



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: 08-24-2022

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0506 2818 HHR874721A 2	<b>Procurement Folder:</b>	930579
<b>Document Name:</b>	Change Order # 1, Acct/Auditor II, III, IV Temp Staffing	<b>Reason for Modification:</b>	Change Order #1 to renew contract
<b>Document Description:</b>	ORIGINAL PROCUREMENT FOLDER: 874721 - Temp Staffing		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-09-15
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-09-14

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000118062 22ND CENTURY TECHNOLOGIES INC 5400 D BIG TYLER RD  CHARLESTON WV 25313 US <b>Vendor Contact Phone:</b> 908-765-0003 <b>Extension:</b> 359  <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> Tara L Buckner <b>Requestor Phone:</b> (304) 558-9138 <b>Requestor Email:</b> tara.l.buckner@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">23</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES  FINANCE  ONE DAVIS SQUARE, STE 300  CHARLESTON WV 25301  US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES  ADMINISTRATION AND FINANCE  ONE DAVIS SQUARE, RM 300  CHARLESTON WV 25301  US

<b>Total Order Amount:</b>	Open End
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Purchasing Division's File Copy

ENTERED

PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tara L Buckner 8/24/2022*  
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
 DATE: *JD & Gray 8/25/2022*  
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
 DATE: *J. H. ... 8/25/2022*  
 ELECTRONIC SIGNATURE ON FILE

8/25/2022

**Extended Description:**

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 09/15/2022 through 09/14/2023.

Renewals Remaining: Two (2)

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111605			hour	30.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Accountant/Auditor II

**Extended Description:**

CO 1

Accountant/Auditor II - 1 position

Award Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	80111605			hour	33.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Accountant/Auditor III

**Extended Description:**

CO 1

Accountant/Auditor III - 4 positions

Award Level 1

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	80111605			hour	37.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Accountant/Auditor IV

**Extended Description:**

CO 1

Accountant/Auditor IV - 5 positions

Award Level 1



**STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES**

**Jim Justice  
Governor**

**Chief Financial Officer**  
One Davis Square, Suite 300  
Charleston, West Virginia 25301  
Telephone: (304) 352-6634 Fax: (304) 558-1003

**Bill J. Crouch  
Cabinet Secretary**

**MEMORANDUM**

**DATE:** August 23, 2022

**TO:** Robert Price, CPPO, CPPB, WVDHHR Buyer Supervisor  
WVDHHR – Office of Purchasing

**FROM:** Tara L. Buckner, Chief Financial Officer *Tara L. Buckner*  
WV Department of Health and Human Resources

**SUBJECT:** Renewal of Contract for Accountant/Auditor II, III and IV Staff

We are requesting that Contract Number CMA HHR874721A be renewed because the need still exists for additional staff in order to maintain timely processing.

Attached is the result of the letter going to the 22<sup>nd</sup> Century Technologies for renewal. If you have any questions, please do not hesitate to contact me at (304) 558-9138.

TB/eaw

Attachment

*Kimberly S. Gobe*

ok to renew



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Jim Justice  
Governor

Chief Financial Officer  
One Davis Square, Suite 300  
Charleston, West Virginia 25301  
Telephone: (304) 352-6634 Fax: (304) 558-1003

Bill J. Crouch  
Cabinet Secretary

August 4, 2021

22<sup>nd</sup> Century Technologies Inc.  
5400 D Big Tyler Road  
Charleston, WV 25313

Dear Vendor:

DHHR Finance would like to renew Contract Number CMA 874721A for the period of September 15, 2022 through September 14, 2023 under the same pricing, terms and conditions as the original contract including any subsequent change orders or modifications. We will need an insurance certificate showing a minimum of \$1 million general liability insurance with the State listed as the certificate holder and an additional insured.

Please sign, date and print your name and title below in acceptance of the renewal. Please return the insurance certificate and this letter to email [Elizabeth.A.Webb@wv.gov](mailto:Elizabeth.A.Webb@wv.gov).

Accepted:	<u>                    <i>C. Rist</i>                    </u>	<u>                    August 19, 2022                    </u>
	Signature	Date
	<u>                    Caroline Rist                    </u>	<u>                    August 19, 2022                    </u>
	Printed Name	Date

If you have any questions or need additional information, please contact Ms. Webb via email.

Sincerely,

Tara L. Buckner, Chief Financial Officer  
West Virginia Department of Health and Human Resources

  
OK to Renew

Attachments