



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

State of West Virginia
Purchase Order

Order Date: 03-05-2026

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:	CPO 0310 6515 DNR2600000016 2	Change Order No:	1	Procurement Folder:	1747454
Document Name:	Blackwater Falls Sled Run Tree Removal			Reason for Modification:	
Document Description:	Blackwater Falls Sled Run Tree Removal			Change Order No. 01 issued to establish the contract beginning and ending dates per the attached documentation.	
Procurement Type:	Central Purchase Order				
Buyer Name:	Joseph (Josh) E Hager III				
Telephone:	(304) 558-2306				
Email:	joseph.e.hageriii@wv.gov				
Shipping Method:	Best Way			Effective Start Date:	2025-10-21
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	2025-12-19

VENDOR		DEPARTMENT CONTACT		
Vendor Customer Code:	VS0000048279	Requestor Name:	James H Adkins	
MAXS TREE SERVICE LLC 667 MOUNTAINSIDE RD		Requestor Phone:	(304) 558-3397	
DAVIS WV 26260		Requestor Email:	jamie.h.adkins@wv.gov	
US		<div style="font-size: 48px; font-weight: bold;">2026</div> <div style="font-weight: bold;">FILE LOCATION _____</div>		
Vendor Contact Phone:	8594438661			Extension:
Discount Details:				
Discount Allowed	Discount Percentage			Discount Days
#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	SUPERINTENDENT DIVISION OF NATURAL RESOURCES BLACKWATER FALLS STATE PARK 1584 BLACKWATER LODGE RD DAVIS WV 26260-0490 US

CR 3-9-24

Total Order Amount:	\$85,000.00
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Purchasing Division's File Copy

JH 3-4-24

PURCHASING DIVISION AUTHORIZATION DATE: <i>Monday 3/09/2026</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Cody R... 3-8-24</i> ELECTRONIC SIGNATURE ON FILE
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3/17/2026

Extended Description:

Change Order

Change Order No. 01 issued to establish contract start date per the attached Notice to Proceed letter.

Contract start and end dates: 10/21/2025 - 12/19/2025.

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	70000000	0.00000		0.000000	85000.00
Service From	Service To	Manufacturer	Model No		
2025-10-21	2025-12-19				

Commodity Line Description: Tree Removal and Related Work

Extended Description:

Tree Removal and Related Work

October 20, 2025

Mr. Max Withrow
Max's Tree Service LLC
667 Mountainside Road
Davis, WV 26260

Re: Blackwater Falls State Park
Sled Run Tree Removal Project
Notice to Proceed
CPO DNR26*16

Dear Mr. Withrow,

You are hereby given Notice to Proceed to begin with the above referenced project. The start date to begin this contract will be October 21, 2025. This 60 day contract will expire December 19, 2025.

Sincerely,



Denise Hanson, RN
ERSII

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Business Organization Detail

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MAX'S TREE SERVICE, LLC

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC Limited Liability Company	9/13/2023		9/13/2023	Domestic	Profit				

Organization Information									
Business Purpose	5617 - Admin/Support Waste Mgt/Remediation Services - Administrative and Support Services - Services to Buildings and Dwellings Including Lawn Care and Janitorial Services (exterminating & pest control, janitorial, landscaping, carpet, upholstery cleaning services)			Capital Stock					
Charter County	Tucker			Control Number					
Charter State	WV			Excess Acres					
At Will Term	A			Member Managed		MBR			
At Will Term Years	Par Value								

**Authorized
Shares**

**Young
Entrepreneur** No

Addresses

Type

Address

**Designated Office
Address**

667 MOUNTAINSIDE ROAD
DAVIS, WV, 26260

**Notice of Process
Address**

MAX WITHROW
667 MOUNTAINSIDE RD
DAVIS, WV, 26260

**Principal Office
Address**

667 MOUNTAINSIDE ROAD
DAVIS, WV, 26260
USA

**Principal Office
Mailing Address**

667 MOUNTAINSIDE ROAD
DAVIS, WV, 26260
USA

Type

Address

Officers

Type

Name/Address

Member

MAXWELL WITHROW
667 MOUNTAINSIDE ROAD
DAVIS, WV, 26260

Organizer

MAXWELL WITHROW
667 MOUNTAINSIDE ROAD
DAVIS, WV, 26260

Type

Name/Address

Annual Reports

Filed For

2026

2025

2024

Date filed



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