



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

State of West Virginia
Contract

Order Date: 06-21-2023

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 0313 0313 DEP14707 18	Procurement Folder:	6495
Document Name:	Kingwood Landfill Close Design Converted DEP14707~P00001979	Reason for Modification:	Change Order 10- is issued to reduce the unused balance, per the attached documentation
Document Description:	Kingwood Landfill Close Design Converted DEP14707~P00001979		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Brittany E Ingraham		
Telephone:	(304) 558-0067		
Email:	brittany.e.ingraham@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2010-01-30
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-01-29

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	000000173443	Requestor Name:	Bobbi J Chestnut	
POTESTA & ASSOCIATES INC 7012 MACCORKLE AVE SE		Requestor Phone:	(304) 926-0499	
CHARLESTON WV 25304		Requestor Email:	b.j.chestnut@wv.gov	
US		<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	999-999-9999			Extension:
Discount Details:				
#1	Yes	0.0000	0	
#2	Not Entered			
#3	Not Entered			
#4	Not Entered			

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION DIVISION OF LAND RESTORATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION DIVISION OF LAND RESTORATION 601 57TH ST SE CHARLESTON WV 25304 US

6-27-23 Bar

Total Order Amount:	\$769,224.25
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Purchasing Division's File Copy

ENTERED

[Signature]

6/26/2023

PURCHASING DIVISION AUTHORIZATION DATE: <i>Muntz - 6/24/2023</i>	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray 6/28/2023</i>	ENCUMBRANCE CERTIFICATION DATE: <i>Beverly Tolson 6-28-23</i>
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ELECTRONIC SIGNATURE ON FILE

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Extended Description:

Change Order 10

Change Order #10 is issued to reduce the unused balance, per the attached document:

Original Contract Total: \$ 792,495.10
Change Order No 10 Decrease (\$23,270.85)

New Contract Total: 769,224.25

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81100000	0.00000		0.000000	\$769,224.25
Service From	Service To	Manufacturer	Model No		
2010-01-30	2022-01-29				

Commodity Line Description: CITY OF KINGWOOD LANDFILL CLOSURE PROJECT

Extended Description:



west virginia department of environmental protection

Administrative Services
601 57th Street SE
Charleston, WV 25304-2345
304-926-0499 Phone
304-926-0491 Fax

Harold Ward, Cabinet Secretary
dep.wv.gov

MEMORANDUM

To: Josh Hager, Senior Buyer, Department of Administration, Purchasing Division

From: Jessica Chambers-Smith, Administrative Services Manager II
WV Department of Environmental Protection *JCS*

Date: June 21, 2023

Subject: **CCT DEP14707 CO#10/Decrease and Close of Kingwood Landfill Close Design**

WVDEP, LCAP is issuing a change order to decrease and close the original contract according to all terms, conditions, prices, and specifications contained in the original contract. This change order is for a change (decrease) of \$23,270.85. I have attached an email from the vendor that states that they have been paid in full. Please let me know if you need additional information.



Casto, Terri C <terri.c.casto@wv.gov>

RE: Purging old records

1 message

Kristi J. Tingler <KJTingler@potesta.com>

Fri, Jun 16, 2023 at 10:57 AM

To: "Casto, Terri C" <terri.c.casto@wv.gov>, DEP Procurement <depprocurement@wv.gov>, Catherine N Guynn <catherine.n.guynn@wv.gov>

Yes, you are correct. These are closed on our end as well!

Kristi Tingler

Potesta & Associates, Inc.
7012 MacCorkle Avenue, SE
Charleston, WV 25304
(P) 304-342-1400
(F) 304-343-9031
www.potesta.com



From: Casto, Terri C <terri.c.casto@wv.gov>

Sent: Friday, June 16, 2023 10:46 AM

To: Kristi J. Tingler <KJTingler@potesta.com>; DEP Procurement <depprocurement@wv.gov>; Catherine N Guynn <catherine.n.guynn@wv.gov>

Subject: Purging old records

Kristi,

Cathy Guynn gave me your contact information, we are currently purging all old files by June 30, 2023, and we have come across two very old ones with Potesta & Associates Inc. Could you verify these contracts are closed on your end please?

- 1. **CCT DEP1400000619-EOI-SITE STUDY, DESIGN FOR S CHARLESTON LANDFILL**
- 2. **CCT DEP1400000707-EOI FOR ENG/DESIGN SVCS FOR KINGWOOD LANDFILL CLOSURE PROJECT**

any cooperation in cleaning these up is appreciated.



Terri C. Casto

Procurement Specialist Senior

West Virginia Department of Environmental Protection

Phone: 304-414-1143 ext. 41143

601 57th Street SE, Charleston, WV 25304

www.dep.wv.gov



Casto, Terri C <terri.c.casto@wv.gov>

Purging old records

1 message

Casto, Terri C <terri.c.casto@wv.gov>

Fri, Jun 16, 2023 at 10:46 AM

To: "KJTINGLER@POTESTA.COM" <KJTINGLER@potesta.com>, DEP Procurement <depprocurement@wv.gov>, Catherine N Guynn <catherine.n.guynn@wv.gov>

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Terri C. Casto

Procurement Specialist Senior
West Virginia Department of Environmental Protection

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601 57th Street SE, Charleston, WV 25304

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Casto, Terri C <terri.c.casto@wv.gov>

Re: CCT DEP14*619 & CCT DEP14*707-POTESTA & ASSOCIATES INC

1 message

Guynn, Catherine N <catherine.n.guynn@wv.gov>
To: "Casto, Terri C" <terri.c.casto@wv.gov>
Cc: DEP Procurement <depprocurement@wv.gov>

Thu, Jun 15, 2023 at 3:31 PM

I don't know, both of them should have already been closed.

On Thu, Jun 15, 2023 at 2:07 PM Casto, Terri C <terri.c.casto@wv.gov> wrote:

14*619-EOI-SITE STUDY, DESIGN FOR S CHARLESTON LANDFILL
14*707-EOI FOR ENG/DESIGN SVCS FOR KINGWOOD LANDFILL CLOSURE PROJECT

CATHY,
Why are these two are still open?



Terri C. Casto
Procurement Specialist Senior
West Virginia Department of Environmental Protection

Phone: 304-414-1143 ext. 41143

601 57th Street SE, Charleston, WV 25304

www.dep.wv.gov

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Catherine Guynn
Program Manager
Division of Land Restoration
Landfill Closure Assistance Program
601 57th Street, S.E.
Charleston, WV 25304
Office: (304) 926-0499 ext. 41209
Cell: (304) 561-5154

DEP 14 707 = \$23,270.85
619 = \$65,317.25