



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

# State of West Virginia Delivery Order

Order Date: 09-30-2022

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:	CDO 0511 3083 HHR1600000015 18	Procurement Folder:	223611
Document Name:	CO 1	Reason for Modification:	CO 1 - To cancel remaining balance per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.
Document Description:	CO 1 - cancellation of remaining balance		
Procurement Type:	Central Delivery Order		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Master Agreement Number:	CMA 0511 HHR1600000011 18
Free on Board:	FOB Dest, Freight Prepaid		

VENDOR				DEPARTMENT CONTACT	
Vendor Customer Code:	000000177149			Requestor Name:	Stephanie F Pettry
MAHANTECH CORP 405 CAPITOL ST STE 101				Requestor Phone:	(304) 356-4011
CHARLESTON WV 25301				Requestor Email:	stephanie.f.pettry@wv.gov
US				<div style="font-size: 48pt; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>	
Vendor Contact Phone:	3047202246	Extension:	5753		
Discount Details:					
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>		
#1	No	0.0000	0		
#2	No				
#3	No				
#4	No				

INVOICE TO	SHIP TO
BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE ONE DAVIS SQUARE, RM 211 CHARLESTON WV 25301 US	BUYER - 304-957-0209 HEALTH AND HUMAN RESOURCES MANAGEMENT INFORMATION SERVICE 321 CAPITOL ST, STE 200 CHARLESTON WV 25301 US

Total Order Amount:	\$124,636.60
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Purchasing Division's File Copy

CAH 10/7/22  
 PURCHASING DIVISION AUTHORIZATION  
 DATE: *Tara [Signature]* 10/11/2022  
 ELECTRONIC SIGNATURE ON FILE

ENTERED

ENCUMBRANCE CERTIFICATION  
 DATE: *[Signature]* 10/12/2022  
 ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order 1 is issued to cancel the remaining balance per the attached vendor cancellation letter.

Original Contract Total: \$177,068.32  
Change Order 1 Cancellation: (\$52,431.72)  
New Contract Total: \$124,636.60

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	80111608	1610.50000	HOUR	\$77.3900	\$124,636.60
Service From	Service To	Manufacturer	Model No	Delivery Date	
2016-10-01	2017-09-30				

**Commodity Line Description:** Senior COGNOS Analyst/Project Manager

**Extended Description:**

To cancel remaining quantity balance to bring the dollar amount to zero per the attached vendor cancellation letter indicating the vendor has no more invoices against this PO.

Senior COGNOS Analyst/Project Manager



STATE OF WEST VIRGINIA  
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Bill J. Crouch  
Cabinet Secretary

Office of Management Information Services  
One Davis Square, Suite 200  
Charleston, W.V. 25301  
Telephone: (304) 558-5906 Fax: (304) 558-0045

Shaun L Charles  
Chief Information Officer

**Date:** September 30, 2022  
**TO:** Channa Arjuna, Mahantech Corp.  
**FROM:** Stephanie Pettry, Management Information Services SFP  
**RE:** Closeout of Balance for, \$52,431.72

Please be advised there is an unused balance on CDO HHR1600000015. This delivery order expired September 30, 2017. The original encumbrance was for October 1, 2016 to September 30, 2017. The amount that is closed is \$124,636.60, leaving a balance of \$52,431.72.

If you agree that all work has been invoiced and that there is indeed a remaining unused balance of \$52,431.72, please sign and date below, then return to me at [Stephanie.F.Petry@wv.gov](mailto:Stephanie.F.Petry@wv.gov) and I will proceed with the balance closeout. If you dispute the amount, please email me to discuss. If no response is received from Mahantech Corp. by October 31, 2022. The Office of Management Information services will proceed and close out the remaining balance of \$52,431.72.

Thanks for your time and consideration.

Signature Channa M Arjuna

Date 09/30/2022

Ok  
Althea Greenhow