



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

State of West Virginia Delivery Order

Order Date: 03-26-2025

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:	CDO 0803 0081 DOT2300000011 10	Change Order No:	3	Procurement Folder:	1108293
Document Name:	Fleet Management System System Development 81230034			Reason for Modification: Change Order 4 Updating the SOW	
Document Description:	Fleet Management System System Development 81230034				
Procurement Type:	Central Delivery Order				
Buyer Name:	John W Estep				
Telephone:	304-558-2566				
Email:	john.w.estep@wv.gov				
Shipping Method:	Best Way			Master Agreement Number: CMA 0803 DOT2300000005 10	
Free on Board:	FOB Dest, Freight Prepaid				

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000189604 ASSETWORKS INC 1001 OLD CASSATT RD STE 204 BERWYN PA 19312 US Vendor Contact Phone: 2153541078 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: Sidney Oliver Requestor Phone: 304-414-7119 Requestor Email: jr.oliver@wv.gov 2025 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720 CHARLESTON WV 25305 US	INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720 CHARLESTON WV 25305 US

Total Order Amount:	\$1,427,980.00
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Purchasing Division's File Copy

JE 4/10/25

PURCHASING DIVISION AUTHORIZATION
DATE: 4-10-25
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: 4-11-25
ELECTRONIC SIGNATURE ON FILE

Extended Description:
Change Order

Change Order No. 4 is issued to list new or changed billing milestones from the SOW. This change order will not increase the amount of the CDO just the billing milestones accordingly to all terms, condition, prices and specification contained in the original contract including all authorized change orders.

Effective date of Change 1/28/2025

Original Contract Price \$1,427,980.00

Change Order No 03 increase: 0.00

Contract New Total: \$1,427,980.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43233701	0.00000		\$0.0000	\$1,427,980.00
Service From	Service To	Manufacturer		Model No	Delivery Date
2022-09-23	2026-03-31				2022-09-21

Commodity Line Description: DEVELOPMENT IMPLEMENTATION SUPPORT FLEET MGT SYSTEM

Extended Description:
SOFTWARE DEVELOPMENT, INSTALLATION, SUPPORT AND TRAINING

See attached Pricing Pages

WVDOT - Change Order Number: 004

1. Change Request Initiation

Title:	FuelMaster Asset Create Interface Field Update	Change Order #:	004
Submitted Date:	01/24/2025	Expiration Date:	02/23/2025
Customer Account Name:	State of West Virginia, Division of Highways	Account Manager:	John Crane
Requested by:	Jeff Pifer	Contact Email:	Jeff.M.Pifer@wv.gov
Submitted by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
Originated by:	Hillary Drewelow	Contact Email:	Hillary.Drewelow@assetworks.com
AssetWorks Project ID:	WVDOTDOH-EAM-P002	Change Order Type:	Fixed Fee
PO # / Contract:	CDO DOT2300000011	JIRA #	FEC-1247

2. Change Request Overview

Reason for Change:	WVDOT has requested an alteration to the FuelMaster Asset Create Interface to add an additional field.	
Impact on Scope?	Y	These changes will add additional work effort to the project scope.
Impact on Quality?	Y	This change will enhance the overall quality of the implementation.
Impact on Resources?	Y	AssetWorks (AW) will add additional resources to accommodate the interface design and development activities.
Impact on Schedule?	Y	These services will add scope to the project schedule.
Impact on Budget?	Y	The cost for these services will increase the current project budget.

3. Change Request Budget Impact Analysis

Summary of Work Effort Change:	Project Management, Professional Services, and Research and Development resources will be utilized in this work effort. This effort will provide a defined technical specification, interface development and QA, as well as delivery, configuration, and testing services for the alterations to the FuelMaster Asset Create interface.
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4. Change Request Description, Terms & Assumptions

Change Request Description:	<p>Request Summary (Overview):</p> <p>WVDOT would like to enhance their current Fuel Master interface by adding a new field.</p> <ul style="list-style-type: none"> AssetWorks field: eq_main.radio_other_loc FuelMaster field: customField8 <p>AssetWorks will create a new field enhancement to Fuel Master interface that will do the following:</p> <ul style="list-style-type: none"> Create new field (customField8) to be sent in the same part of the json structure as other custom fields. Watch this new field (customField8) for updates and sending it on new inserts. <p>This update assumes we will be watching this new field for updates as well as sending it on new inserts. This also assumes the new customField8 will be sent in the same part of the json structure as the other custom fields for both update and add.</p> <p>VERSION & TIMELINE REQUESTED</p> <p>Delivery timeline to be determined by AssetWorks after signing. Supported current FleetFocus FA or AssetWorks EAM Versions, such as 25.x forward.</p>
Unique Assumptions:	<ul style="list-style-type: none"> Interface errors/rejects, as defined in the specification, will be sent to MAXQueue error handler for processing, as standard. Customer is responsible for the management of rejects; standard error processing rules and logic of FleetFocus FA or AssetWorks EAM will apply. During this project, the customer must ensure their Test system version matches the version in Production until the interface final testing is approved (signed-off by the customer). Otherwise, a Change Request may be required to make the interface compatible to a prior version.
Professional Services Standard Terms & Assumptions:	<ul style="list-style-type: none"> The terms and conditions noted in the Statement of Work will apply to this change request.

5. Change Request Acceptance

As of the date below, **WVDOT** acknowledges this change request to be necessary and approves the adjustment defined below. Any further change will be evaluated and managed as a separate change request. Costs are based on a Fixed Fee effort and do not include applicable taxes. All prices are in USD.

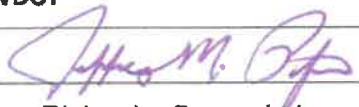

This change request is to AssetWorks project number **WVDOTDOH-EAM-P002**. Except as provided in this change request, the agreement for that project is in full force and effect.

WVDOT - Change Order Number: 004

6. List of New or Changed Items – Billing Milestone(s)

Milestone #	New (Y/N)	Description	Existing Budget	New Budget	Total Change
CR-004-1	Y	Approved Alterations to FuelMaster Asset Create Interface Specification	\$0.00	\$2,860.00	\$2,860.00
CR-004-2	Y	Deliver Alterations to FuelMaster Asset Create Interface in MAXQueue Package for Download	\$0.00	\$3,080.00	\$3,080.00
CR-002-1	N	Extended Postproduction Support	\$230,417.08	\$224,477.08	-\$5,940.00
Change Request Total					\$ 0.00

7. Authorized Signatures

Customer Authorized Representative:	WVDOT				
Signature:				Date:	1/28/25
AssetWorks Authorized Representative:	Greg Richards, General Manager				
Signature:				Date:	1/27/2025

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Business Organization Detail

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ASSETWORKS INC.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	7/13/2022		7/13/2022	Foreign	Profit				

Organization Information			
Business Purpose	5112 - Information - Publishing Industries - Software Publishers		Capital Stock
Charter County		Control Number	9B1YO
Charter State	DE	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	126 EAST BURKE STREET MARTINSBURG, FL, 25401
Mailing Address	998 OLD EAGLE SCHOOL ROAD, SUITE 1215 WAYNE, PA, 190871805
Notice of Process Address	UNITED AGENT GROUP INC. 126 EAST BURKE STREET MARTINSBURG, WV, 25401
Principal Office Address	998 OLD EAGLE SCHOOL RD., SUITE 1215 WAYNE, PA, 190871805
Type	Address

Officers

Type	Name/Address
Director	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 190871805
Director	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 190871805
President	MARK MILLER 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 190871805
Secretary	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 190871805
Treasurer	BRIAN BEATTIE 998 OLD EAGLE SCHOOL RD STE 1215 WAYNE, PA, 190871805
Vice-President	TONY DESILVESTER 998 OLD EAGLE SCHOOL ROAD, SUITE 1215 WAYNE, PA, 190871805
Type	Name/Address

Annual Reports

Filed For
2024
2023

Date filed

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

Thursday, April 10, 2025 — 8:00 AM

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