



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

State of West Virginia  
**Contract**

Order Date: 05-05-2026

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

<b>Order Number:</b>	CCT 0310 6382 DNR2200000008 9	<b>Procurement Folder:</b>	969316
<b>Document Name:</b>	A&E - West Fork River 12 New Boating Public Access Sites	<b>Reason for Modification:</b> Change Order No. 03 issued to extend the contract as per the attached documentation.	
<b>Document Description:</b>	A&E - West Fork River 12 New Boating Public Access Sites		
<b>Procurement Type:</b>	Central Contract - Fixed Amt		
<b>Buyer Name:</b>	Joseph (Josh) E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-06-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2028-05-31

VENDOR		DEPARTMENT CONTACT		
<b>Vendor Customer Code:</b>	000000203652	<b>Requestor Name:</b>	James H Adkins	
E L ROBINSON ENGINEERING CO 5088 Washington St W		<b>Requestor Phone:</b>	(304) 558-3397	
Charleston WV 25313-1536 US		<b>Requestor Email:</b>	jamie.h.adkins@wv.gov	
<b>Vendor Contact Phone:</b>	304-776-7473 Extension: 238	<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="font-weight: bold; margin: 5px 0;">FILE LOCATION _____</div>		
<b>Discount Details:</b>				
<b>Discount Allowed</b>	<b>Discount Percentage</b>			<b>Discount Days</b>
#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

*CR 5-6-26*

<b>Total Order Amount:</b>	\$192,500.00
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Purchasing Division's File Copy

*JA 5-5-26*

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>M. Hager - 5/06/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ADMINISTRATIVE GENERAL APPROVAL AS TO FORM</b> <i>J. E. Hager</i> DATE: <i>5/14/2026</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> <i>Cody Rose</i> DATE: <i>5-14-26</i> ELECTRONIC SIGNATURE ON FILE
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*5/14/2026*

**Extended Description:**

Change Order

Change Order No. 03 is issued to extend the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

Effective: 06/01/2026 through 05/31/2028.

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	2028-05-31				

**Commodity Line Description:** Civil engineering

**Extended Description:**


12 Boating Public Access Sites on the West Fork River.

Governor Jim Justice



Director Brett W. McMillon

**MEMORANDUM**

**TO:** Jamie Adkins,   
Chief Procurement Officer

**FROM:** Sam England  
Construction Project Manager

**DATE:** April 27, 2026

**SUBJECT:** Contract Extension  
A/E Services – West Fork Public Access Sites  
CCT DNR22\*08

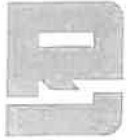
The WV Division of Natural Resources, Planning, Engineering and Maintenance Unit requests to extend the above referenced contract for the West Fork public boating access sites. The boating access sites will fulfill the WVDR obligations to provide recreational boating access along the West Fork River from Weston to Fairmont. E. L. Robinson Inc. was contracted in 2022 to design public boating access sites, bidding assistance, and provide contract administration during the construction phase.

The construction phase of the remaining projects requires more time than anticipated and this A/E services contract is set to expire on May 31, 2026. Two projects are currently out to bid under CRFQ DNR26\*18 and CRFQ DNR26\*19.

This change order includes a time extension through May 31, 2028 to allow E.L. Robinson to facilitate the construction of the remaining boat access sites. As the structural engineers/designers of the boat accesses, E. L. Robinson's continued involvement is a requirement to completing this project.

Please let me know if you have any questions.

**CC:** Matt Yeager  
Zack Brown



**E.L. ROBINSON**  
ENGINEERING

T: 304.776.7473  
F: 304.776.6426

5088 Washington St. West  
Charleston, WV 25313

[elrobinsoneengineering.com](http://elrobinsoneengineering.com)

April 27, 2026

Mr. Sam England, Project Manager  
West Virginia Division of Natural Resources  
Parks and Recreation Section  
324 Fourth Avenue  
South Charleston, WV 25303-1228

**Subject: Contract Extension 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 extension of the contract date according to all terms and conditions, prices, and specifications contained in the original contract including all authorized change orders in order to provide necessary construction oversight. We request that this contract be extended through May 31, 2028.

Should you need any further information, please feel free to contact me via email at [rschoolcraft@elrobinsoneengineering.com](mailto:rschoolcraft@elrobinsoneengineering.com) or by phone at 304-776-7473.

Sincerely,

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

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### Business and Licensing

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### Business Organization Detail

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#### 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			
<b>Business Purpose</b>	5413 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Architectural, Engineering and Related Services (landscape architects, drafting, geophysical mapping, testing labs)		<b>Capital Stock</b> 3000.0000
<b>Charter County</b>	Kanawha	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0
<b>At Will Term</b>		<b>Member Managed</b>	
<b>At Will Term Years</b>		<b>Par Value</b>	0.050000
<b>Authorized Shares</b>	60000	<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Designated Office Address</b>	5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>Notice of Process Address</b>	REGISTERED AGENTS INC 110 MAIN ST. BECKLEY, WV, 25801
<b>Principal Office Address</b>	5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536 USA
<b>Principal Office Mailing Address</b>	5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>Director</b>	ERIC COBERLY 5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>Director</b>	FAHEEM AHMAD 5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>President</b>	ERIC COBERLY 5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>Secretary</b>	WILLIAM S LEROSE 5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>Vice-President</b>	LEE R LEWIS 5088 WASHINGTON ST W CHARLESTON, WV, 25313-1536
<b>Type</b>	<b>Name/Address</b>

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



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