



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: 02-09-2024

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 0803 0081 DOT2300000040 2	Procurement Folder:	1175436
Document Name:	FuelMaster System Upgrade	Reason for Modification:	Change Order 1 To Renew Contract
Document Description:	FuelMaster System Upgrade (81240092) - CO 1		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-03-06
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-03-05

VENDOR		DEPARTMENT CONTACT																
Vendor Customer Code:	000000217407	Requestor Name:	Sidney Oliver															
SYN TECH SYSTEMS INC 100 FOUR POINTS WAY TALLAHASSEE FL 32305 US		Requestor Phone:	304-414-7119															
Vendor Contact Phone:	999-999-9999	Requestor Email:	jr.oliver@wv.gov															
Discount Details:		<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>																
	<table border="1"> <thead> <tr> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1 No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2 No</td> <td></td> <td></td> </tr> <tr> <td>#3 No</td> <td></td> <td></td> </tr> <tr> <td>#4 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		
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

21210-24 6L

Total Order Amount:	Open End
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Purchasing Division's File Copy

JE 2/15/24

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tara He 2/16/2024*
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
 DATE: *Jan 23 24*
 ELECTRONIC SIGNATURE ON FILE

2/22/2024

Extended Description:

Change Order

Change Order No. 1 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 3/6/2024 through 3/5/2025.

Renewal Years Remaining: (3)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	25172400			EA	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: FuelMaster System Upgrade

Extended Description:

FuelMaster System Upgrade - See pricing page for contract pricing.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Alanna J. Keller, P.E.
Deputy Secretary of Transportation
Deputy Commissioner of Highways

1/22/2024

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

SYNTECH SYSTEMS INC
100 FOUR POINTS WAY
TALLAHASSEE FL 32305

Subject Contract Renewal: CMA DOT2300000040
Procurement folder: 1175436

The Department of Transportation of West Virginia is offering to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

The renewal dates are 3/6/24 through 3/5/25. If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to

Lisa DiNallo lisa.l.dinallo@wv.gov

Please contact the email listed above if you have any questions.

Thank you,

Lisa DiNallo, Information Technology Division- Procurement Section

We agree to renew the contract for the period as state above under the same terms, conditions, prices, and specifications in the original purchase order and any change orders thereto.

Heath Spires

1/23/24

Name/Signature

Date

Project Manager

Title

PROCUREMENT USE ONLY	
<i>Wesley Smith</i>	<i>TOIM621 2/1/24</i>
Signature/Title/Date	

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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.

SYN-TECH SYSTEMS, INC

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	5/15/2012		5/15/2012	Foreign	Profit				

Organization Information									
Business Purpose		3341 - Manufacturing - Computer and Electronic Product Manufacturing - Computer and Peripheral Equipment Mfg. (computer, peripheral, storage)				Capital Stock			
Charter County						Control Number		99UUH	
Charter State		FL		Excess Acres					
At Will Term						Member Managed			
At Will Term Years		Par Value							
Authorized Shares						Young Entrepreneur		Not Specified	

Addresses	
Type	Address
Mailing Address	P O BOX 5258 TALLAHASSEE, FL, 323145258 USA
Notice of Process Address	SARA R. FLETCHER P O BOX 5258 TALLAHASSEE, FL, 32314
Principal Office Address	100 FOUR POINTS WAY TALLAHASSEE, FL, 32305 USA
Type	Address

Officers	
Type	Name/Address
Director	DOUGLAS R DUNLAP 100 FOUR POINTS WAY TALLAHASSEE, FL, 32305
President	DOUGLAS R. DUNLAP 100 FOUR POINTS WAY TALLAHASSEE, FL, 323057031
Secretary	SARA FLETCHER 100 FOUR POINTS WAY TALLAHASSEE, FL, 323057091
Type	Name/Address

Annual Reports	
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2014
Date filed

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

Thursday, February 15, 2024 — 9:12 AM

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>2/15/24</u> Solicitation No. <u>CMA DOT 23*40</u> <u>CO#1</u>	Agency: WVDOT Procurement Officer Submitting Requisition: JAMES MOFFATT Requisition No. DOT23*40 PF No.: 1175436
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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 checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: _____

