



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

State of West Virginia
Contract

Order Date: 04-11-2024

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 0705 0705 LOT2200000002 6	Procurement Folder:	1022506
Document Name:	Annual Financial Auditing & Mgt. Advisory Services	Reason for Modification:	Change Order 2 To Renew Contract
Document Description:	Annual Financial Auditing & Mgt. Advisory Services		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Toby L Welch		
Telephone:	(304) 558-8802		
Email:	toby.l.welch@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-07-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2025-06-30

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000197366	Requestor Name:	Thomas P Hymes
BROWN EDWARDS & COMPANY LLP 707 Virginia St E		Requestor Phone:	304-558-2350
Charleston WV 25301-2710 US		Requestor Email:	thymes@wvlottery.com
Vendor Contact Phone:	304-345-8400 Extension:	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Discount Details:			
	Discount Allowed Discount Percentage Discount Days		
#1	No 0.0000 0		
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE LOTTERY PO BOX 2067 CHARLESTON WV 25327-2067 US	PURCHASING LOTTERY 900 PENNSYLVANIA AVE CHARLESTON WV 25302 US

4.15.24 62

Total Order Amount:	\$128,200.00
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Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION DATE: <i>Mary Cox - 4/15/2024</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>Ray Dyer 4-17-24</i> ELECTRONIC SIGNATURE ON FILE
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4/16/2024

Extended Description:

Change Order

Change Order 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 dates of renewal : 07/01/24 - 06/30/25

Renewals remaining: 0

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	84111600	0.00000		0.000000	\$41,900.00
Service From	Service To	Manufacturer		Model No	
2022-07-01	2023-06-30				

Commodity Line Description: Audit services FY2022

Extended Description:

CERTIFIED PUBLIC ACCOUNTING FIRM TO PROVIDE ANNUAL AUDIT SERVICES FOR FISCAL YEAR ENDING JUNE 30, 2022 (YEAR 1), FOR THE WV LOTTERY LOCATED AT 900 PENNSYLVANIA AVENUE, CHARLESTON, WV 25302 PER THE ATTACHED PRICING PAGE

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	84111600	0.00000		0.000000	\$42,900.00
Service From	Service To	Manufacturer		Model No	
2023-07-01	2024-06-30				

Commodity Line Description: Audit services FY2023

Extended Description:

CERTIFIED PUBLIC ACCOUNTING FIRM TO PROVIDE ANNUAL AUDIT SERVICES FOR FISCAL YEAR ENDING JUNE 30, 2023 (YEAR 2) PER THE ATTACHED PRICING PAGE

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	84111600	0.00000		0.000000	\$43,400.00
Service From	Service To	Manufacturer		Model No	
2024-07-01	2025-06-30				

Commodity Line Description: Audit services FY2024

Extended Description:

CERTIFIED PUBLIC ACCOUNTING FIRM TO PROVIDE ANNUAL AUDIT SERVICES FOR FISCAL YEAR ENDING JUNE 30, 2024 (YEAR 3) PER THE ATTACHED PRICING PAGE



P.O. BOX 2067
CHARLESTON, WV 25327

JOHN A. MYERS
DIRECTOR

PHONE: 304.558.0500
wvlottery.com

April 10, 2024

Mr. Rob Adams
Brown Edwards & Co. LLP
707 Virginia St. East
Suite 300
Charleston, WV 25301

Subject: Change Order #2 – Renewal – CCT LOT2200000002 – Annual Financial Auditing & Mgt. Advisory Services

Subject to the approval of the West Virginia Purchasing Division and the Attorney General’s Office, the West Virginia Lottery is offering the optional renewal of the subject contract for FY 2024, under the same terms, conditions and pricing as the original contract. This renewal will be for a twelve (12) month period. The renewal dates are from July 1, 2024 through June 30, 2025.

If your company agrees to this renewal, please sign and date below and return to my attention as soon as possible.

Thank You

Thomas Hymes
Procurement Specialist, Senior
West Virginia Lottery

Attachment

We agree to renew the subject contract for the period as stated above under the same terms and conditions in the original contract.

Robert E. Adams (Brown Edwards & Co. LLP)
Name/Signature

4/9/24
Date

Partner
Title

304-343-4188
Phone Number

redadams@bccpa.com
Email



QUOTATION AND LOT2200000011 PRICING PAGE

DESCRIPTION	YEAR	COST
Total, all-inclusive price for audit services (including preparation of financial statements and footnote disclosures), preparation of ACFR, and all other services as described in this solicitation.	FY 2022	41,900
Total, all-inclusive price for audit services (including preparation of financial statements and footnote disclosures), preparation of ACFR, and all other services as described in this solicitation.	FY 2023 (Optional Renewal)	42,900
Total, all-inclusive price for audit services (including preparation of financial statements and footnote disclosures), preparation of ACFR, and all other services as described in this solicitation.	FY 2024 (Optional Renewal)	43,400
	TOTAL BID AMOUNT	128,200

Vendor: Brown Edwards and Company, LLP

Signature: *Robert E. Alon*

Date: April 12, 2022

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Business Organization Detail

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BROWN, EDWARDS & COMPANY, LLP

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
LLP Limited Liability Partnership	6/25/2015		5/6/2022	Foreign	Profit		5/6/2024	

Organization Information			
Business Purpose		Capital Stock	
Charter County		Control Number	9AATH
Charter State	VA	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Pa	
Authorized Shares		Y Entr	

X Close

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

Addresses	
Type	Address
Local Office Address	707 VIRGINIA ST, EAST, STE 300 CHARLESTON, WV, 25301 ✓
Notice of Process Address	BROWN, EDWARDS & COMPANY, LLP 707 VIRGINIA STREET, E, STE 300 CHARLESTON, WV, 25301
Principal Office Address	3906 ELECTRIC ROAD ROANOKE, VA, 24018
Type	Address

Officers	
Type	Name/Address
General Partner	MARK WISEMAN 5914 ELECTRIC ROAD ROANOKE, VA, 24026
Partner	MARK WISEMAN 5914 ELECTRIC ROAD ROANOKE, VA, 24026
Type	Name/Address

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

Friday, April 12, 2024 — 8:30 AM

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- All Words (i)
- Exact Phrase (i)

e.g. 123456789, Smith Corp

"Bown Edwards & Company" ×

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Status ∧

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>TW-09</u> Date: <u>4/12/24</u> Solicitation No. <u>CCT LOT22-002</u>	Agency: Lottery Procurement Officer Submitting Requisition: Thomas Hymes Requisition No. CCT LOT2200000002 PF No.: 1022506
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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 type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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: _____

