



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

State of West Virginia
Contract

Order Date: 07-07-2023

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 DEP16569 13 | Procurement Folder: | 6604 |
| Document Name: | DEP16569 A/E Svc Anmoore and Moundsville Zinc Site Inspectio | Reason for Modification: | Change Order 4-- is issued to reduce the unused balance, per the attached documentation |
| Document Description: | DEP16569 A/E Svc Anmoore and Moundsville Zinc Site Inspectio | | |
| Procurement Type: | Central Contract - Fixed Amt | | |
| Buyer Name: | Jessica S Chambers | | |
| Telephone: | 304-926-0499 | | |
| Email: | jessica.s.chambers@wv.gov | | |
| Shipping Method: | Best Way | Effective Start Date: | 2014-07-01 |
| Free on Board: | FOB Dest, Freight Prepaid | Effective End Date: | 2018-06-30 |

| VENDOR | DEPARTMENT CONTACT | | | | | | | | | | | | | | | | | | | | |
|---|--------------------|---------------------|---------------------|---------------|----|-----|--------|---|----|-------------|--|--|----|-------------|--|--|----|-------------|--|--|---|
| Vendor Customer Code: 000000173443 POTESTA & ASSOCIATES INC 7012 MACCORKLE AVE SE CHARLESTON WV 25304 US Vendor Contact Phone: 999-999-9999 Extension: Discount Details: <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>Yes</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 | Yes | 0.0000 | 0 | #2 | Not Entered | | | #3 | Not Entered | | | #4 | Not Entered | | | Requestor Name: Bobbi J Chestnut Requestor Phone: (304) 926-0499 Requestor Email: b.j.chestnut@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">24</div> FILE LOCATION _____ |
| | Discount Allowed | Discount Percentage | Discount Days | | | | | | | | | | | | | | | | | | |
| #1 | Yes | 0.0000 | 0 | | | | | | | | | | | | | | | | | | |
| #2 | Not Entered | | | | | | | | | | | | | | | | | | | | |
| #3 | Not Entered | | | | | | | | | | | | | | | | | | | | |
| #4 | Not Entered | | | | | | | | | | | | | | | | | | | | |

| INVOICE TO | SHIP TO |
|--|---|
| ENVIRONMENTAL PROTECTION OFFICE OF ENVIRONMENTAL REMEDIATION 601 57TH ST SE CHARLESTON WV 25304 US | STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US |

7-14-23 BAT

| | |
|----------------------------|-------------|
| Total Order Amount: | \$86,765.89 |
|----------------------------|-------------|

Purchasing Division's File Copy

ENTERED

| | | |
|---|--|--|
| PURCHASING DIVISION AUTHORIZATION <i>MA</i> 7-13-2023 DATE: <i>Max Cox - 7/14/2023</i> ELECTRONIC SIGNATURE ON FILE | ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Gray</i> DATE: <i>7/19/2023</i> ELECTRONIC SIGNATURE ON FILE | ENCUMBRANCE CERTIFICATION <i>Beverly Toler</i> DATE: <i>7-20-2023</i> ELECTRONIC SIGNATURE ON FILE |
|---|--|--|

Extended Description:

Change Order 4

Change Order #4 is issued to reduce the unused balance, per the attached document:

Original Contract Total: \$ 97,195.00
 Change Order 1 Conflict Draft
 Change Order 2 Increase \$4,700.00
 Change Order 3 Time extension
 Change Order 4 Decrease (\$15,129.11)

New Contract Total: \$86,765.89

No other changes.

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 1 | 81100000 | 0.88061 | JOB | 97195.000000 | \$85,590.89 |
| Service From | Service To | Manufacturer | | Model No | |
| 2014-07-01 | 2018-06-30 | | | | |

Commodity Line Description: EXPRESSIONS OF INTEREST, ARCHITECTURAL/ENGINEERING

Extended Description:

| Line | Commodity Code | Quantity | Unit | Unit Price | Total Price |
|---------------------|-------------------|---------------------|------|-----------------|-------------|
| 2 | 81100000 | 0.25000 | JOB | 4700.000000 | \$1,175.00 |
| Service From | Service To | Manufacturer | | Model No | |
| 2014-07-01 | 2018-06-30 | | | | |

Commodity Line Description: EXPRESSIONS OF INTEREST, ARCHITECTURAL/ENGINEERING

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 *JCS*
WV Department of Environmental Protection

Date: June 26, 2023

Subject: **CCT DEP16569 CO#4/Decrease and Close of A/E Svc Anmoore and Moundsville Zinc Site Inspection**

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 \$15,129.11. 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: Purged Records

1 message

Kristi J. Tingler <KJTingler@potesta.com>

Mon, Jun 26, 2023 at 8:51 AM

To: "Casto, Terri C" <terri.c.casto@wv.gov>, DEP Procurement <depprocurement@wv.gov>

Sorry for the delay! I have been out of the office! Yes, this is closed on our end! Thank you!

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 2:11 PM**To:** Kristi J. Tingler <KJTingler@potesta.com>; DEP Procurement <depprocurement@wv.gov>**Subject:** Purged Records

Kristi,

Came across another one, that we need to verify that nothis is open.

1. CCT DEP16569-A/E SVCS FOR SITE INSPECTION AT ANMOORE ZINC & MOUNDSVILLE Z

Thank you