



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

State of West Virginia
Purchase Order

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

Order Date: 07-10-2024

Order Number:	CPO 0313 9171 DEP2100000025 10	Procurement Folder:	755110
Document Name:	EOI - Sardis (Saas) Landslide	Reason for Modification:	Change Order No. 4 To Extend Contract
Document Description:	EOI -Sardis (Saas) Landslide Project		
Procurement Type:	Central Purchase Order		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-07-12
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-12-31

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000173443			Requestor Name:	Herminio David Robles
POTESTA & ASSOCIATES INC 7012 MACCORKLE AVE SE				Requestor Phone:	(304) 414-1155
CHARLESTON WV 25304				Requestor Email:	david.h.robles@wv.gov
US					
Vendor Contact Phone:	999-999-9999	Extension:			
Discount Details:					
	Discount Allowed	Discount Percentage	Discount Days	2025 FILE LOCATION _____	
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF AML&R 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION OFFICE OF AML&R 601 57TH ST SE CHARLESTON WV 25304 US

7/15/24 6L

Total Order Amount: \$169,518.80

Purchasing Division's File Copy

QA 7.12.24

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark A. [Signature]</i> 7/15/2024 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray [Signature]</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature]</i> 7-16-24 ELECTRONIC SIGNATURE ON FILE
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7/16/2024

Extended Description:

Change Order

Change Order #4 is issued to extend the original contract to December 31, 2025 according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project.

Effective Date: 7/11/24

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	169518.80
Service From	Service To	Manufacturer	Model No		
2021-07-12	2025-12-31				

Commodity Line Description: EOI Engineering Design Services

Extended Description:

*Dates of Service are estimated for bidding purposes only.



APPROVED
T. Vandall
7/12/24

west virginia department of environmental protection

Division of Land Restoration
Office of Abandoned Mine Lands and Reclamation
601 57th Street, SE
Charleston, WV 25304
(304) 926-0499

Harold D. Ward, Cabinet Secretary
dep.wv.gov

TO: DEP Procurement
FROM: Wesley Vandall, Procurement Supervisor
DATE: July 2, 2024
SUBJECT: Change Order #4: Time Extension
CPO DEP21*25 EOI: Sardis (Saas) Landslide

The Division of Land Restoration, Office of Abandoned Mine Lands is requesting a Time Extension from July 11, 2024, to December 31, 2025, for Purchase Order # CPO DEP21*025, project EOI: Sardis (Saas) Landslide.

The time extension is requested to allow for sufficient time to complete the construction of the project.

Should you have any questions or would like to discuss this further, please contact me at 304-900-0385 or by email at wesley.d.vandall@wv.gov.

Wesley Vandall,
Procurement Supervisor

We, Potesta & Associates, Inc., agree to extend the contract for the period as stated above according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Timothy M. Rice, Senior Engineer

Name/Signature/Title

July 3, 2024

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.

POTESTA & ASSOCIATES, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	3/6/1997		3/6/1997	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	1000.0000
Charter County	Kanawha	Control Number	0
Charter State	WV	Excess Acres	0
At Will Term		Member Managed	

At Will Term Years		Par Value	1.000000
Authorized Shares	1000	Young Entrepreneur	Not Specified

Addresses	
Type	Address
Local Office Address	7012 MACCORKLE AVENUE, SE CHARLESTON, WV, 25304
Mailing Address	7012 MACCORKLE AVENUE, SE CHARLESTON, WV, 25304 USA
Notice of Process Address	RONALD R. POTESTA 7012 MACCORKLE AVENUE CHARLESTON, WV, 25304
Principal Office Address	7012 MACCORKLE AVENUE SE CHARLESTON, WV, 25304 USA
Type	Address

Officers	
Type	Name/Address
Incorporator	RONALD R. POTESTA 2300 MACCORKLE AVE., S.E. CHARLESTON, WV, 25304
President	RONALD POTESTA 1831 LAUDEN HEIGHTS CIRCLE CHARLESTON, WV, 25314

Vice-President

DANA BURNS
1704 WINDING HILL DR
SISSONVILLE, WV, 25320

Type**Name/Address****Annual Reports****Filed For**

2024

2023

2022

2021

2020

2019

2018

2017x

2017

2016

2015

2014

2013

2012

2012

2011

2010

2009

2008

2006

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Disaster Response Registry

Responsibility / Qualification

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- Any Words (i)
- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"POTESTA ×

Entity ▼

Location ▼

Status ▲

- Active
- Inactive

Reset

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. Maguire</u> Date: <u>7-12-24</u> Solicitation No. <u>CPO DEP21#05</u> <u>C/O #4</u>	Agency: WV DEPT OF ENVIRONMENTAL PROTECTION Procurement Officer Submitting Requisition: JESSICA CHAMBERS Requisition No. CPO DEP2100000025 PF No.: 755110
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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	<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 [CRQM → 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"/>
9	Fleet Management Division 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
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:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	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: _____

