



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

State of West Virginia
Master Agreement

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

Order Date: 04-09-2024

Order Number:	CMA 0313 0313 DEP2200000014 4	Procurement Folder:	970156
Document Name:	Human Resource Development	Reason for Modification:	Change Order CO#2 to renew contract for (1) one year. No Other Changes
Document Description:	Human Resource Development		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2022-05-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-04-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000210891	Requestor Name:	Jessica S Chambers
EIPHANY CONSULTING LLC PO BOX 9296		Requestor Phone:	304-926-0499
SOUTH CHARLESTON WV 25309		Requestor Email:	jessica.s.chambers@wv.gov
US			
Vendor Contact Phone:	304-556-4839	Extension:	
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

24
 FILE LOCATION _____

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV 25304 US

4-12-24 66

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

JA 4.12.24
PURCHASING DIVISION AUTHORIZATION
 DATE: *Tina J. 4/12/2024*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *John S. Gray 4/16/2024*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *4-17-24*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order

Change Order No. 02 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 May 1, 2024 through April 30, 2025.

Renewals Remaining: One (1)

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

No Other Changes

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111500			EA	200.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.1.1 Profile XT or equal

Extended Description:

3.1.1 Profile XT or equal

Reference Section 3.1.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80111500			EA	125.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.2 Customer Service Profile or equal

Extended Description:

3.2.2 Customer Service Profile or equal

Reference Section 3.2.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80111500			EA	95.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.3 Profiles Performance Indicator or equal

Extended Description:

3.2.3 Profiles Performance Indicator or equal

Reference Section 3.2.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	80111500			EA	350.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.4 Checkpoint 360 or equal

Extended Description:

3.2.4 Checkpoint 360 or equal

Reference Section 3.2.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	80111500			EA	32.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.5 SOSII or equal

Extended Description:
3.2.5 SOSII or equal
Reference Section 3.2.5 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	80111500			YR	1000.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.6 Assessment Portal or equal

Extended Description:
3.2.6 Assessment Portal or equal
Reference Section 3.2.6 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	80111500			HOURL	400.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.7 Workshops

Extended Description:
3.2.7 Workshops
Reference Section 3.2.7 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	80111500			EA	1995.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.8 Certification of Agency Trainers

Extended Description:
3.2.8 Certification of Agency Trainers
Reference Section 3.2.8 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	80111500			EA	50.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.9 Workplace Engagement Survey or equal

Extended Description:
3.2.9 Workplace Engagement Survey or equal
Reference Section 3.2.9 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	80111500			EA	50.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.10 Skills Test or equal

Extended Description:
 3.2.10 Skills Test or equal
 Reference Section 3.2.10 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	80111500			EA	240.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.1 Everything DiSC 363 Leader or equal

Extended Description:
 3.2.11.1 Everything DiSC 363 Leader or equal
 Reference Section 3.2.11.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	80111500			EA	72.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.2 Everything DiSC Workplace or equal

Extended Description:
 3.2.11.2 Everything DiSC Workplace or equal
 Reference Section 3.2.11.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.3 Everything DiSC Management or equal

Extended Description:
 3.2.11.3 Everything DiSC Management or equal
 Reference Section 3.2.11.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.4 Everything DiSC Sales or equal

Extended Description:
 3.2.11.4 Everything DiSC Sales or equal
 Reference Section 3.2.11.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.5 Everything DiSC Facilitator Team Report or equal

Extended Description:
 3.2.11.5 Everything DiSC Facilitator Team Report or equal
 Reference Section 3.2.11.5 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.6 Everything DiSC Culture Report or equal

Extended Description:
 3.2.11.6 Everything DiSC Culture Report or equal
 Reference Section 3.2.11.6 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	80111500			EA	96.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.7 Everything DiSC Conflict Resolution or equal

Extended Description:
 3.2.11.7 Everything DiSC Conflict Resolution or equal
 Reference Section 3.2.11.7 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	80111500			YR	1000.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.8 Everything DiSC Sub Account or equal

Extended Description:
 3.2.11.8 Everything DiSC Sub Account or equal
 Reference Section 3.2.11.8 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	80111500			EA	2495.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.9 Everything DiSC Workplace Certification or equal

Extended Description:
 3.2.11.9 Everything DiSC Workplace Certification or equal
 Reference Section 3.2.11.9 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	80111500			EA	1495.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.11.10 Everything DiSC Facilitation Kit or equal

Extended Description:
 3.2.11.10 Everything DiSC Facilitation Kit or equal
 Reference Section 3.2.11.10 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.12.1 The Five Behaviors Profile or equal

Extended Description:
 3.2.12.1 The Five Behaviors Profile or equal
 Reference Section 3.2.12.1 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	80111500			EA	1495.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.12.2 The Five Behaviors Facilitator Kit or equal

Extended Description:
 3.2.12.2 The Five Behaviors Facilitator Kit or equal
 Reference Section 3.2.12.2 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	80111500			EA	2495.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.12.3 The Five Behaviors Certification or equal

Extended Description:
 3.2.12.3 The Five Behaviors Certification or equal
 Reference Section 3.2.12.3 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	80111500			YR	1000.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.12.4 The Five Behaviors Sub Account or equal

Extended Description:
 3.2.12.4 The Five Behaviors Sub Account or equal
 Reference Section 3.2.12.4 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	80111500			EA	375.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.13 Emotional Intelligence or equal

Extended Description:
 3.2.13 Emotional Intelligence or equal
 Reference Section 3.2.13 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
26	80111500			EA	120.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.14 Everything DiSC Agile EQ or equal

Extended Description:
 3.2.14 Everything DiSC Agile EQ or equal
 Reference Section 3.2.14 of Specifications

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	80111500			HOUR	195.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: 3.2.15 Consulting Services

Extended Description:
 3.2.15 Consulting Services
 Reference Section 3.2.15 of Specifications



west virginia department of environmental protection

Business and Technology Office
601 57th Street, S.E.
Charleston, WV 25304-2345
Phone: 304-926-0499 Fax: 304-926-0461

Harold D. Ward, Cabinet Secretary
dep.wv.gov

April 3, 2024

Epiphany Consulting LLC
PO Box 9296
South Charleston, WV 25309

Contract Number: CMA DEP 22*14 Human Resources Development

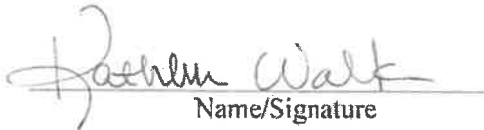
The West Virginia Department of Environmental Protection is offering to renew subject contract under the same terms, conditions, pricing, and specifications. The renewal dates are May 1, 2024, through April 30, 2025. If your company agrees to this renewal, please sign below, and return to my attention as soon as possible.

Please let me know if you have questions.

Sherri D Weathersbee, WVPBC
Business and Technology Office
WV Dept. of Environmental Protection
Phone (304)926-0499 X 41142
Sherri.weathersbee@wv.gov

To Be completed by the Vendor:

We agree to renew the contract for the period as stated above, according to the terms, conditions, prices and specifications contained in the original contract including all authorized change orders.


Name/Signature


Date

Promoting a healthy environment.

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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 Virginia Secretary of State's database.


EIPHANY CONSULTING, L.L.C.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLC Limited Liability Company	1/4/2001		1/4/2001	Domestic	Profit			

Organization Information			
Business Purpose	5416 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)		
Capital Stock			
Charter County	Kanawha	Control Number	37735
Charter State	WV	Excess Acres	X Close
At Will Term	A	M	Hi, I'm SOLO I'm here to help you launch your new LLC.
At Will Term Years		Pa	

Authorized Shares	Young Entrepreneur	Not Specified
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Addresses	
Type	Address
Designated Office Address	1740 UNION CARBIDE DRIVE SOUTH CHARLESTON, WV, 25303
Mailing Address	1740 UNION CARBIDE DRIVE SOUTH CHARLESTON, WV, 25303 USA
Notice of Process Address	KATHLEEN WALKER 1740 UNION CARBIDE DRIVE SOUTH CHARLESTON, WV, 25303
Principal Office Address	1740 UNION CARBIDE DRIVE SOUTH CHARLESTON, WV, 25303 USA
Type	Address

Officers	
Type	Name/Address
Member	KATHLEEN WALKER 5 RUMBAUGH ROAD SOUTH CHARLESTON, WV, 25309
Member	KATHI RICHARDS  224 SUNDOWN ROAD SOUTH CHARLESTON, WV, 25309
Organizer	KATHI RHEA RICHARDS 1 MESSINGER LANE SOUTH CHARLESTON, WV, 25309 USA
Organizer	MARGARET KATHLEEN WALKER 5 RUMBAUGH RD SOUTH CHARLESTON, WV USA
Type	Name/Address

Hi, I'm SOLO I'm here to help you launch your new LLC.

Annual Reports	
Filed For	



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Mar 1, 2024



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Apr 2, 2024



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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 *i*
- All Words *i*
- Exact Phrase *i*

e.g. 123456789, Smith Corp

"EPHIPHANY CONSULTING LLC" ×

- Classification ∨
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Vendor/Customer

Address

Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
✓ Payment	PO BOX 9296	SOUTH CHARLESTON	WV	25309	KATHI RICHARDS
Ordering	PO BOX 9296	SOUTH CHARLESTON	WV	25309	KATHI RICHARDS
Ordering	3121 D MACCORKLE AVE SW	SOUTH CHARLES	WV	253031436	KATHI RICHARDS

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Vendor/Customer : 000000210891

EPIPHANY CONSULTING LLC

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Active From : 01/01/1989

Active To :

Default Record :

Mail Returned :

Active Address : Yes

▼ Address Information

Address ID : CV10001

Street 1 : PO BOX 9296

Street 2 :

City : SOUTH CHARLESTON

State/Province : WV

Zip/Postal Code : 25309

DUNS :

Extended DUNS :

Unique Entity Identifier :

CAGE Code :

Country Phone Code : 1

Phone : 304-556-4839

Phone Extension :

County :

County Name :

Country : US

▶ Prenote/EFT

▶ Remittance Advice

▶ Contact Information

▶ Contact Address Information

▶ Geographic Designation

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. Mason (w)</u> Date: <u>4.12.24</u> Solicitation No. <u>CMA DEP 22004</u> <u>clo #2</u>	Agency: WV DEP Procurement Officer Submitting Requisition: Jessica Chambers Smith Requisition No. CMA DEP220000014 PF No.: PF970156
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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 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"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	Commercial General Liability	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input checked="" type="checkbox"/>	<input checked="" 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 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:

13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
18	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
19	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
20	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.

Tara 4/12/2024