



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: 04-09-2024

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 1600 1600 SOS2400000001 2 | Procurement Folder: | 1244703 |
| Document Name: | Maintenance & Support for the SVRS and Campaign Finance | Reason for Modification: | Change Order #1 To renew contract |
| Document Description: | Maintenance & Support for the SVRS and Campaign Finance | | |
| Procurement Type: | Central Sole Source | | |
| Buyer Name: | | | |
| Telephone: | | | |
| Email: | | | |
| Shipping Method: | Best Way | Effective Start Date: | 2023-07-01 |
| Free on Board: | FOB Dest, Freight Prepaid | Effective End Date: | 2025-06-30 |

| VENDOR | | DEPARTMENT CONTACT | |
|-------------------------------------|-------------------------|----------------------------|----------------------|
| Vendor Customer Code: | VS0000008380 | Requestor Name: | Richard C Stricklen |
| PCC TECHNOLOGY INC | | Requestor Phone: | 304-356-2685 |
| 3300 W ESPLANADE AVE STE 400 | | Requestor Email: | rstricklen@wvsos.com |
| METAIRIE | LA | | |
| US | 70002 | | |
| Vendor Contact Phone: | 860-580-7301 | 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 |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 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 |

4-11-24 60

Purchasing Division's File Copy

| | |
|----------------------------|----------|
| Total Order Amount: | Open End |
|----------------------------|----------|

Purchasing Division's File Copy

PURCHASING DIVISION AUTHORIZATION
 DATE: *Mark Atch* - 4/11/2024
 ELECTRONIC SIGNATURE ON FILE

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

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

Extended Description:

Change Order

Change Order #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: 7/1/2024 - 6/30/2025

Renewals Remaining: Two (2)

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 | 81112200 | | | | 0.000000 |
| | Service From | Service To | | Service Contract Amount | |
| | | | | 0.00 | |

Commodity Line Description: Maintenance & Support for SVRS and Campaign Finance

Extended Description:

As per attached Statement of Work



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

March 12, 2024

Civix
3300 W Esplanade Ave Ste 400
Metairie, LA, 70002

RE: Change Order No. 1-- Renewal of CMA SOS240000001 Maintenance & Support for the SVRS and Campaign Finance

The West Virginia Secretary of State is offering to exercise the 1st renewal year of the original contract CMA SOS240000001. 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 July 1, 2024- June 30, 2025

Renewals remaining: 2

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

Civix agrees to renew the subject contract for the period stated above.

DocuSigned by:

Phillip Brailwaite

4AAC4AAEF32841C...
Name/Signature

4/5/2024

Date

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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.

PCC TECHNOLOGY INC.

| Organization Information | | | | | | | | |
|--------------------------|----------------|------------------|-------------|---------|--------|----------|------------------|--------------------|
| Org Type | Effective Date | Established Date | Filing Date | Charter | Class | Sec Type | Termination Date | Termination Reason |
| C Corporation | 12/4/2015 | | 12/4/2015 | Foreign | Profit | | | |

| Organization Information | | |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Business Purpose | 5419 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Servies - Other Professional/Scientific/Technical Services (marketing research, public opinion polling, photographic, translation & interpretation, veterinary services) | |
| Charter County | Capital Stock | |
| Charter State | DE | Control Number |
| At Will Term | Excess Acres | |
| At Will Term Years | Member Managed | |
| Authorized Shares | Par Value | Young Entrepreneur |
| | | Not Specified |

| Addresses | |
|----------------------------------|------------------------------------------------------------------------------------|
| Type | Address |
| Local Office Address | 100 NORTHFIELD DRIVE STE 300A WINDSOR, CT, 06095 |
| Mailing Address | SUITE 440 400 INTERNATIONAL PARKWAY LAKE MARY, FL, 32746 USA |
| Notice of Process Address | CORPORATION SERVICE COMPANY 209 WEST WASHINGTON STREET CHARLESTON, WV, 25302 |
| Principal Office Address | 400 INTERNATIONAL PARKWAY SUITE 440 LAKE MARY, FL, 32746 USA |
| Type | Address |

| Officers | |
|------------------|---------------------------------------------------------------------------------------|
| Type | Name/Address |
| Director | JAMES C SNYDER 8888 KEYSTONE CROSSING SUITE 600 INDIANAPOLIS, IN, 46240 |
| Director | MICHAEL A FOISY 8888 KEYSTONE CROSSING SUITE 600 INDIANAPOLIS, IN, 46240 |
| President | TOMMY WAYNE AMBURGEY JR. (CEO) 3300 W ESPLANADE AVE STE 400 METAIRIE, LA, 70002 |
| Secretary | JAMES C SNYDER 8888 KEYSTONE CROSSING SUITE 600 INDIANAPOLIS, IA, 46240 |
| Type | Name/Address |

| DBA | | | |
|-----------------|--------------------|-----------------------|-------------------------|
| DBA Name | Description | Effective Date | Termination Date |
| CIVIX | TRADENAME | 4/5/2022 | |
| DBA Name | Description | Effective Date | Termination Date |

| Annual Reports |
|-----------------------|
| Filed For |
| 2023 |
| 2022 |
| 2021 |
| 2020 |
| 2019 |
| 2018 |
| 2017x |
| 2017 |
| Date filed |

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

Monday, April 8, 2024 — 10:45 AM

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

e.g. 123456789, Smith Corp

"pcc technology inc" ×

Entity ▼

Location ▼

Status ▲

- Active
- Inactive

Reset



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Your search did not return any results for active records.

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Purchasing Division Use:</i> Buyer: <u>TW 172</u> Date: <u>4/10/24</u> Solicitation No. <u>C0#1</u> <u>Renewal</u> | Agency: West Virginia Secretary of State Procurement Officer Submitting Requisition: Richard Stricklen Requisition No. CMA SOS2400000001 PF No.: <u>1244703</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 checked="" 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 checked="" 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 type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2 | Standard change order language | <input checked="" type="checkbox"/> | <input 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 type="checkbox"/> N/A |
| 4 | Justification for price increases/backdating/other | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> N/A |
| 5 | Bond Rider (Construction) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> N/A |
| 6 | Secretary of State Verification | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7 | State debarment verification | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 8 | Federal debarment verification | <input checked="" type="checkbox"/> | <input 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: _____

Tanya