



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

State of West Virginia
Contract

Order Date: 01-12-2024

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:	CCT 1600 1600 SOS2200000002 3	Procurement Folder:	997311
Document Name:	Election Night Reporting System	Reason for Modification:	Change Order No 2 to Renew Contract
Document Description:	Election Night Reporting System		
Procurement Type:	Central Sole Source		
Buyer Name:	Toby L Welch		
Telephone:	(304) 558-8802		
Email:	toby.l.welch@wv.gov	Effective Start Date:	2022-02-16
Shipping Method:	Best Way	Effective End Date:	2025-02-15
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000228125 SOE SOFTWARE CORPORATION 5401 W KENNEDY BLVD STE 100 TAMPA FL 33609 US Vendor Contact Phone: 813-490-7150 Extension:	Requestor Name: Kayla Breeden Requestor Phone: (304) 558-6000 Requestor Email: KAYLAH@WVSOS.COM																				
Discount Details: <table border="1"> <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			<div style="font-size: 48pt; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>
#	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
CFO SECRETARY OF STATE BLDG 1 STE 157K 1900 KANAWHA BLVD E CHARLESTON WV 25305-0770 US	SUPPLY CLERK SECRETARY OF STATE BLDG 1 STE 157K 1900 KANAWHA BLVD E CHARLESTON WV 25305-0770 US

1-16-2466

Total Order Amount:	\$85,000.00
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Purchasing Division's File Copy

<i>TW 1/16/24</i> PURCHASING DIVISION AUTHORIZATION DATE: <i>M. Welch</i> - 1/16/2024 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>1-23-24</i> ELECTRONIC SIGNATURE ON FILE
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1/23/2024

Extended Description:

Change Order:

Change Order No. 2 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 02/16/24 through 02/15/25

Renewal Years Remaining: Zero (0) year.

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	2.00000	EA	5000.000000	\$10,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Setup/Configuration (per election)

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	1.00000	EA	15000.000000	\$15,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Annual Hosting

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	2.00000	EA	5000.000000	\$10,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Election Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	81112200	0.00000	EA	10000.000000	\$0.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Additional or Special Election

Extended Description:

Each additional Election is \$10,000.00 per election (As needed)

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81112200	1.00000	EA	15000.000000	\$15,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Annual Hosting - Year 2 (non-election year)

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	81112200	2.00000	EA	5000.000000	\$10,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Setup/Configuration (per election) Year 3

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	81112200	1.00000	EA	15000.000000	\$15,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Annual Hosting Year 3

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	81112200	1.00000	EA	10000.000000	\$10,000.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Election Support Year 3

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	81112200	1.00000	EA	0.000000	\$0.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Additional or Special Election Year 3

Extended Description:



Secretary of State
State Capitol Building
Charleston, WV 25305

Mac Warner
Secretary of State
State of West Virginia

Telephone: (304) 558-6000
Toll Free: 1-866-SOS-VOTE
Fax: (304) 558-0900
www.wvsos.gov

January 2, 2024

SOE Software Corporation
5401 W Kennedy Blvd Suite 100
Tampa, FL, 33609

RE: Change Order No. 2- Renewal of CCT SOS220000002 Election Night Reporting System

The West Virginia Secretary of State is offering to exercise the year 3 renewal of the original contract CCTSOS220000002. This letter constitutes the contract will be renewed under the same terms and conditions, and pricing as per the original contract.

Effective dates of the renewal are **February 16, 2024 - February 15, 2025**

Renewals remaining: 0

If you agree to these changes, please sign & date below and return.

Please let us know if you have any questions.

Best Regards

Richard Stricklen
Procurement Officer
West Virginia Secretary of State

Elections Systems & Software LLC agrees to renew the subject contract for the period stated above.

SEE ATTACHED VENDOR LTR

Name/Signature

Date



Mr. Richard Stricklen
Finance & Procurement Specialist
West Virginia Secretary of State's Office
State Capitol Building Charleston, WV 25305
01/03/2024

Re: ScytI Software as a Service Contract CCT SOS 22*2

SOE Software (d/b/a ScytI) will provide the following services as agreed upon under the original contract CCT SOS 22*2:

Year 3 services

Setup and configuration for two elections - \$10,000 (\$5,000 per election)

Annual hosting - \$15,000

Support for two elections - \$10,000 (\$5,000 per election)

Total: \$35,000

Each additional election is \$10,000 per election.

The terms of this contract renewal will be February 16, 2024 through February 15, 2025.

Please feel free to contact me if you need additional information.

Sincerely,

Wendy S. Williams

Wendy Williams – Client Services Director
5401 W. Kennedy Blvd. Suite 100
Tampa, FL 33609
(813) 865-7547

COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>RICHARD STRICKLAND</u> Date: <u>1/12/24</u>	Agency: <u>WVSUS</u>
Solicitation No. <u>CCT 805 2200000 002</u>	Procurement Officer Submitting Requisition: <u>RICHARD STRICKLAND</u>
	Requisition No.
	PF No.:

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 checked="" type="checkbox"/>	<input 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 checked="" 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 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 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 type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: _____