



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: 11-18-2022

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:         | CMA 0926 1950 PSC2200000001 2 | Procurement Folder:      | 937117  |
| Document Name:        | Consulting Services           | Reason for Modification: | Change Order #1 To Renew Contract per the attached documentation. |
| Document Description: | Consulting Services           |                          |   |
| Procurement Type:     | Central Master Agreement      |                          |   |
| Buyer Name:           |                               |                          |   |
| Telephone:            |                               |                          |   |
| Email:                |                               |                          |   |
| Shipping Method:      | Best Way                      | Effective Start Date:    | 2021-12-01  |
| Free on Board:        | FOB Dest, Freight Prepaid     | Effective End Date:      | 2023-11-30  |

| VENDOR   | DEPARTMENT CONTACT |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
|--|--------------------|---------------------|---------------------|---------------|----|----|--------|---|----|----|--|--|----|----|--|--|----|----|--|--|---|
| Vendor Customer Code: VS0000010638<br>DAVID J ELLIS<br>301 Hunters Ridge Rd<br><br>Charleston WV 25314-2408<br>US<br>Vendor Contact Phone: 3043469490 Extension:<br><br>Discount Details:<br><table><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 |  |  | Requestor Name: Lindsey Randolph<br>Requestor Phone: (304) 340-0435<br>Requestor Email: lrandolph@psc.state.wv.us<br><br><b>23</b><br>FILE LOCATION |
|  | Discount Allowed   | Discount Percentage | Discount Days       |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #1   | No                 | 0.0000              | 0                   |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #2   | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #3   | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |
| #4   | No                 |                     |                     |               |    |    |        |   |    |    |  |  |    |    |  |  |    |    |  |  |   |

| INVOICE TO  | SHIP TO   |
|---|---|
| ADMINISTRATION<br>PUBLIC SERVICE COMMISSION<br>201 BROOKS ST<br><br>CHARLESTON WV 25301<br>US | ADMINISTRATION<br>PUBLIC SERVICE COMMISSION<br>201 BROOKS ST<br><br>CHARLESTON WV 25301<br>US |

11-28-22 BPT

Purchasing Division's File Copy

Total Order Amount:

Open End

**ENTERED**

PURCHASING DIVISION AUTHORIZATION  
DATE: 11/23/2022  
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM  
DATE: 11/29/2022  
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION  
DATE: 11-29-2022  
ELECTRONIC SIGNATURE ON FILE

**Extended Description:**

Change Order No. 01 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 December 1, 2022 through November 30, 2023.

Renewal Years Remaining: 2

No other changes.

| Line | Commodity Code | Manufacturer | Model No | Unit | Unit Price |
|------|----------------|--------------|----------|------|------------|
| 1    | 81101516       |              |          | HOUR | 104.000000 |
|      | Service From   | Service To   |          |      |            |
|      |                |              |          |      |            |

**Commodity Line Description:** Consultant - hourly fee

**Extended Description:**

Consultant Services- hourly fee

# Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812  
Charleston, West Virginia 25323



Phone: (304) 340-0300  
Fax: (304) 340-0325

October 28, 2022

David J. Ellis  
301 Hunters Ridge Rd.  
Charleston, WV 25314

Re: Contract Renewal CMA 0926 PSC2200000001 David J Ellis

The PSC requests to renew contract CMA PSC2200000001. This consulting contract will be renewed under the same terms and conditions as set forth in the original contract, including any subsequent change orders. The renewal period will be valid from December 1, 2022 through November 30, 2023 and will have two renewal periods remaining. If you agree to renew this contract under these terms, please sign and date below.

*David J. Ellis*

11/07/2022

David J. Ellis

Date

*Sandra Mitchell*

Sandra Mitchell  
Public Service Commission  
Agency Procurement Officer

11/15/2022

Date

# Public Service Commission of West Virginia

201 Brooks Street, P.O. Box 812  
Charleston, West Virginia 25323



Phone: (304) 340-0300  
Fax: (304) 340-0325

November 16, 2022

West Virginia Purchasing Division  
Jessica L. Hovanec  
2019 Washington Street, E.,  
P.O. Box 50130

Re: Contract renewal CMA PSC2200000001 David J Ellis

Ms. Hovanec,

The Public Service Commission wishes to renew contract CMA PSC22\*1 with David J. Ellis for consulting services. This contract will be effective from December 1, 2022 through November 30, 2023 and will have two renewal periods remaining thereafter.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra Mitchell".

Sandra Mitchell  
Procurement Officer  
Public Service Commission  
304-340-0364  
smitchell@psc.state.wv.us