



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: 08-17-2021

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 1300 1300 STO180000002B 5	Procurement Folder:	330243
Document Name:	Professional Auditing Services for UP	Reason for Modification:	Change Order No 4 - To renew the contract under the same terms and conditions.
Document Description:	Professional Auditing Services for UP		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Vendor	Effective Start Date:	2017-10-06
Free on Board:		Effective End Date:	2022-10-05

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> VS00000005676 Discovery Audit Services LLC 11637 LAKE SHERWOOD AVE N  BATON ROUGE LA 70816-4084 US <b>Vendor Contact Phone:</b> 2259289175 <b>Extension:</b>  <b>Discount Details:</b> <table><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>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			<b>Requestor Name:</b> Shelly Murray <b>Requestor Phone:</b> (304) 341-7089 <b>Requestor Email:</b> shelly.murray@wvsto.com  <div>22 FILE LOCATION _____</div>
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
WEST VIRGINIA STATE TREASURERS OFFICE 322 70TH ST SE  CHARLESTON WV 25304  US	WEST VIRGINIA STATE TREASURERS OFFICE 322 70TH ST SE  CHARLESTON WV 25304  US

8-24-21  
PAT

Purchasing Division's File Copy

Total Order Amount:

Open End

**PURCHASING DIVISION AUTHORIZATION**

DATE: *Tanya Hester* 8/23/2021  
ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**

DATE: *John S. Gray*  
ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**

DATE: *Beverly Toler* 8-30-21  
ELECTRONIC SIGNATURE ON FILE

ENTERED

**Extended Description:**

Change Order

Change Order No. 4 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 10/06/2021 through 10/05/2022.

Renewal years remaining; Zero (0)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84111600			LS	0.000000
	Service From	Service To			

**Commodity Line Description:**      Audit services

**Extended Description:**



## State of West Virginia

OFFICE OF THE STATE TREASURER  
PHONE: 304-558-5000 or 1-800-422-7498  
[www.wvtreasury.com](http://www.wvtreasury.com)

RILEY MOORE  
STATE TREASURER

STATE CAPITOL ROOM E-145  
1900 KANAWHA BOULEVARD EAST  
CHARLESTON, WV 25305

August 3, 2021

Paola Narez  
Discovery Audit Services LLC  
12012 Bricksome Avenue  
Baton Rouge, LA 70816-2338

Subject: CMA STO180000002B Professional Auditing Services for UP / Change  
Order #4 Renewal

The West Virginia State Treasurer's Office is offering to renew subject contract under the same terms, conditions and pricing as contained in the original agreement including all authorized change orders. The renewal dates are 10/06/2021 through 10/05/2022. If your company agrees to this renewal, please sign below and return the original to my attention as soon as possible for processing. Attached is a copy of the Affidavit which is also required to signed, dated, and notarized in order to process the above renewal. Also, please provide your updated required insurance certificates.

Should you have any questions about this letter, please feel free to give me a call.

Very truly yours,

Shelly Murray, CPPB  
Deputy Treasurer of Purchasing  
West Virginia State Treasurer's Office  
Phone: 304-341-7089  
Email: [shelly.murray@wvsto.com](mailto:shelly.murray@wvsto.com) / [purchasing@wvsto.com](mailto:purchasing@wvsto.com)

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.

Kiy Wozel  
Name/Signature  
Member  
Title

8-4-21  
Date



STATE OF WEST VIRGINIA  
Purchasing Division  
**PURCHASING AFFIDAVIT**

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL CONTRACTS:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Discovery Audit Services, LLC  
Authorized Signature: [Signature] Date: 8-4-21  
State of Colorado  
County of La Plata, to-wit:  
Taken, subscribed, and sworn to before me this 4<sup>th</sup> day of August, 2021.  
My Commission expires August 17<sup>th</sup>, 2021.

AFFIX SEAL HERE  
**MARITZA GARCIA**  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20174034604  
MY COMMISSION EXPIRES 08/17/2021

NOTARY PUBLIC

[Signature]

Purchasing Affidavit (Revised 01/19/2018)

## 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.*

### DISCOVERY AUDIT SERVICES, LLC

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC   Limited Liability Company	9/25/2017		9/25/2017	Foreign	Profit				

Organization Information					
Business Purpose		5419 - Professional, Scientific and Technical Servies - Professional, Scientific and Technical Services - Other Professional/Scientific/Technical Services (marketing research, public opinion polling, photographic, translation & interpretation, veterinary services)		Capital Stock	
Charter County				Control Number 0	
Charter State		LA		Excess Acres	
At Will Term		A		Member Managed MBR	
Par Value					

<b>At Will Term Years</b>	
<b>Authorized Shares</b>	<b>Young Entrepreneur</b> Not Specified

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Designated Office Address</b>	11637 LAKE SHERWOOD AVE N BATON ROUGE, LA, 70816
<b>Mailing Address</b>	P O BOX 77738 BATON ROUGE, LA, 70879 USA
<b>Notice of Process Address</b>	J. KING WOOLF, III 11637 LAKE SHERWOOD AVE N BATON ROUGE, LA, 70816
<b>Principal Office Address</b>	11637 LAKE SHERWOOD AVE N BATON ROUGE, LA, 70816 USA
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>Member</b>	JOHN WOOLF 11637 LAKE SHERWOOD AVE N BATON ROUGE, LA, 70816
<b>Member</b>	CHRISTINE WOOLF 11637 LAKE SHERWOOD AVE N BATON ROUGE, LA, 70816
<b>Type</b>	<b>Name/Address</b>

<b>Annual Reports</b>
<b>Filed For</b>



2021
2020
2019
2018
<b>Date filed</b>

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

Thursday, August 19, 2021 — 3:46 PM

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