



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: 12-16-2021

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 0506 3018 MCH2200000002 2	Procurement Folder:	867441
Document Name:	CO 1 SAS ANALYTICS PRO&SAS/ACCESS ODBC	Reason for Modification:	Change Order 1 is issued to renew the original contract from 12/31/2021 through 12/30/2022
Document Description:	CO 1 SAS ANALYTICS PRO&SAS/ACCESS ODBC		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2021-11-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-12-30

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000195835 EXECUTIVE INFORMATION SYSTEMS LLC 6901 ROCKLEDGE DR STE 600  BETHESDA MD 20827-0076 US <b>Vendor Contact Phone:</b> 3015818594 <b>Extension:</b>  <b>Discount Details:</b> <table border="1"> <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> Christine L Basham <b>Requestor Phone:</b> (304) 356-4930 <b>Requestor Email:</b> christine.l.basham@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">22</div> <b>FILE LOCATION</b> _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES  BPH - MATERNAL & CHILD HEALTH  350 CAPITOL ST, RM 427  CHARLESTON WV 25301-3714  US	PURCHASING DIRECTOR 304-356-4116 HEALTH AND HUMAN RESOURCES  BPH/MCH - MATERNAL CHILD HEALTH  350 CAPITOL ST, RM 427  CHARLESTON WV 25301-3714  US

12-27-21 BAs

Purchasing Division's File Copy

Total Order Amount:	Open End
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ENTERED

CA 12/16/21

**PURCHASING DIVISION AUTHORIZATION**  
*Lunda Harper*  
 DATE: 12/27/2021  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
*John S. Gray*  
 DATE: 1/5/2022  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
*Beverly Toler*  
 DATE: 1-6-22  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order 1

Change Order No. 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 of renewal 12/31/2021 through 12/30/2022

Renewal Years/Months Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81112200				0.000000
	<b>Service From</b>	<b>Service To</b>			
	2021-11-15	2021-12-30			

**Commodity Line Description:** SAS Analytics Pro(11 Total PC Users) Windows OS Maintenance

**Extended Description:**

SAS Analytics Pro for 11 Total Users, Windows OS, Maintenance for site 917755. Period of Performance through 12/30/21  
Unit Price: \$32,520.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81112200				0.000000
	<b>Service From</b>	<b>Service To</b>			
	2021-11-15	2021-12-30			

**Commodity Line Description:** SAS/Access to ODBC(11 Total PC Users) Windows OS Maintenance

**Extended Description:**

SAS /Access to ODBC for 11 Total Users, Windows OS, Maintenance for site 917755. Period of Performance through 12/30/21  
Unit Price: \$6,040.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	81112200				0.000000
	<b>Service From</b>	<b>Service To</b>			
	2021-12-31	2022-12-30			

**Commodity Line Description:** SAS Analytics Pro(11 Total PC Users) WindowsOSMnt(YR1 Renew)

**Extended Description:**

SAS Analytics Pro for 11 Total Users, Windows OS, Maintenance for site 917755. Period of Performance 12/31/2021 through 12/30/2022  
Unit Price: \$32,520.00

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81112200				0.000000
	<b>Service From</b>	<b>Service To</b>			
	2021-12-31	2022-12-30			

**Commodity Line Description:** SAS/Access to ODBC(11 Total PC Users) WindowsOSMnt(YR1Renew)

**Extended Description:**

SAS /Access to ODBC for 11 Total Users, Windows OS, Maintenance for site 917755. Period of Performance through 12/30/21  
Unit Price: \$6,040.00



December 2, 2021

Christine Basham  
WV Department of Health and Human Resources  
Bureau for Public Health, Central Finance  
350 Capitol Street, Room 206  
Charleston, WV 25301

Dear Ms. Basham:

This letter is to confirm the Executive Information Systems, LLC agrees to renew contract # CMA MCH2200000002 for another year, effective 12/31/2021-12/30/2022, according to all terms, conditions, prices and specifications contained in the original contract including any authorized change orders.

Sincerely,

Linda Scharf

Digitally signed by Linda Scharf  
DN: cn=Linda Scharf, o=Executive Information Systems, LLC, ou,  
email=lscharf@execinfosys.com, c=US  
Date: 2021.12.02 09:26:48 -05'00'

Linda Scharf  
Controller  
301-581-4369  
lscharf@execinfosys.com

*please renew accordingly.*

*Thanks,  
Alth  
Greenhowe*



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bureau for Public Health  
Office of Maternal, Child and Family Health

Bill J. Crouch  
Cabinet Secretary

Ayne Amjad, MD, MPH  
Commissioner & State Health Officer

MEMORANDUM

**TO:** Danny W. Thompson, CFO  
WV Department of Health and Human Resources  
Bureau for Public Health

Lesley Walizer, Director of Purchasing  
WV Department of Health and Human Resources  
Bureau for Public Health

Christy Basham, Administrative Services Asst. I  
WV Department of Health and Human Resources  
Bureau for Public Health

**FROM:** Jim Jeffries, Director *JEJ/vc*  
Office of Maternal, Child and Family Health

**DATE:** December 13, 2021

**RE:** Request to renew EIS purchase for SAS Analytics Pro Maintenance and SAS/Access to ODBS Maintenance for OMCFH Program Epidemiologist

Please accept this memorandum as the Office of Maternal, Child and Family Health's (OMCFH) justification to renew the purchase of SAS Analytic Pro and SAS/Access to ODBC Maintenance with Executive Information Systems (EIS) for site 917755 for eleven OMCFH Program Epidemiologist from Executive Information Systems, LLC. Renewal is for 12-31-2021 through 12-30-2022.

SAS is the standard software for professional statistical analysis required by OMCFH Centers for Disease Control and Prevention (CDC) cooperative agreements. Moreover, all statistical work at the OMCFH can be conducted entirely within the SAS platform. Common proficiency in a standard software package allows the focus of the OMCFH Epidemiology Unit to be on methodology, not platform details.

Your approval and expediting of this renewal request is appreciated.

JEJ/vc

Attachments




STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY  
State Capitol  
Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

Joshua D. Spence  
Chief Information Officer

**M E M O R A N D U M**

**TO:** Ron Courtney, Procurement Specialist, Senior  
Department of Health and Human Resources

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

**SUBJECT:** INFORMATION TECHNOLOGY PROCUREMENT  
HR002545; CMA MCH22\*02; IS&C NUMBER: 2021-5153

**DATE:** December 17, 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 renewal for SAS Analytics Pro & SAS/ACCESS ODBC renewal for yr 1- 12/31/21-12/30/22, yr 2 - 12/31/22 - 12/30/23, and yr 3 - 12/31/23 - 12/30/24, 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@wv.gov](mailto:Consulting.Services@wv.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:**

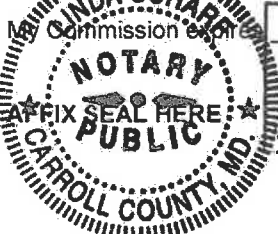
Vendor's Name: EXECUTIVE INFORMATION SYSTEMS LLC

Authorized Signature: [Signature] Date: 9/28/2021

State of Maryland

County of Carroll, to-wit:

Taken, subscribed, and sworn to before me this 25 day of September, 2021



**Linda Scharf**  
NOTARY PUBLIC  
Carroll County  
MARYLAND  
MY COMMISSION EXPIRES May 20, 2024

\_\_\_\_\_  
Purchasing Affidavit (Revised 01/19/2018)

You are viewing this page over a secure connection. Click here for more information.

## 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.*

### EXECUTIVE INFORMATION SYSTEMS, L.L.C.

Organization Information									
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason	
LLC   Limited Liability Company	9/6/2007		9/6/2007	Foreign	Profit				

Organization Information										
<b>Business Purpose</b>	5416 - Professional, Scientific and Technical Services - Professional, Scientific and Technical Services - Management, Scientific and Tech Consulting Services (administrative, general, HR, marketing, process, physical distribution, logistics, environmental)					<b>Capital Stock</b>				
<b>Charter County</b>						<b>Control Number</b>	96677			
<b>Charter State</b>	MD						<b>Excess Acres</b>			
<b>At Will Term</b>	A						<b>Member Managed</b>	MBR		
<b>At Will Term Years</b>						<b>Par Value</b>				
<b>Authorized</b>						<b>Young</b>	Not Specified			



**Shares****Entrepreneur****Addresses**

Type	Address
<b>Designated Office Address</b>	6901 ROCKLEDGE DRIVE SUITE 600 BETHESDA, MD, 20817
<b>Mailing Address</b>	6901 ROCKLEDGE DRIVE SUITE 600 BETHESDA, MD, 20827 USA
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM 5098 WASHINGTON ST W STE 407 Charleston, WV, 25313-1561
<b>Principal Office Address</b>	6901 ROCKLEDGE DRIVE SUITE 600 BETHESDA, MD, 20827 USA
Type	Address

**Officers**

Type	Name/Address
<b>Member</b>	CHARLES M. MATHEWS JR. 870 ALVERNAR RIDGE DRIVE MCLEAN, VA, 22102
<b>Member</b>	R. PATRICK KRAUSE 21801 CHURCHILL DOWNS COURT GAITHERSBURG, MD, 20882
Type	Name/Address

**Annual Reports****Filed For**

2021

2020

2019

2018

2017

2016

2015
2014
2013
2012
2011
2010
2009
2008
<b>Date filed</b>

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

Wednesday, December 15, 2021 — 2:59 PM

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Toler, Beverly A <beverly.a.toler@wv.gov>

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## Award Letter

1 message

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Toler, Beverly A <beverly.a.toler@wv.gov>

Thu, Jan 6, 2022 at 11:47 AM

To: Crystal G Hustead <crystal.g.hustead@wv.gov>, Linda B Harper <linda.b.harper@wv.gov>

Cc: Althea M Greenhowe <althea.m.greenhowe@wv.gov>, Bryan D Rosen <bryan.d.rosen@wv.gov>

Bcc: ASteiner@execinfosys.com

--

Beverly A Toler

Support Services Supervisor

WV Purchasing Division

Please find attached correspondence regarding the above-referenced matter. **If you have any questions please contact the Buyer listed on the first page of the purchase order.**

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Beverly A Toler

Support Services Supervisor

WV Purchasing Division

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 **Change Order Notification Letter (3).pdf**  
109K



MARK D. SCOTT  
CABINET SECRETARY

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

W. MICHAEL SHEETS  
DIRECTOR

**RE:** Notice of Contract Document Availability for Awarded Contract/Purchase Order No. CMA  
MCH2200000002, Procurement Folder No. 867441.

Vendor(s),

This email is intended to notify you that important documents have been posted to the West Virginia Purchasing Division's website relating to the above identified solicitation and/or contract. Your firm is receiving this email because:

Executive Information Systems LLC

- Participated in the State of West Virginia's competitive bid process for which a contract has now been awarded to:
- Obtained a non-competitive contract award.
- Holds a contract and is receiving a central delivery order.
- Holds a contract and is receiving confirmation of an approved change order.

The award document, delivery order, or change order in question will be published at <http://www.state.wv.us/admin/purchase/Awards/awarded.html>) within one business day. Please utilize the weblink to obtain a copy of the document for your records when available. The documents will only remain available on the website for 90 days.

The Purchasing Division appreciates your interest in doing business with the State. If you wish to attain additional details regarding the award of this purchase order/contract, please note that all officially awarded purchase orders/contracts are public information and available for public inspection at the Purchasing Division, 2019 Washington Street East, Charleston, WV 25305.

Thank you,

Crystal Hustead, Senior Buyer  
Purchasing Division

Vendor Email List: CMA MCH2200000002

ASteiner@execinfosys.com