



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

State of West Virginia
Contract

Order Date: 01-21-2025

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:	CCT 0402 0033 EDD2000000002 15	Procurement Folder:	666767
Document Name:	PARENT SURVEY	Reason for Modification:	Change Order No. 7 To Close Out and Decrease
Document Description:	WVDE Parent Survey		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2020-03-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-02-28

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000213844 MEASUREMENT INC 423 MORRIS ST DURHAM NC 27701 US Vendor Contact Phone: 919-683-2413 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>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Kelly L Hall Requestor Phone: (304) 558-3660 Requestor Email: kelly.l.hall@k12.wv.us 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
OFFICE OF FINANCE & INTERNAL OPERATIONS DEPARTMENT OF EDUCATION BLDG 6, RM 700 1900 KANAWHA BLVD E CHARLESTON WV 25305 US	SECRETARY DEPARTMENT OF EDUCATION OFFICE OF SPECIAL EDUCATION 1900 KANAWHA BLVD E, BLDG 6 RM 750 CHARLESTON WV 25305-0330 US

CR 2-3-25

Total Order Amount:

\$222,896.00

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark R. Hager</i> 2/3/2025 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John L. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>Cody R. Hager</i> DATE: 2-4-25 ELECTRONIC SIGNATURE ON FILE
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2/4/2025

Extended Description:

Change Order

Change Order No. 7 issued to decrease and close original contract according to all terms, conditions, prices and specifications contained in the original contract and all authorized change orders.

Effective Date of Change: 01/21/2025

Original Contract Amount: \$224,392.00

Change Order #7 Decrease: \$ 1,496.00

New Contract Amount: \$222,896.00

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	86130000	0.00000		0.000000	\$1,496.00
Service From	Service To	Manufacturer		Model No	
2020-03-01	2025-02-28				

Commodity Line Description: DEVELOPMENT OF THE ON-LINE SURVEY SYSTEM**Extended Description:**

One-time/lump sump fee for the development of the on-line survey system.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	86130000	15000.00000	EA	3.690000	\$55,350.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: PRICE PER SURVEY (ELECTONIC AND PAPER SURVEY)-2020/2021**Extended Description:**

Year 1 (2020./2021)

Price per Survey Mailed (not to exceed 15,000 number of surveys) to include paper and electronic survey, postage, sending survey, re-sending survey to non-respondents, data analysis by the State and LEA, report of data analysis and Indicator 8 requirements.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	86130000	15000.00000	EA	3.690000	\$55,350.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: PRICE PER SURVEY (ELECTONIC AND PAPER SURVEY)-2021/2022**Extended Description:**

Year 2 (2021/2022)

Price per Survey Mailed (not to exceed 15,000 number of surveys) to include paper and electronic survey, postage, sending survey, re-sending survey to non-respondents, data analysis by the State and LEA, report of data analysis and Indicator 8 requirements.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	86130000	0.00000		0.000000	\$1,496.00
Service From	Service To	Manufacturer		Model No	
2020-03-01	2023-02-28				

Commodity Line Description: DEVELOPMENT OF THE ON-LINE SURVEY SYSTEM FY22/23**Extended Description:**

One-time/lump sump fee for the development of the on-line survey system.

CO6 - This line is a duplicate of Line 1 and should not have been paid. \$1496.00 deducted from invoice for Year 3 (2022-2023)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	86130000	14594.57990	EA	3.690000	\$53,854.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: PRICE PER SURVEY (ELECTONIC AND PAPER SURVEY) - 2022/2023

Extended Description:
Year 3 (2022/2023)

Price per Survey Mailed (not to exceed 15,000 number of surveys) to include paper and electronic survey, postage, sending survey, re-sending survey to non-respondents, data analysis by the State and LEA, report of data analysis and Indicator 8 requirements.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	86130000	15000.00000	EA	3.690000	\$55,350.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: PRICE PER SURVEY (ELECTONIC AND PAPER SURVEY) - 2023/2024

Extended Description:
Year 4 (2023/2024)

Price per Survey Mailed (not to exceed 15,000 number of surveys) to include paper and electronic survey, postage, sending survey, re-sending survey to non-respondents, data analysis by the State and LEA, report of data analysis and Indicator 8 requirements.



Corporate Office
215 Morris Street
Durham, NC 27701

Evaluation and School Improvement
14 Corporate Woods Boulevard,
Suite 102
Albany, New York 12207

Michelle Childers, Coordinator, CPPB
WVDE Office of Internal Operations
1900 Kanawha Boulevard, East
Charleston, WV 25305-0300

Dear Ms. Childers,

I am writing to formally request the closure of Contract CCT EDD20*02. Our work under this contract has been successfully completed. Additionally, we kindly ask that the contract amount be reduced by \$1,496.00, as this amount was billed and paid in error.

Thank you,

A handwritten signature in black ink that reads "Shelly Menendez". The signature is written in a cursive, flowing style.

Shelly Menendez, Ph.D.
Vice President, Evaluation
(518) 621-4627
smenendez@measinc.com



1900 Kanawha Boulevard, East, Building 6 • Charleston, WV 25305
wvde.us

MEMORANDUM

TO: Josh Hager, Senior Buyer, West Virginia Purchasing Division

From: Michelle Childers, Coordinator, WVDE, Internal Operations *M. Childers*

Date: January 21, 2025

Subject: CCT EDD20*02 – Decrease & Close Out

WVDE respectfully requests a change order to close-out contract CCT EDD20*02 and all associated funds.

The Vendor has confirmed by the attached letter that all work has been completed and \$1,496 was invoiced and paid in error resulting in remaining balance on the Contract and tying up the funding.

To explain further, the first commodity line for development was copied and added to the second year as CL4, resulting in the open amount left on the contract.

If you have any questions, please contact me at (304) 558-2686.

Mc

Enclosures



BILL TO West Virginia Dept of Education Building 6, Room 204 1900 Kanawha Boulevard, East Charleston WV 25305-0330		<h1>INVOICE</h1>			
		INVOICE DATE	INVOICE #	DUE DATE	PROJECT
		1/31/2023	271.2013123	2/28/2023	271.2 Parent Survey
DESCRIPTION					AMOUNT
Invoice for evaluation services for YEAR THREE of the West Virginia Parent Survey					
Price per electronic and paper survey (15,000 surveys @ \$3.69 per survey)					55,350.00
Credit for duplicate payment of \$1,496 for On-Line Survey System in 2022					-1,496.00
Order #: CCT 0402 0033 EDD2000000002 5 Contract Period: 03/01/2020 - 02/28/2023 Billing Period: 03/01/2022 - 02/28/2023					
<div> <div> </div> </div>					

Balance Due	\$53,854.00
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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.

MEASUREMENT INCORPORATED

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	5/11/2012		5/11/2012	Foreign	Profit			

Organization Information		
Business Purpose	6117 - Educational Services - Educational Services - Educational Support Services	Capital Stock
Charter County		Control Number 99UT7
Charter State NC		Excess Acres
At Will Term		Member Managed
At Will Term Years		Par Value
Authorized Shares		Young Entrepreneur Not Specified

Addresses	
Type	Address
Local Office Address	215 MORRIS ST DURHAM, NC, 27701
Mailing Address	215 MORRIS ST DURHAM, NC, 27701 USA
Notice of Process Address	BUSINESS FILINGS INCORPORATED 5098 WASHINGTON ST W STE 407 CHARLESTON, WV, 253131561
Principal Office Address	215 MORRIS STREET DURHAM, NC, 27701 USA
Type	Address

Officers	
Type	Name/Address
Director	MICHAEL BUNCH 215 MORRIS ST DURHAM, NC, 27701
Director	HENRY SCHERICH 215 MORRIS ST DURHAM, NC, 27701
President	NELSON ANDROES 215 MORRIS STREET DURHAM, NC, 27701
Secretary	VENICIA EMORY 215 MORRIS STREET DURHAM, NC, 27701
Treasurer	TERESA BROWN 215 MORRIS ST

	DURHAM, NC, 27701
Vice-President	ANTHONY HORTON 215 MORRIS ST DURHAM, NC, 27701
Type	Name/Address

Annual Reports	
Filed For	
2024	
2023	
2022	
2021	
2020	
2019	
2018	
2017x	
2017	
2016	
2015	
2014	
Date filed	

[File Your Current Year Annual Report Online Here](#)

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

Tuesday, January 21, 2025 — 7:51 AM

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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
Ordering	423 MORRIS ST	DURHAM	NC	27701	Teresa Brown
Ordering	423 MORRIS ST	DURHAM	NC	27701	Teresa Brown
Payment	PO BOX 600146	RALEIGH	NC	27675-6146	Teresa Brown
Payment	423 MORRIS ST	DURHAM	NC	27701	Teresa Brown
Payment	215 MORRIS STREET	DURHAM	NC	27701	Paul Harter
Ordering	215 MORRIS STREET	DURHAM	NC	27701	Paul Harter

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000213844

MEASUREMENT INC

Address Type : Ordering

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 02/05/2018

Active To : 04/08/2018

Default Record :

Mail Returned :

Active Address : No

Address Information

Address ID : AD000003

Street 1 : 423 MORRIS ST

Street 2 :

City : DURHAM

State/Province : NC

Zip/Postal Code : 27701

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :



Country Phone Code : 1

Phone : 919-683-2413

Phone Extension :

County :

County Name :

Country : US



Prenote/EFT

Remittance Advice

Contact Information

Contact Address Information

Geographic Designation

Change Management

Top

Modify Existing Record Add New Address

Master Address

Master Contacts

Languages

Vendor Transaction History



CAGE Maintenance - Impacts to SAM [Show Details](#)

Jan 16, 2025



See All Alerts

Entity Validation [Show Details](#)

Jan 16, 2025



[Home](#)

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[Data Services](#)

[Help](#)

Search

All Words

e.g. 1606N020Q02

Select Domain
Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

Exclusions

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. 123456789, Smith Corp

"MEASUREMENT INC." x

- Classification ✓
- Excluded Individual ✓
- Excluded Entity ✓
- Federal Organizations ✓
- Exclusion Type ✓
- Exclusion Program ✓
- Location ✓
- Dates ✓

Reset ↺



No matches found

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

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Feedback

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>J. H. Smith</u> Date: <u>1-21-25</u> Solicitation No. <u>CCT EDD 20*02</u> <u>C/O # 7</u>		Agency: WV Dept. Of Education Procurement Officer Submitting Requisition: Michelle Childers Requisition No. CCT EDD20*02 PF No.: 666767
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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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input 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: _____

