



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: 03-27-2026

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>	CPO 0310 6303 DNR240000018 4	<b>Change Order No:</b>	1	<b>Procurement Folder:</b>	1278642
<b>Document Name:</b>	Clendenin New Public Access Site & Boat Dock			<b>Reason for Modification:</b>	
<b>Document Description:</b>	Clendenin New Public Access Site & Boat Dock			Change Order No. 02 issued to increase contract and adjust to final quantities.	
<b>Procurement Type:</b>	Central Purchase Order				
<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>	2024-07-15	
<b>Free on Board:</b>	FOB Dest, Freight Prepaid		<b>Effective End Date:</b>	2025-07-14	

VENDOR			DEPARTMENT CONTACT			
<b>Vendor Customer Code:</b>	000000200095		<b>Requestor Name:</b>	James H Adkins		
J F ALLEN COMPANY PO BOX 2049			<b>Requestor Phone:</b>	(304) 558-3397		
BUCKHANNON WV 26201 US			<b>Requestor Email:</b>	jamie.h.adkins@wv.gov		
<b>Vendor Contact Phone:</b>	304-472-8890	<b>Extension:</b>	<div style="font-size: 48px; font-weight: bold; margin: 0;">2026</div> <div style="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 4-8-26*

<b>Total Order Amount:</b>	\$747,005.80
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Purchasing Division's File Copy

*JH 3-31-26*

<b>PURCHASING DIVISION AUTHORIZATION</b> DATE: <i>Munkit</i> 4/8/2026 ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> DATE: <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b> DATE: <i>[Signature]</i> 4-10-26 ELECTRONIC SIGNATURE ON FILE
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*4/9/2026*

**Extended Description:**

Change Order

Change Order No. 02 is issued to increase the original contract and adjust to final quantities according to all terms, conditions, prices, and specification contained in the original contract including all authorized change orders.

Effective date of change 07/14/2025

Original Contract Price: \$688,287.80  
Change Order No. 02 Increase: 58,718.00  
Contract New Total: \$747,005.80

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	72141200	0.00000		0.000000	688287.80
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2024-07-15	2025-07-14				

**Commodity Line Description:** Marine construction services

**Extended Description:**  
Clendenin PAS

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	72141200	0.00000		0.000000	58718.00
<b>Service From</b>	<b>Service To</b>	<b>Manufacturer</b>		<b>Model No</b>	
2024-07-15	2025-07-14				

**Commodity Line Description:** Change Order No. 02

**Extended Description:**  
Clendenin PAS



Governor Patrick Morrisey

Director Brett W. McMillion

March 18, 2026

Jamie H. Adkins, Chief Procurement Officer  
WV Division of Natural Resources  
Property And Procurement Office  
112 California Avenue  
Charleston, WV 25302

RE: Clendenin Public Access and Boat Dock  
CPO 0310 DNR24\*18  
20-day late letter

Dear Mr. Adkins,

The WVDNR, contract change is beyond the 20-day threshold for the above-referenced project. Project documentation and closeout took an enormous amount of time as well as the receipt of valid Bond Rider documentation. The project has been satisfactorily completed, and we recommend that this Change Order be approved, the Final Invoice be paid, and the project be closed out.

Sincerely,

A handwritten signature in cursive script that reads "Edward L Raines".


Edward Raines, Construction Project Manager  
WV Division of Natural Resources  
Parks and Recreation Section



Governor Patrick Morrisey

Director Brett W. McMillion

January 22, 2026

Jamie H. Adkins, Chief Procurement Officer   
WV Division of Natural Resources  
Property And Procurement Office  
112 California Avenue  
Charleston, WV 25305

RE: Clendenin Public Access and Boat Dock  
CPO DNR24\*18  
Change Order #2

Dear Mr. Adkins,

The Division of Natural Resources, Wildlife Section, requests that changes be made to the Contract Documents of the subject project. During excavation, an undocumented pipe was found in the ramp area of the project, which required tapping to determine if the pipe was pressurized. Once completed, the pipe was removed and capped. Additionally, the Mayor of Clendenin expressed some concerns over access and safety, which necessitated the addition of lighting, fencing, and a gate. None of these concerns were addressed prior to bidding and were unforeseen by the contractor. We have reviewed the complete Change Order and believe the requested expenses are acceptable. No other changes will be made to the contract documents in this Change Order as the project is complete and the vendor has submitted final quantities in their remaining invoice.

Previous Contract amount:	\$688,287.80
Change Order:	\$58,718.00
New Contract amount:	\$747,005.80

Sincerely,

  
Edward Raines  
Construction Project Manager



January 22, 2026

Mr. Jason Dingess  
West Virginia Division of Natural Resources  
112 California Avenue  
Charleston, WV 25305

**Re: WVDNR Elk River Clendenin Boat Ramp  
New Public Access Facilities CPO 0310 6303 DNR24\*18  
Change Order #2: Justification**

Dear Mr. Dingess:

This correspondence is to formally request a change order for unforeseen site conditions, and local sponsor requested additions to the Elk River Clendenin Boat Ramp project. The items specifically include the following:

1. Unforeseen site condition: Orphaned 6" steel utility line – hot tap.
2. Additional site amenities: Solar LED lights (2 ea.).
3. Additional site amenities: Split rail fencing (392 lf).
4. Additional site amenities: Steel vehicular gate.

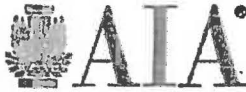
The orphaned and undocumented 6" steel pipe was encountered by the general contractor, J.F. Allen Co., during excavation operations for the proposed ramp down to the Elk River. It was in the way of construction of the concrete boat ramp and associated retaining wall and would require removal or relocation. After extensive exploration and consultation with various local natural gas, oil, water, and sewer companies in the area, it was determined the pipe was unaccounted for and would require a hot tap to determine if it were presumably abandoned from past petroleum operations in the area. The hot tap found the pipeline was abandoned and empty, and the portion of pipe in the way of construction was removed and capped.

The next items added to the contractor's responsibility was requested by the local project sponsor, Town of Clendenin Mayor Kay Summers. Mayor Summers was concerned about security and safety of the site, specifically at night. She conferred with WVNDNR officials and lobbied for site lighting, additional fencing, and a vehicular gate that would be policed by the Town of Clendenin personnel. The request was granted, and J.F. Allen installed the safety and security measures as directed.

We have reviewed this proposal and found it to be reasonable and acceptable due to the varying site conditions, safety, and security of the site.

Sincerely,

R. Todd Schoolcraft, PLA, ASLA, LEED@GA  
Project Manager  
E.L. Robinson Engineering Co.



# Document G701™ – 2001

## Change Order

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
FIELD	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

**PROJECT (Name and address):**  
Elk River Clendenin Boat Ramp  
512 Virginia Ave., Clendenin, WV 25045

**CHANGE ORDER NUMBER:** 0002

**DATE:** 01/22/26

**TO CONTRACTOR (Name and address):**  
J.F. Allen Company  
P.O. Box 2049  
Buckhannon, WV 26201

**ARCHITECT'S PROJECT NUMBER:** CPO 0310 6303 DNR24\*18  
**CONTRACT DATE:** 07/15/24  
**CONTRACT FOR:** General Construction

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)*

The original Contract Sum was	\$ 688,287.80	<del>0.00</del>
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$ 688,287.80	<del>0.00</del>
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 58,718.00	<del>0.00</del>
The new Contract Sum including this Change Order will be	\$ 747,005.80	<del>0.00</del>

The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is July 14, 2025

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

E.L. Robinson Engineering Co.  
**ARCHITECT (Firm name)**  
5088 Washington St. W., Charleston, WV 25313  
**ADDRESS**  
  
**BY (Signature)**  
R. Todd Schoolcraft, PLA  
**(Typed name)**  
1/22/2026  
**DATE**

J.F. Allen Company  
**CONTRACTOR (Firm name)**  
PO Box 2049, Buckhannon, WV 26201  
**ADDRESS**  
  
**BY (Signature)**  
Tyler D. Beaty, PE  
**(Typed name)**  
1/22/2026  
**DATE**

WVDNR  
**OWNER (Firm name)**  
112 California Ave., Charleston, WV 25305  
**ADDRESS**  
  
**BY (Signature)**  
Brett W. McMillon  
**(Typed name)**  
1/22/26  
**DATE**



J.F. ALLEN COMPANY  
 PO BOX 2049  
 BUCKHANNON, WV 26201

Edward L. Raines  
 EMAIL: [eward.l.raines@wv.gov](mailto:eward.l.raines@wv.gov)  
 WV DNR Parks & Recreation  
 324 4th Avenue  
 South Charleston, WV 25303

INVOICE NUMBER 23312  
 Purchase Order # 0310 DNR24\*05  
 INVOICE DATE 10/25/2024  
 CHANGE ORDER NUMBER 2

ORIGINAL CONTRACT	\$	688,287.80
Net Change from Change Order	\$	58,718.00
REVISED CONTRACT AMOUNT	\$	747,005.80

Clendenin Boat Ramp

COR #	Billing Code	Description	Bid Units	U/M	Bid Price	Hours Worked			Total Invoice
						Previous Units	Current Units	Total Units	
2	600	COR 002 - Unforeseen Site Conditions - Hot Tap	1	LS	2,500.00	0.00	1.00	0.00	\$ 2,500.00
2	600	COR 002 - Solar Lighting	2	EA	18,750.00	0.00	2.00	0.00	\$ 37,500.00
2	600	COR 002 - Split Rail Fencing	392	LF	32.75	0.00	392.00	0.00	\$ 12,838.00
2	600	COR 002 - Vehicle Gate	1	LS	5,880.00	0.00	1.00	0.00	\$ 5,880.00
<b>TOTAL CHANGE ORDER TOTAL</b>									<b>\$ 58,718.00</b>

**RIDER INCREASING OR DECREASING PENALTY OF BOND**

To be attached to and form part of Performance and Payment Bonds for Elk River Clendenin Boat Ramp  
(Description of Bond) New Public Access Facilities

Bond No. 30212325 issued on behalf of J.F. Allen Company  
as Principal in favor of State of WV, Division of Natural Resources

Obligee.

Western Surety Company, (hereinafter called the Company) hereby increases  
the penalty from Six Hundred Eighty-Eight Thousand Two Hundred Eighty-Seven & 80/100 DOLLARS ( \$ 688,287.80 ),  
to Seven Hundred Forty-Seven Thousand Five & 80/100 DOLLARS ( \$ 747,005.80 ),

subject to the covenants and conditions of said bond, except as herein stated.

This rider becomes effective on the 22 day of January, 2026, at  
twelve and one minute o'clock AM standard time.

Signed and dated this 23 day of February, 2026.

J.F. Allen Company  
Principal

By [Signature]

ACCEPTED

Western Surety Company

Brett W. McMillion, Dir.  
Obligee

By [Signature]  
Taylor R. Johnson, Attorney-in-Fact

By [Signature]

By \_\_\_\_\_



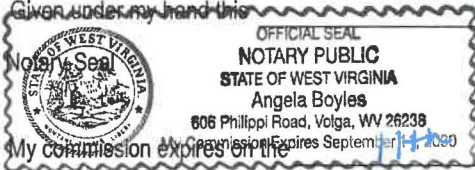
# ACKNOWLEDGMENTS

## Acknowledgment by Principal if individual or Partnership

1. STATE OF \_\_\_\_\_  
2. County of \_\_\_\_\_ to-wit:  
3. I, \_\_\_\_\_, a Notary Public in and for the  
4. county and state aforesaid, do hereby certify that \_\_\_\_\_  
whose name is signed to the foregoing writing, has this day acknowledged the same before me in my said county.  
5. Given under my hand this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
6. Notary Seal  
7. \_\_\_\_\_  
(Notary Public)  
8. My commission expires on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

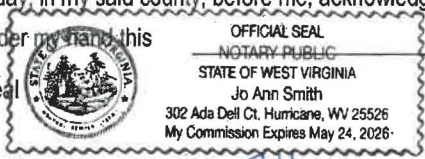
## Acknowledgment by Principal if Corporation

9. STATE OF West Virginia  
10. County of UPSHUR to-wit:  
11. I, ANGELA BOYLES, a Notary Public in and for the  
12. county and state aforesaid, do hereby certify that BRYAN E. LEATHERMAN  
13. who as, VICE PRESIDENT signed the foregoing writing for  
14. a corporation, has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
15. Given under my hand this \_\_\_\_\_ 23 day of February 20 26  
16. Notary Seal  
17. Angela Boyles  
(Notary Public)  
18. My commission expires on the \_\_\_\_\_ day of SEPTEMBER 20 30



## Acknowledgment by Surety

19. STATE OF West Virginia  
20. County of Kanawha to-wit:  
21. I, Jo Ann Smith, a Notary Public in and for the  
22. county and state aforesaid, do hereby certify that Taylor R. Johnson  
23. who as, Attorney-in-Fact signed the foregoing writing for  
24. Western Surety Company a corporation,  
has this day, in my said county, before me, acknowledged the said writing to be the act and deed of the said corporation.  
25. Given under my hand this \_\_\_\_\_ 23 day of February 20 26  
26. Notary Seal  
27. Jo Ann Smith  
(Notary Public)  
28. My commission expires on the 24 day of May 20 26



## Sufficiency in Form and Manner of Execution Approved

This 0th day of April 20 26

By: [Signature]  
Attorney General  
(Deputy Attorney General)

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Ross E. Johnson, Patrick Kee, Taylor R Johnson, Brady A Campbell, JoAnn Smith, Jennifer Young, Justin Kyle Robson, Kaleb Aaron Groves, Individually**

of Charleston, WV, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

### - In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 12th day of February, 2026.



WESTERN SURETY COMPANY

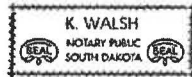
Larry Kasten, Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 12th day of February, 2026, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

December 4, 2031



K. Walsh, Notary Public

### CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 23 day of Feb, 2026



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

### Authorizing By-Laws and Resolutions

#### ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

“RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.”

Go to [www.cnasurety.com](http://www.cnasurety.com) > Owner / Oblige Services > Validate Bond Coverage, if you want to verify bond authenticity.

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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.*

#### J. F. ALLEN COMPANY

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	3/21/1946		3/21/1946	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	2373 - Construction - Heavy & Civil Engineering Construction - Highway, Street, Bridge Construction		<b>Capital Stock</b> 0.0000
<b>Charter County</b>	Upshur	<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>	0.000000
<b>Authorized Shares</b>	0	<b>Young Entrepreneur</b>	Not Specified

**Addresses**

Type	Address
<b>Designated Office Address</b>	2133 OLD WESTON ROAD BUCKHANNON, WV, 26201
<b>Notice of Process Address</b>	GREGORY S HADJIS PO BOX 2049 BUCKHANNON, WV, 26201
<b>Principal Office Address</b>	2133 OLD WESTON ROAD BUCKHANNON, WV, 26201 USA
<b>Principal Office Mailing Address</b>	P.O. BOX 2049 BUCKHANNON, WV, 26201 USA
Type	Address

**Officers**

Type	Name/Address
<b>Director</b>	JOHN C. ALLEN, JR PO BOX 2049 BUCKHANNON, WV, 26201
<b>Director</b>	GREGORY S HADJIS PO BOX 2049 BUCKHANNON, WV, 26201
<b>President</b>	GREGORY S HADJIS PO BOX 2049 BUCKHANNON, WV, 26201
<b>Secretary</b>	DARREN GLOVER PO BOX 2049 BUCKHANNON, WV, 26201
<b>Treasurer</b>	JOHN C ALLEN, JR PO BOX 2049 BUCKHANNON, WV, 26201
<b>Vice-President</b>	BRYAN LEATHERMAN PO BOX 2049 BUCKHANNON, WV, 26201
Type	Name/Address

**DBA**

DBA Name	Description	Effective Date	Termination Date
ALCON	TRADENAME	7/14/1987	10/25/2004
DBA Name	Description	Effective Date	Termination Date

Date	Amendment
<b>12/24/1991</b>	AMENDMENT - VOTING COMMON STOCK 2,000 SHARES WITH A PAR VALUE OF \$100. AND NONVOTING COMMON STOCK 2,000 SHARES WITH A PAR VALUE OF \$100. AUTH STOCK REMAINS AT \$400,000
<b>10/31/1984</b>	MERGER: MERGING ALCON, INC., WITH AND INTO J. F. ALLEN COMPANY, THE SURVIVOR.
<b>5/31/1975</b>	AGREEMENT OF MERGER, MERGING JAVID CORPORATION WITH AND INTO J. F. ALLEN COMPANY, THE SURVIVOR. (ROLL 95)
<b>12/24/1968</b>	INCREASE TO 4,000 SHARES OF THE PAR VALUE OF \$100 EACH; (ROLL 18)
<b>10/28/1964</b>	INCREASE AND CHANGE IN PAR VALUE: TO \$100,000, BEING 1,000 SHARES OF PAR VALUE OF \$100 EACH; (BOOK 242 PAGE 145)
Date	Amendment

Annual Reports
<b>Filed For</b>
2026
2025
2024
2023
2022
2021
2020
2019
2018
2017x
2017
2016
2015
2014
2013



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Registration Data**  
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e.g. 1606N020Q02

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All Domains



Filter By






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**Simple Search**

**Search Editor**

- Any Words 
- All Words 
- Exact Phrase 

e.g. 1606N020Q02

"J. F. ALLEN COMPANY"



## Federal Organizations



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