



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: 03-01-2024

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

|                              |                                       |  |            |
|------------------------------|---------------------------------------|--|------------|
| <b>Order Number:</b>         | CMA 0402 0065 EDD2300000001 3         | <b>Procurement Folder:</b>                                   | 1181103    |
| <b>Document Name:</b>        | E-Rate Training and Advisory Services | <b>Reason for Modification:</b>                              |            |
| <b>Document Description:</b> | E-Rate Training and Advisory Services | Change Order #2 administrative change to add commodity line. |            |
| <b>Procurement Type:</b>     | Central Master Agreement              |  |            |
| <b>Buyer Name:</b>           |                                       |  |            |
| <b>Telephone:</b>            |                                       |  |            |
| <b>Email:</b>                |                                       |  |            |
| <b>Shipping Method:</b>      | Best Way                              | <b>Effective Start Date:</b>                                 | 2023-04-20 |
| <b>Free on Board:</b>        | FOB Dest, Freight Prepaid             | <b>Effective End Date:</b>                                   | 2025-04-19 |

| VENDOR  |                         | DEPARTMENT CONTACT  |                      |                   |  |
|---|-------------------------|---|----------------------|-------------------|--|
| <b>Vendor Customer Code:</b>                              | VS0000042393            | <b>Requestor Name:</b>  | Amanda Netzer        |                   |  |
| FUNDS FOR LEARNING LLC<br>2575 KELLEY POINTE PKWY STE 200 |                         | <b>Requestor Phone:</b>   | (304) 957-9833       |                   |  |
| EDMOND OK 73013   |                         | <b>Requestor Email:</b>   | anetzer@k12.wv.us    |                   |  |
| US  |                         | <div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div> |                      |                   |  |
| <b>Vendor Contact Phone:</b>                              | 4054710928              |   |                      | <b>Extension:</b> |  |
| <b>Discount Details:</b>                                  |                         |   |                      |                   |  |
|   |                         |   |                      |                   |  |
|   | <b>Discount Allowed</b> | <b>Discount Percentage</b>  | <b>Discount Days</b> |                   |  |
| #1  | No                      | 0.0000  | 0                    |                   |  |
| #2  | No                      |   |                      |                   |  |
| #3  | No                      |   |                      |                   |  |
| #4  | No                      |   |                      |                   |  |

| INVOICE TO   | SHIP TO  |
|--|--|
| OFFICE OF FINANCE & INTERNAL OPERATIONS<br>DEPARTMENT OF EDUCATION<br>BLDG 6, RM 700<br>1900 KANAWHA BLVD E<br>CHARLESTON WV 25305<br>US | SECRETARY<br>DEPARTMENT OF EDUCATION<br>OFFICE OF TECHNOLOGY<br>1900 KANAWHA BLVD E, BLDG 6 RM 550<br>CHARLESTON WV 25305-0330<br>US |

|                            |          |
|----------------------------|----------|
| <b>Total Order Amount:</b> | Open End |
|----------------------------|----------|

Purchasing Division's File Copy

*JA 3-1-24*  
**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Mark Abbott 3/4/2024*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John S. Gray 3/11/2024*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: *Dan La 3-11-24*  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order #2

Change Order #2 is an Administrative change order issued to add CL 6 for year 2 pricing that was inadvertently left off of renewal Change Order No. 1.

No other changes.

| Line | Commodity Code      | Manufacturer      | Model No | Unit | Unit Price                     |
|------|---------------------|-------------------|----------|------|--------------------------------|
| 1    | 80101508            |                   |          | MO   | 8125.000000                    |
|      | <b>Service From</b> | <b>Service To</b> |          |      | <b>Service Contract Amount</b> |
|      |                     |                   |          |      | 0.00                           |

**Commodity Line Description:** Year 1 -E-Rate and ECF Training & Advisory Services

**Extended Description:**

Year 1 -E-Rate and ECF Training & Advisory Service

| Line | Commodity Code      | Manufacturer      | Model No | Unit | Unit Price                     |
|------|---------------------|-------------------|----------|------|--------------------------------|
| 2    | 80101508            |                   |          | EA   | 3500.000000                    |
|      | <b>Service From</b> | <b>Service To</b> |          |      | <b>Service Contract Amount</b> |
|      |                     |                   |          |      | 0.00                           |

**Commodity Line Description:** FTF Fall 2-Day Training

**Extended Description:**

Face To Face (FTF) Fall Two (2) Day Training

| Line | Commodity Code      | Manufacturer      | Model No | Unit | Unit Price                     |
|------|---------------------|-------------------|----------|------|--------------------------------|
| 3    | 80101508            |                   |          | EA   | 1800.000000                    |
|      | <b>Service From</b> | <b>Service To</b> |          |      | <b>Service Contract Amount</b> |
|      |                     |                   |          |      | 0.00                           |

**Commodity Line Description:** Virtual Fall 2-Day Training

**Extended Description:**

Virtual Fall Two (2) Day Training

| Line | Commodity Code      | Manufacturer      | Model No | Unit | Unit Price                     |
|------|---------------------|-------------------|----------|------|--------------------------------|
| 4    | 80101508            |                   |          | EA   | 850.000000                     |
|      | <b>Service From</b> | <b>Service To</b> |          |      | <b>Service Contract Amount</b> |
|      |                     |                   |          |      | 0.00                           |

**Commodity Line Description:** Half-Day Virtual Training

**Extended Description:**

Half-Day Virtual Training (Per Training Meeting)

| Line | Commodity Code      | Manufacturer      | Model No | Unit | Unit Price                     |
|------|---------------------|-------------------|----------|------|--------------------------------|
| 5    | 80101508            |                   |          | HOUR | 250.000000                     |
|      | <b>Service From</b> | <b>Service To</b> |          |      | <b>Service Contract Amount</b> |
|      |                     |                   |          |      | 0.00                           |

**Commodity Line Description:** Additional Hours

**Extended Description:**

Additional hours per 4.1.1.4.8 is specifications.

| Line | Commodity Code      | Manufacturer      | Model No | Unit                           | Unit Price  |
|------|---------------------|-------------------|----------|--------------------------------|-------------|
| 6    | 80101508            |                   |          | MO                             | 5541.670000 |
|      | <b>Service From</b> | <b>Service To</b> |          | <b>Service Contract Amount</b> |             |
|      |                     |                   |          | 0.00                           |             |

**Commodity Line Description:** Year 2 -E-Rate and ECF Training & Advisory Services

**Extended Description:**  
Year 1 -E-Rate and ECF Training & Advisory Service



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

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

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

Date: February 23, 2024

Subject: CMA EDD23\*01, E-rate Training and Advisory Services

It has come to our attention that Change Order No. 1 to renew the contract should have included adding a commodity line for year 2 pricing. Per the bid received from Funds for Learning, LLC, year 2 pricing will be \$ 5,541.67 per month.

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



## Addresses

| Type                             | Address  |
|----------------------------------|--|
| <b>Designated Office Address</b> | 2575 KELLEY POINTE PARKWAY<br>SUITE 200<br>EDMOND, OK, 73013               |
| <b>Mailing Address</b>           | 2575 KELLEY POINTE PARKWAY<br>SUITE 200<br>EDMOND, OK, 73013<br>USA        |
| <b>Notice of Process Address</b> | KYLE TULLY<br>2575 KELLEY POINTE PARKWAY<br>SUITE 200<br>EDMOND, OK, 73013 |
| <b>Principal Office Address</b>  | 2575 KELLEY POINTE PARKWAY<br>SUITE 200<br>EDMOND, OK, 73013<br>USA        |
| Type                             | Address  |

## Officers

| Type           | Name/Address  |
|----------------|---|
| <b>Manager</b> | JOHN HARRINGTON<br>2575 KELLEY POINTE PARKWAY<br>SUITE 200<br>EDMOND, OK, 73013 |
| Type           | Name/Address  |

## Annual Reports

Filed For

2024

Date filed

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

Friday, March 1, 2024 — 2:45 PM

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