



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: 07-17-2026

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 6502 DNR2600000004 3	Change Order No:	1	Procurement Folder:	1605130
Document Name:	Coopers Rock New Facilities Construction			Reason for Modification:	Change Order No. 02 issued to extend and increase the contract as per the attached documentation.
Document Description:	Coopers Rock New Facilities Construction				
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:	2026-01-08
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2027-07-06

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VC0000072369 ZETTI CONTRACTING LLC 541 ROCKLEY RD MORGANTOWN WV 26508 US Vendor Contact Phone: 000-000-0000 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 COOPERS ROCK STATE FOREST 61 COUNTY LINE DR BRUCETON MILLS WV 26525-5505 US

CR 7-22-26

Purchasing Division's File Copy

Total Order Amount: \$1,957,029.81

PURCHASING DIVISION AUTHORIZATION DATE: <i>7-17-26</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>7-29-26</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>7-29-26</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:**Change Order**

Change Order No. 02 is issued to extend and increase the original contract according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

Effective date of extension: 01/08/2027 through 07/06/2027.

Original Contract Price: \$1,915,043.84
Change Order No. 02 Increase: 41,985.97
Contract New Total: \$1,957,029.81

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	72100000	0.00000		0.000000	1915043.84
Service From	Service To	Manufacturer		Model No	
2026-01-08	2027-07-06				

Commodity Line Description: Building and Facility Construction and Maintenance Services

Extended Description:

Includes construction of new laundry facilities.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72100000	0.00000		0.000000	41985.97
Service From	Service To	Manufacturer		Model No	
2026-01-08	2027-07-06				

Commodity Line Description: Change Order No. 02

Extended Description:

Includes construction of new laundry facilities.



Governor Patrick Morrisey

Director Brett W. McMillion

TO: Jamie Adkins
Chief Procurement Officer

From: Donald E. Bailey, Jr., PE
Construction Project Manager

Date: June 12, 2026

Subject: Coopers Rock New Facilities Construction
CPO DNR26*04
Change Order NO. 2

This packet represents an application for a change order for the above-mentioned project. This is the first change order after the Notice-to-Proceed. The work includes Site stakeout, tree clearing, excavation, nature trail rerouting, utilities adjustment, sanitary sewer alignment adjustment, topsoil, seeding, and mulching, Design change to crawl space access adjustment, change cabinets in residence, Change residence floor garage floor slab to 6 inches, change laundry slab to single rebar mat, add HVAC registers to crawl space, change interior doors from birch to oak, and changes to base and casing to painted. This project was bid as a lumpsum project on estimated quantities for materials and labor along with unit prices provided by the bidder. Deviations in quantities and work are described below:

- The residence structure was required to be moved . This required additional survey field work to perform site stakeout;
- Relocating the residence required additional tree clearing. The original location required clearing of 110 trees while the new location required clearing of 272 trees;
- Relocation required adjustments to unclassified excavation, stone, road fabric, sidewalk, culvert and drainpipe length, drainage channel length, and various surface repairs;
- A reduction to the Nature trail Rerouting is requested due to a reduction in length;
- An adjustment to the utilities is required to accommodate the quantity change to various size PVC sewer pipe, manholes and risers, and polyethylene water service tubing;
- Additional unclassified excavation, topsoil, seed, and mulch is required to extend the sanitary sewer;
- Residence building topsoil, seed, and mulch is required to cover the additional acreage;

- The access to the crawl space was relocated from the laundry room to an access door through the foundation wall requiring additional materials and labor;
- The cabinets in the Kitchen, bathrooms, and laundry was changed from plastic laminate to painted wood;
- The garage floor in the garage was upgraded to a six-inch concrete floor requiring additional materials and labor;
- The floor in the laundry was changed from a four-inch concrete floor with no reinforcing steel to a four-inch floor with a single mat of reinforcing bars;
- Code requires HVAC ventilation in the crawlspace. Two vents were added to the ductwork below the main living space;
- The interior doors were changed from veneer to oak; and
- Base and casing was changed from 1x4 primed pine to 1x4 painted pine to match the doors and walls.

These items were necessary for successful completion of this project:

1. Site Stakeout.....	\$3,000.00
2. Tree Clearing.....	\$73,377.90
3. Excavation	-\$5,802.60
4. Nature Trail Rerouting.....	-\$5,136.85
5. Utilities.....	-\$42,961.80
6. Unclassified work behind Cabins 1&2	\$1,068.18
7. Residence Topsoil Seed, and Mulch.....	\$2,369.70
8. Crawlspace entrance.....	-\$193.11
9. Change in Cabinets.....	\$2,676.25
10. Garage Floor	6,623.05
11. Laundry floor.....	\$5,809.00
12. HVAC Registers	\$1,156.25
13. Interior Dors.....	\$0.00
14. Base and Casing	\$0.00

This change order will result in a 180-day extension in Contract Time and a \$41,985.97 increase in cost. The original bid was \$1,915,043.84. The changes described herein will result in an overall increase in the project total of \$41,985.97 – an increase of just over 2%. This yields a new grand total of \$1,957,029.81.

AIA® Document G701® – 2017

Change Order

PROJECT: <i>(Name and address)</i> Coopers Rock New Facilities Construction	CONTRACT INFORMATION: Contract For: CPO DNR2600000004 Date: 1-22-2026	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: 5-28-2026
OWNER: <i>(Name and address)</i> West Virginia Division of Natural Resources 112 California Ave. Charlestown, WV 25305	ARCHITECT: <i>(Name and address)</i> Civil & Environmental Consultants, Inc. 120 Genesis Blvd., Bridgeport, WV 26330	CONTRACTOR: <i>(Name and address)</i> Zetti Contracting, LLC. 761 Tyrone Rd., Suite A Morgantown, WV 26508

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	\$ 1,915,043.84
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,915,043.84
The Contract Sum will be increased by this Change Order in the amount of	\$ 41,985.97
The new Contract Sum including this Change Order will be	\$ 1,957,029.81

The Contract Time will be increased by One Hundred & Eighty (180) days.
The new date of Substantial Completion will be 7-6-2027

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.

Civil & Environmental Consultants, Inc.	Zetti Contracting, LLC.	West Virginia Division of Natural Resources
ARCHITECT <i>(Firm name)</i>	CONTRACTOR <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
		
SIGNATURE	SIGNATURE	SIGNATURE
By: Joseph D. Robinson, P.E.	Jay Scorzetti	Brett W. McMillion, Director
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
5-28-2026	5/28/26	6/28/26
DATE	DATE	DATE

CONTRACTOR AUTHORIZATION FOR ADDITIONAL SERVICES
CPO DER 2600000004

May 28, 2026

Mr. Don Bailey, Jr., PE,PS
WVDNR
112 California Ave
Charleston, West Virginia 25305

Dear Mr. Bailey:

Zetti Contracting LLC has requested a change order (CO#2) for the following summary of requested items:

Change Order Request

- Item 1 "Site Stakeout" Additional survey field work is requested to perform Site Stakeout of the new residence relocation.
- Item 2 "Tree Clearing" An adjustment to Tree Clearing is requested to accommodate the new residence relocation and extension of the sanitary sewer. Previous residence location required felling of 110 trees while new residence location requires felling of 272 trees for residence location, green space, and driveway. This item includes work related to stacking.
- Item 3 "Bulk Excavation" includes C6A, C8A, C9A-C15A, C17A, C18A, C7 & L2. Adjustment to Bulk Excavation is requested to accommodate the quantity changes between the original residence location and the relocation area. Quantity adjustments include unclassified excavation, stone, road fabric, sidewalk, culvert and drain pipe length, various type drainage channel length, and various surface repairs.
- Item 4 "Nature Trail Rerouting" includes L3. A reduction to Nature Trail Rerouting is requested due to a reduction in length based on the new residence relocation.
- Item 5 "Utilities" includes U1A-U8A, U10A & U7. Adjustment to Utilities is requested to accommodate the quantity changes between the original residence location and the relocation area. Quantity adjustments include various size PVC sewer line, manholes and manhole risers, terminal gravity and customer cleanouts, tie into existing manhole, and polyethylene water service tubing.
- Item 6 "Work Behind Cabins 1 & 2" Additional unclassified excavation, topsoil, seed, and mulch is requested to extend the sanitary sewer. Tree Clearing also includes the removal of one (1) large tree near Cabin 1 which is required to extend the sanitary sewer along intended alignment due to anticipated tree root ball.
- Item 7 "Residence Topsoil, Seed & Mulch" Additional topsoil, seed, and mulch is requested due to additional acreage at the new residence relocation.
- Item 8 "Change Floor Hatch to Crawl Space Door" is requested to change the originally scoped floor hatch to a crawl space door to allow easier access. Scope of work will include deduction of

floor hatch, addition of crawl space door, addition of pre-cast block header, and relocation of the light switch to better accommodate the crawl space door location.

- Item 9 "Change Residence P-Lam Casework to Wood Paint Grade" is requested to change the originally scoped P-Lam Casework to a wood cabinet paint grade casework. Scope of work will include deduction of P-Lam Casework, addition of wood cabinet paint grade casework and the additional labor hours associated with the wood cabinet casework installation.
- Item 10 "Change Residence Garage Slab to 6" with Double Rebar" is requested to change the originally scoped garage concrete slab to a 6" concrete slab with double rebar. Scope of work will include deduction of wire mesh reinforcement, addition of #4 rebar material on 18" center double mats with rebar chairs, addition of concrete material and the additional labor hours associated with reinforcing material and concrete placement.
- Item 11 "Change Laundry Slab to 4" with Single Rebar Mat" is requested to change the originally scoped laundry facility concrete slab to a 4" with single rebar mat. Scope of work will include deduction of wire mesh reinforcement, addition of #4 rebar material on 12" center single mat with rebar chairs and the additional labor hours associated with the reinforcing material.
- Item 12 "HVAC – Add 2 Registers" is requested to add two (2) HVAC registers. Scope of work will include the addition of ductwork, register material, and labor hours associated with the installation of the two additional registers.
- Item 13 "Interior Veneer Doors to Oak" is clarified to change interior doors veneer finish from Birch to Oak. Scope of work will result in no cost change.
- Item 14 "Baseboard and Trim – Changed to Primed 1x4" is clarified to change interior baseboards and trim from a 1x4 primed pine to a 1x4 painted white. Scope of work will result in no cost change.

This request includes deductions to quantities for bid items C8A, C10A, C11A, C12A, C15A, C17A, C18A, A2, L3, UA1, UA2, UA3, UA4, UA5, UA6, UA7, UA8, & U7. The following items are quantity additions to bid items C6A, C9A, C13A, C14A, C7, U10A.

The Change Order Request 2 will result in a 180-day extension in Contract Times and a \$41,985.97 increase in Contract Price to accommodate the change in scope associated with the relocation of the residence.

The items listed above have been provided with requested material and labor breakdown for fair market pricing.

CEC approves Zetti Contracting LLC. Change Order #2 based on the information provided.



Quentin W. Knight
Assistant Project Manager



Joseph D. Robinson, P.E.
Vice President



5/27/2026

Attn: Joseph Robinson

Project: Coopers Rock New Facilities Construction – DNR2600000004

Change Order #2

Relocation of Residence

Description of work:

1. Site Stakeout – second site survey for new residence location

Item #1 Change cost: \$3,000.00

2. Tree Clearing

- o Deduction for felling of 110 trees
- o Felling of 272 trees
- o Unit price determined from Base bid and Laundry site calculation provided
- o Removal of large tree near back side of Cabin 1 – new sewer line to come into contact with root ball

Item #2 Change cost: \$73,377.90

3. Bulk Excavation

- o Quantities and unit price changes per CEC Counts

Item #3 Change cost: -\$5,802.60

4. Natural Trail Rerouting

- o Reduction in linear feet of natural trail
- o Quantities and unit price changes per CEC Counts

Item #4 Change cost: -\$5,136.85

5. Utilities

- o Quantities and unit price changes per CEC Counts
- o Reduction in utilities per the site drawing Exhibit 3 provided during site meeting on 3/18/2026

Item #5 Change cost: -\$42,961.80

6. Work Behind Cabins 1&2

- o Unclassified Excavation for new sewer pipe extension
- o Top soil for disturbed area
- o Seed and Mulch disturbed area

Item #6 Change cost: \$1,068.18

Top Soil Unit Price Calc		
Original LS price		\$ 8,625.00
Original Acres		0.99
Cost per Acre		\$ 8,712.12

Seed & Mulch Unit Price Calc		
Original LS price		\$ 5,175.00
Original Acres		0.99
Cost per Acre		\$ 5,227.27

7. Residence Top Soil, Seed & Mulch

- o Top soil add for additional acreage
- o Seed and Mulch for additional acreage

Item #7 Change cost: \$2,369.70

8. Change floor hatch to crawl space door

- o Deduct floor hatch
- o Add Crawl space door
- o Add pre-cast Block header
- o Relocate light switch for crawl space

Items #8 Change cost: -\$193.11

9. Change Residence P-Lam casework to wood paint grade

- o Deduct P-Lam Casework
- o Add Wood cabinet paint grade casework
- o Increase Labor hours for wood cabinet installation

Items #9 Change cost: \$2,676.25

10. Change Residence Garage slab to 6" with double rebar

- o Deduct wire mesh reinforcing
- o Rebar material - #4 bar 18" OC double mat with rebar chairs
- o Additional reinforcing labor
- o Additional Concrete material
- o Additional concrete placement labor

Items #10 Change cost: \$6,623.05

11. Change Laundry slab to 4" with single rebar Mat

- o Deduct wire mesh reinforcing
- o Rebar material - #4 bar 12" OC single mat with rebar chairs
- o Additional reinforcing labor

Items #11 Change cost: \$5,809.00

12. HVAC – Add 2 registers

- o Ductwork and register material
- o Ductwork install Labor

Items #12 Change cost: \$1,156.25

13. Interior Veneer doors to Oak

- o Change interior door veneer from Birch to Oak

Items #13 Change cost: \$0.00 (No Cost Change)

14. Baseboard and trim – change to primed 1x4

- Change interior trim to 1x4 primed pine – painted white
- Change interior baseboard to 1x4 primed pine – painted white
- Residence only

Item #14 Change cost: \$0.00 (No Cost Change)

Exclusions:

- Change items marked for Revision 1 that were included in Addendum #2 during bidding.
- Change items included in COR #1 – site work changes
- Additional alterations, if any, on further developed drawings to come
- Hammering or removal of rock of any kind

Total CO#2 Cost Change: \$41,985.97

Schedule Impacts

- The contract schedule to be extended by 6 months.

Sincerely,

Jay Scorzetti

Zetti Contracting

610-955-4840

Jay@Zetticontracting.com

www.Zetticontracting.com

West Virginia Secretary of State — Online Data Services

Online Data Services Help

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.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	11/2/2017		11/2/2017	Domestic	Profit			

Organization Information			
Business Purpose	2362 - Construction - Construction of Buildings - Nonresidential Building Construction (industrial, commercial & institutional building)	Capital Stock	
Charter County	Monongalia	Control Number	
Charter State	WV	Excess Acres	
At Will Term	A	Member Managed	MBR
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses

Type	Address
Designated Office Address	761 TYRONE ROAD SUITE A MORGANTOWN, WV, 26508
Notice of Process Address	JAY SCORZETTI 761 TYRONE ROAD SUITE A MORGANTOWN, WV, 26508
Principal Office Address	761 TYRONE ROAD SUITE A MORGANTOWN, WV, 26508 USA
Principal Office Mailing Address	761 TYRONE ROAD SUITE A MORGANTOWN, WV, 26508 USA
Type	Address

Officers

Type	Name/Address
Member	JAY SCORZETTI 541 ROCKLEY RD MORGANTOWN, WV, 26508 ✓
Organizer	ZETTI CONTRACTING 541 ROCKLEY RD MORGANTOWN, WV, 26508
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
ZETTI CONSTRUCTION	TRADENAME	11/2/2017	
ZETTI CONTRACTING	TRADENAME	11/2/2017	
DBA Name	Description	Effective Date	Terminatic



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"ZETTI CONTRACTING LLC"



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