



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

State of West Virginia
Contract

Order Date: 10-01-2024

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 6502 DNR2300000002 3	Procurement Folder:	895004
Document Name:	A/E Services-Stonewall Resort Supplemental WWTP System	Reason for Modification:	Change Order No. 02 issued to renew the contract for one year as per the attached documentation.
Document Description:	A/E Services-Stonewall Resort Supplemental WWTP System		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-08-18
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-08-17

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000160928	Requestor Name:	James H Adkins	
CIVIL & ENVIRONMENTAL CONSULTANTS INC 700 CHERRINGTON PKWY		Requestor Phone:	(304) 558-3397	
MOON TOWNSHIP PA 15108 US		Requestor Email:	jamie.h.adkins@wv.gov	
Vendor Contact Phone:	304-933-3119	<div style="font-size: 48px; font-weight: bold;">2025</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>		
Discount Details:	Extension:			
Discount Allowed	Discount Percentage			Discount Days
#1 No	0.0000			0
#2 Not Entered				
#3 Not Entered				
#4 Not Entered				

INVOICE TO	SHIP TO
SUPERINTENDENT DIVISION OF NATURAL RESOURCES STONEWALL RESORT STATE PARK 149 STATE PARK TRAIL ROANOKE WV 26447-8264 US	SUPERINTENDENT DIVISION OF NATURAL RESOURCES STONEWALL RESORT STATE PARK 149 STATE PARK TRAIL ROANOKE WV 26447-8264 US

10-7-24 60

Total Order Amount:	\$145,500.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>M. Hager</i> 10/03/2024 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>10-8-24</i> ELECTRONIC SIGNATURE ON FILE
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10/8/2024

Extended Description:

Change Order

Change Order No. 02 is issued to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective date of renewal 08/18/2024 through 08/17/2025.

Renewals Remaining: Zero (0).

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	\$120,500.00
Service From	Service To	Manufacturer		Model No	
2022-08-18	2025-08-17				

Commodity Line Description: Civil engineering

Extended Description:

Architectural/engineering services and contract administration for the Stonewall Resort Supplemental WWTP System.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81101500	0.00000		0.000000	\$25,000.00
Service From	Service To	Manufacturer		Model No	
2022-08-18	2025-08-17				

Commodity Line Description: Change Order No. 01

Extended Description:

Architectural/engineering services and contract administration for the Stonewall Resort Supplemental WWTP System.

Governor Jim Justice



*Approved per
Frank Veltman
10-1-24*

Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins
WV DNR Chief Procurement Officer

FROM: Jason Dingess, P.E. *JRD*
Engineer Associate PEM

DATE: August 16, 2024

SUBJECT: Stonewall Resort State Park
Engineering Services for WWTP Metals Upgrade
CCT DNR23*02
Change Order #2
Renewal backdate memo


This renewal contract period spans from August 18, 2024, to August 17, 2025. WVDNR PEM understands that this change order will be more than 20 days past the effective date once it has been completed. Please process as we have gathered all necessary documents for this renewal.




Governor Jim Justice

Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins 
WV DNR Chief Procurement Officer

FROM: Jason Dingess, P.E. 
Engineer Associate PEM

DATE: August 16, 2024

SUBJECT: Stonewall Resort State Park
Engineering Services for WWTP Metals Upgrade
CCT DNR23*02
Change Order #2
Request for AE Contract Renewal CEC

WVDNR are requesting a renewal of the contract under the same Terms and Conditions, and Pricing. It is imperative that CEC continue to provide engineering services for the WWTP Metals Removal Upgrade in order to remain in compliance with state and federal laws as this project is under WV DEP Consent Order 9873. The renewal contract period spans from August 18, 2024, to August 17, 2025.

There is no additional contract cost associated with this change order.



August 19, 2024

Mr. Jason R. Dingess, PE
WVDNR
324 4th Avenue
South Charleston, West Virginia 25303

Dear Mr. Dingess:

Subject: Request for Change Order #2 – Contract Renewal
CEC Project 314-336


As you are aware, we are currently providing Engineering services for the WVDNR Stonewall Jackson Resort WWTP to achieve compliance with the current NPDES Permit as required by WVDEP Consent Order No. 9873. Our current contract period expires August 17, 2024, and we will need to renew the contract in order to continue to provide Engineering services for the above-referenced project. In accordance with the terms of the contract, please consider this letter as a request to renew the contract period for one (1) year from August 18, 2024, to August 17, 2025. This change order request will not result in a change in contract price. Please find attached a purchasing affidavit and a current insurance certificate.

Please reach out via email at jringer@cecinc.com or via phone at (304) 848-7157 should you have any questions or require any additional information.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.


Jarod Ringer, EI
Project Consultant


Matthew Fluharty, PE
Vice President

Enclosures: Purchasing Affidavit, Insurance Certificate



AIA® Document G802® – 2017

Amendment to the Professional Services Agreement

PROJECT: (name and address)
Stonewall Resort State Park WWTP
Supplemental Treatment
Roanoke, WV
CEC Project 314-336

AGREEMENT INFORMATION:
Date: August 27, 2024

AMENDMENT INFORMATION:
Amendment Number: 2
Date: August 27, 2024

OWNER: (name and address)
West Virginia Division of Natural
Resources
Parks and Recreation PEM Section 324
4th Avenue

ARCHITECT: (name and address)
Civil & Environmental Consultants, Inc.
120 Genesis Blvd, Bridgeport, WV
26330

The Owner and Architect amend the Agreement as follows:
Renewal of Engineering Services contract for the WVDNR Stonewall Resort State Park WWTP for the period from August 18, 2024 to August 17, 2025. This change order request will not result in a change in contract price.

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

Compensation Adjustment:
N/A

Schedule Adjustment:
N/A

SIGNATURES:

Civil & Environmental Consultants,
Inc.

ARCHITECT (Firm name)

SIGNATURE

Matthew W. Fluharty, PE
Vice President

PRINTED NAME AND TITLE

8-27-2024

DATE

West Virginia Division of Natural
Resources

OWNER (Firm name)

SIGNATURE

Brett McMillin Director

PRINTED NAME AND TITLE

8/27/24

DATE

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

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.

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	12/29/1994		12/29/1994	Foreign	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 0.0000
Charter County	Harrison	Control Number	0
Charter State	PA	Excess Acres	0
At Will Term		Member Managed	
At Will Term Years		Par Value	0.000000
Authorized Shares	0	Young Entrepreneur	Not Specified

Addresses

Type	Address
Local Office Address	120 GENESIS BLVD BRIDGEPORT, WV, 26330
Mailing Address	700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108 USA
Type	Address

Officers

Type	Name/Address
Director	DANIEL A. MALTESE 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
President	DUSTIN J KUHLMAN 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Secretary	D. TROY BLAIR 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Treasurer	FOREST RICHARDSON 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Vice-President	HARRY DRAVECKY 700 CHERRINGTON PARKWAY MOON TOWNSHIP, PA, 15108
Type	Name/Address

Name Changes

Date	Old Name
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5/12/2016	CIVIL AND ENVIRONMENTAL CONSULTANTS, INC.
Date	Old Name

5/12/2016	NAME CHANGE: FROM CIVIL AND ENVIRONMENTAL CONSULTANTS, INC. TO CIVIL & ENVIRONMENTAL CONSULTANTS, INC.
Date	Amendment

Annual Reports
Filed For
2024
2023
2022
2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013
2012
2011
2010
2009
2008
Date filed

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

Wednesday, September 11, 2024 — 3:54 PM



Important Reqs and Certs Update Show Details
Jul 18, 2024



See All Alerts

Entity validation Show Details
Sep 10, 2024



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e.g. 1606N020Q02

Select Domain
All Domains



Filter By




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Any Words 

All Words 

Exact Phrase 

e.g. 1606N020Q02

"CIVIL & ENVIRONMENTAL CONSULTANTS, INC." 

Federal Organizations

Enter Code or Name



Status

Active

Inactive

Reset



No matches found

Your search did not return any results.

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use.</i> Buyer: <u>Mag (u)</u> Date: <u>10-1-24</u>	Agency: Division of Natural Resources
Solicitation No. <u>CPO DNR 23*02</u> <u>C/O #1</u>	Procurement Officer Submitting Requisition: Jamie H. Adkins
	Requisition No. CPO DNR23*02
	PF No.: 895004

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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CROM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	<i>Commercial General Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Automobile Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Workers' Compensation/Employer's Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Cyber Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Builder's Risk/Installation Floater</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Professional Liability</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<i>Other (specify)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

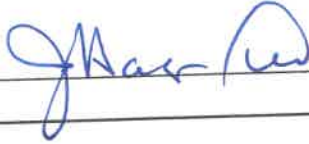
13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**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: _____



REFERENCE:

1. **Specifications and Pricing Page.** The specifications and intended pricing evaluation tool (wvOASIS line or pricing page) must be attached to the requisition for the Purchasing Division to review them.
2. **Usage of correct specification template.** The Purchasing Division maintains standard format templates on its website for various purchase types, including but not limited to one-time, services, and open-end RFQ purchases; RFPs; and EOs. Using the correct specification template ensures language appropriate for the type of purchase will be contained in the final contract. A copy of these templates can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/forms.html.
3. **Use of correct requisition type.** Agencies must discern the type of contract needed prior to entering the requisition in wvOASIS. The requisition type will limit the type of award that can be issued for each solicitation. **Purchasing Division Procedures Handbook, Section 3.3.1.1.**
4. **Terms and conditions.** The agency must complete the General Terms and Conditions using the master copy maintained by the Purchasing Division, and the revision date on the terms and conditions document must not be removed or altered in any way. The Purchasing Master Terms and Conditions can be found on the Purchasing Division's website at www.state.wv.us/admin/purchase/TCP.pdf. **Purchasing Division Procedures Handbook, Section 3.2.4.6.**
5. **Maximum budgeted amount.** This is the maximum amount of funding available for the purchase of the good or service as determined by the agency prior to requisition submission. This amount determines the agency's ability to negotiate and cannot be changed after the bid opening. **Purchasing Division Procedures Handbook, Section 6.9.3.1.**
6. **Suggested vendors.** Suggested vendors are identified at the time an agency conducts its market research and are placed in the Vendor List or Free Form Vendor fields within the requisition. This ensures the vendors are made aware of the bidding opportunity.
7. **Capitol Building Commission pre-approval.** Pre-approval from the Capitol Building Commission is required before any contract can be bid for work requiring a substantial physical change to the state capitol building or surrounding complex, before work begins to a building on the capitol complex if not done under a contract, and prior to processing change orders for work to buildings on the capitol complex above \$40,000. **Purchasing Division Procedures Handbook, Section 7.2.**
8. **Financing pre-approval.** Any loan or extension of credit from a bank or other financial institution by any state agency under the Executive Branch requires pre-approval from the Governor's Office and must be in the best financial interest of the state of West Virginia. **Per memorandum from the Governor's Office.**
9. **Fleet Management Division pre-approval.** Pre-approval by the Fleet Management Division (FMD) is required to purchase vehicles, unless statutorily exempt. Any request made under the authority of the Fleet Management Division to increase an agency's fleet size must be approved by the FMD executive director, and all vehicle purchases, regardless of dollar amount, must be processed through the Purchasing Division. **Purchasing Division Procedures Handbook, Section 7.8.**
10. **Insurance requirements.** RE **Purchasing Division Procedures Handbook, Section 3.2.5.3. Appendix C.**