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

State of West Virginia
Contract

Order Date: 05-31-2022

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 0210 4483 ISC2100000016 2	**Procurement Folder:**	860617
Document Name:	CO1: Google Training for LMS (OT22135)	**Reason for Modification:**	
Document Description:	CO1: Google Training for LMS (OT22135)	Change Order 1 is issue to renew contract for one (1) year.	
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Jessica L Hovanec		
Telephone:	304-558-2314		
Email:	jessica.l.hovanec@wv.gov		
Shipping Method:	Best Way	**Effective Start Date:**	2021-06-02
Free on Board:	FOB Dest, Freight Prepaid	**Effective End Date:**	2023-06-01

VENDOR

Vendor Customer Code: 000000184812
CUSTOMGUIDE INC
3387 BROWNLOW AVE

ST LOUIS PARK MN 55426
US
Vendor Contact Phone: 888-903-2432 **Extension:**

Discount Details:

	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

DEPARTMENT CONTACT

Requestor Name: Andrew C Lore
Requestor Phone: 304-352-4944
Requestor Email: andrew.c.lore@wv.gov

22
FILE LOCATION _____

INVOICE TO

DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY

1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR

CHARLESTON WV 25305

US

SHIP TO

WV OFFICE OF TECHNOLOGY
BLDG 5, 10TH FLOOR

1900 KANAWHA BLVD E

CHARLESTON WV 25305

US

6-6-22 BST

Purchasing Division's File Copy

Total Order Amount:	$120,000.00

ENTERED

JLH 6/6/2022

PURCHASING DIVISION AUTHORIZATION	ATTORNEY GENERAL APPROVAL AS TO FORM	ENCUMBRANCE CERTIFICATION
DATE: 6/6/2022	DATE:	DATE: 6-9-2022
ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE	ELECTRONIC SIGNATURE ON FILE

6/8/2022

Extended Description:
Change Order 1

Change Order 1 is issued to renew contract for one (1) year according to all terms and conditions, specifications, and pricing contained in the Original Contract and subsequent Change Orders not modified herein.

Effective Dates: 06/02/2022 - 06/01/2023
Renewals Remaining: 2

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	43232502	15000.00000	EA	4.000000	$60,000.00
Service From	**Service To**	**Manufacturer**		**Model No**	

Commodity Line Description: Google Workspace Training Software - Year 1

Extended Description:
Google Workspace Training Software - Year 1

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	43232502	15000.00000	EA	4.000000	$60,000.00
Service From	**Service To**	**Manufacturer**		**Model No**	

Commodity Line Description: Google Workspace Training Software - Year 2

Extended Description:
Google Workspace Training Software - Year 1

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

May 16, 2022

Hallie Wieland
Area VP
CustomGuide
hallie@customguide.com

Subject: Renewal of agreement CCT ISC21*16, Google Training Renewal

Dear Mr./Ms. Wieland:

Provisions were included, in the original contract documents, to renew subject contract under the same terms, conditions and pricing. The renewal dates are June 2, 2022 through June 3, 2023. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

Please contact me if you have any questions.

Sincerely,

Andrew Lore
WVOT Procurement Manager/ISMII
1900 Kanawha Blvd. E., Bldg. 5, 10th Floor
Charleston, WV 25305
304-957-8267

Attachment

We agree to renew the contract for the period as stated above under the same terms, conditions and pricing as in the original purchase order and any change orders thereto.

Hallie Wieland
Name/Signature

5/23/2022
Date

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

TO: Jessica Hovanec
Senior Buyer, Purchasing Division

FROM: Andrew Lore
WVOT Procurement Manager/ISMII, West Virginia Office of Technology

SUBJECT: **CCT ISC21*16 Change Order 1 – GSuite Training Renewal**

DATE: May 23, 2022

The WVOT is requesting Change Order 1 to CCT ISC21*16. This Change Order is to renew the contract under the same pricing, specifications, and terms found in the Original Contract and subsequent Change Orders.

Attached are the Vendor's Memo, CIO Approval, and other relevant documentation.

Please let me know if you need anything further to support this request.

Lore, Andrew C <andrew.c.lore@wv.gov>

Re: CIO Approval for CCT ISC21*16 - Gsuite Training

1 message

Fout, Tara H <Tara.H.Fout@wv.gov> Mon, May 23, 2022 at 9:29 AM
To: "Lore, Andrew C" <andrew.c.lore@wv.gov>

Approved

On Mon, May 23, 2022 at 9:02 AM Lore, Andrew C <andrew.c.lore@wv.gov> wrote:

> Hope,
> Can you provide CIO Approval for the renewal of GSuite training? The cost is $60K.
>
> Andrew Lore
>
> WVOT Procurement Manager/ISMII
>
> West Virginia Office of Technology
>
> 1900 Kanawha Blvd., E.
>
> Building 5, 10th Floor
>
> Charleston, WV 25305
>
> T: 304-352-4944

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Thanks,

Hope