This covers 10 loads of riprap. Once riprap placement is started if we feel like this is not going to cover, we will notify you immediately.

WESTON BOAT RAMP OVER EX		
EQUIPMENT	LABOR	MATERIAL
\$ 3,800.00	\$1,200.00	\$ 7,500.00
	Total	\$12,500.00

James Pumphrey, Operations Manager
Office – (304) 842-9050
Cell – (304) 641-7595
Email – jpumphrey@wolfesexcavating.com

Sincerely,

James Pumphrey

SCALE TICKET INQUIRY

BEGIN DATE	4/20/2025	LOCATION	1	PRODUCT	R3
END DATE	10/22/2025	CUSTOMER	WOLFESEXCAVATING		
SELL/BUY/TRANS	ALL	ORDER	WESTONBOATRAMP		
SHIP/RECEIVE	ALL				

<u>Ticket</u>	<u>Loc</u>	<u>Date</u>	<u>Time</u>	<u>Customer</u>	<u>Order</u>	<u>Product</u>	<u>Carrier</u>	<u>Vehicle</u>	<u>Qty</u>	<u>Unit</u>
256516	1	10/22/2025	3:13:11AM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	ILease & Rer	35	23.97	Ton
256542	1	10/22/2025	7:52:54AM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Tech 1 Const	T6	25.56	Ton
256550	1	10/22/2025	3:42:59AM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	ILease & Rer	35	24.21	Ton
256562	1	10/22/2025	3:47:38AM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	High Point Ct	101	25.05	Ton
256572	1	10/22/2025	3:48:07AM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Tech 1 Const	T6	25.56	Ton
256600	1	10/22/2025	2:53:45PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	High Point Ct	101	24.74	Ton
256604	1	10/22/2025	1:11:35PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Wolfe's Exca	TK16	23.80	Ton
256607	1	10/22/2025	1:21:46PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Wolfe's Exca	TK41	22.41	Ton
256609	1	10/22/2025	1:27:17PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Tech 1 Const	T6	25.56	Ton
256615	1	10/22/2025	2:04:04PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	JNB	JB20	23.77	Ton
256621	1	10/22/2025	2:34:44PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Wolfe's Exca	TK51	24.07	Ton
256625	1	10/22/2025	2:55:39PM	Wolfe's Excav	WESTONBO,	4"x8" RipRap	Wolfe's Exca	TK55	23.51	Ton

Tickets	12	292.21
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Roles and Subcontracting Plan Reporting
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"WOLFE'S EXCAVATING, LLC"



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Federal Organizations



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