



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

State of West Virginia
Contract

Order Date: 04-18-2024

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 0708 0100 ABC2100000002 7	Procurement Folder:	863385
Document Name:	Annual External Audits of the WVABCA	Reason for Modification:	
Document Description:	Annual External Audits of the WVABCA	Change Order #3 issued to renew the original contract according to the same, terms, conditions and pricing as the original document.	
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Joseph E Hager III		
Telephone:	(304) 558-2306		
Email:	joseph.e.hageriii@wv.gov	Effective Start Date:	2021-06-15
Shipping Method:	Best Way	Effective End Date:	2025-06-14
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000197366	Requestor Name:	Julia M Jones
BROWN EDWARDS & COMPANY LLP		Requestor Phone:	(304) 356-5510
707 Virginia St E		Requestor Email:	julia.m.jones@wv.gov
Charleston	WV 25301-2710	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
US			
Vendor Contact Phone:	304-345-8400 Extension:		
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
ACCOUNTING DEPARTMENT ALCOHOL BEVERAGE CONTROL COMMISSION 4TH FLOOR 900 PENNSYLVANIA AVE CHARLESTON WV 25302 US	ALCOHOL BEVERAGE CONTROL COMMISSION 4TH FLOOR 900 PENNSYLVANIA AVE CHARLESTON WV 25302 US

4-22-24.66

Total Order Amount: \$68,650.00

Purchasing Division's File Copy

Purchasing Division's File Copy

JM 4-19-24

PURCHASING DIVISION AUTHORIZATION	ATTORNEY GENERAL APPROVAL AS TO FORM	ENCUMBRANCE CERTIFICATION
DATE: <i>Mundt Act - 4/22/2024</i>	DATE: <i>John S. Gray</i>	DATE: <i>4-24-24</i>
ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE

4/24/2024

Extended Description:

Change Order

Change Order #3 is issued to renew the contract under the same terms, conditions and pricing.

Renewal dates are June 15, 2024 through June 14, 2025

Renewals Remaining: 0

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	Quantity	Unit	Unit Price	Total Price
1	84111600	0.00000		0.000000	\$16,800.00
Service From	Service To	Manufacturer		Model No	
2021-06-15	2025-06-14				

Commodity Line Description: All Inclusive Auditing Services 2021

Extended Description:

Total All Inclusive maximum cost for all services listed in this solicitation for 2021.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	84111600	0.00000		0.000000	\$17,800.00
Service From	Service To	Manufacturer		Model No	
2022-06-15	2023-06-14				

Commodity Line Description: All Inclusive Auditing Services 2022

Extended Description:

Total All Inclusive maximum cost for all services listed in this solicitation for 2022

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	84111600	0.00000		0.000000	\$16,800.00
Service From	Service To	Manufacturer		Model No	
2023-06-15	2024-06-14				

Commodity Line Description: All Inclusive Auditing Services 2023

Extended Description:

Total All Inclusive maximum cost for all services listed in this solicitation for 2023

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	84111600	0.00000		0.000000	\$17,250.00
Service From	Service To	Manufacturer		Model No	
2024-06-15	2025-06-14				

Commodity Line Description: All Inclusive Auditing Services 2024

Extended Description:

Total All Inclusive maximum cost for all services listed in this solicitation for 2024

Change Order #3



STATE OF WEST VIRGINIA
DEPARTMENT OF REVENUE
ALCOHOL BEVERAGE CONTROL ADMINISTRATION

900 Pennsylvania Ave., 4th Floor
Charleston, West Virginia 25302

FREDRIC L. WOOTON
COMMISSIONER

April 17, 2024

Brown, Edwards & Company LLP
Attn: Robert E. Adams
300 Chase Tower, 707 Virginia St. East
Charleston, WV 25301

Subject: Contract CCT-ABC2100000002

Dear Mr. Adams:

The state of West Virginia, Office of the West Virginia Alcohol Beverage Control Administration, is offering to renew the subject contract under same terms, conditions, and pricing as per the original contract. The renewal dates are June 15, 2024, through June 14, 2025. If your company agrees to this renewal, please sign, and return the original to my attention as soon as possible.

Please call me directly at 304-356-5516 with any questions.

Very truly yours,

Betty L. Hodge
Procurement Associate

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

Brown Edwards & Company LLP / Robert E. Adams / Partner
Name/Signature/Title Robert E. Adams

4/17/24
Date

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

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.

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	<input type="checkbox"/> Close
At Will Term Years		Pa	
Authorized Shares		Y Entr	

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 19, 2024 — 12:15 PM

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



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Mar 1, 2024



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Apr 16, 2024



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e.g. 1606N020Q02

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Entity Information



All Entity Information

Entities

Disaster Response Registry

Responsibility / Qualification

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

e.g. 123456789, Smith Corp

"BROWN EDWARDS & COMPANY" ×

- Classification ∨
- Excluded Individual ∨
- Excluded Entity ∨
- Federal Organizations ∨
- Exclusion Type ∨
- Exclusion Program ∨
- Location ∨
- Dates ∨

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

Purchasing Division Use: Buyer: <u>J. Agee</u> Date: <u>4-19-24</u>	Agency: <u>WV ABCA</u>
Solicitation No. <u>CCT ABC 21 * 2</u> <u>C/O #3</u>	Procurement Officer Submitting Requisition: <u>Betty Hodge</u>
	Requisition No. <u>CCT ABC 21 * 2</u>
	PF No.: <u>C/O #3</u>

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 type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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: 