



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

State of West Virginia
Purchase Order

Order Date: 08-08-2022

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:	CPO 0511 3839 MIS220000001 3	Procurement Folder:	1033636
Document Name:	Change Order #1 FORMQUEST DOCUMENT CONVERSION SOFTWARE	Reason for Modification:	Change Order #1 To Extend Contract
Document Description:	FORMQUEST DOCUMENT CONVERSION SOFTWARE		
Procurement Type:	Central Sole Source		
Buyer Name:	Crystal G Hustead		
Telephone:	(304) 558-2402		
Email:	crystal.g.hustead@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2022-06-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-12-31

VENDOR				DEPARTMENT CONTACT		
Vendor Customer Code:	00000175446			Requestor Name:	Kimberly A Beckett	
DATALECT INC				Requestor Phone:	(304) 558-5906	
3410 LA SIERRA AVE #F505				Requestor Email:	kimberly.a.beckett@wv.gov	
RIVERSIDE	CA	92503	<div style="font-size: 2em; font-weight: bold;">23</div> <div style="font-weight: bold;">FILE LOCATION _____</div>			
US						
Vendor Contact Phone:	909-904-7768	Extension:				
Discount Details:						
	Discount Allowed	Discount Percentage	Discount Days			
#1	No	0.0000	0			
#2	Not Entered					
#3	Not Entered					
#4	Not Entered					

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

Purchasing Division's File Copy

Total Order Amount:	\$55,500.00
---------------------	-------------

ms 8/12/22
 CH 8/19/22

ENTERED

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tara K...</i> 8/12/2022 ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM DATE: <i>John S. Gray</i> ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION DATE: <i>[Signature]</i> 8/16/2022 ELECTRONIC SIGNATURE ON FILE
---	---	---

8/16/2022

Extended Description:

CHANGE ORDER 1

TO EXTEND THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT AND ALL AUTHORIZED CHANGE ORDERS. THE CONTRACT SHALL EXPIRE ON THE FINAL DATE AS SPECIFIED BELOW. NO CHANGE IN CONTRACT TOTAL.

EFFECTIVE DATE OF EXTENSION 08/06/2022 THROUGH 12/31/2022

NO OTHER CHANGES

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81112200	0.00000		0.000000	40000.00
Service From	Service To	Manufacturer		Model No	
2022-06-01	2022-12-31				

Commodity Line Description: Development of pre-conversion selection software.

Extended Description:

Development of pre-conversion selection software.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112200	0.00000		0.000000	10500.00
Service From	Service To	Manufacturer		Model No	
2022-06-01	2022-12-31				

Commodity Line Description: License for HTML to PDF Converter to include any FORMQuest.

Extended Description:

License for HTML to PDF Converter to include any FORMQuest.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	81112200	40.00000	HOUR	125.000000	5000.00
Service From	Service To	Manufacturer		Model No	
2022-06-01	2022-12-31				

Commodity Line Description: Production Support @ \$125.00 per hours

Extended Description:

Production Support \$125.00 per hour for 40 hours.

DATALECT
Business Product Development

3410 La Sierra Avenue #F505
Riverside, CA 92503
909.904.7768 PH

August 2, 2022

Kimberly Beckett, Procurement Associate,
WV DHHR Management Information Services
One Davis Square, Suite 200
Charleston, WV 25301

Dear Ms. Beckett,

CH We are in agreement of the change order to extend the contract CPO MIS22*01 from
8/2 8/2/2022 to 12/31/2022 to allow enough extended time to confirm the completion of this
project.

Best Regards,



Don Krueger
President
Datalect



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 Charles
Chief Information Officer

MEMORANDUM

Date: July 20, 2022
To: WV DHHR Purchasing Division
From: Kimberly Beckett, Procurement Associate
WV DHHR Management Information Services
RE: Datalect Inc. CPO MIS22*01
Change Order

CM This change order is to extend the dates of the contract CPO MIS22*01 from *8/5/2022* to 12/31/2022. This will allow enough extended time to confirm the completion of the project.

*Extension
approved
10/18*