

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

## State of West Virginia Master Agreement

Order Date: 10-15-2024

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:	CMA 0926 1950 PSC2200000001 4	Procurement Folder:	937117
Document Name:	Consulting Services	Reason for Modification:	
Document Description:	Consulting Services	Change Order 03 To Renew Contract	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2021-12-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-11-30

	VENDOR				DEPARTMENT CONTACT
Vendor Customer Code: DAVID J ELLIS 301 Hunters Ridge Rd	VS00000106	38		Requestor Name: Requestor Phone: Requestor Email:	Lindsey Randolph (304) 340-0435 Irandolph@psc.state.wv.us
Charleston US Vendor Contact Phone: Discount Details:	3043469490	WV Extension	25314-2408 on:		2025
Discount Allowed	Discount Per	centage	Discount Days	-	FILE LOCATION
#1 No	0.0000		0		
#2 No					
<b>#3</b> No					
#4 No					

INVOICE TO			SHIP TO
ADMINISTRATION		ADMINISTRATION	
PUBLIC SERVICE COMMISSION		PUBLIC SERVICE COMMISSION	v
201 BROOKS ST		201 BROOKS ST	
CHARLESTON	WV 25301	CHARLESTON	WV 25301
US		us	

CR 10-21-24

Total Order Amount: Open End

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION

DATE: 10 10 1794
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: TOWN A TOWN ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 70-23-24
ELECTRONIC SIGNATURE ON FILE

C SIGNATURE ON FILE

Page: 1

Date Printed: Oct 17, 2024 Order Number: CMA 0926 1950 PSC2200000001 4

FORM ID: WV-PRC-CMA-002 2020/01

## Extended Description:

Change Order

Change Order No. 03 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 December 1, 2024 through November 30, 2025.

Renewal Years Remaining: 0

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81101516			HOUR	104.000000
	Service From	Service To		Service Contr	act Amount
				0.00	

Commodity Line Description:

Consultant - hourly fee

**Extended Description:** 

Consultant Services- hourly fee

Date Printed: Oct 17, 2024 Order Number: CMA 0926 1950 PSC2200000001 4

Page: 2 FORM ID: WV-PRC-CMA-002 2020/01



### Public Service Commission of West Virginia 201 Brooks Street, P.O. Box 812 Charleston, West Virginia 25323 Phone: (304) 340-0300

Fax: (304) 340-0325

October 3, 2024

David J. Ellis 301 Hunters Ridge Rd. Charleston WV 25314

Re: Contract Renewal CMA 0926 PSC220000001 David J Ellis

The PSC requests to renew contract CMA PSC220000001. This consulting contract will be renewed under the same terms and conditions as set forth in the original contract, including any subsequent change orders. The renewal period will be valid from December 1, 2024 through November 30, 2025 and will have no renewal periods remaining. If you agree to renew this contract under these terms, please sign and date below.

David J. Ellis

David J. Ellis

October 10, 2024

Date

Lindsey Randolph

Public Service Commission Senior Procurement Specialist

Agency Procurement Officer

Date

## Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812 Charleston, West Virginia 25323



Phone: (304) 340-0300 Fax: (304) 340-0325

October 15, 2024

West Virginia Purchasing Division Larry D. McDonnell, WVPBC 2019 Washington Street, E., P.O. Box 50130 Charleston, WV 25305

Re: Contract renewal CMA PSC2200000001 David J Ellis

Mr. McDonnell,

The Public Service Commission wishes to renew contract CMA PSC22\*1 with David J. Ellis for consulting services. This contract will be effective from December 1, 2024 through November 30, 2025 and will have no renewal periods remaining thereafter.

Sincerely,

Lindsey Randolph Procurement Officer

Public Service Commission

Kindley Plandalph

304-340-0322

irandolph@psc.state.wv.us

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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.

#### **DAVID J ELLIS**

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
SP   Sole Proprietor	5/1/2006			Domestic				

Business Purpose		Capital Stock	
Charter		Control	
County		Number	
Charter State	W	Excess Acres	
At Will		Member	
Term		Managed	
At Will		Dor Volus	
Term Years		Par Value	
Authorized		Young	Not Capailled
Shares		Entrepreneur	Not Specified

Addresses	
Туре	Address
Mailing Address	1812 SMITH RD CHARLESTON, WV, 253142252
Principal Office Address	1812 SMITH RD CHARLESTON, WV, 253142252
Туре	Address

Officers		
Туре	Name/Address	
Owner	DAVID J ELLIS 1812 SMITH RD CHARLESTON, WV, 253142252	
Туре	Name/Address	

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

Thursday, October 17, 2024 — 9:57 AM

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McDonnell, Larry D < larry.d.mcdonnell@wv.gov>

## RE: Change Order 3 for CMA PSC22-01 - Consulting Services

1 message

Randolph, Lindsey <LRandolph@psc.state.wv.us>
To: "McDonnell, Larry D" <larry.d.mcdonnell@wv.gov>

Fri, Oct 18, 2024 at 12:09 PM

Good Afternoon Larry,

Below is the Vendor's response:

From: David Ellis [mailto:dellispsc@gmail.com]

Sent: Friday, October 18, 2024 12:01 PM

To: Randolph, Lindsey <LRandolph@psc.state.wv.us>

Subject: Re: FW: Change Order 3 for CMA PSC22-01 - Consulting Services

I am not sure what "documentation" is requested. I think the below explanation may suffice.

What you sent me a copy of is what you get from the Secretary of State if you do a Business Search for "David J. Ellis." That returns a single hit, which is a 2006 record created when I first registered to do business in West Virginia. At that time my only residence in West Virginia was 1812 Smith Road, Charleston, WV.

When I returned to WV around 2011 I stopped doing any consulting work. Then in 2017 I reregistered as a sole proprietership with a dba. I did that because I thought I might want to do utility consulting work for someone other than the PSC. Thus, in 2017 I registered as a sole

proprietor business with a Trade Name as <u>David</u> <u>Ellis Utility Consulting Services</u>.

If you do a business search on the Secretary of State site, for "David Ellis" it returns "David Ellis Utility consulting Services." The business address now, and in 2017, as shown on the Sec of State site is my condo at 301 hunters Ridge Road, Charleston, WV. However, since I still own my house at 1812 Smith Road, that address for "officer" was not changed on the Secretary of State Site. (See copy below.) (Note that I am still only a Sole Proprietorship so I cannot explain why the Secretary of State shows the "officers" address as my original 1812 Smith Road Address. I don't consider a sole owner of a sole proprietorship as an "officer" but if that is the way the Secretary of State wants to do it, there was no problem because I still own 1812 Smith Road, my grandson lives there, and he can give me any mail that goes there if anyone mails to me at that address.)

Current Secretary of State record for me as a sole proprietor if you search for "David Ellis"



The vendor registration address is my condo at 301 Hunters Ridge Road.

So I prefer mail at 301 Hunters Ridge Road, but mail to 1812 Smith Road would go to the house I own, and get to me.

From: McDonnell, Larry D [mailto:larry.d.mcdonnell@wv.gov]

Sent: Friday, October 18, 2024 8:37 AM

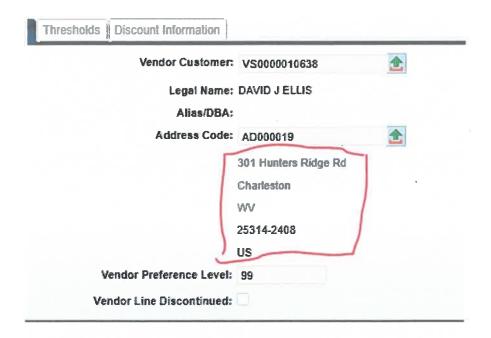
To: Randolph, Lindsey <LRandolph@psc.state.wv.us>

Subject: Change Order 3 for CMA PSC22-01 - Consulting Services

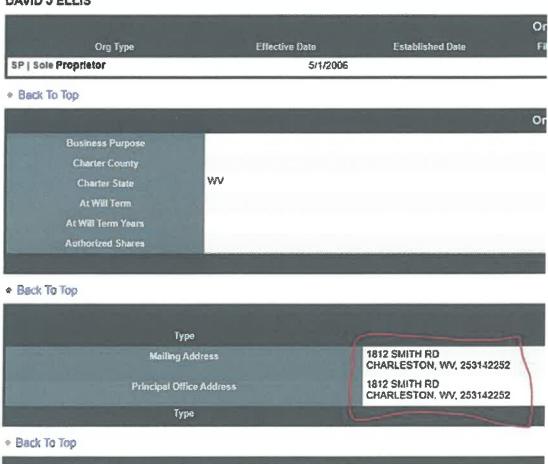
#### Lindsey,

I am working on Change Order 3 for CMA PSC22-01 for consulting services with David J. Ellis. The address listed in vcust and on WV SOS are not matching. Can you request some type of documentation from the vendor linking those addresses?

#### Thanks,



#### **DAVID J ELLIS**

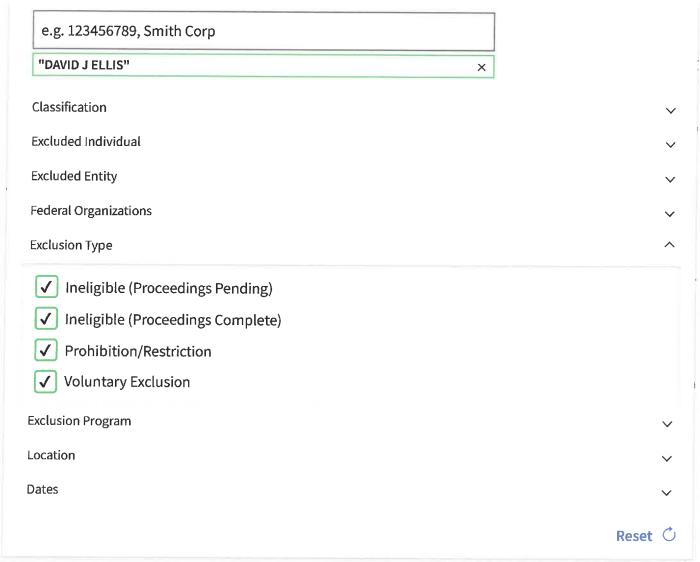


An official website of the United States government Here's how you know



(+)

earch	All Words e.g. 1606N020Q02
Select Domain Entity Information	+
All Entity Information	
Entities	
Disaster Response Registry	
Responsibility / Qualification	
Exclusions	
Filter By	. —
Keyword Search	
or more information on how to use our keyw	ord search, visit our help guide
Simple Search	Search Editor





## No matches found

We couldn't find a match for your search criteria.

Please try another search or go back to previous results.

Go Back



Feedback

# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use:	Agency:
Buyer: Larry D. McDanell Date: 10/17/24	Public Service Commission
Solicitation No. CMA PSC 22 # 01 c/03	Procurement Officer Submitting Requisition: Lindsey Randolph
	Requisition No. CMA PSC2200000001 David J Ellis
	PF No.: 937117

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

	Compliance Check Type:	Required .	Provided (f Required)	Not Required	Edina Mirana Conjimaton
1	Specifications and Pricing Page included	Ø			
2	Use of correct specification template	Ø			
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	Ø			
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	Ø			
5	Maximum budgeted amount in wvOASIS	☑			
6	Suggested vendors in wvOASIS	$\square$			
7	Capitol Building Commission pre-approval				
8	Financing (Governor's Office) pre-approval			The state of the s	
9	Fleet Management Division pre-approval			- I description	

Form No. WV-36 Rev. 10/26/2022

	.Compliance.Check Type	रिक्मिस	Provided (f Required	बीज्बस्यामान्यः	Bugiday Gonjinadda			
10	Insurance requirements							
· ·	Commercial General Liability							
1	Automobile Liability							
	Workers' Compensation/Employer's Liability							
	Cyber Liability							
	Builder's Risk/Installation Floater							
	Professional Liability							
	Other (specify)							
11	Office of Technology CIO pre-approval							
12	Treasurer's Office (banking) pre-approval							
FOR	CHANGE ORDERS/RENEWAL	S:						
1	Two-party agreement		Ø					
2	Standard change order language		Ø		<b>⊿</b>			
3	Office of Technology CIO approval			V	Z			
4	Justification for price increases/backdating/other							
5	Bond Rider (Construction)			V	V			
6	Secretary of State Verification		Ø		<b>□</b>			
7	State debarment verification	Ø						
8	Federal debarment verification	Ø						
to comp agency The refe	The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.  For Purchasing Division Use Only:							
My revi	I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community.  My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.							
	Signature: MEDICAL SIGNATURE SIGNATU							

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