



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

State of West Virginia
Delivery Order

Order Date: 10-08-2021

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:	CDO 0506 3022 WIC1800000006 11	Procurement Folder:	439119
Document Name:	CO 1 - Cancellation of remaining balance.	Reason for Modification:	CO 1 - To cancel remaining balance per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.
Document Description:	CO 1 - Cancellation of remaining balance.		
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0511 HHR1600000001 11
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	000000208534	Requestor Name:	Timothy A Boyd
FAHLGREN INC		Requestor Phone:	(304) 356-4979
4030 EASTON STATION STE 300		Requestor Email:	timothy.a.boyd@wv.gov
COLUMBUS	OH 43219		
US			
Vendor Contact Phone:	614-383-1500 Extension:		
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	30
#2	No		0
#3	No		0
#4	No		0

22
 FILE LOCATION _____

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES 350 CAPITOL ST, RM 519 CHARLESTON WV 25301-3717 US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES 350 CAPITOL ST, RM 519 CHARLESTON WV 25301-3717 US

Total Order Amount:	\$93,407.64
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Purchasing Division's File Copy

ENTERED

CH 10/12/21
 PURCHASING DIVISION AUTHORIZATION
 DATE: *Linda Harper 10/13/21*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *10/13/2021*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

CO 1 - To cancel remaining balance per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	82101800	350.00000	HOUR	\$110.0000	\$38,500.00
Service From	Service To	Manufacturer	Model No	Delivery Date	
2018-06-18	2019-04-29				

Commodity Line Description: Account Services (4.1.2)

Extended Description:

Account Services (4.1.2)

350 hours at \$110.00 = \$38,500.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	82101800	0.00000		\$0.0000	\$54,907.64
Service From	Service To	Manufacturer	Model No	Delivery Date	
2018-06-18	2019-04-29				

Commodity Line Description: Subcontract Purchases Add-On

Extended Description:

Percentage Add-On for Subcontractor Purchases = 0%

Vendor will pass through actual costs with NO MARKUP

Outside production costs associated with the marketing and promotion (may include speaker fee, media related costs, audio visual need, and other promotional activities)

\$56,500.00



STATE OF WEST VIRGINIA
 DEPARTMENT OF HEALTH AND HUMAN RESOURCES
 Bureau for Public Health
 Commissioner's Office

Bill J. Crouch
 Cabinet Secretary

Catherine C. Slemp, MD, MPH
 Commissioner & State Health Officer

September 29, 2021

Fahlgren Inc
 4030 Easton Station, Ste 300
 Columbus, OH 43219

Re: Cancellation of Remaining Balance
 PO#: CDO WIC1800000006

Dear Vendor:

The above referenced Purchase Order in the amount of \$95,000.00 was issued on April 2, 2021. We are requesting your approval to cancel the remaining balance of \$1,592.36 that still exists on purchase order # CDO WIC1800000006.

Your signature on the line below will acknowledge that you concur with this action and there are no outstanding invoices against this purchase order. Please mail this letter back to my attention at 350 Capitol Street Room 206, Charleston, WV 25301, or email to me at Timothy.A.Boyd@wv.gov, or fax it to me at (304) 558-8005. Failure to receive written exception to this cancellation by October 29, 2021 will also constitute your concurrence with our cancellation plan.

This cancellation does not impact current or future contracts which you may have with this office. It pertains to this specific purchase order only.

If you have questions or need additional information, please call me at (304) 352-4841.

Sincerely,

Timothy Boyd
 Bureau for Public Health

Pam Lowe

Signature

October 4, 2021

Date

Ok

Althea Greenhouse