



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: 10-12-2022

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 0507 2770 HCC2000000001 3	<b>Procurement Folder:</b>	641361
<b>Document Name:</b>	Change Order # 2 - Courting Reporting Service	<b>Reason for Modification:</b>	Change order #2 To Renew Contract
<b>Document Description:</b>	Court Reporting Services		
<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>	2019-12-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-11-30

VENDOR	DEPARTMENT CONTACT																				
<b>Vendor Customer Code:</b> 000000161400 SARGENTS COURT REPORTING SERVICE INC 210 MAIN ST  JOHNSTOWN PA 159011509 US <b>Vendor Contact Phone:</b> 814-536-8908 <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> Kimberly S Jobe <b>Requestor Phone:</b> 304-957-0236 <b>Requestor Email:</b> kimberly.s.jobe@wv.gov  <div style="text-align: center; font-size: 2em; font-weight: bold;">23</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
PROCUREMENT OFFICER HEALTH CARE AUTHORITY  100 DEE DR  CHARLESTON WV 25311-1692  US	PROCUREMENT OFFICER HEALTH CARE AUTHORITY  100 DEE DR  CHARLESTON WV 25311-1692  US

10-12-2022 B&T

Purchasing Division's File Copy

<b>Total Order Amount:</b>	Open End
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ENTERED

CH 10/12/22

<b>PURCHASING DIVISION AUTHORIZATION</b> <b>DATE:</b> <i>Tanya</i> 10/12/2022 <b>ELECTRONIC SIGNATURE ON FILE</b>
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<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b> <b>DATE:</b> <i>John S. Gray</i> <b>ELECTRONIC SIGNATURE ON FILE</b>
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<b>ENCUMBRANCE CERTIFICATION</b> <b>DATE:</b> <i>10/17/2022</i> <b>ELECTRONIC SIGNATURE ON FILE</b>
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10/14/2022

**Extended Description:**

CHANGE ORDER 2

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: 12/01/2022 THROUGH 11/30/2023

RENEWALS REMAINING: 0

ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	82111603			EA	100.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Half Day Appearance Fee

**Extended Description:**

Half Day Appearance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	82111603			EA	100.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Whole Day Appearance Fee

**Extended Description:**

Whole Day Appearance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	82111603			EA	5.350000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Transcript 8-14 days (per page)

**Extended Description:**

Transcript 8-14 days  
(per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	82111603			EA	6.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Transcript 3-7 days (per page)

**Extended Description:**

Transcript 3-7 days  
(per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	82111603			EA	9.450000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Transcript in 48 hours (per page)

**Extended Description:**  
Transcript 48 hours  
(per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	82111603			EA	10.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Transcript 24 hours  
(per page)

**Extended Description:**  
Transcript 24 hours  
(per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	82111603			EA	2.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Copy in 8-14 days (per page)

**Extended Description:**  
Copy in 8-14 days (per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	82111603			EA	2.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Copy in 3-7 days (per page)

**Extended Description:**  
Copy in 3-7 days (per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	82111603			EA	2.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Copy in 48 hours (per page)

**Extended Description:**  
Copy in 48 hours (per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	82111603			EA	2.500000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Copy in 24 hours (per page)

**Extended Description:**  
Copy in 24 hours (per page)

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	82111603			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Electronic Delivery: CD

**Extended Description:**  
Electronic Delivery: CD

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	82111603			EA	0.000000
	<b>Service From</b>	<b>Service To</b>			

**Commodity Line Description:** Electronic Delivery: EMAIL

**Extended Description:**  
Electronic Delivery: EMAIL



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES  
WV Health Care Authority

Bill J. Crouch  
Cabinet Secretary

Rae J. Bates  
Interim Executive Director

Date: October 11, 2022

To: WV DHHR Purchasing

From: Tiffany Dempsey

Reference: Renewal of CMA HCC20\*01 Court Reporting

The West Virginia Health Care Authority is respectfully requesting permission to renew the above CMA HCC20\*01 for the period of 12/01/2022 through 11/30/2023, under the same terms, conditions, prices and specifications contained in the original contract including all authorized change orders. This contract provides court reporting services to the West Virginia Health Care Authority.

Kind Regards,

*Tiffany Dempsey*

*Kimberly S. Jobe*

ok to renew



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bill J. Crouch  
Cabinet Secretary

George Montgomery  
Executive Director of Operations

September 19, 2022

To Whom It May Concern:

The West Virginia Department of Health & Human Resources is offering to renew CMA HCC20\*01 under the same terms, conditions in the original contract and any change orders hereto. If your company agrees to the renewal dates listed below, please sign and return as soon as possible. You may return the signed document via email to [Kimberly.S.Jobbe@wv.gov](mailto:Kimberly.S.Jobbe@wv.gov).

Renewal <sup>3</sup>/<sub>2</sub>: 12/01/2022 through 11/30/2023

Please contact the email listed above if you have any questions.

*We agree to renew the contract for the periods stated above under the same terms, conditions in the original contract and any change orders hereto.*

*Kimberly S. Jobbe*  
Name/Signature

9/21/2022  
Date

President  
Title

Kimberly S. Jobbe  
Approved