



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: 03-09-2023

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 0209 4307 FAR2000000001 4	Procurement Folder:	675602
Document Name:	WV Comprehensive Annual Financial Report System (CAFR)	Reason for Modification:	Change Order #3 To Renew and Increase Contract
Document Description:	Financial Report Preparation Software/System (CAFR)		
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2020-03-31
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2024-03-30

VENDOR			DEPARTMENT CONTACT	
Vendor Customer Code:	VS0000018765		Requestor Name:	David W Mullins
VERTOSOFT LLC 1602 VILLAGE MARKET BLVD SE STE 320 LEESBURG VA 20175 US			Requestor Phone:	(304) 558-0076
Vendor Contact Phone:	703-568-4703	Extension:	Requestor Email:	dave.w.mullins@wv.gov
Discount Details:			<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>	
	Discount Allowed	Discount Percentage		Discount Days
#1	No	0.0000		0
#2	No			0
#3	No			0
#4	No		0	

INVOICE TO	SHIP TO
ACCOUNTING SECTION DEPARTMENT OF ADMINISTRATION 2019 WASHINGTON ST E PO BOX 50121 CHARLESTON WV 25305-0121 US	FINANCIAL ACCOUNTING AND REPORTING SECTION DEPARTMENT OF ADMINISTRATION BLDG 17 2101 WASHINGTON ST E CHARLESTON WV 25305-1510 US

3-14-23 BAW

Total Order Amount:	Open End
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Purchasing Division's File Copy

ENTILKED

MKP 03/13/2023

PURCHASING DIVISION AUTHORIZATION
 DATE: *Tanya* 3/13/2023
 ELECTRONIC SIGNATURE ON FILE

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

ENCUMBRANCE CERTIFICATION
Beverly Tolson
 DATE: 3-14-2023
 ELECTRONIC SIGNATURE ON FILE

3/14/2023

Extended Description:

Change Order No. 03 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders, except that the contract pricing page reflects an increase as defined in the attached documentation.

Effective date of renewal March 31, 2023, through March 30, 2024.

Renewal Years Remaining: (0)

No other changes.

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	43231500				0.000000
	Service From	Service To		Service Contract Amount	
	2020-03-31	2021-03-30		0.00	

Commodity Line Description: Implementation/Installation & First Year Maintenance/Support

Extended Description:

Implementation and Installation to Acceptance and First Year Maintenance Support Warranty/Hosting

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	43231500				0.000000
	Service From	Service To		Service Contract Amount	
	2021-03-31	2022-03-30		0.00	

Commodity Line Description: Second Year Maintenance & Support/Warranty/Housing

Extended Description:

Implementation and Installation to Acceptance and First Year Maintenance Support Warranty/Hosting

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	43231500				0.000000
	Service From	Service To		Service Contract Amount	
	2022-03-31	2023-03-30		0.00	

Commodity Line Description: Second Year Maintenance & Support/Warranty/Housing

Extended Description:

Implementation and Installation to Acceptance and First Year Maintenance Support Warranty/Hosting

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	43231500				0.000000
	Service From	Service To		Service Contract Amount	
	2023-03-31	2024-03-30		0.00	

Commodity Line Description: Fourth Year Maintenance & Support/Warranty/Housing

Extended Description:

Fourth Year Maintenance and Support/Warranty/Hosting



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
FINANCE DIVISION

MARK D. SCOTT
CABINET SECRETARY

DAVID MULLINS
ACTING FINANCE DIRECTOR

March 6, 2023

Mr. Jay Colavita, President
Vertosoft, LLC
1602 Village Market Boulevard, SE, Suite 215
Lessburg, Virginia 20175-4721

Re: **CMA FAR2000000001** – WV Comprehensive Annual Financial Report System (CAFR)

Dear Mr. Colavita:

The Finance Division is offering to renew subject contract under the same terms and conditions, pricing, and specifications as the current contract and all subsequent change orders. The renewal dates are March 31, 2023 - through March 30, 2024. If your company agrees to this renewal, please sign below and return to my attention as soon as possible.

A Purchasing Affidavit that is a required document and part of the renewal documents is attached and will need to be signed, dated, notarized, and returned with this letter.

If you have any questions, I can be reached at 304-558-6181.

Sincerely,

David Mullins
Acting Finance Director

We agree to renew the contract for the period as stated above under the same terms and conditions, and pricing as the original contract and any change orders thereto.

Jay Colavita / *H. Jay Colavita*
Name/Signature

03/09/2023
Date

President
Title

6 Pricing Page

6.1 EXHIBIT A - Pricing Page

Option 1: Connected Financial Reporting (does not include W/data) with Standard Setup

CONTRACT ITEM

Item #	Item	Vendor Description	Unit of Measure	Quantity	Unit Price	Extended Cost
1	Implementation and Installation	Implementation Fee for Connected Financial Reporting - Standard Setup	Jump Sum	1	\$10,000.00	\$10,000.00
1	First Year Maintenance and Support/Warranty/Hosting	Connected Financial Reporting	Year	1	\$55,000.00	\$55,000.00

CONTRACT SERVICES

Item #	Item	Vendor Description	Unit of Measure	Quantity	Unit Price	Extended Cost
2	Second Year Maintenance and Support/Warranty/Hosting	Connected Financial Reporting	Year	1	\$57,750.00	\$57,750.00
3	Third Year Maintenance and Support/Warranty/Hosting	Connected Financial Reporting	Year	1	\$60,638.00	\$60,638.00
4	Fourth Year Maintenance and Support/Warranty/Hosting	Connected Financial Reporting	Year	1	\$63,670.00	\$63,670.00
5	Licenses-Estimated Quantity	Connected Financial Reporting	Per License	Unlimited*	\$0.00	\$0.00

*Vertosoft's solution-based licensing (SBL) supports an unlimited number of users at no additional cost.

Use or disclosure of data contained on this sheet is subject to the restriction on this title page of this proposal or quotation.

