



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

State of West Virginia
Contract

Order Date: 06-15-2022

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 3 | Procurement Folder: | 860617 |
| Document Name: | CO2: Google Training for LMS (OT22135) | Reason for Modification: Administrative Change Order to attach correct Vendor Renewal Memo. | |
| Document Description: | CO2: Google Training for LMS (OT22135) | | |
| 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 | | DEPARTMENT CONTACT | | | | | | | | | | | | | | | | |
|--|--|--|----------------------|------------------|---------------------|---------------|-------|--------|---|----------------|--|--|----------------|--|--|----------------|--|--|
| Vendor Customer Code: | 000000184812 | Requestor Name: | Andrew C Lore | | | | | | | | | | | | | | | |
| CUSTOMGUIDE INC 3387 BROWNLOW AVE ST LOUIS PARK MN 55426 US | | Requestor Phone: | 304-352-4944 | | | | | | | | | | | | | | | |
| Vendor Contact Phone: | 888-903-2432 Extension: | Requestor Email: | andrew.c.lore@wv.gov | | | | | | | | | | | | | | | |
| Discount Details: | | <div style="font-size: 48px; font-weight: bold;">22</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div> | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1 No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2 Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#3 Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#4 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 | | |
| Discount Allowed | Discount Percentage | | | Discount Days | | | | | | | | | | | | | | |
| #1 No | 0.0000 | | | 0 | | | | | | | | | | | | | | |
| #2 Not Entered | | | | | | | | | | | | | | | | | | |
| #3 Not Entered | | | | | | | | | | | | | | | | | | |
| #4 Not Entered | | | | | | | | | | | | | | | | | | |
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| INVOICE TO | SHIP TO |
|---|---|
| DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV 25305 US | WV OFFICE OF TECHNOLOGY BLDG 5, 10TH FLOOR 1900 KANAWHA BLVD E CHARLESTON WV 25305 US |

Purchasing Division's File Copy

ENTERED

| | |
|---------------------|--------------|
| Total Order Amount: | \$120,000.00 |
|---------------------|--------------|

9/7 6/23/2022

JLH 6/22/2022

| | | |
|---|---|--|
| PURCHASING DIVISION AUTHORIZATION DATE: <i>Mark O'Neil 6/22/2022</i> ELECTRONIC SIGNATURE ON FILE | ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE | ENCUMBRANCE CERTIFICATION <i>Melvin Stokes</i> DATE: JUN 29 2022 ELECTRONIC SIGNATURE ON FILE |
|---|---|--|

6/26/2022

Extended Description:

Change Order 2

Change Order 2 is an Administrative Change Order to replace the Change Order 1 Vendor Renewal Memo with Change Order 2 Memo with corrected dates.

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 1, 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.

5/23/2022

Name/Signature

Date