



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

State of West Virginia  
**Contract**

Order Date: 01-04-2023

CORRECT ORDER NUMBER MUST APPEAR  
 ON ALL PACKAGES, INVOICES, AND  
 SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CCT 0313 0313 DEP2100000002 8	<b>Procurement Folder:</b>	711714
<b>Document Name:</b>	Electronic EPermitting System DWWM20-01	<b>Reason for Modification:</b>	Change Order No 3 - Time Extension Only
<b>Document Description:</b>	Change Order No 3 - Time Extension Only		
<b>Procurement Type:</b>	Central Contract - Fixed Amt		
<b>Buyer Name:</b>	Joseph E Hager III		
<b>Telephone:</b>	(304) 558-2306		
<b>Email:</b>	joseph.e.hageriii@wv.gov		
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2021-02-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2023-07-31

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	VS0000022678	<b>Requestor Name:</b>	Neil Chakrabarty
ENFOTECH & CONSULTING INC 1368 HOW LN		<b>Requestor Phone:</b>	(304) 926-0499
NORTH BRUNSWICK NJ 08902-1792 US		<b>Requestor Email:</b>	neil.a.m.chakrabarty@wv.gov
<b>Vendor Contact Phone:</b>	732-839-1688 Extension: 107	<div style="font-size: 48px; font-weight: bold;">23</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>	
<b>Discount Details:</b>			
	<b>Discount Allowed    Discount Percentage    Discount Days</b>		
#1	No                      0.0000                      0		
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
ENVIRONMENTAL PROTECTION OFFICE OF ADMINISTRATION 601 57TH ST SE CHARLESTON WV 25304 US	ENVIRONMENTAL PROTECTION 601 57TH ST CHARLESTON WV 25304 US

*1-4-23 BBT*

<b>Total Order Amount:</b>	\$1,498,245.00
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Purchasing Division's File Copy

ENTERED

<b>PURCHASING DIVISION AUTHORIZATION</b>  DATE: <i>1-4-2023</i> <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	<b>ATTORNEY GENERAL APPROVAL AS TO FORM</b>  DATE: <i>1/10/2023</i> <i>[Signature]</i> ELECTRONIC SIGNATURE ON FILE	<b>ENCUMBRANCE CERTIFICATION</b>  <i>Beverly Toler</i> DATE: <i>1-10-2023</i> ELECTRONIC SIGNATURE ON FILE
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**Extended Description:**

Change Order

Change Order No 3 is issued to extend the original contract to July 31, 2023, according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders. The extension of this contract is provided to complete the project only and will be at no additional cost to the agency.

Effective date of change: January 31, 2023

No other changes.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	43232802	0.00000		0.000000	\$1,318,245.00
Service From	Service To	Manufacturer	Model No		
2021-02-01	2023-07-31				

**Commodity Line Description:** Electronic EPermitting System

**Extended Description:**

Electronic EPermitting System

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
2	81112201	0.00000		0.000000	\$0.00
Service From	Service To	Manufacturer	Model No		
2021-02-01	2023-07-31				

**Commodity Line Description:** Post-Launch Maintenance Period

**Extended Description:**

TO BE ADDED VIA CHANGE ORDER AFTER ACCEPTANCE OF THE SYSTEM

Post-Launch Maintenance Period - 12 Month Post-Launch Maintenance Period after the last features have been deployed. Hours are estimated at 60 hours per month for 12 months for a total of 720 hours. Vendor will only bill for actual hours used.

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
3	43230000	1.00000	EA	180000.000000	\$180,000.00
Service From	Service To	Manufacturer	Model No		

**Commodity Line Description:** EN Suite Software

**Extended Description:**

EN Suite Software -

This includes the license and maintenance & support for the first year.



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west virginia department of environmental protection

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Information Technology Support  
601 57<sup>th</sup> Street SE, Charleston WV 25304  
304-926-0499 x 1626

Harold Ward, Cabinet Secretary  
dep.wv.gov

**MEMORANDUM**

**To:** Jessica Chambers  
Procurement Manager

**From:** Neil A. M. Chakrabarty, CTO  
WVDEP –ITS

**Date:** December 12, 2022

**Subject:** Change Order # 3 Time Extension for Purchase Order # CCT DEP2100000002.1 -  
Electronic EPermitting System DWWM20-01

The WVDEP Division of Water and Waste Management is requesting a change order (no additional cost) to extend the contract period of the above referenced purchase order by 6 months making the new effective date for the contract July 31, 2023.

The time extension was requested due to DEP's facility address data that could not be migrated into the new system. This issue has delayed the launch of Wave One of the EPermitting system. The facility addresses need to be verified, cleaned, and standardized before migrated into the new system, otherwise it will impact the usability of the new system. WVDEP has issued a separate RFQ (ARFQ DEP2300000022) to do this data clean up.

If you have any questions, please feel free to contact me at [neil.a.m.chakrabarty@wv.gov](mailto:neil.a.m.chakrabarty@wv.gov).

December 13, 2022

Ms. Xichun (April) Sun  
Programmer Analyst III  
WV Dept. of Environmental Protection  
601 East 57th Street  
Charleston, WV 25304

**Subject: Epermit Project Status Update and Contract DEP2100000002 Extension**

Dear April:

enfoTech is currently under a West Virginia contract DEP2100000002 to implement the Electronic Epermitting System (DWWM20-01) for Department of Environmental Protection. The EPermit project covers work scope for Solid Waste, Hazardous Waste, Groundwater, Environmental Complaint, and mobile inspection. The current contract end date is January 26, 2023.

**(A) Project Status**

The project is current at Sprint #4 out of 6 sprints system implementation procedure. Remaining project work includes the following:

1. Finalize Sprint #4 system configurations for the Groundwater for UIC Program,
2. Complete system configurations required by Sprint #5 and #6 which involve three programs:  
(1) Mobile Inspection, (2) misc. Solid Waste permits, and (3) Water Use programs.

**(B) Contract Time Extension**

The project will require the Epermit system to exchange data with DEP's existing ERIS data system. The data exchange will require initial data migration which the Team experiences some challenges not anticipated prior to the Contract execution, and will require additional time for DEP to make internal adjustments to support the data migration. Both DEP and enfoTech have discussed for a potential contract time extension. enfoTech agrees to a time extension to July 31, 2023 with no additional cost.

Sincerely,



Tony C. Jeng  
Executive Vice President  
TCJ:tx

Enclosure

cc: File – West Virginia DEP



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY  
State Capitol  
Charleston, West Virginia 25305

Mark D. Scott  
Cabinet Secretary

Joshua D. Spence  
Chief Information Officer

**TO: Larry Workman, Procurement Specialist, Senior  
Department of Environmental Protection**

**FROM: Joshua D. Spence, Chief Information Officer  
Office of Technology**

A handwritten signature in black ink, appearing to read "J. Spence", written over the printed name of the sender.

**SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT  
CCT DEP21\*2.1 IS&C NUMBER: 2022-8282**

**DATE: December 16, 2022**

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for Change Order #1 Time Extension for Purchase Order # CCT DEP2100000002.1 - Electronic EPermitting System DWWM20-01, the Office of Technology has determined:

**X** That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).