



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: 07-02-2026

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 1400 4902 AGR2600000024 2	Change Order No:	1	Procurement Folder:	1887140
Document Name:	North Fork of Hughes River-Obstruction & Streambank			Reason for Modification: Change order 01 To Issue Notice to Proceed	
Document Description:	Ritchie County WV-Dam Obstruction & Streambank Stabilization				
Procurement Type:	Central Purchase Order				
Buyer Name:	Larry D McDonnell				
Telephone:	304-558-2063				
Email:	larry.d.mcdonnell@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2026-07-09
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2026-07-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000206722 D L MARTIN CONSTRUCTION & EXCAVATING CO PO BOX 494 SCOTT DEPOT WV 25560 US Vendor Contact Phone: 304-755-2354 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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Jean Faust Requestor Phone: 304-558-2204 Requestor Email: jfaust@wvca.us 2027 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
FISCAL SERVICES MANAGER 304-558-2204 WEST VIRGINIA CONSERVATION AGENCY 1900 KANAWHA BLVD E CHARLESTON WV 25305 US	ADMINISTRATIVE SERVICES 304-558-2204 WEST VIRGINIA CONSERVATION AGENCY WEST VIRGINIA CONSERVATION AGENCY 255 GUS R DOUGLASS LN CHARLESTON WV 25305-0193 US

CR 7-7-26

Total Order Amount: \$129,800.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>M. M. 7/07/2026</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>9/2/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>8-25</i> ELECTRONIC SIGNATURE ON FILE
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7/8/2026

Extended Description:

Change Order 1

To establish the contract effective start date and to issue the Notice to Proceed for the contract according to all terms, conditions, prices, and specifications contained in the original contract, includes all authorized change orders.

Contract Terms: 7/9/26 to 7/30/26

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	93131802	0.00000		0.000000	129800.00
Service From	Service To	Manufacturer		Model No	
2026-07-09	2026-07-30				

Commodity Line Description: Disaster preparedness response services**Extended Description:**

Please see the attached documentation for further details.



West Virginia
Conservation Agency

MEMORANDUM

To: D.L. Martin Construction & Excavating
From: Jean Faust, Procurement Officer, WV Conservation Agency
Date: June 30, 2026
Subject: Notice To Proceed-CPO AGR26*24 – Ritchie County, WV – NFHR Dam
Obstruction & Streambank Stabilization

D.L. Martin Construction & Excavating
2328 Scarm Creek Road
Scott Depot, WV 25560

Subject : Notice To Proceed-CPO AGR26*24 – Ritchie County, WV – NFHR Dam Obstruction
& Streambank Stabilization

To Whom It May Concern:

By order of this letter, your company has been authorized to proceed to provide Ritchie County,
WV – NFHR Dam Obstruction & Streambank Stabilization specified in contract award # CPO
AGR2600000024 for West Virginia Conservation Agency.

Please be advised that this Notice to Proceed date **July 9, 2026**

Contract date: 7/9/26 to 7/30/26

Sincerely,

Jean Faust
Procurement Officer
WV Conservation Agency

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Business Organization Detail

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D. L. MARTIN CONSTRUCTION & EXCAVATING CO.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	9/27/1989		9/27/1989	Domestic	Profit				

Organization Information			
Business Purpose	2379 - Construction - Heavy & Civil Engineering Construction - Other Heavy and Civil Engineering Construction		Capital Stock 5000.0000
Charter County	Putnam	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term	Member Managed		
At Will Term Years	Par Value		50.000000
Authorized Shares	100	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Designated Office Address	2328 SCARY CREEK ROAD SCOTT DEPOT, WV, 25560
Notice of Process Address	DAVID L. MARTIN 2328 SCARY CREEK ROAD SCOTT DEPOT, WV, 25560
Principal Office Address	2328 SCARY CREEK ROAD SCOTT DEPOT, WV, 25560 USA
Principal Office Mailing Address	PO BOX 494 SCOTT DEPOT, WV, 25560 USA
Type	Address

× Close

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Officers

Type	Name/Address
Incorporator	DAVE MARTIN 324 SCARY RD. SCOTT DEPOT, WV, 25560 USA
President	DAVID L. MARTIN 321 SCARY ROAD SCOTT DEPOT, WV, 25560
Secretary	CINDY MARTIN 321 SCARY ROAD SCOTT DEPOT, WV, 25560
Type	Name/Address

Annual Reports**Filed For**

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

Tuesday, July 7, 2026 — 10:33 AM

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e.g. 123456789, Smith Corp

"D. L. MARTIN CONSTRUCTION & EXCAVATING CO." 

- Classification 
- Excluded Individual 
- Excluded Entity 
- Federal Organizations 
- Exclusion Type 
- ☒ Ineligible (Proceedings Pending)
- ☒ Ineligible (Proceedings Complete)
- ☒ Prohibition/Restriction
- ☒ Voluntary Exclusion
- Exclusion Program 
- Location 
- Dates 

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>Larry D. McDermott</u> Date: <u>7/07/26</u> Solicitation No. <u>CPO AGR26*24 c/o 1</u>	Agency: WV Conservation Agency Procurement Officer Submitting Requisition: Jean Faust Requisition No. CPO AGR26*24 PF No.: 1887140
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	☒	☐	☐	☐
2	Use of correct specification template	☒	☐	☐	☐
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	☒	☐	☐	☐
4	Use of most current terms and conditions www.state.wv.us/admin/purchase/TCP.pdf	☒	☐	☐	☐
5	Maximum budgeted amount in wvOASIS	☒	☐	☐	☐
6	Suggested vendors in wvOASIS	☒	☐	☐	☐
7	Capitol Building Commission pre-approval	☐	☐	☐	☐
8	Financing (Governor's Office) pre-approval	☐	☐	☐	☐
9	Fleet Management Division pre-approval	☐	☐	☐	☐

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	☐	☐	☐	☐
	Automobile Liability	☐	☐	☐	☐
	Workers' Compensation/Employer's Liability	☐	☐	☐	☐
	Cyber Liability	☐	☐	☐	☐
	Builder's Risk/Installation Floater	☐	☐	☐	☐
	Professional Liability	☐	☐	☐	☐
	Other (specify)	☐	☐	☐	☐
11	Office of Technology CIO pre-approval	☐	☐	☐	☐
12	Treasurer's Office (banking) pre-approval	☐	☐	☐	☐

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	☒	☐	☒	☒
2	Standard change order language	☒	☒	☐	☒
3	Office of Technology CIO approval	☐	☐	☒	☒
4	Justification for price increases/backdating/other	☐	☐	☒	☒
5	Bond Rider (Construction)	☐	☐	☒	☒
6	Secretary of State Verification	☒	☒	☐	☒
7	State debarment verification	☒	☒	☐	☒
8	Federal debarment verification	☒	☒	☐	☒

**The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

