



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: 04-06-2026

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 0313 0313 DEP2600000011 2	Change Order No:	1	Procurement Folder:	1896815
Document Name:	REAP / AAH Promotional Items			Reason for Modification:	
Document Description:	REAP / AAH Promotional Items			Change Order 1-Increase Commodity Line #3 in quantity and total line cost	
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:	
Free on Board:	FOB Dest, Freight Prepaid			Effective End Date:	

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000038389			Requestor Name:	Travis L Cooper
BERNSTEIN LASH MARKETING LLC				Requestor Phone:	(304) 414-9754
1124 SAM RITTENBERG BLVD STE 4				Requestor Email:	travis.l.cooper@wv.gov
CHARLESTON	SC	29407		<div style="text-align: center;"> <h1>2026</h1> <p>FILE LOCATION _____</p> </div>	
US					
Vendor Contact Phone:	843-747-7767	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
ENVIRONMENTAL PROTECTION REAP OFFICE 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION REAP OFFICE 601 57TH ST SE CHARLESTON WV 25304 US

CR 4-9-26

Total Order Amount:	\$14,320.75
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>4/09/2026</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>4/13/2026</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>4-14-26</i> ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order

Change Order 1 is issued to increase Commodity Line #3 from qty of 20 to qty of 25, and increasing total line amount by \$116.85. To read from \$467.40 to \$584.25

Original Total: \$14,203.90

Change Order 1 Increase \$116.85

New Contract Total \$ 14,320.75

No Other Changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80141605	20.00000	EA	29.750000	595.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Backpack Coolers

Extended Description:

Backpack Coolers

per section 3.1.1 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	80141605	20.00000	EA	31.650000	633.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Crossland Camp Chairs, or equal

Extended Description:

Crossland Camp Chairs, or equal

per section 3.1.2 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	80141605	25.00000	EA	23.370000	584.25
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Oversize Beach Towels

Extended Description:

Oversize Beach Towels

per section 3.1.3 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	80141605	50.00000	EA	7.570000	378.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Recycled Blend Totes

Extended Description:

Recycled Blend Totes

per section 3.1.4 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	80141605	25.00000	EA	13.250000	331.25
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 60" Sport Umbrella

Extended Description:
60" Sport Umbrella
per section 3.1.5 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	80141605	50.00000	EA	7.490000	374.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Outdoor Essentials Kit

Extended Description:
Outdoor Essentials Kit
per section 3.1.6 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	80141605	25.00000	EA	29.180000	729.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Bamboo Cutting Boards

Extended Description:
Bamboo Cutting Boards
per section 3.1.7 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	80141605	2750.00000	EA	1.340000	3685.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: First Aid Kit

Extended Description:
First Aid Kit
per section 3.1.8 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	80141605	1750.00000	EA	2.180000	3815.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 3-in-1 Cable Charger and Pouch

Extended Description:
3-in-1 Cable Charger and Pouch
per section 3.1.9 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	80141605	1000.00000	EA	1.260000	1260.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Eco-friendly Sticker Books, or equal

Extended Description:

Eco-friendly Sticker Books, or equal
per section 3.1.10 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	80141605	1500.00000	EA	0.410000	615.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Four (4) Pack Soy Crayons

Extended Description:

Four (4) Pack Soy Crayons
per section 3.1.11 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	80141605	2000.00000	EA	0.290000	580.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Recycled Mood Pencils with matching eraser

Extended Description:

Recycled Mood Pencils with matching eraser
per section 3.1.12 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
13	80141605	100.00000	EA	3.150000	315.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: License Plate Frame

Extended Description:

License Plate Frame
per section 3.1.13 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
14	80141605	50.00000	EA	4.190000	209.50
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Handy Breeze Fan and Flashlight

Extended Description:

Handy Breeze Fan and Flashlight
per section 3.1.14 of the attached specifications

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
15	80141605	75.00000	EA	2.870000	215.25
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Inspired Notebook with Pen

Extended Description:

Inspired Notebook with Pen
per section 3.1.15 of the attached specifications



west virginia department of environmental protection

Business Office of Operations
Administrative Services
601 57th Street, SE
Charleston, WV 25304
304-926-0499 ext 41143

Harold D. Ward, Cabinet Secretary
dep.wv.gov
Fax: (304) 926-0488

April 6, 2026

To: Joseph Hagar II, Buyer Supervisor
WV Purchasing Division

From: Jessica Chambers-Smith, ASM2
WV DEP Purchasing

Re: Change Order 1-CPO DEP2600000011 REAP / AAH Promotional Items

Please see the attached email regarding the manufacturer's minimum order requirement of 25 units.

Accordingly, I am requesting an increase in the quantity for commodity line #3, Oversized Beach Towels, from 20 to 25 units. At the original unit price of \$23.37, this addition of five units increases the line item cost by \$116.85. Consequently, the total for this line will increase from \$467.40 to \$584.25, adjusting the total contract price from \$14,203.90 to \$14,320.75.

This adjustment remains within the allocated budget and maintains the current vendor's status as the low bidder.



Casto, Terri C <terri.c.casto@wv.gov>

Fwd: Beach Towels

1 message

Cooper, Travis L <travis.l.cooper@wv.gov>
To: Terri C Casto <terri.c.casto@wv.gov>

Mon, Apr 6, 2026 at 1:16 PM

Hi Terri,

Will this work?

----- Forwarded message -----

From: **Teri Lash** <tlash@bernsteinlash.com>
Date: Mon, Apr 6, 2026 at 1:16 PM
Subject: Re: Beach Towels
To: Cooper, Travis L <travis.l.cooper@wv.gov>
Cc: Chelsea Runion <chelsea.runion@wv.gov>

I am currently requesting an increase for the following:

- PO #CPO 010313 0313 DEP2600000011 1
- **Line Item #3** - Oversized Beach Towels
- **Minimum order** - The minimum order is 25 pieces. Therefore the price will be 25 pieces (not 20 pieces) @ \$23.37 each / Total \$584.25
- **Manufacturer Website showing minimum quantity** (screen shot below)

Resort Beach Towel

B3570C By Towels by The Magnet Group
As Low As **MINIMUM QUANTITY 25 PIECES**

\$ 26.95



	25	50	150
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Catalog	32.10	30.60	29.82
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Thank you,
Teri



Teri B. Lash / BERNSTEIN LASH MARKETING
1124 Sam Rittenberg Blvd., Suite 4 / Charleston, SC 29407
843.747.7767 office / 843.224.0212 cell
TLash@BernsteinLash.com / www.BernsteinLash.com

On Apr 6, 2026, at 1:00 PM, Cooper, Travis L <travis.l.cooper@wv.gov> wrote:

Teri,

Can you send me a new email requesting the increase? Please state the line item number and description, the increased amount, and the reason below. They also asked if you could include something from the manufacturer reflecting the minimum order quantity.

I will then send this to our purchasing department for approval.

Thanks!

On Mon, Apr 6, 2026 at 12:47 PM Teri Lash <tlash@bernsteinlash.com> wrote:

Travis:

I was not aware of the minimum order until the order was actually placed.

Teri

<Teri-Signature.jpg>

Teri B. Lash / BERNSTEIN LASH MARKETING

1124 Sam Rittenberg Blvd., Suite 4 / Charleston, SC 29407

843.747.7767 office / 843.224.0212 cell

TLash@BernsteinLash.com / www.BernsteinLash.com

On Apr 6, 2026, at 11:16 AM, Cooper, Travis L <travis.l.cooper@wv.gov> wrote:

Hi Teri,

Our purchasing division is asking about the increased number of towels. Did you just learn the minimum order quantity from the manufacturer? Since you indicated the minimum order quantities for the other items on your bidding pages, we will need justification for this increase.

Thanks,

Travis

You are viewing this page over a secure connection. [Click here for more information.](#)

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.

BERNSTEIN LASH MARKETING, LLC

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	7/26/2021		7/26/2021	Foreign	Profit			

Organization Information					
Business Purpose	4239 - Wholesale Trade - Merchant Wholesalers, Durable Goods - Miscellaneous Durable Goods Merchant Wholesalers (sporting, recreational, toy, hobby, recyclable materials, jewelry, watch, precious stone & metal)			Capital Stock	
Charter County				Control Number	
Charter State	SC				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	1124 SAM RITTENBERG BLVD SUITE 4 CHARLESTON, SC, 29407
Notice of Process Address	BERNSTEIN LASH MARKETING LLC 1124 SAM RITTENBERG BLVD 4 CHARLESTON, SC, 29407
Principal Office Address	1124 SAM RITTENBERG, BLVD SUITE 4 CHARLESTON, SC, 29407 USA
Principal Office Mailing Address	P O BOX 30427 CHARLESTON, SC, 29417 USA
Type	Address

Officers	
Type	Name/Address
Member	TERI LASH 1124 SAM RITTENBERG BLVD, #4 CHARLESTON, SC, 29407
Type	Name/Address

Annual Reports	
Filed For	
2026	
2025	
2024	
2023	
2022	
Date filed	

For more information, please contact the Secretary of State's Office at 304-558-8000.

Thursday, April 9, 2026 — 10:34 AM



Scheduled SAM Maintenance Show Details

Mar 17, 2026



See All Alerts

Contract Awards Scheduled Maintenance

Show Details

Mar 16, 2026



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