



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

State of West Virginia
Contract

Order Date: 03-24-2026

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:	CCT 0310 6382 DNR2200000008 8	Procurement Folder:	969316
Document Name:	A&E - West Fork River 12 New Boating Public Access Sites	Reason for Modification:	
Document Description:	A&E - West Fork River 12 New Boating Public Access Sites	Change Order No. 02 issued to renew the contract for one year as per the attached documentation.	
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph (Josh) E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-06-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-05-31

VENDOR		DEPARTMENT CONTACT			
Vendor Customer Code:	000000203652	Requestor Name:	James H Adkins		
E L ROBINSON ENGINEERING CO 5088 Washington St W		Requestor Phone:	(304) 558-3397		
Charleston WV 25313-1536		Requestor Email:	jamie.h.adkins@wv.gov		
US		<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="margin: 5px 0;">FILE LOCATION _____</div>			
Vendor Contact Phone:	304-776-7473			Extension:	238
Discount Details:					
#1	No	0.0000	0		
#2	Not Entered				
#3	Not Entered				
#4	Not Entered				

INVOICE TO	SHIP TO
PARKS & RECREATION-PEM SECTION DIVISION OF NATURAL RESOURCES 112 CALIFORNIA AVENUE BLDG 4 CHARLESTON WV 25305 US	STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US

3/25/2026

Total Order Amount: \$192,500.00

Purchasing Division's File Copy

JA 3.24.26

PURCHASING DIVISION AUTHORIZATION	ATTORNEY GENERAL APPROVAL AS TO FORM	ENCUMBRANCE CERTIFICATION
DATE: <i>Mindy A. Hager 3/25/2026</i>	DATE: <i>John S. Gray 3/25/2026</i>	DATE: <i>[Signature] 3-20-26</i>
ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE

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 06/01/2025 through 05/31/2026.

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	\$192,500.00
Service From	Service To	Manufacturer	Model No		
2022-06-01	2026-05-31				

Commodity Line Description: Civil engineering

Extended Description:


12 Boating Public Access Sites on the West Fork River.



Governor Jim Justice

Director Brett W. McMillion

MEMORANDUM

TO: Jamie Adkins 
Chief Procurement Officer

FROM: Sam England
Construction Project Manager

DATE: March 13, 2026

SUBJECT: Contract Renewal Backdate Justification
A/E Services – West Fork Public Access Sites
CCT DNR22*08

The WV Division of Natural Resources, Planning, Engineering and Maintenance Unit requests to renew the above referenced contract for the West Fork public boating access sites. We realize this change order is more than 20-days past the effective date. The remaining renewal was inadvertently missed by PEM. A review of the contracts in preparation of bidding documents for the remaining construction projects brought this error to light. Please process this remaining renewal for the period of 06/01/2025 - 05/31/2026 to bring this contract current.

Please let me know if you have any questions.

CC: Matt Yeager
Zack Brown




Governor Jim Justice

Director Brett W. McMillion

MEMORANDUM

To: Jamie Adkins
Chief Procurement Officer

From: Edward Raines 
Construction Project Manager

Date: March 13, 2026

Subject: Contract Renewal
CCT DNR22*08
West Fork Public Access Site

We, the West Virginia Division of Natural Resources, Planning, Engineering, and Maintenance Section, request a one (1) year renewal of contract CCT DNR22*08 for the engineering services associated with the West Fork Public Access Sites. This renewal will be at the same terms and conditions, prices, and specifications as the original contract. The renewal is for the period 06/01/25 - 05/31/26.

Thank you and please let me know if there are any questions.



T:
F:



March 13, 2026

Mr. Sam England, Project Manager
West Virginia Division of Natural Resources
Parks and Recreation Section
112 California Avenue
Charleston, WV 25305

**Subject: Contract Renewal for West Fork River 12 New Boating Public Access Sites
Contract / Purchase Order No. CCT DNR2200000008**

Dear Mr. England:

E. L. Robinson Engineering Co. requests the renewal of the contract date according to all terms and conditions, prices, and specifications contained in the original contract including all authorized change orders. We request that this contract be renewed through May 31, 2026.

Should you need any further information, please feel free to contact me via email at tschoolcraft@elrobincorp.com or by phone at 304-776-7473.

Sincerely,

R. Todd Schoolcraft, PLA, ASLA, LEED®GA
Project Manager

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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.

E. L. ROBINSON ENGINEERING CO.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	1/7/1980		1/7/1980	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	3000.0000				
Charter County	Kanawha			Control Number	0				
Charter State	WV			Excess Acres	0				
At Will Term				Member Managed					
At Will Term Years				Par Value	0.050000				
Authorized Shares	60000			Young Entrepreneur	Not Specified				

Addresses	
Type	Address
Designated Office Address	5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Notice of Process Address	REGISTERED AGENTS INC 110 MAIN ST. BECKLEY, WV, 25801
Principal Office Address	5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Principal Office Mailing Address	5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Type	Address

Officers	
Type	Name/Address
Director	ERIC COBERLY 5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Director	FAHEEM AHMAD 5088 WASHINGTON ST W CHARLESTON, WV, 253131536
President	ERIC COBERLY 5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Secretary	WILLIAM S LEROSE 5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Vice-President	LEE R LEWIS 5088 WASHINGTON ST W CHARLESTON, WV, 253131536
Type	Name/Address

Date	Amendment
3/30/2006	AMENDMENT FILED TO SHARES/CAPITAL STOCK

1/8/2001	CHANGE IN SHARES FROM 20,000 SHARES CLASS A AND 20,000 SHARES CLASS B CMN STK AT \$.075 PAR TO 60,000 SHARES WHICH IS DIVIDED AS 20,000 SHARES OF CLASS A CMN STK, 20,000 SHARES OF CLASS B CMN STK, 20,000 SHARES OF CLASS C CMN STK ALL AT \$.05 PAR VALUE WHICH MAKES THE AUTH. CAP STK REMAIN THE SAME AT \$3,000.00
10/8/1998	CHANGE IN SHARES FROM 3,000 AT #1.00 PAR VALUE TO 40,000 SHARES 20,000 CLASS A AND 20,000 CLASS B COM. STK AT \$0.075 PAR VALUE WHICH MAKES THE AUTH. CAP. STK STAY THE SAME AT \$3,000.00
3/27/1998	DECREASE-AMENDMENT FILED DECREASING THE AUTH. CAP. STK FROM \$15,000 WITH 100 SHARES AT \$150 PAR TO \$3,000 AUTH. CAP. WITH 3,000 SHARES AT \$1.00 PAR VALUE.
3/28/1984	AMENDMENT INCREASING SHARES AND CHANGING NAME FROM E. L. ROBINSON ENTERPRISES, INC. TO E. L. ROBINSON ENGINEERING CO.
Date	Amendment

Annual Reports
Filed For
2025
2024
2023
2022
2021
2020
2019
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2017x
2017
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2011
2010



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"E. L. ROBINSON ENGINEERING CO." [x](#)

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