



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: 01-17-2025

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 0313 0313 DEP2200000018 4	Procurement Folder:	997061
Document Name:	HAZWOPER Training	Reason for Modification:	CO#3 - Renewal
Document Description:	HAZWOPER Training		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-03-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-03-14

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000209424 REGULATORY TRAINING CENTER 120 3RD AVE SOUTH CHARLESTON WV 25303 US Vendor Contact Phone: 304-348-1346 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Jessica S Chambers Requestor Phone: (304) 414-1140 Requestor Email: jessica.s.chambers@wv.gov
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV 25304 US

CR 1-27-25

Total Order Amount:	Open End
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PURCHASING DIVISION AUTHORIZATION

DATE: 1/23/25
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE: 1/28/25
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE: 1-28-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:
Change Order #3

Change Order #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 03/15/2025 to 03/14/2026.

No Renewals Remaining

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	86101709			EA	425.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: HAZWOPER 40 Hour Training Class

Extended Description:
HAZWOPER 40 Hour Training
per person

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	86101709			EA	130.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: HAZWOPER 8 Hour Refresher Class

Extended Description:
HAZWOPER 8 Hour Refresher Class
per person



west virginia department of environmental protection

Business Operations Office - Administrative Services
601 57th Street SE
Charleston, WV 25304-2345
304-926-0499 Phone

Harold D. Ward, Cabinet Secretary
dep.wv.gov

December 26, 2024

Daniel Taaffe, Operations Manager
Regulatory Training Center
info@rtc4safety.com

Re: Renewal of Contract Number CMA DEP2200000018 HAZWOPER Training

The WV Department of Environmental Protection is offering to renew the subject contract under the same terms, conditions, pricing and specifications for one year. The renewal dates are March 15, 2025 through March 14, 2026. If your company agrees to this renewal, please sign below and return along with the other documents requested by 1/13/25.

In addition to this letter, please include a current Certificate of Insurance. The certificate of coverage shall be for the same as the original contract with the State as additional insured.

Please feel free to contact me with any questions.

Thank you,

April D O'Dell

Digitally signed by: April D O'Dell
DN: CN = April D O'Dell email = april.d.
odell@wv.gov C = AD O = Department of
Environmental Protection OU = Business
Operations
Date: 2024.12.26 13:21:01 -05'00'

April D. O'Dell, Procurement Specialist, Sr.
Business Operations Office
304-926-0499 x. 41145 (p)

To be completed by the vendor:

We agree to renew the contract for the period stated above according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.


Signature

01/09/2025
Date

DANIEL J. TAAFFE
Printed Name

services under Section 9 of the Purchasing Division Procedures Handbook is in the best interest of the State. Accordingly, the vendor registration fee is waived and, therefore, not required for a vendor providing commodities or services under Section 9 of this handbook. This waiver only applies to transactions conducted under Section 9 of the handbook. If the vendor in question also obtains contracts through competitive bidding, direct award, or some other method, fee payment will be required.

Guidance: The Section 9 Applicability Opinion Request Form (WV-68) may be used to formally inquire about the Purchasing Division's opinion on whether a particular transaction is included in one of the existing categories of the Impossible to Bid List. This form is only to be used when the applicability of a Section 9 item is questionable or unclear.

Impossible to Bid List: The following items comprise the Impossible to Bid List of commodities and services that may be purchased directly by spending units without advertisement or bid.

1. **Advertising:** This item includes any advertisement placed directly with newspapers, trade magazines, internet publications, social media or billboards. This item includes broadcast television and radio advertisements placed directly with the broadcaster or publisher. Additionally, this item includes participation fees for trade shows, conferences or conventions. This item does not include any indirect placement, promotional items or advertising consultant services.
2. **Artwork and Historical Items:** This item includes the purchase of and service to artwork and historical items, i.e. restoring governors' portraits, refurbishing chandeliers, etc. An agency attempting to procure commodities and services under this item must obtain written approval from the Purchasing Division prior to making any purchase.
3. **Attorneys and Law Firms:** This item includes hiring attorneys and law firms in an official attorney-client capacity. Nothing in this item eliminates the approval or oversight residing within the Attorney General's office.
4. **Aviation Fuel:** This item includes the purchase of aviation fuel but excludes bulk purchases for delivery to state dispensing stations.
5. **Governmental Agencies:** This item only includes: 1) contracts between governmental agencies and spending units when a state or federal law requires the commodity or service be obtained from the governmental agency (any contract or purchase order issued must cite the law and maintain a copy on file); and 2) regulatory fees legally imposed by government agencies. Governmental entities are not required to register with the Secretary of State's Office so that compliance check is not required.





Upcoming SAM.gov Maintenance 1/11/2025
Show Details
Jan 7, 2025



See All Alerts

Scheduled Login.gov Maintenance Impact to SAM.gov
Show Details
Jan 3, 2025



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Search

All Words

e.g. 1606N020Q02

Select Domain
All Domains



Filter By






Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

Simple Search

Search Editor

- ☒ Any Words 
- ☐ All Words 
- ☐ Exact Phrase 

e.g. 1606N020Q02

"*regulatory training*"



"regulatory training"



Federal Organizations

Enter Code or Name

▼

...

Status

☒

Active

☐

Inactive

Reset



No matches found

Your search did not return any results.

To view Entity Registrations, you must sign in.

Sign In

Would you like to include inactive records in your search results?

Yes

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Customer Service

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Check Entity Status

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use.		Agency:
Buyer: <u>Jhas (u)</u>	Date: <u>1-23-25</u>	WVDEP
Solicitation No. <u>CMA DEP22*18</u> <u>C/O#3</u>		Procurement Officer Submitting Requisition: Jessica Chambers Smith
		Requisition No. CMA DEP22*18
		PF No.: 997061

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, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**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:

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: _____

