



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: 02-10-2023

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 0233 0233 PKG2200000001 3	Procurement Folder:	902607
Document Name:	Parking Meter App	Reason for Modification:	
Document Description:	Parking Meter App West Virginia State Cap	Change Order No. 02 Issued to renew the original contract.	
Procurement Type:	Central Master Agreement		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2021-11-10
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2023-11-09

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000038839 PAYBYPHONE TECHNOLOGIES INC 403 1168 HAMILTON STREET VANCOUVER BC V6B 2S2 CA Vendor Contact Phone: 740-416-0948 Extension: Discount Details: <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: Carolyn L Flanigan Requestor Phone: (304) 558-1295 Requestor Email: carolyn.l.flanigan@wv.gov 23 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION REAL ESTATE DIVISION 601 57TH ST SUITE 3 CHARLESTON WV 25304 US	PH: 304-558-3062 DEPARTMENT OF ADMINISTRATION REAL ESTATE DIVISION 601 57TH ST SUITE 3 CHARLESTON WV 25304 US

2-13-23-KIB

Purchasing Division's File Copy

Total Order Amount:	Open End
---------------------	----------

mxp 02/10/2023

ENTERED

PURCHASING DIVISION AUTHORIZATION
DATE: Tarable 2/13/2023
ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
DATE: John S. Gray
ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
DATE: Beverly Tolson 2-14-23
ELECTRONIC SIGNATURE ON FILE

2/14/2023

Extended Description:

Change Order No. 02 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 November 10, 2022 through November 9, 2023.

Renewal Remaining: 2 years

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	46171701				0.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: Mobile Parking App

Extended Description:

\$0.25 per transaction fee. See attachment.

On demand, electronic payment of parking meters at the WV State Capitol Complex, including reservations and parking permits



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
REAL ESTATE DIVISION

Mark D. Scott
Cabinet Secretary

John K. McHugh
Executive Director

January 3, 2023

Teresa Trussell, CAAP
PayByPhone Technologies, Inc
403 1168 Hamilton Street
Vancouver, BC B6B 252

Re: CMA 0233 PKG2200000001 PayByPhone

Dear Ms. Trussell,

The Real Estate Division is offering to renew the subject contract under the same terms and conditions, pricing, and specifications as the current contract and all subsequent change orders. The renewal dates are November 10, 2022 through November 9, 2023. If your company agrees to this renewal, please sign below and return to me, as soon as possible, with a current Certificate of Insurance.

Please let me know if you have any questions.

Sincerely,

Arlie Hubbard III
Deputy Director

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

Nick Hamill

Nick Hamill, VP, Finance

2023-01-06

Date



STATE OF WEST VIRGINIA
DEPARTMENT OF
ADMINISTRATION
REAL ESTATE DIVISION

Mark D. Scott
Cabinet Secretary

John K. McHugh
Executive Director

February 9, 2023

**Melissa Pettry
Purchasing Division
2019 Washington Street, E.
Charleston, WV 25305**

Re: Change Order Delay on CMA 0233 PKG23*01

Dear Melissa,

There was a delay in the change order for PayByPhone CMA 0233 PKG23*01, that was due to a couple factors.

First factor being that PayByPhone had a new contact for our account and secondly, PayByPhone had a delay in getting the new certificate of insurance (COI). They had to have the first one redone due to a mistake and the second one was not received until February 7, 2023.

Upon our receipt of the new COI on February 7, 2023, LeAnne Neccuzi in finance, began preparing the change order for processing.

Let us know if you have any questions.

Thank you,


**Carolyn L. Flanigan
Operations Manager**

*Backdate
app'd*