



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

State of West Virginia
Contract

Order Date: 10-06-2021

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:	CCT 0213 0213 PUR2100000001 2	Procurement Folder:	872078
Document Name:	Microfilm scanning and conversion system equipment	Reason for Modification:	Change Order 1 to set Maintenance dates.
Document Description:	Turn Key Microfilm scanning conversion system		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Melissa Pettrey		
Telephone:	(304) 558-0094		
Email:	melissa.k.pettrey@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2021-09-30
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-09-29

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000193364 CROWLEY MICROGRAPHICS INC 5111 PEGASUS COURT STE M FREDERICK MD 21704 US Vendor Contact Phone: 999-999-9999 Extension: Discount Details: <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>Not Entered</td><td></td><td></td></tr><tr><td>#3</td><td>Not Entered</td><td></td><td></td></tr><tr><td>#4</td><td>Not Entered</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: Guy L Nisbet Requestor Phone: (304) 558-2596 Requestor Email: guy.l.nisbet@wv.gov 22 FILE LOCATION
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
ADMINISTRATIVE SECRETARY DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US	ADMINISTRATIVE SECRETARY DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US

Purchasing Division's File Copy

Total Order Amount: \$19,070.00

ENTERED

PURCHASING DIVISION AUTHORIZATION

DATE: *Tara H 10/7/2021*
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

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

ENCUMBRANCE CERTIFICATION

DATE: *Beverly Toler 10-19-2021*
ELECTRONIC SIGNATURE ON FILE



Mary Jane Pickens
Acting CABINET SECRETARY

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WEST VIRGINIA 25305-0130

W. MICHAEL SHEETS
DIRECTOR

West Virginia Purchasing Division
Attn: Melissa Pettrey

Subject: CCT 0213 PUR21*1

Melissa, please initiate Change Order Number 01 per the following

Change Order No.01 to Purchase Order: CCT 0213 PUR21*1 is being issued to accept delivery of equipment and mandatory training of the same that took place on: September 29th, 2021, afternoon at the Purchasing Division office in Charleston, WV. as well as set the contract dates of: September 30th, 2021, through September 29th, 2022 for the first (1) year maintenance and support.

Sincerely

A handwritten signature in black ink, appearing to read "Guy Nisbet".

Guy Nisbet



CROWLEY MICROGRAPHICS
dba The Crowley Company
5111 Pegasus Court, Suite M
Frederick, Md 21704

Invoice

Invoice Number:
E210931
Invoice Date:
Sep 29, 2021
Page: 1

Phone No. 240-215-0224
Fax No. 240-215-0234

Fed Id No. 52-1172395

Sold To:

WEST VIRGINIA DEPARTMENT OF ADMIN
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON, WV 25305
USA

Ship to:

WEST VIRGINIA DEPARTMENT OF
ADMINISTRAT
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON, WV 25305
USA

Customer ID		Customer PO		Payment Terms	
WEST VIRGINIA DEPT		CRF2Q PUR21*1		Net 30 Days	
Sales Order Number		Shipping Method		Ship Date	Due Date
E210802		CROWLEY		9/29/21	10/29/21
Quantity	Item	Description	Unit Price	Extension	
1.00	WI-8000198	ORDER NUMBER CCT 0213 0213 PUR21*1	13,532.00	13,532.00	
1.00		8820 ROLL MICROFILM SCANNER S/N 8009157			
1.00		VIRTUAL SCANSTATION, 3M CARTRIGE ADAPTOR			
1.00		PC AND MONITOR			
1.00	CM-PMC	ONE YEAR ON-SITE PREVENTATIVE	2,388.00	2,388.00	
		MAINTENANCE CONTRACT			
1.00	CM-SMC	ONE YEAR SOFTWARE SUPPORT COVERAGE	675.00	675.00	
1.00	CM-INSTALL	LVL 1 INSTALL & TRAINING	1,980.00	1,980.00	
1.00	WI-FREIGHT	FREIGHT/ HANDLING CHARGES	495.00	495.00	

For information regarding your order:
Phone (240) 215-0224 Fax (240) 215-0234

Send Payment To:
The Crowley Company, 5111 Pegasus Ct. Suite M, Frederick, MD 21704

Subtotal	19,070.00
Sales Tax	
Freight	
Total Invoice Amount	19,070.00
Payment Received	
TOTAL	19,070.00

1. No returns may be made after ___ days.
2. Within ___ days goods may be returned with our permission.

<http://www.thecrowleycompany.com>



Nisbet, Guy L <guy.l.nisbet@wv.gov>

Invoice # E210931

Debbie Harris <Debbie@thecrowleycompany.com>

Wed, Sep 29, 2021 at 4:10 PM

To: "melissa.k.pettrey@wv.gov" <melissa.k.pettrey@wv.gov>

Cc: "guy.l.nisbet@wv.gov" <guy.l.nisbet@wv.gov>

Please review the attached invoice. Do not hesitate to contact us if you have any questions or concerns.

Thank you for your business!

Attached is Invoice # E210931 from The Crowley Company

To view the attachment, you must have the Adobe(r) Reader(r) software installed on your computer. To get a free version of this software from Adobe, click here: <http://www.adobe.com/support/downloads/main.html>



Invoice # E210931.PDF

120K

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.

CROWLEY MICROGRAPHICS, INC.

Organization Information

Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/14/2021		6/14/2021	Foreign	Profit			

Organization Information

Business Purpose		Capital Stock	
Charter County		Control Number	9AY0N
Charter State	MD	Excess Acres	
At Will Term		Member Managed	
At Will Term Years		Par Value	
Authorized Shares		Young Entrepreneur	Not Specified

Addresses

Type	Address

Notice of Process Address	COGENCY GLOBAL INC. 1627 QUARRIER STREET EAST CHARLESTON, WV, 25311 USA
Principal Office Address	5111 PEGASUS CT STE M FREDERICK, MD, 21704 USA
Type	Address

Officers

Type	Name/Address
President	PATRICK CROWLEY
Vice-President	JEFFREY MANWILLER
Type	Name/Address

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

Tuesday, October 19, 2021 — 3:35 PM

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