

Extended Description:

Change Order

Change Order No. 9 is issued to increase original contract amount to include a total of two (2) IBML Off Line Admin Licenses with Annual Maintenance Fess. Cost per License \$995 each; Cost per Maintenance \$199 per each. All remaining provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

Change in contract value is as follows:

Original Contract Total:	\$1,545,742.00
Change Order No. 01:	\$ 1,200.00
Change Order No. 02:	\$ 0.00
Change Order No. 03:	\$ 128,000.00
Change Order No. 04:	\$ 30,000.00
Change Order No. 05:	\$ 75,342.00
Change Order No. 06:	\$ 57,680.00
Change Order No. 07:	\$ 78,475.00
Change Order No. 08:	\$ 81,746.00
Change Order No. 09:	\$ 2,388.00

New Contract Total \$2,000,573.00

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	43211700	1.00000	LS	594520.000000	\$594,520.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Computer data input devices

Extended Description:

Integrated, imaged-based remittance processing and data capture system as described in the specifications including hardware and software.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	86132100	1.00000	LS	875880.000000	\$875,880.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Installation and Training

Extended Description:

Installation and training as described in the specifications.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112201	1.00000	LS	75342.000000	\$75,342.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 1st Year Maintenance & Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
4	43211700	1.00000	LS	1200.000000	\$1,200.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Ethernet Cards for IBML scanners

Extended Description:

Ethernet Cards for IBML scanners

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
5	81110000	1.00000	LS	128000.000000	\$128,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Computer services

Extended Description:

Forms programmed and configured to be processed for 2018 Annual changes. Scope includes, Configuration of form recognition, configuration for form data capture, form workflow, and output generation.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
6	81110000	1.00000	LS	30000.000000	\$30,000.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Computer services

Extended Description:

Add the 2019 Business Registration Forms.

There will be no vendor version of these forms.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
7	81112201	1.00000	LS	75342.000000	\$75,342.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: 2nd Year Maintenance & Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
8	81110000	1.00000	LS	57680.000000	\$57,680.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Computer services

Extended Description:

Add the 2019 Annual Changes.

Breakdown of cost is as follows: Change order total is \$119,600 minus 20 percent for FreeForm and \$38,000 for Agency doing the IFP conversion. New total for this change order is \$57,680.00

Cost of Changes: \$119,600

Less 20 percent due to FreeForm \$23,920

Less

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
9	81112201	1.00000	LS	78475.000000	\$78,475.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: 3rd Year Maintenance & Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
10	81112201	1.00000	LS	81746.000000	\$81,746.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: 4th Year Maintenance & Support

Extended Description:

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
11	43230000	2.00000	EA	995.000000	\$1,990.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: IBML Off Line Admin License

Extended Description:

IBML Off Line Admin License

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
12	81111503	2.00000	EA	199.000000	\$398.00
Service From	Service To	Manufacturer		Model No	

Commodity Line Description: Annual Maintenance

Extended Description:

Annual Maintenance



Dave Hardy
Secretary of Revenue

Matthew Irby
State Tax Commissioner

STATE TAX DEPARTMENT

To: Mike Sheets, Purchasing Director
WV Purchasing Division

Josh Spence, Chief Information Officer
Office of Technology

From: Vickie Marcum, Purchasing Manager
WV Tax Department

Date: October 22, 2021

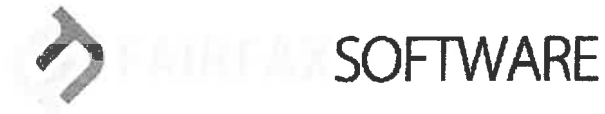
Re: Agency Justification for TAX18*01 - Change Order #9

*OK
Linda Harper
11-18-2021*

Vickie Marcum

The West Virginia Tax Department is seeking approval to process Change Order #9 in order to add an IBML Off Line Admin license. This change is necessary to run the scanning software (SoftTrac) on desktop PC's. The cost per license is \$995 with an annual maintenance fee of \$199 per year, per user. We are requesting 2 licenses with 2 annual maintenance fees. The change order will increase the purchase order by \$2,388.00, bringing the purchase order total to \$2,000,573.00

If you have any questions or concerns, do not hesitate to contact me at 304-558-0761 to discuss.



Jonathan Lipscomb

September 23, 2021

Sent by Email

Hello Jonathan:

Per your request the price for a license to run the scanning software (SoftTrac) on desktop PC requires adding the ibml Off Line Admin license. The price for Off Line Admin is \$995 per user with an annual maintenance of \$199 per year/per user.

The installation will be done remote. Payment will be due upon receipt of license. The annual maintenance will be added to WV annual amount.

Please let me know if you have any questions or need additional information.

Thanks,

Michael D. Minter
VP, Sales and Marketing




STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
1000 BANKERS BUILDING
CHARLESTON, WEST VIRGINIA 25302

MEMORANDUM
DATE: 11/16/2021

MEMORANDUM
DATE: 11/16/2021

MEMORANDUM

**TO: Vickie Marcum, Purchasing Manager
State Tax Department**

**FROM: Joshua D. Spence, Chief Information Officer
Office of Technology** 

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
TAX18*1 20*4; IS&C NUMBER: 2021-2694**

DATE: November 16, 2021

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for contract Change Order #9 to add an IBML Off Line Admin License, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at consulting_services@wy.gov.

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: Fairfax Imaging, Inc. (dba Fairfax Software)

Authorized Signature: *[Handwritten Signature]* Date: October 7, 2021

State of Florida

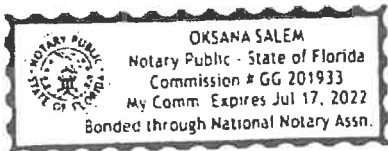
County of Hillsborough to-wit:

Taken, subscribed, and sworn to before me this 7 day of October, 2021

My Commission expires July 17, 2022, 20

AFFIX SEAL HERE

NOTARY PUBLIC *[Handwritten Signature]*



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.

FAIRFAX IMAGING, INC.

** See Attached **

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
C Corporation	4/5/2013		4/5/2013	Foreign	Profit				

Organization Information									
Business Purpose	5415 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Computer Systems Design and Related Services (design, programming, facilities mgmt)					Capital Stock			
Charter County					Control Number	99ZW0			
Charter State	VA				Excess Acres				
At Will Term					Member Managed				
At Will Term Years					Par Value				

Authorized Shares

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Addresses

Type	Address
Local Office Address	2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
Mailing Address	2005 PAN AM CIR STE 110 TAMPA, FL, 33607
Notice of Process Address	CORPORATION SERVICE COMPANY 209 W. WASHINGTON STREET CHARLESTON, WV, 25302
Principal Office Address	2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
Type	Address

Officers

Type	Name/Address
Director	STEVE CHAHAL 2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
Director	TONY CRISTOFANO 2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
President	STEVE CHAHAL 2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
Vice-President	TONY CRISTOFANO 2005 PAN AM CIR DR STE 110 TAMPA, FL, 33607
Type	Name/Address

Annual Reports

Date filed

2/18/2016
3/22/2017
2/18/2015
3/6/2014
Date filed

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

Monday, August 28, 2017 — 8:56 AM

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Childers, Michelle L

From: mmanilli <mmanilli@ffximg.com>
Sent: Thursday, August 31, 2017 5:02 PM
To: Childers, Michelle L
Cc: Mike Minter; Maryanne Pearson
Subject: Fairfax Imaging Address

Michelle,

Our Corporate physical address is:

2005 Pan Am Circle Dr., Ste. 110, Tampa FL 33607

Our remit address for payments is:

P.O. Box 628267, Orlando, FL 32862 – 8267

Call me if you have any questions.

Mike Manilli
Controller
Fairfax Imaging, Inc.
703.802.1220 x 120

Vendor Customer

Vendor Customer

Address

Address Information

Remittance Advice

Contact Information

Contact Address Information

Change Management

Business Type

Service Area

Commodity

Authorized Dept.

Prevent Spending

Prevent Orders

Certification

Disclosures

Vendor User Information

Address	Address Type	Street 1	City	State/Province	Zip/Postal Code	Principal Contact
Payment	PO BOX 17806	CLEARWATER FL	CLEARWATER FL	33762-0806		
Ordering	PO BOX 17806	CLEARWATER FL	CLEARWATER FL	33762-0806		
Ordering	5215 W LAUREL ST STE 110	TAMPA FL	TAMPA FL	33607-1728	DEFAULT CONTACT NAME	
Payment	PO BOX 628267	ORLANDO FL	ORLANDO FL	328620267	MIKE MANILLI	
Ordering	PO BOX 628267	ORLANDO FL	ORLANDO FL	328620267	MIKE MANILLI	

First Prev Next Last

Save Undo Delete Insert Copy Paste

Vendor/Customer : 000000198702

FAIRFAX IMAGING INC

Address Type : Payment

Division/Department :

Additional Address Info. :

Prevent New Spending :

Default Currency : USD - US Dollar

Address Information

Address ID : AD000002

Street 1 : PO BOX 17806

Street 2 :

City : CLEARWATER

State/Province : FL

Zip/Postal Code : 33762-0806

Country Phone Code : 1

Phone : 708-802-1220

Phone Extension :

County :

County Name :

Country : US

Active From : 06/28/2016

Active To :

Default Record :

Mail Returned :

Active Address : Yes